

Ordinary Council

MINUTES

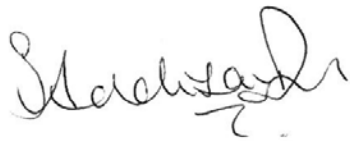
FOR THE MEETING HELD
WEDNESDAY, 23 SEPTEMBER 2020
IN COUNCIL CHAMBERS,
WALLCLIFFE ROAD, MARGARET RIVER
COMMENCING AT 5:30PM

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 23 September 2020, commencing at 5:30pm.

Yours faithfully



STEPHANIE ADDISON-BROWN
CHIEF EXECUTIVE OFFICER

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Minutes of the Ordinary Meeting held on Wednesday 23 September 2020, in Council Chambers, 41 Wallcliffe Road, Margaret River, commencing at 5.30pm

Ordinary Council Meeting

1. DECLARATION OF OPENING

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

The Shire President gave an Acknowledgement of Country:

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

2. ATTENDANCE

Shire President	:	Cr Ian Earl
Councillors	:	Cr Paula Cristoffanini Cr Brian Daniel Cr Naomi Godden Cr Kylie Kennaugh Cr Pauline McLeod
Chief Executive Officer	:	Ms Stephanie Addison-Brown
Acting Director Sustainable Development and Infrastructure	:	Mr David Nicholson
Director Corporate and Community Services	:	Mr James Shepherd (via Zoom)
Manager Corporate Services	:	Mr Andrew Ross
Manager Planning and Development	:	Mr Matt Cuthbert
Manager Legal and Governance	:	Mr Ian McLeod
Governance Officer / Council Support	:	Ms Claire Schiller
MEMBERS OF THE PUBLIC	:	4
MEMBERS OF THE PRESS	:	AMR Times

2.1 Apologies

Director Sustainable Development and Infrastructure, Nick Logan

2.2. Approved Leave of Absence

Cr Julia Meldrum

3. DISCLOSURES OF INTEREST

3.1 Item 11.2.2 Bush Fire Advisory Committee Meeting Minutes – 18 August 2020 – Impartiality Interest – Cr Earl

Cr Earl disclosed an impartiality interest in Item 11.2.2 Bush Fire Advisory Committee Meeting Minutes – 18 August 2020. The nature of the interest being:

'I am a member of the Cowaramup Bush Fire Brigade.'

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 9 September 2020

MOTION / COUNCIL DECISION

CR KENNAUGH, CR CRISTOFFANINI OM2020/185

That Council confirms the minutes of the Ordinary Council Meeting held on 9 September 2020 to be a true and correct record of the meeting.

CARRIED 6/0

7. DEPUTATIONS

7.1 Item 11.2.1 Proposed Chalet Lot 12 Brockman Road, Cowaramup

Ms Simone Bradshaw and Mr Alan Bradshaw of 427 Brockman Road, Cowaramup, addressed the meeting in relation to Item 11.2.1 Proposed Chalet Lot 12 Brockman Road, Cowaramup.

8. PETITIONS

Nil

9. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

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

Nil

11. REPORTS OF COMMITTEES AND EMPLOYEE REPORTS

11.1. Chief Executive Officer

11.1. CHIEF EXECUTIVE OFFICER

Nil

11.2. Sustainable Development and Infrastructure

11.2.1 PROPOSED CHALET LOT 12 BROCKMAN ROAD COWARAMUP

LOCATION/ADDRESS	Lot 12 Brockman Road Cowaramup
APPLICANT/LANDOWNER	Simala Holdings Pty Ltd
FILE REFERENCE	PTY/12214 P220045
REPORT AUTHOR	Lezia Sandon, Planning Officer
AUTHORISING OFFICER	Nick Logan, Director Sustainable Development and Infrastructure

IN BRIEF

- The application is a proposal to change the use of an existing 'Ancillary Dwelling' to 'Chalet' to allow it to be used for short stay tourism purposes.
- The proposal would result in there being three chalets on the site, one more than is otherwise allowed by the Scheme.
- The Shire has a policy position of not allowing short stay use of ancillary dwellings.
- Due to the inconsistency of the proposal with the applicable scheme and policy, it is recommended for refusal.

RECOMMENDATION

That Council refuses Development Approval pursuant to Clause 68(2) of the Deemed Provisions of Local Planning Scheme No. 1 for a Chalet at 427 (Lot 12) Brockman Road, Cowaramup.

LOCATION PLAN

Lot 12 Brockman Road, Cowaramup (the Site) is 15ha in area, and currently zoned 'Bushland Protection' (see figure 1 below). The location of development on the site is controlled via a building envelope with surrounding bushland being protected by a covenant to the benefit of the National Trust.



