

# Ordinary Council

# MINUTES

FOR THE MEETING HELD  
WEDNESDAY, 8 AUGUST 2018  
IN COUNCIL CHAMBERS,  
WALLCLIFFE ROAD, MARGARET RIVER  
COMMENCING AT 5:30PM

## Meeting Notice

Dear Councillor

I advise that an Ordinary Council Meeting of the Shire of Augusta Margaret River will be held in Council Chambers, Wallcliffe Road, Margaret River on Wednesday 8 August 2018, commencing at 5:30pm.

Yours faithfully



**ANNIE RIORDAN**  
**ACTING CHIEF EXECUTIVE OFFICER**

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Minutes of the Ordinary Council Meeting held on Wednesday 8 August 2018, in Council Chambers,  
41 Wallcliffe Road, Margaret River, commencing at 5.30pm

# Ordinary Council Meeting

## 1. DECLARATION OF OPENING

*The Shire President welcomed all in attendance and declared the meeting open at 5.30pm*

*The Shire President gave an Acknowledgement of Country:*

*'I acknowledge and respect the traditional custodians of this land and pay our respects to elders past and present and emerging, whose lands we share.'*

## 2. ATTENDANCE

Shire President : Cr Pam Townshend

Councillors : Cr Naomi Godden  
Cr Peter Lane  
Cr Pauline McLeod  
Cr Julia Meldrum  
Cr Mike Smart

Chief Executive Officer : Mr Gary Evershed

Director Sustainable  
Development : Mr Dale Putland

Director Infrastructure Services : Mr Markus Botte

Acting Director Corporate and  
Community Services : Mr Dylan Brown

Acting Manager Planning  
and Development : Mr Matt Cuthbert

Minute Secretary : Ms Claire Schiller

**MEMBERS OF THE PUBLIC** : 1

**MEMBERS OF THE PRESS**  
Augusta Margaret River Times : Warren Hately, AMR Times

### 2.1 Apologies

Director Corporate and Community Services, Ms Annie Riordan

### 2.2. Approved Leave of Absence

Cr Ian Earl

**3. DISCLOSURES OF INTEREST**

Nil

**4. PUBLIC QUESTIONS**

**4.1. Response to Previous Public Questions Taken on Notice**

**4.1.1 Responses to Rick Ensley – Land Stewardship and Operations Use**

*At the 25 July 2018 Ordinary Council Meeting, Rick Ensley asked the following questions which were taken on notice by the Shire President.*

*The Director Infrastructure Services provided the following responses:*

**Q1: How much times does it take to mow this area, including transport of equipment to site, putting up signs, etc.?**

A1: It typically takes two full days to mow the entire 15 acres. This time includes transport to site and from site, placement of signs, conducting machine preparation and pre-start checks and maintenance as well as site & machinery safety assessments, completion of all site safety requirements and negotiating around mature roadside vegetation.

**Q2: What would the cost be to mow this area, including the labour, backup admin, fuel, equipment, maintenance / depreciation, etc.?**

A2: Based on 2017/18 rates, the all-inclusive cost is 2 cents per square metre.

**Q3: How many times per year is this area mowed?**

A3: Based on inspection and vegetation growth-affecting variations of environmental conditions, the area is mowed up to six times a year.

**Q4: How much biomass might have been taken off in this recent mowing?**

A4: None, since the area has not been formally mowed since 30 April 2018 and all biomass remained on-site. Shire staff attended the site the other day, but not to actually mow the area. Staff were undergoing an induction process into the Shire's new tractor and attachment. This new tractor uses a flail mower typically designed to deal with heavier grass/scrub. This site was chosen due to the close proximity to the Shire's Operations Centre and the material found on site, containing sticks and small branches in an area. A trial was undertaken to ascertain whether the mower could successfully break up this material into organic mulch. The remainder of the area was only slashed for a limited time period and over a small area to ensure all operators were successfully inducted into the new machine and attachment.

**Q5: I note that this Reserve area drains into a Shire prioritised revegetation project, not a 'Friends of' or Nature Conservation site, so same exact Department. I have previously called attention to the excessive runoff sediment and erosion through the planting caused by this mowing. If, in the CEO's words, the Shire is a "learning organistaion", why does it continue to waste money, resources, and soil to wash its own plants into the creek?**

A5: During significant rain events, soil permeability becomes insufficient to infiltrate all rainfall into the ground, water pools at the surface and at some point there will be overland flow across land, whether the catchment is vegetated or not. This is a natural occurrence and relates to excess rainfall received in storm events which exceed the infiltration capacity of the soil. Vegetation increases surface roughness and thereby reduces flow velocities, aids in evapotranspiration and assists in maintaining soil permeability via the plant root system. It also improves soil stability, acts as a filter and thereby assists in controlling erosion to a certain degree. However, erosion is also a natural process; yet, undeniable heavily influenced by

human activity, making excessive erosion one of the most significant environmental problems worldwide and causing sedimentation of waterways and eutrophication of water bodies.

In this instance, the overland flow across the vegetated portion of the reserve is minimal and is not causing excessive or significant erosion or loss of plants, even in instances where very heavy rains are experienced. As expected, there is some overland along the concrete pathway which has deposited a very small amount of sediment on the edge of the revegetation project. The majority of the erosion and sedimentation affecting the revegetation and Yalgardup Brook is caused by overland flow coming from an incised firebreak on adjoining private property. The Shire cannot undertake restoration works on private land; however, the foreshore revegetation project will assist to improve foreshore health, act as a bio-filter, limit the impacts of erosion and naturally manage transported sediments over time. The Shire's mowing and maintenance operations within the reserve are not adversely contributing to the erosion and sedimentation load.

**Q6: Where is the evidence that there is a ratepayer demand for this 'level of service' or are the mowing levels in this and similar Reserves justified by anachronistic European-derived preceptions of tidiness and order?**

A6: The Shire's 2016 Community Survey mailed to 4000 residential and business ratepayers (both owner occupiers and absentee owners) randomly selected from the Shire's rate roll confirmed a 88% net satisfaction with the maintenance of parks, gardens and reserves as well as 83% net satisfaction with the general presentation of streets.

**Q7: Ignoring Town Centre focal points like Reuther and Memorial Parks where the public may expect this look, how much money could the Department save each year if it reduced mowing frequency by 25% and 50% from current levels? Why are we paying for such unnecessary works at this time of year especially when any taller vegetation and ground cover is good biological filter and prevents erosion?**

A7: As indicated above, the Shire did attend the site for the purpose of a necessary induction and trial of new machinery, not to formally mow the entire area. A reduction in the level of service for streetscape, parks and reserve maintenance via a reduced mowing frequency is not supported and not justified based on community survey results. Annually the Shire is spending around \$400k on mowing activities, inclusive of all labour, plant costs and overheads. This relates to all mowing, including sporting ovals, signature areas, parks, selected verges, etc. and equates to 15.5% of the total operating budget for the Shire's Parks and Gardens team.

In recent years, the Shire has converted large areas of turf in the Shires lower order parks to mulched areas (Hillier Dr, Georgette Dr, Ryans Rd, Chardonnay Ave, to name but a few). This has reduced the turfed area in each park by up to a third. Furthermore, under consideration of CPTED principles, we have also planted out large open areas in some parks, returning these areas back to natural bush. This has resulted in reduced areas for mowing, less need for weed control and a better outcome for local habitat, whilst maintaining the amenity of the area and expectations of the community for recreational useability of parks.

However, keeping lawns and grassed areas under control on a rotational basis, significantly assists with weed management. This practice keeps the weed growth from maturing to seed and the turf outcompetes weeds due to more rigorous growth. The Shire has have been able to skip numerous herbicide applications as a result of this approach. Reduced mowing frequencies would likely result in an increase of weed infestations, in return requiring more spraying with herbicides. Finally, frequent maintenance also aids in appropriate fire risk management.

#### **4.2. Public Question Time**

Nil

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**6.1 Ordinary Council Meeting held 25 July 2018**

**MOTION / COUNCIL DECISION**

**CR GODDEN, CR MELDRUM OM2018/188**

**That Council confirms the minutes of the Ordinary Council Meeting held on 25 July 2018 to be a true and correct record of the meeting.**

**CARRIED 6/0**

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**7. DEPUTATIONS**

Nil

**8. PETITIONS**

Nil

**9. ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

**9.1 Resignation of Chief Executive Officer, Gary Evershed**

The Shire President informed the meeting that the Chief Executive Officer, Mr Gary Evershed, had tendered his resignation effective 25 January 2019. Cr Townshend thanked the CEO for his 10 years of loyal services to the Shire of Augusta Margaret River.

**9.2 WALGA Awards**

The Shire President offered her congratulations to the CEO who received the WALGA Local Government Distinguished Officers Award the WALGA convention last week.

The Shire President also acknowledged that the Shire received the Most Accessible Community in Western Australia (MACWA) Award.

**9.3 Homelessness Week**

The Shire President informed the meeting that it is National Homelessness Week. The Shire is supporting a Couch Conversations event which will be held at 11am Saturday 11 August at the Organic Gardens. The Shire President encouraged Councillors to attend.

**10. QUESTIONS FROM MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**11. REPORTS OF COMMITTEES AND EMPLOYEE REPORTS**



# 11.1. Chief Executive Officer

**11.1. CHIEF EXECUTIVE OFFICER**

Nil

# 11.2. Sustainable Development

### 11.2.1 OVERARCHING SUSTAINABILITY POLICY

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<b>LOCATION/ADDRESS</b>	Shire of Augusta Margaret River
<b>APPLICANT/LANDOWNER</b>	Shire of Augusta Margaret River
<b>FILE REFERENCE</b>	ENV/119
<b>REPORT AUTHOR</b>	Jared Drummond, Sustainability Planning Officer
<b>AUTHORISING OFFICER</b>	Dale Putland, Director Sustainable Development

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#### IN BRIEF

- The Shire has undertaken a process to review the Overarching Sustainability Policy (the Policy) to bring it in line with recently adopted strategic and environmental documents.
- The Policy was initially prepared in consultation with the Shire's Sustainability Advisory Committee.
- In October 2017, Council initiated the Policy for a period of public consultation.
- Two submissions of support were received. These are discussed in the body of the report.

#### RECOMMENDATION

That Council Adopts the Overarching Sustainability Policy.

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#### LOCATION PLAN

Nil

#### TABLED ITEMS

Nil

#### BACKGROUND

The Policy has been updated to reflect recently adopted strategic and environmental documents. Following the updates, the Sustainability Advisory Committee (SAC) were assisted to assist in reviewing the Policy.

Council first adopted an 'Overarching Sustainability Policy' (Policy) in January 2013. Its primary focus was to provide an overarching set of guiding statements in which all other Shire policies were to be developed in accordance with. The Policy was developed prior to the requirement for a Community Strategic Plan. The purpose of the revised Policy is to provide succinct Council commitment to sustainability (as per WALGA policy guidelines), while the *Community Strategic Plan 2036* will provide overarching guidance for development of Council Policies and Strategies. The Policy will be applied holistically to all Shire strategies, plans and policies.

The Environmental Sustainability Strategy (ESS) recommends reviewing the Policy, and recommends specifically that the Policy reinforce the natural environment as the basis for community life and economic development. Rather than sustainability being a balance between the three pillars, it is recommended that the revised Policy recognises that without a healthy and sustainable environment, continuous economic prosperity and community well-being is impossible. Sometimes referred to as reducing our ecological footprint or 'one planet living', an 'environment first' policy encourages us to live within our means. The Policy has been developed in accordance with the ESS.

On 11 October 2017, Council initiated the Policy for advertising purposes. Two submissions of support were received during public consultation. These are discussed in the section below.

#### CONSULTATION

One submission commended the Shire for developing a clear policy position that is in line with Vision 2036. The submission expressed support for linking the Policy to Sustainable Design Goals and the Sustainability Policy Position Paper (that was adopted by Council). Additionally, it provides the necessary detail for reference when other Shire Policies are reviewed, and when the Policy is

applied to other strategies and Council decisions. Another submission recommended modifications to the definition of "precautionary principle" used in the Policy as it was considered difficult to understand, and did not provide any direction for such circumstances. The draft Policy contains the following definition of precautionary principle:

"Precautionary principle" means the avoidance of the risk of serious or irreversible environmental damage will not be postponed because of a lack of full, scientific knowledge.

The revised definition enables decision-makers to adopt precautionary measures when scientific evidence about an environmental or human health hazard is uncertain and the stakes are high. The revised wording is supported, and has been incorporated into the final policy version as follows:

"Precautionary principle" When an activity raises threats of harm to human health or the environment, precautionary measures will be taken even if some cause and effect relationships are not fully established scientifically.

