



Minutes

Ordinary Council Meeting held Thursday 27 May 2021

5.30pm in Council Chambers, Adam Street, Nannup

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SHIRE OF NANNUP

Minutes of Ordinary Council Meeting held in Council Chambers, Adam Street
Thursday 27 May 2021 at 5.30 pm

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS/ACKNOWLEDGEMENT OF COUNTRY:

The Shire President declared the meeting open at 5.31 pm and welcomed the public gallery.

The Shire President acknowledged the traditional custodians of the land, the Wardandi and Bibbulmun people; paying respects to Elders past, present and emerging.

2. ATTENDANCE/APOLOGIES:

2.1 ATTENDANCE

<i>Councillors</i>	<i>Staff</i>
Cr Tony Dean (Shire President)	David Taylor – Chief Executive Officer
Cr Robin Mellema (Deputy Shire President)	Sarah Dean – Governance Officer (Minute Taker)
Cr Cheryle Brown	
Cr Chris Buckland	
Cr Patricia Fraser	
Cr Vicki Hansen	
Cr Cate Stevenson	

Public Gallery

Rita Stallard, Wendy Duncan, Ian Gibb, Carol Pinkerton, Wayne Leece, Jim Green, Isabel Green, Kevin Bird.

2.2 APOLOGIES

Kim Dolzadelli – Manager Corporate & Community Services

Jonathan Jones – Infrastructure Manager

3. PUBLIC QUESTION TIME:

3.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Questions taken on notice at 25 March 2021 (Attachment 3.1.1)

Questions taken on notice at 25 February 2021 (Attachment 3.1.2)

3.2 PUBLIC QUESTION TIME

Rita Stallard, East Nannup Road

Q 1. The bush fire mitigation works that have occurred at Gussies Mill have involved moving some large rocks and logs that were alongside the path which are habitat for native wildlife. I have previously asked Manager Infrastructure Jonathan Jones if the area could be tidied up and these items restored to original locations to be used as habitat for wildlife. As of yet it hasn't been restored as discussed with Mr Jones. Can you please advise when this will occur?

Response: Chief Executive Officer replied that he would take the question on notice as he was unaware of the situation and Mr Jones was an apology for the meeting.

4. MEMBERS ON LEAVE OF ABSENCE AND APPLICATIONS FOR LEAVE OF ABSENCE:

4.1 APPROVED LEAVE OF ABSENCE

Cr Corlett has a leave of absence for May 2021; previously approved.

4.2 APPLICATION FOR A LEAVE OF ABSENCE

Nil.

5. CONFIRMATION OF MINUTES:

Items 5.1 - 5.4 adopted by en bloc resolution:

5.1 Shire of Nannup Ordinary Council Meeting – 25 March 2021

<p><i>That the Minutes from the Ordinary Meeting of Council held 25 March 2021 be confirmed as a true and accurate record (attachment 5.1).</i></p>
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5.2 Shire of Nannup Ordinary Council Meeting – 22 April 2021

<p><i>That the Minutes from the Ordinary Meeting of Council held 22 April 2021 be confirmed as a true and accurate record (attachment 5.2).</i></p>
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COUNCIL RESOLUTION 21045

MOVED: CR HANSEN

SECONDED: CR BUCKLAND

CARRIED BY EN BLOC RESOLUTION (7/0)

5.3 WALGA South West Country Zone Meeting – 23 April 2021

That the Minutes of the meeting of WALGA South West Country Zone Meeting held 23 April 2021 be received (attachment 5.3).

5.4 WALGA State Council Meeting – 5 May 2021

That the Summary Minutes of the meeting of WALGA South West Country Zone Meeting held 23 April 2021 be received (attachment 5.4).

COUNCIL RESOLUTION 21046

MOVED: CR STEVENSON

SECONDED: CR MELLEMA

CARRIED BY EN BLOC RESOLUTION (7/0)

5.5 Shire of Nannup Tourism Advisory Committee Meeting – 6 May 2021

That the Minutes of the meeting of the Shire of Nannup Tourism Advisory Committee meeting held 6 May 2021 be received (attachment 5.5).

Procedural Motion:

That the motion lie on the table.

Councillor Buckland moved a procedural motion that the motion lie on the table and the Minutes be resubmitted to the June 2021 Ordinary Meeting of Council as there are some errors within the document.

COUNCIL RESOLUTION 21047

MOVED: CR BUCKLAND

SECONDED: CR BROWN

CARRIED (7/0)

6. ANNOUNCEMENTS FROM PRESIDING MEMBER:

Nil.

7. DISCLOSURE OF INTEREST:

Cr Brown declared an impartiality interest in agenda item 12.4 – Budget Amendment Request as she is a member of the Cundinup Volunteer Bush Fire Brigade which may be impacted by a decision in relation to item 12.3.

8. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:

Nil.

9. PRESENTATIONS:

9.1 PETITIONS

Nil.

9.2 PRESENTATIONS

Mr Kevin Bird, President of the Nannup Community Resource Centre Committee; made a presentation regarding the 10-year loan arrangement finalisation between the Nannup Community Resource Centre and the Shire of Nannup; as discussed in the Statement of Financial Activity – 30 April 2021 in agenda item 12.3.

9.3 DEPUTATIONS

Nil.

10. MEETING CLOSED TO THE PUBLIC:

10.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED:

Nil.

10.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC:

Nil.

11. REPORTS BY MEMBERS ATTENDING COMMITTEES:

Councillor	Committee/Working Group	Date
Dean, Mellema, Brown, Stevenson, Hansen, Buckland.	Annual Electors Meeting	25 May
Stevenson, Fraser	BFAC – AGM and Ordinary Committee Meeting	3 May
Stevenson, Hansen, Buckland, Fraser	Tourism	6 May
Buckland	Chamber of Commerce & Industry – Nannup	5 May

12. REPORTS OF OFFICERS:

AGENDA NUMBER & SUBJECT:	<i>12.1 Delegated Planning Decisions for April 2021</i>
LOCATION/ADDRESS:	Various
NAME OF APPLICANT:	Various
FILE REFERENCE:	TPL18
AUTHOR:	Jane Buckland – Development Services Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	3 May 2021
PREVIOUS MEETING REFERENCE:	Nil
ATTACHMENT:	12.1.1 – Register of Delegated Development Approvals April 2021

BACKGROUND:

To ensure the efficient and timely processing of planning related applications, Council delegates authority to the Chief Executive Officer to conditionally approve Applications for Development Approval that meet the requirements of both Local Planning Scheme No.3 (LPS3) and adopted Council policy.

Delegated planning decisions are reported to Council on a monthly basis to ensure that Council has an appropriate level of oversight on the use of this delegation. A Register of Delegated Development Approvals, detailing those decisions made under delegated authority in April 2021 is presented in Attachment 12.1.1.

COMMENT:

As shown in the attachment, each application has been advertised in accordance with LPS3 and Council’s adopted Local Planning Policy *LPP5 Consultation* as detailed in the Policy Implications section of this report.

During April 2021, three (3) development applications were determined under delegated authority. The table below shows the number and value of development applications determined under both delegated authority and by Council for April 2021 compared to April 2020:

	April 2020	April 2021
Delegated Decisions	0	3 (\$49,390)
Council Decisions	0	0
Total	0	3 (\$49,390)

100% of all approvals issued in the month of April were completed within the statutory timeframes of either 60 or 90 days.

STATUTORY ENVIRONMENT:

Planning and Development Act 2005, Local Government Act 1995 and LPS3.

Regulation 19 of the *Local Government (Administration) Regulations 1996* requires that a written record of each delegated decision is kept.

POLICY IMPLICATIONS:

Applications for Development Approval must be assessed against the requirements of LPS3 and Local Planning Policies adopted by Council. These Policies include Local Planning Policy *LPP5 Consultation* which details the level and scope of advertising required for Applications for Development Approval.

Each application processed under delegated authority has been processed and advertised, and has been determined to be consistent with the requirements of all adopted Local Planning Policies.

FINANCIAL IMPLICATIONS:

The required planning fees have been paid for all applications for Development Approval processed under delegated authority.

STRATEGIC IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council receives the report on Delegated Development Approvals for April 2021 as per Attachment 12.1.1.

COUNCIL RESOLUTION 21048

MOVED: CR BUCKLAND

SECONDED: CR BROWN

That Council receives the report on Delegated Development Approvals for April 2021 as per Attachment 12.1.1.

CARRIED (7/0)

AGENDA NUMBER & SUBJECT:	12.2 Monthly Accounts for Payment – April 2021
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 8
AUTHOR:	Susan Fitchat - Corporate Services Coordinator
REPORTING OFFICER:	Kim Dolzadelli – Manager of Corporate and Community Services
DISCLOSURE OF INTEREST:	None
PREVIOUS MEETING REFERENCE:	None
DATE OF REPORT	12 May 2021
ATTACHMENT:	12.2.1 – Accounts for Payment – April 2021

BACKGROUND:

The Accounts for Payment for the Nannup Shire Municipal Account fund and Trust Account fund from 1 April to 30 April 2021 as detailed hereunder and noted on the attached schedule, are submitted to Council.

COMMENT:

If Councillors have questions about individual payments prior notice of these questions will enable officers to provide properly researched responses at the Council meeting.