Figure 1: Location Plan

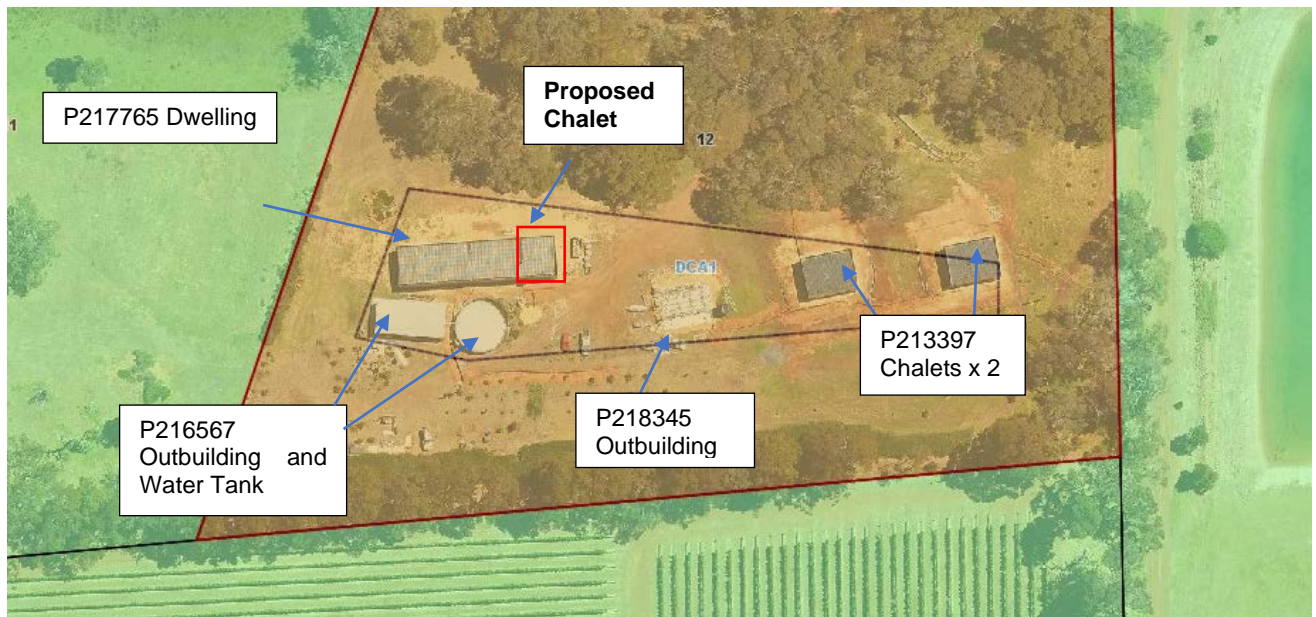


Figure 2: Site Plan

TABLED ITEMS

Nil

BACKGROUND

The proposal was considered by the Shire's Development Assessment Unit (DAU) on 4 August 2020 and was recommended for refusal. The application was subsequently 'called in' for determination by Council.

The parent lot received development approval for two chalets in 2013 (P213397). The Site was subsequently created through a conservation subdivision in 2014. The dwelling which exists on the site was approved in 2018.

THE PROPOSAL

The site is developed with a single storey dwelling with attached ancillary dwelling, two (2) outbuildings, water tank and two (2) chalets (see figure 2).

The application was submitted as an application for Bed and Breakfast, however it is proposed that guests be self sufficient in all respects, and therefore the proposal was altered to define the intended land use as 'chalet'. Chalet is defined by LPS1 as – "a self-contained accommodation unit (i.e. containing cooking, bathroom, sleeping and living area facilities) used for short term accommodation."

The chalet will accommodate a maximum of two (2) guests with access from an existing driveway. It will be located within the building envelope and requires no additional internal or external modifications.

PLANNING FRAMEWORK

Local Planning Scheme No.1 (LPS1)

The Site is zoned Bushland Protection by LPS1. One of the purposes of the zone is:
"To restrict the type, scale and distribution of land uses and development that will be considered on lands possessing special biodiversity values to those that will not adversely affect those values."

Chalet is an 'A' within the zone, meaning that it is not permitted unless the local government has exercised discretion subject to advertising in accordance with clause 64 of the Deemed Provisions.

Clause 4.15.8 of LPS1 sets out development standard for lots zoned Bushland Protection which include:

- (a) *Tourism development within the Bushland Protection zone shall be low impact in conformity with the objectives of the zone, shall comply with the definition of Low Impact Tourist Development.*

- (b) *The number of chalets/cabins or guest house accommodation permitted on any lot shall not exceed 2 chalets/cabins or 4 guest bedrooms. Tourist development shall include an onsite manager.*

Clause 5.5 of LPS1 allows Council to vary development standards or requirements set by the Scheme. Clause 5.5.3 states that:

“The power conferred by this clause may only be exercised if the local government is satisfied that:

(a) *approval of the proposed development would be appropriate having regard to the criteria set out in clause 67 of the Deemed Provisions; and*

(b) *the non-compliance will not have an adverse effect upon the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.”*

Clause 67, requires Council to take into account such things as:

- any local planning policy for the Scheme area; and
- the aims and provisions of the Scheme

Local Planning Policy 7 Short Stay Accommodation (LPP7)

LPP7 relevantly states that:

Ancillary Dwellings are not to be used for short term accommodation (AD1)

The purpose of the policy is to retain ancillary dwellings for affordable long stay rental purposes.

CONSULTATION AND ADVICE

The application was referred to surrounding landowners within a two (2) kilometre radius from the site as per the Shire's *Non Rural Uses in Rural Zones* guidelines. The application received three (3) submission of support.

Comments received from DFES regarding the suitability of the BMP have been addressed through modifications to the plan.

DISCUSSION / OFFICER COMMENTS

Having regard to the scheme provisions and policy that apply to the site, the proposal is recommended for refusal for the following reasons:

- The Shire's policy as outlined by way of LPP7 is to retain ancillary dwellings where possible due to the important role they play in providing lower cost rental accommodation.
- The Scheme requirements for the Bushland Protection zone are premised on achieving a form of the development which is 'low impact' with a maximum of 2 chalets being the upper limit set in order to achieve that objective.

STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS

The proponent will have the right to request the State Administrative Tribunal review Council's decision if the proposal is refused.

STRATEGIC PLAN / POLICY IMPLICATIONS

Community Strategic Plan 2036 (CSP)

Corporate Business Plan 2020-2024

Key Result Area 3: Managing Growth Sustainably

Community Outcome: Clearly defined areas for growth and renewal

Strategic Response: Implement Local Planning Scheme.

Service level strategy/plan: Provide Planning Services.

PLANNING FRAMEWORK

Nil

FINANCIAL IMPLICATIONS

Implications

Nil

Long Term Financial Plan

Nil

Whole of Lifecycle considerations

Nil

SUSTAINABILITY IMPLICATIONS

Environmental

Nil. The proposal relates to an existing developed structure on the site.

Social

The proposal has the potential to reduce the amount of small and affordable rental accommodation available.

Economic

Short stay use as intended has the potential to attract visitors to the region supporting local businesses and providing employment.

