Ordinary Council

MINUTES

FOR THE MEETING HELD
WEDNESDAY, 25 SEPTEMBER 2019
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 25 September 2019, Commencing At 5:30pm.

Yours faithfully

[Signature]

STEPHANIE ADDISON-BROWN
CHIEF EXECUTIVE OFFICER
ATTENTION/DISCLAIMER

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

In certain circumstances members of the public are not entitled to inspect material, which in the opinion of the Chief Executive Officer is confidential, and relates to a meeting or a part of a meeting that is likely to be closed to members of the public.

No responsibility whatsoever is implied or accepted by the Shire of Augusta Margaret River for any act, omission, statement or intimation occurring during Council or Committee meetings.

The Shire of Augusta Margaret River disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement of intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person’s or legal entity’s own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or Officer of the Shire of Augusta Margaret River during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Augusta Margaret River.

The Shire of Augusta Margaret River advises that anyone who has any application lodged with the Shire of Augusta Margaret River must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Augusta Margaret River in respect of the application.

The Shire of Augusta Margaret River advises that any plans or documents contained within this agenda may be subject to copyright law provisions (Copyright Act 1968, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction. It should be noted that copyright owners are entitled to take legal action against any persons who infringe their copyright. A reproduction of material that is protected by copyright may represent a copyright infringement.
TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>SUBJECT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>DECLARATION OF OPENING</td>
<td>5</td>
</tr>
<tr>
<td>2.</td>
<td>ATTENDANCE</td>
<td>5</td>
</tr>
<tr>
<td>3.</td>
<td>DISCLOSURES OF INTEREST</td>
<td>6</td>
</tr>
<tr>
<td>3.1</td>
<td>ITEM 1.2.1 SUSTAINABLE ECONOMY ADVISORY COMMITTEE MEETING</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>MINUTES - 15 AUGUST 2018 - IMPARTIALITY INTEREST - CR GODDEN</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>PUBLIC QUESTIONS</td>
<td>6</td>
</tr>
<tr>
<td>4.1.</td>
<td>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE</td>
<td>6</td>
</tr>
<tr>
<td>4.2.</td>
<td>PUBLIC QUESTION TIME</td>
<td>6</td>
</tr>
<tr>
<td>5.</td>
<td>APPLICATIONS FOR LEAVE OF ABSENCE</td>
<td>6</td>
</tr>
<tr>
<td>6.</td>
<td>CONFIRMATION OF MINUTES OF PREVIOUS MEETING</td>
<td>6</td>
</tr>
<tr>
<td>6.1</td>
<td>ORDINARY COUNCIL MEETING HELD 11 SEPTEMBER 2019</td>
<td>6</td>
</tr>
<tr>
<td>7.</td>
<td>DEPUTATIONS</td>
<td>6</td>
</tr>
<tr>
<td>7.1</td>
<td>ITEM 12.1 CALL FOR URGENT ACTION ON CLIMATE CHANGE - CR TOWNSHEND</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>MS MAIA SHERIDAN-HULME</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>PETITIONS</td>
<td>8</td>
</tr>
<tr>
<td>8.1</td>
<td>PETITION TO DECLARE A CLIMATE EMERGENCY</td>
<td>8</td>
</tr>
<tr>
<td>9.</td>
<td>ANNOUNCEMENTS FROM THE PRESIDING MEMBER</td>
<td>10</td>
</tr>
<tr>
<td>9.1</td>
<td>RECOGNITION OF RETIREING COUNCILLORS - CR LANE, CR SMART, CR TOWNSHEND</td>
<td>10</td>
</tr>
<tr>
<td>10.</td>
<td>QUESTIONS FROM MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN</td>
<td>10</td>
</tr>
<tr>
<td>11.</td>
<td>REPORTS OF COMMITTEES AND EMPLOYEE REPORTS</td>
<td>10</td>
</tr>
<tr>
<td>11.1.</td>
<td>CHIEF EXECUTIVE OFFICER</td>
<td>11</td>
</tr>
<tr>
<td>11.1.1</td>
<td>CAPES REGION ORGANISATION OF COUNCILS (CAPEROC) MINUTES 9 AUGUST 2019</td>
<td>12</td>
</tr>
<tr>
<td>11.1.2</td>
<td>COUNCIL DECISION ACTION LIST JANUARY 2019 - JUNE 2019</td>
<td>18</td>
</tr>
<tr>
<td>11.2.</td>
<td>SUSTAINABLE DEVELOPMENT</td>
<td>25</td>
</tr>
<tr>
<td>11.2.1</td>
<td>SUSTAINABLE ECONOMY ADVISORY COMMITTEE - 15 AUGUST 2019</td>
<td>26</td>
</tr>
<tr>
<td>11.2.2</td>
<td>EVENTS STRATEGY</td>
<td>26</td>
</tr>
<tr>
<td>11.3.</td>
<td>INFRASTRUCTURE SERVICES</td>
<td>32</td>
</tr>
<tr>
<td>11.4.</td>
<td>CORPORATE AND COMMUNITY SERVICES</td>
<td>34</td>
</tr>
<tr>
<td>11.4.1</td>
<td>BUSH FIRE ADVISORY COMMITTEE MEETING MINUTES - 21 AUGUST 2019</td>
<td>35</td>
</tr>
<tr>
<td>11.4.2</td>
<td>PROPOSAL FOR TRANSITION OF BUSH FIRE BRIGADES TO DFES</td>
<td>39</td>
</tr>
<tr>
<td>11.4.3</td>
<td>TURNER CARAVAN PARK MASTERPLAN</td>
<td>48</td>
</tr>
<tr>
<td>11.4.4</td>
<td>CSRFF GRANT APPLICATION - HOCKEY MULTI SPORTS SURFACE PROJECT</td>
<td>60</td>
</tr>
<tr>
<td>12.</td>
<td>MOTIONS FROM MEMBERS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</td>
<td>71</td>
</tr>
<tr>
<td>12.1</td>
<td>CALL FOR URGENT ACTION ON CLIMATE CHANGE - CR TOWNSHEND</td>
<td>71</td>
</tr>
<tr>
<td>13.</td>
<td>MOTIONS FOR CONSIDERATION AT NEXT MEETING</td>
<td>71</td>
</tr>
<tr>
<td>14.</td>
<td>NEW BUSINESS OF AN URGENT NATURE</td>
<td>71</td>
</tr>
<tr>
<td>14.1</td>
<td>MEMBERS</td>
<td>71</td>
</tr>
<tr>
<td>14.2</td>
<td>CEO</td>
<td>71</td>
</tr>
<tr>
<td>15.</td>
<td>CONFIDENTIAL BUSINESS</td>
<td>71</td>
</tr>
<tr>
<td>15.1</td>
<td>RATES CONCESSION</td>
<td>72</td>
</tr>
<tr>
<td>16.</td>
<td>CLOSURE OF MEETING</td>
<td>73</td>
</tr>
</tbody>
</table>
Minutes of the Ordinary Council Meeting held on Wednesday 25 September 2019, in Council Chambers, 41 Wallcliffe Road, Margaret River, commencing at 5.30pm

Ordinary Council Meeting

1. DECLARATION OF OPENING

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

The Shire President gave an Acknowledgement of Country:

'We acknowledge the Traditional Owners of this country, the Wadandi people, and recognise their care of country for over 50,000 years - care based on living in the country, with the country and treading lightly on the country - a culture that we can learn much from if we listen and feel, rather than pay lip service. I acknowledge the ongoing connection that our local Wadandi people have with the bush, the rivers, the ocean, the animals and their own culture.'

2. ATTENDANCE

Shire President : Cr Pam Townshend
Councillors : Cr Ian Earl  
Cr Naomi Godden  
Cr Peter Lane  
Cr Pauline McLeod  
Cr Julia Meldrum  
Cr Mike Smart
Chief Executive Officer : Ms Stephanie Addison-Brown  
Director Sustainable Development : Dr Dale Putland  
Director Infrastructure Services : Dr Markus Botte  
Acting Director Corporate and Community Services : Mr Andrew Ross  
Manager Governance and Legal : Mr Ian McLeod (left Chambers at 6.20pm)  
Manager Human and Community Services : Mr Nigel Anderson (seated in public gallery)  
Governance Officer / Council Support : Ms Claire Schiller

MEMBERS OF THE PUBLIC : 27
MEMBERS OF THE PRESS : Warren Hately, AMR Times

2.1 Apologies

Manager Planning and Development, Mr Nick Logan
2.2. Approved Leave of Absence

Nil

3. DISCLOSURES OF INTEREST

3.1 Item 11.2.1 Sustainable Economy Advisory Committee Meeting Minutes – 15 August 2019 – Impartiality Interest – Cr Godden

Cr Godden disclosed an impartiality interest in Item 11.2.1 Sustainable Economy Advisory Committee Meeting minutes – 15 August 2019, the nature of the interest being:

‘I am the Chair of Just Home Margaret River but I can remain impartial.’

4. PUBLIC QUESTIONS

4.1. Response to Previous Public Questions Taken on Notice

Nil

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 11 September 2019

MOTION / COUNCIL DECISION

CR GODDEN, CR MELDRUM OM2019/187

That Council confirms the minutes of the Ordinary Council Meeting held on 11 September 2019 to be a true and correct record of the meeting.

CARRIED 7/0

7. DEPUTATIONS

7.1 Item 12.1 Call for Urgent Action on Climate Change – Cr Townshend – Ms Maia Sheridan-Hulme

Ms Maia Sheridan-Hulme of 114 Ashton Street, Margaret River, addressed the meeting in relation to 12.1 Call for Urgent Action on Climate Change – Cr Townshend. A summary of her deputation is as follows:

My name is Maia and I am a year 11 student at Margaret River Senior High school, for the last year I have also been an organiser within the School Strike for Climate Movement, and just this last Friday I organised and MC’ed at the Margaret River addition to the Global Strike 4 Climate.

To begin, I would like to thank the council for your ongoing support in the realms of climate action. Time and time again you have stood on the right side of history, you have recognised the science
and you have responded to the Augusta Margaret River communities pleads for action. Notably, this year, the Climate Summit, which brought together the community, from all ages and backgrounds, to have an extended and formalised discussion of how Margaret River should best move forward into climate action, and transition and adapt for our future. Out of this summit the Augusta Margaret River Climate Action Group was formed, which currently has listed 11 projects to help gear our town towards a more sustainable and just future.

Most recently, the council voted to support the Global strike for climate event occurring in Reuther Park.

On Friday, around the world, over 4 million people mobilised, in Australia 400,000, and in Margaret River just under a thousand.

The Margaret River community came together to demand climate justice. They left their work, their school, their jobs and their commitments to demand action. To demand a better, more just future. One where it wouldn’t be the responsibility of the future generations to clean up the mess left behind by the current governments. They demanded action at an international level. Action at a national level. Action at a state level, and, importantly here tonight, action at a local level.

At this rally, we voiced one of our demands for the Augusta Margaret River Council— to stand alongside other Australian towns and cities, including major cities such as Sydney, and smaller localities, such as our south west neighbours, Bunbury and Denmark, in declaring a Climate Emergency.

Because climate change is no longer a threat of the future, it is the emergency of today. We are in a climate breakdown. We are currently geared towards a mass extinction. The world is in a global crisis. I live in fear of an unliveable future. My friends and my peers are afraid of their well-being and their livelihoods. The statistics show that climate Change has become the single most important issue for young Australians. As the youth of today, it is our future, and our lives which will be most affected, yet we are the ones unable to vote and unable to change the rules.

Thus, we call on you to make the change we know and trust can happen.

Last Friday, at the climate strike, a petition was handed around, calling for the Augusta Margaret River shire Council to become a signature to the Local Government Association of WA’s Climate Emergency Declaration.

We call that the AMRSC

- Declare a Climate Emergency
- Include a statement to that effect in the Strategic Plan
- Create a Policy of Rapid Response in keeping with the need to act now
- Immediately reallocate funding to implement prioritised actions that will have the most effect on emissions reduction
- Allocate future funding to other emergency actions and set clear, short timeframes for implementation

Whilst our federal government is on the world stage showing how little they care about this issue, change can begin at a grassroots, local level. From the ground-up, declaring climate emergencies, all around Australia, makes it clear that real Australians care about climate action. Symbolically, this declaration demonstrates to government, on a federal and state level that we, the people care, and on a second level— shires have the ability to massively change their carbon emissions. I would now like to read a letter written by a 12 year old, which is one of 40+ letters and drawings which were completed at the climate strike, calling on the AMRSC to declare a Climate Emergency.

_The Shire President thanked Ms Sheridan-Hulme for her deputation._
8. PETITIONS

8.1 Petition to Declare a Climate Emergency – 412 signatures

Cr Townshend presented the following petition, containing 412 signatures, from Maia Sheridan-Hulme declaring a climate emergency:

‘Petition summary and background:
To the President and Councillors of the Augusta Margaret River Shire

The Local Government Association of WA (WALGA) acknowledges that:

I. The science is clear: climate change is occurring and greenhouse gas emissions from human activities are the dominant cause.
II. Climate change threatens human societies and the Earth’s ecosystems.
III. Urgent action is required to reduce emissions, and to adapt to the impacts from climate change that are now unavoidable.
IV. A failure to adequately address this climate change emergency places an unacceptable burden on future generations.

Action petitioned for:
We, the undersigned, do therefore respectfully request that the Council, following WALGA’s lead:
• Declare a Climate Emergency
• Include a statement to that effect in the Strategic Plan
• Create a Policy of Rapid Response in keeping with the need to act now
• Immediately reallocate funding to implement prioritised actions that will have most effect on emission reductions
• Allocate future funding to other emergency actions and set clear, short timeframes for implementation
• Write to State and Federal Governments urging that they do the same’

MOTION / COUNCIL DECISION
CR TOWNSHEND, CR MELDRUM OM2019/188
That Council receives the petition to declare a climate emergency.
CARRIED 7/0

The Shire President moved the following procedural motion to allow for consideration of Item 12.1 Call for Urgent Action on Climate Change - Cr Townshend, while concerned members of the public remained in the public gallery:

PROCEDURAL MOTION / COUNCIL DECISION
CR TOWNSHEND, CR MELDRUM OM2019/189
That Council suspends Standing Order 4.3 Order of Business, and brings forward and considers item 12.1 Call for Urgent Action in Climate Change – Cr Townshend.
CARRIED 7/0
12.1 Call for Urgent Action on Climate Change – Cr Townshend

On 23 October 2019, Cr Townshend gave notice of the following motion:

MOTION
That Council:
1. Declares a climate emergency and the Shire President to convey this message to our State and Federal government leaders, and lobby for those governments to take a stronger position on environmental issues contributing to climate change;

2. Acts urgently on the environmental issues which contribute to greenhouse gas emissions;

3. Continues to work on measures to adapt to climate change throughout the Shire district; and

4. Considers an allocation (potentially to a community group) in the mid-year budget review to:
   a) facilitate and enable engagement with key stakeholders in the community; and
   b) determine appropriate goals and method of measuring the improvements in environmental issues which are contributing to climate change.

REASON
‘For many years, and specifically over the past six months, new evidence has forced scientists to progressively conclude that, due to anthropogenic greenhouse gas emissions and positive feedback, global warming and consequent climate change are happening faster than previously predicted. The implications for our south-west are that:

- The rate of decline in rainfall is expected to accelerate, impacting on environmental assets, specifically forests (with the potential for their collapse), streams, wetlands, caves, agriculture, viticulture, orchards and gardens.
- Average temperatures are predicted to rise faster, exacerbating the above impacts and heightening the risk of fire while lessening the opportunities for fire mitigation.
- Sea levels will likely rise at a faster rate, threatening built assets and impacting on our beaches and coastline.
- Ocean temperatures and ocean acidity to increase with a potentially devastating impact on marine biota.
- The increase in severity of storms and resultant storm damage to happen sooner.

It is considered that global immediate action would at best marginally reduce the rapidity of climate change, and therefore adaptation to the above (and other) consequences is considered paramount.’

During debate, Cr Townshend moved the following motion:

MOTION / COUNCIL DECISION
CR TOWNSHEND, CR MCLEOD OM2019/190
That Cr Godden be allowed extra time to address the meeting.

CARRIED 7/0

MOTION / COUNCIL DECISION
CR TOWNSHEND, CR LANE OM2019/191
That Council:
1. Declares a climate emergency and the Shire President to convey this message to our State and Federal government leaders, and lobby for those governments to take a stronger position on environmental issues contributing to climate change;

2. Acts urgently on the environmental issues which contribute to greenhouse gas emissions;

3. Continues to work on measures to adapt to climate change throughout the Shire district; and
4. Considers an allocation (potentially to a community group) in the mid-year budget review to:
   a) facilitate and enable engagement with key stakeholders in the community; and
   b) determine appropriate goals and method of measuring the improvements in environmental issues which are contributing to climate change.
   
   CARRIED 5/2
   CRS EARL AND MCLEOD VOTED AGAINST

Manager Governance and Legal Services, Ian McLeod, left Chambers at 6.20pm.

Standing Order 4.3 Order of Business was reinstated and the order of business resumed.

9. ANNOUNCEMENTS FROM THE PRESIDING MEMBER
   
   9.1 Last Ordinary Council Meeting for Retiring Councillors – Cr Townshend, Cr Smart and Cr Lane

This is the last Ordinary meeting of council for this council. Three councillors - Lane, Smart and I, are retiring. Councillors Smart after 12 years, Councillor Lane and I after. Years. I have been proud to work with this Council and the Shire staff. I feel that the Council members have worked together as a team, despite some differences at times. It has been outcomes for the wider community that have been paramount in the minds of councillors. Being Shire President for two years has been an honour and I am proud of the direction that council is taking. I am particularly pleased with the process that I led for the recruitment of the CEO, Ms Stephanie Addison Brown. I have every confidence that she will lead the Shire into a bright future, and her wonderful people skills are earning her trust from the community and the Shire employees and Councillors.

The Council elections are underway now, postal ballots will be arriving in post boxes this week. It is a time of change and flux for the Shire, and I sincerely hope that the transition to the new Council is a smooth one for all concerned.

