



**MINUTES FOR THE
ORDINARY COUNCIL MEETING
HELD ON**

Monday 14 August 2017

Shire of Mingenew

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SHIRE OF MINGENEW

AGENDA FOR ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS ON 14 August 2017 COMMENCING AT 4.30pm

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President, Cr Bagley, declared the meeting open at 4.30pm and welcomed all in attendance.

2.0 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

MA Bagley	President	Rural Ward
GJ Cosgrove	Councillor	Rural Ward
KL Criddle	Councillor	Rural Ward
LM Eardley	Councillor	Town Ward
CR Lucken	Councillor	Town Ward

STAFF

MG Whitely	Chief Executive Officer
D Ojha	Finance Manager
B Bow	Governance Officer

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4.0 PUBLIC QUESTION TIME/PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

There being no members of the public, the President proceeded with the meeting allowing a Period of 15 minutes for questions from the public up until 4:46pm

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6.0 DECLARATIONS OF INTEREST

Item 9.2.3 – Cr Criddle declared a financial interest in the item, as such would vacate the meeting during Council consideration of the item.

7.0 CONFIRMATION OF PREVIOUS MEETING MINUTES

7.1.1 ORDINARY MEETING HELD 19 JULY 2017

COUNCIL DECISION – ITEM 7.1.1

Moved: Cr Cosgrove

Seconded: Cr Eardley

That the minutes of the Ordinary Meeting of the Shire of Mingenew held in the Council Chambers on 19 July 2017 be confirmed.

CARRIED 5/0

8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

9.0 OFFICERS REPORTS

9.1 CHIEF EXECUTIVE OFFICER

Nil

DRAFT

9.2 FINANCE

9.2.1 ADOPTION OF 2017/18 BUDGET

Location/Address:	Shire of Mingenew
Name of Applicant:	Shire of Mingenew
Disclosure of Interest:	Nil
File Reference:	ADM0130
Date:	9 August 2017
Author:	Durga Ojha, Manager of Finance
Senior Officer:	Martin Whitely, Chief Executive Officer

Summary

This report seeks Council adoption of the Shire of Mingenew 2017/18 Budget.

Attachment

2017/18 Budget
2017/18 Fees & Charges
2017/18 Capital Expenditure
2017/18 Road Program
10 Year Plant Replacement Program

Background

As part of the function of local government and its operations, each year the Council is required, under Section 6.2 of the Local Government Act 1995, to formally adopt its annual financial year budget to enable the administration to carry out the defined services and programmes and to raise revenue through rates and fees and charges.

Consistent with sections 6.2(4) of the Local Government Act 1995, the 2017/18 Budget for the Shire of Mingenew includes the following:

- Rates and Minimum Payments for 2017/18
- Capital Works
- Fees and Charges
- Concessions
- Allowances
- Borrowings
- Reserves
- Budget Estimates for Adoption

Comment

The budget has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards.

Rating & Minimum Payments

The raising of revenue via annual rates is an important source of funds for all Councils throughout Australia. The Local Government Act 1995 (the Act) empowers WA Councils to impose general rates and minimum payments.

Rate Modelling (2017/18):

The proposed rates model is based on the following:

- Annual UV revaluation applied
- Annual Mining revaluation applied
- 2.5% average rate increase
- Minimum Payments – UV - \$1,025
- Minimum Payments – GRV - \$682
- 50% concessions applied to Yandanooka Townsite
- No differential rates

Fees and Charges

The majority of the proposed fees and charges have been increased by the same amount as rates being 2.5%. Where possible, the actual cost of providing the service has been assessed, with provision for increases based on inflation and cost escalation where necessary.

Household and commercial waste removal charges have been increased to allow for a higher level of cost recovery of these services- \$369 per 240l bin per week.

Statutory fees and charges associated with town planning, health and building have been increased or remain unchanged as per relevant legislation that determines those fees and charges.

Concessions

A 50% concession will be available to persons owning rateable properties within the Shire that are rateable on the basis of Gross Rental Value (GRV) and are in the Yandanooka Townsite. The purpose of the concession is to recognise the reduced level of service provided to these ratepayers as compared to that provided to those in the Mingenew Townsite.

Allowances

Allowances proposed for the President and Councillors for 2017/18 have been indexed as per the resolution passed by Council, Item 9.2.2 in May 2015, being Perth March CPI.

Borrowings

There are no new borrowings proposed in the 2017/18 budget. However, Council decided to refinance the existing loan at the at the Ordinary Council meeting in May 2017 resulting in a loan refinancing cost of \$85,507. These expenses are included in the current loan repayment schedule.