ADVOCACY

Nil

IMPLICATIONS OF ALTERNATIVE RESOLUTION

Council have the ability to vary the development standards of the scheme and approve the development, with or without conditions. If approval is given, Council will be required to provide reasons for the decision based upon valid planning considerations.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council refuses to grant Development Approval pursuant to Clause 68(2) of the Deemed Provisions of Local Planning Scheme No. 1 for a Chalet at 427 (Lot 12) Brockman Road, Cowaramup for the following reasons:

1. The proposal is inconsistent with Clause 4.15.8 (b) of LPS1 in that the number of chalets proposed will exceed the limit of two.
2. The proposal is inconsistent with the Bushland Protection zoning of the lot, which aims to restrict development to that which is low impact in nature.
3. The proposal is inconsistent with the objectives and requirements of *Local Planning Policy 7- Short Stay Accommodation* which seek to retain ancillary dwellings as a form of lower cost residential accommodation and therefore require that Ancillary Dwellings are not to be used for short stay purposes.
4. The proposal is inconsistent with the orderly and proper planning of the locality.
5. The intensity and nature of the proposed use is incompatible with the existing and future character of the area as envisaged by Council.

ADVICE TO APPLICANT / PROPONENT

Nil

ATTACHMENTS

1. Site Plans

RECOMMENDATION

CR GODDEN, CR

That Council refuses to grant Development Approval pursuant to Clause 68(2) of the Deemed Provisions of Local Planning Scheme No. 1 for a Chalet at 427 (Lot 12) Brockman Road, Cowaramup for the following reasons:

1. The proposal is inconsistent with Clause 4.15.8 (b) of LPS1 in that the number of chalets proposed will exceed the limit of two.
2. The proposal is inconsistent with the Bushland Protection zoning of the lot, which aims to restrict development to that which is low impact in nature.
3. The proposal is inconsistent with the objectives and requirements of *Local Planning Policy 7- Short Stay Accommodation* which seek to retain ancillary dwellings as a form of lower cost residential accommodation and therefore require that Ancillary Dwellings are not to be used for short stay purposes.
4. The proposal is inconsistent with the orderly and proper planning of the locality.
5. The intensity and nature of the proposed use is incompatible with the existing and future character of the area as envisaged by Council.

0/0

The motion lapsed for want of a seconder.

Cr Cristoffanini moved the following alternative motion:

ALTERNATIVE MOTION / COUNCIL DECISION

CR CRISTOFFANINI, CR MCLEOD OM2020/186

1. That the Council GRANTS Planning Consent pursuant to Clause 68(2) of the Deemed Provisions of Local Planning Scheme No. 1 for a Chalet at 427 (Lot 12) Brockman Road, Cowaramup subject to compliance with the following conditions:

CONDITIONS

- a) The development is to be carried out in compliance with the plans and documentation listed below and endorsed with Council's stamp, except where amended by other conditions of this consent.

Plans and Specifications	P1 to P2 received by the Shire on the 21 January 2020
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- b) If the development, the subject of this approval, is not substantially commenced within two (2) years from the date of this letter, the approval shall lapse and be of no further effect. Where an approval has lapsed, development is prohibited without further approval being obtained.
- c) This approval is for short stay accommodation only. This means accommodation by a person or group of people for a period of less than three (3) months in any one 12-month period. The Chalet shall not be used for permanent residential purposes.
- d) A chalet manager is to reside on-site. (Refer advice note 'a').
- e) The total number of guests for the Chalet shall not exceed two (2) adults at any one time.
- f) The approved Bushfire Management Plan (prepared by Ecosystem Solutions dated 22 May 2020), shall be implemented on site prior to commencement of the Chalet use and shall be maintained at all times thereafter.
- g) Certification is to be provided to the Shire by an accredited Bushfire Consultant that all bushfire management actions detailed in the approved Bushfire Management Plan have been implemented prior to commencement of the use of the Chalet.
- h) The approved Bushfire Emergency Evacuation Plan shall be displayed in a conspicuous location within the dwelling at all times.

ADVICE NOTES

- a) If at any time there is not an appointed manager or a contactable employee of the manager for the site, the use must cease until such time as a manager is appointed.
 - b) The development is to provide a potable water source in accordance with *The Australian Drinking Water Guidelines*. Any untreated water supply that is available to the public shall be provided with signage stating that water is not treated.
 - c) Rainwater storage tank(s) should be sealed to prevent the ingress of dust and to prevent mosquito breeding. A first flush diverter should be installed in line to enable flushing of dust and other sources of contamination deposited on roof catchment and in drainage lines, to minimise contaminants entering water storage tank.
 - d) If the proponent intends to supply / prepare food for guests, application will need to be made to register the business in accordance with the *Food Act 2008*. Food provided and the food preparation areas will need to comply with the requirements of the Food Standards Australia New Zealand.
 - e) The proponent will need to ensure that the occupants of the Chalet comply with the requirements of the *Environmental Protection (Noise) Regulations 1997*.
 - f) You are advised of the need to comply with the requirements of the following other legislation:
 - (i) This is not a Building Permit. A Building Permit must be issued by the relevant Permit Authority before any work commences on site as per the *Building Act 2011*;
 - (ii) *Health (Miscellaneous Provisions) Act 1911* and Department requirements in respect to the development and use of the premises; and
 - (iii) The *Bush Fires Act 1954* as amended, Section 33(3), Annual Bush Fires Notice applies to this property. The site is recommended to have a minimum 3m wide fire break.
 - i) An apparatus for the onsite treatment and disposal of wastewater shall be installed in accordance with the *Health (Treatment of Sewage and Disposal of Effluent & Liquid Waste) Regulations 1974* and to the satisfaction of the Local Government/Department of Health prior to occupation of the building.
 - j) The development is to provide a potable water source in accordance with *The Australian Drinking Water Guidelines*.
 - k) Any untreated water supply that is available to the public shall be provided with signage stating that water is not treated.
2. The decision to depart from the Officer's recommendation in this instance is due to:
- a) There being no further development arising from this proposal on the site;
 - b) The intent to retain ancillary dwellings for affordable long term rental not being compromised due to the location and layout of the existing structure making it unfavourable for this use; and
 - c) The resultant number and size of the chalets will not accommodate any more guests than would otherwise be allowed by LPS1.

CARRIED 5/1
CR GODDEN VOTED AGAINST

11.2.2 BUSH FIRE ADVISORY COMMITTEE MEETING – 19 AUGUST 2020

LOCATION/ADDRESS	Shire of Augusta Margaret River
APPLICANT/LANDOWNER	Shire of Augusta Margaret River
FILE REFERENCE	EMS/4
REPORT AUTHOR	Adam Jasper, Community Emergency Services Manager
AUTHORISING OFFICER	Nick Logan, Director Sustainable Development and Infrastructure

Cr Earl disclosed an impartiality interest at Item 3.1.