There is currently one corporate credit card in use. A breakdown of this expenditure in the monthly financial report is required to comply with financial regulations. This breakdown is included within the attachments.

Municipal Account

Accounts paid by EFT	13505-13561	277,140.34
Accounts paid by cheque	20506 to 20508	248.65
Accounts paid by Direct Debit	DD11104 to D11126.1	45,818.96
<i>Sub Total Municipal Account</i>		<u>\$323,207.95</u>

Trust Account

Accounts paid by EFT	-	0
<i>Sub Total Trust Account</i>		<u>0</u>
Total Payments		<u><u>\$323,207.95</u></u>

STATUTORY ENVIRONMENT:

LG (Financial Management) Regulation 13

POLICY IMPLICATIONS:

None.

FINANCIAL IMPLICATIONS:

As indicated in Schedule of Accounts for Payment.

STRATEGIC IMPLICATIONS:

None.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That the List of Accounts for Payment for the Nannup Shire Municipal and Trust Account fund totalling \$323,207.95 1 April 2021 to 30 April 2021 in the attached schedule(s) be endorsed.

COUNCIL RESOLUTION 21049

MOVED: CR MELLEMA

SECONDED: CR STEVENSON

That the List of Accounts for Payment for the Nannup Shire Municipal and Trust Account fund totalling \$323,207.95 1 April 2021 to 30 April 2021 in the attached schedule(s) be endorsed.

CARRIED (7/0)

AGENDA NUMBER & SUBJECT:	12.3 Statement of Financial Activity – 30 April 2021
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 15
AUTHOR:	Kim Dolzadeli – Manager Corporate and Community Services
REPORTING OFFICER:	Kim Dolzadeli – Manager Corporate and Community Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	18 May 2021
ATTACHMENTS:	12.3.1 – Statement of Financial Activity for the period ending 30 April 2021

BACKGROUND:

Local Government (Financial Management) Regulation 34(1) requires that Council report monthly on the financial activity from all the various operating and capital divisions. Council has adopted a variance threshold of 10% or \$30,000, whichever is the greater on which to report.

Monthly reporting draws on the flexibility allowed in the Financial Management Regulations to draw attention to likely under and overspends at the end of the year.

COMMENT:

As at 30 April 2021, the Shire’s financial performance is considered satisfactory.

Whilst current variances exist in some operational areas, these are primarily due to timing differences or are offset with matching income/expenditure, are not material in nature or are transactions that have no direct impact on the Net Current Position.

Acknowledging Capital expenditure is presently tracking below year to date budget estimates the officer notes that whilst many items will be addressed in the remaining months to 30 June there is a likelihood that some of these items will need to be carried over into the coming 2021/2022 Municipal Budget.

The Officer further notes that Council will consider an Item before them at this meeting with respect to Budget Amendments which will see the Budgeted Surplus position increase from \$56,831 to \$75,006.

Another item to note is that the Nannup Community Resource Centre (CRC) has fully repaid their Self Supporting Loan (Loan 37). Self-Supporting loans are indeed a great way of assisting community groups and organisations that contribute much to the fabric of the Local Community as does the Nannup CRC.

Reporting on Material Variances can be found on Page 4 of Attachment 12.3.1.

STATUTORY ENVIRONMENT:

Section 6.4 of the Local Government Act and Regulation 34 of the Local Government (Financial Management) Regulations detail the form and manner in which a local government is to prepare financial activity statements.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION:

That Council receives the statutory Statement of Financial Activity for the period ending 30 April 2021, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations.

COUNCIL RESOLUTION 21050

MOVED: CR BUCKLAND	SECONDED: CR MELLEMA
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That Council receives the statutory Statement of Financial Activity for the period ending 30 April 2021, pursuant to Regulation 34(4) of the Local Government (Financial Management) Regulations.

CARRIED (7/0)

AGENDA NUMBER & SUBJECT:	12.4 Budget Amendment Request
LOCATION/ADDRESS:	Nannup Shire
NAME OF APPLICANT:	N/A
FILE REFERENCE:	FNC 15
AUTHOR:	Kim Dolzadeli – Manager Corporate and Community Services
REPORTING OFFICER:	Kim Dolzadeli – Manager Corporate and Community Services
DISCLOSURE OF INTEREST:	None
DATE OF REPORT	18 May 2021
ATTACHMENT:	Nil

BACKGROUND:

Council adopted its 2020/2021 Municipal Budget on Thursday 30 July 2020, Statutory Budget Review on 25 March 2021 and further Budget Amendments were adopted by Council at its meeting 22 April 2021 resulting in a Budgeted Surplus Position of \$56,831.

