



ORDINARY AGENDA

Notice is hereby given that an **ORDINARY Meeting of the Council** will be held:

DATE: Tuesday, 28 May 2024

TIME: 5.00pm

VENUE: Council Chambers, Lowood
Road, Mount Barker WA 6324



Julian Murphy
CHIEF EXECUTIVE OFFICER

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This agenda has yet to be dealt with by the Council. The Recommendations shown at the foot of each Item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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Please Note: Council Meetings are recorded for accuracy of minute taking.

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

On establishing there is a quorum, the Presiding Member will declare the meeting open.

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:

3 PUBLIC QUESTION TIME

3.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

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 ORDINARY MINUTES OF COUNCIL HELD 23 APRIL 2024

Minutes, as circulated, of the Ordinary Meeting of the Shire of Plantagenet, held on 23 April 2024.

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 23 April 2024 as circulated, be taken as read and adopted as a correct record.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 DEVELOPMENT SERVICES REPORTS

Nil

9.2 WORKS AND SERVICES REPORTS

9.2.1 BUSH FIRE MITIGATION NOTICE 2024/2025

| | |
|-------------------------------|--|
| File Ref: | N63659 |
| Attachment: | <u>Bush Fire Mitigation Notice 2024/2025</u> |
| Responsible Officer: | Kevin Hemmings Executive Manager Works and Services |
| Author: | Amy Chadbourne Senior Administration Works and Services |
| Proposed Meeting Date: | 28 May 2024 |

PURPOSE

The purpose of this report is to endorse the Bush Fire Mitigation Notice (BFMN) 2024/2025 for publication and distribution to owners and occupiers of land within the Shire of Plantagenet.

BACKGROUND

The Shire publishes and distributes a BFMN to all landowners which is included with the property's rates notice.

Consultation to review the BFMN commenced in March 2024 with relevant Shire staff and Bush Fire Control Officers. A draft document was presented to the Bush Fire Executive Committee meeting on 27 March 2024 and then to the Plantagenet Bush Fire Advisory Committee meeting on 8 May 2024.

EXTERNAL CONSULTATION

Consultation has taken place with Shire Bush Fire Control Officers and the Department of Fire and Emergency Services (DFES).

STATUTORY ENVIRONMENT

Bush Fires Act 1954

Planning and Development Act 2005

State Planning Policy No 3.7: Planning in Bush Fire Prone Areas (SPP3.7)

Bush Fire Brigades Local Law 2020

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

Printing costs are estimated at \$2,000.00 (excl GST). The costs are allocated to account 2050115 Fire – Printing and Stationery.

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 1.5 (A safe Plantagenet) the following:

Strategy 1.5.1:

‘Support the community in emergency and fire management planning, preparedness, response and recovery.’

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

RISK MITIGATION IMPLICATIONS

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|--|-------------------|--------------------|----------------------|--------------------------------|
| <i>Operational</i> Lack of clear direction on requirements for fire mitigation. | <i>Possible</i> | <i>Moderate</i> | <i>Moderate</i> | The Council endorses the BFMN. |

STRATEGIC RISK IMPLICATIONS

The Shire’s Strategic Risk Register (Business and Community Disruption) incorporates a number of key controls for the support of bush fire risk education, inspection of fire breaks and enforcement, and the coordination of Bush Fire Brigades.

The controls are rated as adequate and the Shire’s Community Emergency Services Manager (CESM) is responsible.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

This year’s BFMN was reviewed and slightly restructured to reduce the amount of unnecessary and replicated information and to make it easier for the reader to understand and implement.

The following changes were approved by the Bush Fire Advisory Committee at its meeting held on 8 May 2024.

1. Plantation companies with more than 10,000 hectares are to have a heavy-duty firefighting appliance. The crew and appliance are to be maintained in a state of

operational readiness. This appliance should be in reasonable proximity to the Shire of Plantagenet whether it be within the Shire itself or an adjoining Shire.

