



**AGENDA FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON**

Wednesday 20 July 2016

SHIRE OF MINGENEW





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Ordinary Council Meeting Notice Paper

15 July 2016

Madam President and Councillors,

An ordinary meeting of Council is called for Wednesday, 20 July 2016, in the Council Chambers, Victoria Street, Mingenew, commencing at 4.30 pm.

Martin Whitely
Chief Executive Officer

15 July 2016

MINGENEW SHIRE COUNCIL ORDINARY MEETING AGENDA – 20 July 2016

MINGENEW SHIRE COUNCIL

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CHIEF EXECUTIVE OFFICER
15 JULY 2016



SHIRE OF MINGENEW

WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

Chief Executive Officer
Shire of Mingenew
PO Box 120
MINGENEW WA 6522

Dear Sir/Madam,

Re: Written Declaration of Interest in Matter before Council

I, (1) _____ wish to declare an interest in the following item to be considered by Council at its meeting to be held on

(2) _____

Agenda Item (3) _____

The type of interest I wish to declare is (4)

- Financial pursuant to Section 5.60A of the Local Government Act 1995
- Proximity pursuant to Section to 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to regulation 11 of the Local Government (Rule of Conduct) Regulations 2007

The nature of my interest is (5)

The extent of my interest is (6)

I understand that the above information will be recorded in the minutes of the meeting and recorded in the Financial Interest Register.

Yours faithfully,

Signed

Date

1. Insert Name
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in the matter under S. 5.68 of the Act).

Table of Contents

1.0	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	6
2.0	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	6
3.0	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	6
4.0	PUBLIC QUESTION TIME/PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	6
5.0	APPLICATIONS FOR LEAVE OF ABSENCE	6
6.0	DECLARATIONS OF INTEREST	6
7.0	CONFIRMATION OF PREVIOUS MEETING MINUTES	7
7.1.1	ORDINARY MEETING HELD 15 JUNE 2016	7
8.0	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION	30
9.0	OFFICERS REPORTS	30
9.1	CHIEF EXECUTIVE OFFICER.....	31
9.1.1	WALGA ANNUAL GENERAL MEETING	31
9.1.2	STAFF UTILITIES	116
9.2	FINANCE	119
9.2.1	FINANCIAL STATEMENTS FOR PERIOD ENDING 30 JUNE 2016.....	119
9.2.2	ACCOUNTS FOR PAYMENT – MONTH ENDING 30 JUNE 2016.....	155
9.3	ADMINISTRATION	165
	Nil	165
9.4	TOWN PLANNING	165
9.4.1	YANDANOOKA MOBILE PHONE TOWER	165
9.4.2	MINGENEW TOWN MOBILE PHONE TOWER	197
10.0	ELECTED MEMBERS/MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	249
11.0	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	249
11.1	ELECTED MEMBERS	249
11.2	STAFF.....	249
12.0	CONFIDENTIAL ITEMS.....	249
13.0	TIME AND DATE OF NEXT MEETING	249
14.0	CLOSURE.....	249

SHIRE OF MINGENEW

AGENDA FOR ORDINARY MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON 20 July 2016 COMMENCING AT 4.30pm

- 1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
- 2.0 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**
- 3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 4.0 PUBLIC QUESTION TIME/PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**
- 5.0 APPLICATIONS FOR LEAVE OF ABSENCE**
- 6.0 DECLARATIONS OF INTEREST**
- 7.0 CONFIRMATION OF PREVIOUS MEETING MINUTES**
 - 7.1.1 ORDINARY MEETING HELD 15 JUNE 2016



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

15 June 2016

SHIRE OF MINGENEW



Contents

1.0	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	3
2.0	ATTENDANCE.....	3
3.0	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	3
4.0	PUBLIC QUESTION TIME / PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS.	3
5.0	APPLICATIONS FOR LEAVE OF ABSENCE.....	3
5.1	REQUEST FOR LEAVE OF ABSENCE	3
6.0	DECLARATIONS OF INTEREST	3
7.0	CONFIRMATION OF PREVIOUS MEETING MINUTES	4
7.1	ORDINARY MEETING held 18 th May 2016.	4
8.0	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION	4
9.0	OFFICERS REPORTS	4
9.1	CHIEF EXECUTIVE OFFICER	5
9.1.1	ASBESTOS MANAGEMENT ASSESSMENT.....	5
9.1.2	MINGENEW IRWIN GROUP SPONSORSHIP AGREEMENT	9
9.2	FINANCE.....	12
9.2.1	FINANCIAL STATEMENTS FOR PERIOD ENDING 31 MAY 2016	12
9.2.2	ACCOUNTS FOR PAYMENT – MONTH ENDING 31 MAY 2016	16
9.3	ADMINISTRATION	18
9.3.1	DISABILITY ACCESS AND INCLUSION PLAN.....	18
10.0	ELECTED MEMBERS/MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	21
11.0	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	21
11.1	ELECTED MEMBERS.....	21
11.2	STAFF	21
11.2.1	C & J Lucken Transport – Short Triple Road Train Permit.....	22
12.0	CONFIDENTIAL ITEMS	23
13.0	TIME AND DATE OF NEXT MEETING	23
14.0	CLOSURE	23

SHIRE OF MINGENEW

MINUTES FOR ORDINARY MEETING OF COUNCIL HELD IN COUNCIL 15th June 2016 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 ATTENDANCE

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

STAFF

MG Whitely	Chief Executive Officer
NS Jane	Deputy Chief Executive Officer

APOLOGIES

Nil

LEAVE OF ABSENCE

MP Pearce	Councillor	Town Ward
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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 public the President proceeded with the meeting allowing a period of 15 minutes for questions from the public up until 4:45pm

5.0 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 REQUEST FOR LEAVE OF ABSENCE

Nil.

6.0 DECLARATIONS OF INTEREST

Nil.

7.0 CONFIRMATION OF PREVIOUS MEETING MINUTES

7.1 ORDINARY MEETING held 18th May 2016.

COUNCIL DECISION – ITEM 7.1

Moved Cr Cosgrove

Seconded Cr Criddle

That the minutes of the ordinary meeting of the Shire of Mingenew held in the Council Chambers on 18th May 2016 be confirmed.

CARRIED: 6/0

8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

9.0 OFFICERS REPORTS

9.1 CHIEF EXECUTIVE OFFICER

9.1.1 ASBESTOS MANAGEMENT ASSESSMENT

Location/Address: Shire of Mingenew
Name of Applicant: Ian Watkins, IW Projects
Disclosure of Interest: Nil
File Reference: ADM0070
Date: 9 June 2016
Author: Martin Whitely, Chief Executive Officer

Summary

This report recommends the processes to be put in place for asbestos management at Reserve 9693, Mingenew.

Attachment

Assessment Management Report.

Background

At the April 2016 Concept Forum there were discussions regarding asbestos findings that had been reported to the Shire located in Reserve 9693, Mingenew. As an interim measure a 400m temporary fence with signage was installed in the area immediately south of the hockey oval and a consultant was engaged to conduct a site inspection of the Reserve to ascertain a procedure to address the issue.

Comment

A site inspection was carried out by Mr Ian Watkins, IW Projects on 25 May 2016 and his findings from the site inspection are tabled at **Attachment 9.1.1**.

An initial estimate to have the asbestos collected and removed offsite came in at around \$150k. Following the site inspection on 25 May 2016 it was agreed that the cost to address the situation will be substantially more than the original estimate simply due to the extensive area of potential asbestos contamination.

I have spoken with our insurers in relation to the matter and kept them informed. They have indicated that the Shire will not be able to recover any of the costs associated with cleaning up the asbestos through our general insurance cover. They are however satisfied with the proposed course of action in having the report prepared which will address any potential future liability issues. The Department of Environment Regulation have also been informed that a site inspection of the Reserve has been carried out as a result of the area being a potentially contaminated site.

I have spoken with the outside staff and the feedback is that the Shire has in general been following reasonable practices for the disposal of asbestos however it has highlighted that the processes in place and recording of asbestos disposal needs to be improved.

The report compiled from the site inspection includes several recommendations including;

- The establishment of an Asbestos Management Procedure
- Methodology for the Shire to address the potentially contaminated site, and
- A solution for future asbestos disposal

Consultation

Shire Councillors
Nita Jane, Deputy Chief Executive Officer
Monty Archdale, LGIS Regional Risk Co-ordinator
Udam Wickremaratne, LGIS
Ian Watkins, IW Projects
Naomi Telford, Department of Environment Regulation

Statutory Environment

Contaminated Sites Act 2003
Environmental Protection Act 1986

Policy Implications

Policy No. 2013 - RISK MANAGEMENT POLICY

PURPOSE

The Shire of Mingenew (“the Shire”) Risk Management Policy documents the commitment and objectives regarding managing uncertainty that may impact the Shire’s strategies, goals or objectives.

POLICY

It is the Shire’s Policy to achieve best practice (aligned with AS/NZS ISO 31000:2009 Risk Management), in the management of all risks that may affect the Shire, its customers, people, assets, functions, objectives, operations or members of the public.

Risk Management will form part of the Strategic, Operational, Project and Line Management responsibilities and where possible, be incorporated within the Shire’s Integrated Planning Framework.

The Shire’s Management Team will determine and communicate the Risk Management Policy, Objectives and Procedures, as well as, direct and monitor implementation, practice and performance.

Every employee within the Shire is recognized as having a role in risk management from the identification of risks to implementing risk treatments and shall be invited and encouraged to participate in the process.

Consultants may be retained at times to advise and assist in the risk management process, or management of specific risks or categories of risk.

DEFINITIONS (from AS/NZS ISO 31000:2009)

Risk: Effect of uncertainty on objectives.

Note 1: An effect is a deviation from the expected – positive or negative.

Note 2: Objectives can have different aspects (such as financial, health and safety and environmental goals) and can apply at different levels (such as strategic, organization-wide, project, product or process).

Risk Management: Coordinated activities to direct and control an organization with regard to risk.

Risk Management Process: Systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.

RISK MANAGEMENT OBJECTIVES

- Optimise the achievement of our vision, mission, strategies, goals and objectives.
- Provide transparent and formal oversight of the risk and control environment to enable effective decision making.
- Enhance risk versus return within our risk appetite.
- Embed appropriate and effective controls to mitigate risk.
- Achieve effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations.
- Enhance organizational resilience.
- Identify and provide for the continuity of critical operations.

RISK APPETITE

The Shire quantified its risk appetite through the development and endorsement of the Shire's Risk Assessment and Acceptance Criteria. The criteria are included within the Risk Management Procedures and are subject to ongoing review in conjunction with this policy.

All organizational risks to be reported at a corporate level are to be assessed according to the Shire's Risk Assessment and Acceptance Criteria to allow consistency and informed decision making. For operational requirements such as projects or to satisfy external stakeholder requirements, alternative risk assessment criteria may be utilized; however these cannot exceed the organizations appetite and are to be noted within the individual risk assessment.

ROLES, RESPONSIBILITIES AND ACCOUNTABILITIES

The CEO is responsible for the allocation of roles, responsibilities and accountabilities. These are documented in the Risk Management Procedures (Operational Document).

MONITOR AND REVIEW

The Shire will implement and integrate a monitor and review process to report on the achievement of the Risk Management Objectives, the management of individual risks and the ongoing identification of issues and trends.

This policy will be kept under review by the Shire's Management Team and its employees. It will be formally reviewed within a three year cycle.

Financial Implications

There are likely to be substantial costs associated with addressing the potential contaminated site. It is suggested that provision is made during the budget review process to allocate an amount of \$50,000 towards addressing the issue in the 2016/17 financial year, with additional funds allocated in future years to implement a staged procedure to address the issue in line with Council's financial capacity to so.

Strategic Implications

Shire of Mingenew Community Strategic Plan

Outcome 2.1.1 – Support and promote environmental practises

Outcome 2.1.5 – Rehabilitate, protect and conserve Shire land

Outcome 2.6.1 – Develop and implement a Waste Management Plan

Outcome 4.5.1 – Ensure compliance with local, town planning, building and health and all other legislation

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.1.1

That Council appoints IW Projects to develop an Asbestos Management Procedure and Waste Management Plan and that funds are allocated in the 2016/17 Budget to address the potential contaminated site at Reserve 9693, Mingenew in line with the Asbestos Management Procedure.

COUNCIL DECISION – ITEM 9.1.1

Moved Cr Newton

Seconded Cr Lucken

That Council appoints IW Projects to develop an Asbestos Management Procedure and Waste Management Plan and that funds are allocated in the 2016/17 Budget to address the potential contaminated site at Reserve 9693, Mingenew in line with the Asbestos Management Procedure.

CARRIED 6/0

9.1.2 MINGENEW IRWIN GROUP SPONSORSHIP AGREEMENT

Location/Address: Shire of Mingenew
Name of Applicant: Sheila Charlesworth, Mingenew Irwin Group
Disclosure of Interest: Nil
File Reference: ADM0258
Date: 9 June 2016
Author: Martin Whitely, Chief Executive Officer

Disclosure of Impartiality Interest – Item 9.1.2 – Cr Newton

Prior to any consideration of Item 9.1.2, Cr Newton declared an Impartiality Interest in this matter. Cr Newton disclosed an interest as a member of the Mingenew Irwin Group Board.

4.48pm – Cr Newton left the meeting and did not participate in discussion or vote on the matter.

Summary

This report recommends that Council enter into a new three year sponsorship agreement with the Mingenew Irwin Group.

Attachment

2013-2016 Sponsorship Agreement.

Background

At the July 2013 Ordinary Meeting Council resolved to enter into a three year sponsorship agreement with the Mingenew Irwin Group. The previous agreement was for an annual cash contribution of \$3,000 + GST and is due to expire on 30 June 2016. Details of the current sponsorship agreement are shown at **Attachment 9.1.2**.

Comment

Council provides support to the Mingenew Irwin Group in a number of ways including provision of the building, subsidised housing, an annual cash contribution and at times venues for various events are also provided free of charge.

The Mingenew Irwin Group is an important business entity in the community and the current sponsorship agreement is working well with the Shire of Mingenew acknowledged as a Diamond level sponsor.

Among other entitlements outlined within the attachment the agreement allows Council to nominate at their discretion a representative to the Mingenew Irwin Group Environmental Division Committee.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Policy No. 3005 - CASH CONTRIBUTIONS/SELF SUPPORTING LOANS TO CLUBS / ORGANISATIONS

Any application made to Council from any Club, or Organisation, seeking the provision of a cash contribution or self supporting loan shall be in accordance with, as well as accompanied by, the following information

- as a general principle, funds for any project will only be considered where maximum Government (State and Federal) funding has been obtained, the Club, or Organisation, is ineligible for Government funding, or Government funding has been refused (in whole or part).

Council will be seeking evidence of procurement of, or attempted procurement of, Government grant monies.

- it must be demonstrated that Council funding is necessary to the success of the project
- funds will only be permitted to be used for projects upon land under the care, or control, of Council, unless it otherwise determines.
- detailed project financial information including budget estimates, quotes etc. accompanied by project drawings and specifications, to a satisfactory standard, must be provided
- detailed financial information about the Club or Organisation will also need to be provided. Such information will need to include financial statements

Where Council considers the information as provided in accordance with the above to be satisfactory, the provision of any funds will be in accordance with the following;

- payment will only be made at the conclusion of the project, and then only in strict accordance with the determination as to amount and conditions as set by Council; unless otherwise agreed upon
- Council reserves the right to approve/decline any application irrespective of previous decisions of a similar nature and no prior decision in any way or manner can be construed as setting a precedent.

Financial Implications

An amount of \$3,000 would be allocated in the annual budget for the next three financial years.

Strategic Implications

Shire of Mingenew Community Strategic Plan

Outcome 1.4.2 – Support sustainable farming and other industry developments including mining

Outcome 2.1.1 – Support and promote environmental practises

Voting Requirements

Simple Majority.

OFFICER RECOMMENDATION – ITEM 9.1.2
--

That Council enter into a three sponsorship agreement with the Mingenew Irwin Group for an annual contribution of \$3,000 + GST per annum with the sponsorship agreement to run for the period 1 July 2016 to 30 June 2019.

COUNCIL DECISION – ITEM 9.1.2

Moved Cr Cosgrove

Seconded Cr Eardley

That Council enter into a three sponsorship agreement with the Mingenew Irwin Group for an annual contribution of \$3,000 + GST per annum with the sponsorship agreement to run for the period 1 July 2016 to 30 June 2019.

CARRIED 5/0

4.50pm – Cr Newton returned to the meeting

9.2 FINANCE

9.2.1 FINANCIAL STATEMENTS FOR PERIOD ENDING 31 MAY 2016

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: ADM0304
Date: 10 June 2016
Author: Nita Jane, Deputy CEO
Senior Officer: Martin Whitely, Chief Executive Officer

Summary

This report recommends that the Monthly Statement of Financial Activity report for the period ending 31 May 2016 is presented to Council for adoption.

Attachment

Finance Report for period ending 31 May 2016.

Background

The Monthly Financial Report to 31 May 2016 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 Account	67,844
Business Cash Maximiser (Municipal Funds)	627,365
Trust Account	104,556

Reserve Maximiser Account	308,376
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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 May 2016:

Amount	Current	30+ Days	60+ Days	90+ Days	TOTAL
	6,005	0	6,185	651	12,841

Rates Outstanding at 31 May 2016 were:

	Current	Arrears	TOTAL
Rates	12,427	25,907	38,334
Rubbish	2,070	0	2,070
TOTAL	14,497	25,907	40,404

The Statement of Financial Activities Report contains explanations of Councils adopted variances for the 2015/ 2016 financial year.