### **PLANNING DISCUSSION**

Council's *Overarching Sustainability Policy* (the policy) was referred to SAC for review. A series of workshops were held with SAC in June and July 2017 to provide the group with an opportunity to provide input on the Policy. The SAC developed a number of detailed recommendations, which were used as the basis for reviewing the Policy. The comprehensive outputs of the June and July SAC workshop and meetings were used to compile a *Sustainability Policy Reference Paper* (holistic sustainability policy framework) which have been incorporated as an addendum to the *Overarching Sustainability Policy* and assist the SAC in future deliberations on projects and priorities.

### **STRATEGIC PLAN / POLICY IMPLICATIONS**

***Community Strategic Plan 2036 (CSP)***

***Corporate Business Plan 2017-2021***

Key Result Area 3: Ensuring sustainable development

Community Outcome 3: Climate change mitigation and response

Strategic Response 1.2.1: Plan proactively and respond to climate change

Service level strategy/plan: Climate Response Plan

### **FINANCIAL IMPLICATIONS**

Nil

### **SUSTAINABILITY IMPLICATIONS**

#### **Environmental**

The Policy adopts an 'environmental first' approach, as it is recognised that without a healthy and sustainable environment, continuous economic prosperity and community well-being is impossible.

#### **Social**

Demonstrating a commitment to social and cultural sustainability is a key policy statement. Council's vision (as described in the Policy) is to develop resilient, welcoming, safe, and inclusive communities that contribute towards social equality and justice and provide support to Aboriginal community, disadvantaged groups and the aging community.

#### **Economic**

Demonstrating a commitment to sustainable economic development is a key policy statement. Council's vision (as described in the Policy) is to develop a prosperous economy with a sustainable range of business and job opportunities to meet the needs of the Shire's growing population, without compromising the needs of future generations.

### **VOTING REQUIREMENTS**

Simple Majority

### **RECOMMENDATION**

That Council Adopts the Overarching Sustainability Policy.

## ATTACHMENTS

1. Overarching Sustainability Policy

## RECOMMENDATION

**CR GODDEN, CR LANE**

**That Council Adopts the Overarching Sustainability Policy.**

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0/0

*Cr Godden moved the following amendment:*

## AMENDMENT / COUNCIL DECISION

**CR GODDEN, CR MCLEOD OM2018/189**

**That the following wording be added to the recommendation:**

**'with the following changes:**

1. The text of clause 3 is replaced with the following:

Demonstrate a commitment to social and cultural sustainability  
Council's vision is to develop resilient, welcoming, safe, and inclusive communities that contribute towards social equality and justice and provide support to Aboriginal ~~community~~ **peoples**, disadvantaged groups and the ageing community. Council will work to ensure that the rights **of** all people are respected, regardless of gender, age, religion, race **or other factors. Council will also recognise and uphold local and diverse cultural beliefs, cultural practices and heritage, as they align with Council's environmental, social and economic values.** ~~Council acknowledges the culture of Aboriginal people and nature are inextricably linked~~ **inextricable link between the cultures of Wadandi and Pibulman Traditional Owners** and nature, and will ensure that ~~Aboriginal culture this connection~~ **is acknowledged and respected in its Council decisions.**

2. The text of Clause 4 is replaced with the following:

Demonstrate a commitment to ~~sustainable economic development~~ **a sustainable economy**  
Council's vision is to **support the Augusta Margaret River community to continue transitioning to livelihoods and enterprises that are sustainable, climate-resilient, diverse and locally-owned in a circular economy, a regenerative and improving environment and a just community that upholds the rights of everyone. Council will develop support** a prosperous economy with a sustainable range of business and job opportunities to meet the needs of the Shire's growing population. This will be achieved through the promotion and implementation of sustainable development based on the values of the local environment, products and creative capital, that meets the needs of the present without compromising the ability of future generations to meet their own needs.

3. **The Sustainability Policy Reference Paper (2017) is included in the policy document itself as an appendix, for ease of access and reference.'**

**CARRIED 6/0**

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## REASON

Cr Godden provided the following reasons:

'My proposed changes to clause 3 acknowledge that there is no such thing as a singular 'Aboriginal culture'; rather, there are multiple *Aboriginal cultures* across Australia with ~250 language groups, and there are diverse *Aboriginal peoples* in our community. Aboriginal peoples are not homogenous, and residing in our community are Wardandi and Pibulman Aboriginal peoples (local groups) and Aboriginal peoples from other parts of Australia (e.g. Broome, Port Hedland, Geraldton), who all have different cultures and languages. The inclusion of the third sentence provides an explanation of cultural sustainability as the maintenance of cultural beliefs, cultural practices and heritage, as per international best practice. The draft policy in its current form does not adequately encompass the breadth of cultural sustainability beyond reference to Aboriginal culture. The change to sentence 4 acknowledges the local Aboriginal context rather than a homogenous reference to a singular 'Aboriginal culture'.

The change to clause 4, changing 'sustainable economic development' to 'a sustainable economy', is in line with Council's Corporate Plan, Sustainable Economy Officer and draft Sustainable Economy Strategy. The additional first sentence includes wording from a previous Council motion (2018/110 on 9 May 2018) when we approved the Sustainable Economy Officer. This wording is included in the policy for consistency.

The inclusion of the Sustainability Policy Reference Paper (2017) as an appendix within the Policy itself means that the reference paper is easily referenced and accessible by Council, staff and the community when considering the Overarching Sustainability Policy. This ensures that the Reference Paper is a living document and is not another report gathering dust on the shelf. The Reference Paper is an excellent document and is extremely helpful in guiding sustainable policy and action in the AMR Shire.'

*This then became the primary motion:*

#### **PRIMARY MOTION / COUNCIL DECISION**

**CR GODDEN, CR LANE OM2018/190**

**That Council Adopts the Overarching Sustainability Policy with the following changes:**

1. The text of clause 3 is replaced with the following:

**Demonstrate a commitment to social and cultural sustainability**

**Council's vision is to develop resilient, welcoming, safe, and inclusive communities that contribute towards social equality and justice and provide support to Aboriginal peoples, disadvantaged groups and the ageing community. Council will work to ensure that the rights of all people are respected, regardless of gender, age, religion, race or other factors. Council will also recognise and uphold local and diverse cultural beliefs, cultural practices and heritage, as they align with Council's environmental, social and economic values. Council acknowledges the inextricable link between the cultures of Wadandi and Pibulman Traditional Owners and nature, and will ensure that this connection is acknowledged and respected in Council decisions.**

2. The text of Clause 4 is replaced with the following:

**Demonstrate a commitment to a sustainable economy**

**Council's vision is to support the Augusta Margaret River community to continue transitioning to livelihoods and enterprises that are sustainable, climate-resilient, diverse and locally-owned in a circular economy, a regenerative and improving environment and a just community that upholds the rights of everyone. Council will support a prosperous economy with a sustainable range of business and job opportunities to meet the needs of the Shire's growing population. This will be achieved through the promotion and implementation of sustainable development based on the values of the local environment, products and creative capital, that meets the needs of the present without compromising the ability of future generations to meet their own needs.**

3. The Sustainability Policy Reference Paper (2017) is included in the policy document itself as an appendix, for ease of access and reference.'

**CARRIED 6/0**

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# 11.3. Infrastructure Services



### 11.3.1 MANAGEMENT OF VEGETATION ON SHIRE LANDS - REVISION OF POLICY 16

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<b>LOCATION/ADDRESS</b>	Shire of Augusta Margaret River
<b>APPLICANT/LANDOWNER</b>	Shire of Augusta Margaret River
<b>FILE REFERENCE</b>	ENG/75
<b>REPORT AUTHOR</b>	John McKinney, Coordinator Environment and Landcare Services
<b>AUTHORISING OFFICER</b>	Markus Botte, Director Infrastructure Services

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#### IN BRIEF

- Council adopted Infrastructure Policy 16 *Management of Vegetation on Shire Reserves* in November 2014. A key element of that policy was to allow pruning to allow residents to benefit from improved views where they previously existed.
- Council resolved on 14 February 2018 to advertise a revised draft Policy that included prohibition of pruning to allow residents to benefit from improved views.
- Following public submissions, a revised policy is presented to Council for formal adoption.
- The key change to the policy from that advertised is to allow pruning to allow residents to benefit from improved views in limited locations and circumstances.
- Formatting and typographical changes have also been made for clarity.

#### RECOMMENDATION

That Council adopts the revised Infrastructure Policy 16 as presented in Attachment 2.

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#### LOCATION PLAN

Nil

#### TABLED ITEMS

Nil

#### BACKGROUND

Council deferred the matter of Infrastructure Policy 16 *Management of Vegetation on Shire Reserves* on 24 January 2018 and on 14 February 2018 resolved:

#### PART 1 – RECOMMENDATION / COUNCIL DECISION

**CR EARL, CR MCLEOD OM2018/31**

**That Council advertises the revised Infrastructure Policy 16 as presented in Attachment 4 to the agenda for the purpose of public consultation for a 28 day period.**

**CARRIED 7/0**

---

*Cr Lane moved the following amendment:*

#### AMENDMENT / COUNCIL DECISION

**CR LANE, CR SMART OM2018/32**

**That the following wording be added:**

**‘and that as much trimmed material as possible be removed from the site.’**

**CARRIED 7/0**

---

#### REASON

The amendment reduces fire risk by removing trimmed material that can fuel flames.

#### PART 2 - PRIMARY MOTION / COUNCIL DECISION

**CR SMART, CR MCLEOD OM2018/33**

**That Council approves the application relating to Cygnet Crescent due to the special historical circumstances associated with this location and that as much trimmed material as possible be removed from the site.**

**CARRIED 5/2  
CRS LANE AND GODDEN VOTED AGAINST**

---

The policy was advertised and a revised policy is presented for formal adoption.

## **CONSULTATION AND ADVICE**

### **External Consultation**

The Policy was initially advertised for 28 days closing on 4 April 2018, however due to a technical error, while the comment period was listed on the Shire's website, it was not advertised in the newspaper. The comment period was then extended for a further 28 days until 10 May 2018 including newspaper advertisements and notices on the Shire website.

A total of 14 submissions were received during the comment periods. The schedule of submissions is attached and discussed below.

Of the fourteen submissions received, six were in support and eight were opposed to the draft policy. Ten submissions opposed the removal of provisions relating to pruning to allow residents to benefit from improved views, two were in support, and two were indifferent. Nine of the 10 submissions opposing removal of pruning for improved views provisions were from property owners in the Augusta townsite, with two from Davies Road and seven from Turner Street. Joint owners of one property in Turner Street made separate submissions.

Comments opposed to removal of pruning to allow residents to benefit from improved views related to a series of key themes including:

- Fire risk;
- Property value; and
- Use of the area by residents and tourists.

These themes are discussed in the discussion/officer comments section below.

### **Internal Consultation**

The draft policy was developed with input from Community Emergency Services, Sustainable Development and Legal Services.

## **DISCUSSION / OFFICER COMMENTS**

### Fire risk

A number of submissions related to the need for residents to undertake pruning or clearing in Shire Reserves to ensure that fire risk was adequately managed. While fire risk is acknowledged as a concern for residents, the Shire has a cohesive and comprehensive Bushfire Risk Management Plan to assess and mitigate risk according to risk and available resources across the entire Shire.

Furthermore, fire management pruning often comprises under pruning to separate ground and canopy fuels, or the complete removal of vegetation as opposed to the heavy tip pruning undertaken by residents that results in rapid regrowth and potential increase in fuel loads.

As such, allowing private owners to undertake fuel modification on Shire reserves is not supported and a clause relating to fire risk management is included.

### Property value due to current views

Given the clear direction for protection and enhancement of the environment in the adopted *Community Strategic Plan 2036* and draft overarching Sustainability Policy, it was previously recommended to remove clauses relating to pruning to allow residents to benefit from improved views as it is not considered appropriate to allow individual property owners to benefit from removing native vegetation. However, Council has previously resolved to permit pruning to allow residents to benefit from improved views in Cygnet Crescent, Augusta. Given the apparent similarities between Turner Street and Cygnet Crescent where residents have undertaken pruning for a number of years, possibly decades, and the

number of submissions received specifically referring to Turner Street, that pruning to allow residents to benefit from improved views in these locations could be considered. The policy includes a clause to consider pruning to allow residents to benefit from improved views on Cygnet Crescent and between 4 and 18 Turner Street Augusta.

#### Use of the area by residents and tourists

A number of submissions in relation to Turner Street state that the area is frequently used by locals and visitors to appreciate views of the Augusta area including the Southern Ocean. Council previously considered comments of this nature in relation Cygnet Crescent and as per comments above, the policy includes provision for pruning to allow residents to benefit from improved views in specific circumstances on Turner Street.