2. Modifications to apply to plantations/tree farms are as follows:
 - Boundary firebreaks are to be 15 metres wide. Within these 15 metres, 6 metres are to be as central as possible with a trafficable surface and a minimum overhead clearance of 4 metres. This section is to be maintained as a firebreak. The remaining 9 metres of the firebreak is to be maintained in a hazard reduced state.
 - Internal firebreaks are to have a minimum trafficable area width of 6 metres maintained in a hazard reduced state with a minimum overhead clearance of 4 metres.
3. The definition of a firebreak was reworded to read – *‘An area that is ploughed, cultivated, scarified, chemically sprayed, slashed, or otherwise cleared of flammable material to a maximum vegetation height of 50mm.’*

Fire Control Officer (FCO) and fire mitigation information is available on the Shire website or by contacting the Shire Administration Office.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council approves the Shire of Plantagenet’s Bush Fire Mitigation Notice 2024/2025 as proposed.

9.2.2 BUSH FIRE CONTROL OFFICER POSITIONS – APPOINTMENTS FOR 2024/2025

| | |
|-------------------------------|--|
| File Ref: | N63671 |
| Responsible Officer: | Kevin Hemmings Executive Manager Works and Services |
| Author: | Amy Chadbourne Senior Administration Works and Services |
| Proposed Meeting Date: | 28 May 2024 |

PURPOSE

The purpose of this report is to recommend the appointment of Bush Fire Control Officers, Executive Bush Fire roles and Bush Fire Advisory Committee delegates and proxies for 2024/2025.

BACKGROUND

The Shire appoints delegates to a number of positions on an annual basis in accordance with the Bush Fires Act 1954.

At its meeting held on 8 May 2024, the Bush Fire Advisory Committee (BFAC) endorsed the nominations for the appointment of Bush Fire Control Officers (FCO) and designed Bush Fire Service positions for 2024/2025.

EXTERNAL CONSULTATION

The BFAC made the recommendations detailed in this report.

STATUTORY ENVIRONMENT

Bush Fires Act 1954, Section 38 'Local government may appoint bush fire control officer'

Bush Fire Brigades Local Law 2020

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

The appointment of the Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, Chief Fire Weather Officer, Deputy Fire Weather Officers, Base Radio Operator, Deputy Base Radio Operators, Bush Fire Control Officers and the BFAC Delegates and proxies shall be published in a newspaper circulating in the Plantagenet District.

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 1.5 (A safe Plantagenet) the following:

Strategy 1.5.1:

‘Support the community in emergency and fire management planning, preparedness, response and recovery.’

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

RISK MITIGATION IMPLICATIONS

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|---|-------------------|--------------------|----------------------|---|
| <i>Operational</i> Lack of effective leadership in Bush Fire Brigades. | <i>Unlikely</i> | <i>Moderate</i> | <i>Moderate</i> | The Council approves the list of FCOs and associated positions. |

STRATEGIC RISK IMPLICATIONS

The Shire’s Strategic Risk Register (Business and Community Disruption) incorporates a number of key controls for the support of Bush Fire Brigade activities. The control is rated as adequate and the Shire’s Community Emergency Services Manager (CESM) is responsible.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

It is recommended that the nominations for the Bush Fire Control Officers, designated positions, delegations and proxies of the Bush Fire Advisory Committee for the Shire of Plantagenet for 2024/2025 be appointed.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council approve the following recommendations:

- 1. All previous appointments for the positions of Bush Fire Control Officers, designated Bush Fire Service positions and Bush Fire Advisory Committee members for the Shire of Plantagenet be cancelled on 30 June 2024.**

2. The following be appointed as Designated Bush Fire Service Positions for 2024/2025 taking effect from 1 July 2024.

| POSITION | NOMINEE |
|---|-----------------------|
| Chief Bush Fire Control Officer | Iain Mackie |
| Deputy Chief Bush Fire Control Officer No. 1 | Chris Norton |
| Deputy Chief Bush Fire Control Officer No. 2 | Bryce Skinner |
| Chief Fire Weather Officer | Phil Mackie |
| Deputy Chief Fire Weather Officer 1 | Graeme Pyle |
| Deputy Chief Fire Weather Officer 2 | David Burcham |
| Base Radio Operator | Mietta Skinner |
| Deputy Base Operators | Jo Wills |
| | Jacqui Burcham |