Consultation

Chief Executive Officer
Senior Finance 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 subregulation (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 subregulation (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 9.2.1
--

That the Monthly Statement of Financial Activity for the period 1 July 2015 to 31 May 2016 be received.

COUNCIL DECISION – ITEM 9.2.1

Moved Cr Eardley

Seconded Cr Newton

That the Monthly Statement of Financial Activity for the period 1 July 2015 to 31 May 2016 be received.

CARRIED 6/0

9.2.2 ACCOUNTS FOR PAYMENT – MONTH ENDING 31 MAY 2016

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0042
Disclosure of Interest: Nil
Date: 8 June 2016
Author: Julie Borrett, Senior Finance Officer
Senior Officer: Nita Jane, Deputy CEO

Summary

This report recommends that Council confirm the payment of creditors for the month of May 2016 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).

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 9.2.2
--

That Council confirm the accounts as presented for May 2016 from the Municipal Fund totalling \$334,603.27 represented by Electronic Funds Transfers of EFT 9820 to EFT9898, Direct Deduction DD7608.1, 2 and 3, DD7623.1 2 and 3 and Cheque numbers 8063 to 8069.

COUNCIL DECISION – ITEM 9.2.2

Moved Cr Cosgrove

Seconded Cr Newton

That Council confirm the accounts as presented for May 2016 from the Municipal Fund totalling \$334,603.27 represented by Electronic Funds Transfers of EFT 9820 to EFT9898, Direct Deduction DD7608.1, 2 and 3, DD7623.1 2 and 3 and Cheque numbers 8063 to 8069.

CARRIED 6/0

9.3 ADMINISTRATION

9.3.1 DISABILITY ACCESS AND INCLUSION PLAN

Location/Address:	Shire of Mingenew
Name of Applicant:	Shire of Mingenew
Disclosure of Interest:	Nil
File Reference:	ADM0193
Date:	10 June 2016
Author:	Nita Jane, Deputy CEO
Senior Officer:	Martin Whitely, Chief Executive Officer

Summary

This report recommends that the amended Shire of Mingenew Disability Access and Inclusion Plan (DAIP) with the inclusion of Outcome 7 as required by the Disability Services Act be submitted to the Commissioner.

Attachment

Nil

Background

The Shire of Mingenew Disability Access and Inclusion Plan 2013-2018 was reviewed in July 2013. The Disability Services Act has been reviewed, resulting in a key change for public authorities. The introduction of Outcome 7 into Disability Access and Inclusion Plans (DAIPs) requires agencies to include information in the DAIP about how they will improve employment opportunities for people with disability and break down existing barriers.

The Disability Services Amendment Regulations 2013 also included a change of procedure when carrying out public consultation. There is now a requirement to advertise for submissions in the printed media as well as on the website.

The reference to “disabilities” has also now been amended to “disability” and correct terminology is now people with disability.

Comment

The Shire of Mingenew DAIP has been reviewed and draft amendments made to include Outcome 7.

The required request Public Notice has been given and no comments or responses have been received.

The process to implement Outcome 7:

- Add strategies related to outcome 7 as an amendment to DAIP
- Circulate in draft format and place notification in printed media for at least two weeks
- Collate responses
- Amend DAIP to include Outcome 7
- Send amended DAIP to the Commission for endorsement
- Promote amendment in printed media and on website.

Following this meeting it is proposed that the amended Shire of Mingenew DAIP be sent to the Commission for endorsement.

Consultation

Martin Whitely, Chief Executive Officer

Susan Henson – Senior Access & Inclusion Officer, Disability Services Commission

Statutory Environment

DISABILITY SERVICES ACT 1993 - SECT 28

28. Disability access and inclusion plans

- (1) Each public authority must have a disability access and inclusion plan to ensure that in so far as its functions involve dealings with the general public, the performance of those functions furthers the principles in Schedule 1 and meets the objectives in Schedule 2.
- (2) A disability access and inclusion plan must meet any prescribed standards.
- (3) A public authority must lodge its disability access and inclusion plan with the Commission —
- (4) A public authority may amend its disability access and inclusion plan at any time.
- (5) A public authority may review its disability access and inclusion plan at any time.
- (6) After reviewing its disability access and inclusion plan, a public authority must lodge a report of the review with the Commission in accordance with subsection (7).
- (7) Not more than 5 years is to elapse —
 - (a) between the day on which a public authority first lodges its disability access and inclusion plan with the Commission and the day it lodges a report of a review of the plan with the Commission; or
 - (b) between the lodgement of the report of one review of a plan and the lodgement of the report of another review of the plan.
- (8) After reviewing its disability access and inclusion plan, a public authority may amend the plan or prepare a new plan.
- (9) If at any time a public authority amends its disability access and inclusion plan or prepares a new plan, whether after a review or not, it must lodge the amended or new plan with the Commission as soon as practicable after doing so.
- (10) A public authority must undertake public consultation in accordance with the procedure specified in the regulations when preparing, reviewing or amending a disability access and inclusion plan.

Disability Services Amendment Regulations 2013

Schedule 1 — Public authorities to which Part 5 applies [r. 6]

7. People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Community Strategic Plan

Outcome 4.5.1 – Ensure compliance with local, town planning, building and health and all other relevant legislation

Outcome 4.5.2 – Maintain, review and ensure relevance of Council policies and local laws.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.1
--

That Council;

- 1. Note that no comments or responses were received during the Public Notice period;**
- 2. That the Shire of Mingenew Disability Access and Inclusion Plan be forwarded to the commission for endorsement; and**
- 3. That promotion of the updated Plan be undertaken in print media and on the website.**

COUNCIL DECISION – ITEM 9.3.1

Moved Cr Lucken

Seconded Cr Eardley

That Council;

- 1. Note that no comments or responses were received during the Public Notice period;**
- 2. That the Shire of Mingenew Disability Access and Inclusion Plan be forwarded to the commission for endorsement; and**
- 3. That promotion of the updated Plan be undertaken in print media and on the website.**

CARRIED 6/0

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

The President advised the meeting that the CEO had sought leave to introduce an urgent item of business.

COUNCIL DECISION – ITEM 11.2.1

Moved Cr Newton

Seconded Cr Cosgrove

That the meeting consider the request from C & J Lucken Transport to obtain permission to operate short triple road trains on roads in the Mingenew Shire.

CARRIED 6/0

Disclosure of Financial Interest Item 11.2.1 – Cr Lucken

Prior to any consideration of Item 11.2.1, Cr Lucken declared a Financial Interest in this matter.

5.10pm – Cr Lucken left the meeting and did not participate in discussion or vote on this matter.

11.2.1 C & J Lucken Transport – Short Triple Road Train Permit

Location/Address: Roads in the Shire of Mingenew
Name of Applicant: Cris Lucken on behalf of C & J Lucken Transport
Disclosure of Interest: Cr Lucken
File Reference:
Date: 13 June 2016
Author: Martin Whitely - CEO

Summary

C & J Lucken Transport request approval to operate short triple road trains on roads in the Shire of Mingenew.

Attachment

Letter from C & J Lucken Transport.

Background

Application from C & J Lucken Transport has been received to operate short triple road trains on the following roads:

- Mingenew Mullewa Road from Eleanor Street to Depot Hill Road
- Depot Hill Road from Mingenew Mullewa Road for 8.5 kilometres
- Moorinary Road

Comment

There have been recent changes in the process for approving the operation of large vehicles initiated on roads by Main Roads. It is recommended that this request be referred to Main Roads for assessment.

Consultation

Nil.

Statutory Environment

Nil.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 11.2.1

That the CEO request assessment by Main Roads of the proposed route for use by short triple road trains:

- Mingenew Mullewa Road from Eleanor Street to Depot Hill Road
- Depot Hill Road from Mingenew Mullewa Road for 8.5 kilometers
- Mooriary Road

It was agreed that:

The CEO request assessment by Main Roads of the proposed route for use by short triple road trains:

- Mingenew Mullewa Road from Eleanor Street to Depot Hill Road
- Depot Hill Road from Mingenew Mullewa Road for 8.5 kilometres
- Mooriary Road

5.22pm – Cr Lucken returned to the meeting.

12.0 CONFIDENTIAL ITEMS

Nil

13.0 TIME AND DATE OF NEXT MEETING

Next Ordinary Council Meeting to be held on Wednesday 20 July 2016 commencing at 4.30pm.

14.0 CLOSURE

The Shire President thanked all for attending and declared the meeting closed at 5.25 pm.

These minutes were confirmed at an Ordinary Council meeting on 20 July 2016.

Signed _____
Presiding Officer

Date: _____

8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

9.0 OFFICERS REPORTS

9.1 CHIEF EXECUTIVE OFFICER

9.1.1 WALGA ANNUAL GENERAL MEETING

Location/Address: Shire of Mingenew
Name of Applicant: WALGA
Disclosure of Interest: Nil
File Reference: ADM0059
Date: 13 July 2016
Author: Martin Whitely, Chief Executive Officer

Summary

This report recommends that Council provide the voting delegates with direction as to the 11 Notices of Motions tabled in the Agenda for the 2016 WALGA Annual General Meeting.

Attachment

Agenda for the WALGA 2016 Annual General Meeting.

Background

The WALGA Annual General Meeting is held each year prior to the commencement of the Local Government Convention. Each year local governments are invited to make submissions to be tabled at the meeting and the Agenda for this year's AGM is tabled for Council consideration.

Comment

In total there are 11 notices of motion tabled in the Agenda for the 2016 WALGA Annual General Meeting and these motions can be located on pages 16-40 in the attachment.

The 11 motions requiring consideration are the following;

- 4.1 Amendments to the WALGA Constitution
- 4.2 Natural Disaster Recovery Support Funding
- 4.3 Non Operational Rail Corridors
- 4.4 Planning Review Systems
- 4.5 Abolitions of DAPS
- 4.6 Introduction of Container Deposit Scheme
- 4.7 Declared Pest Plant C3 Review by DAFWA
- 4.8 Renewable Energy
- 4.9 Reducing Regulatory Burden on Local Government
- 4.10 Most Accessible City in Australia Awards
- 4.11 Discussion Paper Excessive Force

Council are requested to consider the above motions and provide guidance to the voting delegates at the WALGA Annual General Meeting. The 2 voting delegates are President Bagley and Deputy President Newton while the 2 proxies are Cr Criddle and the CEO.

Consultation

Nil

Statutory Environment

Local Government Act 1995
Biosecurity and Agriculture Management Act 2007

Policy Implications

Nil

Financial Implications

There are no financial implications.

Strategic Implications

Shire of Mingenew Community Strategic Plan

Outcome 4.5.1 – Ensure compliance with local, town planning, building and health and all other legislation

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.1.1
--

That Council provides direction to the voting delegates for the following motions tabled in the Agenda for the 2016 WALGA Annual General Meeting;

4.1	Amendments to the WALGA Constitution	For / Against
4.2	Natural Disaster Recovery Support Funding	For / Against
4.3	Non Operational Rail Corridors	For / Against
4.4	Planning Review Systems	For / Against
4.5	Abolitions of DAPS	For / Against
4.6	Introduction of Container Deposit Scheme	For / Against
4.7	Declared Pest Plant C3 Review by DAFWA	For / Against
4.8	Renewable Energy	For / Against
4.9	Reducing Regulatory Burden on Local Government	For / Against
4.10	Most Accessible City in Australia Awards	For / Against
4.11	Discussion Paper Excessive Force	For / Against



WALGA

WORKING FOR LOCAL GOVERNMENT

AGENDA

Annual General Meeting

Perth Convention Exhibition Centre
Perth

Wednesday, 3 August 2016



WALGA

Table of Contents

1. Meeting Program	3
1.1 Annual General Meeting – Order of Proceedings	4
1.2 Metropolitan and Country Zones	5
1.3 Zone Representatives to State Council 2015/2016.....	7
1.4 Local Government Medal Recipients and Honorary Life Members	8
2. President’s Message	9
2.1 Overview of key outcomes for 2015/2016.....	10
3. 2015/2016 Financial Statements (under separate cover)	
4. Considerations of Executive and Member Motions	
4.1 Amendments to the WALGA Constitution (01-001-01-0001)	16
4.2 Natural Disaster Recovery Support Funding (05-001-03-0029).....	20
4.3 Non Operational Rail Corridors (05-009-03-0037).....	23
4.4 Planning Systems Review (05-047-01-0014).....	25
4.5 Abolitions of DAPS (05-047-01-0016	29
4.6 Introduction of Container Deposit Scheme (CDS) (05-050-02-0001)	33
4.7 Declared Pest Plant C3 Review by DAFWA (05-046-03-0015).....	34
4.8 Renewable Energy (05-028-04-0009).....	35
4.9 Reducing Regulatory Burden on Local Government 05-099-03-0001).....	36
4.10 Most Accessible Regional City in Australia Awards (01-006-04-0001).....	38
4.11 Discussion Paper Excessive Force (01-003-02-0001).....	39
Attachment 1: Association Standing Orders	41
Attachment 2: Previous Minutes 2015 AGM	45
Attachment 3: Action Taken on Resolutions of the 2014 Annual General Meeting	76



AGENDA

**Annual General Meeting
of the
Western Australian
Local Government Association**

to be held at the
Perth Convention Exhibition Centre
21 Mounts Bay Road, Perth
Riverside Theatre (Level 2)
on
Wednesday, 3 August 2016
at 1.30 pm

1. Meeting Program

- 1.30pm** **Welcome address by WALGA President, followed by the National Anthem and the Welcome to Country**
- 1.45pm** **Address from Hon Tony Simpson MLA, Minister for Local Government; Community Services; Seniors and Volunteering Youth**
- 1.55pm** **Address from Mr David Templeman MLA, Shadow Minister for Local Government**
- 2.05pm** **WALGA President's Annual Report, Cr Lynne Craigie, WALGA President**
- 2.20pm** **Mayor Troy Pickard, President, Australian Local Government Association**
- 2.30pm** **Announcement of Local Government Honours for:**
- Long & Loyal Service Awards
 - Merit Awards
 - Local Government Distinguished Officer Awards
 - Eminent Service
 - Life Membership
- 3.05pm** **Presentation of Local Government Diploma Certificates**
- 3.15pm** **Introduction of the WALGA State Council by Ms Ricky Burges, Chief Executive Officer, WALGA**
- 3.30pm** **Afternoon refreshments**
- 3.45pm** **AGM Business Session Commences:**
- Attendance, Apologies and Announcements;
 - Confirmation of Minutes from last AGM (Attachment 2);
 - Adoption of President's Report;
 - Consideration of 2015/2016 Financial Statements; and
 - Consideration of Executive and Member Motions
- 5:30pm** **Close of Annual General Meeting**

1.1 Annual General Meeting – Order of Proceedings

Record of Attendance and Apologies

Announcements

Confirmation of Minutes

Minutes of the 2015 WALGA Annual General Meeting are contained within this AGM Agenda.

DRAFT MOTION:

That the Minutes of the 2015 Annual General Meeting be confirmed as a true and correct Record of proceedings.

2.0 Adoption of President's Annual Report

The President's Annual Report for 2015/2016 is contained within this AGM Agenda.

DRAFT MOTION:

That the President's Annual Report for 2015/2016 be received.

3.0 WALGA 2015/2016 Financial Statements (Item Under Separate Cover)

The audited 2015/2016 WALGA Financial Statements will be distributed to all members prior to the meeting.

DRAFT MOTION:

That the WALGA Financial Statements for 2015/2016 be received.

4.0 Consideration of Executive and Member Motions

As per motions listed.

5.0 Closure

1.2 Metropolitan and Country Zones

The Zones of the metropolitan and country Local Governments of the Western Australian Local Government Association are as listed below.

