



Shire of
Plantagenet

Mount Barker • Kendenup • Narrikup
Porongurup • Rocky Gully

ORDINARY AGENDA

**An Ordinary Meeting of Council will be held at the
Shire of Plantagenet Council Chambers, Mount Barker
at 5:00pm on Tuesday 25 February 2025**

Julian Murphy
CHIEF EXECUTIVE OFFICER



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TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	3
2	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	3
3	PUBLIC QUESTION TIME	3
3.1	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	3
3.1.1	MATRICE HARBOUR ASKED THE FOLLOWING QUESTION OF COUNCIL IN RELATION TO FIRE EMERGENCY RESPONSE.....	3
3.2	PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995	4
4	PETITIONS / DEPUTATIONS / PRESENTATIONS.....	4
5	DISCLOSURE OF INTEREST.....	4
6	APPLICATIONS FOR LEAVE OF ABSENCE	4
7	CONFIRMATION OF MINUTES	5
7.1	MINUTES OF SPECIAL COUNCIL MEETING HELD 28 JANUARY 2025	5
8	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	5
9	REPORTS OF COMMITTEES AND OFFICERS	6
9.1	DEVELOPMENT & REGULATORY SERVICES REPORTS.....	6
9.2	INFRASTRUCTURE AND ASSETS REPORTS	7
9.3	CORPORATE AND COMMUNITY SERVICES REPORTS	8
9.3.1	COMPLIANCE AUDIT RETURN 2024	8
9.3.2	LIST OF ACCOUNTS – DECEMBER 2024 & JANUARY 2025.....	11

9.3.3	MONTHLY FINANCIAL REPORT – DECEMBER 2024 / JANUARY 2025.....	14
9.3.4	SALE OF LAND FOR NON-PAYMENT OF RATES AND CHARGES IN EXCESS OF 3 YEARS	17
9.3.5	WALGA SUSTAINABLE ENERGY PROJECT PHASE TWO	20
9.4	EXECUTIVE SERVICES REPORTS.....	25
9.4.1	O’NEILL ROAD SITE OFFICE	25
9.4.2	STRATEGIC COMMUNITY PLAN 2025-2035.....	28
10	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	34
11	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	34
12	CONFIDENTIAL.....	34
13	CLOSURE OF MEETING.....	34

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member will declare the meeting open.

Welcome to this Ordinary Meeting of Council, of Tuesday the 25 February 2025, commencing at 5:00pm. This meeting is being audio-recorded, in accordance with Regulation 14I of the Local Government Regulations 1996

The Shire of Plantagenet acknowledges the traditional custodians of our area and their continuing connection to the land and community. We pay our respects to all members of the Menang Noongar community and their culture; and to Elders past, present and emerging.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Members Present:

In Attendance:

Apologies:

Members of the Public Present:

Previously Approved Leave of Absence:

Cr B Bell

3 PUBLIC QUESTION TIME

3.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

3.1.1 MATRICE HARBOUR ASKED THE FOLLOWING QUESTION OF COUNCIL IN RELATION TO FIRE EMERGENCY RESPONSE.

I would like to know what the Plantagenet Shire has in place in case of full evacuation of the town is required and safe assistance for our frail, aged and socially isolated?

Response:

The Shire of Plantagenet's Local Emergency Management Arrangements (LEMA) are in place to guide the coordination of a response to an emergency and to provide support and resources during an emergency including when an evacuation is required. The LEMA outlines roles and responsibilities of

government and support agencies in accordance with the Emergency Management Act 2005.

These arrangements are managed by the Shire's Local Emergency Management Committee (LEMC) who meet regularly to ensure the arrangements are kept up to date and to ensure preparedness for when the community is impacted by a serious hazard such as bushfire, storms, flooding, earthquake.

During an emergency the Shire will coordinate with the relevant agencies including the Department of Fire and Emergency Services, WA Police, Department of Communities and the Department of Health to establish when and evacuation is required and when it is safe for people to return to their homes.

The local WA Police Force are responsible for coordinating an evacuation when required in an emergency. People who are threatened by a hazard will be moved to a safer location, typically an evacuation centre or, if they move themselves, to a safe location with family or friends.

The Department of Communities is responsible for establishing and operating evacuation centres, including the registration of displaced persons, with the assistance of the Red Cross and the Shire.

The Department of Communities maintains a Local Emergency Relief and Support Plan to assist with preparedness of a response to emergency situations impacting the community.