IN BRIEF

- On 19 August 2020, the Bush Fire Advisory Committee (BFAC) held its third quarterly meeting of the year and members provided their quarterly reports.
- Shire Coordinator Ranger Services, Sharon McTaggart, gave a presentation on the proposed changes to the Draft 2020-21 Firebreak Notice and Information Booklet and requested feedback from the Committee.
- Western Power representative, Carlos Gamez, attended the meeting and gave a presentation on mitigation of fuel around their asset base.
- Nominations for the positions of Shire Deputy Chief Bush Fire Control Officer (DCBFCO), Osmington and Prevelly Fire Control Officers (FCO) and Wallcliffe Bush Fire Brigade (BFB) BFAC Proxy were received.
- Community Emergency Services Manager (CESM), Adam Jasper, updated the Committee on the Shire's Mitigation Activity Funding.

RECOMMENDATION

That Council:

1. Receives the unconfirmed minutes of the Augusta Margaret River Bush Fire Advisory Committee meeting held 19 August 2020.
 2. Notes the appointment by the Chief Executive Officer of Quentin Blunsdon to the position of Deputy Chief Bush Fire Control Officer.
 3. Notes the appointment by the Chief Executive Officer of Shaun Palmer and Rod Dilkes to the positions of Osmington FCO and Prevelly FCO respectively.
 4. Endorses the nomination of Robert Barnett to the position of Wallcliffe Bush Fire Brigade BFAC Proxy.
-

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

- Chief Executive Officer
- Director Sustainable Development and Infrastructure Services
- Community Emergency Services Manager

- Ranger Services

DISCUSSION / OFFICER COMMENTS

2020-21 Firebreak Notice and Bushfire Information booklet

Shire Coordinator Ranger Services facilitated a brief presentation, providing Committee members with information regarding the proposed changes to the Draft 2020-21 Firebreak Notice and Bushfire Information booklet.

The Committee was briefed that the Notice and booklet will generally remain the same as last year, with the main proposed amendment being the increase in the width of trafficable firebreaks from two (2) metres to three (3) metres for residential and rural residential lots 4001sqm and over. Rural lots (excluding plantations, vineyards, orchards and olive groves) would also require 3-metre wide trafficable firebreaks within 100 metres of a boundary that abuts a road reserve, except where the land is being actively grazed or maintained to less than 10cm.

The Shire Coordinator Ranger Services advised the meeting that proposed change, would be implemented over a number of years and that the Shire would work with landowners to find suitable solutions to any issues they may have, and variations may be required where it is not practical to widen existing firebreaks.

Shire Coordinator Ranger Services informed the meeting that our Shire is one of only two Local Governments in Western Australia that still have the 2-metre firebreak requirement, so this change would bring us into line with other Local Governments within WA and the rest of the country, as well as comply with DFES and the Department of Planning, Lands and Heritage (DPLH) standards and guidelines.

Other proposed amendments to the Notice included changes to the wording in the General Information section of the booklet to more clearly explain Permit requirements during the Spring/Summer and Autumn Restricted Burning Periods. Information regarding the use of campfires during these periods has also been amended to include firepits.

The Committee provided Shire Coordinator Ranger Services with their feedback, which included comments around:

- The cost to landowners to make changes to their firebreaks and possible penalties from the Shire for non-compliance.
- That the current width of firebreak ploughs were 1.8 or 2.4 metres, therefore, increasing the width of firebreaks to 3 metres would require double the work and time to complete this requirement.
- Support for the introduction of 3-metre wide mineral earth firebreaks, with a 4-metre x 4-metre vehicle clearance, on all new developments, but not support for any retrospective introduction for existing 2-metre mineral earth firebreaks, and that landowners should be encouraged to widen their firebreak vehicle clearances to 4-metres to allow for fire appliance access. Also, that in bush areas, consideration should be given for adequate turn arounds and passing areas.

Since the BFAC meeting was held, the feedback provided by its members has been considered and further review of the Draft 2020-21 Firebreak Notice is currently being undertaken prior to its distribution later this month.

The 2020-21 Firebreak Notice and Bushfire Information booklet will be accompanied by a cover letter and will be distributed to all landowners within the shire in October. The 2020-21 Notice will also include a Frequently Asked Questions information sheet regarding the increase in firebreak width to advise landowners of the reasons why this particular change has been implemented and potentially answer any queries or concerns they may have regarding this change.

Western Power Presentation

At the BFAC meeting held on 20 May 2020, Wallcliffe BFB requested that the Shire contact Western Power to ask them to address the build-up of fuel under their transmission lines before the next fire season.

As requested, Shire CESM, contacted Western Power and extended the invitation for a representative to attend the next BFAC meeting to address these concerns. Western Power Head of Function Asset Performance, Mr Carlos Gamez, attended the meeting and gave a presentation on the management of vegetation around their asset base, which included some very impressive 3D mapping and looked at the specific areas the Brigades had raised their concerns about.

Members were asked to forward any further queries to Mr Jasper so that they could be on sent to Mr Gamez for further clarification.

Nominations of DCBFCO, FCOs and BFAC Proxy

Due to the resignations of three members from their FCO positions, nominations for the following positions were received at the meeting:

- Shire DCBFCO – Quentin Blunsdon
- Osmington FCO – Shaun Palmer
- Prevelly FCO – Rodney Dilkes

Subsequent recommendations to the Chief Executive Officer (CEO) to appoint the above to the relevant positions were made.

Wallcliffe BFB also nominated Robert Barnett for the position of BFAC Proxy for Council consideration, following the resignation of the current Proxy from the Committee.

Mitigation Activity Fund and Bushfire Risk Management Coordinator Update

Shire CESM, updated the Committee on the Shire's Mitigation Activity Fund via a presentation outlining the proposed mitigation activities planned for 2020/21.

The CESM also informed the Committee that the Shire had received a response from the DFES Bushfire Risk Management Branch regarding the request for consideration of funding for a full time Bushfire Risk Management Coordinator for the Shire of Augusta Margaret River. The response was that, at this stage, there were no plans to extend the current contract or for additional funds for the position.