Metropolitan Zones

Central Metropolitan

Town of Cambridge
Town of Mosman Park
City of Subiaco

Town of Claremont
Shire of Peppermint Grove
City of Vincent

Town of Cottesloe
City of Perth

East Metropolitan

Town of Bassendean
Shire of Kalamunda

City of Bayswater
Shire of Mundaring

City of Belmont
City of Swan

North Metropolitan

City of Joondalup

City of Stirling

City of Wanneroo

South Metropolitan

City of Cockburn
City of Kwinana

Town of East Fremantle
City of Melville

City of Fremantle
City of Rockingham

South East Metropolitan

City of Armadale
City of South Perth

City of Canning
Town of Victoria Park

City of Gosnells

Country Zones

Avon – Midland Country Zone

Shire of Chittering
Shire of Gingin
Shire of Northam
Shire of Wongan-Ballidu

Shire of Dalwallinu
Shire of Goomalling
Shire of Toodyay
Shire of York

Shire of Dandaragan
Shire of Moora
Shire of Victoria Plains

Central Country Zone

Shire of Beverley
Shire of Cuballing
Shire of Lake Grace
Shire of Quairading
Shire of West Arthur

Shire of Brookton
Shire of Dumbleyung
Shire of Narrogin
Shire of Wagin
Shire of Wickepin

Shire of Corrigin
Shire of Kulin
Shire of Pingelly
Shire of Wandering
Shire of Williams

Goldfields Esperance Country Zone

Shire of Coolgardie
City of Kalgoorlie-Boulder
Shire of Menzies
Shire of Wiluna

Shire of Dundas
Shire of Laverton
Shire of Ngaanyatjaraku

Shire of Esperance
Shire of Leonora
Shire of Ravensthorpe

Gascoyne Country Zone

Shire of Carnarvon
Shire of Upper Gascoyne

Shire of Exmouth

Shire of Shark Bay

Great Eastern Country Zone

Shire of Bruce Rock
Shire of Kellerberrin
Shire of Merredin
Shire of Narembeen
Shire of Trayning
Shire of Yilgarn

Shire of Cunderdin
Shire of Kondinin
Shire of Mount Marshall
Shire of Nungarin
Shire of Westonia

Shire of Dowerin
Shire of Koorda
Shire of Mukinbudin
Shire of Tammin
Shire of Wyalkatchem

Great Southern Country Zone

City of Albany
Shire of Denmark
Shire of Katanning
Shire of Plantagenet

Shire of Broomehill-Tambellup
Shire of Gnowangerup
Shire of Kent
Shire of Woodanilling

Shire of Cranbrook
Shire of Jerramungup
Shire of Kojonup

Kimberley Country Zone

Shire of Broome
Shire of Derby/West Kimberley

Shire of Christmas Island
Shire of Halls Creek

Shire of Cocos (Keeling) Islands
Shire of Wyndham/East Kimberley

Murchison Country Zone

Shire of Cue
Shire of Murchison

Shire of Meekatharra
Shire of Sandstone

Shire of Mount Magnet
Shire of Yalgoo

Northern Country Zone

Shire of Carnamah
City of Greater Geraldton
Shire of Morawa
Shire of Perenjori

Shire of Chapman Valley
Shire of Irwin
Shire of Mullewa
Shire of Three Springs

Shire of Coorow
Shire of Mingenew
Shire of Northampton

Peel Country Zone

Shire of Boddington
Shire of Waroona

City of Mandurah
Shire of Serpentine-Jarrahdale

Shire of Murray

Pilbara Country Zone

Shire of Ashburton
Town of Port Hedland

Shire of East Pilbara
Shire of Roebourne

South West Country Zone

Shire of Augusta-Margaret River
City of Bunbury
Shire of Collie
Shire of Harvey

Shire of Boyup Brook
City of Busselton
Shire of Dardanup
Shire of Manjimup

Shire of Bridgetown-Greenbushes
Shire of Capel
Shire of Donnybrook-Balingup
Shire of Nannup

1.3 Zone Representatives to State Council 2015/2016

Five (5) ordinary meetings of the WALGA State Council were held between July 2015 and May 2016 with attendance as follows:

<u>Members</u>	<u>Attendance</u>	<u>Members</u>	<u>Attendance</u>
WALGA President		Murchison Country Zone	
President Cr Lynne Craigie (Appointed 2015)	5	Cr Simon Broad	5
Deputy President		North Metropolitan Zone	
Mayor Tracey Roberts JP (Appointed 2015)	3	Cr David Michael	5
Avon-Midland Country Zone		Cr Geoff Amphlett (Retired 2015)	0
Cr Lawrie Short (Retired 2015)	1	Cr Russ Fishwick (Appointed 2015)	3
Cr Darren Slynns (Appointed 2015)	3	Cr John Logan (Deputy)	1
Cr Steven Pollard (Deputy)	1	Northern Country Zone	
Central Country Zone		President Cr Karen Chappel	5
President Cr Phil Blight	4	Peel Country Zone	
Central Metropolitan Zone		Cr Wally Barrett	5
Cr Janet Davidson JP	5	Pilbara Country Zone	
Mayor Heather Henderson	5	Mayor Kelly Howlett (Appointed 2015)	3
Cr Pauline O'Conner (Deputy)	1	Mayor Peter Long (Deputy)	1
East Metropolitan Zone		Cr Fiona White-Harding (Deputy)	1
Cr Steve Wolff (Retired 2015)	0	South Metropolitan Zone	
Cr Mick Wainwright (Retired 2015)	0	Mayor Carol Adams	4
Cr Sue Bilich (Appointed 2015)	3	Cr Doug Thompson	5
Cr Darryl Trease (Appointed 2015)	2	Mayor Logan Howlett	5
Cr Catherine Ehrhardt (Deputy)	1	Cr Frank Cvitan (Deputy)	2
Goldfields Esperance-Country Zone		Cr Ronald Pease (Deputy)	1
Mayor Ron Yuryevich AM RFD (Retired 2015)	1	South East Metropolitan Zone	
President Cr Malcolm Cullen		Mayor Henry Zelones OAM JP	5
(Appointed 2015)	3	Cr Fiona Reid	5
Cr Suzie Williams (Deputy)	1	South West Country Zone	
Gascoyne Country Zone		Cr Wayne Sanford	5
Cr Ross Winzer (Retired 2015)	1	LGMA (ex-officio)	
President Cr Cheryl Cowell (Appointed 2015)	4	Mr Mark Chester (Retired 2015)	1
Great Eastern Country Zone		Mr Jonathon Throssell (Appointed 2015)	1
Cr Eileen O'Connell (Retired 2015)	1	Mr Ian Cowie (Deputy)	2
President Cr Stephen Strange		Associate Member (ex-officio)	
(Appointed 2015)	4	Rt Hon Lord Mayor, City of Perth	
Great Southern Country Zone		Ms Lisa Scaffidi	0
President Cr Ken Clements	5		
Kimberley Country Zone			
Cr Chris Mitchell (Retired 2015)	2		
Cr Elsie Archer (Appointed 2015)	2		

1.4 Local Government Medal Recipients and Honorary Life Members

LOCAL GOVERNMENT MEDAL RECIPIENTS *(Alphabetical order)*

Lang OAM, Mr HM (Murray)(2003)	Morris AM JP, Mrs P (Pat) (2006)
Manea AM, Dr E (Ern)(2000)	Reynolds AM JP, Mayor Cr L (Linton)(2005)
Maslen AM AFSM, Mr R (Rich)(1999)	Robartson AM, OAM, Cr C (Clive)(2005)
Mickel AM JP, Cr I (Ian)(2005)	Yuryevich AM RFD, Mayor RS (Ron)(2016)
Mitchell AM JP Mr W (Bill) (2010)	

HONORARY LIFE MEMBERS *(Alphabetical order)*

Archer, President Cr E (Elsia)	Lynch, Mr J (John)
Bajada, Mr A (Alex)	Manea AM, Dr E (Ern) (Deceased)
Barrett-Lennard OAM JP, Mr I (Irwin)	Maslen AM AFSM, Mr R (Rich)
Boothman, Mayor D (David)	Mickel AM JP, Mr I (Ian)
Brockman, OAM Mr F (Frank)(Deceased)	Mitchell, AM JP, Mr W (Bill)
Broad, Cr S (Simon)	Monagle, Cr P (Peter)
Campbell JP, Mr P (Peter)	Morris AM JP, Mrs P (Pat)
Chown, Mr EL (Ted)	Norris, Mayor R (Ron)
Clements, Cr K (Ken)	North AM JP, Mr J (Joe)
Cole, Mrs D (Delys)	Park OAM, Mr H (Humphery)
Cook OAM JP, Cr J (Jim)	Parry AM JP, Dr J (John)
Cooper JP, Mr P (Phil)	Paterson JP, Dr J (John)
Cowan, Cr H (Halley)	Patroni, OAM JP Cr R (Romolo)
Cox OAM JP, Mr J (John)	Pech AM JP, Cr K (Ken)
De San Miguel OAM JP, Mr D (Don)	Reynolds AM JP, Mayor Cr L (Linton)
D'Orazio, Mr J (John) (Deceased)	Robartson AM, OAM, Cr C (Clive)
Donaldson, Hon Mr BK (Bruce)	Rowell OBE, Mr RM (Rob)
Donohoe, Mr K (Ken)	Sabourne OAM JP, Cr J (John)
Finlayson AM MM JP, Mr R (Ray) (Deceased)	Snook, Mr G (Gary)
Foulkes-Taylor OAM, Mr HMJ (Michael)	Star, AM Mrs J (Jan)
Hardwick AM JP, Mrs C (Christine)	Strugnell SC, Mr P (Peter)
Henderson, Mayor (Heather)	Stubbs AM, Mr R (Roger)
Kelly, Mr P (Paul)	Trent, Cr K (Kevin)
Kenyon, JP Mayor T (Terence)	Tyzack, Cr T (Terence)
Knight AM JP, Mrs A (Annette)	Yuryevich AM RFD, Mayor RS (Ron)
Kyle AM, Mr P (Peter)	Zelones OAM JP, Mayor H (Henry)
Lang OAM, Mr HM (Murray)	

2. President's Message

Local Government in WA is entering a time of opportunity. Circumstances and events are converging that are set to present the sector with an almost once in a decade chance to optimise its financial position, assert its legitimacy in defining public policy and enhance its relevance to the community.

At the centre of this opportunity is the State election next March and the expectation of a tight campaign. Already political candidates and incumbents have begun to emerge to elevate their profiles and position their interests and ambitions. Local Government has the same opportunity.

An environment where the two major political parties genuinely believe they could win is an environment the Local Government sector should seek to leverage in key areas of roads and infrastructure, waste management, planning reform and financial sustainability.

With four year terms for State elections and almost all administrations always gaining at least two terms, the opportunities presented by a close campaign only come around every eight or 12 years.

WALGA has a role to maximise the opportunity for the Local Government sector and is well advanced to this end. I will detail the positioning and planning underway by the Association later in this review of the past year. But first I want to encourage the sector to appreciate that we all have a role in maximising this opportunity for the benefits of our communities.

There are State wide initiatives that WALGA will campaign on but so too are there regional issues specific to groups of Councils, local issues for individual Local Governments and even personal objectives of individual Elected Members. We have to seize this opportunity together.

During the past year the Association has commenced developing its State election strategy in consultation with the sector commencing with a workshop of State Council. In addition our latest public campaign aims to position the sector ahead of the election period as transparent and relevant.

Launched in June, the knowyourcouncil.com website has been created to provide the community with useful information to help them to access local services and engage with their Council. It is supported by State wide

television and digital advertising and the database of the Localeye smartphone app.

The knowyourcouncil.com advertising will build up to the election period to help position the sector as aligned with the community. It will then be suspended for the Association to implement the specific State election campaign messaging.

Among the key issues that are emerging for the sector to be part of an election campaign include securing a new State Road Funds to Local Government Agreement; opposing the introduction of rate capping; establishing a meaningful Partnership Agreement with government; and commitment to extending poll provisions to give communities a say on any amalgamations.

I want to assure all Members that I appreciate the importance of my role as Association President to drive these objectives on behalf of the whole sector. In March I was re-elected WALGA President after serving in the interim period after the previous President stepped down to devote more time to the national agenda. I am grateful to have the support of State Council and am committed to the Association living to its objective of working for Local Government in WA.

As we move into this rare period of opportunity my focus is to continue to ensure that WALGA is as open and relevant for its Member Local Governments just as Councils should aspire to be for their communities. At the core of my thinking is that WALGA exists to support and benefit its Members with a service orientated attitude across the organisation.

Finally I would finally like to recognise the hard work of Ricky Burges, her Executive Team and all WALGA staff as well as the valuable contributions and support of State Council and all those who have helped to bring about the sector's achievements during the year.

Cr Lynne Craigie
President

2.1 Overview of key outcomes for 2015/2016

WALGA is committed to providing representation and services that deliver value to Member Local Governments.

It delivers these benefits by:

- Providing Strong Representation
- Providing Effective Leadership
- Building a Positive Profile
- Enhancing the Capacity of the Sector

In support of these objectives, significant achievements by WALGA for its Members during the past year are as follows:

Strong Representation

State Election Campaign

WALGA has been developing the State election campaign position on behalf of the sector with short term and long term objectives. A workshop of State Council was conducted and a campaign timing schedule established to commence next month (September). In developing the State election campaign it has been recognised that the Association needs to have focussed priorities, simply expressed that demonstrate benefit to a wide scope of stakeholders including the State and acknowledge the tight fiscal climate. The key strategic issues being considered for the campaign focus are Securing a Partnership Agreement and Consultation Protocol with the State Government; Opposition to the Introduction of Rate Capping; Commitment to Poll Provisions to give the community a vote on any amalgamation; Securing a State Local Road Funding Agreement that restores the 27% allocation from motor vehicle licence fees; Restoration of the Country Local Government Fund; Restoration of the Community Sporting and Recreational Facilities Funding to \$20m per annum; Restructuring of Library Arrangements; Major Review of the Local Government Act to reduce unnecessary and outdated compliance requirements; Introduction of a Container Deposit Scheme; and the Deregulation of Local Government Fees and Charges.

Regional Subsidiary Model

The Association welcomed the passing by the Lower House of legislation by the State Government to enable the regional subsidiary model for Local Government

cooperation. The Association has long campaigned for the legislative change based on the South Australian Subsidiary Model whereby a Regional Group forms a legal entity for the delivery of services on a regional basis without the need to become a formal Regional Council. This suits Councils that prefer a representative structure to carry out a shared service delivery model. It is hoped that the legislation will pass the Upper House by the end of the year.

State Road Funds to Local Government Agreement

The current State Road Funds to Local Government Agreement expires in 2018 making the year ahead a critical time to seek a new agreement to reinstate funding to 27% of motor vehicle licence fees. To this end over the past 12 months, WALGA has continued negotiations with the Minister for Transport's office. The current funding arrangement allocates 21% of motor vehicle licence fees to local roads, which comprise 88% of the road network in WA. It is intended that the new agreement redress the State Government decision in 2014 to move back from the 27% allocation which effectively stripped \$100 million over three years from local road funding. This, in addition to the loss of \$10 million in the State Budget for regional run off safety programs and the withholding of \$99 million for road safety projects in the Road Trauma Trust Account was a serious blow to the sector, which continues to try and cope with a \$100 million annual backlog for maintenance on local roads.

Development Assessment Panels Review

WALGA is in the final stages of preparing a report on a five-year review of the Development Assessment Panels. It is anticipated the report will be presented to State Council next month (September).

Urban Development Groundwater Draft Specification

In partnership with the UDIA, Department of Water, IPWEA and Local Governments, the creation of draft specification for the Separation Distances for Groundwater Controlled Urban Development, provides criteria that defines acceptable levels of risk in assessing and approving groundwater level separation distances in areas for development constrained by high groundwater tables.

Industrial Matters

During the past year, the Association handled 52 formal industrial matters of which 51 were finalised and one underway. The formal industrial matters were predominantly unfair dismissal claims and adverse actions in the Fair Work Commission, but there was a wide variety of different types of claims.

Collective/Enterprise Agreements

The Association was engaged as expert negotiators for five organisations in their enterprise agreement bargaining meetings during the 2015/16 financial year. The Employee Relations staff also provided support to a number of other Local Governments to help assess their existing agreements for compliance, ambiguities and opportunities and to help tailor enterprise agreement document drafts to their specific strategic needs.

Rural Landfills Guidance

WALGA was invited by the Department of Environment Regulation to facilitate Local Government input into an Environmental Standard for Rural Landfills. The Department is developing this Environmental Standard as a priority because of the feedback from Local Government and WALGA on this issue. The Environmental Standard will mean that, for the first time, there is specific guidance available for small rural Local Governments on the environmental considerations relevant to developing small landfills.

State Closed Circuit Television Strategy

WALGA has expanded its Preferred Supplier panel for the provision of Closed Circuit Television infrastructure in response to successfully securing \$5m in State Government grants for the purpose. This was done in conjunction with and strongly supported by the WA Police. During the year the grants were issued to Local Governments as part of the State CCTV Strategy.

Effective Leadership

State Emergency Risk Framework

In working with the State Emergency Management Committee to implement the State Emergency Risk Framework to Local Government, WALGA has commenced development of an online risk management tool. The WALGA Local Government Emergency Management Risk Support System will soon be

completed and enable Councils to better track their exposure across all 27 hazards that are prescribed in emergency management legislation. The project ensures emergency strategies keep up with growing challenges such as climate change, population growth, infrastructure and resource project expansion.

Household Hazardous Waste

The Household Hazardous Waste Program, funded by the Waste Authority through the Waste Avoidance and Resource Recovery Account, has meant over 740 tonnes of HHW has been diverted from landfill to more beneficial uses. As part of the Program this year three Temporary Drop off events were held in the Cities of Joondalup, Melville and Swan. Attended by over 1,320 people, there was over 52 tonnes of chemicals recovered for correct disposal. This Program continues to ensure the community can dispose of their unwanted paint, pesticides and batteries for free.

Public Libraries – Visioning project

WALGA has secured State Government support for a public libraries working group to progress the Vision 2025 framework for public libraries in Western Australia. The Association led the comprehensive review of library services and operations, both as they currently stand and as they may evolve over the next ten years.

Underground Power Program

The Association represented the diverse needs of Local Governments in the development of Round 6 of the State Underground Power Program. After a hiatus a new funding round was announced in December 2015 and there was a high level of interest from Local Governments. It is anticipated that successful project areas will be announced later this year.

Rail Interface Agreements

Local Governments with rail lines in their area are required by the Rail Safety Act 2010 (repealed and replaced by the National Rail Safety Law (WA) Act 2015) to enter into an agreement with railway operators to manage safety at rail crossings. The Association has and continues to play an active role in assisting Members to reach an acceptable agreement under the constraints of the legislation. The 80 Local Governments that are required to enter into an agreement with Brookfield Rail have been a particular focus of this ongoing work.