3.2 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995

4 PETITIONS / DEPUTATIONS / PRESENTATIONS

5 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

6 APPLICATIONS FOR LEAVE OF ABSENCE

Section 5.25 Local Government Act 1995

Nil

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF SPECIAL COUNCIL MEETING HELD 28 JANUARY 2025

Minutes, as circulated, of the Special Meeting of the Shire of Plantagenet, held on 28 January 2025.

OFFICER RECOMMENDATION

That the Minutes of the Special Meeting of the Shire of Plantagenet, held on 28 January 2025 be confirmed as a true and accurate record.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 DEVELOPMENT & REGULATORY SERVICES REPORTS

Nil

9.2 INFRASTRUCTURE AND ASSETS REPORTS

Nil

9.3 CORPORATE AND COMMUNITY SERVICES REPORTS

9.3.1 COMPLIANCE AUDIT RETURN 2024

File Ref:	N65500
Attachment:	<u>Compliance Audit Return 2024</u>
Responsible Officer:	Anthony Middleton Executive Manager – Corporate & Community
Author:	Helen Purves Executive Officer Governance
Proposed Meeting Date:	25 February 2025

PURPOSE

The purpose of this report is to consider the Compliance Audit Return for the calendar year 1 January to 31 December 2024.

BACKGROUND

A compliance audit is required to be completed by 31 March in each calendar year.

EXTERNAL CONSULTATION

Nil.

STATUTORY ENVIRONMENT

The compliance audit is required pursuant to Section 7.13 of the Local Government Act 1995. The Local Government (Audit) Regulations 1996 includes the following:

Regulation 14 - Compliance audits by local governments

- '(1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
- (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
- (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.
- (3) After the audit committee has reported to the council under sub regulation (3A), the compliance audit return is to be —
- (a) presented to the council at a meeting of the council; and
 - (b) adopted by the council; and
 - (c) recorded in the minutes of the meeting at which it is adopted.'

Regulation 15 – Certified copy of compliance audit return and other documents to be given to Departmental CEO

- (1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with—

- (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
- (b) any additional information explaining or qualifying the compliance audit,

is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

- (2) In this regulation —
 - certified in relation to a compliance audit return means signed by —
 - (a) the mayor or president; and
 - (b) the CEO.

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At Outcome 4 Performance & Leadership the following Strategies:

Strategy 4.1.3:

‘A Shire that is open and transparent with its community.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

STRATEGIC RISK IMPLICATIONS

A key element of the Strategic Risk Register relates to ‘Failure to Fulfil Compliance Requirements (Statutory, Regulatory)’. This section of the register contains a number of key controls, one of them being the Compliance Audit Return. Currently, the overall control rating is assessed as adequate.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The total number of questions in each section and the compliance with those questions is detailed in the following table. The Compliance Audit revealed:

Section	2023 Questions	2023 Compliance	2024 Questions	2024 Compliance
Commercial Enterprises by Local Governments	5	5	5	5
Delegation of Power/Duty	13	13	13	13
Disclosure of Interest	21	20	21	21
Disposal of Property	2	2	2	2
Elections	3	3	3	3
Finance	7	6	7	7
Integrated Planning & Reporting	3	2	3	2
Local Government Employees	5	5	5	5
Official Conduct	4	4	4	4
Optional Questions	9	8	9	9
Tenders for Providing Goods & Services	22	22	22	22
Total	94	90	94	93

The completed Compliance Audit Return is attached to this report. The following comments are made in respect to the non-compliance:

1. Integrated Planning and Reporting, question 2:

The last corporate business plan was adopted by absolute majority on 2 August 2022. The corporate business plan is meant to be reviewed annually. The plan is currently in the process of being reviewed.

This Compliance Audit Return is scheduled to be considered by the Audit & Risk Committee immediately prior to the Council Meeting on 25 February 2025 and any recommendation from that Committee will be tabled at this meeting.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council adopts the Compliance Audit Return for the calendar year 1 January to 31 December 2024, as presented.

9.3.2 LIST OF ACCOUNTS – DECEMBER 2024 & JANUARY 2025

File Ref:	N65510
Attachment:	<u>List of Accounts – December 2024</u> <u>List of Accounts – January 2025</u>
Responsible Officer:	Anthony Middleton Executive Manager – Corporate & Community
Author:	Kylie Caley Manager of Finance
Proposed Meeting Date:	25 February 2025

PURPOSE

The purpose of this report is to present the list of payments that were made during the month of December 2024 and January 2025.