Thank you to people from the community who have participated in the democratic process and a particular thank you to people who have attended council meetings - there should be a special award!

Cr Godden moved the following motion:

MOTION / COUNCIL DECISION
CR GODDEN, CR EARL OM2019/192
That Council acknowledge and thank Shire President Pam Townshend, Cr Michael Smart and Cr Peter Lane for their wonderful contributions to the Shire of Augusta Margaret River and their tireless commitment to our community. We wish them well.

CARRIED 7/0

Cr Meldrum left Chambers at 6.25pm
Cr Meldrum re-entered Chambers 6.25pm

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

11. REPORTS OF COMMITTEES AND EMPLOYEE REPORTS
11.1.
Chief Executive Officer
11.1.1 CAPES REGION ORGANISATION OF COUNCILS (CAPEROC) MINUTES 9 AUGUST 2019

IN BRIEF
- Councils of the Shire of Augusta Margaret River and the City of Busselton are members of a Voluntary Regional Organisation of Councils known as the Capes Region Organisation of Councils (CapeROC).
- The CapeROC meets on a quarterly basis, to discuss and identify opportunities to enhance the capacity of both local governments in delivering social, economic and environmental benefits to their communities and the region.
- Decisions made at the CapeROC meetings to date are presented to Council to be noted or endorsed for action.

RECOMMENDATION
That Council Notes the CapeROC meeting minutes dated 9 August 2019 and the recommendations made at the meeting.

BACKGROUND
The Councils of the local governments of Augusta Margaret River (AMR Shire) and City of Busselton (CoB) are members of the Voluntary Regional Organisation of Councils known as the Capes Region Organisation of Councils (CapeROC).

The objectives of the CapeROC, contained in the Terms of Reference (ToR) adopted 24 September 2009, and further reviewed on 18 August 2018 are outlined below:
- To explore opportunities to foster economic Development in the Capes Region;
- To explore avenues to foster tourism in the Capes Region and improve the coordination of major regional events;
- To safeguard, strengthen and grow the Margaret River and Busselton brands;
- To explore opportunities to undertake projects of mutual benefit to the two local governments eg Rails to Trails network, joint waste management facilities, joint funding of infrastructure requirements;
- To develop opportunities to undertake capacity building activities for Councillors and staff in the Shire and the City;
- To explore opportunities to develop funding submissions on a regional basis;
- To evaluate possible resource sharing arrangements between the two local governments;
- To identify skill shortages and to undertake workforce planning on a regional basis;
- To explore opportunities to simplify and standardise policies in the region where appropriate;
- To consider the feasibility of establishing a Capes Regional Council.
The CapeROC meets on a quarterly basis or as required. Thirty five meetings have taken place since the formation of the body. The meeting proceedings are conducted in accordance with the accepted rules of conduct for the two local governments’ Council and Committee meetings.

The CapeROC has no delegated powers and is a facilitation, advocacy and advisory body established to assist both Councils to achieve greater effectiveness and efficiency. CapeROC decisions made are not binding to the two Councils and require endorsement by either Council. This report presents a summary of the CapeROC decisions at the relevant meeting and proposes that Council notes and endorses the decisions for action.

CONSULTATION AND ADVICE
External Consultation
• Ms Julie Rawlings, Strategic Projects/Grants Officer, City of Busselton

DISCUSSION / OFFICER COMMENTS
CapeROC members discussed a number of issues including updates and progress on budgeted projects and strategies at the meetings.

Business Arising from Previous Meetings
• Nil

GENERAL UPDATES
Cape Region Tourism Directional Signage Strategy
The City of Busselton and Shire of Augusta Margaret River had previously resolved to endorse a review of tourism directional signage and roadside visitor information bays with a predominantly unified approach to branding and function across both municipal areas.

The project which originally included a review of all tourism directional signage and a proposed new approach to reduce the amount of signage and implementation of layby signage was prepared and shared with stakeholders, including MRBTA, tourism and accommodation providers, business owners and relevant state government bodies.

The project was deferred from final endorsement and implementation in 2015/16, with a decision made by CapeROC to procure an audit and condition report of all tourism direction signage located completed by GHD in late December 2018 and presented to CapeROC in early 2019 (refer to the Minutes of CapeROC’s meeting on 8 February 2019), whereby CapeROC endorsed the recommendation that each Council fund the replacement of identified non-compliant signage within their own municipal boundaries from their respective Council budgets.

City of Busselton and Augusta Margaret River Officers have recently met with Main Roads representatives to discuss the Tourism Direction Signage proposal. Officers provided a verbal update on the progress of this initiative (via PowerPoint presentation) to the meeting and sought from CapeROC its support of the trial to implement the proposed tourism directional signage at the intersection of Bussell Highway and Metricup Road, removing existing signage and including layby signage.

RECOMMENDATION
That CapeROC:
1. Notes the progress of the Joint Tourism Directional Signage Strategy for the region;
2. Supports the trial to implement the proposed tourism directional signage at the intersection of Bussell Highway and Metricup Road that includes removing existing signage and including layby signage on Metricup Road; and
3. That a further progress update be provided to the next meeting.

Our Town (Television Series)
The City was approached by Visage Productions to be involved in an episode of the Our Town television series. Our Town is a 10 episode series broadcast throughout Western Australia on Channel 7 in a weekend afternoon timeslot. The aim of the series is to promote why people should visit, live, work, play and invest in regional and metropolitan locations. Each episode is allocated to a particular town or
region, with possibilities for multiple-town collaborations. Episodes run for 30 minutes and feature the organisations, companies, projects and people that are involved in the development of the region and can be used for marketing purposes. The City previously participated in the series as a stand-alone location in 2014.

To participate in the program a $20k cash contribution was required from the City, which would be combined with a contribution of $20k from developers and tourism operators. An option to partner with the Shire of Augusta Margaret River was discussed at CapeROC and then with the City’s Events and Marketing Reference Group (MERG) who make recommendations to Council on the allocation of the City’s events and marketing funds. MERG considered the option and considered that inclusion of two regions would significantly dilute the City’s coverage and given the number of projects and developments undertaken in recent years within the City it was determined that the City would pursue the opportunity without the Shire.

RECOMMENDATION
That CapeROC notes the information.

Regional Trails Strategy
The project is approximately 50% complete with the consultant having completed a large number of stakeholder interviews and web based community survey. The two local governments have been briefed and the consultant has commenced preparation of a draft report. Further consultation will be required with some stakeholders to refine the recommendations. The estimated completion date is early October.

RECOMMENDATION
That CapeROC:
1. Notes the information; and
2. That a further progress update be provided to the next meeting.

REPORTS
My Community Directory
The ‘My Community Directory’ is a comprehensive one stop shop for community information that is accessed by the public, community sector, local governments, and other government agencies. It is free to use to access information and free to list any community service or activity that is free, funded, or subsidised. Officers from both Shire of Augusta Margaret River and City of Busselton are proposing a joint initiative to CapeROC to fund the installation, set up and first year licensing fees in the 2019/20 budget, with an option to consider further funding to develop the additional directories during 2020/21.

Discussion
All Members acknowledged the initiative had significant merit and commended officers on their work to date. Members also requested that participants be encouraged to provide their direct email address rather than only offering the embedded email form.

RECOMMENDATION
That CapeROC:
1. Allocates $20,406.50 in the 2019/20 budget and $20,406.50 (plus indexation) in the 2020/21 draft budget with the cost to be shared 50/50 to install, establish and licence the Shire of Augusta Margaret River and City of Busselton ‘My Community Directory’; and
2. A report on the progress of the initiative be presented to the next meeting.

CapeROC Budget
In 2019-2020, the Shire of Augusta Margaret River and the City of Busselton have allocated up to $40,000 of their respective budgets (up to $80,000 in total) towards CapeROC approved regional economic development initiatives. CapeROC is asked to identify projects to be funded from this budget.

The summary below provides an update on CapeROC project expenditure for the 2018 – 2019 financial year. It is noted* that the City of Busselton will reimburse the Joint Trail Strategy expenditure
upon receipt of an invoice from the Shire of Augusta Margaret River. The City of Busselton is also investigating the reason for additional expenditure by the City for the Calendar of Events.

<table>
<thead>
<tr>
<th>2018/2019 CapeROC Projects</th>
<th>Approved Allocation $100,000</th>
<th>Actual Expenditure (AMR) $50,000</th>
<th>Actual Expenditure (BSN) $50,000</th>
<th>Total Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calendar of Events (4 editions in Your Margaret River Magazine, plus additional copies)</td>
<td>21,700</td>
<td>10,175.00</td>
<td>11,097.50</td>
<td>21,272.50</td>
</tr>
<tr>
<td>Joint Trail Strategy Development</td>
<td>30,000</td>
<td>15,000.00</td>
<td>15,000.00*</td>
<td>30,000.00</td>
</tr>
<tr>
<td>Tourism Signage Review</td>
<td>30,000</td>
<td>12,445.00</td>
<td>12,445.00</td>
<td>24,890.00</td>
</tr>
<tr>
<td>Joint Public Health Plan</td>
<td>18,300</td>
<td>8,400.00</td>
<td>8,400.00</td>
<td>16,800.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100,000</strong></td>
<td><strong>46,020.00</strong></td>
<td><strong>46,942.50</strong></td>
<td><strong>92,962.50</strong></td>
</tr>
</tbody>
</table>

The following projects have been put forward for consideration by CapeROC to be funded from the 2019/2020 CapeROC Budget.

<table>
<thead>
<tr>
<th>PROPOSED 2019/2020 CapeROC Projects</th>
<th>In principle Allocation $80,000</th>
<th>Expenditure (AMR) $40,000</th>
<th>Expenditure (BSN) $40,000</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>CapeROC Calendar of Events 2019-20 – Spring, Summer, Autumn, Winter</td>
<td>22,280</td>
<td>11,140</td>
<td>11,140</td>
<td>Spring 2019 $4770 Summer 2019/20 $4770 Autumn 2020 $4770 Winter 2020 $4770 Additional standalone copies (3,000 per edition) to be split between CoB and AMR Shire. Marketing and promotion of calendar</td>
</tr>
<tr>
<td>Potential total expenditure (excluding GST)</td>
<td>42,686.50</td>
<td>21,343.25</td>
<td>21,343.25</td>
<td></td>
</tr>
<tr>
<td>Total unallocated</td>
<td>37,313.50</td>
<td>18,656.75</td>
<td>18,656.75</td>
<td></td>
</tr>
</tbody>
</table>

**Discussion**

Cr. Godden suggested CapeROC develop a ‘Plastic Free’ events policy for the purpose of a unified position on event waste. This includes compostable food containers, straws, bags, bins etc. Given that many events in the area cross boundaries it would provide consistency. Having a clear ‘how to’ manage waste at events would help event organisers. Further assistance could be provided by also developing a guide as to where these preferred products could be sourced and what infrastructure each Council currently has in place eg. Water refill stations to assist.
Cr. Henley recommended that the suggestion be taken on notice and discussed at the next meeting. In the interim the City of Busselton will review what it currently has in place.

**RECOMMENDATION**
That CapeROC:
1. Receives the 2018/2019 expenditure statement; and
2. Identifies Projects to be funded for 2019/2020 (noting that not all funding has to be allocated at this time).

**MAJOR PROJECT UPDATES**

**Shire of Augusta Margaret River – Ms. Addison-Brown**
- The HEART (multi-purpose, highly flexible entertainment and business events complex) will open in October. A governance review has been undertaken and the Shire is looking at various models.
- Main Street refurbishment project will commence in October with completion expected in May/June 2020.
- Draft Local Planning Strategy is being presented to Council next week. It has a community focus with contemporary thinking.
- A new small shopping centre is proposed for Cowaramup that will include a café, supermarket, liquor store and few speciality shops.
- The position of Director, Corporate and Community Services will soon be advertised.

**City of Busselton – Mr. Archer**
- Budget adopted by Council with some community members unhappy at the rate rise which is actually lower than some other Council’s in the region.
- A focus for a number of years has been to identify and prioritise the sealing of narrow country roads in the district.
- The City is progressing negotiations with a national carrier for the commencement of regular public transport services to the east coast.
- The Busselton Foreshore Development has been in a work in progress for 9 years and the City has recently secured the microbrewery and Hilton hotel (110 beds). The tennis club will soon relocate enabling the existing site to be revamped and once complete will better connect the foreshore to the CBD.
- The City is progressing the Busselton Entertainment, Arts & Cultural Hub (BEACH) that includes convention space with an announcement relating to funding expected next week. The BEACH will complement the Margaret River’s Performing Arts Centre given the different purposes of each. It is actually expected to strengthen the regional touring agenda opportunities.
- The City has received Lotteries funding for its aging Senior Citizens Centre.

**GENERAL DISCUSSION ITEMS**

**Rails to Trails – Wadandi Project**

**RECOMMENDATION**
That a progress update on this joint project be provided by each Council to the next CapeROC meeting.

**Discussion**
It was identified that there may be potential to link other trails into the Wadandi track. Cr. Henley recommended the Wadandi Project be completed first before progressing linkages to other trails.

**STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**
Nil

**STRATEGIC PLAN / POLICY IMPLICATIONS**
The adopted Augusta Margaret River Shire Governance and Business Excellence Policy Manual - 1.9 Council Delegates - provides guidance to Council’s delegates in participating and contributing to decision making for external committees and bodies.

**PLANNING FRAMEWORK**
Nil
FINANCIAL IMPLICATIONS
Nil

SUSTAINABILITY IMPLICATIONS
Joint media releases following CapeROC meetings will provide a promotional tool to keep the communities informed on CapeROC issues and will demonstrate that the Shire of Augusta Margaret River and the City of Busselton are actively cooperating, sharing resources and identifying issues of commonality to enhance the provision of social, economic and environmental benefits to their communities and region.

VOTING REQUIREMENTS
Simple Majority

RECOMMENDATION
That Council Notes the CapeROC meeting minutes dated 9 August 2019 and the recommendations made at the meeting.

ATTACHMENTS
1. Minutes of the CapeROC meeting held on 9 August 2019

RECOMMENDATION / COUNCIL DECISION
CR MELDRUM, CR EARL OM2019/193
That Council Notes the CapeROC meeting minutes dated 9 August 2019 and the recommendations made at the meeting.  
CARRIED 7/0
11.1.2 COUNCIL DECISION ACTION LIST JANUARY 2019 - JUNE 2019

LOCATION/ADDRESS  Shire of Augusta Margaret River

APPLICANT/LANDOWNER  Shire of Augusta Margaret River

FILE REFERENCE  GOV/61

REPORT AUTHOR  Claire Schiller, Governance Officer / Council Support

AUTHORISING OFFICER  Ian McLeod, Manager Governance and Legal

IN BRIEF
- This report is provided to Council to show the action status of Council resolutions for the period January 2019 to June 2019 and to provide a comparison in reporting statistics from the previous six months.
- Attachment 1 lists the decisions which have been made since January 2019 and allows Councillors to track the progress of resolutions of Council.

RECOMMENDATION
That Council:
1. Notes the 87 resolutions of Ordinary and Special Meetings for the period January 2019 to June 2019 contained in Attachment 1, of which 81 have been completed or require no further action; and
2. Notes the progress of the 6 incomplete items.

LOCATION PLAN
Nil

TABLED ITEMS
Nil

BACKGROUND
The Council is charged with the duty to responsibly govern the local government’s affairs (s2.7 Local Government Act (1995)), and does so by making well informed and duly considered decisions at its fortnightly Ordinary Meetings and any other Special Meetings that are called.

On a fortnightly basis, or as actions occur, updates on the progress status of Council decisions are made within the Council Meeting Decisions Action List. Of the 87 decisions that were determined by Council during Ordinary and Special Council Meetings between January 2019 and June 2019, 81 have been completed or required no further action. Those items marked ‘In Progress’ have been rolled over for continued reporting, updating and completion.

CONSULTATION AND ADVICE
External Consultation
Nil

Internal Consultation
Acting Chief Executive Officer
Directors
Reporting Officers

DISCUSSION / OFFICER COMMENTS
According to the Shire’s Corporate Plan 2019-2023, one of the Chief Executive Officer’s key responsibilities is to ensure that Council decisions are implemented in a timely manner. A Council Decisions Action List is used by the CEO and staff to regularly update the action status of all Council resolutions so that timely implementation of decisions can be tracked, and so that relevant and accurate information can be passed on to Councillors and the community.
The following information provides a breakdown of how many items have been raised by the directorates, Councillors, and Special Meetings (and which require a Council decision) in the six months between January 2019 and June 2019.