2015 WA Local Government Convention and Trade Exhibition

The 2015 WA Local Government Convention aimed to inspire new ways of thinking, new ways of working, and assist the Local Government sector in shaping its own future. 470 full delegates attending the Convention with speakers including Garry Kasparov, Chess Grandmaster and Chairman of the Human Rights Foundation International Council, Dr Bruce Weinstein, a professional ethicist known as The Ethics Guy, sailor and Antarctic adventurer Tony Mowbray, and former Christchurch Mayor Sir Bob Parker. The speaker program, which 75% of delegates rated as either good or excellent, was complemented by practical concurrent sessions and the largest Trade Exhibition (115 exhibitors) held to date.

State and Local Government Political Forum

Held on Wednesday, 5 August prior to the WALGA AGM and WA Local Government Convention at the Perth Convention & Exhibition Centre. The Forum was attended by approximately 120 Mayors, Presidents and CEOs and featured a program of ten minute 'speed date' style exchanges between Councils and Departmental Directors General; presentations from Government Ministers and Shadow Ministers with portfolios relevant to Local Government and facilitated discussions with the aim of creating open dialogue between Local Government and State Government leaders.

Other Sector Events

Throughout the year WALGA coordinated special events to help enhance leadership within the sector. Among these were:

Professional Risk and Natural Hazards

9 & 10 November

LGIS and WALGA invited Dr Michael Eburn to Western Australia to discuss professional risk in Local Government, as it relates to planning for natural hazards. Seminars explored how Local Governments disclose information relating to all natural hazards and what risks are associated with this disclosure.

Preventing Misconduct in Local Government

13 November

Corruption and Crime Commissioner John McKechnie QC and Public Sector Commissioner Mal Wauchope were guests at this special breakfast held at the Hyatt Regency Perth. The 87 participants had the opportunity to hear about recent changes to legislation relating to

misconduct in Local Government and ways to maintain best practice within the sector.

Cultural Planning Forum

18 November

Held at the Rendezvous Hotel Perth Scarborough and attended by 68 participants, this event included presentations from Robyn Archer AO on how to embed cultural planning in your Council as well as the Department of Culture and the Arts, the Chamber of Arts and Culture and Local Governments. The day was completed with a practical workshop to equip registrants with the skills and knowledge to create vibrant communities.

President's End of Year Function

1 December

The 2015 President's End of Year function was held in the boardroom of ONE70. Those invited included State Council, Life Members, CEOs, Mayors and Presidents, Members of Parliament and senior WALGA staff.

New Councillor Seminar

4 December

The New Councillor Seminar was held at the Hyatt Regency Perth following the October Local Government Elections and attracted 96 participants. The seminar focused on the essential elements of Good Governance & Professional Development, the Relationship between Mayor and CEO, Integrated Strategic Planning and Leadership.

End of Year Function for Preferred Suppliers and LG

9 December

The 2015 End of Year function for WALGA Preferred Suppliers and Local Government staff was held in the courtyard of ONE70. Those invited included Preferred Supplier main contacts and purchasing officers working in Local Government.

Biosecurity Workshops

29 January to 11 February 2016

Local Government Elected Members, CEOs, and Officers were invited to attend one of WALGA's six regional biosecurity workshops and attracted a total of 90 participants. Participants engaged with senior representatives from the Department of Agriculture and Food and learned about the history and current status of post border biosecurity management in Western Australia as it relates to Local Government.

2016 WA Transport & Roads Forum

12 February

Jointly hosted by WALGA and Main Roads WA, the 2016 WA Transport and Roads Forum was held at El Caballo Resort, Wooroloo. This one-day event attracted 115 participants and featured speakers including: Hon Dean Nalder MLA, Minister for Transport; Stephen Troughton, Main Roads; Ian Webb, Roads Australia and Mike House, Survivalist, Business Leader and Interpreter.

Members of Parliament Breakfast

17 May

Hosted by WALGA President Councillor Lynne Craigie, this annual breakfast was held at Fraser's, Kings Park and was attended by 44 guests. This breakfast presented an opportunity for State Councillors and WALGA Executive staff to meet with Members of Parliament in a relaxed environment.

Breakfast with David Templeman MLA

29 June

Held at Hyatt Regency Perth, this event provided an opportunity for Elected Members to hear from Shadow Minister for Local Government; Volunteering; Heritage; Peel; Wheatbelt; Mid-West, David Templeman MLA. More than 50 Elected Members will be in attendance.

Tourism Strategy Workshop

2 August

To be held just prior to the Local Government Convention, this workshop will involve Tourism WA's senior management, Local Government CEOs and senior management and will focus on the Local Government and Tourism Discussion Paper was endorsed by the State Council in September 2015. It is anticipated 50 attendees will participate in the forum.

Positive Profile

Local Government Television Campaign

The successful *Places to Start* television promotion campaign was recently replaced with the Know Your Council sector promotion campaign. Supported by state wide television and digital advertising the campaign is underpinned by a website designed to provide a resource that is useful to the community and that helps them to maximise their interaction with their Council around key community-facing aspects of Local Government. For each of six key portfolios, the site has information on how to better engage the various services with the capacity for users to access information specific

to their Local Government. It also features information on each Council drawn from the Local Government Directory and leverages the facilities and events database captured as part of the localeye app. The site also provides opportunities for individual Councils to leverage the campaign and website and contribute to the content on behalf of their Local Government. One of the key areas addressed by the new site is rates – to this end WALGA engaged independent financial analysis (both for expertise and to be arms-length) to define average residential rates for all Councils for the past four periods. Where this information is listed for each Local Government there is the opportunity for the relevant Council to enter commentary as to the rationale of their rates and budget objectives and strategy. This is intended to assist the community to understand the economic drivers and public expectations placed on Local Government finances and the challenge facing Councils.

Media Reports

Throughout the course of the past 12 months, WALGA and the Local Government sector were featured in approximately 1,655 media reports of which the overwhelming majority were either positive or neutral in their representation.

Localeye

The localeye mobile application has been updated and released to the public on the Apple, Android and Microsoft platforms. The application enables users to find Local Government facilities and events wherever they travel throughout the State. In response to feedback from Members, the application has been further enhanced to be more user friendly and enable Councils to more easily update their information. The application now includes the option to receive alerts and warnings from the Department of Fire and Emergency Services and an off line facility to assist find facilities and services when visiting areas of the State with poor connectivity.

Bin Tagging Program

Following on from the success of the Bin Tagging Pilot Program, WALGA received funding from the Waste Authority, through the Waste Avoidance and Resource Recovery Levy, to continue implementing a behaviour change campaign that reduces contamination and increases resource recovery from the kerbside collection system. Widely referred to as 'Bin Tagging,' this Program was rolled out in five Local Governments:

Towns of Bassendean and Mosman Park, Cities of Cockburn and Joondalup and the Shire of Capel between February and April 2016. Through the Program these Local Governments saw an increase in correct recycling behaviour by up to 24%, and a significant reduction in contamination of the recycling and organic/greenwaste bins.

Road Ribbon for Road Safety Christmas Campaign

The WALGA RoadWise Program launched the new Road Ribbon for Road Safety Christmas campaign with 80 participating metropolitan and regional Local Governments. The campaign urged people to take care on the roads and promote road safety messages to friends, family and colleagues to help reduce road trauma in Western Australia. The campaign included developing an extensive suite of resources and promotional material to encourage and assist community involvement in the new campaign. More than 40,000 road ribbons were distributed across the State with the campaign estimated to have reached 640,000 people.

Community Research Program

The Association's initiatives to improve the perception of the sector and raise the profile of WALGA are underpinned by a comprehensive annual survey of the community. The survey comprises a random sample of 1,000 people geographically stratified across the State into inner metropolitan, outer metropolitan, regional centres, and remote and rural. The survey has a sampling error of ± 3.1 per cent at the 95 per cent level of confidence. Respondents were asked how they currently learn about their Council's/Shire's activities and how they prefer to get such communication. The survey showed that the community was most likely to be influenced, and prefer to receive information, through three communication channels: local newspapers, mail (not electronic) and the Council/Shire website. Members are able to use the findings of this research to better tailor their communication strategies and ensure messages are being received by the intended audience. A key finding in the 2016 community research was that 70% of people want to better understand how their residential rates are calculated by Council.

Enhancing Capacity

Preferred Supplier Program

WALGA delivered superior prices and value for money to Members purchasing goods and services

through contracts with more than 600 Preferred Suppliers. Almost \$300 million of goods, services and works was procured through the program, achieving aggregate savings of more than \$55m to the sector. To meet ever changing sector requirements during the year, new Preferred Supplier arrangements were established using strong input from the sector's own subject matter experts.

Procurement Services

Throughout the year, WALGA continued to provide support to its Members with the delivery of procurement services. These services were particularly relevant to Local Governments that did not have the capacity to undertake tenders through the use of their own resources. In addition, a considerable number of Local Governments, both metropolitan and regional utilised WALGA's Procurement Improvement Services and in particular its customised capacity building workshops to improve and better understand their procurement and contract management requirements.

Guide for Planning Delegation

In March 2015, the Guide for Planning Delegations Development Applications was endorsed by State Council. This guide provides a model process for setting delegation arrangements, highlighting that there is not a "one-size-fits-all" approach. The Guide was awarded a Commendation at the WA Planning Institute of Australia Awards on 6 November 2015.

Water Services Act Exemption

The Association has successfully advocated on behalf of 14 regional Local Governments for licence exemptions to the State Government Water Services Act (2012) so as to reduce the regulatory burden on Local Government waste water treatment plant service providers and will help ensure their services are affordable for ratepayers. Exempt are the Shires of Brookton, Coolgardie, Dalwallinu, Denmark, Dowerin, East Pilbara, Goomalling, Kent, Koorda, Moora, Ravensthorpe, Victoria Plains, Wickiepin and Yilgarn. It is estimated the exemptions will save each Local Government between \$30,000 and \$50,000.

Environmental Planning Tool

WALGA has continued to expand the Local Government user base for the Environmental Planning Tool. For the 2016/17 financial year an additional staff resource has

been engaged to assist Councils to take advantage of the service. Designed to inform Local Government decision making, regardless of its internal capacity to access and analyse mapping information, it has been specifically developed to improve the efficiency and consistency of consideration of biodiversity in land use planning and to support strategic planning for natural reserve management. The benefits of the tool include improved efficiency in the preparation of desktop assessments for proposed planning scheme amendments and development proposals, access to up-to-date environmental information within and outside Local Government boundaries (providing a regional context to proposals), and a cost effective method of communicating with key stakeholders on various aspects of local strategic, statutory and biodiversity conservation planning and management.

Changing Places

The success of the Association's partnership with the Disability Services Commission (DSC) to deliver the Changing Places project has been recognised with a State award. In June DSC, WALGA and National Disability Services (NDS) was presented the Best Practice in Collaboration with Government award by the Institute of Public Administration Australia. The project itself was established to develop change place facilities and invest in community infrastructure. It provided \$2.8m to Local Governments to improve access and inclusion to community infrastructure to assist people with disabilities. In support of this initiative Local Governments have been able to access the Association's Preferred Supplier Program.

Training

The WALGA training programs have experienced a 26% increase in participation in the past year with a total of 2110 courses undertaken. The participation comprised 42% regional attendees, 36% metropolitan attendees and 22% of attendees engaging the program via the online e-learning facility. In regard to the Local Government Diploma there were 22 participants in the past year which was twice the number of the previous year.

Specification for Supply of Recycled Road Base

Pavement building materials based largely on recycled crushed concrete have been shown to have superior structural properties compared to virgin crushed road base for some applications. Importantly using recycled materials has significant environmental benefits

including minimising the use of finite resources and lessening the demand for land-fill. With IPWEA, WALGA has developed a specification to assist Local Governments seeking to use this material in road construction.

Bus Stop Infrastructure Agreement

The Bus Stop Infrastructure Agreement between Local Government and the PTA was extended to include regional towns and cities with formal SmartRider ticketed public transport. This Agreement provides some funding to Local Governments for maintenance of shelters and seeks to improve the communication and engagement between the PTA and Local Governments in the management of bus stop infrastructure.

Shared Path Design Guidelines

WALGA entered into a partnership with the Department of Transport to develop Technical Design Guidelines for Shared Paths. Once adopted, this Guideline will help ensure that Shared Path users have a consistent experience across the network and provide a clear tool to assist Local Governments designing extensions or changes to their network.

4. Consideration of Executive and Member Motions

4.1 Amendments to the WALGA Constitution (01-001-01-0001)

Executive Member to move:

Special Majority Required

MOTION

That the WALGA Constitution be amended as follows:

- 1. In Clause 5(7)(b) of the Constitution for “sub-clause 5(9)” read “sub-clause 5(11)”.**
- 2. Clause 10 (2) of the Constitution be amended with the last sentence to read:
“The President shall exercise a casting vote only, in the event of there being an equality of votes in respect of a matter considered by the State Council but excluding an election held in accordance with Clause 16.”**
- 3. Clause 10 of the Constitution be amended by inserting as sub-clause (9):
“(9) State Council shall adopt Standing Orders that will apply to all meetings.”**
- 4. Clause 14(4a) and Clause 20 of the Constitution be amended by inserting as sub-clause (h) and sub-clause (j), respectively:
“is a Councillor of an Ordinary Member that has been peremptorily suspended under Section 8.15C (2)(c) of the Local Government Act 1995”**
- 5. Clause 16(2)(b) of the Constitution be amended to read:
“(b) representatives are to vote on the matter by secret ballot.”**
- 6. Clause 17 of the Constitution be amended by inserting as sub-clause (5):
“(5) Where the incumbent President seeks and is re-elected for a consecutive term, that person shall not hold office beyond two (2) full consecutive terms.”**

IN BRIEF

- Amendments to the WALGA Constitution that were resolved by State Council in March 2016.
- Finalisation of WALGA’s periodic governance review that focused on consistency among governance documents.

SECRETARIAT COMMENT

In accordance with Clause 29 of the Western Australian Local Government Association (WALGA) Constitution, amendments to the Constitution must be agreed to by a special majority of State Council and by a special majority at an Annual General Meeting of WALGA. The Motion, above, was resolved by a special majority at the 2 March 2016 meeting of State Council.

The proposed amendments are outcomes of WALGA’s periodic governance review which commenced in July 2015 with the release of a discussion paper for feedback from the Local Government sector. A total of 15 responses were received from individual Local Governments, with composite responses from the Great Eastern, Central Country and East Metropolitan Zones, representing a total of 53 responses from Member Councils. The 2015 Review focused on ensuring consistency between the Constitution, Corporate Governance Charter and Standing Orders.

The proposed amendments are as follows:

1. Technical Wording Amendment – Clause 5(7)(b)

It is recommended that:

In Clause 5(7)(b) of the Constitution for “sub-clause 5(9)” read “sub-clause 5(11)”.

Clause 5(7) should refer to sub-clause 5(11) as this relates to the process for application to join WALGA as an Associate Member, as does clause 5(7).

2. Clarify that a Casting Vote does not apply to an Election – Clause 10(2)

It is recommended that:

Clause 10 (2) of the Constitution be amended with the last sentence to read:

“The President shall exercise a casting vote only, in the event of there being an equality of votes in respect of a matter considered by the State Council but excluding an election held in accordance with Clause 16.”

This recommendation is to explicitly state that the President shall not be entitled to a casting vote if there is an equality of votes relating to an election in accordance with Clause 16.

3. State Council to Adopt Standing Orders – Clause 10(9)

It is recommended that:

Clause 10 of the Constitution be amended by inserting as sub-clause (9):

“(9) State Council shall adopt Standing Orders that will apply to all meetings.”

State Council resolved to amend the Constitution to include a clause that State Council will adopt Standing Orders to recognise the importance of meeting procedures in the efficient operation of State Council.

4. Suspension of Elected Members – Clause 14(4a) and Clause 20

It is recommended that:

Clause 14(4a) and Clause 20 of the Constitution be amended by inserting as sub-clause (h) and sub-clause (j), respectively:

“is a Councillor of an Ordinary Member that has been peremptorily suspended under Section 8.15C (2)(c) of the Local Government Act 1995”

There is a requirement to clarify that an Elected Member who has been peremptorily suspended under Section 8.15C(2)(c) of the Local Government Act (where a Council is also suspended) becomes ineligible to be a Zone delegate during this period of suspension.

As a result, a consequential amendment is required to Clause 20 'Vacation of Office' which applies to State Councillors and Deputy State Councillors.

5. Election Procedure – Clause 16(2)(b)

Clause 16(2)(b) of the Constitution be amended to read:

“(b) representatives are to vote on the matter by secret ballot.”

Clause 16 of the Constitution refers to the election process and must follow the procedure set out under sub-clause (2).

Currently, sub-clause (2)(b) states the following (emphasis added):

“(b) representatives or delegates are to vote on the matter by secret ballot;”

The reference to 'delegates' in sub-clause (2)(b) is erroneous. The definition of both 'Delegate' and 'Representative' is set out in Clause 2(1) of the Constitution (emphasis added):

*“**Delegate**” means a councillor or officer nominated or appointed to represent an Ordinary Member and exercise voting entitlements at General Meetings of the Association pursuant to clauses 22 and 23 of this Constitution, or on a Zone pursuant to clause 14 of this Constitution;*

*“**Representative**” means a member on the State Council elected or appointed by the country and metropolitan constituencies in accordance with the provisions of sub-clause 9(1) and 9(3);*

The definition of 'delegate' identifies that they are representatives of an Ordinary Member and limits their voting entitlement to General Meetings of the Association and Zone meetings. The reference to a 'delegate' in sub-clause (2)(b) is therefore inappropriate with only a 'representative', being a country or metropolitan constituency appointee to State Council, entitled to vote in an election conducted under Clause 16(2)(b).