3. The following be appointed as Fire Weather Officers for 2024/2025 taking effect from 1 July 2024.

| SHIRE OF PLANTAGENET BUSH FIRE BRIGADE | FIRE WEATHER OFFICER NOMINEE |
|---|-------------------------------------|
| Denbarker | Norm Handasyde |
| Forest Hill | Brad McLean |
| Kendenup | Stephen Beech |
| Kojaneerup | Vacant |
| Middle Ward | Greg Sounness |
| Narpyn | Mark Wallace |
| Narrakup | Chris Norton |
| Perillup | Kieran Allison |
| Porongurup | Alan Wise 1 |
| | Alan Kennedy 2 |
| Porongurup South | Vacant |
| Rocky Gully | Robin Higgins |
| South Stirlings | Brent Counsel |
| Woogenellup | Nathan Hunt |
| Volunteer Fire & Rescue | Vacant |
| Shire of Plantagenet 1 | Kevin Hemmings |
| Shire of Plantagenet 2 | Mike Barnes |
| Shire of Plantagenet 3 | Jason Rutter |

4. The following be appointed as Bush Fire Control Officers for 2024/2025, taking effect from 1 July 2024.

| Position | FCO Nominee 2024/2025 |
|-----------------------------------|------------------------------|
| Denbarker | |
| Fire Control Officer No. 1 | Brad Lynch |
| Fire Control Officer No. 2 | Tony Griffiths |
| Fire Control Officer No. 3 | Warren Drage |
| Fire Control Officer No. 4 | Neville Lindberg |
| Fire Control Officer No. 5 | John Rodgers |
| Fire Control Officer No. 6 | Norm Handasyde |
| Forest Hill | |
| Fire Control Officer No. 1 | Craig Moore |
| Fire Control Officer No. 2 | Len Handasyde |
| Fire Control Officer No. 4 | Murray McLean |
| Kendenup | |
| Fire Control Officer No. 1 | Ben Furber |
| Fire Control Officer No. 2 | Matthew Newham |
| Fire Control Officer No. 3 | Stephen Beech |
| Fire Control Officer No. 4 | Ken Frost |
| Fire Control Officer No. 5 | Rob Baines |
| Fire Control Officer No. 6 | Brad Wood |
| Middle Ward | |
| Fire Control Officer No. 1 | Paul Spinks |
| Fire Control Officer No. 2 | Kim Stothard |
| Fire Control Officer No. 3 | Iain Mackie |
| Fire Control Officer No. 4 | Greg Sounness |
| Fire Control Officer No. 5 | Andrew Mackie |
| Narpyn | |
| Fire Control Officer No. 1 | Robert Wright |
| Fire Control Officer No. 2 | Michael Cave |
| Fire Control Officer No. 3 | Mark Wallace |
| Fire Control Officer No. 4 | Owen Sounness |
| Narrakup | |
| Fire Control Officer No. 1 | Chris Norton |
| Fire Control Officer No. 2 | Glen Forbes |

| | |
|---------------------------------|-------------------|
| Fire Control Officer No. 3 | Graeme Frusher |
| Fire Control Officer No. 4 | Robert Smith |
| Perillup | |
| Fire Control Officer No. 1 | Dean Trotter |
| Fire Control Officer No. 2 | Thomas Riggall |
| Fire Control Officer No. 3 | Robin Ditchburn |
| Porongurup | |
| Fire Control Officer No. 1 | Brad Cluett |
| Fire Control Officer No. 2 | Daniel Cobain |
| Fire Control Officer No. 3 | Gerald Versluis |
| Fire Control Officer No. 4 | Allen Kennedy |
| Fire Control Officer No. 5 | Tristan Hampel |
| Fire Control Officer No. 6 | Alan Wise |
| Porongurup South | |
| Fire Control Officer No. 1 | Wayne Matthews |
| Fire Control Officer No. 2 | Jamie Stan-Bishop |
| Fire Control Officer No. 3 | Allen Rees |
| Fire Control Officer No. 4 | Greg Dorrell |
| Fire Control Officer No 5 | David Marsh |
| Rocky Gully | |
| Fire Control Officer No. 1 | Ian Higgins |
| Fire Control Officer No. 2 | Hamish Cameron |
| Fire Control Officer No. 3 | Murray Wills |
| Woogenellup | |
| Fire Control Officer No. 1 | Nathan Hunt |
| Fire Control Officer No. 2 | Stephen Adams |
| Fire Control Officer No. 3 | Bryce Skinner |
| Fire Control Officer No. 4 | Kyle Pieper |
| Fire Control Officer No. 5 | Mark Adams |
| South Stirlings | |
| Dual Fire Control Officer No. 1 | Graeme Pyle |
| Dual Fire Control Officer No. 2 | Reece Curwen |
| Dual Fire Control Officer No.3 | Vacant |
| Kojaneerup | |