<table>
<thead>
<tr>
<th>Number of items</th>
<th>Action Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Executive’s Office</td>
<td>14</td>
</tr>
<tr>
<td>Sustainable Development</td>
<td>18</td>
</tr>
<tr>
<td>Infrastructure Services</td>
<td>13</td>
</tr>
<tr>
<td>Corporate and Community Services</td>
<td>36</td>
</tr>
<tr>
<td>Members of Council</td>
<td>5</td>
</tr>
<tr>
<td>Special Meetings</td>
<td>1</td>
</tr>
<tr>
<td>Total number of decisions made</td>
<td>87</td>
</tr>
</tbody>
</table>

The following table lists the decisions that are still being actioned for the period January 2019 to June 2019:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Decision Number</th>
<th>Progress Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>26.06.19</td>
<td>Main Street Redevelopment Project – Construction Phase</td>
<td>OM2019/110</td>
<td>As per Council decision at 11/09/2019 Council Meeting, the project will be re-tendered.</td>
</tr>
<tr>
<td>22.05.19</td>
<td>Lower Margaret River Reserve Foreshore Action Plan</td>
<td>OM2019/86</td>
<td>Plan adopted with exception of recommendation 12.12 and 12.18 which required further consideration 12.12 – relating to the Wildness Zone. This issue will be discussed at the next Margaret River Collaborative working group meeting on 18 September 2019 12.18 – separate report prepared on licensing of pumps and pipes on Shire Reserve</td>
</tr>
<tr>
<td>13.03.19</td>
<td>Local Municipal Heritage Listing – Caves Road</td>
<td>OM2019/51</td>
<td>A review of the Heritage Inventory has commenced with consultation having been undertaken, including a call for nominations. These nominations and suggestions for modifications to the Inventory will be reported to Council late 2019, with a view determining modifications and preparing detailed place reports.</td>
</tr>
</tbody>
</table>
SHIRE OF AUGUSTA MARGARET RIVER
ORDINARY COUNCIL MEETING 25 SEPTEMBER 2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Decision Number</th>
<th>Progress Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.03.19</td>
<td>Provision of Toilets at Gas Bay</td>
<td>OM2019/53</td>
<td>Information being collated, report to Council in the future for budget consideration</td>
</tr>
<tr>
<td>23.01.19</td>
<td>Margaret River Precinct Master Plan</td>
<td>OM2019/9</td>
<td>Community Reference Group has met several times and draft report is being prepared.</td>
</tr>
</tbody>
</table>

In the 6 months previous to this reporting period (July – December 2018), 109 decisions were determined by Council, 99 of which have been actioned or required no further action. The following table lists the decisions that are still being actioned for the period July – December 2018:

### Council Decisions – Actions in Progress

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Decision Number</th>
<th>Progress Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.12.18</td>
<td>Augusta St John Ambulance Sub Centre Lease – Tallinup Augusta Airport</td>
<td>OM2018/321</td>
<td>Draft lease agreed and has Minister consent. Currently being signed by St John Ambulances.</td>
</tr>
<tr>
<td>12.12.18</td>
<td>Eagles Heritage – Margaret River Raptor Wildlife Centre Lease</td>
<td>OM2018/323</td>
<td>Draft lease prepared and being reviewed by Eagles Heritage.</td>
</tr>
<tr>
<td>12.12.18</td>
<td>Local Law Determination in relation to Walcliffe Cliffs and River</td>
<td>OM2018/327</td>
<td>Public Notice given of the determination which now has effect. Meeting with Undalup to discuss proposed revegetation and fencing. Seeking advice regarding removal of climbing bolts.</td>
</tr>
<tr>
<td>12.12.18</td>
<td>Application to permanently Close Portion of Waddingham Road, Gracetown</td>
<td>OM2018/328</td>
<td>Application has been submitted to Department of Planning Land and Heritage and is now being processed.</td>
</tr>
<tr>
<td>28.11.18</td>
<td>Turner Caravan Park Master Plan</td>
<td>OM2018/301</td>
<td>In progress Report going to 25 September 2019 Council Meeting</td>
</tr>
<tr>
<td>14.11.18</td>
<td>Report on Strategies to Encourage and Support Local Businesses – Cr Meldrum</td>
<td>OM2018/291</td>
<td>In progress Public workshop on ‘Doing Business with the Shire’ held on 9 April 2019 A report will be presented to Council.</td>
</tr>
<tr>
<td>10.10.18</td>
<td>Leeuwin Naturaliste 2050 Cycling Strategy - for Adoption</td>
<td>OM2018/247</td>
<td>A detailed implementation plan has been drafted and will be finalised and presented to Council in early 2020.</td>
</tr>
<tr>
<td>10.10.18</td>
<td>Closure of Old Burnside Road Alignment, Burnside</td>
<td>OM2018/248</td>
<td>The actions required by the Shire for the road closure have been completed; however, it will take some time (6 to 12 months) for Planning, Lands and Heritage (PL&amp;H) to complete their actions in creating an easement (in conjunction with the developer) in favour of Lot 972 and formerly closing the road by changing the land tenure.</td>
</tr>
<tr>
<td>25.07.18</td>
<td>2018-19 Icon Events Funding Allocation</td>
<td>OM2018/172</td>
<td>Part 6 is in progress. 6. That the Icon Events Sponsorship Policy is revised to align with the Events Strategy when finalised, and that the Icon Events Sponsorship</td>
</tr>
</tbody>
</table>
Policy and Events Strategy are finalised in the 2018/19 Financial Year.


The following table lists the decisions that are still being actioned for the period January – June 2018:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Decision Number</th>
<th>Progress Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>27.06.18</td>
<td>Trail between Augusta Boat Harbour and Dead Finish – Cr Smart</td>
<td>OM2018/162</td>
<td>Alignment finalised, clearing permit obtained and trail surfacing material sourced. RFQ in preparation for construction in late 2019.</td>
</tr>
<tr>
<td>13.06.18</td>
<td>Review of Governance Charter</td>
<td>OM2018/134</td>
<td>Action is in progress, currently redrafting the document. Delay is due to other projects being higher priority.</td>
</tr>
<tr>
<td>05.06.18</td>
<td>Cape to Cape Winter Diversion Track</td>
<td>SM2018/2</td>
<td>SM2018/2 – part 1-5 complete, part 6 in progress</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SM2018/3</td>
<td>SM2018/3 – action complete</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SM2018/4</td>
<td>SM2018/4 – in progress</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SM2018/5</td>
<td>SM2018/5 – action complete</td>
</tr>
<tr>
<td></td>
<td></td>
<td>SM2018/6</td>
<td>SM2018/6 – action complete</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Land acquisition (via subdivision of the land) is underway, aboriginal heritage matters yet to be resolved.</td>
</tr>
<tr>
<td>09.05.18</td>
<td>Climate Change Initiatives</td>
<td>OM2018/116</td>
<td>Being progressed in an incremental manner as set out in 2019/20 Business plan and budget.</td>
</tr>
<tr>
<td>11.04.18</td>
<td>Winter Diversion Track – Apology re, mistakes made in relation to Aboriginal Heritage – Cr Godden</td>
<td>OM2018/103</td>
<td>OM2018/103 action complete</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OM2018/104</td>
<td>OM2018/104 in progress</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OM2018/105</td>
<td>Council’s Reconciliation Action Plan commencing in 2018/19</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>OM2018/105 in progress</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Briefing to be scheduled</td>
</tr>
<tr>
<td>28.03.18</td>
<td>Cape to Cape Track – Winter Diversion</td>
<td>OM2018/73</td>
<td>Aboriginal heritage matters yet to be resolved – Point 3.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Formal request for advice in preparation. All other actions are complete.</td>
</tr>
</tbody>
</table>

The following table lists the decisions that are still being actioned for the period of July – December 2017:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Decision Number</th>
<th>Progress Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.12.17</td>
<td>Flinders Bay Boat Ramp</td>
<td>OM2017/341</td>
<td>Part 4 in progress. Meeting has been rescheduled with Department of Transport.</td>
</tr>
</tbody>
</table>
The following table lists the decisions that are still being actioned for the period of January – June 2017:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Decision Number</th>
<th>Progress Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>08.11.17</td>
<td>Proposed Addition of Reserve 12951 to Scott National Park and Conservation Reserve</td>
<td>OM2017/259</td>
<td>In progress. Have emailed Department of Biodiversity Conservation and Attractions advising of Council decision, awaiting response regarding a briefing.</td>
</tr>
<tr>
<td>27.09.17</td>
<td>Obstruction of Waddingham Road Thoroughfare</td>
<td>OM2017/235</td>
<td>Previously delayed at owners request. Action now in progress.</td>
</tr>
</tbody>
</table>

### Council Decisions – Actions in Progress

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Decision Number</th>
<th>Progress Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>28.06.17</td>
<td>Adoption of Economic Development Strategy</td>
<td>OM2017/145</td>
<td>In progress. In 2017-18 a report was commissioned on disadvantage and inequality in the region through local researchers with findings released to the community for comment in August 2018. In January 2019 the Sustainable Economy Officer was recruited with the task to develop the Sustainable Economy Strategy. The strategy will be informed by previous community engagements and reports that have taken place and the recent business survey circulated in June/July 2019. Input is also being sought from the Sustainable Economy Advisory Committee.</td>
</tr>
<tr>
<td>26.04.17</td>
<td>Rotary Forest Playground – Nature Play Concept Plan</td>
<td>OM2017/104</td>
<td>Project on hold pending future budget allocation. Project to be integrated with Margaret River Precinct Masterplan</td>
</tr>
<tr>
<td>08.02.17</td>
<td>Road Dedication and Proposed Road closure of Unrequired Road Reserve – McDonald Road, Karridale</td>
<td>OM2017/34</td>
<td>Pending approval from Planning, Lands and Heritage (PLH) to progress to the next stage. PLH have just completed valuing the land and writing up the Land Exchange Agreement between PLH, the Shire and the property owners. Completion requires the signing of the agreement by all parties, the issuing of final survey instructions by PLH, the creation and lodgement of survey documents and the finalising of the sale/transfer of land.</td>
</tr>
<tr>
<td>08.02.17</td>
<td>Formation of Working Group – Indigenous Engagement – Cr Pam Townshend</td>
<td>OM2017/41</td>
<td>The CEO and Shire President have met with representatives of the Undalup Association and are currently working with them to formulate a process for future consultation.</td>
</tr>
</tbody>
</table>
In the interim, any works requiring input from Aboriginal organisations will go out for quotation to supply the required information or analysis.

The following table lists the decisions that are still being actioned for the period of July – December 2016:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Decision Number</th>
<th>Progress Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.12.16</td>
<td>Proposed Amalgamation of Reserves – Flinders Bay Caravan Park</td>
<td>OM2016/284</td>
<td>Pending approval from Planning, Lands and Heritage (PLH). This reserve has an A Class status. To amend an A Class reserve requires the support of both Houses of Parliament. This action is undertaken by PLH who normally allow 24 months for A Class reserve actions to be completed. The Shire has completed all its required actions. The Shire is now waiting for PLH to complete their remaining actions. Recent feedback from PLH indicate the job is progressing without any issues.</td>
</tr>
</tbody>
</table>

The following table lists the decisions that are still being actioned for the period of January 2016 – June 2016:

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
<th>Decision Number</th>
<th>Progress Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>27.01.16</td>
<td>11.3.1 Proposed Improvements to Tourist Directional Signage on Main Roads and Roadside Visitor Information</td>
<td>OM2016/13</td>
<td>In progress. Cape ROC have received GHD report. City of Busselton and SAMR to review previous work to develop an overall Joint Tourism Directional Signage Strategy for the region. Pilot project to be undertaken in City of Busselton.</td>
</tr>
</tbody>
</table>

Reports relating to monthly financial data, lists of payments and updates on investment activity generally require no action but are required to be reported to Council under the *Local Government (Financial Management) Regulations 1996*, Regulation 13(1).

Reports relating to Committees of Council often require no further action by Shire staff but are provided to Council in order to keep elected members informed of the Committees’ progress.

**STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**

s5.20 *Local Government Act (1995)*

**STRATEGIC PLAN / POLICY IMPLICATIONS**

*Community Strategic Plan 2036 (CSP)*
*Corporate Business Plan 2019-2023*

Key Result Area 5: Effective leadership and governance
Community Outcome 1: Effective governance and corporate leadership
Strategic Response 1.4: Provide Councillors with high quality and current information for effective decision making.
PLANNING FRAMEWORK
Nil

FINANCIAL IMPLICATIONS
Nil

SUSTAINABILITY IMPLICATIONS
Environmental
Where applicable, environmental implications are considered by Councillors when making decisions, as Council has made a commitment to ensure an integrated approach to protecting the natural environment for current and future generations.

Social
Decisions of Council are made in the best interests of the community, so timely and effective implementation of these resolutions by the CEO leads to a better resourced and better serviced community.

Economic
Efficient and well-planned implementation of Council decisions by CEO direction and high quality staff leads to fewer staff hours spent on projects and better risk mitigation, which can lead to cost savings into the future.

VOTING REQUIREMENTS
Simple Majority

RECOMMENDATION
That Council:
1. Notes the 87 resolutions of Ordinary and Special Meetings for the period January 2019 to June 2019 contained in Attachment 1, of which 81 have been completed or require no further action; and
2. Notes the progress of the 6 incomplete items.

ADVICE TO APPLICANT / PROONENT
Nil

ATTACHMENTS

RECOMMENDATION
That Council:
1. Notes the 87 resolutions of Ordinary and Special Meetings for the period January 2019 to June 2019 contained in Attachment 1, of which 81 have been completed or require no further action; and
2. Notes the progress of the 6 incomplete items.

RECOMMENDATION / COUNCIL DECISION
CR LANE, CR EARL OM2019/194
That Council:
1. Notes the 87 resolutions of Ordinary and Special Meetings for the period January 2019 to June 2019 contained in Attachment 1, of which 81 have been completed or require no further action; and
2. Notes the progress of the 6 incomplete items.

CARRIED 7/0
11.2. Sustainable Development
11.2.1 SUSTAINABLE ECONOMY ADVISORY COMMITTEE - 15 AUGUST 2019

LOCATION/ADDRESS  Shire of Augusta Margaret River

APPLICANT/LANDOWNER  Shire of Augusta Margaret River

FILE REFERENCE  ECD/109

REPORT AUTHOR  Saul Cresswell, Sustainable Economy Officer

AUTHORISING OFFICER  Dale Putland, Director Sustainable Development

Cr Godden disclosed an impartiality interest in this item at 3.1.

IN BRIEF
• This report provides a summary of the Sustainable Economy Advisory Committee (SEAC) minutes from 15 August 2019. (Attachment 1).
• Minutes include a recommendation from the Committee for Council’s consideration to advocate for a raise to Newstart and other allowances.

RECOMMENDATION
That Council:
1. Receives the unconfirmed minutes of the Sustainable Economy Advisory Committee held on 15 August 2019; and
2. Authorises the Shire President to write to the local federal member, Minister for Social Services, Prime Minister, Leader of the Opposition and other relevant Federal MPs showing Council’s support for an increase in the rate of Newstart, Youth Allowance and Disability Pension.

LOCATION PLAN
Nil

TABLED ITEMS
Nil

BACKGROUND
The Sustainable Economy Advisory Committee (SEAC) was held on 15 August 2019. The minutes of this meeting are included as Attachment 1.

CONSULTATION AND ADVICE
External Consultation
Nil

Internal Consultation
Nil

DISCUSSION / OFFICER COMMENTS
At the 15 August 2019 meeting, SEAC received and discussed the following:

Instrument of Appointment and Delegation - Membership
The SEAC considered the possibility of being re-established as a Reference Group instead of a Committee under section 5.8 of the Local Government Act 1995 (LG Act).

SEAC were supportive of operating under a reference group governance structure as it would allow the meeting to be conducted in a less formal manner allowing for greater opportunity for members to raise ideas and promote general discussion.

RECOMMENDATION / SEAC DECISION
MOVED: BRITTA SORENSEN
SECONDED: STEVE CASTAN
That SEAC supports the re-establishment of the Sustainable Economy Advisory Committee as a reference group.

Raise the Rate Campaign – provided by Just Home
Just Home representative, Geraldine Clarke, presented on the 'Raise the Rate Campaign' being driven by the Australian Council of Social Services. There was some debate around whether this item was suitable for discussion at the SEAC meeting, but in general it was felt to be consistent with the terms of reference, which articulate the desire for a “just community that upholds the rights of everyone”. While some argued that the focus of discussion should be on how to foster the creation of new industries and jobs, others stated that ensuring a livable safety net was not mutually exclusive with the goal of creating future jobs, and that the ability of the unemployed to transition into new jobs requires a basic level of income to afford clean clothes and a home.

SEAC adopted the following motion:

MOOTION / SEAC DECISION
MOVER: Geraldine Clarke
SECONDER: Kat Lombardo
That SEAC request that Council put forward a motion stating that the rate of Newstart, Youth Allowance and Disability Pension should be increased, and that the Shire President write to the local federal member, Minister for Social Services, Prime Minister, Leader of the Opposition and other relevant Federal MPs showing our Council’s support for an increase in the rate.

Business Survey 2019 Summary Report
The Sustainable Economy Officer (SEO) gave an overview of the Draft Business Survey

Regional Economic Development (RED) Grant
The SEO requested SEAC members consider ideas and actions for round 3 submissions.

Jobs for the future in Regional Areas
The SEO requested input from SEAC for a written submission addressing issues of relevance.

STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS
Nil

STRATEGIC PLAN / POLICY IMPLICATIONS
Community Strategic Plan 2036 (CSP)
Corporate Business Plan 2019-2023
Key Result Areal 4: Vibrant and diverse economy
Key Result Area 5: Effective leadership and governance
Economy Outcome 4.4.4.1: Priority project: Establishment of the Sustainable Economy Advisory Committee
Governance Strategy 5.4.4: Encourage and support community – Shire projects and partnerships
Governance Outcome 5.7: Leadership in climate change mitigation and adaptation

PLANNING FRAMEWORK
Nil

FINANCIAL IMPLICATIONS
Nil

SUSTAINABILITY IMPLICATIONS
Environmental
Nil

Social
A raise in the rate of Newstart, Youth Allowance and Disability Pension would have a positive benefit on the day-to-day lives of some of the Shire's most disadvantaged people.

Economic
Nil

VOTING REQUIREMENTS
Simple Majority

RECOMMENDATION
That Council:
1. Receives the unconfirmed minutes of the Sustainable Economy Advisory Committee held on 15 August 2019; and
2. Authorises the Shire President to write to the local federal member, Minister for Social Services, Prime Minister, Leader of the Opposition and other relevant Federal MPs showing Council's support for an increase in the rate of Newstart, Youth Allowance and Disability Pension.

ADVICE TO APPLICANT / PROPOSEE
Nil

ATTACHMENTS
1. Unconfirmed Minutes of the Sustainable Economy Advisory Committee held 15 August 2019

It is to be noted that decision SEAC2019/14 made at the Sustainable Economy Advisory Committee meeting on 15 August 2019 is in breach of Regulation 9 of the Local Government (Administration) Regulations 1996, as the vote was conducted by secret ballot, and is therefore made invalidly.

Local Gov Admin Regs:

9. Voting at council or committee meetings — s. 5.25(1)(d)

Voting at a council or committee meeting is to be conducted so that no voter's vote is secret.

Although the mechanism for conducting the vote was unclear, the intent of the group was clear in supporting part 2 of the recommendation.