6. Presidential Term Limit – Clause 17

It is recommended that:

Clause 17 of the Constitution be amended by inserting as sub-clause (5):

“(5) Where the incumbent President seeks and is re-elected for a consecutive term, that person shall not hold office beyond two (2) full consecutive terms.”

The President and Deputy President are elected by State Council for two year terms following the election of State Councillors by the Zones. Following a State Councillor's election as President, the Zone that elected that State Councillor is entitled to elect a replacement State Councillor to maintain that Zone's representation around the State Council table.

WALGA's original discussion paper on the governance review canvassed the issue of term limits for the President and Deputy President as currently, there is a two term limit on the position of Deputy President with no limit for the position of President.

There was a majority view, amongst submissions from Local Governments and Zones, that Clause 17 of the Constitution should be amended to align the terms served by the President and Deputy President, with the President to serve a maximum of two full consecutive terms to achieve consistency with the Deputy President as currently defined in Clause 18(4).

4.2 Natural Disaster Recovery Support Funding (05-001-03-0029)

Shire of Dardanup to move:

MOTION

Request that WALGA State Council investigates the development and implementation of Natural Disaster Recovery Support Funding that will provide advice and financial support for Local Governments affected by the impacts of natural disasters that meet the Western Australia Natural Disaster and Recovery Arrangements (WANDRRA) criteria.

IN BRIEF

- Process to receive funding is difficult.
- Government response is slow.
- New source of funding is required.

MEMBER COMMENT

The Western Australia Natural Disaster and Recovery Arrangements (WANDRRA) is jointly funded by the State and Commonwealth Governments and administered by the Department of the Premier and Cabinet (DPC), with assistance from other agencies. Through WANDRRA, the Western Australian and Commonwealth Governments provide help to people who have suffered the direct impact of a proclaimed natural disaster event.

Assistance is provided via a range of relief measures to assist communities to recover from an eligible natural disaster event including: bushfire; cyclone; earthquake; flood; landslide; meteorite strike; storm; storm surge; tornado or tsunami.

The Department of the Premier and Cabinet will activate WANDRRA if it is one of the ten events mentioned above; and the anticipated cost of eligible measures will exceed \$240,000.

Who Can Receive Assistance?

The relief measures are intended to provide assistance for the recovery of communities and are available for:

- Individuals and families Small Business
- Primary Producers
- Local Government
- State Government Agencies

It is evident that the experience of Local Governments in this situation has found that the financial support and response through WANDRRA is not satisfactory. There is not a lot of financial support or advice for the Local Governments that are impacted to recover infrastructure and for community rebuilding.

The process to receive funding is difficult to address and it takes a long time to develop the assistance application and to get feedback on how the application is progressing.

There is also a gap in responses, and a lack of recognition and understanding of the demands on Local Government staff time that has to be diverted to the recovery, the ongoing commitment, plus

initial cost demands. The response by government is slow and the problem is that the Council must deal with the problem immediately.

Councils cannot get definitive answers on claims making the management of the process more difficult and the strain on the budget and resources challenging.

It is proposed that this gap in the provision of financial support and advice for affected local governments be filled by an industry sponsored initiative that involves WALGA setting up a fund to be available to provide support for local government.

The source of funding for the initiative is a matter for State Council to consider and canvass support from member Councils; however, the Association has been very successful in developing a strong business model that has not required member subscriptions to increase for many years.

Sources of funding for the initiative may include:

- Profits from the existing business model (e.g. Training);
- Increased subscriptions to accumulate capital in a reserve fund; and
- A levy on all member Councils.

WALGA may also consider presenting the business model to the Premier for consideration to match any funding that the Natural Disaster Recovery Support Funding was to accumulate.

SECRETARIAT COMMENT

The Commonwealth Government has established and administers the Natural Disaster Relief and Recovery Arrangements (NDRRA) to provide financial assistance to the States for relief and recovery after a declared natural disaster event. The Commonwealth provides for partial reimbursement of the costs incurred by the States, provided the State's measures are as set out in the Federal NDRRA Determination and certain financial thresholds have been met. Under this arrangement the Commonwealth has delegated responsibility for identifying the type and level of assistance required for natural disasters to the States. The States are not limited to the guidance and conditions provided under the NDRRA Determination and can provide assistance beyond this scope, although these costs are not being eligible for reimbursement from the Commonwealth. The Western Australia Natural Disaster and Relief and Recovery Arrangements (WANDRRA) were established by the Western Australian Government in line with the NDRRA Determination.

It is generally acknowledged that the relationship between the NDRRA and the WANDRRA is inconsistent and not meeting the needs of Local Governments.

The provision of funds from the State Government to Local Governments through WANDRRA for disaster recovery has been on average \$30 million per year between 2010/2011 and 2014/15, of which about \$28m per year was for reconstructing roads.

Department of Premier and Cabinet and Main Roads WA staff provide "advice" to Local Governments affected by disasters. However, because all decision-making in relation to funding eligibility under NDRRA is by Emergency Management Australia in Canberra, issues are often referred and responses slow. Furthermore, these advisors are primarily acting in the interests of the State, rather than Local Government.

In establishing an arrangement that provides funding support to Local Governments impacted by disasters, careful consideration would need to be given to its structure if the intent was that at least some of the costs incurred would ultimately be recovered from the NDRRA and the WANDRRA.

The Australian Local Government Association (ALGA) has continued to advocate, on behalf of WALGA and other State Associations, for more funding, support and conditions for natural disaster relief and recovery for Local Governments. In January 2016 the ALGA prepared a 2016-2017 Submission to the Federal Government Budget that included advocacy for natural disaster recovery funding. This submission recommended that the Federal Government:

- maintain the levels of support for the Natural Disaster Relief and Recovery Arrangements (NDRRA);
- fund a targeted disaster mitigation program at a level of \$200 million per annum; and
- include betterment funding as a core element of the NDRRA.

4.3 Non Operational Rail Corridors (05-009-03-0037)

Shire of Bridgetown-Greenbushes Delegate to move:

MOTION

That the Public Transport Authority and Brookfield Rail work with WALGA and any interested Local Governments in developing a policy and/or procedures in order to facilitate third party use of non-operational rail corridors, in particular uses that demonstrate a clear community benefit.

MEMBER COMMENT

IN BRIEF

- Brookfield Rail has a lease over an extensive network of rail infrastructure in Western Australia
- This lease includes non-operational rail corridors, where in some cases rail use hasn't occurred for 20 years or more.
- There is potential for the non-operational rail corridors to be used by local governments or other third parties for a community benefit however to date it has proven difficult to get Brookfield Rail and the Public Transport Authority to recognise this potential.
- A policy to facilitate such uses should be developed with input from interested local governments

Brookfield Rail has a lease until 2049 on 5,100km of rail infrastructure throughout the southern half of Western Australia. It is responsible for maintaining the network and granting access to operators.

Over the last few years the Shire of Bridgetown-Greenbushes has experienced frustrations dealing with Brookfield Rail on issues concerning the non-operational rail corridor, including:

- Refusal to allow minor landscaping;
- Refusal to allow minor encroachments of services (power) into the corridor;
- Refusal to allow formalised pedestrian crossings on the rail line even though the rail line hasn't been operational for approximately 25 years;
- Restrictions on community use of the service roads either side of the rail line, specifically as trails, but at the same time allow indiscriminate and uncontrolled vehicular use of the same roads; and
- Inconsistent requirements for and maintenance of signage on rail crossings and failure to progress rail interface agreement for management of rail crossings in the rail corridor.

Consultation with other south west local governments indicates similar concerns, including:

- Non-operational rail corridors detract from townscapes and essentially divide town sites with ugly deteriorating infrastructure;
- Non-operational rail corridors accumulate rubbish that is unsightly; and
- Non-operational rail corridors that do not have vegetation managed appropriately do present a source of significant fire fuel that under the right conditions would significantly contribute as entry points for wild fire into town sites.

Our motion focuses on the need for the Public Transport Authority to develop a policy framework for third party access to non-operational rail corridors for the purpose of allowing the corridors to be developed for appropriate community use. Such a policy should be developed in consultation with interested local governments.

In many of the non-operational rail corridors rail use has been non-existent for upwards of 20 years. There is no rail freight task foreseeable in the short, medium or long term future that would warrant the capital investment to bring the rail back up to standard. Permanent closure of the rail corridors would be short-sighted however the use restrictions should be minimised. If the rail was to ever re-open there should be an obligation on the end user to cease the use and return infrastructure back to original condition.

SECRETARIAT COMMENT

The rail network subject to the Brookfield Rail lease includes nearly 1,300km of rail corridors and track that is non-operational. The Public Transport Authority (PTA) publicly claims that it has a “light touch” approach to managing the lease with Brookfield Rail, providing the company opportunity “quiet use and enjoyment of the network by the lessee.”¹ The PTA have indicated that there is an express clause in the lease agreement to this effect. This approach by the PTA has been strongly criticised in a number of inquiries and by the Western Australian Auditor General².

The PTA have strongly resisted proposals that would impact on rail corridors, even with soft infrastructure (parks and playgrounds) and in situations where the rail services ceased more than two decades ago.

Identifying and promoting the potential benefits to Brookfield Rail from supporting the use of non-operational rail corridors presents an opportunity for these State-owned assets to be utilised for the benefit of Western Australians.

¹ The Management of Western Australia’s Freight Rail Network 2014 Economics and Industry Standing Committee Inquiry Report No 3 Parliament of Western Australia

² Management of the Rail Freight Network Lease, Twelve Years Down the Track 2013 Auditor General’s Report

4.4 Planning Systems Review (05-047-01-0014)

City of South Perth Delegate to move:

MOTION

1. Request the Western Australian Local Government Association to advocate for an independent review of decision making in the Western Australian Planning System, including the roles of local government, delegated authorities, Joint Development Assessment Panels and State Administrative Tribunal appeal processes that gives consideration to:

1.1 How the aspirations or values of the community are incorporated into the decision making framework;

1.2 Improvements to the statutory framework, including Local Planning Schemes, that would improve the transparency, certainty and consistency of the decision making process;

1.3 Ensure that decision making occurs at appropriate levels that promotes good and efficient decisions for the community;

1.4 Ensure that Local Governments have a third party right to present local community views to the State Administrative Tribunal;

1.5 The erosion of the roles of Local Government in planning for their communities.

2. In the event that the State Government is unwilling to pursue an independent review of the decision-making process, request the Western Australian Local Government Association to engage with members and advocate for practical reforms that will ensure greater accountability, transparency and procedural fairness for ratepayers through the Joint Development Assessment Panel's decision making processes.

MEMBER COMMENT

The Local Government sector has raised concerns including the erosion of the roles of local Government and the decisions being made by JDAPs, whereby poor planning outcomes are resulting and the communities are left blaming the local council representatives who are the minority on the JDAPs. Issues such as having a majority of government appointees on JDAPs is perceived to be creating a culture of lack of care and limited responsibility for the outcomes of planning decisions upon the community or the longer term ramifications.

JDAPs are not required to look at any other aspects other than the application before it. This is perceived to be leading to decisions being made that will adversely impact on broader community future planning outcomes.

A number of metropolitan local government Mayors at recent forums have outlined a range of issues being encountered by JDAPs.

IN BRIEF

- Issues arising from decisions of Joint Development Assessment Panels needs to be addressed.
- Issues arising from State Administrative Tribunal need to be addressed.
- Local Government Planning Policies are being disregarded in decision making.
- The Planning System is no longer providing for the voice of communities to be effectively heard.
- The State Government continues to support and protect its reforms leaving the LG sector to deal with community dissatisfaction.
- An Independent review will seek to provide a strong basis for improved advocacy in the lead up to a State election.

The key issue raised are:

- Chair of JDAPs are not independent.
- Council Policies are not being considered in deliberations.
- Council Reporting Officers are having to make a recommendation and an alternative recommendation which enables the JDAPs to be selective in their decision making.
- JDAPs are taking longer and costing the community more.
- Developers are using JDAPs to put through incomplete and inferior planning applications.

Some local governments are now questioning what could be done to raise the profile of this issue and as a result recently the City of Vincent passed a resolution on the matter. The City of Belmont is also considering a report regarding the issues they are experiencing and will be sending all their community complaints to the Department of Planning (DoP) for their review.

The City of South Perth recently dealt with a 29 storey tower development through its JDAP which resulted in Supreme Court action by local residents. The developer subsequently re-submitted an application for a 44 storey building on the same site which has led to issues with the State Administrative Tribunal excluding the City of South Perth from a directions hearing stating the City of South Perth was not a party to the action.

The common theme being reiterated by many local governments dealing with JDAPs, SAT and the WA planning system functions in general, is that communities are being disengaged from the decisions and believe leveraging broader community support will be the only way the local government can get a commitment from the State Government to look at its planning decision making processes.

The planning system should be focussed on good decisions. Whilst consideration to abolishing the JDAPs system has been called for, this gives no guarantee in and of itself that the decisions would be better. Clearly, locally elected Councillors have a far better understanding of the impacts of developments on the community than appointed persons, however, in some circumstances, the added expertise may be warranted for some decisions.

By way of an example, some Local Authorities in WA represent less than 1000 people and deal with relatively few applications per year. If an application for major infrastructure was applied for, understandably, the Council may not be able to gauge how their planning scheme should be applied, or what appropriate conditions may be applied, due to a lack of familiarity with the system. On the other hand, very large local authorities such as Stirling manage a population 40% of the State of Tasmania, but are not allowed to deal with a \$2 million shed, if the applicant seeks a JDAP determination. The system put in place by the State is a one size fits all planning system, rather than one that supports decision making at the appropriate level.

As has been pointed out by the State Government and numerous developer lobbies, the JDAPs are bound by the Local Planning Schemes, which whilst approved by the Minister, in most cases have been drafted by the local authorities. This would be the most appropriate place to start any review of the planning decision process. Much of the issue comes from planning schemes, which give significant amounts of discretion, with little guidance on how it should be applied. For example if a scheme simply says that the height of a development can be increased, but gives no reason as the circumstances in which this variation can happen, of course there will be debate about whether it was appropriate if that discretion is applied.

Clearly the elected members have a better understanding of the strategic intent of certain provisions of their planning schemes and this knowledge should be respected and clearly articulated. There is significant context set out in the strategic plans of the local governments that should be incorporated into the decision making process.

The advent of JDAPs was largely due to criticism by the development industry that some Councils were anti-development and incorrectly refusing applications, forcing the need for review at State Administrative Tribunal (SAT). Whilst this analysis is debatable, the other reforms that occurred over the same period were changes to the Local Government Act, which allows for the Minister for Local Government to suspend Councils or individual Councillors and mandate training to assist in their decision making.

Local Governments through their lead body WALGA would recommend that any review of decision making not be limited to the JDAPs system, but should look at how better decisions can be made across all levels of decisions in the planning system, from Ministerial decisions down to delegate decisions by officers and also the appeal processes undertaken by SAT.

A previous parliamentary inquiry was held into the functionality of the regulations surrounding JDAPs, however the scope of the review did not allow for a true investigation into the need for such a mechanism. The parliamentary inquiry was not seen by the Local Government sector as being broad enough to deal with all the issues being experienced and also not seen as being truly independent nor giving voice to the community. Further review will find improvements to the planning system which will benefit the community and developers alike.

In conclusion, if the Local Government Industry wants to see real changes in JDAPS and SAT they must also look at the planning system as whole. All Local Governments must be prepared to support reforms across the entire system otherwise the issues surrounding JDAPS will continue unless fair compromise between State and Local Government can be reached.

It is fair to say that if the State Government does not agree to partner with Local Government to undertake an independent and thorough review of the entire planning system then the logroller will continue.

SECRETARIAT COMMENT

Since 2009, the WA Planning Commission have been pursuing a reform process aimed at improving the land use planning and development approvals system in WA. *Planning Makes It Happen - a blueprint for planning reform* set out 11 key strategic priorities and a forward work program that included 22 actions for the State.

In September 2013, the Minister for Planning released *Planning makes it happen: phase two* outlining a range of additional projects and process improvements aimed at streamlining the approval processes. The State's reform documents are located <http://www.planning.wa.gov.au/Planning-makes-it-happen.asp>

The current State priority reforms outlined in *Phase Two* include the following: -

What	Why
Review of the Metropolitan Region Scheme	Consistent planning frameworks. Appropriate level of decision making.
Improve amendment process for region planning schemes	Simplify application processes. Fast track land supply.
Concurrent amendment of region and local planning schemes	Simplify application processes. Fast track land supply.
Improve local planning scheme review process	Consistency across local governments. Simplify planning processes. Fast track housing approvals.
Improve local planning scheme amendment process	Improve application processes. Fast track land supply.
Streamline structure plan process	Simplify application processes. Fast track land supply.
Private certification of development applications	Fast track housing approvals.
Standardise delegations of local government development decisions	Consistency across local governments. Appropriate level of decision making.
Electronic application system	Improve customer service – easier, faster applications and tracking of progress.
Design and development	Deliver quality development as the urban form of towns and cities across WA changes.
Review the role of the Western Australian Planning Commission (WAPC)	Ensure strategic leadership and good quality decision making.
Improve the function of the Infrastructure Coordinating Committee (ICC)	Improve coordination of infrastructure planning and delivery.
Funding of region planning schemes	Improve regional land acquisition and infrastructure provision.