Reserve Accounts

There are no new reserves proposed in the financial year 2017/18.

Brought Forward Value

There is an estimated surplus of \$1,722,222 shown in the Budget as the brought forward amount from 30 June 2017. This figure is unaudited and may change with any adjustments to the opening position to be addressed during the year end and audit process.

Capital Works and Funding

Capital Works of \$3,625,184 are proposed in the 2017/18 financial year and these projects are itemised in the supplementary budget information.

A total of \$1,177,100 is budgeted for the Capital Road Programme.

Funding sources allocated to the 2017/18 Road Programme include;

- \$515,333 – Main Roads Regional Road Group
- \$41,594 – Main Roads Direct Grant
- \$167,449– Grants Commission Local Road Component

Elected Members Fees & Allowances

Elected Members Fees & Allowances for the 2017/18 financial year have been increased by the March 2017 Perth CPI.

President Allowance	\$7,222
Deputy President Allowance	\$1,812
Annual Meeting Fee – President	\$6,222
Annual Meeting Fee – Deputy President	\$4,131
Annual Meeting Fee – Councillors	\$3,616

Consultation

While no specific community consultation has occurred during the compilation of the draft 2017/18 Budget, community consultation was previously undertaken during the development of the Community Strategic Plan and the development of the Corporate Business Plan.

There has been internal consultation with staff and elected members throughout the preparation of the budget and the budget meetings involving elected members.

Statutory Environment

Section 6.2 of the Local Government Act 1995 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

In addition, Section 6.2 of the Local Government Act 1995 requires that in preparing its annual budget the Council is to have regard to the contents of its Plan for the Future, prepared in accordance with section 5.56. Under the Integrated Planning Framework for Local Government, that is the Community Strategic Plan in conjunction with the Corporate Business Plan.

The 2017/18 Budget as presented is considered to meet statutory requirements.

Policy Implications

The 2017/18 Budget is prepared on the principles outlined within the Corporate Business Plan and other related documents.

Financial Implications

As detailed within the report, and as per the attached 2017/18 Budget documentation.

Strategic Implications

The 2017/18 Budget will address Council's capacity to deliver on projects identified in the Community Strategic Plan, Corporate Business Plan, Long Term Financial Plan and other associated plans.

Voting Requirements

Absolute Majority required for parts of the recommendation, while only a Simple Majority for other parts of the recommendation is required.

OFFICER RECOMMENDATION – ITEM 9.2.1

PART A – MUNICIPAL FUND BUDGET FOR 2017/18 FINANCIAL YEAR

Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, the Council adopt the Municipal Fund Budget as contained in Attachment 9.2.1 of this Agenda for the Shire of Mingenew for the 2017/18 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type showing a net result of (\$389,285)
- Statement of Comprehensive Income by Program showing a net result of (\$389,285)
- Statement of Cash Flows on showing cash and cash equivalents at the end of 2017/18 financial year of \$555,844
- Rate Setting Statement showing an amount required to be raised from rates of \$1,781,044
- Transfers to/from Reserve Accounts as detailed in Note 6
- Estimated Surplus/(Deficit) carried forward at 30 June 2018 of \$32,937
- Notes to and Forming Part of the Budget on pages 6 to 35

ABSOLUTE MAJORITY REQUIRED

PART B – GENERAL AND MINIMUM RATES AND INSTALMENT PAYMENT ARRANGEMENTS

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following general rates and minimum payments on Gross Rental and Unimproved Values, as supplied by Landgate (as amended) as at 1 July 2017.

1.1 General Rates

- Mingenew & Yandanooka (GRV) 14.540 cents in the dollar
- Rural & Mining (UV) 1.3350 cents in the dollar

1.2 Minimum Payments

- Mingenew & Yandanooka (GRV) \$682
- Rural & Mining (UV) \$1025

2. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council provides the option for ratepayers to pay their rates as a single payment or by 2 or 4 equal instalments; and, in accordance with Section 6.50 of the Act nominates the following due dates for the payment in full or by instalments:

- Full payment and 1st instalment due date 29 September 2017
- 2nd half instalment due date 30 November 2017
- 2nd quarterly instalment due date 30 November 2017
- 3rd quarterly instalment due date 31 January 2018
- 4th quarterly instalment due date 1 April 2018

3. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$15 for each instalment after the initial instalment is paid.

4. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.

5. Pursuant to section 6.51(1) and subject to section 6.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

6. Pursuant to section 6.47 of the Local Government Act 1995, Council grants a 50% concession on rates assessments issued to all properties rateable on the basis of Gross Rental Valuation in the Yandanooka Townsite with the object of recognising the reduced level of service provided to properties in Yandanooka Townsite as compared to Mingenew Townsite.