COMMENT:

1. It has since been identified that a DFES Grant in the Amount of \$31,715 (Ex GST) pertaining to the upgrade of the SES Building completed in January 2020 has not been claimed therefore meaning expenditure at the time was funded from Council funds. This amount can now be claimed.
2. It has further been identified that an amount of \$262,000 currently in the Budget with matching Capital expenditure is incorrectly included in the 2020/21 Municipal Budget which we will not be receiving.
3. In addition to the Grant Funding listed in point 1 above there are the following DFES grants available to the Shire of Nannup:

Brigade/Unit Name	Description	Budget (Ex GST)
Cundinup BFB	1 appliance Bay Facility & Amenities	\$110,000
Shire	Fast Fill Tanker	\$8,000

Quotations (3) have been received for the Cundinup BFB project with cost in the vicinity of \$120,000.

Myself and Community Emergency Management Office, Leigh Fletcher have engaged with Mr Peter Raykos (DFES) with respect to the Funding for the Cundinup BFB 1 appliance Bay Facility & Amenities project. The outcome of these discussion was most advantages with the verbal agreement to accept the additional cost and for the scope of the facility to be extended and funded to include:

- Sealed Internal Floors,
- Ventilation to roof,
- 8m Hardstand both front and rear of appliance entry/exit,
- Racking for PPE, and
- Signage.

Mr Raykos estimated that this additional scope would cost within the vicinity of \$25,000 of which he is confident approval for both this cost and the additional \$10,000 for the original scope will be given.

This will put the Project cost in the vicinity of \$145,000 pending final Grant approval from DFES.

The Community Emergency Management Office will now seek for the above scope to be added to the 3 quotations obtained and then proceed to formal approval from DFES for an increase to the Grant Funding.

4. Vehicles Quotations

Council has previously been briefed with respect to current light vehicle market and potential to minimise changeover costs in this market.

Officers have sought quotations and Sale/Trade prices as Follows:

Vehicle	Position	Trade/Sale	Purchase	Net Cost
Toyota Prado – 2020 VX	CEO	\$ 63,636	\$ 69,000	\$ 5,363.64
Toyota Prado – 2017 GX	MI	\$ 46,363	\$ 54,000	\$ 7,636.36
		\$ 109,000	\$ 123,000	\$ 13,000

Non Cash impacts would be as follows:

Vehicle	Position	Current WDV	Sale Proceeds	Profit on Sale/(Loss)
Toyota Prado – 2020 VX	CEO	\$64,746	\$63,636	(\$1,110)
Toyota Prado – 2017 GX	MI	\$35,101	\$46,363	\$11,262

In order to accommodate the above changes to the 2020/2021 Municipal Budget the Officer is requesting Council approve the following Budget Amendments:

Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
107460	DFES Capital Grant	-\$262,000	-\$184,175	\$77,825
109540	DFES Capital Upgrade – Cundinup BFB	\$262,000	\$145,000	-\$117,000
New	Fast Fill Trailer	\$ -	\$8,000	\$8,000
0544	VEHICLES & PLANT GENERAL ADMIN	\$65,330	\$134,330	\$69,000
3564	PURCHASE OF PLANT	\$802,586	\$856,586	\$54,000
8053	Sale Proceeds	-\$223,637	-\$333,636	-\$109,999
Net Impact/Increase to Surplus Position				-\$18,174
Current Surplus Position				-\$56,831
New Surplus Position				-\$75,005

Non Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
0493	Loss on Sale of Asset	\$401	\$1,511	\$1,110
8392	Profit on Sale of Asset	\$53,536	\$64,798	\$11,262
	Net Impact/Increase to Surplus Position			NIL

The Officer commends these requested Budget Amendments to Council for consideration.

STATUTORY ENVIRONMENT:

Section 6.8 of the Local Government Act refers to expenditure from the municipal fund that is not included in the annual budget. In the context of this report, where no budget allocation exists, expenditure is not to be incurred until such time as it is authorised in advance, by an absolute majority decision of the Council.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Budget amendments being sought will result in an increase of Budget Surplus from \$56,831 to \$75,005.

STRATEGIC IMPLICATIONS:

Nil.

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION:

That Council approve the following Budget Amendments resulting in an Amended Budgeted Surplus Position of \$75,006:

Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
107460	DFES Capital Grant	-\$262,000	-\$184,175	\$77,825
109540	DFES Capital Upgrade – Cundinup BFB	\$262,000	\$145,000	-\$117,000
New	Fast Fill Trailer	\$ -	\$8,000	\$8,000
0544	VEHICLES & PLANT GENERAL ADMIN	\$65,330	\$134,330	\$69,000
3564	PURCHASE OF PLANT	\$802,586	\$856,586	\$54,000
8053	Sale Proceeds	-\$223,637	-\$333,636	-\$109,999
Net Impact/Increase to Surplus Position				-\$18,174
Current Surplus Position				-\$56,831
New Surplus Position				-\$75,005