The officers recommendation has been revised, with addition of the underlined wording, to reflect the above:

REVISED RECOMMENDATION / COUNCIL DECISION
CR MCLEOD, CR LANE OM2019/195
That Council:
1. Receives the unconfirmed minutes of the Sustainable Economy Advisory Committee, noting invalidly made decision SEAC2019/14 as per Regulation 9 of the Local Government (Administration) Regulations 1996, held on 15 August 2019; and
2. Authorises the Shire President to write to the local federal member, Minister for Social Services, Prime Minister, Leader of the Opposition and other relevant Federal MPs showing Council's support for an increase in the rate of Newstart, Youth Allowance and Disability Pension.

CARRIED 7/0
11.2.2 SUSTAINABLE EVENTS STRATEGY

LOCATION/ADDRESS  Shire of Augusta Margaret River
APPLICANT/LANDOWNER  Shire of Augusta Margaret River
FILE REFERENCE  ECD/83
REPORT AUTHOR  Saul Cresswell, Sustainable Economy Officer
AUTHORISING OFFICER  Stephanie Addison-Brown, Chief Executive Officer

This item was published as a late report on 24 September 2019.

IN BRIEF
- The purpose of this report is to seek Council's support to implement the Shire’s proposed Sustainable Events Strategy.
- The original draft Events Strategy 2017 entailed significant community consultation and was developed by Tourism Research Services.
- This draft Event Strategy was not endorsed by Council due to a lack of sustainability outcomes.
- It has since undergone significant revision following additional work to develop a revised draft which has a greater focus on sustainability.

RECOMMENDATION
That Council adopts the Events Strategy at Attachment 1.

LOCATION PLAN
Nil

TABLED ITEMS
Nil

BACKGROUND
- The original draft Events Strategy 2017 entailed significant community consultation and was developed by Tourism Research Services.
- This draft Event Strategy was not endorsed by Council due to a lack of sustainability outcomes.

ALTERNATIVE MOTION / COUNCIL DECISION
CR TOWNSHEND, CR LANE OM2018/27
That Council requests that:

1. The Events Strategy at Attachment 1 to be amended to include a sixth sub-section within Section (9) Objectives, Outcomes, Recommendations, Responsibilities, Resources and Performance Measures. This sixth section to be headed “Environmental sustainability” to provide a robust guidance for conservation, protection and enhancement of the natural environment and biodiversity as per the Community Strategy 2036.

2. That Council conducts a workshop to discuss this issue and any other issues identified with the strategy and decide what will be useful additions to the Strategy.

3. The amended Events Strategy to come back to Council for adoption in time for a strategy to be implemented in the 2018/19 financial year.
Since then the draft Events Strategy has undergone significant revision by an internal team, attempting to mainstream sustainability into the strategy, as well as simplify and clarify the document to be easier to follow.

The main changes are:

- The objectives have been consolidated and simplified, and the strategies updated to better reflect the context in 2019 – including greater recognition for sustainability.
- The strategy has been simplified to remove unnecessary wordiness, more in line with the City of Bunbury’s Events Strategy – from 26 pages to 11 pages.
- The SWOT analysis has been updated to remove items that are no longer relevant.
- A “Sustainability and Events” section has been added, though this is not in lieu of mainstreaming sustainability across the whole strategy.
- The detailed implementation plan has been removed, pending a thorough internal consultation to better understand the needs, obstacles, and opportunities within the business units regarding events. This will be developed once the aspirational strategy has Council endorsement.

Once the Sustainable Events Strategy has been endorsed the subsequent implementation plan will require updating and input from relevant officers/business units, resulting in a plan that accompanies the Strategy and provides clarity around resourcing, timelines, and responsibilities.

It is anticipated that the ensuing implementation will require some additional resourcing to ensure events are managed in a more thorough and consolidated manner.

**STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**

When assessing proposed events the Shire is guided by the following regulations:

- Health (Miscellaneous Provisions) Act 1911
- Health (Public Building) Regulations 1992
- Building Code of Australia
- Electricity (Licensing) Regulations 1991
- Environmental Protection (Noise) Regulations 1997
- Food Act 2008
- Australia New Zealand Food Standards
- Road Traffic Act 1974
- Shire Policies PE 44 Events Assessment Policy & PE 13 Surfing Policy
- Local Laws (Local Government Property Local Law 2013 and Activities in Thoroughfares & Trading in Public Places 2010)
- Guidelines for Concerts Events and Mass Gatherings (Department of Health 2009)

**STRATEGIC PLAN / POLICY IMPLICATIONS**

**Community Strategic Plan 2036 (CSP)**

Key result area 1: Valuing, protecting and enhancing the natural environment

Outcome 1, Strategy 2: Educate and engage the community and visitors to strengthen local conservation culture, so the environment is conserved, rehabilitated and celebrated.

Key result area 2: Welcoming, inclusive and healthy communities

Outcome 1, Strategy 2: Support local art and community celebrations, events and local festivals which develop unique creative capital.

Key result area 4: Vibrant and diverse economy

Outcome 2, Strategy 3: Encourage tourism in the shire by development and support of iconic events.

Key result area 5: Effective leadership and governance

Outcome 4, Strategy 3: Communicate effectively with the community and promote the Shire’s positive image.
VOTING REQUIREMENTS
Simple Majority

RECOMMENDATION
That Council adopts the Events Strategy at Attachment 1.

ATTACHMENTS
1. Draft Events Strategy – will be published as an addendum to this report.

RECOMMENDATION / COUNCIL DECISION
CR EARL, CR MCLEOD OM2019/196
That Council adopts the Events Strategy at Attachment 1. CARRIED 7/0
11.3. Infrastructure Services
11.3. INFRASTRUCTURE SERVICES

Nil
11.4.
Corporate and Community Services
11.4.1 BUSH FIRE ADVISORY COMMITTEE MEETING MINUTES - 21 AUGUST 2019

IN BRIEF
- On 21 August 2019, the Bush Fire Advisory Committee (BFAC) held its third quarterly meeting of the year.
- Elections of the 2019-21 Chief Bush Fire Control Officer (CBFCO) and Deputy Chief Bush Fire Control officer (DCBFCO) were held with both David Holland and Brett Trunfull being voted back into these positions for another 2-year period. They were both thanked for their continued service, dedication and time contributed towards these two roles.
- Shire Coordinator Ranger Services, Sharon McTaggart, advised the meeting that the production of the Shire of Augusta Margaret River’s 2019-20 Firebreak Notice and Bushfire Information booklet was currently underway with a DRAFT version available for review.
- Recommendations regarding the Proposal for the Transition of Bush Fire Brigades to DFES were discussed and voted on by the 10 Shire Bush Fire Brigades. The Brigades were informed that these BFAC recommendations, along with a separate item and report, will be provided to Council at the second Ordinary Council Meeting in September.
- Nominations for the Brigade FCOs for 2019-21 were received and a recommendation was voted on by the Committee.

RECOMMENDATION
That Council:
1. Receives the unconfirmed minutes of the Augusta Margaret River Bush Fire Advisory Committee meeting held 21 August 2019;
2. Notes that David Holland and Brett Trunfull are to be appointed by the CEO under delegated authority to the positions of Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer respectively for 2019-21;
3. Notes the nomination of the Fire Control Officers for 2019-21, to be appointed by the CEO under delegated authority; and

LOCATION PLAN
Nil

TABLED ITEMS
Nil

BACKGROUND
The Bush Fire Advisory Committee meetings are held quarterly on the third Wednesday of the month.

CONSULTATION AND ADVICE
External Consultation
BFAC delegates

Internal Consultation
Nil
DISCUSSION / OFFICER COMMENTS

Action Item 6.1 – Shire Planting Strategies for Shire and Landowners

Shire Strategic Planning Officer, Matt Cuthbert, addressed the meeting and gave an overview of the current planning process in regards to the Shire’s planting strategies for land subdivisions. During the discussion and questions that followed, some members of the Committee expressed concerns regarding the level of new planting along road verges and within subdivisions and that the type of plants being planted seemed to be more fire prone. Main Roads also provided information on their planting strategies as an attachment to this item.

Paul Harris Fellow Award by the Rotary Club of Kenwick

Several representatives from the Rotary Club of Margaret River and the Rotary Club of Kenwick were in attendance to present the Paul Harris Fellow award to the Shire’s Chief Bush Fire Control Officer, David Holland. In a surprise presentation, Mr Holland received the award in appreciation of tangible and significant assistance given for the furtherance of better understanding and friendly relations among peoples of the world. Mr Holland accepted the award with great honour.

Elections of CBFCO and DCBFCO for 2019-21

The elections of the Shire Chief Bush Fire Control Officer (CBFCO) and Deputy Chief Bush Fire Control officer (DCBFCO) for 2019-21 were held with both David Holland and Brett Trunfull being voted back into these positions for another 2-year period. Both Mr Holland and Mr Trunfull received two nominations each, one from East Augusta and a self-nomination. The Committee voted on the decision unanimously.

2019/20 Local Government Grants Scheme (LGGS) Capital and Operating Grants

Shire CESM, Adam Jasper, informed the Brigades that the Local Government Grants Scheme (LGGS) Capital and Operating Grants allocation process for the 2019/20 financial year has now been completed and that all Brigades will be advised of the approved allocations shortly.

Firebreak Notice and Bushfire Information 2019-20

Shire Coordinator Ranger Services, Sharon McTaggart, advised the meeting that the production of the Shire of Augusta Margaret River’s 2019-20 Firebreak Notice and Bushfire Information booklet was currently underway with a DRAFT version available for review as an attachment to this meeting. The booklet is due for distribution in September prior to the start of Fire Season, giving residents and ratepayers adequate time to meet the compliance date of 30 November 2019.

Staff Movements at Department of Fire and Emergency Services

DFES District Officer Capes, Peter Thomas, informed the meeting that as Nathan Hall is currently acting in the District Officer Emergency Management (DOEM) role, the Area Officer Leeuwin role has been left vacant. DFES are hoping to advertise the DOEM job shortly.

Proposal for Transition of Bush Fire Brigades to DFES

Recommendations regarding the Proposal for the Transition of Bush Fire Brigades to DFES were discussed and voted on by the 10 Shire Bush Fire Brigades. Shire Acting Director Corporate and Community Services, Andrew Ross, spoke to the item and went through the proposed recommendation options. Recommendation 1 was voted on first and carried by all. Prior to voting on the two options listed under Recommendation 2, the group held a discussion, with various Brigades voicing their concerns, feedback, opinions and suggestions. Following discussions it was decided that the Brigades would vote on both Recommendation 2 options. The outcome of these Recommendations can be found in the attached Bush Fire Advisory Committee Minutes of 21 August 2019 under Item 7.5.

Notification of Brigade FCOs for 2019-21

Nominations for the Brigade FCOs for 2019-21 were received and a recommendation was voted on by the Committee. Once endorsed by the Shire CEO, this list of FCOs will be advertised and will feature in the 2019-20 Bushfire Information booklet.

Updated MOU Notification

Shire CESM, Adam Jasper, informed the meeting of an updated MOU between DFES, FIFWA, DBCA and participating Local Governments.
Total Fire Ban Exemption Regulations Amendments
Shire CBFCO, David Holland, informed the meeting of some recent amendments to the Total Fire Ban Exemption Regulations, notably to the activities that are no longer required to apply for a Total Fire Ban Exemptions. Currently, an application for an exemption to carry out an activity on a total fire ban (TFB) day must be made to the Department of Fire and Emergency Services (DFES) at least one month prior to commencing the activity. Once an exemption is granted, the applicant must advise both DFES and the relevant local government before carrying out the activity. It is anticipated that amendments to the Bush Fire Regulations 1954 (BF Regulations) will come into effect before the coming bush fire season to prescribe activities to which an automatic exception will apply. The amendments mean that organisations that would normally have applied for a TFB exemption to carry out most activities will be allowed to carry out those activities without applying for an exemption, providing they comply with the conditions set out for each activity in the BF Regulations. Mr Holland informed the Committee that he would be making a recommendation at the next ROAC LSW meeting in Boyup Brook that fireworks and catering activities not be included in this change in regulation amendment regarding these changes.

New DFES Family Support Web Page
The Committee was informed that the new DFES Family Support web page was now live and could be accessed via the external DFES website. The page offers wellness support information targeted at family members of DFES employees and volunteers.

Notice of BFAC being dissolved due to Elections in October 2019
The Committee was advised that all Council Committees, including BFAC, will dissolve with the upcoming LG elections, with terms expiring on 19 October and that, assuming Council retains the committees, nominations for BFAC delegates and proxys, along with the elections of the Chair and Deputy Chair, will be carried out at the final BFAC meeting of the year in November.

STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS
Section 38(1) Bush Fire Act 1954
Local Government Act 1995

STRATEGIC PLAN / POLICY IMPLICATIONS
Community Strategic Plan 2036 (CSP)
Corporate Business Plan 2018-2022
Key Result Area 2: Welcoming and inclusive communities
Community Outcome 3: Strong community groups and networks
Strategic Response: Support and value community organisations and volunteers across the region.

PLANNING FRAMEWORK
Nil

FINANCIAL IMPLICATIONS
Nil

SUSTAINABILITY IMPLICATIONS
Environmental
An effective BFAC and well trained brigade members will reduce the likelihood and consequence of a bushfire impacting on the environment.

Social
An effective BFAC and well trained brigade members will reduce the likelihood and consequence of a bushfire impacting on community wellbeing.

Economic
An effective BFAC and well trained brigade members will reduce the likelihood and consequence of a bushfire impacting on the economic wellbeing of the local community.

VOTING REQUIREMENTS
Simple Majority
RECOMMENDATION
That Council:
1. Receives the unconfirmed minutes of the Augusta Margaret River Bush Fire Advisory Committee meeting held 21 August 2019.
2. Notes that David Holland and Brett Trunfull are to be appointed by the CEO under delegated authority to the positions of Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer respectively for 2019-21.
3. Notes the nomination of the Fire Control Officers for 2019-21, to be appointed by the CEO under delegated authority.

ADVICE TO APPLICANT / PROPOSED
Nil

ATTACHMENTS
1. Unconfirmed Bush Fire Advisory Committee meeting minutes and attachments – 21 August 2019

Director Infrastructure Services left Chambers at 6.35pm
Director Infrastructure Services re-entered Chambers at 6.35pm

RECOMMENDATION / COUNCIL DECISION
CR EARL, CR MELDRUM OM2019/197
That Council:
1. Receives the unconfirmed minutes of the Augusta Margaret River Bush Fire Advisory Committee meeting held 21 August 2019.
2. Notes that David Holland and Brett Trunfull are to be appointed by the CEO under delegated authority to the positions of Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer respectively for 2019-21.
3. Notes the nomination of the Fire Control Officers for 2019-21, to be appointed by the CEO under delegated authority.

CARRIED 7/0
IN BRIEF

• At the Ordinary Council Meeting of 10 October 2018 Council considered a proposal to transition the Wallcliffe Bushfire Brigade to the Department of Fire and Emergency Services (DFES) and to transition the remaining nine brigades should the majority be in favour of the transition. If agreed, the transition would be supported by a MOU for a trial period of two years.

• Council approved deferring consideration of the item until after the February 2019 meeting of the Bushfire Advisory Committee (BFAC) and requested the Chief Bush Fire Control Officer recommence the DFES transition steering committee as a matter of urgency.

• The timeframes proposed in the Council decision were unable to be achieved as the process of re-establishing the committee, engaging an independent facilitator, conducting meetings and obtaining an outcome took longer than originally expected.

• The reconvened committee agreed that should a trial be supported this would occur for a term of two years and that a majority of eight brigades in favour of transition was required to proceed with the trial. The content of the question to be asked of brigade members and the voting process were also agreed.

• The final vote was that seven brigades voted in favour of transition with three Brigades (Alexandra Bridge, East Augusta and Kudardup) not in favour.

• At the meeting on 21 August 2019, BFAC accepted the Stakeholder Engagement Report prepared by the independent facilitator.

• At the same meeting BFAC conducted a vote to endorse the steering committee’s recommendation to Council not to proceed with the transition trial, this was defeated 4-6, with Karridale brigade joining the original 3 brigades in not being in favour of the transition.

• Following on from that vote, a separate motion was held calling for a two year trial to proceed. This motion was successful along the voting lines for the above motion passing 6-4.

• Council is now requested to consider the outcome of the BFAC meeting and whether the Shire’s Bushfire Brigades should be subject to a 2 year trial transition to DFES.

RECOMMENDATION

That Council:

1. Authorises the Chief Executive Officer to write to the Commissioner of Fire and Emergency Services advising of the outcome of the BFAC meetin and request confirmation as to whether DFES would be prepared to consider participating in a two year trial; and

2. If so agreed, authorises the CEO to commence, in consultation with DFES, the development of a draft Memorandum of Understanding between the two parties setting out in full, how the transition would be achieved during the 2 year period, including a mechanism to measure the success or failure of the trial upon completion of the 2 year period. A copy of this MOU will be presented to Council for consideration and final endorsement.
BACKGROUND
History of investigation into transferring the ownership of the Brigades from the Shire to Department of Fire and Emergency Services (DFES)

In 2013, the BFAC agreed to review and consider the transfer of ownership of Bush Fire Brigades from the Shire to DFES. In August 2014, a BFAC recommendation was carried for Council to give permission to the CEO to contact DFES as a fact-finding mission only relating to the transfer of ownership from the Shire to DFES. Investigations show that shires in the Kimberley region have transitioned into DFES management and shires in the Pilbara Region were about to undertake a similar transition. In 2017, the Shire of Wyndham-East Kimberley had completed a three-year trial of DFES management of the Bush Fire Brigades. The trial was run under a MOU. The committee discussed the Premier’s comments following the Waroona fires that a move towards state government run BFB to achieve a more coordinated approach to bush fire management in the future was being considered. Some of the committee believed that in seeking permission to set up a steering committee to discuss a draft MOU (covering the transfer of the brigades to DFES now) would allow them to have greater input into the process as opposed to taking no action and potentially being told how the change in management will be implemented in the future. The committee voted in favour of the CEO corresponding with the Commissioner of Fire and Emergency Services requesting the establishment of a steering committee led by the Shire to consider the preferred options should the management transfer from the Shire to DFES occur.