#### Summary

Key changes to the original 2014 adopted policy are:

- Inclusion of the ability to seek consent for clearing to effect fence line erection and maintenance;
- Clarification of elements relating to fire management, as all fuel load reduction should be consistent with the *Planning for Bushfire Prone Areas* framework and the Shire's adopted Bushfire Risk Management Plan;
- Clarification on process of undertaking works if approved; and
- Removal of clauses relating to pruning to allow residents to benefit from improved views with the exception of Cygnet Crescent and Turner Street.

#### **STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**

The *Local Government Act 1995* specifies the key roles of the Council. Under Section 2.7 of the *Local Government Act 1995* Council has four main roles:

1. Direct and control the local government's affairs;
2. Be responsible for the local government's functions;
3. Oversee the allocation of the local government's finances and resources, and
4. Determine the local government's policies.

Policy determination is a key role of the Council.

Policies are guidelines to provide a consistent approach and framework for Council decision making and for the CEO and staff to action Council's requests. Policies are not legislation and there may be circumstances where a position needs to be taken which is at variance with an existing policy. In these circumstances Council should make a decision which departs from an existing policy.

Clause 4.4 (1) of the *Local Government Property Local Law 2013* states:

Unless authorised to do so under a written law or with the written approval of the CEO or an authorised person, a person must not –

- (a) remove, damage or interfere with any flora that is on or above local government property;
- (b) cut any tree or clear any vegetation; or
- (c) plant or deposit any flora on local government property.

Clause 3.4 of the *Shire of Augusta Margaret River Local Planning Scheme No. 1* states

3.4.1 A person must not:

- (b) Commence or carry out development on a Local Reserve, without having first obtained Planning Approval under part 10 of the Scheme.

Clearing of native vegetation in Western Australia is regulated under the *Environmental Protection Act 1986* and *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*.

Clearing is defined as per the Environmental Protection Act (1986) as:

- (a) the killing or destruction of; or
- (b) the removal of; or
- (c) the severing or ringbarking of trunks or stems of; or
- (d) the doing of any other substantial damage to,

*some or all of the native vegetation in an area, and includes the draining or flooding of land, the burning of vegetation, the grazing of stock, or any other act or activity, that causes —*

- (a) the killing or destruction of; or*
- (b) the severing of trunks or stems of; or*
- (c) any other substantial damage to,*

*some or all of the native vegetation in an area.*

## **STRATEGIC PLAN / POLICY IMPLICATIONS**

### **Community Strategic Plan 2036 (CSP)**

### **Corporate Business Plan 2017-2021**

Key Result Area 1: Valuing, protecting and enhancing the natural environment

Community Outcome 3: Healthy forests and natural landscapes

Strategy: 1 Ensure habitats, corridors and refugia are identified and protected utilising land use planning incentives, community partnerships and operational activity.

## **PLANNING FRAMEWORK**

The *Shire of Augusta Margaret River Local Planning Scheme No. 1* states

3.4.1 A person must not

- (b) Commence or carry out development on a Local Reserve, without having first obtained Planning Approval under part 10 of the Scheme.

Various exemptions under the LPS 1 are available including for dead or dangerous vegetation.

If the works are undertaken by the Shire then they are exempt from requiring planning approval as they are considered Public Works.

## **FINANCIAL IMPLICATIONS**

Nil

## **SUSTAINABILITY IMPLICATIONS**

### **Environmental**

Vegetation on Shire reserves provides many important environmental functions including biodiversity protection, erosion control, fauna habitat, amenity and sense of place. Having a policy that clearly defines how vegetation will be managed will assist in maintaining these values while providing clear guidance to the community.

### **Social**

This policy will ensure there is a clear and transparent process for applications to remove vegetation on Shire reserves.

### **Economic**

Applicants are required to fund the cost of any vegetation management works.

## **VOTING REQUIREMENTS**

Simple Majority

## **RECOMMENDATION**

That Council adopts the revised Infrastructure Policy 16 as presented in Attachment 2.

## **ADVICE TO APPLICANT / PROPONENT**

Nil

## **ATTACHMENTS**

1. Policy 16 Management of Vegetation on Shire Reserves;
2. Schedule of Submissions.

**RECOMMENDATION**

**CR LANE, CR SMART**

That Council adopts the revised Infrastructure Policy 16 as presented in Attachment 2.

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*Cr Godden moved the following amendment:*

**AMENDMENT / COUNCIL DECISION**

**CR GODDEN, CR MELDRUM OM2018/191**

That the following wording be added:

*'with the following changes:*

- 1. The following wording is inserted as an introductory statement to the policy:  
Council and the Shire highly value conservation areas and areas of environmental significance. Wherever possible, the Shire will endeavour to minimise or aim to avoid any clearing in these areas and instead prioritise their enhancement and protection. In particular, the Shire will have a presumption against clearing of riparian vegetation except in exceptional circumstances.**
  
- 2. The following wording is inserted in clause 3 for when consent for removal of vegetation will be considered:  
f) Where removal of vegetation is stipulated in Reserve Management Plans.**
  
- 3. Additional clause (d) is inserted into section 4 for when consent for removal of vegetation will not be considered:  
d) Clearing of vegetation on Shire managed reserves to facilitate private development on adjoining or nearby land.'**

**CARRIED 6/0**

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**REASON**

Cr Godden provided the following reasons:

'Part 1 reinforces Council's aim to protect high conservation areas, such as river foreshore, from clearing. This aligns with the Community Strategic Plan 2036 and Council and community's commitment to environmental protection.

Part 2 makes it clear that removal of vegetation (such as weeds) in Shire reserves may occur if stipulated in Reserve Management Plans. This addresses any potential confusion about how this policy relates to the Reserve Management Plans and vegetation works undertaken by Friends groups and environmental organisations.

Part 3 adds an additional clause to ensure that private developments that are adjacent to Shire reserves cannot clear vegetation on reserves to permit the developments. This is already Council policy and the additional clause ensures that the policies are aligned. It is the responsibility of the proponent, not the Shire, to ensure that private developments have adequate bushfire protection. This clause makes it clear about how this policy relates to the Local Planning Scheme.'

*This then became the primary motion:*

**PRIMARY MOTION / COUNCIL DECISION**

**CR LANE, CR SMART OM2018/192**

That Council adopts the revised Infrastructure Policy 16 as presented in Attachment 2 *with the following changes:*

- 1. The following wording is inserted as an introductory statement to the policy:**

***Council and the Shire highly value conservation areas and areas of environmental significance. Wherever possible, the Shire will endeavour to minimise or aim to avoid any clearing in these areas and instead prioritise their enhancement and protection. In particular, the Shire will have a presumption against clearing of riparian vegetation except in exceptional circumstances.***

- 2. The following wording is inserted in clause 3 for when consent for removal of vegetation will be considered:  
f) Where removal of vegetation is stipulated in Reserve Management Plans.***
  
- 3. Additional clause (d) is inserted into section 4 for when consent for removal of vegetation will not be considered:  
d) Clearing of vegetation on Shire managed reserves to facilitate private development on adjoining or nearby land.***

**CARRIED 6/0**

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### 11.3.2 RFQ – VP58793 – BITUMEN SEALING AND ASPHALT PAVING SERVICES

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<b>LOCATION/ADDRESS</b>	N/A
<b>APPLICANT/LANDOWNER</b>	Shire of Augusta Margaret River
<b>FILE REFERENCE</b>	COR/225
<b>REPORT AUTHOR</b>	Polina Chernova, Works Inspector
<b>AUTHORISING OFFICER</b>	Annie Riordan, Acting Chief Executive Officer

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#### **IN BRIEF**

A Request for Quotation was issued via the WALGA eQuotes online purchasing portal to seek quotations from suitably qualified and experienced contractors to deliver bitumen spray sealing and asphalt paving services for various construction and maintenance operations within the Shire for three (3) years from July 2018 to 31 July 2021, with option to extend the contract term for up to a maximum of two (2) years.

The anticipated contract value is estimated at around three million dollars over a three (3) year period.

#### **RECOMMENDATION**

That Council awards the bitumen reseal and asphalt overlay contract for three (3) years from July 2018 to 30 June 2021 to Malatesta Road Paving and Hot Mix, with a two (2) year extension option to be exercised at the discretion of the Chief Executive Officer subject to satisfactory contractor performance.

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#### **LOCATION PLAN**

Nil

#### **TABLED ITEMS**

Nil

#### **BACKGROUND**

In accordance with Section 3.57 of the Local Government Act Council called for a tender via WALGA eQuotes with submissions closing Thursday 29 March 2018.

Due to the estimated cost of procurement, a minimum of three (3) written quotes were sought in accordance with the Shire's Purchasing Policy. Purchase through the WALGA eQuotes online purchasing portal forms an exemption from the Public Tender process. In this circumstance, the procedure for obtaining quotes reverts to that of a formal quotation, as outlined in the Shire's Purchasing Policy, where a minimum of three (3) written quotes are required to be sought from the relevant WALGA Preferred Supplier Panel.

The Request for Quotation was opened via the WALGA Preferred Supplier eQuotes online purchasing portal on 14 March 2018. The panel used for this request was the WALGA Preferred Supplier Panel Roadbuilding Materials & Related Services (Type: Preferred Supplier Panel, Contract Name/Number: C033-13).

#### **CONSULTATION AND ADVICE**

##### **Internal Consultation**

Consultation was undertaken with the supervisors and officers involved in the supervision of the services and the Shire's Project and Procurement Officer.

##### **External Consultation**

Quotations were sought using WALGA eQuotes online purchasing panel. Four (4) suitably qualified suppliers from the Roadbuilding Materials & Related Services WALGA Preferred Supplier Panel,

C033\_13, were requested to provide quotations. Two (2) quotations were received from two (2) suppliers.

#### **DISCUSSION / OFFICER COMMENTS**

An evaluation report for quotations has been undertaken and a copy is attached as Confidential Attachment 1.

Quotations were sought from the following service providers, pre-qualified in the WALGA list:

- Malatesta Road Paving and Hot Mix;
- Fulton Hogan Industries Pty Ltd;
- Colas Western Australia Pty Ltd; and
- Boral Asphalt & Quarries.

Quotations were received from the following service providers:

- Malatesta Road Paving and Hot Mix; and
- Fulton Hogan Industries Pty Ltd;

Quotations have been assessed by members of an evaluation panel against criteria of relevant skills and experience, demonstrated understanding and availability of key personnel and resources; and price in the form of a schedule of rates.

The weighting applied to those criteria were as follows

- Relevant Skills and Experience – 10%
- Resources and Demonstrated Understanding – 40%
- Price – 50%

Based on the assessment and evaluation of quotations received, it is recommended that the contract be awarded to Malatesta Road Paving and Hot Mix.

#### **STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**

Section 3.57 of the Local Government Act.

#### **STRATEGIC PLAN / POLICY IMPLICATIONS**

***Community Strategic Plan 2036 (CSP)***

***Corporate Business Plan 2017-2021***

Key Result Area 3: Managing Growth Sustainably

Community Outcome: Connected and safe transport network.

#### **PLANNING FRAMEWORK**

Nil

#### **FINANCIAL IMPLICATIONS**

Council annually budgets for the external supply of goods and services. Quotations or Tenders are sought to ensure Council gets value for money and meets its obligations under section 3.57 of the Local Government Act.

The appropriate bitumen resealing and asphalt overlay budgets are included in the capital expenditure for Construction in the Infrastructure – Works budget.

#### **SUSTAINABILITY IMPLICATIONS**

##### **Environmental**

Nil

##### **Social**

Regular maintenance of sealed roads is crucial in order to ensure safety of motorists, to maintain vital connectivity of the regional communities and to prevent costly road reconstructions where it can be avoided by implementing adequate maintenance regimes. It is pivotal to award a preferred supplier of bitumen seal and asphalt overlay services in order to deliver the Shire's substantial annual road maintenance programs.



**Economic**

Value for money, goods and services.

**VOTING REQUIREMENTS**

Simple Majority

**RECOMMENDATION**

That Council awards the bitumen reseal and asphalt overlay contract for three (3) years from July 2018 to 30 June 2021 to Malatesta Road Paving and Hot Mix, with a two (2) year extension option to be exercised at the discretion of the Chief Executive Officer subject to satisfactory contractor performance.

**ADVICE TO APPLICANT / PROPONENT**

Nil

**ATTACHMENTS**

1. CONFIDENTIAL – Evaluation Report
2. CONFIDENTIAL – Evaluation Matrix

**RECOMMENDATION / COUNCIL DECISION**

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**CR MELDRUM, CR SMART OM2018/193**

That Council awards the bitumen reseal and asphalt overlay contract for three (3) years from July 2018 to 30 June 2021 to Malatesta Road Paving and Hot Mix, with a two (2) year extension option to be exercised at the discretion of the Chief Executive Officer subject to satisfactory contractor performance.

**CARRIED 6/0**

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# 11.4.