ABSOLUTE MAJORITY REQUIRED

PART C – GENERAL FEES AND CHARGES FOR 2017/18

Pursuant to section 6.16 of the Local Government Act 1995, Council adopts the Fees and Charges as presented forming part of the 2017/18 Budget included as a separate Attachment to this Agenda.

ABSOLUTE MAJORITY REQUIRED

PART D – OTHER STATUTORY FEES FOR 2017/18

1. Pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, Council adopt the following charges for the removal and deposit of domestic and commercial waste:

3.1 Residential Premises

- 240 Litre bin per weekly collection \$369 per annum

3.2 Commercial Premises

- 240 Litre bin per weekly collection \$369 per annum

SIMPLE MAJORITY

PART E – MATERIAL VARIANCE REPORTING FOR 2017/18

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2017/18 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

SIMPLE MAJORITY

COUNCIL DECISION – ITEM 9.2.1

PART A – MUNICIPAL FUND BUDGET FOR 2017/18 FINANCIAL YEAR

Moved: Cr Eardley

Seconded: Cr Cosgrove

Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, the Council adopt the Municipal Fund Budget as contained in Attachment 9.2.1 of this Agenda for the Shire of Mingenew for the 2017/18 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type showing a net result of (\$389,285)
- Statement of Comprehensive Income by Program showing a net result of (\$389,285)
- Statement of Cash Flows on showing cash and cash equivalents at the end of 2017/18 financial year of \$555,844
- Rate Setting Statement showing an amount required to be raised from rates of \$1,781,044
- Transfers to/from Reserve Accounts as detailed in Note 6
- Estimated Surplus/(Deficit) carried forward at 30 June 2018 of \$32,937
- Notes to and Forming Part of the Budget on pages 6 to 35

CARRIED 5/0

PART B – GENERAL AND MINIMUM RATES AND INSTALMENT PAYMENT ARRANGEMENTS

Moved: Cr Lucken

Seconded: Cr Criddle

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following general rates and minimum payments on Gross Rental and Unimproved Values, as supplied by Landgate (as amended) as at 1 July 2017.

1.1 General Rates

- Mingenew & Yandanooka (GRV) 14.540 cents in the dollar
- Rural & Mining (UV) 1.3350 cents in the dollar

1.2 Minimum Payments

- Mingenew & Yandanooka (GRV) \$682
- Rural & Mining (UV) \$1025

2. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council provides the option for ratepayers to pay their rates as a single payment or by 2 or 4 equal instalments; and, in accordance with Section 6.50 of the Act nominates the following due dates for the payment in full or by instalments:

- Full payment and 1st instalment due date 29 September 2017
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- 3rd quarterly instalment due date 31 January 2018
- 4th quarterly instalment due date 1 April 2018

3. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$15 for each instalment after the initial instalment is paid.

4. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.

5. Pursuant to section 6.51(1) and subject to section 6.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

6. Pursuant to section 6.47 of the Local Government Act 1995, Council grants a 50% concession on rates assessments issued to all properties rateable on the basis of Gross Rental Valuation in the Yandanooka Townsite with the object of recognising the reduced level of service provided to properties in Yandanooka Townsite as compared to Mingenew Townsite.

CARRIED 5/0

PART C – GENERAL FEES AND CHARGES FOR 2017/18

Moved: Cr Cosgrove

Seconded: Cr Criddle

Pursuant to section 6.16 of the Local Government Act 1995, Council adopts the Fees and Charges as presented forming part of the 2017/18 Budget included as a separate Attachment to this Agenda.

CARRIED 5/0

PART D – OTHER STATUTORY FEES FOR 2017/18

Moved: Cr Cosgrove

Seconded: Cr Lucken

1. Pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, Council adopt the following charges for the removal and deposit of domestic and commercial waste:

3.1 Residential Premises

- 240 Litre bin per weekly collection \$369 per annum

3.2 Commercial Premises

- 240 Litre bin per weekly collection \$369 per annum

CARRIED 5/0

PART E – MATERIAL VARIANCE REPORTING FOR 2017/18

Moved: Cr Lucken

Seconded: Cr Eardley

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2017/18 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

CARRIED 5/0

9.2.2 FINANCIAL STATEMENTS FOR PERIOD ENDING 31 JULY 2017

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: ADM0304
Date: 9 August 2017
Author: Durga Ojha, Manager of Finance
Senior Officer: Martin Whitely, Chief Executive Officer

Summary

This report recommends that the Monthly Statement of Financial Activity report for the period ending 31 July 2017 is presented to Council for adoption.