14 April 2016
Letter sent to DFES commissioner requesting approval to develop a steering committee consisting of brigade representatives, Chief and Deputy Chief, Shire and DFES representatives (Lower South West Superintendent and District Officer).

4 May 2016
Letter from DFES commissioner supporting steering committee.

18 May 2016
Steering committee members identified at BFAC meeting. Tabled with Council.

1 June 2016
The first steering committee meeting was held in Council Chambers and a second (informal) meeting was held at Wallcliffe Station on June 21 2016. The delegates from this meeting asked the Chair to prepare a draft model of the chain of command to show how the structure would work if a transition was to take place.

Between 21 June and 31 August 2016
The CBFCO and CESM developed a draft transition document for the consideration of the steering committee. Another steering committee meeting was held at Witchcliffe on the 31 August 2016, where the steering committee reviewed and made adjustments to the transition framework. The reviewed framework was sent out to all brigades seeking their support of the framework.

14 September 2016 (Council meeting)
The steering committee update provided in 17 August BFAC report to Council with the following recommendation from Council:

Prior to any decision being made on a proposed pilot program for the transfer of the Shires Bush Fire Brigades to DFES, adopts the following process to be communicated to all parties on the Steering Committee and BFAC being:

a) That the draft Transition Framework for the Transfer and Management of the Shire’s Bush Fire Brigades be finalised and presented to the CEO;

b) That the CEO seeks independent external advice from other local governments and relevant parties and provides that feedback to the Bush Fire Brigades and the Steering Committee and to Councillors;

c) That an interim report be provided to Council on whether to progress the pilot proposal for the transfer of Bush Fire Brigades to DFES; and

d) Council determines whether to proceed further with the proposal.

16 December 2016
Letter from the Commissioner Fire and Emergency Services to the Shire’s CEO acknowledging the outcome of the 14 September 2016 Council meeting and supporting further investigation and work regarding the transition of local government brigades over to DFES.

10 October 2018 (Council meeting)
The following recommendation was proposed.

That Council:
1. Endorses the transition of the Wallcliffe Bush Fire Brigade to Department of Fire and Emergency Services (DFES) as a VFES brigade.
2. Supports the transition of the remaining nine brigades of the Shire of Augusta Margaret River Bush Fire Brigades to the DFES should the majority of the brigades be in favour of the transition and develop an Memorandum of Understanding (MOU) on a trial basis for two years.
3. The Shire enters into a MOU that allows DFES to utilise current infrastructure owned by the Shire of Augusta Margaret River. The MOU is to include the transfer of costs associated with the buildings, land, rates and utilities.
4. Endorses the proposal to adjust the Gazetted Fire Districts. The review will be undertaken by DFES in consultation with the Shire.

The following decision was made by Council.

PROCEDURAL MOTION / COUNCIL DECISION
CR EARL, CR LANE OM2018/254
That Council:
1. Defers consideration of this item till after the BFAC meeting of February; and
2. Requests that the CBFCO restarts the DFES transition committee, as a matter of urgency and brings an interim report to the November BFAC with the view to having a final report for the February BFAC meeting.

CARRIED 6/0

REASON
Cr Earl provided the following reason:
'I believe that we need to have the MOU’s in place and approved, before any actual transfer takes place and BFAC, our advisory committee, needs to be involved in any decision.'

From October 2018 to June 2019
The Bushfire Brigade Transition Steering committee was reconvened, three (3) workshops were held that were independently facilitated, the form of a question to brigade members and the success benchmark for a vote was agreed. Individual brigades conducted their vote in their preferred method and time, results were collated and advised to the steering committee.

24 July 2019
Steering committee members attended a Council forum to outline the process, discuss the results, outline the reasons for their voting result and respond to any questions from Council.

21 August 2019
The BFAC meeting considered the following recommendations with the voting results shown after each recommendation.

RECOMMENDATION 1, moved by Gracetown, seconded by Molloy Island
That BFAC:
2. Advises Council the target agreed by the transition steering committee of 8 out of 10 brigades voting in favour of a two years trial to transition to DFES supported by a Memorandum of Understanding (MOU) between the CEOs of the Shire and DFES, was not achieved.

Recommendation was carried unanimously.

RECOMMENDATION 2, moved by Kudardup, seconded by East Augusta
That BFAC advises Council that the Shire’s bushfire brigades **not proceed to participate** in a two years trial to transition to DFES supported by a Memorandum of Understanding (MOU) between the CEOs of the Shire and DFES; Recommendation was lost 4 – 6 with the Cowaramup, Gracetown, Molloy Island, Rosa Brook, Wallcliffe and Witchcliffe brigades voting against the recommendation.

RECOMMENDATION 3, moved by Rosa Brook, seconded by Wallcliffe
That BFAC advises Council the Shire’s bushfire brigades **participate** in a two years trial to transition to DFES supported by a Memorandum of Understanding (MOU) between the CEOs of the Shire and DFES. Recommendation was carried 6 – 4 with the Alexandra Bridge, East Augusta, Karridale and Kudardup brigades voting against the recommendation.

**CONSULTATION AND ADVICE**

**External Consultation**
DFES Superintendent Lower West Region and District Officer Capes
DFES representatives from the Kimberley Region

**Internal Consultation**
Community Emergency Services Manager
Community and Corporate Planner
Chief Bushfire Control Officer
Bushfire Brigade delegates to BFAC and Transition Steering Committee

**DISCUSSION / OFFICER COMMENTS**
Following the Council decision at the Ordinary meeting on 10 October 2018, the Community Emergency Services Manager (CESM), Acting Director Corporate and Community Services, Community and Corporate Planner, and Chief Bushfire Control Officer determined an engagement approach to progress Council’s decision. This approach included engaging a facilitator to provide greater independence and transparency. Following a Request for Quotation process Andrew Huffer and Associates were engaged and have subsequently completed an information program and a series of facilitated workshops with steering committee members. The outcomes of these workshops were documented and a final Stakeholder Engagement Report has also been prepared and is attached.

The following is extracted from the report and summarises the outcomes of the three workshops and the results of the process.

<table>
<thead>
<tr>
<th>Workshop One</th>
<th>Workshop Two</th>
<th>Workshop Three</th>
</tr>
</thead>
<tbody>
<tr>
<td>• The benefits and constraints of the proposed transition are clear</td>
<td>• Steering Committee members have greater clarity regarding the benefits, drawbacks and key issues relating to the proposed change</td>
<td>• The voting process and outcomes from each Brigade are reported and recorded</td>
</tr>
<tr>
<td>• The information needed by Brigades members is identified</td>
<td>• Further information requirements are understood and addressed</td>
<td>• Insights from process are identified</td>
</tr>
<tr>
<td>• Brigades can make informed decisions regarding the proposed transition to the DFES structure</td>
<td>• The voting process with the Brigades is finalised</td>
<td>• The next steps are clear</td>
</tr>
</tbody>
</table>

The workshops covered the following issues.

<table>
<thead>
<tr>
<th>Workshop One</th>
<th>Workshop Two</th>
<th>Workshop Three</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Review of the purpose and scope of the engagement process</td>
<td>• The Kimberley Experience – moving from a local government model</td>
<td>• Reporting of the results</td>
</tr>
</tbody>
</table>
SHIRE OF AUGUSTA MARGARET RIVER
ORDINARY COUNCIL MEETING 25 SEPTEMBER 2019

- Review of the impacts of the proposed transfer of ownership
- Current state of play
- Refining the engagement process

<table>
<thead>
<tr>
<th>Workshop One</th>
<th>Workshop Two</th>
<th>Workshop Three</th>
</tr>
</thead>
<tbody>
<tr>
<td>It needs to be a unanimous decision from the ten brigades to support the transition</td>
<td>The question to be put to the vote is, “Should DFES take on the management responsibilities of local bush fire brigades from local government (in the Shire of Augusta Margaret River)?”</td>
<td>With the voting majority of 7-3, the Brigades will not proceed with a trial of the proposed model</td>
</tr>
<tr>
<td>DFES needs to agree to and support the transition process</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A two year trial of the model should be held underpinned by a MOU, with review points included</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Summary of agreements reached

Workshop One

- Volunteers will not be asked to 'reapply' for their roles
- Shire and DFES representatives to document answers to the questions listed in the FAQ spreadsheet
- YourSay page to be set up for Brigade members to access the answers to FAQs as they come available
- FAQ document to be provided to Brigade members
- Individual Brigade meetings will be held to formally vote on the transition proposal
- The broad aim is for a final decision before the 2019/2020 fire season

Workshop Two

- A majority decision of 8-2 from Brigades would be acceptable in order to proceed with a trial of the model (note change from Workshop One)
- Voting should occur as either part of an Extra Special Meeting or an Annual General Meeting
- The vote should be held via either a secret ballot or show of hands (each Brigade Executive to decide)
- Results should be recorded in the meeting minutes
- The number of members voting to be recorded
- The votes for and against to be recorded

<table>
<thead>
<tr>
<th>Brigade</th>
<th>Voting model used</th>
<th>Members voting via</th>
<th>For</th>
<th>Against</th>
<th>Result</th>
<th>Total members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alexandra Bridge</td>
<td>Extra Special Meeting</td>
<td>Ballot</td>
<td>0</td>
<td>16</td>
<td>Not in favour</td>
<td>20</td>
</tr>
<tr>
<td>Cowaramup</td>
<td>General Meeting</td>
<td>Ballot</td>
<td>24</td>
<td>6</td>
<td>In favour</td>
<td>35</td>
</tr>
</tbody>
</table>

Seven brigades voted in favour of DFES taking on the management responsibilities of local bush fire brigades from local government in the Shire of Augusta Margaret River. Three brigades voted against this proposal.

With the voting majority of 7-3, the Brigades will not proceed with a trial of the proposed model. Results are summarised in the table below.
In addition to the report from the facilitator, BFAC members were also aware of correspondence from the Rosa Brook and Wallcliffe brigades to Council that advises their delegates to BFAC will not support a recommendation that does not transfer management of the Shire’s brigades to DFES for a trial period of two years and for Council to immediately instigate an MOU between the CEOs of the Shire and DFES. Tabled correspondence for BFAC jointly signed by the Alexandra Bridge, East Augusta and Kudardup brigades clearly opposed the transition of brigades to DFES.

The discussion and voting results at the BFAC meeting demonstrate that there is not overwhelming support to transition the Shire brigades to DFES. This lack of consensus is concerning and reflects the likelihood the advantages and disadvantages of transition are still unclear. The analysis of the benefits and disadvantages of transition have previously been provided to Council in the agenda item provided to Council’s Ordinary Meeting on 10 October 2018. The following information from this item has been italicised for Council’s reference.

Currently the local government Bush Fire Brigades, DFES Volunteer Fire and Rescue Brigades and Parks and Wildlife Fire Services all work extremely well together in this region. Since the Margaret River fires of 2011, the multi-agency fire response efforts and preparations have significantly improved due to a functional Bush Fire Advisory Committee, shared response plans, open communication plans, joint training exercises, planned burning activities and more. Therefore, an understanding of the pros and cons associated with such a proposal has been undertaken in order to identify whether there is any benefit at all.

**Cons**

Currently the Shire’s Volunteer BFB’s are highly regarded among the community and their service plays an important role on building community resilience, trust and reputation. These attributes contribute to the Shire’s branding and reputation especially following successful fire response or planned burning activities. The following additional cons are listed:

- BFB’s have a sense of ownership for management of fuels on Shire reserves and private property
- Volunteer Chief/Deputy Bush Fire Control Officer’s would no longer be operational
- Fire Control Officer’s would now be permit issuers only
- Gazetted Fire Districts may change current Emergency Services Levy (ESL) categories for some properties – e.g. increase in rates (for example a change from Category 5 to 4 ESL).

There will be a need to clearly define the roles of the Chief and Deputy bush Fire Control Officer’s should this transition occur. If the Shire and DFES agree to Gazette the entire local government area as a Gazetted Fire District then the Chief/Deputy Bush Fire Control Officer and their Fire Control Officer’s will be required for local government bushfire mitigation activities and issuing permits in Restricted Burning Times but, will no longer be required for operations/response. However, if they are members of the proposed Volunteer Emergency Services Brigades and nominated in a role of responsibility (such as a Lieutenant) then they can still perform operational duties.

There are a range of variables and options relating to the roles mentioned above which will need to be defined in the proposed MOU between the local government and DFES. These roles will still be requested to provide incident support from DFES when required.
Pros

There are a number of key benefits, which may result from the change of brigade management from local government to DFES which includes:

- Centralised Fire and Emergency Services Agency (many significant fire incident inquiries recommend this approach. E.g. Ferguson Enquiry into Waroona Fires January 2016)
- Reduction of risk to Council from the management of BFB
- Brigades will be afforded an Area Officer whose core role is to support the volunteers through training and operational response. To further improve support, the DFES Manager to Brigade ratio will improve from the current 1:10 (CESM) to 1:6 with the proposal for a new DFES Area Officer position. In addition to the above, roles currently undertaken by the CESM such as reviewing and advising on fire management plans, emergency management support of the Local Emergency Management Committee, Hazard Reduction Burn Planning on Shire reserves, administration of Local Government Grants Scheme (including State Emergency Service), etc. will remain the responsibility of the Shire. The DFES Area Officer will have more time available to directly support VFES brigades
- Each brigade will receive 3 x DFES Area Officer visits per year to enhance skills, knowledge and support administration requirements
- VFES brigades will receive Operational Efficiency Payments
- Escalation of incidents from Level 1 through to Level 2 and 3 will be seamless as DFES will be Controlling Agency for all incidents. The administrative process of transferring control will not be required. Through enhanced day to day support, DFES will have improved relationships with local knowledge
- All brigades across the Shire can develop an individually tailored management structure as per the VFES Admin Guide – Example appendix 2.
- Support for local administration will improve with the proposed addition of a DFES Area Officer and additional Administration Support Officer(s)
- Greater access to DFES support staff (community engagement, training etc.) as the VFES brigades will be a DFES responsibility
- Access to dress uniforms if desired.

It is proposed by DFES that the current CESM role would be required to assist DFES for the duration of the two year MOU for the operational management of the VFES brigades. The CESM would therefore fulfil a contracted DFES Area Officer Rural position. Council can then utilise the existing 50% contribution to the CESM position to contract an Emergency Management Coordinator (or similar) which can concentrate on mitigation, and emergency management roles for the local government.

There is also the benefit of reducing the risk to the Shire if DFES take over the management of the brigades. For example, if a planned burn conducted by the Shire escapes and causes significant damage to the community, not only will it damage reputation of the Shire but the related expenses could go over the insurance threshold and leave local government to pick up the costs. There is also a similar risk in relation to volunteer fire fighter injuries and accidents.

It should be noted a number of the above items in favour of transition are subject to confirmation with DFES and would possibly be included within a MOU with DFES and/or any operational procedure documents associated with that MOU.

STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS

While subject to arrangements that may be included in an MOU with DFES for the proposed trial, the Shire would continue to manage its emergency management and bushfire mitigation responsibilities within the Shire of Augusta Margaret River as per relevant legislation such as the Bushfires Act 1954 and Emergency Management Act 2005. This likely include:

- Appointment of a CBFCO, DCBFCO(s) and Fire Control Officers as required for the purpose of bushfire mitigation and permit issuing as per the Bush Fires Act 1954. However, under the Bush Fires Act 1954 the Shire has the ability to request that DFES appoint the position of CBFCO if desired.
- Creating a Local Law so that the appointed CBFCO, DCBFCO(s) and Fire Control Officers will be non-operational unless they have been appointed as officers under the VFES management structure or requested to provide incident support by DFES.
• Suspending the CESM MOU with DFES for the two year trial and employ an Emergency Management Coordinator (or relevant similar position) on a 24 month contract to manage the Shire’s emergency management and bushfire mitigation responsibilities.

STRATEGIC PLAN / POLICY IMPLICATIONS

Community Strategic Plan 2036 (CSP)
Corporate Business Plan 2019-2023

Key Result Area 1: Valuing, protecting and enhancing the natural environment
Outcome 5: Ecological resilience in the face of changing climate
Strategy 2: Engage with researchers and the community to develop strategies to manage fire and biodiversity protection in the face of increasing frequency and intensity of bushfires

Key Result Area 2: Welcoming, inclusive and healthy communities
Outcome 6: Community health, safety and social justice in the face of changing climate
Strategy 4: Enhance local emergency response and disaster management through collaboration

PLANNING FRAMEWORK

Nil

FINANCIAL IMPLICATIONS

The possible transition of bushfire brigades may have financial implications with respect to the Shire receiving reduced funding through the Emergency Services Levy to provide financial support for bushfire brigades and the Community Emergency Services Manager (CESM).

SUSTAINABILITY IMPLICATIONS

Environmental
The Shire’s Bush Fire Brigades currently play an important role in community prevention, preparedness and response.

Social
Minimal social impact expected as the brigades will still exist for the community to join or volunteer in emergency services.

Economic
There will be grants associated with emergency services that will no longer be able to be accessed if brigades transition to DFES. This will not affect the Shire in terms of its recovery efforts following a major incident. However, additional funding/equipment may be available to the bridges under the VFES structure.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council:
1. Authorises the Chief Executive Officer to write to the Commissioner of Fire and Emergency Services advising of the outcome of the BFAC meeting and request confirmation as to whether DFES would be prepared to consider participating in a two year trial; and
2. If so agreed, authorises the CEO to commence, in consultation with DFES, the development of a draft Memorandum of Understanding between the two parties setting out in full, how the transition would be achieved during the 2 year period, including a mechanism to measure the success or failure of the trial upon completion of the 2 year period. A copy of this MOU will be presented to Council for consideration and final endorsement.

ADVICE TO APPLICANT / PROPPONENT

Nil

ATTACHMENTS

Cr Earl left Chambers at 6.49pm
Cr Meldrum left Chambers at 6.49pm
Cr Earl re-entered Chambers at 6.49pm
Cr Meldrum re-entered Chambers at 6.49pm

Cr Earl disclosed an impartiality interest as he is a member of the Cowaramup Bush Fire Brigade.