## Corporate and Community Services

#### 11.4.1 LIST OF PAYMENTS FOR JUNE 2018

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<b>LOCATION/ADDRESS</b>	Shire of Augusta Margaret River
<b>APPLICANT/LANDOWNER</b>	Shire of Augusta Margaret River
<b>FILE REFERENCE</b>	FIN/42
<b>REPORT AUTHOR</b>	Anja Gerganoff, Accounts Payable Officer
<b>AUTHORISING OFFICER</b>	Annie Riordan, Director Corporate Community Services

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#### IN BRIEF

It is a requirement of the *Local Government (Financial Management) Regulations 1996* that payments made under delegated authority by the CEO are reported to Council on a monthly basis showing details of each account paid since the last such list was prepared.

#### RECOMMENDATION

That Council notes the June 2018 List of Payments for \$7,164,266.16 as certified correct by the Chief Executive Officer.

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#### LOCATION PLAN

Nil

#### TABLED ITEMS

Nil

#### BACKGROUND

Where Council has delegated authority to the CEO to make payments from the Shire's bank accounts then under *Local Government (Financial Management) Regulations 1996*, Regulation 13 (1) a list of such payments is to be prepared each month for noting by Council.

#### CONSULTATION AND ADVICE

##### External Consultation

Nil

##### Internal Consultation

Nil

#### DISCUSSION / OFFICER COMMENTS

Table 1 below provides a summary of the payments made and Table 2 makes comparison between payments for the 2016-17 and 2017-18 financial years.

The List of Payments attachment provides further details as required under Regulation 13 (1). These details are as follows.

- (a) The payee's name;
- (b) The amount of the payment;
- (c) The date of the payment; and
- (d) Sufficient information to identify the transaction.

In order to improve operational efficiency and reduce costs, the Shire's Finance team continually liaise with creditors paid by cheque to encourage them to switch to EFT.

SHIRE OF AUGUSTA MARGARET RIVER  
ORDINARY COUNCIL MEETING 8 AUGUST 2018

**TABLE 1 – SUMMARY OF PAYMENTS MADE IN THE MONTH JUNE 2018**

MODE OF PAYMENT	CHEQUE / EFT NUMBERS	SUB-TOTAL	AMOUNT
Cheques (includes reimbursement of credit cards)	42304-42318	\$ 63,421.26	\$ 63,421.26
EFT	65173-65766	\$3,683,837.57	
	Direct Debits	\$3,417,007.33	\$7,100,844.90
<b>TOTAL</b>			<b>\$7,164,266.16</b>

**TABLE 2 – COMPARISON WITH PRIOR YEAR OF PAYMENTS**

MONTH	CHEQUES	EFT/DD	TOTAL PMTS	CUMULATIVE PAYMENTS	CHEQUES	EFT/DD	TOTAL PMTS	CUMULATIVE PAYMENTS
	2016-17	2016-17	2016-17		2017-18	2017-18	2017-18	
JULY	26,818.42	3,666,885.36	3,693,703.78	3,693,703.78	11,911.90	4,058,767.09	4,070,678.99	4,070,678.99
AUGUST	23,160.39	3,700,179.99	3,723,340.38	7,417,044.16	12,189.23	3,345,515.25	3,357,704.48	7,428,383.47
SEPTEMBER	19,330.43	8,310,023.78	8,329,354.21	15,746,398.37	22,462.49	9,460,770.44	9,483,232.93	16,911,616.40
OCTOBER	17,878.48	5,011,969.93	5,029,848.41	20,776,246.78	14,248.57	6,213,632.69	6,227,881.26	23,139,497.66
NOVEMBER	11,582.39	2,527,108.13	2,538,690.52	23,314,937.30	16,796.25	3,002,051.85	3,018,848.10	26,158,345.76
DECEMBER	28,503.44	2,694,198.73	2,722,702.17	26,037,639.47	16,784.55	3,486,311.03	3,503,095.58	29,661,441.34
FEBRUARY	19,943.84	2,512,461.38	2,532,405.22	28,570,044.69	23,253.79	3,016,860.48	3,040,114.27	32,701,555.61
FEBRUARY	7,590.17	2,504,279.74	2,511,869.91	31,081,914.60	8,323.20	3,158,631.14	3,166,954.34	35,868,509.95
MARCH	13,729.92	2,804,922.72	2,818,652.64	33,900,567.24	13,755.44	3,754,347.57	3,768,103.01	39,636,612.96
APRIL	25,312.62	4,964,872.34	4,990,184.96	38,890,752.20	21,948.61	3,759,184.07	3,781,132.68	43,417,745.64
MAY	14,188.22	3,048,755.54	3,062,943.76	41,953,695.96	12,777.70	4,065,100.21	4,077,877.91	47,495,623.55
JUNE	100,397.03	4,009,569.24	4,109,966.27	46,063,662.23	63,421.26	7,100,844.90	7,164,266.16	54,659,889.71
	308,435.35	45,755,226.88	46,063,662.23		237,872.99	54,422,016.72	54,659,889.71	

**STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**

*Local Government Act 1995*, s 6.10, and  
*Local Government (Financial Management) Regulations 1996*, r 13

**STRATEGIC PLAN / POLICY IMPLICATIONS**

***Community Strategic Plan 2036 (CSP)***

***Corporate Business Plan 2017-2021***

Key Result Area 5: Effective leadership and governance

Community Outcome 2: Effective strategy, planning and asset management

Strategic Response: Ensure the Shire's financial performance is well managed and leads to a strong financial position

Service level strategy/plan: Continue to monitor and analyse monthly, year to date and annual financial performance.

**PLANNING FRAMEWORK**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**SUSTAINABILITY IMPLICATIONS**

**Environmental**

Nil

**Social**

Nil

**Economic**

Nil

**VOTING REQUIREMENTS**

Simple Majority

**RECOMMENDATION**

That Council notes the June 2018 List of Payments for \$7,164,266.16 as certified correct by the Chief Executive Officer.

**ADVICE TO APPLICANT / PROPONENT**

Nil

**ATTACHMENTS**

1. List of Payments for June 2018

**RECOMMENDATION / COUNCIL DECISION**

**CR MCLEOD, CR GODDEN OM2018/194**

That Council notes the June 2018 List of Payments for \$7,164,266.16 as certified correct by the Chief Executive Officer.

**CARRIED 6/0**

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#### 11.4.2 FINANCIAL ACTIVITY STATEMENT REPORT - JUNE 2018

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<b>LOCATION/ADDRESS</b>	N/A
<b>APPLICANT/LANDOWNER</b>	Shire of Augusta Margaret River
<b>FILE REFERENCE</b>	FIN/14
<b>REPORT AUTHOR</b>	Andrew Ross, Manager Corporate Services
<b>AUTHORISING OFFICER</b>	Annie Riordan, Director Corporate and Community Services

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#### IN BRIEF

- The monthly financial activity statement report is a standard financial reporting item prepared in accordance with the provisions of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.
- Council is to consider the financial results for the period ending 30 June 2018.

#### RECOMMENDATION

That Council receives the Monthly Financial Report – June 2018 in accordance with Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

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#### LOCATION PLAN

Nil

#### TABLED ITEMS

Nil

#### BACKGROUND

In accordance with Financial Management Regulation 34 the Shire is to prepare each month a Statement of Financial Activity reporting on the sources and applications of funds, as set out in the annual budget under Financial Management Regulation (1) (d), for that month with the following details:

- (a) annual budget estimates;
- (b) budget estimates to the end of the month to which the statement relates;
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) material variances between the comparable amounts referred to in (b) and (c); and
- (e) net current assets at the end of the month to which the statement relates.

Also under Financial Management Regulation 34(5) Council are to adopt each year a material variance threshold. At the Ordinary Meeting of Council on 26 July 2017 (**OM2017/190**) Council adopted a monthly variance for reporting of material variances, where financial activity is greater than 10% and \$10,000.

#### CONSULTATION AND ADVICE

##### External Consultation

Nil

##### Internal Consultation

Business unit managers were provided the draft monthly financial reports for their business units and have provided their comments on variances greater than 10% and \$10,000.

#### DISCUSSION / OFFICER COMMENTS

The commentary contained in the body of this report is in line with Financial Management Regulation (2) (b) that requires commentary on material variances to the Statement of Financial Activity at the nature/type, program or business unit level.

The Statement of Financial Activity shows a year to date actual closing position at 30 June of \$5.265 million (\$3.230 million lower than last month's result of \$8.494 million). This result was higher than the expected year to date amended budgeted position of \$0.040 million. The following details the main reasons for this favourable variation to Budget.

Operating revenue is \$1.489 million or 4.6% above budget (last month \$0.542 million or 1.7% above budget). The main contributors to this favourable result are higher than budget rates, fees and charges, interest on investments and operating grants and contributions. The advance payment of Financial Assistance Grants for 2018-19 of \$0.695 million and the early receipt of the operating grants for the State Emergency Service and Bushfire Brigades of \$0.082 million are the main reasons for higher than expected operating grants.

Operating expenditure on a year to date basis is \$1.111 million or 3.2% below budget (last month \$2.046 million and 6.3% below budget). The main contributing factor is materials and contracts being \$0.954 million or 10.8% below budget (last month \$1.598 million or 19.6% under budget). Employee expenses ended up being \$0.009 million or 0.1% over budget (last month \$0.267 million or 2.2% under budget). Depreciation, interest, insurance and other expenses were all slightly under budget for the year.

The delayed commencement of projects has contributed to materials expenditure being under budget for a number of business units and \$0.576 million has been carried forward to 2018-19. Areas with greater than \$0.050 million under budget materials expenditure for the year include Asset Services, Community Planning and Development, CEO, Human Resources, Caravan Parks and Waste Services. Staff leave (paid and unpaid) and vacant positions contributed to under budget labour for a number of business units. However, the magnitude of the variance was reduced after the accrual of labour costs at the end of the year and the recalculation of leave provisions. The only areas with greater than \$0.050 million under budget variances for employee costs are Health, Parks and Gardens and Town Planning.

Grants for capital works are \$0.101 million or 1.2% under budget (last month \$0.483 million or 5.9% over budget). The main reasons for this variation are the deferral of grants to 2018-19 for Bushfire Brigade building works and the construction of the Lower Western Oval. These grant deferrals have been partly offset by higher than expected developer contributions received (which are transferred to the Developer Contributions reserve) and road works grants for specific projects.

Capital expenditure of \$3.268 million was incurred during the month compared to the budget for the month of \$3.629 million. On a year to date basis capital expenditure is \$5.823 million under budget (last month \$5.462 million under budget) and \$3.751 million has been carried forward to 2018-19. The major causes of this variation are:

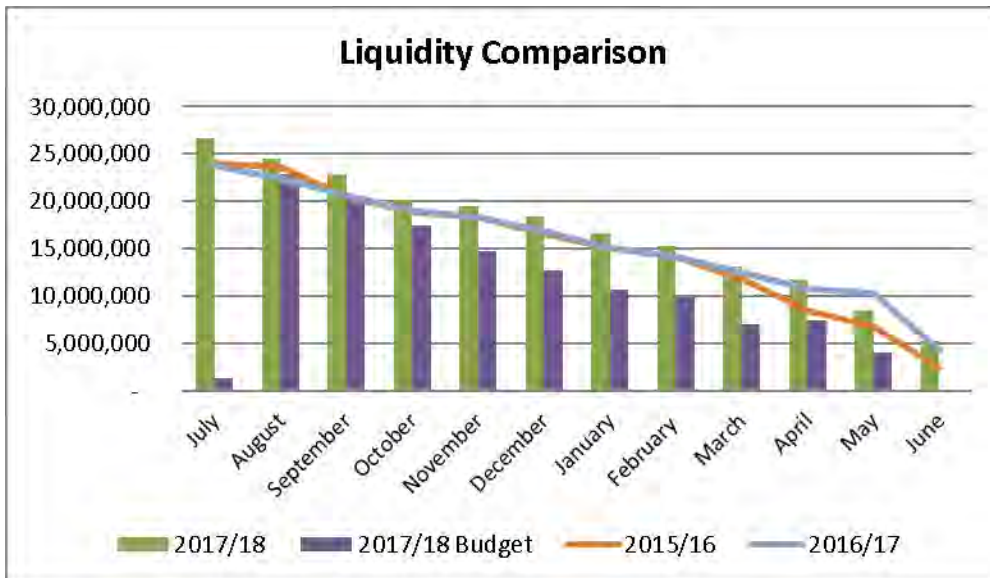
- projects for Information Communication Technology (ICT) totalling \$0.098 million have been delayed and have been carried forward;
- the Margaret River Youth Precinct is \$0.031 million over budget as the expenditure funded from the Lions Club's increased contribution and the increased proceeds from the land asset sale were not included in the amended budget;
- Bushfire Brigade projects are \$0.098 million under budget as the Cowaramup fire station extension project has been carried forward and the replacement of the Kudardup 4.4 fire appliance was lower than expected;
- projects for Rangers totalling \$0.020 million have been carried forward;
- Waste service infrastructure and equipment projects are \$0.562 million under budget;
- various community building projects are \$1.027 million under budget with a number of projects being carried forward including the Cultural Centre redevelopment, the asbestos replacement and reinstatement projects, and Margaret River mouth toilet block;
- Parks and Gardens projects are \$1.606 million under budget with the main delays being for playground equipment replacement, the Lower Western Oval and various public open space projects, consequently these projects have been carried forward;
- \$0.183 million of Asset Service projects are under budget and the majority (\$0.154 million) has been carried forward;
- infrastructure upgrade projects are \$1.067 million under budget and infrastructure renewal projects are \$0.127 million under budget and a number of projects have been carried forward;
- plant purchases are \$0.373 million are under budget with 5 items carried forward; and
- various building and infrastructure related projects for caravan parks are \$0.678 million under budget with some projects having to be carried forward.