EXTERNAL CONSULTATION

No external consultation has occurred in relation to this report.

STATUTORY ENVIRONMENT

This information is provided to Council monthly in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996* provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer, then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

Regulation 13A of the *Local Government (Financial Management) Regulations 1996* provides that a list of payments must be prepared and presented to Council each month for all credit, debit, or purchasing cards utilised by authorised employees during the month.

POLICY IMPLICATIONS

Council Policy F/FM/17 – Purchasing Policy

Council Policy F/FM/18 – Corporate Credit Card Policy

FINANCIAL IMPLICATIONS

Expenditure is in accordance with the 2024/2025 Annual Budget.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

RISK MITIGATION IMPLICATIONS**Low Risk**

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

Council has delegated authority to the Chief Executive Officer to make payments from the Shire’s Municipal and Trust funds as required.

All payments are independently evaluated by the Manager of Finance to verify that expenditures are for the Shire of Plantagenet and comply with Council policies, procedures, the *Local Government Act 1995*, and relevant regulations. The review also ensures there is no misuse of corporate credit or fuel purchase cards.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council:

1. Receives the list of accounts paid during the month of December 2024 as per the proposed Schedule of Payments, and as summarised below:

Municipal Account (inclusive of credit card and fuel card purchases)

Cheque Payments	47300	\$ 2,000.00
EFT Payments	EFT6972 – EFT7129	\$1,408,283.72
Direct Debit Payments		\$ 365,811.91
EFT Payroll Payments		\$ 406,188.86
Total Municipal Account Payments		\$2,182,284.49

2. Receives the list of accounts paid during the month of January 2025 as per the proposed Schedule of Payments, and as summarised below:

Municipal Account (inclusive of credit card and fuel card purchases)

Cheque Payments	47301	\$ 14,945.00
EFT Payments	EFT7130 – EFT7288	\$ 781,822.04
Direct Debit Payments		\$ 285,910.32
EFT Payroll Payments		\$ 591,764.43
Total Municipal Account Payments		\$1,674,441.79

9.3.3 MONTHLY FINANCIAL REPORT – DECEMBER 2024 / JANUARY 2025

File Ref:	N65509
Attachment:	<u>Financial Reports – December 2024/January 2025</u>
Responsible Officer:	Anthony Middleton Executive Manager – Corporate & Community
Author:	Kylie Caley Manager of Finance
Proposed Meeting Date:	28 February 2025

PURPOSE

The purpose of this report is to provide Council with the monthly financial report for the months ending 31 December 2024 and 31 January 2025.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996*, regulation 34 states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget.

Variances between budgeted and actual expenditure including the required material variances (10% with a minimum value of \$20,000) are included in the variance report.

EXTERNAL CONSULTATION

Nil.

STATUTORY ENVIRONMENT

s.6.4 *Local Government Act 1995*, Part 6 - Financial Management
r. 34 *Local Government (Financial Management) Regulations 1996*
r. 35 *Local Government (Financial Management) Regulations 1996*

POLICY IMPLICATIONS

There are no policy implications for this report.

FINANCIAL IMPLICATIONS

This item reports on the current financial position of the Shire. The recommendation does not in itself have a financial implication.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 4 Performance & Leadership* the following Strategies:

Strategy 4.1.3:

‘A Shire that is open and transparent with its community.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

STRATEGIC RISK IMPLICATIONS**Low Risk**

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The attached Statement of Financial Activity for the period 1 July 2023 to 31 December 2024 represents six (6) months, or 50% of the year. The following items are worthy of noting:

- Closing surplus position of \$7.98m;
- Operating results:
 - 86% of budgeted operating revenue has been received; and
 - 48% of budgeted operating expenditure spent (no depreciation has been raised until after the prior year’s audit is finalised);
- Capital expenditure achieved 15% of budgeted projects.
- Cash holdings of \$12.9m of which \$7.02m is held in cash backed reserve accounts; and
- Rates debtors outstanding equate to 21% of total rates raised for 2024/2025.

The attached Statement of Financial Activity for the period 1 July 2023 to 31 January 2025 represent seven (7) months, or 58% of the year. The following items are worthy of noting:

- Closing surplus position of \$7m;
- Operating results:
 - 88% of budgeted operating revenue has been received; and
 - 57% of budgeted operating expenditure spent (no depreciation has been raised until after the prior year's audit is finalised);
- Capital expenditure achieved 7% of budgeted projects.
- Cash holdings of \$12.3m of which \$7.02m is held in cash backed reserve accounts;
- Rates debtors outstanding equate to 13.5% of total rates raised for 2024/2025; and
- Page 10 of the statements detail major variations from year to date (amended) budgets.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council receives the Statement of Financial Activity for the months ending 31 December 2024 and 31 January 2025 as presented, along with notes of any material variances.