Non Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
0493	Loss on Sale of Asset	\$401	\$1,511	\$1,110
8392	Profit on Sale of Asset	\$53,536	\$64,798	\$11,262
Net Impact/Increase to Surplus Position				NIL

COUNCIL RESOLUTION 21051

MOVED: CR HANSEN	SECONDED: CR BROWN
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That Council approve the following Budget Amendments resulting in an Amended Budgeted Surplus Position of \$75,006:

Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
107460	DFES Capital Grant	-\$262,000	-\$184,175	\$77,825
109540	DFES Capital Upgrade – Cundinup BFB	\$262,000	\$145,000	-\$117,000
New	Fast Fill Trailer	\$ -	\$8,000	\$8,000
0544	VEHICLES & PLANT GENERAL ADMIN	\$65,330	\$134,330	\$69,000
3564	PURCHASE OF PLANT	\$802,586	\$856,586	\$54,000
8053	Sale Proceeds	-\$223,637	-\$333,636	-\$109,999
Net Impact/Increase to Surplus Position				-\$18,174
Current Surplus Position				-\$56,831
New Surplus Position				-\$75,005

Non Cash Amendments:

COA	Description	Current Budget	Amended Budget	Change in Budget
0493	Loss on Sale of Asset	\$401	\$1,511	\$1,110
8392	Profit on Sale of Asset	\$53,536	\$64,798	\$11,262
Net Impact/Increase to Surplus Position				NIL

CARRIED BY ABSOLUTE MAJORITY (7/0)

AGENDA NUMBER & SUBJECT:	12.5 Scott River Sustainable Economic Strategy
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	ADM 38C
AUTHOR:	David Taylor – Chief Executive Officer
REPORTING OFFICER:	David Taylor – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT:	17 May 2021
ATTACHMENT:	12.5.1 - Scott River Strategy Actions Breakdown

BACKGROUND:

The Scott River Region crosses the Shire of Augusta Margaret River and the Shire of Nannup, and is largely characterised by broad acre agriculture focused on dairy, beef, sheep, plantation timber and horticulture.

Following a meeting in November 2017 between Shire of Nannup, Shire of Augusta Margaret River and Scott River Growers Group (now called South West Growers Group) it was agreed there was a need to develop a feasibility study to provide evidence to advocate for infrastructure improvements in the Scott River Region. Challenges around road conditions, telecommunication black spots, access to workers and more had been identified as ongoing issues for farmers in the region.

In 2018 draft Terms of Reference for a Project Control Group were developed, a scope of works for a consultant was written, and a progress update was provided to 30 stakeholders.

Following this the below agencies contributed funds towards the strategy development.

Shire of Augusta Margaret River	\$15,000
South West Development Commission	\$10,000
Bunbury Fibre	\$10,000
Western Dairy	\$2,000
Scott River Growers Group	\$2,000
Shire of Nannup	\$5,000
TOTAL	\$44,000

The scope of the Strategy was further refined by the funding bodies and a Request for Quote process undertaken in mid-2019. In November 2019 preparation of the Strategy commenced, including research, consultation and report preparation over the first half of 2020.

Extensive feedback on a draft strategy was provided in July 2020, and revisions were undertaken in August 2020. Further clarification was sought and in November 2020 a final report was provided.

CONSULTATION AND ADVICE

External Consultation

Strategy preparation entailed a number of in-person meetings and intermittent correspondence with the funding bodies:

- Shire of Augusta-Margaret River
- Lower South West Growers Group
- Bunbury Fibre
- Western Dairy
- South West Development Commission

An engagement plan was also developed to ensure a wide range of input from stakeholders in the Scott River Region, leading to phone interviews with more than 30 people and agencies, and two public meetings held in the region and attracting 11 local farmers and growers. Strategy preparation also entailed a literature review of 13 related reports and strategies.

Internal Consultation (Shire of Nannup)

- Chief Executive Officer

OFFICER COMMENT:

The final Strategy recommends 37 actions across 8 different strategy areas. As per Attachment 2: Scott River Strategy Actions breakdown, not all actions are recommended for support and others require some modification before they can be pursued. A number of challenges for the Scott River community are detailed in the strategy but the proposed solutions, in some cases, require reframing to be more acceptable from either an environmental, funding, regulatory, or logistical perspective.

The red, orange, and green “traffic lights” analysis of the strategy recommendations (Attachment 2) provides a succinct outline of the Shire’s position on each action, and Council’s endorsement on this position is sought. This will serve as a starting point for further workshopping with key stakeholders, undertaken through the formation of a working group.