Capital expenditure for the month included the following.

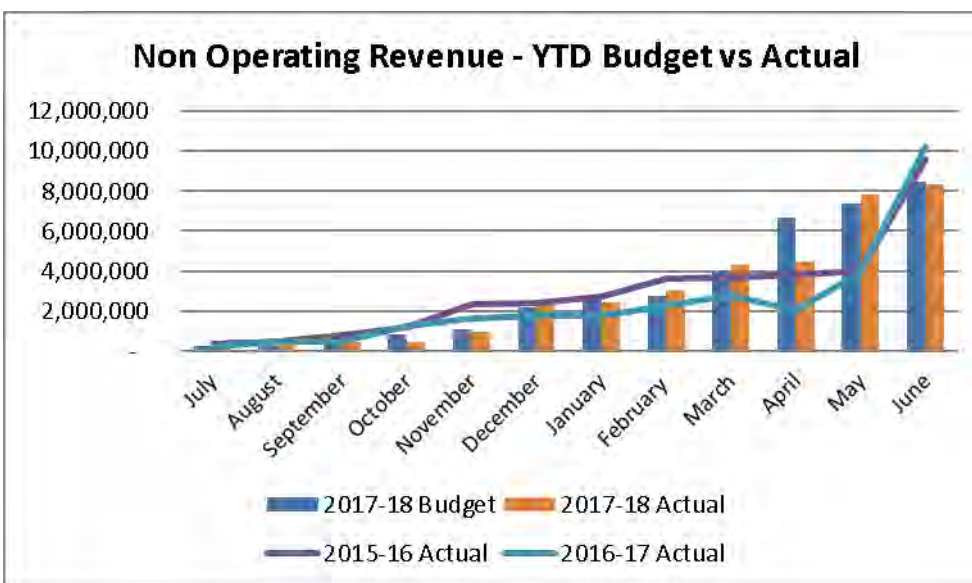
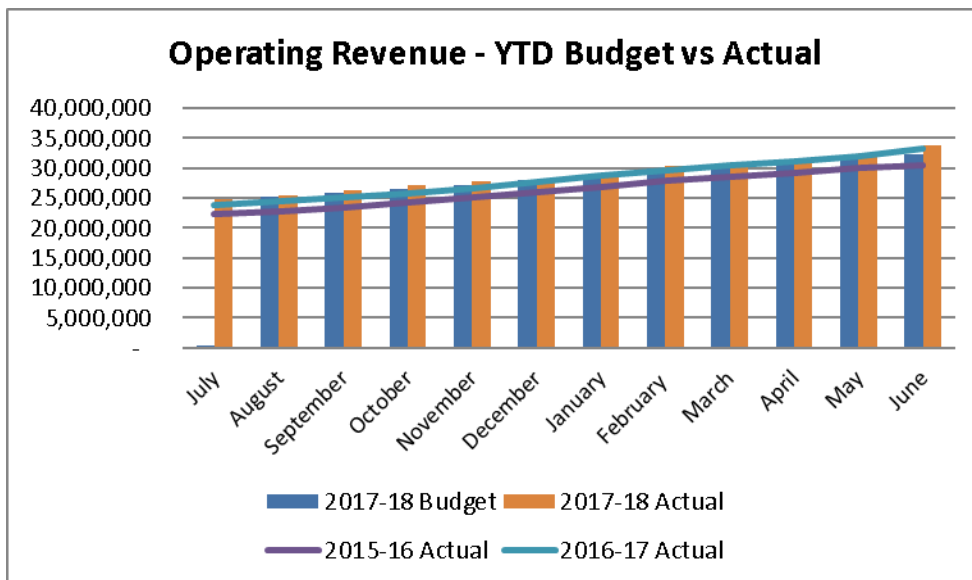
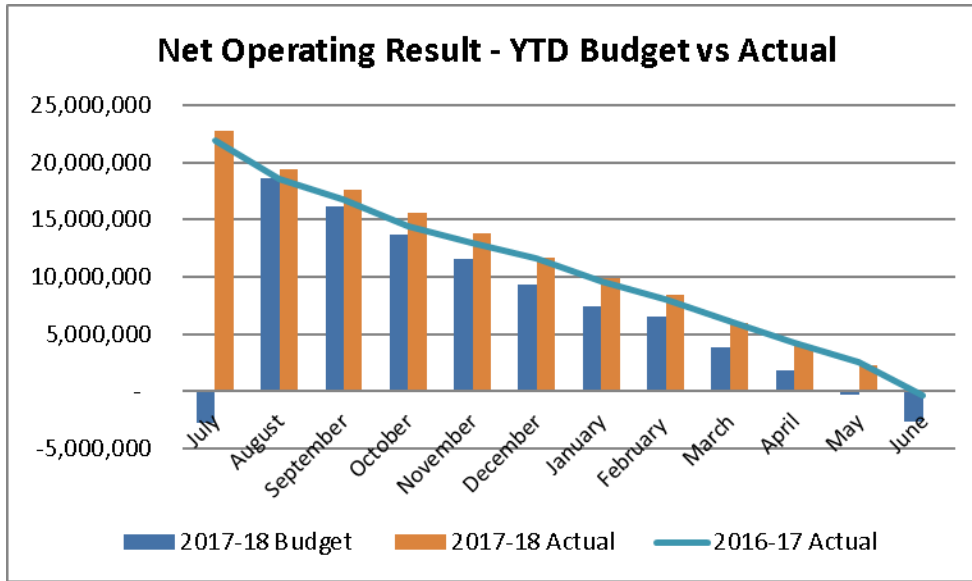
- \$22,705 for a SES rescue trailer which was donated by the Lions Club;
- \$6,109 for the purchase and installation of “monkey” bars at the Aquatic/Recreation Centre’s nature playground;
- \$10,450 for hook lift bins for Waste Services;
- \$986,285 for various community building projects including \$473,814 for the Cultural Centre project and \$478,134 for asbestos removal and reinstatement projects;
- \$292,430 for Dehumidifier project works at the Aquatic Centre;
- \$14,200 to install an antiskid floor surface for the Soccer Club building;
- \$239,224 on various Parks and Gardens projects including renewal of playground equipment, recycled water reticulation system works, garden renewal planting, cemetery works and the construction of the shelter at the Margaret River Cemetery;
- \$1,214,165 on road related projects of which \$207,931 was spent on infrastructure upgrade projects and \$1,006,233 was spent on infrastructure renewal projects. Drainage works, the extension of the Wadandi Track, Margaret River main street upgrade project, Margaret River airstrip improvements, asphalt overlays, rural reseals, reconstruction of Warner Glen, Rosa Brook, Carters and Rosa Glen Roads, gravel resheeting, gravel reshouldering, path and kerb projects were the main items of expenditure;
- \$336,896 on the plant replacement program to purchase a heavy truck, mulcher and tractor; and
- \$131,348 was spent on caravan projects including the upgrading of water and power infrastructure and the renewal of hot water systems at Flinders Bay.

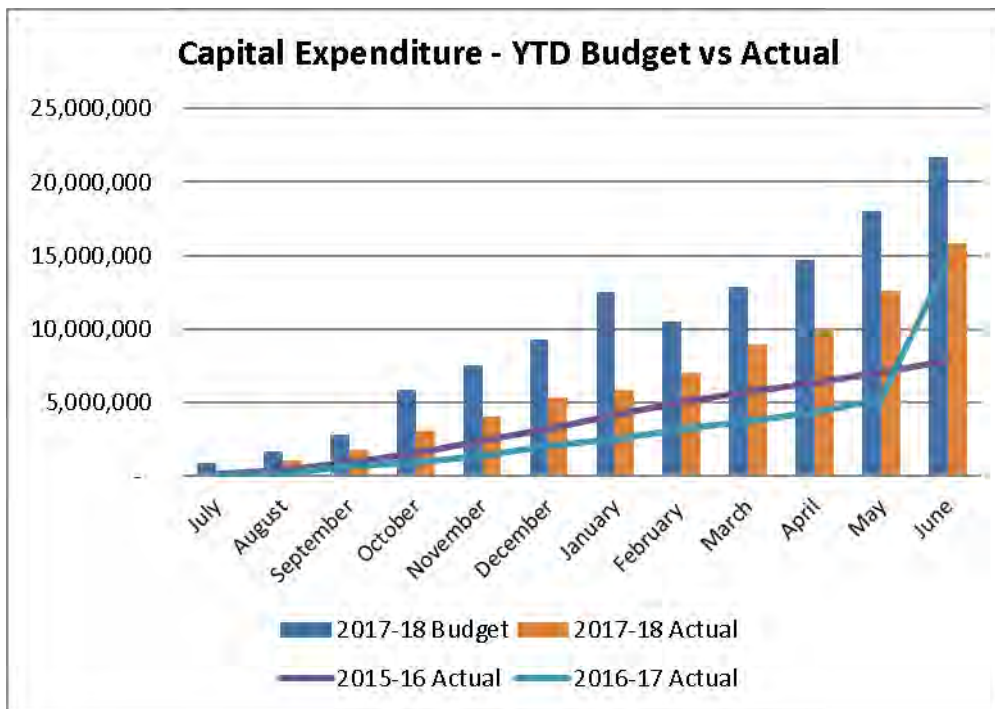
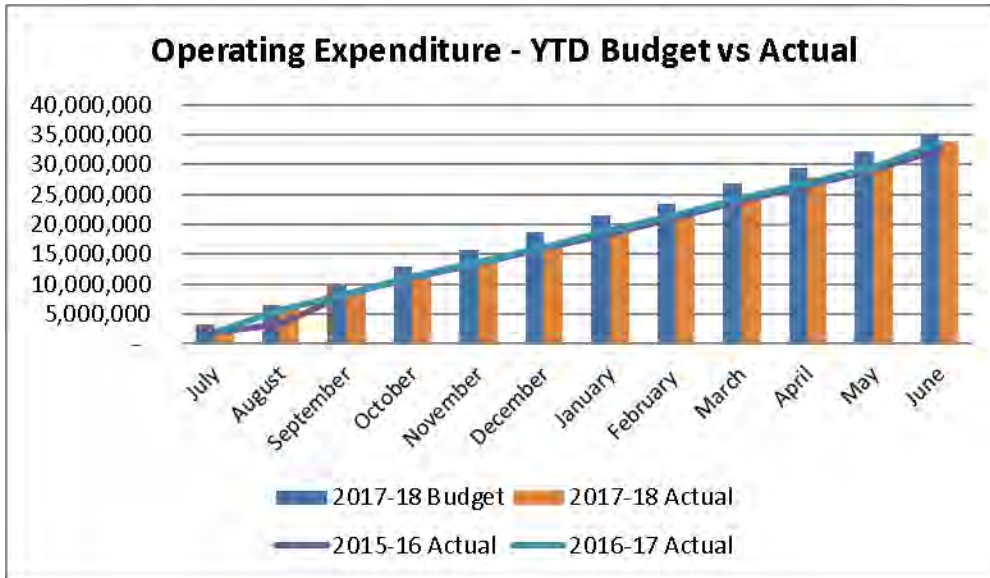
Financial performance against budget is shown in the following charts. In summary the charts show that:

- the closing position (liquidity) of \$5.265 million at the end of the year exceeded the budget of \$0.040 million, although the majority of this excess represents projects to be carried forward to 2018-19; and
- the net operating result of a \$0.098 million deficit was an improvement upon the budgeted deficit of \$2.698 million and is a positive result although influenced by the advance payment of Financial Assistance Grants.









Following is the Statement of Financial Activity for the year ending 30 June 2018.