Attachment

Finance Report for period ending 31 July 2017

Background

The Monthly Financial Report to 31 July 2017 is prepared in accordance with the requirements of the Local Government Act and the Local Government (Financial Management) Regulations and includes the following:

- Statement of Financial Activity by Nature & Type
- Statement of Financial Activity by Program
- Statement of Capital Acquisitions and Capital Funding
- Explanation of Material Variances
- Net Current Funding Position
- Cash and Investments
- Budget Amendments
- Receivables
- Cash Backed Reserves
- Capital Disposals
- Rating Information
- Information on Borrowings
- Grants & Contributions
- Trust

Comment

SUMMARY OF FUNDS – SHIRE OF MINGENEW	
Municipal Fund	\$602,743
Restricted Funds (3 Month Term Deposit @ 2.45%)	\$750,000
Restricted Funds	\$18,651
Trust Fund	\$98,106
Reserve fund (6 Month Term Deposit) @2.55%	\$396,475

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered. The following remains outstanding as at 31 July 2017:

MINGENEW SHIRE COUNCIL ORDINARY MEETING MINUTES – 14 August 2017

	Current	30+ Days	60+ Days	90+ Days	TOTAL
Amount	1,651	0	190	59,761	61,602

Rates Outstanding at 31 July 2017 were:

	Current	TOTAL
Rates	67,470	67,470
Rubbish	5,600	5,600
ESL	377	377
TOTAL	73,447	73,447

The Statement of Financial Activities Report contains explanations of Councils adopted variances for the 2017/18 financial year.

Consultation

Chief Executive Officer

Statutory Environment

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996 Section 34

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.

- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Policy Implications

Nil

Financial Implications

Financial implications are outlined in comments.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.2.2

That the Monthly Statement of Financial Activity for the period 1 July 2017 to 31 July 2017 be received.

COUNCIL DECISION – ITEM 9.2.2

Moved: Cr Lucken

Seconded: Cr Cosgrove

That the Monthly Statement of Financial Activity for the period 1 July 2017 to 31 July 2017 be received.

CARRIED 5/0

9.2.3 ACCOUNTS FOR PAYMENT – MONTH ENDING 31 JULY 2017

Disclosure of Financial Interest Item 9.2.3- Cr Criddle

Prior to any consideration of Item 9.2.3, the Presiding Person advised the meeting that she had received a written disclosure of interest from Cr Criddle relating to this matter. Cr Criddle had disclosed a financial interest under the financial provisions of the Act as payment/s were received by his family owned business.

4.40pm- Cr Criddle left the meeting and did not participate in discussion or vote on the matter.

Location/Address:	Shire of Mingenew
Name of Applicant:	Shire of Mingenew
File Reference:	ADM0042
Disclosure of Interest:	Nil
Date:	9 August 2017
Author:	Durga Ojha, Manager of Finance
Senior Officer:	Martin Whitely, Chief Executive Officer

Summary

This report recommends that Council confirm the payment of creditors for the month of July 2017 in accordance with the Local Government (Financial Management) Regulations 1996 section 13(1).

Attachment

Copy of list of accounts due (EFT & cheque payments), which will enable Council to confirm the payment of its creditors in accordance with Local Government (Financial Management) Regulations 1996, Section 13(1).

List of Payments
Licensing & Credit Card Payments

Background

Financial Regulations require a schedule of payments made through the Council bank accounts to be presented to Council for their inspection. The list includes details for each account paid incorporating the payee's name, amount of payment, date of payment and sufficient information to identify the transaction.

Comment

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costings, and that the amounts shown were due for payment.

Consultation

Nil

Statutory Environment

Local Government Act 1996, Section 6.4

Local Government (Financial Management) Regulations 1996, Sections 12, 13 and 15

Policy Implications

Payments have been made under delegation.

Financial Implications

Funds available to meet expenditure.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.2.3

That Council confirm the accounts as presented for July 2017 from the Municipal & Trust Fund totalling \$461,299.62 represented by Electronic Funds Transfers of EFT 10914, 10917 to 10985 and 10989. Direct Deduction DD8181.1.1, 2, 3, 4, 5 & 6 DD8182.1, 2, 3, 4&5, Municipal Cheque numbers 8514 to 8519.

COUNCIL DECISION – ITEM 9.2.3

Moved: Cr Eardley

Seconded: Cr Lucken

That Council confirm the accounts as presented for July 2017 from the Municipal & Trust Fund totalling \$461,299.62 represented by Electronic Funds Transfers of EFT 10914, 10917 to 10985 and 10989. Direct Deduction DD8181.1.1, 2, 3, 4, 5 & 6 DD8182.1, 2, 3, 4&5, Municipal Cheque numbers 8514 to 8519.