RECOMMENDATION / COUNCIL DECISION
CR MCLEOD, CR GODDEN OM2019/198
That Council:
1. Authorises the Chief Executive Officer to write to the Commissioner of Fire and Emergency Services advising of the outcome of the BFAC meeting and request confirmation as to whether DFES would be prepared to consider participating in a two year trial; and
2. If so agreed, authorises the CEO to commence, in consultation with DFES, the development of a draft Memorandum of Understanding between the two parties setting out in full, how the transition would be achieved during the 2 year period, including a mechanism to measure the success or failure of the trial upon completion of the 2 year period. A copy of this MOU will be presented to Council for consideration and final endorsement.

CARRIED 7/0

REASON
There is no great advantage for the Shire in transferring to DFES.
11.4.3 TURNER CARAVAN PARK MASTERPLAN

**LOCATION/ADDRESS**  Shire of Augusta Margaret River

**APPLICANT/LANDOWNER**  Shire of Augusta Margaret River

**FILE REFERENCE**  CPT/6

**REPORT AUTHOR**  Nigel Anderson, Manager Human and Community Services

**AUTHORISING OFFICER**  Andrew Ross, Acting Director Corporate and Community Services

**IN BRIEF**

- On 27 March 2019 a concept forum was undertaken with Council to further discuss the concept masterplan, underpinning business plan and the development priorities for Turner Caravan Park (Park).
- The concept forum guided the development of a revised concept masterplan (Attachment 1) that sought to inform the proposed level of chalet development within the Park.
- Detailed design works have been completed on key development priorities including the proposed chalet development, second exit road leading onto Albany Terrace and the firefighting water tank.
- Large electrical and water renewal/upgrades have also been completed to bring a section of the ageing infrastructure up to modern standards.
- Other detailed design works still to be finalised include the Karri Terrace and Circle areas that require further design and asset renewal consideration.
- Council has allocated in the 2019-20 budget $500,000 to construct additional chalets and $40,000 for road upgrades which includes the construction of a second exit point onto Albany Terrace in accordance with recommendations made in the Strategic Environmental Bushfire Management Plan.
- Chalet site layout masterplans have been drafted that allow for staged development and includes two site masterplan layout options for Council to consider.
- Stage 1 development proposes the construction of two chalets (6 and 7) one of which will be universally accessible.
- The chalet master plan includes the provision of two universal accessible chalets which is over and above the prescribed ratio required within the Park, but in line with Council’s vision for creating accessible communities.
- The chalet development stage 1 plan has sought to minimise the impact upon the long term site user on site 46 consistent with Council’s resolution OM2018/301, 28/11/18.
- The site layout masterplan Option 1 (Attachment 2) has focused on minimising the impacts upon the short and long stay users during stage 1 but as a result will create less functional space for chalet users including parking in the short and long term, whilst also congesting the laundry area.
- The chalet site masterplan Option 2 (Attachment 3) has focused on creating an efficient use of space and ambience, which unfortunately will impact upon the holiday short stay user on site 20a who would need to vacate the site for completion of stage 1 works for the Option 2 site layout.
- Holiday short stay site 2 is currently vacant in the Dekker’s area that could be offered to the site user at 20a as an option for relocating (with Council assisting to prepare the site for occupation).
- The Dekker’s area is not a development priority for Council and as such it is recommended that the Shire provide greater certainty to the holiday short stay users within this area by offering agreements with terms of up to five (5) years that may be transferable subject to Shire approval.
- The remaining short and long stay user agreements may not be transferred and are to be extended a further year and will be reviewed based upon Council’s consideration of future asset renewal and development priorities.
- A second exit road onto Albany Terrace has been designed to provide an alternative exit point during an emergency evacuation, whilst also reducing the overall congestion within the Park (Attachment 4).
- A name change has been recommended from ‘Turner Caravan Park’ to ‘Turner Holiday Park’ to better reflect the various accommodation options now available at the Park.
RECOMMENDATION
That Council:
1. Endorses the Turner Caravan Park concept masterplan to inform future planning and development;
2. Endorses the chalet site masterplan Option 2;
3. Approves stage 1 chalet development with the construction of chalets 6 and 7 to be undertaken during the off peak season in 2020;
4. Advises site user 20a of the need to vacate the site by 1 May 2020 and that site 2 is offered as a potential relocation option;
5. Approves annual holiday agreements within the Dekker’s area (sites 1, 2, 3, 9, 10, 11, 12, 13, 14, 15, 21, 22, 23, 24, 25, 26) to be extended for a further five years upon their expiry on 1/05/2020;
6. Approves all other short stay agreements (sites 28, 30, 42, 43, 45, 74, 77, 79, 80, 81, 82, 83) to be extended upon their expiry on 1 May 2020 for a further year;
7. Endorses the design and approves the construction of the second exit way onto Albany Terrace; and
8. Endorses the name change from ‘Turner Caravan Park’ to ‘Turner Holiday Park’.

LOCATION PLAN
Nil

TABLED ITEMS
Nil

BACKGROUND
Council in accordance with resolution OM2018/301 on 28 November 2018 endorsed in principle the Turner Caravan Park concept masterplan and underpinning business plan, based upon further detailed design and financial analysis be undertaken.

Turner Caravan Park concept masterplan and underpinning business plan
In the past the Shire engaged various consultants to develop a masterplan for the Park, which included intensified chalet development and mostly did not include any long or short stay users. The past concept masterplans received varying support from previous Councils, but ultimately they were all deferred based upon the associated funding being allocated towards other key Shire priority projects as per Council resolution OM0911/22 on the 12 November 2009.

A recent review of the Park’s concept masterplan and business plan was completed by Innoviv Park Services in November 2018, which was endorsed in principle by Council (resolution OM2018/301). The business plan identified areas within the Park that were underperforming and underutilised with particular emphasis on the Foreshore, Circle and Karri Terrace areas, with some of those areas occupied by both short and long stay users.

Based upon Council feedback the concept masterplan has been revised and submitted with the following changes:
• Reduced intensification of chalet development along the foreshore area with the aim of concentrating the proposed chalet development in the north-eastern corner of the Park; and
• Realignment of the Circle area to create an additional 10 premium caravan sites and additional space surrounding the Circle ablution block for new facilities such as family and universal accessible toilet/shower facilities, an all-weather common socialising/kitchen facility and a new laundry.

Asset renewal works
Significant asset renewal works have been undertaken in response to the Park experiencing power outages during the Easter holiday period in the Circle and Wilson areas, failing sullage infrastructure, and leaking fire hose lines. The works valued at approximately $300,000 involved upgrading 79 sites which are now serviced with new service stations and services including power, water, sullage, lighting and fire hose reels. The works also provided an opportunity for officers to progress with implementing the masterplan, which resulted in re-aligning an internal road and creating an additional two premium caravan sites, 167a & 168a (refer Attachment 5 for the latest Park site layout plan).
Further asset renewal works are currently being scoped for the Kangaroo Flats and Karri Terrace areas which are experiencing voltage drops and placing the Park at risk for the coming peak period. It is expected that these works will need to be managed through a staged approach with stage 1 addressing the immediate power issue and stage 2 also addressing the deficiency in sullage and fire hose reels in the Kangaroo Flats area. Officers are currently working with external contractors to determine the extent and costing of these works that will inform future Council decisions in respect to the potential development of the Karri Terrace area.

Investigations are also being undertaken on the Foreshore camping sites to determine opportunities for increasing site sullage services in this area.

All asset renewal works are being informed by the masterplan and will seek to future proof the Park by ensuring services renewal works will cater for future development. Renewal works are being surveyed and documented to start the compilation of an asset management plan for the Park.

**Diagram 1. Sullage storage and pump tank**

**Diagram 2. New power/water/sullage station**

**Chalets**

A draft masterplan was originally developed when the first three chalets were designed, which provided for a dedicated chalet area and also sought to provide river outlooks for the second row of chalets.

The revised masterplan site layouts (refer Attachments 2 and 3) have taken advantage of this original design and sought to minimise the impact upon those current long and short stay users as much as reasonably possible without it being to the detriment of the overall chalet development. Unfortunately the preferred masterplan option 2, stage 1 will impact upon short stay user 20a who has already been relocated, but may be offered the recently vacated short stay site 2 as an alternative location. At this stage there has been no discussions with this potentially affected party, subject to Council’s adoption of the preferred option 2, it would be communicated to the affected user that the short stay site 2 within the Dekker’s would be available to them for up to five (5) years and that the Shire would prepare the site (concrete pad and services access) at its expense. The Dekker’s area is not a high development priority and as such more certainty can be provided to those short stay users within this area.

Considerable efforts were also made to design around the existing mature peppermint trees, whilst still meeting the required setbacks, which has resulted in only two young peppermint trees being impacted upon and only one in the initial development stage.
The second row chalets and proposed chalet 5 are a smaller size (68 m² including the veranda; 78 m² for the all access one) compared to the premium front row chalets (90 m² including the veranda) which will provide a point of differentiation in accommodation and price. The new chalets are proposed to have a similar look and feel as those already constructed based upon the positive feedback received by our customers, staff and the community.

It is expected that once the site layout and staging is approved by Council the design works and approvals will be finalised to enable a tender process to be conducted in early 2020 that will enable construction to commence in May 2020 for the new chalets to be commissioned for the start of the peak season in 2020.

It is pleasing to acknowledge that the Park’s three chalets performance has continued to grow well in their second year of trade, achieving a 64% average occupancy for the financial year ending 2018-19, with January peaking at 90% and June performing the lowest at 57% during this period.

**Circle**
The Circle amenity block is currently being reviewed for renovation works and designs are underway for constructing new facilities adjacent to it including an all year round socialising/kitchen area, new laundry and universal accessible/family toilet and shower rooms. The design works will include a staged approach with the renovation potentially being stage 1 (in timing with the two proposed chalets) and the new facilities being incorporated as stage 2 in line with the timing of the overall Circle area redevelopment, which will need further consideration by Council.

**Karri Terrace**
This area was identified within the masterplan as being of low income and occupancy, while also having deteriorated infrastructure requiring significant renewal works. The masterplan promoted this area as a potential place that could accommodate the existing short and long stay users that would enable development in the Circle and Foreshore areas to proceed, whilst also potentially creating a greater
financial return in the long term. The detailed design works for this proposed redevelopment have been problematic in the sense of not meeting those existing user’s needs, whilst at the same time applying required standards for the development. Furthermore the site layout has recently been reviewed to reduce the impact on the existing paperbark trees that are of high value to this area (Attachment 6.), as well as to create a standardised design for annex and ensuite aiming to minimise building costs.

Long and short stay users
There is a long history between the Shire and its long and short stay users at the Park with past development proposals. The first development plan triggered the Acting CEO in December 2009 to provide notice to all long and short stay to vacate sites, with notice periods ranging from 4-10 years (depending upon site location). The long term users on site 46 and 29 were offered, financial assistance up to $5,000 within the four year notice period. Shire staff ensured that all prospective short stay users were informed of the notice periods and users were advised that only annual agreements would be provided in future and it was emphasised that vacating sites would be at the user’s own expense. In 2011 the CEO updated those long and short stay users and confirmed the original notice periods.

The current concept masterplan seeks to explore opportunities for accommodating those affected long and short stay users within an alternative area of the Park (Karri Terrace) with the key design drivers as follows:

- To support and retain our long and short stay user groups within a more appropriate area in the Park to support their specific needs;
- To ensure site returns and visitation rates are sustainable in the Park i.e. ensure premium sites are generating high levels of income and occupancy that will ultimately finance future infrastructure renewals and upgrades;
- To improve the overall site layout and traffic flow that avoids user conflict;
- To better utilise the then available space for development which will create additional and premium caravan sites aiming to increase visitation all year round; and
- To modernise Park facilities and layout in terms of meeting visitor needs and current standards and requirements.

The concept master plan seeks to better utilise areas of the Park that are currently occupied by short and long stay sites in the Circle and Foreshore areas. Some existing short and long stay sites range from 200m2 to 300m2 in size compared to a typical tourist site of 100m2.

The Park currently accommodates four long stay users (Tenancy agreements) and 28 short stay users (annual holiday stay agreements). Management at the Park operates a holiday sites card system that short stay users have to sign in when staying at the Park. During the financial year ending 2017-18 the
then 30 short stay sites accumulated 1,532 night stays from an available 10,950 nights resulting in an occupancy rate of approximately 14% for the year. In comparison a caravan site in the Circle (site 86), Foreshore (site 51) and Dekker’s (site 27B) areas achieve occupancy rates respectively of 68%, 80% and 35%.

An independent Expression of Interest (EOI) was undertaken by Innoviv Park Services, to determine if there would be a sufficient level of interest from existing long and short stay users in relocating to the Karri Terrace area of the Park. Expression of Interest responses were as follows:

- 19 responses received, with 15 not providing a response;
- 11 not interested in moving; and
- 8 interested in moving, of which 3 were also interested in having a storage shed.

Overall user comments highlighted issues surrounding the cost and trauma of moving, the size of sites being reduced, their infrastructure not being easily movable and the need for storage space. Since the EOI was completed Officers have received correspondence from one short stay user wishing to withdraw their interest to relocate. 3 others have vacated their sites.

All long and short stay users were invited to an onsite design meeting at Karri Terrace on Monday 4 February 2019, of which 11 users attended to provide input into the design of this area.

Councillors also conducted a meet and greet meeting on Friday 1 March 2019 with the Park’s long and short stay users, when two Councillors and approximately 30 users attended. The group generally expressed its displeasure towards being impacted upon by any development and the prospect of having to relocate their vans and structures to the Karri Terrace area.

Recently all short stay agreements have been renewed by the Acting CEO until 1 May 2020. Some users have requested permission to sell their caravans on site, which has been declined and resulted in three sites being vacated.

**Bushfire Management and Evacuation Plans**

Significant manual bushfire mitigation works have been undertaken in accordance with recommendations made in the Strategen Environmental Bushfire Management Plan, with the last risk area (northwest of the storage oval) currently being assessed for future works and potential funding.
A dedicated firefighting water tank is also being purchased and is to be installed at the rear of the main office for Park use as well as to enable public access for town firefighting purposes.

Detailed design works have been completed for constructing a second exit point onto Albany Terrace (Attachment 4.), as recommended by Strategen, which when constructed will include resealing to the damaged internal road along the Wilson block/foreshore area.

The bushfire risks identified by Strategen of the Karri Terrace top tier sites 111-122 are proposed to be managed through a site specific evacuation plan that will require those users to pre-emptively vacate their sites under prescribed high fire risk conditions. The evacuation plan will be developed under advice from the Community Emergency Services Manager and Park management for trial during the coming fire and peak season for the Park.

Environmental rehabilitation works have commenced along the wetland following the manual fire mitigation works. Weed control has been undertaken and plantings of native Centella by the local primary school students, staff and the Augusta Land and coast care volunteers. We plan to continue to work at this site over a number of years to further enhance the natural values of the site.

Future works along the creek line are being carried out including the upgrades to the stormwater pipes and establishment of a small rain a garden to promote a more healthy water way and maintain the connectivity to the wetland. The removal of the introduced tree and plant species along the creek line will be replaced with other native trees (i.e. paper barks).

The Shire had received approval to remove the potentially hazardous peppermint trees along foreshore from the Department of Water and Environmental Regulation (DWER), however an appeal against the removal of the trees has been lodged by a community member. A response to the appeal has been sent to DWER and a letter sent to the community member to clarify the public safety concerns and reason for the removal of the trees. Works are suspended until the appeal issue has been resolved. An article in the Pelican Post will be published prior to the trees being removed to advise the community of the works. The Shire will continue with its succession planting regime within the Park and along the foreshore.

CONSULTATION AND ADVICE

External Consultation

A concept masterplan information session was held on 7 November 2018 with the Park’s long stay and holiday short stay users, of which 35 people attended.

A consultation process was undertaken on the 2-12 November 2018 with park users (over 2,000 on the mail out register) and the broader community through the local newspaper. The survey gained 81 responses of which in total 64% of the respondents stated that the concept masterplan ranged between being Awesome - don’t change a thing, to Good stuff - heading in the right direction, to Okay – need minor changes.

An Expression of Interest (EOI) was undertaken with the Park’s long and short stay users, to gauge the level of interest in users potentially relocating to the Karri Terrace area, which closed on the 25 January 2019.

Based upon the result of the EOI Shire staff commenced working with the Park’s long and short stay users in developing design plans for Karri Terrace and met on-site with users on the 22 February 2019, which 11 people attended.

Councillors called a meet and greet meeting on the 1st March 2019 with long and short stay users of which 35 people attended.
The Shire’s Community Access and Inclusion Reference Group (CAIRG) provided feedback on the chalet designs on Wednesday 14 August 2019, with some great suggestions being made that will further inform the chalet building designs.

Officers have had an onsite meeting with the Augusta Chamber of Commerce and have communicated with the Augusta River Festival organisers on the masterplan and second exit point design. All feedback has been positive and appreciative of the important role the Park plays in attracting visitors to Augusta.

**Internal Consultation**

An internal design group that included Council representation worked with the external consultants in developing the concept masterplan and other key related plans.

The Shire’s Development Assessment Unit (DAU) has been utilised to inform the design process and has provided feedback on the draft Karri Terrace short and long stay redevelopment concept plan.

Officers have conducted Councillor Concept forums on the 27 February and 27 March 2019 and Andrew Chapman from Innoviv Park Services facilitated a third session on 17 April 2019.

**DISCUSSION / OFFICER COMMENTS**

**A.** The concept masterplan design process had adopted a consultative approach providing all our key stakeholders with an opportunity to contribute to the future design of the Park whilst retaining its current appeal. Our key design principles were as follows:

- Promoting a safe family environment;
- Providing a functional site layout that is suitable for current camping and caravaners’ needs;
- Updating infrastructure to current standards catering for all year round trade;
- Having alternative accommodation types that caters for all visitors (including all access) and all year round; and
- Ensuring that a sustainable return is made from the Park to support future infrastructure renewal and upgrades.