SHIRE OF AUGUSTA MARGARET RIVER  
ORDINARY COUNCIL MEETING 8 AUGUST 2018

<b>SHIRE OF AUGUSTA - MARGARET RIVER STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 30 June 2018</b>							
<b>BUSINESS UNITS</b>	<b>2017-18 Approved Budget</b>	<b>2017-18 Amended Budget</b>	<b>2017-18 Month of June</b>	<b>2017-18 YTD Budget</b>	<b>2017-18 YTD Actual</b>	<b>YTD Variance &gt;10% &amp; &gt;\$10,000</b>	<b>Comments</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>		
<b>Net Current Assets at 1 July surplus/(deficit)</b>	<b>4,041,229</b>	<b>4,331,506</b>	<b>0</b>	<b>4,331,506</b>	<b>4,331,506</b>		Includes advance payment of FAGs for 2017-18
<b>Revenue from Operating Activities</b>							
Rates	20,658,008	20,812,008	45,936	20,812,008	20,943,450	0	
General Financing	1,324,424	1,465,623	798,346	1,465,623	2,274,065	808,442	Perm: Advance payment of FAGs for 2018-19
Members of Council	0	0	0	0	179	0	
Chief Executive Officer	40,000	71,000	0	71,000	75,226	0	
Director Corporate & Community	7,800	14,300	228	14,300	14,010	0	
Director Sustainable Development	0	0	0	0	1,000	0	
Director Infrastructure	0	0	0	0	0	0	
Finance	44,100	44,100	52,842	44,100	73,146	29,046	Perm: FBT to be recouped lower than expected
Records	0	0	30	0	920	0	
Corporate Services	2,000	2,000	0	2,000	2,158	0	
Customer Relations	223,400	203,400	16,700	203,400	198,836	0	
Information Comm. Technology	0	0	7,387	0	10,024	10,024	Perm: Sale of ICT equipment
Human Resources	20,000	0	0	0	39,000	39,000	Perm: LGIS performance dividend claim
Community Planning & Development	25,260	46,077	5,384	46,077	37,910	0	
Emergency and Fire Services	377,481	544,386	161,822	544,386	621,007	76,621	Perm: Operating grants received in advance
Rangers	212,920	207,920	17,544	207,920	207,086	0	
Libraries	36,200	36,200	3,258	36,200	39,913	0	
Environmental Health	110,965	110,965	4,354	110,965	121,961	0	
Outside School Hours Care	305,500	305,500	22,362	305,500	456,838	151,338	Perm: Vacation program and demand for services
Waste Services	4,566,051	4,677,051	42,832	4,677,051	4,890,517	0	
Town Planning	368,400	318,400	25,253	318,400	281,277	(37,123)	Perm: Less high value applications
Community Buildings	0	0	12,900	0	16,611	16,611	Perm: Insurance payout
MR Recreation Centre	849,000	819,000	102,638	819,000	802,537	0	
Cultural Centre	6,720	6,720	0	6,720	8,280	0	
Augusta Recreation Centre	42,000	42,000	4,223	42,000	29,460	(12,540)	Perm: Hydro Pool closure for repairs reduced revenue
Gloucester Park	309,400	75,900	3,616	75,900	73,174	0	
Parks and Gardens	4,000	4,000	1,475	4,000	5,835	0	
Asset Services	134,200	109,200	5,621	109,200	129,897	20,697	Perm: Sign frames, legal action, subdivision fees
Landcare	0	0	1,400	0	1,950	0	
Maintenance	0	10,000	5,720	10,000	20,893	10,893	Perm: Private works income offset by costs
Plant Program	13,023	13,023	0	13,023	47,511	34,488	Perm: Profit on asset disposals higher
Caravan Parks	2,133,524	2,133,524	54,126	2,133,524	2,046,017	0	
Building Control	225,000	262,000	17,786	262,000	260,398	0	
Works Overheads	0	0	0	0	328	0	
Plant Operation Costs	0	0	896	0	9,081	0	
Other Property and Services	20,000	45,000	13,108	45,000	127,766	82,766	Perm: Notional income from internal gravel sales
	<b>32,059,376</b>	<b>32,379,297</b>	<b>1,427,786</b>	<b>32,379,297</b>	<b>33,868,262</b>	<b>1,488,965</b>	
<b>Expenditure from Operating Activities</b>							
Revenue	(457,448)	(457,448)	(181,892)	(457,448)	(459,373)	0	
General Financing	(580,030)	(580,030)	(143,302)	(580,030)	(559,612)	0	
Members of Council	(376,943)	(376,943)	(26,131)	(376,943)	(329,426)	47,517	Perm: Contribution for Cowaramup Hall not requested
Chief Executive Officer	(1,121,359)	(1,160,359)	(90,403)	(1,160,359)	(996,982)	163,377	Perm: Public Relations and Special Projects
Director Corporate & Community	(421,998)	(426,998)	(50,019)	(426,998)	(410,508)	0	
Director Sustainable Development	(693,809)	(716,809)	(59,710)	(716,809)	(677,279)	0	
Director Infrastructure	(258,678)	(258,678)	(34,738)	(258,678)	(242,171)	0	
Finance	(997,864)	(977,864)	(39,271)	(977,864)	(916,635)	0	
Records	(189,690)	(189,690)	(16,103)	(189,690)	(176,219)	0	
Corporate Services	(265,620)	(275,620)	(17,574)	(275,620)	(253,861)	0	
Customer Relations	(554,400)	(544,400)	(44,930)	(544,400)	(517,871)	0	
Information Comm. Technology	(1,059,755)	(1,068,215)	(106,697)	(1,068,215)	(1,056,947)	0	
Human Resources	(669,977)	(669,977)	(79,267)	(669,977)	(606,175)	63,802	Perm: Org. Devpmt projects & other paid leave
Community Planning & Development	(609,530)	(633,855)	(85,846)	(633,855)	(594,077)	0	
Emergency and Fire Services	(1,057,215)	(1,252,026)	(158,548)	(1,252,026)	(1,190,025)	0	
Rangers	(719,968)	(694,968)	(66,491)	(694,968)	(667,645)	0	
Libraries	(929,844)	(946,844)	(106,189)	(946,844)	(952,077)	0	
Environmental Health	(548,649)	(548,649)	(35,600)	(548,649)	(499,843)	0	
Outside School Hours Care	(343,658)	(343,658)	(32,150)	(343,658)	(443,308)	(99,650)	Perm: Vacation program offset by increased income
Waste Services	(2,911,507)	(2,686,507)	(244,334)	(2,686,507)	(2,343,993)	342,514	Perm: Projects, Wallis Rd, Transfer Stations
Town Planning	(1,026,237)	(1,048,237)	(117,434)	(1,048,237)	(947,122)	101,115	Perm: labour savings offset by project exp.
Community Buildings	(1,923,421)	(1,863,421)	(137,835)	(1,863,421)	(1,854,213)	0	
MR Recreation Centre	(2,286,460)	(2,241,460)	(229,097)	(2,241,460)	(2,220,993)	0	
Cultural Centre	(410,887)	(476,887)	(17,504)	(476,887)	(475,926)	0	
Augusta Recreation Centre	(106,992)	(140,992)	(27,859)	(140,992)	(118,554)	22,438	Perm: Equipment, maintenance, etc
Gloucester Park	(213,700)	(233,700)	(27,091)	(233,700)	(223,677)	0	
Beach Lifeguards	(119,558)	(119,558)	(494)	(119,558)	(88,010)	31,548	Perm: Labour as season started later than profiled
Parks and Gardens	(2,575,821)	(2,575,821)	(390,468)	(2,575,821)	(2,665,605)	0	
Asset Services	(1,134,401)	(1,056,401)	(88,098)	(1,056,401)	(916,341)	140,061	Perm: Projects - delayed & to be carried over
Landcare	(543,353)	(543,353)	(103,503)	(543,353)	(434,887)	108,466	Perm: Projects - delayed & to be carried over
Construction	0	0	0	0	0	0	
Maintenance	(8,235,725)	(8,555,725)	(938,287)	(8,555,725)	(8,554,748)	0	
Plant Program	(105,345)	(105,345)	(2,575)	(105,345)	(50,102)	55,243	Perm: Loss on asset disposals lower
Caravan Parks	(1,455,342)	(1,455,342)	(110,413)	(1,455,342)	(1,330,644)	0	
Building Control	(172,919)	(177,919)	(13,837)	(177,919)	(160,523)	17,396	Perm: Labour costs
Works Overheads	(54,061)	(39,061)	59,325	(39,061)	(157,112)	(118,051)	Perm: Under recovery of overheads, Capex underspend
Plant Operation Costs	300,498	410,498	(4,461)	410,498	148,134	(262,364)	Perm: Overhead recovery rate lower than expected
Other Property and Services	(104,000)	(45,000)	(4,874)	(45,000)	(22,087)	22,913	Perm: Land sale did not proceed
	<b>(34,935,666)</b>	<b>(35,077,262)</b>	<b>(3,773,701)</b>	<b>(35,077,262)</b>	<b>(33,966,432)</b>	<b>1,110,830</b>	

SHIRE OF AUGUSTA MARGARET RIVER  
ORDINARY COUNCIL MEETING 8 AUGUST 2018

<b>SHIRE OF AUGUSTA - MARGARET RIVER</b>							
<b>STATEMENT OF FINANCIAL ACTIVITY</b>							
<b>FOR THE PERIOD ENDING 30 June 2018</b>							
BUSINESS UNITS	2017-18	2017-18	2017-18	2017-18	2017-18	YTD	Comments
	Approved	Amended	Month of	YTD	YTD	Variance	
	Budget	Budget	June	Budget	Actual	>10% & >\$10,000	
	\$	\$	\$	\$	\$		
<b>Operating activities excluded from Budget</b>							
Depreciation on assets	9,046,640	9,146,640	757,673	9,146,640	9,114,369	0	
(Profit)/Loss Asset Disposal	151,322	151,322	2,575	151,322	(15,565)	(166,887)	Perm: Disposal of plant, vehicles and land
Movement in deferred pensioner rates	0	0	0	0	0	0	
Movement in employee benefit provisions (non-current)	0	0	0	0	0	0	
Loss on revaluation of non current assets	0	0	0	0	0	0	
	9,197,962	9,297,962	760,248	9,297,962	9,098,805	(199,157)	
<b>Amount attributable to operating activities</b>	<b>10,362,900</b>	<b>10,931,502</b>	<b>(1,585,668)</b>	<b>10,931,502</b>	<b>13,332,141</b>		
<b>INVESTING ACTIVITIES</b>							
<b>Non Operating Grants &amp; Contributions</b>							
Community Planning & Development	2,217,333	1,419,413	1,288	1,419,413	1,435,323	0	
Emergency and Fire Services	847,237	836,388	22,705	836,388	746,412	(89,976)	Perm: Grants & Contributions deferred to 2018-19
Waste Services	0	0	(26,450)	0	(26,450)	(26,450)	Perm: Unspent Grant transferred to Trust
Town Planning	150,000	225,000	1,249	225,000	435,459	210,459	Perm: Increased DCP contributions
Community Buildings	3,200,000	2,500,000	0	2,500,000	2,500,000	0	
MR Recreation Centre	32,000	0	0	0	0	0	
Gloucester Park	13,030	13,030	0	13,030	13,030	0	
Parks and Gardens	332,207	356,207	0	356,207	24,000	(332,207)	Perm: CSRFF grant to be received in 2018-19
Asset Services	50,000	50,000	28,450	50,000	8,450	(41,550)	Perm: Invoice for NRM grant cancelled
Construction	2,803,819	3,075,937	533,906	3,075,937	3,238,427	0	
	9,645,626	8,475,975	561,148	8,475,975	8,374,650	(101,325)	
<b>Capital Investment</b>							
Purchase Land Held for Resale	0	0	0	0	0	0	
Purchase Land and Buildings	(8,432,887)	(4,858,478)	(1,068,024)	(4,858,478)	(3,226,405)	1,632,073	Perm: Scheduling of various building projects
Purchase Infrastructure Assets - Other	(7,033,083)	(6,474,763)	(314,540)	(6,474,763)	(3,970,037)	2,504,726	Perm: Waste services, Lower Western Oval
Purchase Infrastructure Assets - Roads	(6,504,200)	(6,995,070)	(1,214,165)	(6,995,070)	(5,800,517)	1,194,553	Perm: Road and related projects
Purchase Plant and Equipment	(3,346,368)	(3,128,028)	(660,787)	(3,128,028)	(2,749,965)	378,063	Perm: Plant & Vehicle purchases
Purchase Furniture and Equipment	(163,000)	(205,650)	(10,960)	(205,650)	(91,844)	113,806	Perm: ICT Equipment replacement deferred to 2018-19
Proceeds from Disposal of Assets	2,136,000	1,334,500	11,002	1,334,500	583,960	(750,540)	Perm: Vehicle disposals & sale of land
	(23,343,538)	(20,327,489)	(3,257,474)	(20,327,489)	(15,254,808)	5,072,681	
<b>Amount attributable to investing activities</b>	<b>(13,697,912)</b>	<b>(11,851,514)</b>	<b>(2,696,326)</b>	<b>(11,851,514)</b>	<b>(6,880,158)</b>		
<b>FINANCING ACTIVITIES</b>							
Repayment of Debentures	(708,195)	(708,195)	(46,797)	(708,195)	(591,896)	116,299	Perm: Loan repayment processed on 1 July
Advances to Community Groups	(5,200)	(5,200)	0	(5,200)	(5,200)	0	
Proceeds from Self-Supporting & IF Loans	12,700	12,700	1,317	12,700	12,701	0	
Proceeds from New Loan	2,450,000	2,450,000	0	2,450,000	2,450,000	0	
Transfers to Cash Reserves	(2,747,795)	(4,587,795)	(105,676)	(4,587,795)	(5,715,267)	(1,127,472)	Perm: DCP & Waste reserve transfers higher
Transfers from Cash Reserves	4,333,502	3,798,502	1,184,000	3,798,502	2,662,506	(1,135,996)	Perm: Various projects delayed to 2018-19
<b>Amount attributable to financing activities</b>	<b>3,335,012</b>	<b>960,012</b>	<b>1,032,845</b>	<b>960,012</b>	<b>(1,187,157)</b>	<b>(2,147,170)</b>	
<b>Net Current Assets Surplus (Deficit)</b>	<b>0</b>	<b>40,000</b>	<b>(3,249,149)</b>	<b>40,000</b>	<b>5,264,827</b>		

### Investments

At 30 June 2018 the Shire's cash on hand, deposits and investments totalled \$34,242,729 (an increase of \$302,381 to last month's total of \$33,940,348) and total investment interest earned for the year was \$755,966 and exceeded the budget of \$712,599.