It is recommended that this working group – the yet-to-be formed Scott River Strategy Action Group – is not formed as a committee of Council, but rather operates under Terms of Reference as a working group for the purpose of collaboratively examining the recommendations from the strategy in order to:

1. Determine the best strategic way forward, including prioritisation of actions and analysis of critical path.
2. Make recommendations, including agreement on reframing of some actions.
3. Identify project leads for each action.
4. Seek funding.
5. Report back to Shire Councils at decision making times.

As a key agency responsible for regional economic development, it is intended that the South West Development Commission will Chair the meetings. Membership will comprise key stakeholder groups, including those representing farming and environmental interests. The following members are proposed:

Shires

Shire of Augusta Margaret River (staff)

Shire of Nannup (staff)

State Government

South West Development Commission (SWDC)

Department of Water and Environmental Regulation (DWER)

Department of Primary Industries and Regional Development (DPIRD)

Department of Biodiversity, Conservation and Attractions (DBCA)

Federal Government

Regional Development Australia South West

Industry groups

Lower South West Growers Group (previously Scott River Growers Group)

Lower Blackwood Landcare

Western Dairy

Forest Industries Federation (WA)

In addition, the following organisations may be called upon as required:

Undalup Association

Augusta Margaret River Clean Community Energy

Southern Dirt

Augusta Chamber of Commerce

Nannup Chamber of Commerce

STATUTORY ENVIRONMENT:

Nil

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Allocation of Officer time to be part of the Steering

STRATEGIC IMPLICATIONS:

Extracts from the Shire of Nannup Strategic Community Plan 2017-2027.

Our Economy

2.1 The Big Picture – we will have a sustainable, innovative and equitable economy.

Our Built Environment

3.2 Planning and Building – provide a quality planning outcome for community benefit through appropriate consultation.

3.3 Our Communication – increase coverage of communication systems.

Our Natural Environment

4.3 Our sustainable future – to achieve a green clean future.

Our Community Leadership

5.2 Working Together – to have united community groups working together.

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION:

That Council:

1. Notes the Scott River Sustainable Economic Strategy.

2. Endorses the position on the actions as contained in Attachment 2: Scott River Strategy Actions breakdown, noting these will be further refined with a full working group.

3. Endorses the CEO to enter into a governance model/framework briefly mentioned in the body of this report for a new working group to refine the actions from the Strategy and develop an implementation plan.

COUNCIL RESOLUTION 21052

MOVED: CR BROWN	SECONDED: CR HANSEN
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That Council:

- 1. Notes the Scott River Sustainable Economic Strategy.***
- 2. Endorses the position on the actions as contained in Attachment 2: Scott River Strategy Actions breakdown, noting these will be further refined with a full working group.***
- 3. Endorses the CEO to enter into a governance model/framework briefly mentioned in the body of this report for a new working group to refine the actions from the Strategy and develop an implementation plan.***

CARRIED (7/0)

AGENDA NUMBER & SUBJECT:	<i>12.6 Consideration of the Tender for stage 2 Construction for Tank 7 & 8 Mountain Bike Park</i>
LOCATION/ADDRESS:	Shire of Nannup
NAME OF APPLICANT:	Shire of Nannup
FILE REFERENCE:	TEN 1
AUTHOR:	Nicole Botica, Economic and Community Development Officer
REPORTING OFFICER:	David Taylor, Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE OF REPORT	21 May 2021
ATTACHMENT:	Nil

BACKGROUND:

Stage 2 of the Nannup Tank 7 & 8 Mountain Bike Park is ready for construction as the recommended design planning phase has been completed; this stage consists of 8.895km including trails 1, 7,9,12,13,15 and 16.

The combination of Southwest Development Commission REDS Grants Round 3 and Local Roads and Community Infrastructure Phase 2 funding has enabled the Tender process to allocate funds towards constructing Stage 2 of the Tank 7 and 8 Mountain Bike Trails.

COMMENT:

The tender was advertised on Councils Website and Facebook page as well as in the West Australian newspaper on 10th April 2021 with a closing date of 30th April 2021 at 12:00pm.

A tender selection panel included four officers from the Shire of Nannup as well as one officer from the Department of Biodiversity, Conservation and Attractions.

Two tenders were received at the close of the tender period and were from:

- Three Chillies Design Pty Ltd
- Common Ground Trails Pty Ltd

In assessing Tenders to be awarded the tender, the Shire of Nannup undertook due diligence and found that some clarification was required from both Tenderers.

Having been through this process the Tender Selection Panel has agreed that the tender process has been compromised by giving each tenderer multiple opportunities to clarify/correct their Tender submissions.

It is also believed that both Tenders are capable of delivering the project.