4.5 Abolitions of DAPS (05-047-01-0016)

City of Subiaco Delegate to move:

MOTION

That WALGA:

1. **Advocates for the abolition of Development Assessment Panels (DAPs) on the basis that:**
 - 1.1. **DAPs by means of their majority unelected membership are not democratic bodies representing the ratepayers and accordingly do not reflect the aspirations or values of the community;**
 - 1.2. **DAPs represent a significant erosion of planning powers by elected representatives who have been given a mandate by ratepayers to make these decisions; and**
 - 1.3. **Previous decisions made by the Joint Development Assessment Panel have gone well beyond the purpose, intent and application of relevant Local Planning Scheme and Policies adopted by each local council; and**
2. **Advocates for consideration of the following reforms, in the event that DAPs remain in place, to ensure greater accountability, transparency and procedural fairness for ratepayers through the Panel's assessment and decision making processes:**
 - 2.1. **Abolishing the current opt-in mechanism which allows applicants to choose either elected Councils or the DAP as the decision maker in favour of a Ministerial call-in power for projects of state or regional significance, with a minimal value of \$20 million, as has been adopted in the eastern states;**
 - 2.2. **Requiring equal membership on the DAP between Local Government and Appointed Specialist members with an independent chair approved by both State and Local Governments;**
 - 2.3. **Requiring the DAP to set the meeting date for consideration of the development applications no later than five working days after the application being received to enable inclusion within the community consultation process;**
 - 2.4. **Requiring the DAP agenda and local government report and recommendation to be published no less than ten business days prior to the scheduled meeting date;**
 - 2.5. **Requiring a minimum of five business days between publishing the DAP agenda and the date by which ratepayers can make public presentations to the DAP, to provide more time to prepare a formal response;**
 - 2.6. **Mandating that respondents to the development application can nominate e-mail or Australia Post as their preferred contact method for information and requiring the local government to contact registered respondents throughout the process as deadlines are reached;**
 - 2.7. **Providing a public template for ratepayers to assist with the preparation of feedback as part of the Community consultation process;**
 - 2.8. **Requiring any changes to a development application between the community consultation period and final proposal for decision by the DAP to be published on the local government's website and to notify all respondents to the original community consultation of those changes;**
 - 2.9. **Removing the need for the local government to obtain the applicant's consent for further consultation or an extension of time to report the applicant's development proposal to a DAP meeting for determination; and**

IN BRIEF

- That WALGA advocate for the abolition of Development Assessment Panel (DAPs).

2.10. Providing a Local Government aggrieved by a DAP decision a right of review at the State Administrative Tribunal.

3. Advise the Minister for Planning of its concerns with the actions and decisions of the Development Assessment Panels.

MEMBER COMMENT

1. Following the lead of the City of Vincent, a version of this motion has been passed by the following councils:
 - 1.1. Vincent, Mosman Park, Nedlands, Cambridge, Subiaco, Stirling, Bayswater, South Perth, Belmont, Cottesloe, Claremont, Peppermint Gove, and Victoria Park.
2. The following Councils are working up support for this motion:
 - 2.1. Swan, Gosnells, Cockburn and Kwinana.
3. The following local communities have been adversely affected by a DAP/SAT decision or have concerns over the loss of amenity from proposed development to be approved by the DAP:
 - 3.1. Ascot, Alfred Cove, Applecross, Bayswater, Broome, Carine, Claremont, Como, Cottesloe, Daglish, Dalkeith, Dianella, Floreat, Guildford, Gwelup, Kensington, Mandurah, Maylands, Mount Hawthorn, Mount Lawley, North Beach, North Perth, Scarborough, South Perth, Subiaco Town Centre, Subiaco East, Subiaco West, Swanbourne, Wembley, and Woodlands.
4. The communities affected by DAP development applications have raised the following concerns in their submissions to their local council:
 - 4.1. The process of updating Local Planning Schemes, costing hundreds of thousands of dollars, will not stop the DAP system from considering development applications (DA) which do not comply with these schemes and policies.
 - 4.2. All ambit claims (DA) must be presented to a DAP regardless of their extreme non-compliance, costing ratepayer's councils valuable time and money preparing a Responsible Authority Report.
 - 4.3. The decisions made by unelected DAP panel members are unaccountable and untouchable. The Minister has backed every controversial decision raised by the community, and they cannot be voted out at the next election.
 - 4.4. Developers can appeal DAP decisions at State Administrative Tribunal (SAT), a flawed system which does not give affected parties a seat at the table to defend their amenity rights.
 - 4.5. The only avenue of appeal is to the Supreme Court costing ratepayers or residents hundreds of thousands of dollars.
 - 4.6. The use of discretionary clauses by the DAP/SAT system has created uncertainty and a loss of trust in the planning system. The uncertainty prevents homebuyers from knowing exactly what the rules are that govern the area / suburb / community where they may wish to invest in, buy their home, raise their family or retire. The uncertainty for those already settled concerns what changes to their living environment may be summarily visited on them. Since the residents are afforded no rights of appeal against such decisions, they are effectively left just to "hope" that they won't have to face such a decision.
 - 4.7. Changing Local Planning Schemes and policies offers no hope of controlling discretion to approve any development. Discretion exists in other State Government planning/development, policy and regulations such as:
 - 4.7.1. Residential Design Codes (R-Codes) Part 2 – Judgement of merit which allows the DAP/SAT to use Design Principles (a subjective view) to approve any non-complying development. If the DAP exercise its judgement based on

- objectives and design principles, as the decision maker it can ignore the deemed to comply provisions, ref. 2.5.1 Exercise of judgement.
- 4.7.2. R-Codes Part 5 – Design principles and their use are problematic for local planning schemes and policies. The State Government put in place a subjective list of design principles which are futuristic, a one size fits all approach, and open to subjective views and discretionary powers by the DAP.
- 4.7.3. Local councils adopting Centre Activity Structure Plans are high level subjective documents which inadvertently impose significant change to the interpretation of local town planning schemes and policies. These Centre Activity Structure Plans are used by developers and their legal team to argue Judgement of merit for their development, and have unintended consequences for communities such as those affected by the State Government’s plans to redevelop Western Australia’s football ovals such as:
- 4.7.3.1. Claremont Football Oval;
 - 4.7.3.2. Bassendean Football Oval;
 - 4.7.3.3. Midland Football Oval; and
 - 4.7.3.4. Subiaco Football Oval.
- 4.8 These undemocratic decisions will have irreversible consequences for Western Australia’s local communities, in the City and in regional towns

SECRETARIAT COMMENT

The current WALGA position regarding Development Assessment Panel (DAPs) is for a full and comprehensive cost benefit analysis of the DAP system to be conducted to assess the net benefit of DAPs (State Council March 2015). At this meeting, State Council also resolved that if the cost benefit analysis isn’t undertaken, then the following improvements should be made to the operation of the system:

1. That the minimum monetary threshold for an application to be eligible for consideration by a DAP be increased to at least \$30 million.
2. That the DAP system be amended to be an opt-in only process, so that when an application does meet the minimum monetary threshold, the proponent still has to elect to have the application determined by a DAP. This will identify individual Local Governments that are unable to adequately satisfy applicant expectations and allow the industry to determine the relevance of DAPs.
3. That a procedure similar to that in NSW be introduced to ‘call in’ a development application where it has state or regional significance and should be determined by a DAP, even if it is below the monetary threshold.
4. That DAPs be permitted to process development applications that are below the new minimum monetary threshold, providing the application has been ‘called in’ as having either state or regional significance or referred by a Local Government.
5. That a system be introduced to temporarily remove the planning powers of a Council due to ongoing poor performance and DAPs be utilised to process development applications that cannot be dealt with under delegated authority during the suspension period.
6. That the Parliamentary Committee investigate specific examples of DAP decisions provided by Local Government members, in order to consider the transparency of the meeting process.

7. That the Department of Planning's proposed changes to the regulations as a result of their internal review of DAPs in 2013, be put on hold until a cost-benefit analysis of DAPs has been undertaken and the outcomes of this Parliamentary review are finalised.

WALGA President, Cr Lynne Craigie and senior staff met with the new Minister for Planning and Disability Services, Hon Donna Faragher MLC on Wednesday, 25 May 2016. The Association advised the Minister about the disappointment of the recent Parliamentary Committee's review of DAPs which failed to actually address fundamental problems with DAPs, as well as the concerns from the sector and increasing dissatisfaction with the role of DAPs within the planning system. The Minister expressed her willingness to work with the sector to consider improvements to the DAPs system.

The Association is currently in the process of reviewing all decisions made by DAPs and when complete will present a report to State Council examining the performance and effectiveness of the DAP system across its full five years of operation. It is intended that this report will examine all of the issues raised in the numerous member's resolutions to abolish DAP's, including the appropriateness of DAP's development cost thresholds and the transparency of the decision making system. As part of the review, the Association will be seeking member's feedback on their experiences with DAP's, via a survey, and will also collate development application processing information from Local Governments to enable a direct comparison of the effectiveness of the DAP system compared to Local Government performance.

4.6 Introduction of Container Deposit Scheme (CDS) (05-050-02-0001)

Shire of Dandaragan Delegate to move:

MOTION

That WALGA:

1. **Continue to actively advocate for the implementation of a Container Deposit Scheme in Western Australia; and**
2. **Include the implementation of a Container Deposit Scheme in the Association's Election Platform.**

IN BRIEF

- WALGA has advocated for a CDS over a number of years
- In 2008 WALGA established a Policy Statement in support of Container Deposit Legislation
- A CDS will assist in litter reduction and improve resource recovery

MEMBER COMMENT

WALGA has been advocating for a CDS to be implemented throughout Western Australia for a number of years. In 2008, WALGA established a Policy Statement in support of Container Deposit Legislation (CDL).

CDL has been in place in South Australia since the 1975, which imposed a deposit on a range of beverage containers. The deposit is included in the retail price of the item and refunded when the container is returned to the collection point.

Local Government has significant investment in kerbside recycling programs and landfill operations of which beverage containers make up a large percentage of material. An additional issue is that roadside litter and drainage debris consist of a higher proportion of beverage containers as well.

The introduction of CDL would provide an incentive for community organisations, individuals and the packaging companies themselves, to take responsibility for the lifecycle of their waste.

SECRETARIAT COMMENT

The motion is consistent with current WALGA Policy.

4.7 Declared Pest Plant C3 Review by DAFWA (05-046-03-0015)

Shire of Dardanup to move:

MOTION

Request that WALGA lobby the Minister for Agriculture and Food WA to ensure that the Biosecurity and Agriculture Management Act 2007 (BAM Act) review results in the Act giving the Department of Agriculture and Food WA the responsibility to control, manage and facilitate the eradication of pest plants and weeds, including Cotton Bush, and that the Department be adequately funded to undertake eradication programs for all species that have the potential to negatively impact on the production of agriculture in Western Australia, including but not limited to Cotton Bush, wild dogs, cane toads, skeleton weed, Blackberry and Patterson's Curse.

IN BRIEF

- Request for WALGA to lobby the Minister for Agriculture and Food WA to ensure that the BAM Act review results in the Act giving the DAFWA the responsibility to control, manage and facilitate the eradication of pest plants and weeds, including Cotton Bush
- Department be adequately funded to undertake eradication programs

MEMBER COMMENT

The Biosecurity and Agriculture Management Act 2007 (BAM Act) is scheduled for review in 2017.

A number of Local Governments have endorsed and contributed financially to Regional Biosecurity Groups. It is evident that the Department of Agriculture and Food (WA) has limited resources and over the last twenty years the Department's budget has steadily declined and the ability to manage biosecurity in Western Australia has suffered because of it.

It is requested that WALGA lobby the Minister for Agriculture and Food WA to ensure that the BAM Act review results in the Act giving the Department of Agriculture and Food WA the responsibility to control, manage and facilitate the eradication of pest plants and weeds, including Cotton Bush.

It is also requested that the Department be adequately funded to undertake eradication programs for all species that have the potential to negatively impact on the production of agriculture in Western Australia, including but not limited to Cotton Bush, wild dogs, cane toads, Skeleton Weed, Blackberry and Patterson's Curse.

SECRETARIAT COMMENT

The Association will be making a comprehensive submission to the review of the Biosecurity and Agriculture Management Act 2007, and will advocate the submission recommendations to the Minister for Agriculture and Food, the Director General of DAFWA and the State Biosecurity Council.

4.8 Renewable Energy (05-028-04-0009)

City of Bunbury to move:

MOTION

That the Western Australian Local Government Association advocates for reforms to the parameters applied by the WA Government regarding generation of energy through renewable sources by local governments, either individually or in partnership with private sector specifically seeking a fixed feed in tariff for extended periods to enable effective business planning and funding arrangements.

IN BRIEF

- WALGA to advocate for changes to the rules and regulations governing feed in tariffs for renewable energy, providing for a guaranteed fixed feed in tariffs over an extended period.

MEMBER COMMENT

Local government typically incurs significant annual electricity costs in providing services to the community, ie. recreation centres, street lighting, community facilities etc.

As has been demonstrated in other areas of Australia, local governments are moving to become more reliant on renewable energy sources and on a small scale this is effective, however for local governments to invest substantial funding into renewable energy sources there is a need for long term agreements and arrangements to ensure the viability of the investment. Where a local government may seek to offset its electricity usage through the provision of renewable energy sources, the rules governing the rate of feed in tariff vary depending on the amount of electricity being generated through renewable sources and the location of the facilities, making it difficult to develop a business case to justify investment in.

A fixed feed in tariff for local government in this regard would provide certainly for local governments looking to either partly or fully offset their energy use through renewable sources, demonstrating leadership in implementing measures to tackle climate change and reliance on fossil fuel power generation.

SECRETARIAT COMMENT

The City of Bunbury's proposal - *to simplify the current arrangements and provide certainty for local governments that are looking to invest in renewable technology* - seems logical as a way to encourage greater take up of renewables.

At the moment there are a range of different feed in tariffs for both residential and non-residential customers, depending on the amount of electricity being generated and/or the time at which this occurs.

There are a number of "unknowns" at this stage, which warrant investigation and report prior to advocating a specific position, such as;

- what implications the proposal would have for the broader market;
- the implications of the market transition to the Australian Energy Regulator;
- the likely rate/time frame for any set tariff.

4.9 Reducing Regulatory Burden on Local Government (05-099-03-0001)

Shire of Toodyay Delegate to move:

MOTION

That all new legislation, regulation or quasi-regulation imposed on Local Government be accompanied by an independent regulatory impact assessment including the opportunity for input from the Local Government sector.

MEMBER COMMENT

In May 2015 the State Government launched a project to launch the Reinvigorating Regulatory Reform Project. The plan purports to support four actions:

- Cutting red tape;
- Progressive deregulation and regulatory reform;
- Improving regulatory assessment;
- Ensuring success through communication and engagement.

One of the priority areas for improvement was releasing administrative burden.

Placing additional regulatory or compliance burdens on Local Government increases the cost of Local Governments performing their functions and ultimately, increases the cost to the community and business. Any increase in the cost of doing business for Local Government will in due course be funded by increased rates or reduced levels of service.

Recently the State Government conducted a series of workshops with Local Governments to seek to improve the Integrated Planning and Reporting Process which now forms part of the compliance requirement for Local Government. During that process the Department was unable to answer:

- The increased cost to the sector of the new provisions; and
- Whether a regulatory burden assessment was completed prior to implementation, and if the assessment was done, what was the outcome?

Gather any group of elected members or Local Government employees together and they will be able to list new compliance requirements imposed in the last five years. The list will be long, but will include:

- Integrated Planning and Reporting Framework;
- Regulation 17 of the Local Government (Audit) Regulations
- New deemed provisions in all Local Planning Schemes;
- Changes to Planning for Bushfire Protection;
- Introduction of Fair Value Accounting for Assets;
- Changes to reporting requirements for gifts;
- Introduction of My Council website;

INBRIEF

- The State Government is committed to red tape reduction.
- Increased Local Government compliance requirements have not been subject to the same level of scrutiny.
- All new legislation, regulation or quasi-regulation should be subject to a regulatory impact assessment.

- Introduction of Registered Biosecurity Groups (while reducing State Government services); and
- Changes to compliance and reporting requirements for rates.

Many of these changes are important and worthwhile and have been embraced by the sector. Others are clearly reactions to political issues of the day, but will remain as requirements long after the issues have passed.

The State Government has recently reformed the compliance requirements for incorporated associations, providing three levels of reporting reflective of the level of risk to the community. This is good reform and represents the risk based approach which is also a feature of the red tape reduction policy. It is curious that the same risk based approach cannot be applied to Local Government instead of a single prescriptive one size fits all approach.

If efforts to reduce red tape are genuine and serious, all new legislation, regulation and quasi-regulation (circulars, guidelines etcetera) which impose or potentially impose a cost to the Local Government sector should be accompanied by an independent and publicly released impact assessment to quantify both the compliance cost and the estimated benefit.

Any new burden on business would be subject to this kind of assessment. There seems to be a lack of appreciation that any new cost to Local Government ends up being a cost to the community and business.

SECRETARIAT COMMENT

WALGA supports the concepts of reduced red tape and unwarranted compliance.