### Term Deposits – Cash Management

At the end of June the Shire had the following short-term facilities (term deposits).

Term Days	Maturity	Institution (ADI)	Principal \$	Interest Rate	Interest \$
365	18/7/18	National Australia Bank	1,500,000	2.50%	37,500
364	27/7/18	National Australia Bank	1,000,000	2.50%	24,932
365	16/8/18	Bankwest	4,000,000	2.54%	101,600
365	6/9/18	Bankwest	2,000,000	2.53%	50,600
265	13/9/18	National Australia Bank	5,000,000	2.60%	130,000
364	16/3/19	Bankwest	1,500,000	2.50%	37,397
91	4/7/18	Members Equity	1,000,000	2.45%	6,108

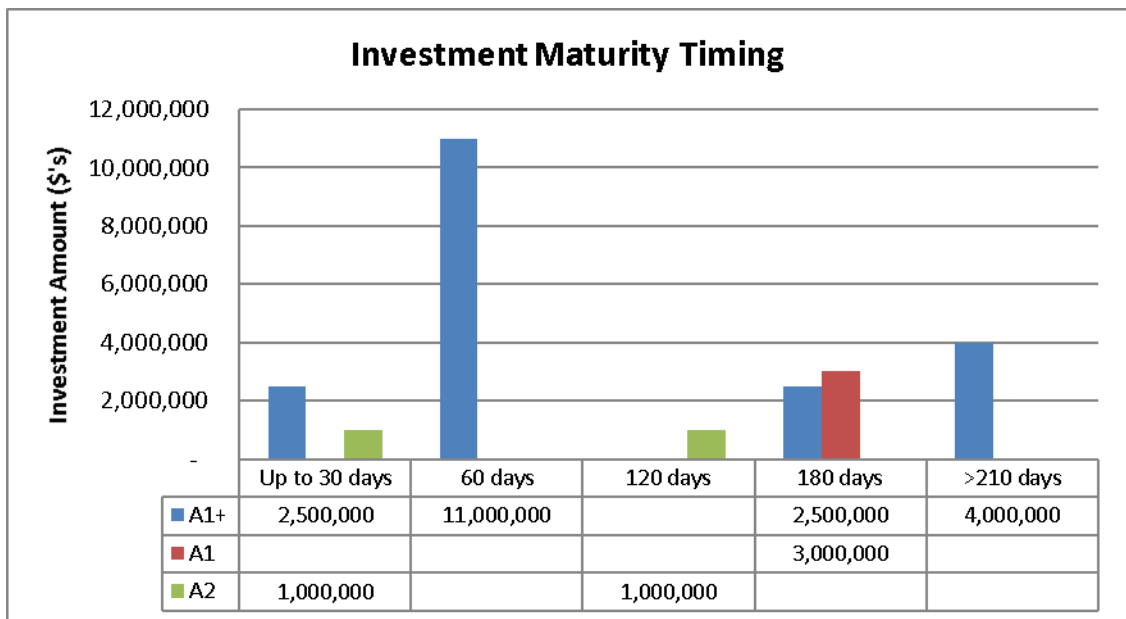
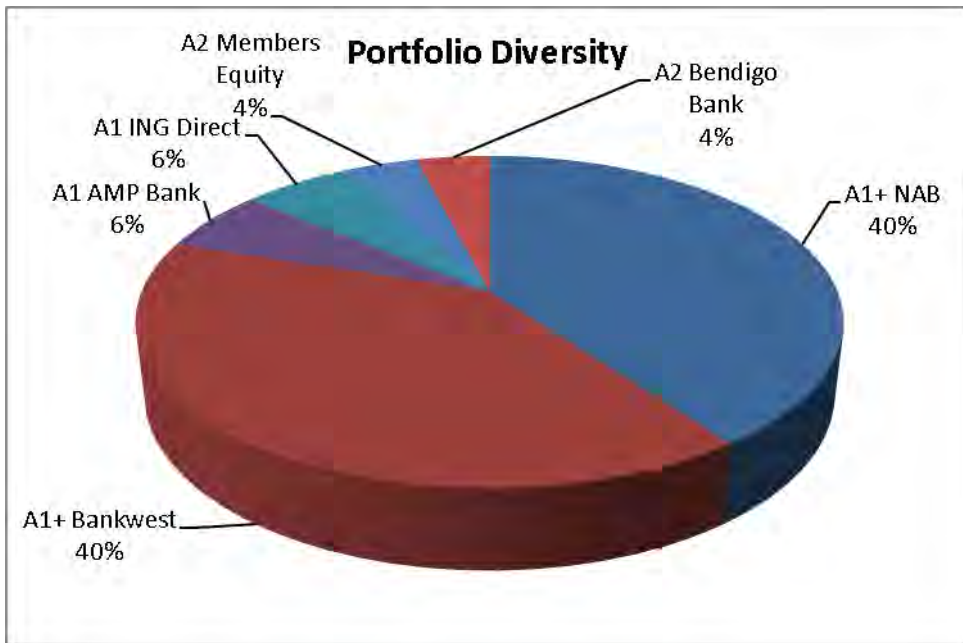
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183	2/10/18	Bendigo Bank	1,000,000	2.45%	12,284
365	11/4/19	National Australia Bank	2,500,000	2.62%	65,500
183	5/12/18	AMP	1,500,000	2.75%	20,681
182	20/12/18	Bankwest	2,500,000	2.80%	34,904
175	21/12/18	ING	1,500,000	2.55%	18,339
			25,000,000		539,845

During the month the following changes occurred to term deposits:

- A term deposit with AMP Bank matured on 5/6/2018, \$1 million was redeemed and \$1.5 million rolled over for 183 days at 2.75%;
- A term deposit with ING matured on 28/6/2018, \$1 million was redeemed and \$1.5 million rolled over for 90 days at 2.55%; and
- A Royalties for Regions grant instalment of \$2.5 million was received for the Cultural Centre project and invested with Bankwest for 6 months at 2.8%.

The average rate of interest to be paid on all of the term deposits is 2.57%.



The Shire also has an Overnight Cash Deposit Facility (OCDF) with WA Treasury Corporation (WATC) which is used to hold the Royalties for Regions funds allocated for the main street redevelopment project. The South West Development Commission are a joint signatory for this facility. During the month interest of \$6,487 was earned and the current balance of the investment is \$5.449 million. The current rate of interest earned on this facility is 1.45% and is set at 5 basis points lower than the Reserve Bank's cash reference rate.

### **In-Kind Support**

At 30 June 2018 fee waivers, donations and financial assistance sponsorships totalled \$11,719 and included \$7,400 of sporting sponsorships, \$3,469 of fee waivers and \$850 of donations. Fee waivers, donation and financial assistance did not change during the month.

### **Reserves**

Movement to reserves represent interest earned on reserve funds. During the month the following additional reserve transfers were processed:

- \$2,000,000 to the Waste Management reserve;
- \$435,459 of developer contributions received was transferred to the Developer Contributions Plan reserve;
- \$40,163 of infrastructure contributions received was transferred to the Infrastructure Assets Contributions reserve;
- \$100,000 was transferred to the Plant Replacement reserve and \$200,000 was transferred from this reserve for the replacement of the hook lift truck;
- \$7,554 in interest loan repayments was transferred to the Community Loan reserve and \$8,815 in loan advances was transferred from the reserve;
- \$2,000 income from signage fees was transferred to the Recreation Centres reserve;
- \$80,000 notional profit from sale of resource materials was transferred to the Gravel Pits reserve
- \$664,000 was transferred from the Community Facilities reserve for the Cultural Centre redevelopment project;
- \$6,600 transferred to the Community Grants reserve represented the after cost proceeds from the sale of special series vehicle registration plates;
- \$45,000 of unspent environmental management funds were transferred to the Biodiversity reserve;
- \$30,000 unspent LGIS performance dividend was transferred to the Self Insurance reserve;
- \$320,000 was transferred from the Community Facilities reserve (in lieu of asset sale proceeds being realised) to pay the first instalment to the Department of Education for the Rapids Landing Primary School shared use oval; and
- Loan principal repaid of \$15,150 and loan interest repaid of \$5,141 for Loan 193 drawn down to partly fund the Margaret River Youth Precinct were transferred from the Developer Contributions reserve.

### **STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**

Financial Management Regulation 34 requires a local government to prepare each month a Statement of Financial Activity reporting on the sources and applications of funds, as set out in the annual budget under Financial Management Regulation 22(1) (d).

### **STRATEGIC PLAN / POLICY IMPLICATIONS**

#### ***Community Strategic Plan 2036 (CSP)***

#### ***Corporate Business Plan 2017-2021***

Key Result Area 5: Effective leadership and governance

Outcome 2: Effective and integrated strategy, planning, financial and asset management

Strategy 4: Ensure information is managed in accordance with statutory requirements and is available for decision making.

### **PLANNING FRAMEWORK**

Nil

### **FINANCIAL IMPLICATIONS**

The overall financial performance of the Shire is as summarised in this report.

**SUSTAINABILITY IMPLICATIONS**

**Environmental**

Nil

**Social**

Nil

**Economic**

As stated in the report.

**VOTING REQUIREMENTS**

Simple Majority

**RECOMMENDATION**

That Council receives the Monthly Financial Report – June 2018 in accordance with Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

**ADVICE TO APPLICANT / PROPONENT**

Nil

**ATTACHMENTS**

1. Monthly Financial Report consisting of:
  - a. Notes to and forming part of the Statement of Financial Activity
  - b. Financial Reports by Business Units

**RECOMMENDATION / COUNCIL DECISION**

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**CR SMART, CR GODDEN OM2018/195**

That Council receives the Monthly Financial Report – June 2018 in accordance with Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

**CARRIED 6/0**

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### 11.4.3 BUSH FIRE VOLUNTEER SERVICES POLICY

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<b>LOCATION/ADDRESS</b>	Shire of Augusta Margaret River
<b>APPLICANT/LANDOWNER</b>	Shire of Augusta Margaret River
<b>FILE REFERENCE</b>	EMS/4
<b>REPORT AUTHOR</b>	Chris Lloyd, Community Emergency Services Manager
<b>AUTHORISING OFFICER</b>	Annie Riordan, Director Corporate and Community Services

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#### IN BRIEF

- The Bush Fire Volunteer Services Policy was last revised in accordance with the review schedule and was presented for advertising on 22 May 2015. Following the consultation period, it was endorsed on 12 August 2015.
- The Policy is again due for its three yearly review which has been completed by the Community Emergency Services Manager, Chief and Deputy Bush Fire Control Officers and is ready for advertisement and consultation.

#### RECOMMENDATION

That Council adopts the revised Bush Fire Volunteer Services Policy as attached for the purpose of public consultation.

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#### LOCATION PLAN

Nil

#### TABLED ITEMS

Nil

#### BACKGROUND

Determining the local government's policies is one of four main roles for Council listed under Section 2.7 of the *Local Government Act 1995*. Policies are an important component of governance by which responsibilities to stakeholders are identified and effective systems of leadership, authority, accountability and control are implemented. Policies assist in ensuring the Shire's functions are carried out and services and facilities are provided to the community in an ethical, innovative and responsive manner.