The CESM noted that there had since been further discussion of the matter at a recent CapeROC meeting and correspondence regarding a continuation of funding was being drafted.

Recognition of Service

Following the recent resignation of John Matten from his position as Captain of the Molloy Island BFB, Karridale Bush Fire Brigade Delegate and Hamelin Bay FCO, Simon Hanson, moved a motion to recognise the contribution made to the Shire and the Molloy Island Bush Fire Brigade by Mr Matten, after a dedicated 10 years of service.

Please refer to the attachments listed at the end of this report for further and more detailed information on items discussed at the meeting.

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 2020-2024

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

Implications

Nil

Long Term Financial Plan

Nil

Whole of Lifecycle considerations

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.

ADVOCACY

Nil

IMPLICATIONS OF ALTERNATIVE RESOLUTION

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council:

1. Receives the unconfirmed minutes of the Augusta Margaret River Bush Fire Advisory Committee meeting held 19 August 2020;
2. Notes the appointment by the Chief Executive Officer of Quentin Blunsdon to the position of Deputy Chief Bush Fire Control Officer;
3. Notes the appointment by the Chief Executive Officer of Shaun Palmer and Rod Dilkes to the positions of Osmington FCO and Prevelly FCO respectively; and
4. Endorses the nomination of Robert Barnett to the position of Wallcliffe Bush Fire Brigade BFAC Proxy.

ADVICE TO APPLICANT / PROPONENT

Nil

ATTACHMENTS

1. Unconfirmed Bush Fire Advisory Committee Meeting Minutes and Attachments – 19 August 2020.

RECOMMENDATION / COUNCIL DECISION

CR KENNAUGH, CR DANIEL OM2020/187

That Council:

1. **Receives the unconfirmed minutes of the Augusta Margaret River Bush Fire Advisory Committee meeting held 19 August 2020;**
2. **Notes the appointment by the Chief Executive Officer of Quentin Blunsdon to the position of Deputy Chief Bush Fire Control Officer;**
3. **Notes the appointment by the Chief Executive Officer of Shaun Palmer and Rod Dilkes to the positions of Osmington FCO and Prevelly FCO respectively; and**
4. **Endorses the nomination of Robert Barnett to the position of Wallcliffe Bush Fire Brigade BFAC Proxy.**

CARRIED 6/0

11.2.3 LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING 11 AUGUST 2020

LOCATION/ADDRESS	Shire of Augusta Margaret River
APPLICANT/LANDOWNER	Shire of Augusta Margaret River
FILE REFERENCE	EMS/3
REPORT AUTHOR	Adam Jasper, Community Emergency Services Manager
AUTHORISING OFFICER	Nick Logan, Director Sustainable Development and Infrastructure

IN BRIEF

- On 11 August 2020, the Local Emergency Management Committee (LEMC) held its third meeting of the year.
- Attending agencies provided their quarterly reports.
- DFES District Emergency Management Advisor SW, Vik Cheema, attended the meeting to inform members of recent amendments to the State Emergency Management Policy.
- Shire Recovery Coordinator, Nigel Anderson, informed the meeting of the distribution of funds to date from the Shire's Community Care package.
- Shire Community Emergency Services Manager (CESM), Adam Jasper, facilitated a Hypothetical Exercise.
- Water Corporation extended an invitation for the next LEMC meeting to be held at the Water Corporation facility in Margaret River.

RECOMMENDATION

That Council receives the unconfirmed minutes of the Augusta Margaret River Local Emergency Management Committee meeting held 11 August 2020.

LOCATION PLAN

Nil

TABLED ITEMS

Nil

BACKGROUND

The Local Emergency Management Committee meetings are held quarterly on the second Tuesday of the month.

CONSULTATION AND ADVICE

External Consultation

- LEMC delegates

Internal Consultation

- Director Sustainable Development and Infrastructure Services
- Manager Human and Community Services (Shire Recovery Coordinator)
- Community Emergency Services Manager
- Ranger Services

DISCUSSION / OFFICER COMMENTS

Updates to the State Emergency Management (EM) Policy

DFES District Emergency Management Advisor SW, Vik Cheema, advised the meeting that the State Emergency Management Policy and Plan have been amended to facilitate the State Government approved whole of government approach to Western Australia's recovery from the COVID-19 pandemic. These amendments were approved by the State Emergency Management Committee (SEMC) on 21 July 2020.

An appendix has been included in the Policy and Plan which permits the State Recovery Controller to continue leading the whole of government approach to WA's recovery from the pandemic, whilst removing the responsibility of the Local Governments recovery functions as prescribed in the State Emergency management Framework.

Mr Cheema stated that the pandemic was unprecedented, and normally local governments have a very specific recovery role on behalf of the community. However, due to the scale of the disaster and its impact, it is challenging recovery at all levels. Therefore, the State will lead the recovery, supported by national and local governments, but local governments still have a very important role to play.

More detailed information on the recent amendments can be found within Mr Cheema's report in the attachments listed at the end of this report. All documents are also now available on the SEMC Website [State EM Policy](#) [State EM Plan](#) [State Support Plan - Emergency Welfare](#).

Shire COVID-19 Recovery – Community Care Package

The Shire of Augusta Margaret River's Community Care Package was enacted to look at direct COVID relief needs for local business and community groups. This program is now being transitioned to a model for ongoing recovery focused on a hardship fund, economic stimulus and community resilience.

Shire Recovery Coordinator, Nigel Anderson, advised the Committee that \$406,000 from the package had already been distributed to 12 recipients.

He added that two more community grants are currently being advertised on the Shire website and other media platforms, with Council looking into further initiatives.

Hypothetical Exercise – Water Corporation

Shire Community Emergency Services Manager (CESM), Adam Jasper, facilitated a Hypothetical Exercise scenario where, due to a storm event, damage to Water Corporation infrastructure at the Ten Mile Brook Dam pumping site has resulted in the town's water supply being compromised.

Members discussed the scenario and the impacts it would have on their ability to continue to provide their services to the community. The group also discussed the way in which this scenario would be communicated to the general public and what options and alternatives might be available should this worst-case scenario occur, such as accessing water tanks, utilising dams, distribution of drinking water via helicopter, etc.