9.3.4 SALE OF LAND FOR NON-PAYMENT OF RATES AND CHARGES IN EXCESS OF 3 YEARS

File Ref:	N65512
Responsible Officer:	Anthony Middleton Executive Manager Corporate and Community Services
Author:	Pam Chambers Rates Officer
Proposed Meeting Date:	25 February 2025

PURPOSE

The purpose of this report is to advise the Council of the debt collection recovery procedures commenced under the Local Government Act (1995) regarding outstanding rates on Assessment A401612; 4 Hassell Street, Mount Barker. Authority is sought for the exercise of power to sell land and affix the Common Seal of the Council to the Transfer of Land and any other documentation required to effect any transfers.

BACKGROUND

Proceedings against the owner of assessment A401612, a vacant lot have been commenced under delegated authority. The property owner has failed to pay rates for a period of more than three years and other debt collection procedures have proved fruitless.

EXTERNAL CONSULTATION

Enquiries have been made with AMPAC Debt Recovery to estimate the cost of selling and or taking possession of the property.

STATUTORY ENVIRONMENT

Local Government Act 1995 (The Act)

Local Government (Financial Management) Regulations 1996 (Regulations)

Sections 6.64 to 6.75 of the Act and Regulations 72 to 78 govern the actions to be taken against landowners of rateable land to which rates have remained unpaid for more than three (3) years.

Sections of the Act referenced:

- 6.64 *Actions to be taken*
- 6.68 Exercise of power to sell land

State-wide public notice of sale of land for non-payment of rates or service charges is to be given and sale must be in the way of a public auction as prescribed in form 5 of the Regulations [reg. 75].

It is recommended that power of sale under section 6.64 and 6.68 of the Act, be exercised pursuant to delegation 2.11 Rates – Recovery where unpaid. The Chief

Executive Officer has the delegated authority to take possession of land where any rates or service charges have been unpaid for at least 3 years.

POLICY IMPLICATIONS

Clause 1.5(c) of Council Policy F/FM/15 – Debt Collection indicates that other courses of action may be taken to collect debt which include sale of land under S6.64 of the Local Government Act 1995 under delegation.

FINANCIAL IMPLICATIONS

On 17 February 2025, the total amount outstanding on the property is at \$27,267.41, including penalties.

BUDGET IMPLICATIONS

For AMPAC to proceed with the sale process a management fee of \$2,500.00 plus GST will apply. In addition, there is an approximate cost of \$5,000.00 to \$8,000.00 over a period of 12-18 months for the 3 Year Rule Sale process. These costs are recoverable by the Shire and would be included in a successful sale process. If a property does not sell it may need to be transferred to the Shire or Crown but only 12 months after a failure to sell at auction. The approximate cost of the transfer is a further \$2,500.00. There are Memorials lodged on the Title owing \$10,984.35.

The Water Corporation is owed approximately \$11,280.00.

The Shire would become responsible for water rates as well as maintenance of the vacant lot and its associated costs if a transfer to the Shire was to proceed.

LEGAL IMPLICATIONS

Transfer of Land documentation is required. The Shire may acquire and become responsible for the property after a failed auction.

ASSET MANAGEMENT IMPLICATIONS

The Shire may acquire land which would need to be added to the asset register if the land were to be retained for its own purposes.

The Shire would become responsible for firebreaks, weed control and general maintenance of the lot.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At Outcome 4 Performance & Leadership the following Strategies:

Strategy 4.1.3:

‘A Shire that is open and transparent with its community.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS**Low Risk**

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The property was purchased by the current owner in 2011.

Several payment arrangements made over the years have not been fulfilled.

A payment has not been made since August 2021.

The property owner has become increasingly difficult to contact with the Property Seizure and Sale Order having to be delivered by Suspended Service.