| | |
|---|----------------|
| Dual Fire Control Officer No. 1 | Ashton Hood |
| Dual Fire Control Officer No. 2 | Scott Smith |
| Shire of Plantagenet | |
| Fire Control Officer No. 1 | Kevin Hemmings |
| Fire Control Officer No. 2 | Mike Barnes |
| Fire Control Officer No. 3 | Jason Rutter |
| Fire Control Officer No. 4 | Dahna Kleemann |
| Mount Barker Volunteer Fire & Rescue | |
| Fire Control Officer No. 1 | Ray Drage |
| Fire Control Officer No. 2 | Kevin Bransby |

5. The following be appointed as Bush Fire Advisory Committee Delegates and Proxies for 2024/2025 taking effect from 1 July 2024.

| | Delegate | Proxy |
|------------------|----------------|---------------------------------|
| Denbarker | Brad Lynch | Tony Griffiths/ John Rodgers |
| Forest Hill | Craig Moore | Kieran Wilkinson |
| Kendenup | Matthew Newham | Ben Furber |
| Kojaneerup | Ashton Hood | Scott Smith |
| Middle Ward | Paul Spink | Greg Sounness |
| Narpyn | Rob Wright | Craig Williams |
| Narrikup | Chris Norton | Glen Forbes |
| Perillup | Kieran Allison | Dean Trotter |
| Porongurup | Tristan Hampel | Gerald Versluis |
| South Porongurup | Wayne Matthews | Jamie Stan-Bishop |
| Rocky Gully | Ian Higgins | Hamish Cameron |
| South Stirlings | Graeme Pyle | Reece Curwen |
| Woogenellup | Nathan Hunt | Nathan Crosby |
| Mt Barker VFRS | Ray Drage | Kevin Bransby |

be endorsed.

9.3 CORPORATE AND COMMUNITY SERVICES REPORTS

9.3.1 FINANCIAL STATEMENTS – APRIL 2024

| | |
|-------------------------------|--|
| File Ref: | N63720 |
| Attachment: | <u>Financial Statements – April 2024</u> |
| Responsible Officer: | Anthony Middleton Executive Manager – Corporate & Community |
| Author: | Anthony Middleton Executive Manager – Corporate & Community |
| Proposed Meeting Date: | 28 May 2024 |

PURPOSE

The purpose of this report is to note the Monthly Financial Statements for the period ending 30 April 2024.

BACKGROUND

In addition to good governance, the presentation to the Council of monthly financial reports is a statutory requirement, with these to be presented at an ordinary meeting of the Council within two (2) months after the end of the period to which the statements relate.

EXTERNAL CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* sets out the basic information which must be included in the monthly reports to Council.

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

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

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|---|-------------|----------------------|---------------|---|
| <i>Reputational</i> That Council does not receive the financial activity statements as required by S6.4 of the LG Act 1995 | <i>Rare</i> | <i>Insignificant</i> | <i>Low</i> | That Council receives the financial activity statements as required by legislation. |

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 30 April 2024 represents ten (10) months, or 83% of the year.

The following items are worthy of noting:

- Closing deficit position of \$4.23m;
- Operating results:
 - 88% of budgeted operating revenue has been received; and
 - 71% of budgeted operating expenditure spent;
- Capital expenditure achieved 33% of budgeted projects;
- Cash holdings of \$9.0m of which \$5.1m is held in cash backed reserve accounts;
- Rates debtors outstanding equate to 8.2% of total rates raised for 2023/2024; and
- Page 10 of the statements detail major variations from year to date (amended) budgets.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council notes the monthly financial statements for the period ending 30 April 2024, as attached.