Please refer to the attachments listed at the end of this report for further and more detailed information on items discussed at the meeting.

STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS

Section 36(a) *Emergency Management Act 2005*
Section 38(1) *Emergency Management Act 2005*
Sections 41, 42 & 43 *Emergency Management Act 2005*

STRATEGIC PLAN / POLICY IMPLICATIONS

Community Strategic Plan 2036 (CSP)

Corporate Business Plan 2020-2024

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.

Community Outcome 6: Safer Communities

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

PLANNING FRAMEWORK

Nil

FINANCIAL IMPLICATIONS

Implications

Nil

Long Term Financial Plan

Nil

Whole of Lifecycle considerations

Nil

SUSTAINABILITY IMPLICATIONS

Environmental

Preparedness, timing, response and support to local emergencies will reduce any impact on the environment from an emergency situation.

Social

An effective LEMC will assist the community in the response and recovery phases of an emergency.

Economic

An effective LEMC has the potential to reduce the likelihood and consequence of an emergency impacting on economic wellbeing of the local community.

ADVOCACY

Nil

IMPLICATIONS OF ALTERNATIVE RESOLUTION

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council receives the unconfirmed minutes of the Augusta Margaret River Local Emergency Management Committee meeting held 11 August 2020.

ADVICE TO APPLICANT / PROPONENT

Nil

ATTACHMENTS

1. Unconfirmed Local Emergency Management Committee Meeting Minutes and Attachments – 11 August 2020.

RECOMMENDATION / COUNCIL DECISION

CR CRISTOFFANINI, CR DANIEL OM2020/188

That Council receives the unconfirmed minutes of the Augusta Margaret River Local Emergency Management Committee meeting held 11 August 2020.

CARRIED 6/0

11.3. Corporate and Community Services

11.3.1 FINAL STRENGTHENING COMMUNITY CAPACITY POLICY AND PLAN 2020-25

LOCATION/ADDRESS	N/A
APPLICANT/LANDOWNER	Shire of Augusta Margaret River
FILE REFERENCE	CSV/169
REPORT AUTHOR	Jason Cleary, Community Planning and Development
AUTHORISING OFFICER	James Shepherd, Director Corporate and Community Services

An addendum was published on 17 September 2020, with minor updates to the report.

REASON

The report was been updated to include detail about the submission received during the public consultation period and how the feedback was integrated into the final plan. Minor administration amendments were also made to improve the flow for readability without changing the intent of the final report.

IN BRIEF

- Shire officers have drafted a new policy and plan focused on asset-based capacity building by working with community leaders and volunteers across community groups, not-for-profits and social enterprises
- This approach aims to draw on community knowledge, energy and networks to deliver improved community resilience and response throughout the community and seeks to replace the Shire's *CCSP18 Safer Communities Policy*
- The purpose of the policy and plan is to provide clear direction for the Shire's Community Planning and Development team as well as other Shire service areas that work closely with community groups
- The plan is intended to best respond to what community leaders need, maximise the use of available resources and reach of a largely diverse and active community
- The plan was put out for final community consultation following Council endorsement of the final drafts at the Council Meeting held on 22 July 2020 (OM2020/142)
- One minor change has been made to the plan following community feedback.

RECOMMENDATION

That Council endorses the Final Strengthening Community Capacity Policy and Plan (as shown in Attachments 1 and 2) for implementation.

BACKGROUND

The Augusta Margaret River community and the local government sector is changing. Sustaining a resilient community is a priority for our shire and doing so in partnership with community and all levels of government is required in order to achieve sustainable and meaningful results. The traditional approach for local government in the area of community capacity building focused on areas of Community Safety; Injury and Crime prevention, however the focus for local governments has now shifted to enabling communities to be healthy and resilient.

Two report projects from 2018-19 have been important inputs into this work, including:

1. Mental Health and Wellbeing in the Shire of Augusta Margaret River. This report was developed by the Centre for Remote and Regional Mental Health at the University of Newcastle and commissioned and facilitated by the Lishman Health Foundation. Research was conducted from November 2018 to May 2019. Researchers visited the shire twice during this period whilst

Shire officers delivered hands on support for the community engagement; these activities informed the report alongside detailed analysis of regional health data. The final report was delivered in June 2019 with findings showing a greater socio-economic divide in our community than commonly acknowledged. Health data also showed increasing mental health diagnosis, self-harm presentation at local hospitals, domestic violence and drug and alcohol issues.

2. Service Mapping for the AMR Shire, by the Western Australia Primary Health Alliance (WAPHA) and GP Down South. This was done in close partnership with the Shire and shire staff, with the GP Down South officer located in the community development team throughout the twelve month period and assisting with recovery efforts following the Osmington tragedy in 2018. This project report was delivered in August 2019 and identified various gaps in community and social services which would support community wellbeing. It also provided recommendations for integration and increased access to services, a focus on working with agencies to assist in promotion, upskilling and communication with GPs, a cross sectional approach to support a sustainable economy, innovation/entrepreneurialism and the development of social enterprises and affordable housing.

CONSULTATION AND ADVICE

EXTERNAL CONSULTATION

Community engagement was then conducted from November through to January 2020 to aid in the development of this plan. This work included:

- Community Leaders Forum held in November 2019, with approximately 50 attendees
- Review of all data and feedback received from previous local wellbeing reports, including the extensive community engagement received through 2018-19 and 2019-18 with Shire officers being involved in this work
- Analysis of vulnerable community's data from social atlas and census data
- Review of existing community development activities within the Shire and determination of priority areas for action
- Working with Shire staff to ensure integration, particularly with community engagement received through the Shire's Public Health Plan and Sustainable Economy Strategy
- Partnering with the Mental Health Commission and Mindful Margaret River to develop a community action plan which reaches shared objectives.

Community engagement during the response and recovery to significant events such as the Bushfires in 2011, the Osmington tragedy in 2018 and COVID-19 in 2020. Key feedback received during these times have greatly contributed to the development of this plan.

One response was received during the final round of consultation from LuckyK. This response was incorporated into changes at 3.4.3 – Sustainable Economies and Livelihoods. The original action was:

- Work with the local chambers and progress associations to enable greater feedback and input into social, environmental and economic projects within each townsite.