The asset renewal requirements of the Park are currently being scoped to further inform the future planning process that will provide Council with a more holistic and informed view of the Park’s overall infrastructure requirements.

Redevelopment works are proposed to be undertaken during the Park’s off peak period (May-September) aiming to minimise the potential impacts on the Park’s income. The construction of two additional chalets and potentially the renovation of the Circle ablution block will be scheduled to commence in May 2020 (renovation works subject to further Council approval).

**B.** It is recognised that the overall redevelopment plans for the Park will need to have due consideration towards Council’s desired approach in managing its long and short stay users who have been at the park for a significant number of years. These users have historically occupied premium sites in terms of location and/or size, which comparatively generates income far below other premium sites in the Park.

The current design plans for the Karri Terrace have focused on providing a separate purpose built area to accommodate short stay users who may need to vacate their sites due to redevelopment or alternatively have the option of relocating. The design works have been extensive in terms of meeting current standards. The feasibility of this proposal is diminishing. This is based upon potential high initial outlay costs, which pushes this proposal into a more long term development investment opposed to other short term priorities within the Park. It is also evident, based upon the numerous consultations with the long and short stay users, that the Karri Terrace area may not cater to their desires and as such may not be a viable relocation option. The Karri Terrace proposal will require further investigation and consideration by Council in determining its viability as a potential development option in accommodating affected users.

In the interim period of Council considering the asset renewal and potential development initiatives, management recommends that greater certainty be provided to those short stay users in the Dekker’s area, which is not a short term development priority. It is recommended to offer the...
remaining 16 short stay sites within the Dekker’s area agreement terms of up to 5 years, to provide greater security within the Park during this period. It is proposed that these site agreements may be transferrable within this period, subject to all facilities being compliant with the Caravan Parks and Camping Grounds Act and Regulations. The fees and charges Council adopted for the 2019-20 period recognised that the Dekker sites are standard size sites and that any annual fee increases charged beyond this period should be consistent with those annual increases applied to the Park’s other tourist sites.

The remaining 12 short stay sites located within the Foreshore and Circle areas should be offered a further 12 months extension upon the expiry of their current agreements in May 2020 based upon no further development expected to occur until May 2021. None of those short stay sites may be transferred to a third party during this period, as these sites are in a high development priority area. The fees and charges Council adopted for the 2019-20 period recognised that these sites are premium sites due to their size and/or location and are not bringing a sufficient return compared to other premium sites within the Park.

C. With the introduction of new accommodation types at the Park it would seem timely to review the name from ‘Turner Caravan Park’ to ‘Turner Holiday Park’, which respects the history of the Turner family name and reflects that the Park is now more than just about caravans. This will enable officers to appropriately brand and market the Park towards its target market in promoting the Park and Augusta as a highly desirable holiday location all year round.

STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS
Volume 1 of the National Construction Code

STRATEGIC PLAN / POLICY IMPLICATIONS
Community Strategic Plan 2036 (CSP)
Corporate Business Plan 2019-2023
Key Result Area 4: Vibrant and diverse economy
Outcome: 4.2 Sustainable tourism and other local industries
Strategy 4: Provide family friendly caravan and camping grounds to encourage visitors to extend their stay
Service level strategy/plan:
4.2.4.1 Undertake detailed design, costing and approaches for priority areas identified within the Turner Caravan Park Concept Masterplan;
4.2.4.2 Develop additional chalets at Turner Caravan Park utilising Caravan Park reserve funds;
4.2.4.3 Develop detailed design and financial plans for the implementation of Council’s redevelopment priorities for Caravan Parks;
4.2.4.4 Develop environmental protection, rehabilitation and fire mitigation plans for Caravan Parks and Camping Ground; and
4.2.4.5 Progress a Marketing Plan for Caravan Parks to engage all users

PLANNING FRAMEWORK
Nil

FINANCIAL IMPLICATIONS
The 2019-2020 budget has provisions for the following:

Detailed design master planning as follows:
- TCP63, $500,000 - Second stage of Chalets - TCP
- TCP46, $40,000 - Internal Road Upgrades.

SUSTAINABILITY IMPLICATIONS
Environmental
- Protection and regeneration of the natural environment within our Park
- Promote energy efficient and sustainable design principles
- Promote the conservation of remnant vegetation and conservation of those significant fauna species within the locality.
Social
• Create an affordable and family friendly holiday stay option for our guests
• Provide a diverse range of accommodation options to support all our guests
• Create a safe holiday environment for our guests
• Promote greater universal access and inclusion opportunities for all our guests

Economic
• Increase economic activity in Augusta particularly during the off-peak season through increased intrastate, interstate and international (i.e. China ready) tourist visitation
• Increase the duration of visitor stays by developing suitable alternative accommodation options that are suitable for the off-peak season
• Increase the marketing potential for Augusta overall.

VOTING REQUIREMENTS
Simple Majority

RECOMMENDATION
That Council:
1. Endorses the Turner Caravan Park concept masterplan to inform future planning and development;
2. Endorses the chalet site masterplan Option 2;
3. Approves stage 1 chalet development with the construction of chalets 6 and 7 to be undertaken during the off peak season in 2020;
4. Advises site user 20a of the need to vacate the site by 1 May 2020 and that site 2 is offered as a potential relocation option;
5. Approves annual holiday agreements within the Dekker’s area (sites 1, 2, 3, 9, 10, 11, 12, 13, 14, 15, 21, 22, 23, 24, 25, 26) to be extended for a further five years upon their expiry on 1/05/2020;
6. Approves all other short stay agreements (sites 28, 30, 42, 43, 45, 74, 77, 79, 80, 81, 82, 83) to be extended upon their expiry on 1 May 2020 for a further year;
7. Endorses the design and approves the construction of the second exit way onto Albany Terrace;
and
8. Endorses the name change from 'Turner Caravan Park' to 'Turner Holiday Park'.

ADVICE TO APPLICANT / PROONENT
Nil

ATTACHMENTS
1. Turner Caravan Park Concept Masterplan
2. Chalet Site Masterplan Option 1
3. Chalet Site Masterplan Option 2
4. Turner Caravan Park second exit road
5. Turner Caravan Park Current Site Plan
6. Karri Terrace short stay site layout

RECOMMENDATION
CR SMART, CR EARL
That Council:
1. Endorses the Turner Caravan Park concept masterplan to inform future planning and development;
2. Endorses the chalet site masterplan Option 2;
3. Approves stage 1 chalet development with the construction of chalets 6 and 7 to be undertaken during the off peak season in 2020;
4. Advises site user 20a of the need to vacate the site by 1 May 2020 and that site 2 is offered as a potential relocation option;
5. Approves annual holiday agreements within the Dekker’s area (sites 1, 2, 3, 9, 10, 11, 12, 13, 14, 15, 21, 22, 23, 24, 25, 26) to be extended for a further five years upon their expiry on 1/05/2020;
6. Approves all other short stay agreements (sites 28, 30, 42, 43, 45, 74, 77, 79, 80, 81, 82, 83) to be extended upon their expiry on 1 May 2020 for a further year;
7. Endorses the design and approves the construction of the second exit way onto Albany Terrace; and
8. Endorses the name change from 'Turner Caravan Park' to 'Turner Holiday Park'.

Cr Smart moved the following amendment:

**AMENDMENT / COUNCIL DECISION**
CR SMART, CR MELDRUM OM2019/200
That the wording as underlined be added and point 4 be deleted:
That Council:
1. Endorses the Turner Caravan Park concept masterplan to inform future planning and development with the inclusion of three chalets across sites 28, 29, 30, 31.
2. Endorses the chalet site masterplan Option 1;
3. Approves stage 1 chalet development with the construction of chalets 6 and 7 to be undertaken during the off peak season in 2020;
4. **DELETE.**
5. Approves annual holiday agreements within the Dekker’s area (sites 1, 2, 3, 9, 10, 11, 12, 13, 14, 15, 20a, 21, 22, 23, 24, 25, 26) to be extended for a further five years upon their expiry on 1/05/2020;
6. Approves all other short stay agreements (sites 28, 30, 42, 43, 45, 74, 77, 79, 80, 81, 82, 83) to be extended upon their expiry on 1 May 2020 for a further year;
7. Endorses the design and approves the construction of the second exit way onto Albany Terrace; and
8. Endorses the name change from Turner Caravan Park to Turner Holiday Park.

CARRIED 4/3
CRS LANE, GODDEN AND MCLEOD VOTED AGAINST

**REASON**
The amendment removes the need to move site 20a and includes a 12 month extension of term for the four long term tenants that were not covered in the officer recommendation. It leaves three chalets south of the boat ramp as supported by Council at its meeting in November 2018. Any further decision as to whether to construct can be made some time in the future when further evaluations are made.

During debate, Cr Godden foreshadowed the following amendment:

**FORESHADOWED AMENDMENT**
That Council:
1. Endorses the Turner Caravan Park concept masterplan to inform future planning and development
2. Endorses the chalet site masterplan **Option 1**;
3. Approves stage 1 chalet development with the construction of chalets 6 and 7 to be undertaken during the off peak season in 2020;
4. **DELETE.**
5. Approves annual holiday agreements within the Dekker’s area (sites 1, 2, 3, 9, 10, 11, 12, 13, 14, 15, 20a, 21, 22, 23, 24, 25, 26) to be extended for a further five years upon their expiry on 1/05/2020;
6. Approves all other short stay agreements (sites 28, 30, 42, 43, 45, 74, 77, 79, 80, 81, 82, 83) to be extended upon their expiry on 1 May 2020 for a further year;
7. Endorses the design and approves the construction of the second exit way onto Albany Terrace; and
8. Endorses the name change from Turner Caravan Park to Turner Holiday Park.

As Cr Smart’s amendment was carried, Cr Godden’s foreshadowed motion was not put.

This then became the primary motion:

**PRIMARY MOTION / COUNCIL DECISION**
CR SMART, CR EARL OM2019/201
That Council:
1. Endorses the Turner Caravan Park concept masterplan to inform future planning and development with the inclusion of three chalets across sites 28, 29, 30, 31.
2. Endorses the chalet site masterplan Option 1;
3. Approves stage 1 chalet development with the construction of chalets 6 and 7 to be undertaken during the off peak season in 2020;
4. Approves annual holiday agreements within the Dekker’s area (sites 1, 2, 3, 9, 10, 11, 12, 13, 14, 15, 20a, 21, 22, 23, 24, 25, 26) to be extended for a further five years upon their expiry on 1/05/2020;
5. Approves all other short stay agreements (sites 28, 30, 42, 43, 45, 74, 77, 79, 80, 81, 82, 83) to be extended upon their expiry on 1 May 2020 for a further year;
6. Endorses the design and approves the construction of the second exit way onto Albany Terrace; and
7. Endorses the name change from Turner Caravan Park to Turner Holiday Park.

CARRIED 6/1
CR MCLEOD VOTED AGAINST
11.4.5 CSRFF GRANT APPLICATION - HOCKEY MULTI SPORTS SURFACE PROJECT

Please note that Attachment 1 - CSRFF application – Annual Forward Planning Grant will be distributed prior to the meeting.

IN BRIEF
- All Community Sporting and Recreation Facilities Fund (CSRFF) applications are required to be endorsed by Council and ranked in order of merit before forwarding to the Department of Local Government, Sport and Cultural Industries (DLGSC), with annual and forward planning grant round applications to be received by DLGSC office by 4pm on the 27 September 2019.
- One CSRFF Forward planning grant round application is being submitted by the Shire. The application is for the Hockey Multi Sports Surface Project.

RECOMMENDATION
That Council:
1. Endorses the CSRFF Annual Forward Planning Grant application for the Hockey Multi Sport surface facility;
2. Allocates $250,000 in the 2020-21 budget towards the project upon a successful grant application; and
3. Notes that the Margaret River Hockey Club intends to apply for an Interest Free Loan from the Shire should their CSRFF grant be successful.

LOCATION PLAN
Nil

TABLED ITEMS
Nil

BACKGROUND
The CSRFF provides financial assistance to community groups and local governments to develop basic, sustainable infrastructure for sport and recreation.

The DLGSC requires all CSRFF applications to be submitted with the local government authority. Council then endorses the applications received and assigns a priority ranking before forwarding them to the DLGSC.

One application for the CSRFF forward planning grant round has been received by the Shire and is being submitted to Council for endorsement.

Application
Project: Hockey Multi Sport Surface Project
Project Cost: $1,002,869.91
CSRFF Grant Request: $334,289

Project Description:
This project will redevelop an underutilised area of Gloucester Park located adjacent to the Margaret River Bowling Club on Shire land within an area zoned for recreational purposes.
It is a collaborative project between the Margaret River Hockey Club (MRHC), Shire of Augusta Margaret River, and other Gloucester Park sporting clubs. Calibre Consulting have completed detailed design drawings of the facility. Calibre has worked closely with the Shire to develop the drawing to unify the existing site on Gloucester Park and create the new surface to be closely linked to the Margaret River Bowling Club and to link to the adjacent carpark for the future. This project is also supported by Hockey WA who have been part of the design brief in partnership with the Shire and the MRHC.

The project aims to:
- Increase and encourage physical activity in the community
- Reduce travel time for participants currently travelling to Busselton for training
- Increase community participation and membership in the local club
- Increase longevity of Hockey in the south west region
- Upskill existing players and coaches in the area – with an introduction to synthetic surfaces
- Provide a pathway for all club members and community to enjoy the health, lifestyle and social benefits of Hockey at all levels locally.

This will be achieved by:
- Development of detailed design drawing (already completed)
- Completion of and submission of the application for a CSRFF Forward Planning Grant for the 2020-21 financial year
- Allocation of funds from the Shire of Augusta Margaret River’s 2020-21 Budget (aligned with implementation of the Gloucester Park Masterplan)
- AUS. Sport Funding confirmed (2019) $200,000
- Project to be ready for Tender mid to late 2020 with completion within approximately five (5) months.

All items as listed, in the application are eligible for consideration of CSRFF funding.

Planning for Application
Justification for the project has been recognised by the club and wider community during the planning stages. The plans also align with the Shire’s Community Strategic Plan 2036 and Corporate Plan 2019-2023:
Key Result Area 2: Welcome, inclusive and healthy communities
Outcome 2.2: Active, healthy and safe lifestyle
Strategy 2.5.2: Enable high standard recreational facilities and sporting grounds
Service level strategy/plan: Work with the Margaret River Hockey Club to develop and implement a staged approach for multi-purpose facility located on Gloucester Park

CONSULTATION AND ADVICE
External Consultation
- Troy Jones – Department Local Government, Sport and Cultural Industries
- Hockey WA
- Aus. Sport Australia
- Tiger Turf
- Calibre Consulting
- Shire of Augusta Margaret River’s Sport and Recreation Advisory Committee

Internal Consultation
Nil

DISCUSSION / OFFICER COMMENTS
The primary judgment used by the DLGSC to evaluate the merits of a CSRFF application is the ability of the project to lead to increased physical activity in sport and recreation.

Hockey Multi-Sports Surface
Hockey has been played in the Shire of Augusta Margaret River since the area was first settled under the Group Settlement Scheme in the 1930’s. Teams from Augusta, Karridale, Witchcliffe, Rosa Brook, Bramley, Cowaramup and Margaret River regularly competed travelling to neighbouring Groups to compete and socialise.
Hockey has always had a strong following in the region. In the 80’s and 90’s the Margaret River Hockey Association, affiliated to Hockey WA, hosted a junior competition with eleven teams on the Gloucester Park Western Oval. During this time the hockey and cricket clubs provided the labour to install subsurface irrigation under the oval, labour and funds to develop the Western Oval Pavilion.

The popularity of hockey changed in the late 90’s with the introduction of football (soccer) to the region, and the development of an Olympic standard synthetic turf by Busselton Hockey Association. During this time, the Margaret River Men’s Hockey Club continued to be strong fielding a South West League team in the Bunbury competition (highest grade available in the south west region) and an A2 team in the Busselton competition. Both these teams trained on the synthetic surface in Busselton. The Margaret River Women’s Hockey Club team competed in the Busselton competition, training indoor on the boards at the Margaret River Recreation Centre. However, the junior competition and local teams all but disappeared.

In the mid to late 2000’s there was a renewed interest in junior hockey with the Margret River Men’s Club supporting a Year 9-10 boys team in the Busselton competition. A few hockey parents supported the formation of the Cowaramup Moo Moo’s a Year 6-8 girls’ team who trained on the oval in Cowaramup and competed in the Busselton competition.

At present Hockey is played and trained upon elsewhere on Olympic standard synthetic turf in Busselton and Bunbury and will continue to be accommodated that way until such time that a synthetic turf can be provided in Margaret River. Although hockey training is predominantly conducted on synthetic turf outside of Margaret River a number of the younger teams train locally on grass at the local school oval’s or at Gloucester Park Reserve. The forecast participation numbers for hockey in the region can only expect to grow with increase-dedicated facilities.

With the new facility there will be a participation rate and skill development advantage (and travel time and cost saving to local players), if there was a synthetic turf surface available locally to allow for training.

At the time of the report Hockey WA have noted no new half-size facilities have been built as the one proposed for Margaret River. Hockey WA have also expressed their support to see if this model can be rolled to other smaller local government in the future.

**Officer Timeline**

**July 2012**

Incoming message that Daniel Stocker from MRHC wanted to put forward a proposal for a new hockey ground.

**December 2012**

(OM1301/18) MRHC re-joins the Sport and Recreation Committee

In these years hockey where vocal in been able to get access to train but understood that a mid to long term plan would need to be careful considered based on space and requirement inside Gloucester Park. It has to be noted that hockey earmarked both areas shown on the picture below in 2012 and further back to as early as 2006 with the Manager of Sport and Recreation as potential sites.
July 2016
A feasibility report was prepared for the development of the Lower Western Oval

Hockey, once very strong in Margaret River, has suffered with the sport actively embracing the transition to a synthetic turf-playing surface. Nearly all local players now travel outside the Shire to play and train on a synthetic turf, and numbers have dwindled because of this time and cost imposed on members.