It is recommended that power of sale under section 6.64 and 6.68 of the Act, be exercised pursuant to delegation 2.11 Rates – Recovery where unpaid. The Chief Executive Officer has the delegated authority to take possession of land where any rates or service charges have been unpaid for at least 3 years.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council, pursuant to Section 6.64; 6.68 and 6.71 of the Local Government Act 1995:

- 1. Takes possession of the property, Assessment number A401612: Certificate of Title 2743/398; Lot 31 on Deposited Plan 60493: 4 Hassell Street, MOUNT BARKER WA 6324; and**
- 2. Authorises the President and the Chief Executive Officer to execute and, if necessary, affix the Common Seal of the Council to any documentation required to effect the property sale in Clause 1 above.**

9.3.5 WALGA SUSTAINABLE ENERGY PROJECT PHASE TWO

File Ref:	N65511
Responsible Officer:	Anthony Middleton Executive Manager Corporate & Community
Author:	Delma Baesjou Coordinator Corporate Strategy
Proprietor/Applicant:	Shire of Plantagenet/Western Australian Local Government Association
Proposed Meeting Date:	25 February 2025

PURPOSE

The purpose of this report is to consider an opportunity for the Shire of Plantagenet to participate in Phase Two of the WALGA Sustainable Energy Project.

BACKGROUND

The Shire of Plantagenet is a current participant in the WALGA Sustainable Energy Project (SEP). This ACCC-approved buying group of 48 Local Governments contract electricity under a volume aggregated purchasing process, coordinated by WALGA. Through Phase One, the SEP enabled the Shire to reduce energy costs and access renewable energy. The 4 properties involved are the Administration Building, Sounness Park, the Saleyards and the Mount Barker Community Centre.

The Phase One contract commenced in 2022 and will expire on 31 March 2025. In preparation for Phase Two, WALGA conducted a Request for Quotation (RFQ) process and has since reviewed the offers and determined the most advantageous proposal. The Shire of Plantagenet was invited to continue participation in the SEP. The Shire entered into an MOU with WALGA allowing the contestable energy spend to be represented into this procurement process for the purposes of pricing. The RFQ was overseen by a steering committee and evaluated by a team of WALGA officers, local government officers, and independent technical consultants - Ironbark Sustainability. The consultants analysed the pricing tables (modelled against current consumption data) and provided recommendations for WALGA's consideration.

A public Pre-Tender Market Notice process had been conducted in February 2024 to identify potential respondents to the Phase Two project term. Six submissions were received, of which two were compliant with the mandatory requirement to hold a WA retail electricity licence. The respondents were engaged in discussions to determine eligibility and suitability to be invited into the RFQ. WALGA also met with other companies that could potentially tender existing or future sustainable energy infrastructure projects to offer Power Purchase Agreement contracts into the process. No other companies were identified with planned or shelf-ready generation projects that would be able to offer a proposal to WALGA for the Phase Two term.

In summary, the most advantageous offer received for Phase Two involves:

- A three-year contract term from 1 April 2025 to 31 March 2028
- A new Time-of-Offer band that allows for Peak, Midday and Off-Peak rates allowing for spend optimisation by scheduling consumption into a business hours period that has a cheaper supply rate
- Unbundled pricing
- Value added services that include an option to apply NaturalPower to street lighting.

The modelling of the comparative costs and savings for the offer recommended by WALGA are discussed and summarised within the Financial Implications and in the Tables below.

The pricing in the offer is dependent on 100% of Participants agreeing to the contract. WALGA requires notification and formalisation of contracts from participating Local Governments on or before 7 March 2025 to secure the offer.

EXTERNAL CONSULTATION

On 26 August 2021, WALGA secured a Determination from the ACCC. This Determination granted authorisation to the Western Australian Local Government Association from 17 September 2021, to enable Local Governments who are current and future members of a proposed joint renewable energy purchasing group, to pool their demand and collectively tender for and negotiate an electricity supply arrangement. The authorisation was granted for 15 years, until 30 September 2036.

For the current Phase Two, WALGA obtained consent from the Shire and 51 other Participants to represent their energy load in the procurement process.

STATUTORY ENVIRONMENT

Local Government Act 1995 (The Act)

Local Government (Financial Management) Regulations 1996 (Regulations)

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

The Phase One term of the Project is estimated to save Local Governments \$34 million in expenditure and offset over 120,000 tonnes of carbon.

Modelling from WALGA shows that the Western Australian Wholesale Electricity Market (WEM) has changed significantly since SEP was first tendered to the market in 2021. The short-term electricity market price has increased from \$48.03 in Q3 2021 to \$98.54 at the end of June 2024, an increase of 105%.