It is therefore recommended that Council reject both Tenders and authorise the Chief Executive Officer to negotiate the most beneficial outcome to the Shire of Nannup in accordance with the Local Government (Functions and General) Regulations 1996, Division 2, part 11. (2) (c) as detailed below.

STATUTORY ENVIRONMENT:

Local Government Act 1995

Division 3 — Executive functions of local governments

Subdivision 6 — Various executive functions

3.57. Tenders for providing goods or services

Division 2 — Tenders for providing goods or services (s. 3.57)

11. *When tenders have to be publicly invited*

(2) Tenders do not have to be publicly invited according to the requirements of this Division if —

(c) within the last 6 months —

(i) the local government has, according to the requirements of this Division, publicly invited tenders for the supply of the goods or services but no tender was submitted that met the tender specifications or satisfied the value for money assessment; or

POLICY IMPLICATIONS:

ADM 4, Administration Policy; Purchasing.

FINANCIAL IMPLICATIONS:

The Shire of Nannup has funds allocated to construct Stage 2 of the Tank 7 & 8 Mountain Bike Park.

STRATEGIC IMPLICATIONS:

Ensure good governance and the most beneficial outcome for the community of the Shire of Nannup.

VOTING REQUIREMENTS:

Absolute Majority.

OFFICER RECOMMENDATION:

That Council with respect to the two Tenders received for the Stage 2 Tank 7 and 8 Mountain Bike Park;

a. Reject the Tenders received from Three Chillies Design Pty Ltd and Common Ground Trails Pty Ltd, and

b. Authorise the Chief Executive Officer to negotiate the most beneficial outcome to the Shire of Nannup with Three Chillies Design Pty Ltd and Common Ground Trails Pty Ltd and award a contract to the most favourable contractor for the construction of Stage 2 of the Nannup Tank 7 & 8 Mountain Bike Park.

COUNCIL RESOLUTION 21053

MOVED: CR BUCKLAND

SECONDED: CR BROWN

That Council with respect to the two Tenders received for the Stage 2 Tank 7 and 8 Mountain Bike Park;

a. Reject the Tenders received from Three Chillies Design Pty Ltd and Common Ground Trails Pty Ltd, and

b. Authorise the Chief Executive Officer to negotiate the most beneficial outcome to the Shire of Nannup with Three Chillies Design Pty Ltd and Common Ground Trails Pty Ltd and award a contract to the most favourable contractor for the construction of Stage 2 of the Nannup Tank 7 & 8 Mountain Bike Park.

CARRIED BY ABSOLUTE MAJORITY (7/0)

13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

13.1 Development and adoption of a Reconciliation Action Plan (RAP) – Cr Cate Stevenson

The development and adoption of a Reconciliation Action Plan (RAP) will assist the Shire of Nannup to appropriately and respectfully recognise the traditional custodianship of the land on which the Shire of Nannup is situated and contribute to reconciliation both internally and within the community.

The RAP will provide a strategic and structured framework for Councillors and Officers of the Shire to work within and enhance the work the Council and Shire undertakes. The RAP will build on the work and actions already undertaken by the Shire including the Acknowledgment of Country, support for the Reconciliation Pathway and inclusion of interpretive signage reflecting our Aboriginal history and continuing culture.

Comment

Reconciliation Australia describe a Reconciliation Action Plan (RAP) as:

“... a strategic document that supports an organisation’s business plan. It includes practical actions that will drive an organisation’s contribution to reconciliation both internally and in the communities in which it operates.

The RAP Program contributes to advancing the five dimensions of reconciliation by supporting organisations to develop respectful relationships and create meaningful opportunities with Aboriginal and Torres Strait Islander peoples.”

[\(https://www.reconciliation.org.au/reconciliation-action-plans/\)](https://www.reconciliation.org.au/reconciliation-action-plans/)

The RAP Framework includes four RAP types (Reflect, Innovate, Stretch, Elevate) designed to suit organisations at different stages of the reconciliation process. Each type outlines the elements required to build strong relationships, respect and opportunities within the organisation and community. The development of a “Reflect” RAP will provide a base level for the Shire to work from and identify actions for future RAPs.

A “Reflect” RAP

“... clearly sets out the steps you should take to prepare your organisation for reconciliation initiatives in successive RAPs. Committing to a Reflect RAP allows your organisation to spend time scoping and developing relationships with Aboriginal and Torres Strait Islander stakeholders, deciding on your vision for reconciliation and exploring your sphere of influence, before committing to specific actions or initiatives. This process will help to produce future RAPs that are meaningful, mutually beneficial and sustainable”

[\(https://www.reconciliation.org.au/reconciliation-action-plans/\)](https://www.reconciliation.org.au/reconciliation-action-plans/)

Please refer to Reconciliation Australia’s documents “*RAP Framework*” (Attachment 13.1.1) and “*Which RAP is right for you?*” (Attachment 13.1.2) for further information. Reconciliation Australia supports the development of a RAP through the provision of information, templates, guides and other resources to assist organisations.