Changed to the following:

- Work with the local chambers and progress associations to enable greater feedback and input into social, environmental and economic projects within each townsite and understand gaps in services across the Shire.

As the Shire can only advocate for the need for services such as childcare it is important we are able to understand gaps in such services and what our role may be in trying to enable opportunities for these services to be developed and/or expanded.

No further changes were required for the Policy document.

INTERNAL CONSULTATION

These documents have been developed in close consultation with Sustainable Development including Sustainable Economy and Environmental Health with their respective strategic documents. The Shire Executive have also provided review.

DISCUSSION / OFFICER COMMENTS

There is no neat, linear approach to community development. The process required to support a welcoming, connected and resilient community needs to occur in partnership with and utilise the knowledge, skills and wisdom of the community. The guiding principles of the policy bring to life the values and approaches that the team have been employing over recent years and which best support an asset and place-based approach for meaningful working relationship with community.

The key objective of the Shire's Strengthening Community Capacity Plan 2020-24 is to strengthen the capacity, and in turn the resilience, of the Augusta Margaret River community, specifically with volunteers and community groups. The purpose of this work is to facilitate community action, where volunteers can be supported and empowered to achieve their aspirations and address identified community needs particularly those aligned with the United Nations Sustainable Development Goals. The principles of this plan seek to support healthy people and places through:

- Valuing the strengths of others
- Partnering with community members and groups to achieve shared vision and goals
- Acknowledging integration of community capital including physical, natural environment, economic, social and human assets
- Supporting the development of a fair and just community where no one is left behind, and
- Supporting community groups to be sustainable in order to mitigate, adapt and protect all members of our community to withstand climate events.

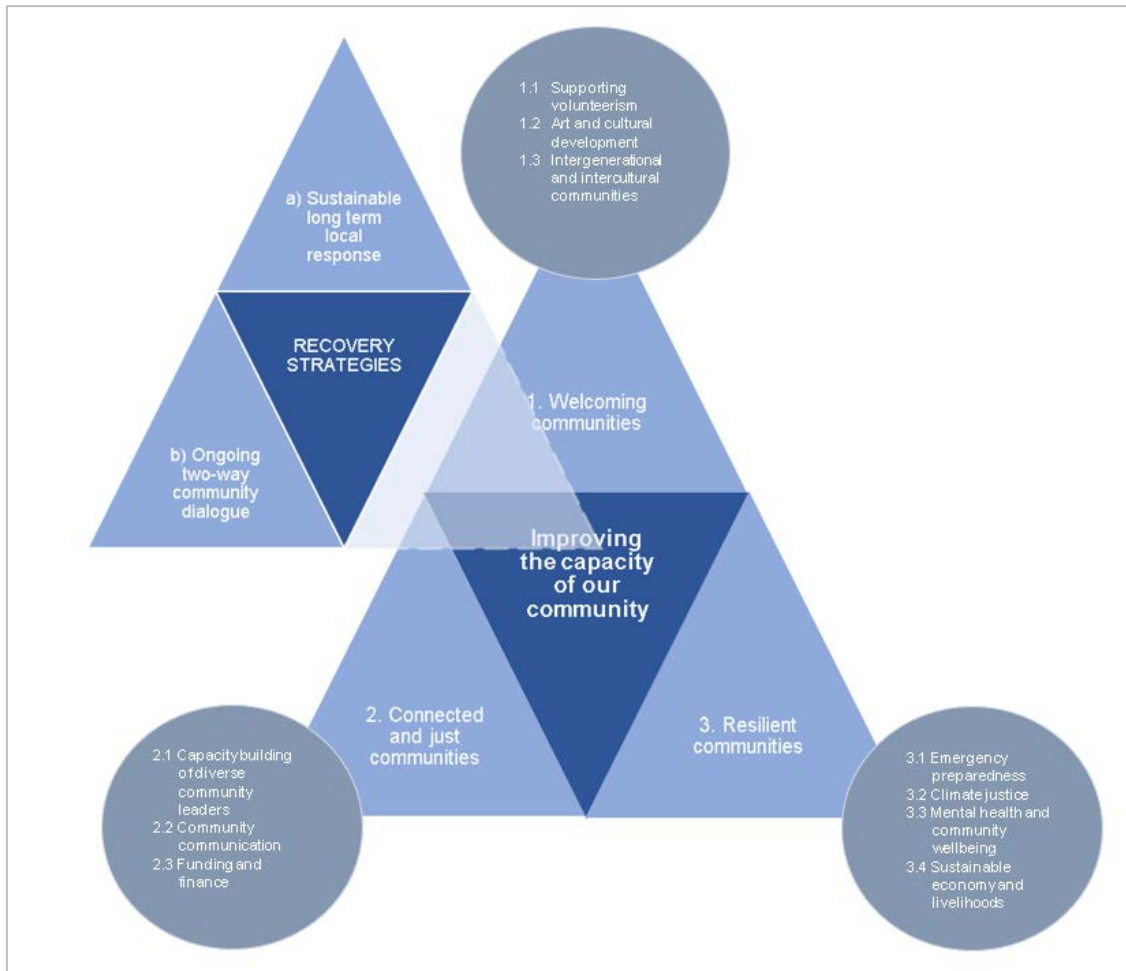
The principles apply to three broad levels of activity:

- Individual: community members including families, extended families and small groups
- Organisations: community based organisations including both informal and incorporated groups, community-controlled organisations, non-government organisations, and
- Broad system: local government and other state bodies operating at a local level.

The plan has been developed through examination of various research pieces; both from within and outside of the shire community. The analysis includes review of industry best practice from government and non-government agencies, as well as thorough community engagement conducted during 2019-20. Findings from this analysis has identified three key goal areas to support the creation of a strong, connected and resilient community which is able to respond to crisis and local recovery efforts:

1. **Welcoming communities:** Welcoming Communities recognise that communities are healthier, happier and more productive when newcomers and community members are welcomed and participate fully in society and in the local economy.
2. **Connected and just communities:** Connected and just communities operate fairly and are beneficial for individuals, families as well as the whole community. Community members, volunteers and community group leaders know their communities best and have a huge opportunity to effect systematic change particularly in social justice.
3. **Resilient communities:** Resilient communities are able to respond to incidents, have the ability to cope effectively with crises, learn from adversity and respond to climate justice. This brings together health and human services agencies, our business sector, non-government and government agencies.