WALGA modelling estimates that by accepting the most advantageous offer from Synergy, WALGA Members will incur an estimated average 36% increase from their incumbent three-year contract (locked in rates from 2022). This compares to an estimated increase in costs (62% for unbundled and 81% for bundled offers) that would otherwise occur were it not for the continuation of the WALGA Sustainable Energy Project.

The collective savings from the recommended offer are modelled (based on historic consumption profiles) to deliver an estimated \$34.7 million savings in energy costs over a new three-year term for Participants.

The modelling specific to the Shire of Plantagenet shows the following costs and savings across 4 eligible contestable energy sites:

Recommended Offer Unbundled, 100% take-up	
Year 1	\$101,630
Year 2	\$101,571
Year 3	\$98,679
Total cost	\$301,880
Total savings (from Open Market)	\$236,465
Proportion savings	44%

If 100% contracting of participants is not achieved, then the next most advantageous offer becomes the fallback position for Contracting (assuming 65% participant take-up). This is estimated to be approximately 6% more expensive across the SEP, but will vary according to each Participant's consumption profile.

Under the fallback scenario, it is estimated the Shire would have an additional cost of \$18,642 (6.15%) over three years. The pricing of the fallback contract position is as follows:

Fallback – Unbundled, 65% take-up	
Year 1	\$107,344
Year 2	\$107,285
Year 3	\$105,893
Total cost	\$320,522
Total savings (from Open Market)	\$217,823
Proportion savings	40%

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 2.3 Conservation and Environment* the following Strategy:

Strategy 2.3.3:

‘Continue to develop an awareness of and appropriate response to effects of climate variation.’

At *Outcome 4 Performance & Leadership* the following Strategies:

Strategy 4.1.2:

‘A progressive Shire with diverse thinking.’

Strategy 4.1.4:

‘Continuous improvement in service delivery.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

Officers support the Shire entering into a new Renewable Energy Supply Agreement/Phase Two of the Sustainable Energy Project.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council:

- 1. Enters into a new Renewable Energy Supply Agreement, in accordance with Phase Two of the WALGA Sustainable Energy Project, effective 1 April 2025 for a three-year term; and**
- 2. Authorises the President and the Chief Executive Officer to execute and affix the Common Seal of the Council to any documentation required to effect the Energy Supply Agreement.**

9.4 EXECUTIVE SERVICES REPORTS

9.4.1 O'NEILL ROAD SITE OFFICE

File Ref:	N65507
Attachment:	<u>O'Neill Road map</u>
Responsible Officer:	Julian Murphy Chief Executive Officer
Author:	Julian Murphy Chief Executive Officer
Proposed Meeting Date:	25 February 2025

PURPOSE

The purpose of this report is to consider the proposal to purchase new modular site offices for the O'Neill Road Waste Facility.

BACKGROUND

The O'Neill Road Waste Facility lacks appropriate facilities for staff. Currently the facility has two site offices. A gate house which is in fair condition and a caravan used as a lunchroom and Office located near the household waste disposal area.

The caravan is very old and in poor condition and does not meet current standards required to provide and adequately for employees.

It is proposed to replace the caravan with a small 3mx3m modular office unit and install an appropriate 6mx3m modular unit for use as a lunchroom adjacent to the main shed at the entrance to the site. The gate house building will be retained in its current location.

Preliminary quotes have been obtained to purchase both buildings, delivered to site for approximately \$50,000. Some minor site works will be required which can be undertaken in house.

EXTERNAL CONSULTATION

No external consultation has occurred in relation to this report.

STATUTORY ENVIRONMENT

Local Government Act 1995
Work Health and Safety Act 2020

POLICY IMPLICATIONS

Policy implications do not apply for this report; policy development is not required.

FINANCIAL IMPLICATIONS

The new buildings can be funded from the Waste Management Reserve without significantly impacting on future funding requirements.

BUDGET IMPLICATIONS

A budget amendment is required to facilitate the purchase of new site offices at the O'Neill Road Waste Facility funded from the Waste Management Reserve.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

The new buildings will be managed as part of the O'Neill Road Waste Facility infrastructure.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At Outcome 4 Performance & Leadership the following Strategies:

Strategy 4.1.1:

'A Shire that listens and considers the needs of each community.'

Strategy 4.1.4:

'Continuous improvement in service delivery'

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be "Low" risk and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The Shire has an obligation to provide adequate facilities for employees to take breaks, undertake their work duties and shelter from the elements when required.