It is noted that all three sporting codes indicating a desire to make use of Lower Western Playing Field. Hockey, played almost exclusively on synthetic turf, is perhaps the most advanced in this area, with both soccer and rugby openly encouraging the installation of certified synthetic surfaces. The installation of a synthetic playing surface has been discounted at present due to the prohibitive cost. It is also unclear whether there is a single surface on the market that will comply with the requirements for competition purposes for dual codes.

Hockey WA Strategic Facilities Plan
The Hockey WA Strategic Plan 2015-2020 advocates securing sufficient land for the provision of one hockey field per 12,500 persons, generally allocated in banks of two fields, which works well with a cricket field with the pitch between the hockey fields. The Plan also call for the allocation of land for a synthetic turf for every 75,000 persons. There is no recommendation in the report for future turf development in regional areas. These ratios do not translate effectively to regional areas as has been demonstrated in the past with various clubs, associations and country towns believing it necessary to install turf as is the case in Albany, Busselton, Kalgoorlie-Boulder, Gnowangerup and others.

June/July 2018
Hockey has suggested the area between the Tennis Club and Gloucester Oval as a short-term solution (synthetic turf shared with Tennis Club in off-season) and long term being the allocation of land for a full sized ground into the future. They have a strong state and national representation and are seriously thinking of the future of the club (currently Busselton is the closest ground).

July 2018
Tennis, Hockey and Little Athletics discussed redeveloping the area adjacent to the Tennis Club, club Presidents and a Shire Officer meet with them to discuss options. In principal support was given by the Tennis Club to evaluate the area. Following this, the MRHC paid $2,000 (funded by the club) for a feature survey of the area. Tennis then indicated that they no longer supported the idea based on layout options and lighting concerns for the Tennis Club at this stage. This left MRHC looking at other options inside and outside of Gloucester Park.
August 2018 SRAC
Feasibility Study for multi-use shared facility adjacent to the Margaret River Tennis Courts
Access to quality playing surfaces with in the Gloucester Park Precinct to accommodate growth across all sporting codes has been identified as an issue for a long time. The draft Gloucester Park Masterplan (Masterplan) maps out a staged development of the precinct to assist with alleviating completion for the available space.

The Masterplan was never been formally adopted by Council however; funds from developer contributions have been earmarked for the advancement of facilities within the Precinct. It is anticipated that plans for the developer contributions to be utilised within the Gloucester Park Precinct will be finalised this financial year, culminating in a finalised Gloucester Park Masterplan endorsed by Council.

Members of the Margaret River Hockey Club travel to Busselton upwards of two times per week to train and play, as Margaret River currently does not have a suitable synthetic playing surface. The club are seeking ways to reduce the travel burden and expense for families involved in the sport and have developed a set of draft plans showing a shared tennis and hockey facility abutting the current tennis courts, along with a possible area to relocate the long jump pits.

The committee discussed the pros and cons of the proposed shared facility with the two most notable comments relating to the location and the orientation of the pitch/courts. The pitch/courts have been slightly off centred to the positioning of the current tennis courts to allow for the existing road infrastructure. Perfect alignment with the current courts would impinge on the current road infrastructure, which would greatly increase construction costs. The selected location does not fit within the Margaret River Tennis Club’s long-term expansion plans as shown on the current Masterplan.

After extensive discussion, the Sports and Recreation Advisory Committee endorsed the following recommendation.

RECOMMENDATION
That the Sports and Recreation Advisory Committee give in principle support to the Margaret River Hockey Club Inc. requesting that the Shire of Augusta Margaret River support them pursuing a feasibility study to establish a multi-use shared facility adjacent to the current tennis courts. The study should recognise the Margaret River Tennis Club’s pre-existing claim to the area for future expansion as recognised in previous plans.

Moved: Jeanette Smith
Seconded: Nick Dornan

RECOMMENDATION
That Council:
1. Receives the unconfirmed minutes of the Sport and Recreation Advisory Committee meeting held 1 August 2018; and
2. Notes the Margaret River Hockey Club’s intention to pursue a feasibility study to establish a multi-use shared facility adjacent to the current tennis courts.

August September 2018
Hockey investigated other possible options with the Gloucester Park Precinct including the area adjacent to the bowling club. This preliminary area offered the space required for the development of the half training pitch without any road realignments or impact on any other user group on Gloucester Park. Hockey has worked with the Margaret River Bowling Club to look at possible options for the club to amalgamate and use the current facilities located next door to ensure hockey has access to other facility’s including toilet and change rooms whilst also activating another sporting club. Hockey also gained support from the Margaret River Soccer Club for possible options for a junior six a side competition to reduce loads on the grass playing fields when required.

Troy Jones from the Department Of Sport and Recreation visited the site to confirm in principal support for the project in the Forward Planning Grant 2020-21.

Through discussion with Shire Recreation Officers, the space was deemed a potential, given no prior use of the area that was deemed effective for Gloucester Park.
On 2 August 2018, the AUS Sport grant application opened for the Move It AUS - Community Sport Infrastructure grant program for existing eligible applicants only. The club applied for Stream 2 $50,000-$200,000. The club were notified on 29 April 2019 that they had received the $200,000 grant for the purpose of a Hockey Multi Sports Surface facility.

Extract from the Sports and Recreation Advisory Committee meeting held 17 October 2018

IN BRIEF
- On the 17 October 2018, the Sports and Recreation Advisory Committee (SRAC) held its bi-monthly meeting.
- The Margaret River Hockey Club are intending to undertake a site survey on the crushed limestone area next to the Margaret River Bowling Club to determine the suitability to support development of a training facility.
- The SRAC provided in principle support for the crushed limestone area next to the Margaret River Bowling Club to be utilised for the future development of a hockey training facility.
- Delegates provided updates on their clubs.

RECOMMENDATION
That Council:
1. Receives the unconfirmed minutes of the Sport and Recreation Advisory Committee meeting held 17 October 2018.
2. Notes the Augusta Golf Club and the Margaret River Basketball Associations retention of their membership on the Sports and Recreation Advisory Committee.
3. Notes Margaret River Hockey Club’s intention to undertake a site survey on the crushed limestone area next to the Margaret River Bowling Club to determine the suitability to support development of a training facility.
4. Notes the Sports and Recreation Advisory Committees’ in principle support for the crushed limestone area next to the Margaret River Bowling Club to be utilised for the future development of a hockey training facility.

Currently local players are forced to travel to Busselton to learn and train on a synthetic facility and at times required to leave the club to further their skills and training. The Hockey Club believes that the proposed facility will attract new memberships of all ages, levels and gender, and maintain local players from both the Shire and City of Busselton into the future.

This project meets objectives outlined in the following documents:
Hockey WA Strategic Plan 2015-2020
Facilities:
• Develop facilities to support participation growth demands across WA
• Secure funding support for the ongoing capital investment that is required for the development of playing facilities.

**Shire Augusta Margaret River Community Infrastructure Report 2012**

**Direct extract**

Community priority - Hockey fields within the Shire are currently under the provision indicated by standards. Consultation to date indicates the need and latent demand for additional hockey facilities. New facilities at Gloucester Park proposed in this report will meet the needs of this sport in the short to medium term. Further consultation and assessment of participation rates and membership should occur in the medium to long term.

**Ranking**

It is a requirement of the DLGSC that all CSRFF applications be given a priority ranking by the local government. The Shire is submitting one application as a priority project for the Shire.

It is considered that due to the AUS. Sport Australia confirmed grant support, funding pledges from local community groups and local club funding secured by the Margaret River Hockey Club that the project receive funding from the Council in the 2020-21 financial year subject to this grant application being successful.

**STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS**

Nil

**STRATEGIC PLAN / POLICY IMPLICATIONS**

*Community Strategic Plan 2036 (CSP)*

*Corporate Business Plan 2019-2023*

Key Result Area 2: Welcome, inclusive and healthy communities
Outcome 2.2: Active, healthy and safe lifestyle
Strategy 2.5.2: Enable high standard recreational facilities and sporting grounds

Service level strategy/plan: Work with the Margaret River Hockey Club to develop and implement a staged approach for multi-purpose facility located on Gloucester Park

**PLANNING FRAMEWORK**

Nil

**FINANCIAL IMPLICATIONS**

One Annual Forward planning grant round application has been submitted by the Shire for the Margaret River Hockey Club.

Under the CSRFF guidelines, applicants are eligible for up to one third of the total project budget.

The redevelopment project of hockey facilities are recognised and supported by the Shire of Augusta Margaret River’s Sport and Recreation Advisory Committee.

The club has recently confirmed club funding of and including Aus. Sport Australia Facility grant of $200,000. The club will also be providing $10,000 worth of volunteer labour in conjunction with turf application and design to the project. Other funding that has been contributed to the project include the Rotary of Margaret River $50,000, Margaret river Lions $20,000, Cowaramup Lions $10,000, Augusta Lions $10,000, Bendigo Bank $2,500 all confirmed July 2019

At the time of the report on the 6 September 2019, the Margaret River Hockey Club had held a meeting to confirm a motion will be placed on the next sport and recreation committee meeting on October 16 to apply for an interest free loan to the Sum of $50,000

**MRHC Motion - 6 September 2019**

*To apply for a loan from the Augusta Margaret River Shire Sport and Recreation Committee of $50,000 to cover a possible short fall in the completion of the Turf Project to be allocated as the applicant cash.*
A request to council for a portion of the projected total funding will also be submitted for the 2020-21 budget for $250,000. It is noted that a 1/3 contribution would be $334,289.97, however at this stage the MRHC are asking the Shire for $250,000.

<table>
<thead>
<tr>
<th>Source of funding</th>
<th>$ Amount ex GST</th>
<th>$ Amount inc GST</th>
<th>Funding confirmed Y / N</th>
<th>Comments to support claim (please attach relevant support)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local government</td>
<td>$250,000</td>
<td>LGA cash and in-kind</td>
<td>N</td>
<td>Minutes 25 September</td>
</tr>
<tr>
<td>Applicant cash</td>
<td>$217,000</td>
<td>Organisation's cash</td>
<td>Y</td>
<td>Letter's attached Rotary Margaret River $50,000 Margaret river Lions $20,000 Cowaramup Lions $10,000 Augusta Lions $10,000 Bendigo bank $2,500 Interest free loan through Sport and Rec $50,000 Sponsorship signs pledged to club</td>
</tr>
<tr>
<td>Volunteer labour</td>
<td></td>
<td>Cannot exceed applicant cash and LGA contribution – max $50,000</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Donated materials</td>
<td></td>
<td>Cannot exceed applicant cash and LGA contribution</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Other Government funding</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Government funding</td>
<td>$200,000</td>
<td>Cash</td>
<td>Y</td>
<td>Aus. Sport Move it Australia</td>
</tr>
<tr>
<td>Other funding – to be listed</td>
<td></td>
<td>Loans, sponsorship etc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CSRFF requested</td>
<td>$334,289.97</td>
<td>Up to 1/3 project cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Development Bonus</td>
<td></td>
<td>Up to 1/4 project cost</td>
<td>½ projected cost</td>
<td></td>
</tr>
<tr>
<td>b) Total project funding</td>
<td>$1,002,869.91</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SUSTAINABILITY IMPLICATIONS
Environmental
Nil
Social
The social and community development benefits of both projects could include:
• Increase recreation and sporting activity within the shire and region
• Increase the diversity and quality of our community infrastructure and promote great opportunities for social inclusion and interaction for all walks of life
• Increase the level of physical and mental health wellbeing within the community through the provision of integrated recreational and sporting facilities
• Enhance our social infrastructure by creating a centralised community hub that is conducive to bringing people together for sport, recreation, events, functions, socialising, meetings and play
• Links to Hockey WA Strategic Plan 2015-2020.

Economic
Nil

VOTING REQUIREMENTS
Simple Majority

RECOMMENDATION
That Council:
1. Endorses the CSRFF Annual Forward Planning Grant application for the Hockey Multi Sport surface facility;
2. Allocates $250,000 in the 2020-21 budget towards the project upon a successful grant application; and
3. Notes that the Margaret River Hockey Club intends to apply for an Interest Free Loan from the Shire should their CSRFF grant be successful.

ADVICE TO APPLICANT / PROONENT
Nil

ATTACHMENTS
1. CSRFF application – Annual Forward Planning Grant (To be distributed prior to the meeting)
ADDENDUM

11.4.5 CSRFF GRANT APPLICATION - HOCKEY MULTI SPORTS SURFACE PROJECT

LOCATION/ADDRESS Gloucester Park
APPLICANT/LANDOWNER Shire of Augusta Margaret River
FILE REFERENCE REC/30
REPORT AUTHOR Dylan Brown, Recreation Operations Manager
AUTHORISING OFFICER Heather Auld, Acting Director Corporate and Community Services

This addendum provides further information to 11.4.5 CSRFF GRANT APPLICATION - HOCKEY MULTI SPORTS SURFACE PROJECT report scheduled for the Ordinary Council Meeting being held 25 September 2019.

At the time the report was submitted for inclusion onto the agenda, the Shire were awaiting information and feedback from the Department of Sport and Recreation Southwest Manager regarding the application.

After the Officer received this information, it was noted that the Margaret River Hockey Club could not achieve the original $217,000 by 27 September 2019 grant deadline as the funds needed to be confirmed at time of application.

To ensure the project can be applied for by this date the following amendments are to be made to the document.

In the Financial Implication Section
AMENDED
The Club has also secured a $25,000 pledged towards sponsorship signage to be placed on the completed facility and an additional $7,500 in Club savings bringing the final Club contribution total to $175,000.

AMENDED – Report
A request to Council for a portion of the projected total funding will also be submitted for the 2020-21 budget for $293,500. It is noted that a 1/3 contribution would be $334,289.97, however at this stage the MRHC are asking the Shire for $293,500. The increase in allocation by the Shire allows the project to receive full support for the Department of Sport and Recreation, at the time of grant submission as all funding must be confirmed by all funding bodies prior to application.

REVISED RECOMMENDATION
That Council:
1. Endorses the CSRFF Annual Forward Planning Grant application for the Hockey Multi Sport Surface Project;
2. Allocates $293,500 in the 2020-21 budget towards the project upon a successful grant application; and
3. Notes that the MRHC intends to apply for an Interest Free Loan from the Shire should their CSRFF grant be successful.
REVISED RECOMMENDATION / COUNCIL DECISION
CR EARL, CR MELDRUM OM2019/202
That Council:
1. Endorses the CSRFF Annual Forward Planning Grant application for the Hockey Multi Sport Surface Project;
2. Allocates $293,500 in the 2020-21 budget towards the project upon a successful grant application; and
3. Notes that the MRHC intends to apply for an Interest Free Loan from the Shire should their CSRFF grant be successful.

CARRIED 7/0
12. MOTIONS FROM MEMBERS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12.1 Call for Urgent Action on Climate Change – Cr Townshend

This item was moved forward for consideration (page 8).

13. MOTIONS FOR CONSIDERATION AT NEXT MEETING

Nil

14. NEW BUSINESS OF AN URGENT NATURE

14.1. Members

Nil

14.2. CEO

Nil

15. CONFIDENTIAL BUSINESS

15.1 RATES CONCESSION

PROCEDURAL MOTION / COUNCIL DECISION

CR MELDRUM, CR MCLEOD OM2019/203

That the meeting be closed to members of the public.

CARRIED 7/0

Members of the public left chambers at 7.34pm
15.1 RATES CONCESSION

LOCATION/ADDRESS  No 9 Lot 136 Clarke Rd, Margaret River

APPLICANT/LANDOWNER  McCann B

FILE REFERENCE  FIN/11 PTY/5308

REPORT AUTHOR  Vicki Scott, Revenue and Customer Services Coordinator

AUTHORISING OFFICER  Andrew Ross, Acting Director Corporate and Community Services

RECOMMENDATION
That the meeting be closed to the public for the purpose of discussing item 15.1 as it required that this matter be dealt with behind closed doors under section 5.23 (2) (b) of the Local Government Act 1995,

Reasons:
5.23 (2)  (b)  the personal affairs of any person;

VOTING REQUIREMENTS
Simple Majority

RECOMMENDATION
That the meeting be closed to the public for the purpose of discussing item 15.1 as it required that this matter be dealt with behind closed doors under section 5.23 (2) (b) of the Local Government Act 1995,

Reasons:
5.23 (2)  (b)  the personal affairs of any person;

RECOMMENDATION
CR MCLEOD, CR MELDRUM
That Council approves a rates concession for the property at No 9 Lot 136 Clarke Rd, Margaret River for the 2019-20 financial year.

Cr McLeod moved the following amendment:

AMENDMENT
CR MCLEOD, CR EARL
That the following be added as point 2:

2. Authorises the CEO to write to the PTA requesting that the lease holder be allowed to surrender the lease without removing the barracks. The Shire requests that the barracks building be retained due to its historical significance to Margaret River and advises that the Shire will seek vesting of the reserve with the Shire.

Reason
The Barracks building is part of our Shire’s heritage and is an integral part of the old railway reserve. If the PTA surrenders the need for the Barracks to be removed from the reserve the building is more likely to be preserved in the long term.
With consent of the seconder, the amendment was incorporated into the primary motion:

PRIMARY MOTION / COUNCIL DECISION
CR MCLEOD, CR MELDRUM OM2019/204
That Council:
1. Approves a rates concession for the property at No 9 Lot 136 Clarke Rd, Margaret River for the 2019-20 financial year; and
2. Authorises the CEO to write to the PTA requesting that the lease holder be allowed to surrender the lease without removing the barracks. The Shire requests that the barracks building be retained due to its historical significance to Margaret River and advises that the Shire will seek vesting of the reserve with the Shire.
CARRIED 7/0

Cr Meldrum moved the following procedural motion:

PROCEDURAL MOTION / COUNCIL DECISION
CR MELDRUM, CR GODDEN OM2019/205
That the meeting be re-opened to members of the public.
CARRIED 7/0

The meeting was re-opened at 7.39pm. No members of the public / press re-entered.

16. CLOSURE OF MEETING

The Shire President thanked all in attendance and declared the meeting closed at 7.40pm