This plan also delivers a template for local recovery action in the case of a local emergency, with two key strategies to guide community response. This could be presented as a local recovery plan, bespoke for any climate related or social impact event, as shown below:

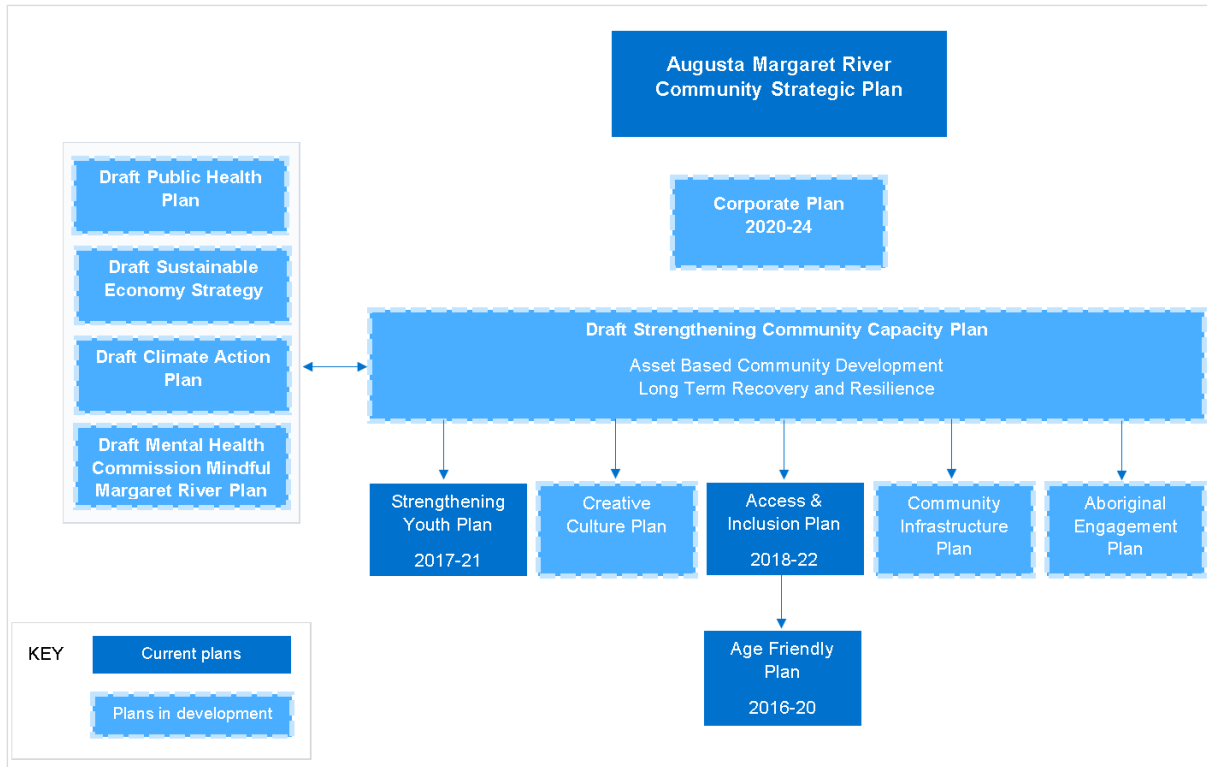


In recent years the Shire has been in recovery and response phase multiple times; this is anticipated to continue due to factors such as climate change and other social dynamics. It is acknowledged that planning and facilitating the community response and recovery in recent years has used significant staff resources within Shire community development team; with recovery actions taking priority this has delayed the implementation of regular programs and activities. Responding to incidents may therefore require additional resources in order to best respond and this should be planned for accordingly.

The Shire's overall response is focused on the support for non-profit and community groups, particularly across the following areas:

- Community activation
- Volunteering
- Funding and finance
- Research and evaluation, and
- Advocacy.

Using the fundamental principles of an Asset Based Community Development approach to plan and develop services this plan supports sustainable initiatives, integrated services, programs and projects which contribute to a connected, inclusive and resilient Augusta Margaret River community. Integration with other Shire and community development plans and key documents is provided below.



STATUTORY ENVIRONMENT / LEGAL IMPLICATIONS

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

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

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

STRATEGIC PLAN / POLICY IMPLICATIONS

Community Strategic Plan 2036 (CSP)

Corporate Business Plan 2020-2024

Key Result Area 2: Welcoming, inclusive and healthy communities

Community Outcome 1: Evolving cultural values are respected and adopted

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

2.1.2.1 – Implement the Creative Blueprint including the Spare Plinth Program and Public Art Policy, and review every four years.

PLANNING FRAMEWORK

Nil

FINANCIAL IMPLICATIONS

Approximately \$100,000 is allocated in the 2020-21 annual budget for community capacity related grants and specific activities.

SUSTAINABILITY IMPLICATIONS

Environmental

This policy and plan has been developed to support and compliment environmental community group activities and Shire environmental programs like the Environmental Management Fund.

Social

This policy and plan follows a triple bottom line approach and is intended to directly support social, environmental and economic community outcomes through community groups and volunteers, and in collaboration with other Shire service areas.

Economic

This policy and plan has been developed to support and compliment the Shire's draft Sustainable Economy Strategy.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council endorses the Final Strengthening Community Capacity Policy and Plan (as shown in Attachments 1 and 2) for implementation.

ADVICE TO APPLICANT / PROPONENT

Nil

ATTACHMENTS

1. Draft Strengthening Community Capacity Policy
2. Draft Strengthening Community Capacity Plan
3. Draft Strengthening Community Capacity Plan Survey Response Report

RECOMMENDATION / COUNCIL DECISION

CR GODDEN, CR KENNAUGH OM2020/189

That Council endorses the Final Strengthening Community Capacity Policy and Plan (as shown in Attachments 1 and 2) for implementation.

CARRIED 6/0

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

Nil

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

Nil

16. CLOSURE OF MEETING

The Shire President thanked all in attendance and declared the meeting closed at 6.03pm