The current facilities are in poor condition and are in need of upgrading. New modular site buildings are affordable and readily available and will resolve the current issues relating to providing staff with adequate site facilities.

It is recommended that Council makes an amendment to the Annual Budget to provide for the purchase of two new site buildings for use at the O'Neill Road Waste Facility.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That Council:

- 1. Makes a provision in the 2024/2025 Annual Budget of \$50,000 for the purchase of new site buildings at the O'Neill Road Waste Facility;**
- 2. Funds the purchase from the Waste Management Reserve; and**
- 3. Amends the Budget accordingly.**

9.4.2 STRATEGIC COMMUNITY PLAN 2025-2035

File Ref:	N65513
Attachments:	<u>Draft Strategic Community Plan 2025-2035</u>
Responsible Officer:	Julian Murphy Chief Executive Officer
Author:	Anthony Middleton Executive Manager – Corporate & Community
Proposed Meeting Date:	25 February 2025

PURPOSE

The purpose of this report is to consider the draft Strategic Community Plan 2025-2035 for adoption.

BACKGROUND

The current Shire of Plantagenet Strategic Community Plan, titled '*Imagine Plantagenet*' and covering the years 2022/2023 – 2032/2033, was adopted by the Council on 24 May 2022.

A high-level assessment of the framework of *Imagine Plantagenet*, showed that it is content heavy in the first two key pillars (23 of the 32 strategic priorities) with the third and fourth key pillars being somewhat light on for priorities. The 'Economy' key pillar, essential to growth and prosperity, is especially under-done.

The eleven (11) focus areas of *Imagine Plantagenet* are formulated based on "who" a service is for, rather than "why" or "what" a service is being delivered and the terminology used is very non-committal. Also, there are key issues completely missing from the 32 established strategic priorities, for example, housing development and water resource security.

Consequently, a review was undertaken to fine-tune the intent and structure of *Imagine Plantagenet*. The minor review undertaken resulted in a more balanced framework, focussed on achieving all of the communities and Council's strategic goals. Numbering has also been added to each key pillar and strategic priority to improve referencing and the allocation of responsible Shire staff.

The resultant review produced the draft Strategic Community Plan 2025-2035 as attached. This draft Strategic Community Plan was considered by the Council at its meeting held on 17 December 2024 and resolved (motion 119/24):

'That Council approve for advertising, the attached draft Strategic Community Plan 2025-2035.'

EXTERNAL CONSULTATION

Legislation requires that the electors and ratepayers of the district are consulted during the development *or modifications* of a strategic community plan. As such, the following timeline is being used for this review:

- December 2024 Council Meeting - Draft SCP 2025-2035 document 'approved for advertising';
- December 2024 to February 2025 – Draft SCP advertised seeking community feedback; and
- February 2025 Council Meeting - Draft SCP 2025-2035 document and any community feedback considered for final adoption.

Advertising occurred during January and February, inviting comment on the draft plan. Feedback received has been summarised and addressed in the Officer Comment section of this item.

STATUTORY ENVIRONMENT

Local Government (Administration) Regulations 1996 regulations 19C stipulates the minimum requirements for inclusion in the plan and the process for adoption and modification of a plan.

Whilst relevant legislation only requires a local government to review the current Strategic Community Plan (SCP) for its district at least once every 4 years (due 2026), it is prudent to undertake a minor review in-between times to ensure goals remain relevant and contemporary, particularly in light of a growing population base.

The State Government is currently proposing to amend the legislative requirements for forward planning in local government as part of their Local Government Reform agenda. The changes to the regulations are currently being developed and the Department's website provides the following information:

'The reforms propose that local governments prepare, adopt and publish a council plan to plan for the future services and facilities that are to be provided by the local government for the district. This is intended to replace the requirement for strategic community plans.'

A summary of this reform proposals are:

- *simplified, short-form council plans that replace strategic community plans and set high-level objectives over an 8-year period*
- *simplified asset management plans to consistently forecast costs of maintaining assets*
- *simplified long-term financial plans that outline long-term financial management and sustainability issues, and any investments and debts.*

Regulations are being developed to ensure the framework meets the needs of the sector and provide for an avenue for local governments to plan for the short, medium and long term.'

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

This item recommends establishing a new, albeit revision, of the existing strategic direction.

The existing Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At Outcome 4 Performance & Leadership the following Strategies:

Strategy 4.1.1:

‘A Shire that listens and considers the needs of each community.’

And

Strategy 4.1.3:

‘A Shire that is open and transparent with its community.’