The adoption of a RAP will serve to demonstrate respect for Aboriginal heritage and the ongoing relationship of traditional custodians with the land and support the wider community in recognising, respecting and sharing in Aboriginal culture and heritage. This recognition assists in developing strong partnerships with Aboriginal communities and community members. These relationships and partnerships create a greater understanding and mutual respect across cultures.

The “Respect” RAP aligns with the Shire’s Community Plan 2017 – 2027:

- “Our Community - *We are a unique town that role models sustainability and taking the time to celebrate our heritage and festivals*”
- “Our Community Leadership - *5.1 Listen to listen and partner with our community leaders and all our diverse groups and 5.2 Working Together to have united community groups working together*” and
- “Our Council Leadership - *A listening leadership that provides for and represents all*”.

Examples of RAPs adopted within the local government sector include the City of Busselton, WALGA and Shire of Northam (Attachments 13.1.3, 13.1.4 & 13.1.5 respectively) are attached for reference.

Motion:

For the Shire of Nannup to appropriately and respectfully recognise the traditional custodianship of the land on which the Shire of Nannup is situated and contribute to reconciliation internally and within the community that:

- 1. The Shire of Nannup develop and adopt a “RESPECT” Reconciliation Action Plan (RAP) utilising Reconciliation Australia’s RAP Framework.***
- 2. Based on the CEO’s advice, an appropriate funding allocation for the development and implementation of the “RESPECT” RAP be included in the budget considerations for the 2021 – 2022 financial year.***
- 3. The CEO provide a report to the August 2021 Council meeting on the recommended process and timeline for the development of the “RESPECT” RAP, including process for identification of key stakeholders.***

COUNCIL RESOLUTION 21054

MOVED: CR STEVENSON	SECONDED: CR MELLEMA
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For the Shire of Nannup to appropriately and respectfully recognise the traditional custodianship of the land on which the Shire of Nannup is situated and contribute to reconciliation internally and within the community that:

- 1. The Shire of Nannup develop and adopt a “RESPECT” Reconciliation Action Plan (RAP) utilising Reconciliation Australia’s RAP Framework.*
- 2. Based on the CEO’s advice, an appropriate funding allocation for the development and implementation of the “RESPECT” RAP be included in the budget considerations for the 2021 – 2022 financial year.*
- 3. The CEO provide a report to the August 2021 Council meeting on the recommended process and timeline for the development of the “RESPECT” RAP, including process for identification of key stakeholders.*

CARRIED (1/6)

Cr Dean voted against the motion

13.2 Rural Housing – Cr Tony Dean

Background Information:

Currently, to the best of my understanding, one house is allowed per rural zoned lot regardless of the lot size. This could range from 5 to 1000 hectares. That is not to say there is sometimes more than one house per block. This is often disguised as a caretaker's cottage or worker's accommodation or is often a historical accident due to construction pre Local Planning Schemes, 1983. (Unsure of first LPS, staff to confirm.) However, to plan for family succession the elders of the family or for that matter younger offspring have to live off site when this may be poorest outcome for all concerned.

This proposed amendment may also help solve the rural housing crisis whereby rural land holders may construct additional housing units for rent.

There should be a planning mechanism which allows building of additional houses on each rural zoned block.

The purpose of this of this motion is to bring forward a discussion paper on the pros and cons of such an amendment to our scheme.

I also understand that this is not peculiar to this Shire but may be common throughout the South West. Also understand this amendment, if agreed to, must pass through the WAPC, not an easy task.

Motion:

That the CEO be instructed to:

- 1. Commence the process to amend our LPS (3) to allow more than one housing unit (house) on each rural zoned block. (this will more than likely carry over to LPS 4)***
- 2. Survey other local Councils to determine the current extent of multiple dwellings on rural blocks.***
- 3. Report back to the June meeting of Council on progress to date.***

Councillor Dean moved an amendment to the motion, that the month in point 3 be changed to September and the reference to LPS (3) be changed to Local Planning Scheme:

COUNCIL RESOLUTION 21055

MOVED: CR DEAN

SECONDED: CR MELLEMA

That the CEO be instructed to:

- 1. Commence the process to amend our Local Planning Scheme to allow more than one housing unit (house) on each rural zoned block;***
- 2. Survey other local Councils to determine the current extent of multiple dwellings on rural blocks.***
- 3. Report back to the September meeting of Council on progress to date.***

CARRIED (7/0)

14. URGENT BUSINESS:

Nil.

15. CLOSURE OF MEETING:

The Shire President declared the meeting closed at 6.21 pm.