Part IV of the *Bush Fires Act 1954* (as amended) allows for a local government to establish and maintain a bush fire organisation.

The intent of the Bush Fire Volunteer Services Policy (the policy) is to ensure that Council provides the necessary administrative and financial (through the Local Government Grant Scheme) support to provide an effective volunteer bush fire firefighting service within the shire.

The policy is supported by the Bush Fire Volunteer Services Procedure document which was reviewed by a Bush Fire Advisory Committee (BFAC) endorsed working group and adopted by the BFAC Committee at its May 2015 meeting. The Procedure is currently undergoing a full review and will be presented to BFAC at the 15 August 2018 meeting.

#### CONSULTATION AND ADVICE

##### External Consultation

Bush Fire Advisory Committee



### **Internal Consultation**

Internal consultation has been undertaken with the Chief Bush Fire Control Officer (CBFCO) and Deputy Chief Bush Fire Control (DCBFCO) Officer who were supportive of the policy.

### **DISCUSSION / OFFICER COMMENTS**

Council previously adopted a *Bush Fire Volunteer Services Policy* in August 2015 and consultation between the Shire's Community Emergency Services Manager (CESM), CBFCO and DCBFCO was undertaken to review and update the policy.

The Bush Fire Advisory Committee (BFAC) will be presented on 15 August 2018 a reviewed version of the Bush Fire Volunteer Services Procedures. This was completed by the CESM, CBFCO and the DCBFCO. This document deals with the normal day to day running of Brigades and the standards and commitment required by its volunteer members.

The Shire is fortunate to have such a dedicated, capable and available volunteer resource to assist with emergency response and recovery. By updating the Bush Fire Volunteer Services Policy, a more accurate reflection of the support and activities required to be undertaken by volunteers and Shire administration in keeping the community as safe as possible for bushfire have been identified.

### **STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**

*The Local Government Act 1995 (LGA)* specifies the key roles of the Council. Under section 2.7 of the LGA Council has four main roles:

#### **2.7. Role of council**

- (1) The council —
  - (a) governs the local government's affairs; and
  - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to —
  - (a) oversee the allocation of the local government's finances and resources; and
  - (b) determine the local government's policies.

*The Bush Fire Act 1954 (as amended) Part IV* specifies the role of Council in establishing and maintaining a bush fire organisation.

### **STRATEGIC PLAN / POLICY IMPLICATIONS**

#### ***Community Strategic Plan 2036 (CSP)***

#### ***Corporate Business Plan 2017-2021***

Key Result Area 2: Welcoming and inclusive communities

Community Outcome 6: Safer Communities

Strategic Response: Enhance the Shire's emergency and disaster management capabilities

### **PLANNING FRAMEWORK**

Nil

### **FINANCIAL IMPLICATIONS**

There are minor financial implications as a result of implementation of this policy, such as the proposed communications strategy for improving the Shire's involvement in community preparedness and education for bush fire. It has also been identified that the demographic of volunteers is predominantly in the age group of 50 years and over. There may be future financial implications to the fund. A recruitment drive for younger members and potentially a cadet program is warranted for future succession of volunteer bush fire brigades.

### **SUSTAINABILITY IMPLICATIONS**

#### **Environmental**

An effective Volunteer Bush Fire Brigade and well trained Brigade members will reduce the likelihood and consequence of a bushfire impacting on the environment.

**Social**

An effective Volunteer Bush Fire Brigade and well trained Brigade members will reduce the likelihood and consequence of a bushfire impacting on community wellbeing.

**Economic**

An effective Volunteer Bush Fire Brigade and well trained Brigade members will reduce the likelihood and consequence of a bushfire impacting on economic wellbeing of the local community.

**VOTING REQUIREMENTS**

Simple Majority

**RECOMMENDATION**

That Council adopts the revised Bush Fire Volunteer Services Policy as attached for the purpose of public consultation.

**ADVICE TO APPLICANT / PROPONENT**

Nil

**ATTACHMENTS**

1. Bush Fire Volunteer Services Policy

**RECOMMENDATION / COUNCIL DECISION**

**CR TOWNSHEND, CR MELDRUM OM2018/196**

**That Council adopts the revised Bush Fire Volunteer Services Policy as attached for the purpose of public consultation.**

**CARRIED 6/0**

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*The Shire President gave thanks to the Chief Emergency Services Manager, Chris Lloyd, and Chief Bush Fire Control Officer, David Holland..*

**11.4.4 RFT 11-18 LOWER WESTERN OVAL REDEVELOPMENT**

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<b>LOCATION/ADDRESS</b>	Lot 999 on Deposited Plan 231028, Margaret River
<b>APPLICANT/LANDOWNER</b>	Shire of Augusta Margaret River
<b>FILE REFERENCE</b>	COR/314
<b>REPORT AUTHOR</b>	Dylan Brown, Recreation Operations Manager
<b>AUTHORISING OFFICER</b>	Annie Riordan, Director Corporate Community Services

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**IN BRIEF**

- The Request for Tender, RFT 11-18 Lower Western Oval Redevelopment was advertised in The West Australian 16 June 2018.
- Tender submissions closed 2 July 2018.
- Six conforming tender submissions were received by the tender closing date in addition to one alternative tender.
- An assessment was undertaken by an evaluation panel, which ranked Leeuwin Civil Pty Ltd as the preferred tender based on value for money.

**RECOMMENDATION**

That Council awards Tender 11-18 Lower Western Oval Redevelopment to Leeuwin Civil Pty Ltd for their Alternative Tender submission as outlined in the Evaluation Report (Confidential Attachment 1).

**LOCATION PLAN**



**TABLED ITEMS**

RFT 11 -18 Lower Western Oval Redevelopment.

## **BACKGROUND**

“Construct Gloucester Park Lower Western Oval including earthworks, drainage, turf, irrigation, lighting and carpark” was a project identified and budgeted in the Shire’s Corporate Plan 2017-21.

The Lower Western Oval has long been identified as a critical element within the Gloucester Park Sporting Precinct (precinct) to accommodate growing demand in the sports of soccer, hockey and rugby. Current pressures within the precinct are greatest from soccer, with growing numbers and demand for access to full size, quality-playing surfaces. Redevelopment of Lower Western Oval was the logical next step in the implementation of the Gloucester Park Sporting Precinct Masterplan (Masterplan). The Masterplan was adopted into the Developer Contributions (DCA1) plan and maps out a staged development of the precinct, which aligns with the Shire’s Strategic Community Plan 2036 and Corporate Plan 2017-21.

The Shire secured funding from the Department of Local Government, Sport and Cultural Industries for the design and construction of a multi-use playing field to allow for future growth into the sports of soccer and rugby within Margaret River. A feasibility report including a site survey was undertaken in 2016 to inform the design decisions relating to layout and arrangement to best suit the available area.

The site survey identified significant habitation of the endangered Western Ringtail Possum (*Pseudocheirus peregrinus occidentalis*) in the nearby Peppermint trees (*Agonis flexuosa*) which required a special clearing permit. In 2017, the Shire was successful in gaining approval from the federal government for a permit to clear a small portion of endemic and introduced species within the footprint of the playing field. Subsequently, the Shire successfully lodged an application with the Department of Water and Environmental Regulation to permit construction. Due to the delays in seeking environmental approvals, in 2018, an engineering design consultant was engaged to prepare detailed design drawings and specifications to permit the construction of the playing field in 2018-19.

Calibre Professional Services Pty Ltd provided design development, detailed technical specifications for the tender.

## **CONSULTATION AND ADVICE**

### **External Consultation**

Nil

### **Internal Consultation**

- Recreation Operations Manager
- Coordinator Technical Services
- Works Project Officer
- Recreation Coordinator
- Director Corporate and Community Services
- Coordinator Environment/Landcare Services

## **DISCUSSION / OFFICER COMMENTS**

An Evaluation Report for tenders has been undertaken and a copy is attached as Confidential Attachment 1.

Tender submissions were received from the following (listed in alphabetical order):

<b>No.</b>	<b>Name of Organisation</b>
1	APH Contractors Pty Ltd
2	BCP Contractors Pty Ltd
3	Environmental Industries Pty Ltd
4	Geographe Civil Pty Ltd
5	Leeuwin Civil Pty Ltd
6	LD Total (Sanpoint Pty Ltd)

Tenders have been assessed by an evaluation panel against the criteria of risk assessment, relevant experience, key personnel skills and experience, tenderer resources, demonstrated understanding, occupational safety and health management, project program and price.

The weighting applied to those criteria were as follows:

Relevant Experience - 10%  
Key Personnel Skills and Experience - 8%  
Tenderer's Resources - 9%  
Demonstrated Understanding - 15%  
Occupational Safety & Health Management - 10%  
Project program - 8%  
Price - 40%

In addition to a conforming tender, tenderers were permitted to submit an alternative tender proposing a different solution and alternative specification to those specified provided the Requirements listed as critical assumptions within the tender were not changed.

One alternative tender was received proposing an alternative drainage system that still meets the requirements of the project.

Based on the tender assessment, it is recommended that the tender be awarded to Leeuwin Civil Pty Ltd based on value for money.

Leeuwin Civil Pty Ltd's conforming tender ranked first in price, third in qualitative criteria and first overall. The alternative tender submission provided by Leeuwin Civil Pty Ltd provided further cost savings.

#### **STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**

Part 4 (Tenders) of the *Local Government (Functions and General) Regulations 1996* requires that tenders be publicly invited for such contracts where the estimated cost of providing the total service exceeds \$150,000. Compliance with the section 3.57 of the *Local Government Act 1995* is required in the issuing and tendering of contracts.

#### **STRATEGIC PLAN / POLICY IMPLICATIONS**

***Community Strategic Plan 2036 (CSP)***  
***Corporate Business Plan 2017-21***

Key Result Area 2: Welcoming communities  
Community Outcome 2.5: Active and health lifestyles  
Strategic Response: 2.5.2. Provide the community with high standard recreational facilities and sporting grounds  
Service level strategy/plan: 2.5.2.4 Construct Gloucester Park Lower Western oval including earthworks, drainage, turf, irrigation, lighting and carpark

#### **PLANNING FRAMEWORK**

Nil

#### **FINANCIAL IMPLICATIONS**

A budget allocation of \$ 1,169,000 is available in the approved 2018-19 budget for the project. Also a Department of Sport and Recreation Community Facility grant was received for the project totalling \$332,207.

#### **SUSTAINABILITY IMPLICATIONS**

##### **Environmental**

Based upon the information previously provided and in accordance with existing state and federal government clearing approvals, the development has been sited and designed to minimise environment impact on native vegetation. Measures included in the project such as fauna management and rehabilitation will ensure that environmental impacts are minimised.

##### **Social**

Project will allow for greater utilisation for winter sports for training and games such as soccer and rugby and will provide increased opportunities for community participation in sports.

**Economic**

Project will contribute to increased retail and membership opportunities for clubs and groups using the area.

**VOTING REQUIREMENTS**

Simple Majority

**RECOMMENDATION**

That Council awards Tender 11-18 Lower Western Oval Redevelopment to Leeuwin Civil Pty Ltd for their Alternative Tender submission as outlined in the Evaluation Report (Confidential Attachment 1).

**ADVICE TO APPLICANT / PROPONENT**

Nil

**ATTACHMENTS**

1. CONFIDENTIAL Attachment RFT 11-18 Tender Evaluation Report

**RECOMMENDATION / COUNCIL DECISION**

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**CR MELDRUM, CR SMART OM2018/197**

**That Council awards Tender 11-18 Lower Western Oval Redevelopment to Leeuwin Civil Pty Ltd for their Alternative Tender submission as outlined in the Evaluation Report (Confidential Attachment 1).**

**CARRIED 6/0**

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**12. MOTIONS FROM MEMBERS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**13. MOTIONS FOR CONSIDERATION AT NEXT MEETING**

**13.1 Investigation into Heritage Listing for Caves Road – Cr Mcleod**

*Cr Mcleod gave notice of the following motion to be considered at the 22 August 2018 Ordinary Meeting of Council:*

**MOTION**

That Council expresses its "in principal" support to have Caves Road heritage listed in its current form to ensure that it is safeguarded as an iconic tourism experience with significant European and Aboriginal heritage and environmental values. Furthermore that Council seeks the support of the City of Busselton through CapeROC to support the investigation of the heritage listing and preservation of Caves Road as a major priority project.

**14. NEW BUSINESS OF AN URGENT NATURE**

**14.1. Members**

Nil

**14.2. CEO**

Nil

**15. CONFIDENTIAL BUSINESS**

Nil

**16. CLOSURE OF MEETING**

*The Shire President thanked all in attendance and declared the meeting closed at 6.00pm*