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

This item has been evaluated against the Shire of Plantagenet Risk Assessment and Acceptance Criteria. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedures and with currently available resources.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The structure of the attached draft Strategic Community Plan 2025-2035 can be summarised as follows:

Key Pillar	Number of Focus Areas	Number of Strategic Priorities
1. Community	3	10
2. Environment	2	8
3. Economy	3	9
4. Leadership	2	7
Totals	10	34

A lot of the changes proposed to the Imagine Plantagenet plan are quite subtle, yet make an important improvement with a focus on action. For example, terms such as “*where possible...*” have been removed to bolster the intent. Also, rewording a strategic priority from “*Develop and implement policies and initiatives to attract inward migration and investment*” to simply “*Attract inward migration and investment*” has improved the whole document and better demonstrates the commitment to achieve.

The Strategic Community Plan is a high level, vision setting document that defines the focus areas for the organisation for the next ten years. Once this document is adopted, a Corporate Business Plan will be developed that sets the specific tasks to be undertaken to achieve these defined goals over the next 4 years. For example, the Strategic Community Plan may set a strategy of “*Improve the health and activity levels of our community*”, whereas the Corporate Business Plan sets specific actions to achieve each strategy, such as redeveloping the Mount Barker Swimming Pool or establishing seniors’ classes at the Recreation Centre.

This high-level approach to the Strategic Community Plan often results in feedback from members of the public that the plan lacks specific purpose or is not relevant to where they live. Such specific detail on individual projects and locations will be covered in the Corporate Business Plan.

Feedback was received from four (4) individuals during the advertised period. A summary of the feedback received and recommended response to the feedback is as follows:

FEEDBACK:		RECOMMENDED RESPONSE:
1.	Develop a Place Plan for Kendenup.	Agreed - for inclusion in the Corporate Business Plan. No amendment required to the Strategic Community Plan.
2.	Summary from the Town Hall meetings (p.12) for Kendenup are out-of-date.	Opinion noted. No change recommended.

3.	Develop a Place Plan for Kendenup.	Agreed - for inclusion in the Corporate Business Plan. No amendment required to the Strategic Community Plan.
4.	Not enough community engagement from the Shire, highlighting the positive things.	Noted. Key Pillar 4 has three initiatives in the "Open & Accountable" focus area. Consideration can be given to a communications strategy or similar in the Corporate Business Plan.
5.	Develop a Place Plan for Kendenup.	Agreed - for inclusion in the Corporate Business Plan. No amendment required to the Strategic Community Plan.
6.	Include renovation of the historic Town Hall (<i>assumed Kendenup Town Hall</i>).	Strategy 2.3 states – "Prioritise town halls and public buildings to enable community focal points and gathering spaces." Specific renovations to specific halls can be considered through Asset Management Planning and the Corporate Business Plan.
7.	I fully support all conservation, environmental management and weed control in Kendenup and request that more priority is given to these purposes.	Noted. Strategy 2.6 states – "Protection of our natural environment for the enjoyment of future generations."
8.	The specific inclusion of quiet, none-triggering spaces at functions and festivals for autistic people. The lack of such consideration means that the many individuals who are now known to be living with autism, are excluded from much of the community interaction in the Shire.	<p>Strategy 1.2 states – "Support festivals, events and activities that strengthen our sense of identity and celebrate our history and heritage."</p> <p>Strategy 1.7 states – "An accessible community suitable for current and a future aging community."</p> <p>Strategy 1.8 states – "Provide services, facilities and information that are accessible to people of all abilities."</p> <p>Agreed - for inclusion to the Corporate Business Plan or operational processes. No amendment required to the Strategic Community Plan.</p>

The feedback received from the community in the table above is all valuable input and will be considered at the compilation of the Corporate Business Plan and/or

relevant operational process. There are no changes recommended to the draft Strategic Community Plan attached.

A review of the Corporate Business Plan (required to be completed annually) is being undertaken by staff concurrently with this review of the Strategic Community Plan. Also, a Strategic Resource Plan (a single document that incorporates a long-term financial plan, asset management plan and workforce plan) is presently being prepared. These will both be finalised in the first half of 2025.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council:

- 1. Adopts the Strategic Community Plan 2025-2035, as presented; and**
- 2. Thanks those community members who provided feedback to the draft plan.**

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

**11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY
DECISION OF THE MEETING**

12 CONFIDENTIAL

13 CLOSURE OF MEETING