9.3.2 LIST OF ACCOUNTS – APRIL 2024

| | |
|-------------------------------|---|
| File Ref: | N63740 |
| Attachment: | <u>List of Accounts – April 2024</u> |
| Responsible Officer: | Anthony Middleton Executive Officer Corporate and Community Services |
| Author: | Anthony Middleton Executive Manager – Corporate & Community |
| Proposed Meeting Date: | 28 May 2024 |

PURPOSE

The purpose of this report is to present the list of payments that were made during the month of April 2024.

EXTERNAL CONSULTATION

No external consultation has occurred in relation to this report.

STATUTORY ENVIRONMENT

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.

The Chief Executive Officer has delegated authority to authorise payments (28 June 2022). Relevant staff have also been issued with delegated authority to issue orders for the supply of goods and services subject to budget limitations.

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.

POLICY IMPLICATIONS

Council Policy F/FM/7 – Purchasing and Tender Guide applies.

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

There are no strategic implications for this report.

RISK MITIGATION IMPLICATIONS

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|--|-------------------|--------------------|----------------------|--|
| Reputational That Council does not receive the list of payments | Rare | Insignificant | Low | That Council receives the list of payments as required by legislation. |

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council receive in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority for the month ended 30 April 2024 as follows:

1. Electronic Payments and Direct Debits totalling \$1,001,145.46; and
2. Municipal Cheque 47288 to 47292 totalling \$4,420.50

9.3.3 ROCKY GULLY TOWN CENTRE PLACE PLAN

| | |
|-------------------------------|---|
| File Ref: | N63438 |
| Attachment: | <u>Rocky Gully Town Centre Place Plan 2024 – 2034</u> <u>Rocky Gully Town Centre Place Plan – Final</u> <u>Listening Report</u> |
| Responsible Officer: | Anthony Middleton Executive Manager Corporate and Community Services |
| Author: | Nicole Selesnew Manager Community and Recreation Services |
| Proposed Meeting Date: | 28 May 2024 |

PURPOSE

The purpose of this report is to receive the Rocky Gully Town Centre Place Plan 2024 – 2034.

BACKGROUND

The Rocky Gully Place Plan was initiated by the Shire to help coordinate and prioritise community infrastructure in the Rocky Gully townsite. The Place Plan establishes a shared vision for the townsite and an improvement plan for the community and stakeholders to follow over a ten-year period.

‘Town Team Movement’ was engaged to prepare the Place Plan on 7 November 2023, with the planning process completed on 7 May 2024.

The Rocky Gully Progress Association (RGPA) coordinated the planning process on behalf of the community and all community members were given opportunities to engage in person and online.

The Progress Association endorsed the Place Plan on 13 May 2024.

EXTERNAL CONSULTATION

Community and stakeholder engagement took place from December 2023 to February 2024 and comprised an online and hard copy survey, community walkshop (a walking workshop) and community meeting. Consultation activities were promoted through postal invitations to Rocky Gully residents, posters displayed in prominent places and social media.

Twenty-seven people engaged with the consultation.

Findings have been recorded in a project Listening Report and form the basis of the Place Plan. A copy of the Listening Report is attached.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

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

If the Place Plan is endorsed, relevant actions from the Implementation Table will be listed in the Shire Corporate Business Plan with timelines applied. This will ensure activities are considered in the Annual Budget process.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

The Rocky Gully Place Plan proposes new and renewed infrastructure in the Rocky Gully townsite, ranging from informational and directional signage to new community facilities.

All new developments will be considered in line with the Shire's Corporate Business Plan, ensuring there is sufficient resources to fund new developments and maintain, renew and replace equipment and infrastructure into the future.

STRATEGIC IMPLICATIONS

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

At Outcome 2.2 (Infrastructure) the following Strategy:

Strategy 2.2.2:

'Encourage development that is consistent with the individual character of towns'.