CARRIED 4/0

4:45pm – Cr Criddle returned to the meeting

President Bagley read aloud for the benefit of Cr Criddle the Council decision for Agenda Item 9.2.3

9.3 ADMINISTRATION

Nil

9.4 TOWN PLANNING

9.4.1 SHIRE OF MINGENEW LOCAL PLANNING SCHEME REVIEW

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: ADM0175
Date: 11 August 2017
Author: Simon Lancaster, DCEO / Planning Advisor, Shire of Chapman Valley
Senior Officer: Martin Whitely, Chief Executive Officer

Summary

The Department of Planning have announced that the Shire of Mingenew's funding application under the Royalties for Regions Local Government Assistance Program for the review of its Local Planning Scheme ('the Scheme') has been successful. This report recommends that Council resolve to formally commence the preparation of a new Scheme.

Attachment

- 9.4.1(a) - Resolution to Prepare or Adopt a Local Planning Scheme Notice
- 9.4.2(b) - Local Planning Scheme Preparation Flowchart
- 9.4.2(c) - Stakeholder Engagement Strategy

Background

The current Shire of Mingenew Local Planning Scheme No.3 was gazetted on 18 April 2008 and requires review to ensure the Shire's statutory planning document is consistent with the *Planning and Development (Local Planning Schemes) Regulations 2015* ('the Regulations'). The review of the Scheme will also provide an opportunity to update it with regard for the Mingenew Townsite Local Planning Strategy that was adopted by Council at its 18 November 2015 meeting and endorsed by the Western Australian Planning Commission ('WAPC') on 18 January 2017.

Comment

Council is required to initiate the Scheme Review process through a resolution made under the *Planning and Development Act 2005* ('the Act') and a copy of the relevant form has been provided as **Attachment 9.4.1(a)**.

A chart illustrating the Scheme Review process has been provided as **Attachment 9.4.1(b)**. Council will be provided with drafts of the Scheme as it is prepared, and will also formally be required to review the new Scheme at two future Council meetings, when it considers the draft Scheme for advertising, and to consider again the Scheme (and any received submissions) following the conclusion of the advertising period.

Consultation

The minimum consultation process required for the review, and subsequent advertising, of a Local Planning Scheme is set by the Act and Regulations.

A Stakeholder Engagement Strategy is provided as **separate Attachment 9.4.1(c)** for Council's consideration, that proposes a process by which the Mingenew Scheme Review might be conducted.

Statutory Environment

Section 88 of the Act requires Local Governments to review their planning scheme every five years. Schemes are prepared and adopted under Part 5 of the Act and in compliance with the Regulations.

To formally begin the process of preparing a new Scheme it is necessary for Council to pass a resolution worded in accordance with the requirements of the Regulations. The WAPC will require a copy of Council's resolution and a supporting explanation outlining the intent and reasons.

Policy Implications

Nil.

Financial Implications

The cost of preparation of the new Scheme is being funded through a grant received by the Shire from the Royalties for Regions Local Government Assistance Program.

Strategic Implications

The Scheme review will provide opportunity to ensure that the outcomes identified within the Shire of Mingenew Strategic Community Plan are incorporated into its statutory planning and zoning document.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.4.1

That Council resolve to prepare Shire of Mingenew Local Planning Scheme No.4 in accordance with Part 5 of the *Planning and Development Act 2005* and part 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* encompassing all land contained within the Shire boundaries. The proposed Local Planning Scheme No.4 is to replace the Shire of Mingenew Local Planning Scheme No.3.

COUNCIL DECISION – ITEM 9.4.1

Moved: Cr Cosgrove

Seconded: Cr Eardley

That Council resolve to prepare Shire of Mingenew Local Planning Scheme No.4 in accordance with Part 5 of the *Planning and Development Act 2005* and part 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* encompassing all land contained within the Shire boundaries. The proposed Local Planning Scheme No.4 is to replace the Shire of Mingenew Local Planning Scheme No.3.

CARRIED 5/0

9.5 BUILDING

Nil

10.0 ELECTED MEMBERS/MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

11.1 ELECTED MEMBERS

11.2 STAFF

12.0 CONFIDENTIAL ITEMS

Nil

13.0 TIME AND DATE OF NEXT MEETING

Next Ordinary Council Meeting to be held on Wednesday 20 September 2017 commencing at 4.30pm.

14.0 CLOSURE

The President thanked all for attending and declared the meeting closed at 4.50pm

These minutes were confirmed at an Ordinary Council meeting on 20 September 2017

Signed _____
Presiding Officer

Date: _____