4.10 Most Accessible Regional City in Australia Awards (01-006-04-0001)

City of Bunbury to move:

MOTION

That the Western Australian Local Government Association:

IN BRIEF

- Introduce an annual awards program coinciding with LG Week to acknowledge local governments promoting and improving accessibility in Western Australia

1. **Develop assessment criteria to formally recognise the contribution that Western Australian local governments are taking to promote and improve accessibility within their jurisdictions.**
2. **Conduct an annual awards process coinciding with Local Government Week to recognise local governments nominated for work undertaken in no. 1 above based on metropolitan, Regional and remote categories.**
3. **Nominate the winning local government from each category for the National Awards for Local Government – Disability Access and Inclusion Awards conducted by the Department of Infrastructure and Regional Development.**

MEMBER COMMENT

The City of Bunbury's first objective in the Community and Culture Key Priority Area of its Strategic Community Plan is to Establish Bunbury as the most accessible regional city in Australia by 2020, by providing services and information that are accessible and inclusive for community members of all abilities.

The City recognises access and inclusion as being a key component in enhancing community well-being and the quality of life for the people who live and work in Bunbury, and considers this philosophy to be applicable to all local governments throughout Western Australia.

It is suggested that making provision for such awards in Western Australia can then naturally feed into the national awards for Disability Access and Inclusion administered by the Federal Department of Infrastructure and Regional Development, where no Western Australian local government has ever been successful in winning that category.

SECRETARIAT COMMENT

The Association has held annual awards in the past in respect to specific issues such as Biodiversity awards.

4.11 Discussion Paper Excessive Force (01-003-02-0001)

Shire of Bridgetown-Greenbushes Delegate to move:

MOTION

That WALGA, recognising that a significant role of local government is to lobby and advocate to higher levels of government on matters of concern to local constituents, advocate to the State Government for a discussion paper to be prepared on the issue of decriminalising the use of excessive force by members of the public when such force is effected in the course of defending family and property from intruders.

IN BRIEF

- There have, in recent years, been some well publicised incidents of property owners being charged for causing injury to intruders in the course of defending family and property.
- This is an issue of concern to the broader community and it has been raised at many community forums across the State.
- Local Government has an advocacy role to take on matters of concern raised by the community even when they are not directly related to local government service provision.
- The Motion is merely seeking the development of a discussion paper in order to allow widespread debate of this issue in the community.

MEMBER COMMENT

It is accepted that some local governments will query the merits of the subject matter of this Motion being on the WALGA AGM agenda. This was an argument debated by the Shire of Bridgetown-Greenbushes councillors when the Motion was proposed. However it is our belief that the subject matter is appropriate for consideration by local governments and at the WALGA AGM as it falls under the “advocacy” role that the local government sector plays. There are many issues outside the direct control of local government that are of interest to the sector and that the sector, either individually or collectively, seeks to have input into.

The issue of decriminalising the use of excessive force in the defence of family and property has been raised at the local community level, including at many community forums throughout the State.

How are members of the public expected to lobby for Government to consider and review this issue? Individually approaching Members of Parliament is unlikely to generate momentum for this issue to be added to the ever-increasing list of judicial reviews, statutory reviews, etc. Alternatively individual members of the public could band together to instigate petitions to the government on this issue. History however would question the effectiveness of such an approach. By raising the issue at the WALGA AGM and hopefully having the Motion carried would add weight to the issue with the decision being reflective of an overall community wish for this issue to be discussed.

The Motion is not seeking an immediate change to the criminal code or other related legislation. Such a Motion would be presumptuous and would ignore the processes required to effect legislative change. The Motion instead seeks the development of a discussion paper in order to allow widespread debate, from the community level to the judicial level, on the issues concerning the use of force by property owners when defending family and property.

There have, in recent years, been some well publicised incidents of property owners being charged for causing injury to intruders in the course of defending family and property.

The motion deliberately uses the term “excessive force” as that is the term often used when persons are charged after causing injury to intruders in the course of defending family and property. Even if a property owner uses “appropriate” force the reality is that if injury or death is caused to the intruder the judicial determination would be that the force used in defending family or property was excessive in the circumstances.

The Motion isn’t condoning the use of excessive force – it is simply seeking some discussion on the issue as it is an issue of concern to the broader community.

SECRETARIAT COMMENT

The Association currently does not have a policy position on “excessive force”.

Attachment 1: Association Standing Orders

1. **INTERPRETATIONS**
For the purposes of these Standing Orders, if not inconsistent with the context, the following words shall have the following meanings:
 - 1.1 **"Absolute Majority"** means:
a majority of delegates of the Association whether present and voting or not.
 - 1.2 **"Association"** means:-78
all or any part of the Western Australian Local Government Association.
 - 1.3 **"Delegate or Deputy Delegate"** means:
those persons duly nominated, from time to time, to represent a Member Local Government at a meeting of the Association.
 - 1.4 **"Deputy President"** means:
the Deputy President for the time being of the Association.
 - 1.5 **"Meeting"** means:
an Annual or Special General Meeting of the Association.
 - 1.6 **"Member Local Government"** means:
a Local Government admitted to ordinary membership of the Association in accordance with the provisions of the Constitution.
 - 1.7 **"President"** means:
the President for the time being of the Association.
 - 1.8 **"Simple Majority"** means:
a majority of the delegates from the Association that are present and voting.
 2. **CONDUCT OF MEETINGS**
The proceedings and business of meetings of the Association shall be conducted according to these Standing Orders.
 3. **NOTICE OF MEETING**
 - 3.1 **Annual General Meeting**
The Chief Executive Officer of the Association shall give at least ninety (90) days notice of an Annual General Meeting to all Member Local Governments, advising of the closing date for submission of motions for inclusion on the agenda.
 - 3.2 **Special General Meeting**
A Special General Meeting of the Association is to be held if a request is received by the Association President, in accordance with the requirements of the Association's Constitution. No business shall be transacted at a Special General Meeting other than that for which the Special General Meeting was called.
 - 3.3 Notice shall be given at the destinations appearing in the records of the Association.
 4. **QUORUM**
 - 4.1 The Association shall not conduct business at a meeting unless a quorum is present.
 - 4.2 At any meeting of the Association greater than one half of the delegates who are eligible to vote must be present to form a quorum.
 - 4.3 The Association is not to transact business at a meeting unless a quorum is present.
 - 4.4 If a quorum has not been established within the 30 minutes after a meeting is due to begin then the Association can be adjourned –
 - (a) by the President or if the President is not present at the meeting, by the Deputy President;
 - (b) if neither the President nor Deputy President is present at the meeting, by a majority of delegates present;
 - (c) if only one delegate is present, by that delegate; or
 - (d) if no delegate is present, by the Chief Executive Officer or a person authorised by the Chief Executive Officer.
 - 4.5 If at any time during a meeting a quorum is not present, the President shall thereupon suspend the proceedings of the meeting for a period of five (5) minutes and if a quorum is not present at the expiration of that period, the meeting shall be deemed to have been adjourned and the person presiding is to reschedule it for some future time.
 - 4.6 Notice of a meeting adjourned because of absence of a quorum is to be given to all Member Local Governments.
 5. **MEETINGS OPEN TO THE PUBLIC**
The business of the Association shall be open to the public except upon such occasions as the Association may by resolution otherwise decide.
 6. **ORDER OF BUSINESS**
Unless the Association should decide otherwise, the order of business at meetings of the Association, with the exception of special meetings or an adjourned meeting, shall be as follows:
 - (a) Record of attendance and apologies;
 - (b) Announcements;
 - (c) Confirmation of minutes of previous meetings;
 - (d) President's report;
 - (e) Financial report for the financial year; and
- Notice will be deemed to have been delivered immediately if transmitted electronically or on the second working day after posting.

(f) Consideration of Executive and Member Motions.

7. VOTING ENTITLEMENTS

- 7.1 Each Member Local Government shall be entitled to be represented at any meeting of the Association.
- 7.2 Only eligible and registered delegates may vote.
- 7.3 A delegate shall be entitled to exercise one vote on each matter to be decided. Votes are to be exercised in person.
- 7.4 A delegate unable to attend any meeting of the Association shall be entitled to cast a vote by proxy.
- 7.5 A proxy shall be in writing and shall nominate the person in whose favour the proxy is given, which person need not be a delegate. Proxy authorisations shall be delivered to the Chief Executive Officer of the Association before the commencement of the meeting at which the proxy is to be exercised and shall be signed by the delegate or by the Chief Executive Officer of the Member Local Government that nominated the delegate.

8. SPECIAL URGENT BUSINESS

At any time during a meeting a delegate may, with the approval of an absolute majority, introduce a motion relating to special urgent business that calls for an expression of opinion from the meeting.

In presenting an item of special urgent business, a delegate shall have sufficient copies of the motion in writing for distribution to all delegates present at the meeting and, where practicable, give prior notice to the President of such intention.

9. PRESIDENT

In the construction of these Standing Orders unless the context requires otherwise, the word "*President*" shall in the absence of the President include the Deputy President or the delegate chosen by resolution to preside at any meeting of the Association.

10. DELEGATE AND DEPUTY DELEGATE

- 10.1 In the construction of these Standing Orders unless the context requires otherwise, the word "delegate" shall in the absence of the delegate include the deputy delegate.
- 10.2 A deputy delegate acting in the capacity of a delegate unable to attend a meeting of the Association shall exercise all rights of that delegate.

11. PRESIDENT TO PRESIDE

- 11.1 The President shall preside at all meetings of the Association, but in absence of the President, the Deputy President shall preside.
- 11.2 In the absence of the President and the Deputy President, the delegates shall choose by resolution, a delegate present to preside at the meeting.

12. SPEAKING PROTOCOL

- 12.1 Only registered delegates and members of the Association's State Council shall be entitled to speak at meetings of the Association.
- 12.2 The first person that is entitled to speak at a meeting who attracts the attention of the person presiding shall have precedence in speaking.
- 12.3 Speakers are to use the microphones supplied.
- 12.4 When addressing a meeting, speakers are to:
- rise and remain standing unless unable to do so by reason of sickness or disability;
 - address the meeting through the person presiding;
 - state their name and Local Government before otherwise speaking;
 - refrain from reading comment printed in the agenda paper in support of a motion, but may identify key points or make additional comment; and
 - refrain from using provoking or discourteous expressions that are calculated to disturb the peaceful current of debate.
- 12.5 Mobile phones shall not be switched on while the meeting is in session.

13. DEBATE PROCEDURES

- 13.1 A delegate moving a substantive motion may speak for –
- 5 minutes in his or her opening address; and
 - 3 minutes in exercising the right of reply.
- 13.2 Other speeches for or against motions are to be limited to 3 minutes unless consent of the meeting is obtained which shall be signified without debate.
- 13.3 No delegate, except the mover of a motion in reply, is to speak more than once on the same motion except by way of personal explanation.
- 13.4 As soon as the right of reply has been exercised, the motion is to be forthwith put to the vote without further comment.
- 13.5 No discussion shall take place on any motion unless it is moved and seconded. Only one amendment on any one motion shall be received at a time, and such amendment shall be disposed of before any further amendment can

- be received. Any number of amendments may be proposed.
- 13.6** The provisions of these Standing Orders applicable to motions apply mutatis mutandis to amendments, except that the mover of an amendment shall have no right of reply.
- 13.7** When a motion has been moved and seconded, the person presiding shall at once proceed to take a vote thereon unless a delegate opposes it or an amendment is proposed.
- 13.8** No more than two delegates shall speak in succession on one side, either for or against the question before the meeting, and if at the conclusion of the second speaker's remarks, no delegate speaks on the other side, the motion or amendment may be put to the vote.
- 13.9** Notwithstanding clause 13.7, where a composite motion is moved which embodies the core aspects of subsequent motions listed on the agenda, a delegate whose motion has been superseded shall have the opportunity to speak on the question of the composite motion before it is put.
- Once a composite motion has been carried, no further debate shall be permitted in respect of the superseded motions.
- 13.10** At any time during a debate, but after the conclusion of a delegate's comments, a delegate who has not spoken during the debate may move, without discussion, "that the question be now put". If that motion is seconded and carried by a majority, the question shall be submitted at once to the meeting, after the mover has replied.
- 14. QUESTIONS**
Any delegate seeking to ask a question at any meeting of the Association shall direct the question to the President.
- 15. POINT OF ORDER**
A delegate who is addressing the President shall not be interrupted except on a point of order, in which event the delegate shall wait until the delegate raising the point of order has been heard and the question of order has been disposed of, whereupon the delegate so interrupted may, if permitted, continue.
- 16. MOTION - SUBSTANCE TO BE STATED**
A delegate seeking to propose an original motion or amendment shall state its substance before addressing the meeting thereon and, if so required by the President, shall put the motion or amendment in writing.
- 17. PRIORITY OF SPEAKERS**
If two or more delegates wish to speak at the same time, the President shall decide who is entitled to priority.
- 18. PRESIDENT TO BE HEARD**
Whenever the President signifies a desire to speak during a debate, any delegate speaking or offering to speak is to be silent, so that the President may be heard without interruption.
- 19. WITHDRAWAL OF MOTION**
A motion or amendment may be withdrawn by the mover with the consent of the meeting, which shall be signified without debate, and it shall not be competent for any delegate to speak upon it after the mover has asked permission for its withdrawal, unless such permission has been refused.
- 20. PRESIDENT MAY CALL TO ORDER**
The President shall preserve order, and may call any delegate to order when holding an opinion that there shall be cause for so doing.
- 21. RULING BY PRESIDENT**
The President shall decide all questions of order or practice. The decision shall be final and be accepted by the meeting without argument or comment unless in any particular case the meeting resolves that a different ruling shall be substituted for the ruling given by the President. Discussions shall be permitted on any such motion.
- 22. RESOLUTIONS**
- 22.1** Except as otherwise provided in the Association Constitution and these Standing Orders, all motions concerning the affairs of the Association shall be passed by a simple majority.
- 22.2** Any matter considered by the Association at a Special Meeting shall not be passed unless having received an absolute majority.
- 23. NO DISCUSSION**
Where there is no discussion on a motion, the President may deem the motion to be passed unless the meeting resolves otherwise.
- 24. PERMISSIBLE MOTIONS DURING DEBATE**
- 24.1** When a motion is under debate, no further motion shall be moved except the following:
- that the motion be amended;
 - that the meeting be adjourned;
 - that the debate be adjourned;
 - that the question be now put;
 - that the meeting proceed with the next item of business; or
 - that the meeting sits behind closed doors.
- 24.2** Any delegate who has not already spoken on the subject of a motion at the close of the speech of any other delegate, may move without notice any one of the motions listed in clause

- 24.1 (b)-(f) and, if the motion is seconded, it shall be put forthwith.
- 24.3** When a debate is adjourned, the delegate who moves the adjournment shall be the first to speak on the motion when the debate is resumed unless the delegate advises of no desire to speak on the motion. Where this occurs, the President shall then call for further speakers, with the exception of those delegates who have previously spoken (unless the meeting otherwise agrees).
- 25. RESCISSION OF RESOLUTION**
- 25.1 At the same meeting**
Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may, by simple majority at the same meeting at which it is passed, rescind or alter a resolution if all delegates who were present at the time when the original resolution was passed are present.
- 25.2 At a Future Meeting**
Unless a greater majority is required for a particular kind of decision under the Standing Orders (in which event that shall be the majority required), the Association may rescind or alter a resolution made at an earlier meeting:
- (a) by simple majority, where the delegate intending to move the motion has, through the Chief Executive Officer, given written notice of the intended motion to each delegate at least seven (7) days prior to the meeting; or
- (b) by absolute majority, in any other case.
- 26. METHOD OF TAKING VOTES**
The President shall, in taking a vote on any motion or amendment, put the question first in the affirmative, and then in the negative and may do so as often as is necessary to enable formation and declaration of an opinion as to whether the affirmative or the negative has the majority on the voices or by a show of hands or by an electronic key pad voting system.
- 27. DIVISION**
The result of voting openly is determined on the count of official voting cards and, immediately upon a vote being taken, a delegate may call for a division.
- 28. ALL DELEGATES TO VOTE**
- 28.1** At meetings of the Association, a delegate present at the meeting when a question is put shall vote on the question.
- 28.2** Each delegate shall be entitled to exercise one deliberative vote on any matter considered.
- 29. PRESIDENT'S RIGHT TO VOTE**
The President shall have a casting vote only.
- 30. SUSPENSION OF STANDING ORDERS**
- 30.1** In cases of urgent necessity or whilst the Association is sitting behind closed doors, any of these Standing Orders may be suspended on a motion duly made and seconded, but that motion shall not be declared carried unless a simple majority of the delegates voting on the question have voted in favour of the motion.
- 30.2** Any delegates moving the suspension of a Standing Order shall state the object of the motion, but discussion shall not otherwise take place.
- 31. NO ADVERSE REFLECTION ON ASSOCIATION**
A delegate shall not reflect adversely upon a resolution of the Association, except on a motion that the resolution be rescinded.
- 32. NO ADVERSE REFLECTION ON DELEGATE**
A delegate of the Association shall not reflect adversely upon the character or actions of another delegate nor impute any motive to a delegate unless the Association resolves, without debate, that the question then before the Association cannot otherwise be adequately considered.
- 33. MINUTES**
- 33.1** The Chief Executive Officer of the Association is to cause minutes of the meeting to be kept and preserved.
- 33.2** The minutes of a meeting are to be submitted to the next Annual or Special General Meeting for confirmation.
- 33.3** Copies of the minutes will be supplied to all delegates prior to the meeting.