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

RISK MITIGATION IMPLICATIONS

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|---|------------|-------------|---------------|--|
| Operational Ageing infrastructure becoming difficult to maintain and requires attention | Likely | Moderate | Low Moderate | Endorse the Place Plan for the re-development of Rocky Gully with consideration for a staged approach and opportunities for community engagement |

| | | | | |
|--|---------------|-----------------|-----------------------|---|
| | | | | and contributions |
| <i>Reputational</i> Community expectations regarding improvements at Rocky Gully following a community consultation program | <i>Likely</i> | <i>Moderate</i> | <i>Low – Moderate</i> | Council to accept the Place Plan which will enable staff to consider a staged approach and resource options for future consideration. |
| Opportunity: To plan for the future resourcing and development of the Rocky Gully townsite. | | | | |

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

Town Team Movement has delivered the Rocky Gully Town Centre Place Plan, 2024 – 2034, in accordance with the project scope. The plan was prepared in partnership with the community, identifying seven themes that will address community infrastructure and encourage / support visitors to the town. The themes are:

1. Showcasing and emphasising Rocky Gully’s wilderness environment
2. A strategic, planned approach to attracting tourism
3. Accommodation in the Town Centre
4. Fire management
5. Upgrading the Truck Stop area
6. Hall site upgrade and
7. Footpaths, lighting, drainage and signage to make it easier to get around.

These themes are illustrated in the Concept Plan and addressed in the Implementation Table which extends to include actions, timeframes and responsibilities.

The RGPA has endorsed the Place Plan and recognise it as a guide for their future activities. They requested that further consultation occur within the community regarding the location of the new fire shed, addressing the potential for joint use of the facility as an emergency services / community space. Shire staff are happy to progress this consultation and explore all opportunities to find a positive resolution.

If Council receives the plan, staff will use the Implementation Table to guide future activities, explore potential funding and identify partners and stakeholders to support projects where possible.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council receives the Rocky Gully Town Centre Place Plan 2024 – 2034 as proposed.

9.4 EXECUTIVE SERVICES REPORTS

9.4.1 REGISTER OF DELEGATED AUTHORITY - ANNUAL REVIEW

| | |
|-------------------------------|--|
| File Ref: | N63570 |
| Attachment: | <u>Draft Register of Delegation, Sub-delegations, Appointments and Authorisations with tracked changes</u> |
| Responsible Officer: | Julian Murphy Chief Executive Officer |
| Author: | Nolene Wake Executive Officer |
| Proposed Meeting Date: | 28 May 2024 |

PURPOSE

The purpose of this report is to present for adoption an updated Register of Delegations, Sub-delegations, Appointments and Authorisations for endorsement.

BACKGROUND

Delegations are granted to the Chief Executive Officer and, in some cases, other Officers to assist in the efficient running of the organisation. Delegations assist to reduce minor matters being brought before the Council and maximise service to members of the public, residents and ratepayers.

STATUTORY ENVIRONMENT

Local Government Act 1995 permits a local government (by absolute majority decision under s5.42(1)) to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act except those listed in s5.43 or the Planning and Development Act 2005 s214(2), (3) or (5). Limits on delegations are:

- a) any power or duty that requires a decision of an absolute majority of the council;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

In addition, there are other matters which cannot be delegated to the CEO:

- under Regulation 18G of the Local Government (Administration) Regulations s7.12A(2), (3)(a) or (4).

The delegation powers under the Local Government Act 1995 relate to the Act itself, Regulations made under the Act and Local Laws made under the Act.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

As part of the normal policy review process, policies and delegations should be cross referenced to ensure that where a delegation is in place, a relevant policy to assist with interpretation is also in place.

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 4.1 (Shire Governance) the following Strategies:

Strategy 4.1.3.3:

‘Develop effective reporting and communication tools relevant to the way our community access information’.

Strategy 4.1.4.1:

‘Implement review processes in service delivery on a regular basis and as needed’.

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

RISK MITIGATION IMPLICATIONS

| Risk | Likelihood | Consequence | Risk Analysis | Mitigation |
|---|-------------------|----------------------|----------------------|--|
| <i>Statutory requirement not fulfilled.</i> | <i>Likely</i> | <i>Insignificant</i> | <i>Low</i> | <i>Endorse the adoption of the Register.</i> |

OFFICER COMMENT

The following minor amendments have been made, as noted in the attachment:

- Minor formatting and typographical error corrections
- Position title updates to reflect current organisational structure
- Legislation amendment updates
- Addition/amendments to any relevant Council Policy updates
- All Review Dates updated.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION

That the attached Shire of Plantagenet Register of Delegations, Sub Delegations, Appointments and Authorisation (Register of Delegated Authority) be accepted, to take effect from 28 May 2024.

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