MINUTES

Annual General Meeting

Perth Convention Exhibition Centre
Perth

5 AUGUST 2015



Table of Contents

Annual General Meeting – Order of Proceedings	3
4.1 Eradication of Trachoma in Australian Populations (05-030-02-0009 AH)	5
4.2 Prescribed Burning Program (05-024-02-0044 AH)	7
4.3 Bushfire (Planning) Regulations – Local Government Impacts (05-024-02-0056 AH)	8
4.4 Integrated Response by Local Governments to Hoarding (05-026-03-0016 AH)	11
4.5 Shark Hazard – Local Government Expectations (05-017-02-0006 AH)	12
4.6 Inland Waterway Shoreline Management (05-064-01-0001 MB)	14
4.7 Planning for Waste Management Facilities (05-025-03-0003 MB)	16
4.8 Management of Narrow Leafed Cotton Bush (05-046-03-0010 MB)	18
4.9 Illegal Camping (05-034-01-0007 JMc)	21
4.10 Non-rateable Properties: Charitable use of Land (05-034-01-0007 JMc)	22
4.11 Financial Limits for Tenders (05-034-01-0001 JMc)	24
4.12A MATTER OF SPECIAL URGENT BUSINESS: Local Government Governance	25
4.12B Local Government Governance (05-034-01-0015 TB)	25
4.13A MATTER OF SPECIAL URGENT BUSINESS: Advocacy Fund	28
4.13B Advocacy Fund (05-034-01-001 TB)	28
4.14A MATTER OF SPECIAL URGENT BUSINESS: Rate Capping	29
4.14B MATTER OF SPECIAL URGENT BUSINESS: Rate Capping (05-034-01-0001TB)	29
4.15A MATTER OF SPECIAL URGENT BUSINESS: Local Government Reform (05-034-01-0015 TB)	31
4.15B Local Government Reform (05-034-01-0015 TB)	31

Annual General Meeting – Order of Proceedings

1.1 Record of Attendance and Apologies

Apologies:

- Cr Pixie Pidgeon (Cue)
- Cr Valerie Ammon (Gingin)
- President Ronnie Fleay (Kojonup)
- Cr Andrew Walker (Lake Grace)
- Cr Dean Bavich (Manjimup)
- President Robert Breakell (Mt Marshall)
- President Ken Clements (Plantagenet)
- Cr Rob Butler (Perth)
- Cr Janet Davidson (Perth)
- Cr Doug Thompson (Fremantle)

1.2 Announcements

Nil

2.0 Confirmation of Minutes

Minutes of the 2014 WALGA Annual General Meeting is contained within the AGM Agenda.

Moved: Cr J Brown (Gosnells)

Seconded: Cr G Pule (Bassendean)

That the Minutes of the 2014 Annual General Meeting be confirmed as a true and correct record of proceedings.

CARRIED

3.0 Adoption of President's Annual Report

The President's Annual Report for 2014/2015 is contained within the AGM Agenda.

Moved: Cr E O'Connell (Nungarin)

Seconded: Cr D Michael (Stirling)

That the President's Annual Report for 2014/2015 be received.

CARRIED

4.0 WALGA 2014/2015 Financial Statements

The audited 2014/2015 WALGA Financial Statements were distributed to all members prior to the meeting.

Moved: Cr K Chappel (Morawa)

Seconded: Cr W Barrett (Murray)

That the WALGA Financial Statements for 2014/2015 be received.

CARRIED

5.0 Consideration of Executive and Member Motions

As per motions listed.

6.0 Closure

There being no further business, the President declared the meeting closed at 5.46pm.

4. Consideration of Executive and Member Motions

4.1 Eradication of Trachoma in Australian Populations (05-030-02-0009 AH)

Town of Bassendean:

Moved: Cr G Pule (Bassendean)
Seconded: Cr A Pratico (Bridgetown-Greenbushes)

That WALGA advocate to the Federal and Western Australian State Government a Nationwide program for the eradication of Trachoma in Indigenous Populations, especially in Western Australia.

AMENDMENT

Moved: Cr M Halleen (Murchison)
Seconded: Cr G Pule (Bassendean)

That WALGA advocate to the Federal and Western Australian State Government a Nationwide program for the eradication of Trachoma in all geographically isolated communities, especially in Western Australia.

CARRIED

THE AMENDMENT BECAME THE MOTION, WAS PUT AND CARRIED

MEMBER COMMENT

That WALGA State Council seek the State Governments advice on how reduced Commonwealth health funding and the introduction of the Indigenous Advancement Strategy (IAS) program has impacted on health service delivery to discrete Aboriginal Communities, in order to address a Western Australian program for the eradication of Trachoma in Indigenous Populations.

There are 287 discrete Aboriginal Communities in Western Australia with over 17,000 people across 22 Local Governments. As part of the Federal Budget 2014/2015, the Commonwealth Government announced significant policy reform to Aboriginal service delivery with the introduction of the Indigenous Advancement strategy and Remote Community Advancement Network.

There is \$4.9 billion of programme funding over four years that is available under the five IAS programmes managed by the Department of Premier and Cabinet. There is concern that the funding structure is not addressing the health needs of remote communities and that many organisations who were funded are no longer. Further funding changes have been made to the Commonwealth Health

Budget which has resulted in a number of health programmes ceasing. This has impacted health service delivery in Western Australia.

A key concern is the future of funding and support for the eradication of trachoma in Aboriginal Communities. The State Government has announced the development of an Aboriginal Investment strategy. The Aboriginal Affairs Cabinet Sub Committee considers cross-agency initiatives to improve the effectiveness of spending and reduce duplication. The Committee has recommended the development of an Aboriginal Investment Strategy for Western Australia.

The development is being led by the Department of Regional Development.

Background

The Fred Hollows Foundation has estimated that the elimination of Trachoma in Australia (Western Australia) can be achieved with a program funded by ten million dollars and Indigenous People can be involved. Australia is the only Developed Country in the world that still has extensive Trachoma affected peoples. This presents a great challenge to Australian Governments to train and utilise Indigenous people to address not only Trachoma, but the turn-around of remote indigenous communities.

Such programs can be the lynch pin to revitalize and renew remote communities. There has already been an assessment of rating sustainability in remote communities with many seen as sustainable. These communities need programs of sustainability and such proposed Trachoma Eradication Programs can be the core of a betterment and sustainability system for remote communities. The involvement of Indigenous people in their own community sustainability is greatly beneficial.

Knowledgeable and expert Foundations like the Fred Hollows Foundation can become the core of such a Trachoma Program and this can be done for a very small investment in "Closing the Gap". Closing the Gap identifies the deficiencies that affect Indigenous Populations and Trachoma ranks as a major contributor to the impact on negative health of Indigenous People.

Trachoma is a completely preventable disease and can be prevented if only the will be there.

SECRETARIAT COMMENT

The need for greater investment in controllable diseases is acknowledged. There is already a comprehensive State program for Trachoma Management in WA for discrete Aboriginal Communities. WA is one of the leading States in the management of Trachoma through targeted personal hygiene programs and use of new generation 6 month and 12 month antibiotics.

4.2 Prescribed Burning Program (05-024-02-0044 AH)

Shire of Bridgetown-Greenbushes:

Moved: Cr A Pratico (Bridgetown-Greenbushes)
Seconded: Cr P Scallan (Bridgetown-Greenbushes)

That WALGA lobby the Minister for Regional Development to negotiate conditions on the use of Royalties for Regions funds for enhancement of the State Government's prescribed burning program to ensure that these additional funds are used only for prescribed burns for asset preservation and protection around towns and settlements and that the funds not be used for broad scale prescribed burning of forests and national parks distant from towns and settlements.

CARRIED

IN BRIEF

- The State Government has announced an additional \$20 million investment in prescribed burning under the Royalties for Regions Program.
- The focus of this additional investment should be on asset preservation and protection around towns and settlements rather than broad scale prescribed burning

MEMBER COMMENT

On 11 May 2015 the State Government announced a four year Royalties for Regions investment of \$20 million to increase prescribed burning in the South West. These funds are on top of the Department of Parks and Wildlife annual prescribed burning budget of \$10 million per annum.

The Government announcement stated that the new funding will fund extra positions and extended employment contracts for seasonal land management officers to expand the prescribed burning effort. The Minister for Regional Development, the Hon Terry Redman MLA was quoted as saying that "the extra Royalties for Regions investment would bring greater security and protection to South-West communities".

The Shire of Bridgetown-Greenbushes endorses the above comments of the Minister for Regional Development. Royalties for Regions funding shouldn't be used to prop up the normal operations of Government departments that have otherwise been short changed from years of reduced budget allocations. Instead Royalties for Regions funding should be used to enhance normal Government expenditure and in this case it should be ensured that the additional funding directed to the prescribed burning program should be focused on the preservation of assets and public safety in our settlements and towns rather than the funding being simply used by the Department of parks and Wildlife to meet acreage targets in the easier to burn areas such as forests and national parks. Often these areas are remote from towns and settlements and it is easier to carry out larger burns. Whilst there may well be strong environmental benefits in such burns the focus of the additional funding over the next four years should be the preservation of built assets.

SECRETARIAT COMMENT

Given the limited funding available within the state for bushfire risk mitigation, it is critical that any additional funding for prescribed burning is used in high priority areas of the state, particularly those that are in close proximity to towns, settlements and significant economic infrastructure.

Identification of the priority areas and the subsequent prescribed burning programs could be done through coordination of the results of the bushfire risk management planning process, which is currently being piloted by several Local Governments, the DFES mapping generated for the purposes of the soon to be implemented, WAPC state planning policy – bushfire prone areas and the office of bushfire risk management's approvals process.

4.3 Bushfire (Planning) Regulations – Local Government Impacts (05-024-02-0056 AH)

City of Bunbury:

Moved: Cr B Kelly (Bunbury)
Seconded: Cr D Prosser (Bunbury)

1. That WALGA move to seek that the Fire and Emergency Services Commissioner recognises existing Local Government bushfire risk assessment processes that demonstrate sufficient rigour and accept that Local Government's Bushfire Risk Mapping in the application of the new Bushfire (Planning) Regulations.
2. That appropriate support be provided to Local Government, to offset the costs and delays that will be incurred as a result of implementing the new Regulations into the development application processes. This would include (but not limited to) training in bushfire risk assessment - Bushfire Attack Level (BAL). A media campaign to explain the new Regulations and its impacts would assist in deflecting some of the negative reaction that may be incurred by Local Governments.
3. That WALGA request the State Government to assist with the implications of State owned lands providing risk to developments. Rather than insist on construction requirements to increase resilience for new structures, it may be more beneficial to treat the risk. This would be especially important where existing structures are also impacted. Currently, the Bush Fires Act (1954) does not bind the Crown.

IN BRIEF

- The State Government has brought down new regulations on development within areas of the State declared as 'bushfire prone'.
- A State wide map will highlight areas that will be declared, being essentially, any land that is within 100 metres of bushland greater than 1 hectare in area.
- Local Government will be expected to manage the application of the Regulations, to new development within those areas, upholding the requirements of 'AS 3959 (2009) – Construction of buildings in bushfire-prone areas'.

CARRIED

MEMBER COMMENT

Large areas of the State are likely to be declared as Bushfire Prone by the Fire and Emergency Services Commissioner. These will be demonstrated on a State map of Bushfire Prone Areas. The rationale for the decision on bushfire prone status is essentially any area that is within 100 metre proximity to bushland that is greater than 1 hectare in area. Some smaller parcels will also be included, whereby they may be relatively close to other areas of bushland that can be aggregated in some situations.

While no-one would be against recognising and avoiding high risk developments, this suite of arrangements passed from State Government, will be highly problematic for Local Government.

Local Governments were given limited opportunity to comment on early risk assumptions, through a relatively crude process. Early communications indicated that the Office of Bushfire Risk Management (OBRM) would accept a Local Government's risk mapping, if the Commissioner was satisfied with its rigour. This has not happened at this stage, nor have we seen the final OBRM maps, to indicate the potential of this situation to impact Local Governments.

These new regulations have the potential to impact considerably upon Local Governments through the following:

- This system only looks at new development applications, putting the bushfire safety focus on that environment alone. It does not recognise the need to manage existing risks.
- This system will require a cadre of bushfire risk assessors, likely to be contractors, adding to development costs. The competencies required and formal training programs for these persons, has not yet been established.
- The focus on risk management in this case, will be on the building proponent (element at risk) not on the bush land manager (source of risk). There is no focus on working to reduce risk by treating areas presenting that risk. It is likely that any land managed by Local Government that is seen to present increased complexity and/or costs to a developer or owner, would attract considerable criticism for that Local Government.
- There is a strong potential for insurance premium rises on existing structures, due to a likely increase in replacement construction costs.
- For construction within declared bushfire prone areas, there will be an increase in cost to construct to the new standards, a need for Local Government to understand, apply and police the construction standards. There is likely to be a relatively hostile reaction from builders/owners to this new regime of costs and compliance complexity.
- Some areas of land, rated as BAL 40 or BAL FZ may be now impossible to build on, due to an external risk (adjacent bushland). This would drastically reduce the value of these lands, with likely political backlash.

The AS 3959 considers bushfire risk based upon only three factors, being the proximity of potential development to bushland, the predominant vegetation type and the gradient under that vegetation. The new Bushfire (Planning) Regulations consider only proximity to bushland. This is a crude risk assessment process, which will cause huge areas to be presumed to be high risk. It will be up to the developer/owner to prove lower risk levels exist, which in many cases will be the case.

Using the *AS/NZS ISO 31 000 (2009) – Risk Management – Principles and guidelines* encourages that consideration of ‘risk versus consequence’ measures and other factors such as bushfire behaviour, would be prudent. Further, the use of the National Risk Assessment Guidelines (NERAG) to challenge the assumptions made, would further add confidence to risk assessments.

Where a Local Government could demonstrate that their processes contain that rigour, then these should be upheld. A very high percentage of the land that is within 100 metres of existing bushland (and likely to be declared as bushfire prone) could easily be demonstrated to be an acceptable bushfire risk and avoid the added complexity of the new Regulations.

SECRETARIAT COMMENT

The declaration of bushfire prone areas by the State Government and the application of minimum state-wide bushfire standards for development in bushfire prone areas is consistent with State Councils resolution of May 2013 (200.2/2013). Prior to forming this resolution, the Association undertook widespread consultation with members to discuss arrangements for managing bushfire risk and received strong support from the sector for the State Government taking the lead in identifying bushfire risk areas and establishing state wide planning provisions for bushfire mitigation.

The Association understands that the Western Australia Planning Commission (WAPC) have made substantial modifications to the previously advertised draft State Planning Policy (SPP) 3.7 Planning

for Bushfire Risk Management and its associated Guidelines. The Association has been informed by the Department of Planning intends to release the revised draft Policy and Guidelines for public consultation in July. The Association will be preparing a submission to WAPC in relation to the revised draft SPP and will be seeking feedback from members to inform this submission.

The Association understands that any default declaration of 'bushfire prone areas' as being within in 100m of a hectare of bushfire vegetation is only an interim measure which will be superseded by the release of bushfire prone area mapping. This mapping will be further refined over time. Further, it is important to note that the declaration of a bushfire area does not automatically mean that higher construction standards will be necessary, rather a more accurate assessment of bushfire risk will need to be undertaken by development proponents.

Throughout the process of developing the proposed land-use planning bushfire risk management policy framework, the Association has consistently advocated that the State provides the necessary funding for any additional requirements placed on Local Governments, including any training for Local Government officers.

4.4 Integrated Response by Local Governments to Hoarding (05-026-03-0016 AH)

City of Bunbury:

Moved: Cr B Kelly (Bunbury)
Seconded: Cr D Prosser (Bunbury)

That WALGA:

- 1. acknowledge that hoarding is a complex problem for Local Governments to address in Western Australia.**
- 2. facilitate the development of an integrated response to the problem of hoarding by using consistent best practice standards which can be applied by all Local Governments in Western Australia.**

IN BRIEF

- A Toolkit exists for Metropolitan Local Governments however this does not apply for regional Councils.
- Local Governments can only prosecute offenders under Health Legislation
- An integrated response to the problem which can be applied by all Local Governments would be an initial step to looking at these issues

CARRIED

MEMBER COMMENT

The Department of Health has developed a squalor toolkit which is used by the Metropolitan Local Governments.

In circumstances when regional Local Governments have tried to implement the recommendations/requirements of the tool kit for cases, the support from key agencies was not available in regional areas.

This results in regional Local Governments only ability to address the problem being to prosecute the offender under Health legislation and on some occasions this action may result in the Local Government incurring considerable costs.

It is felt that an integrated response to the problem of hoarding by using consistent best practice standards which can be applied by all Local Governments in Western Australia would be an initial step to looking at these issues.

SECRETARIAT COMMENT

The recommended action is consistent with WALGA policy.

4.5 Shark Hazard – Local Government Expectations (05-017-02-0006 AH)

City of Bunbury:

Moved: Cr B Kelly (Bunbury)
Seconded: Cr D Prosser (Bunbury)

- 1. That WALGA move to seek that the State Government declare Shark Attack as a ‘hazard’ within the Emergency Management Regulations (2006) and assign an Hazard Management Agency, for the development and maintenance of Hazard Management Arrangements. This agency would then also be responsible for the provision of community information and advice, to enable the community to make informed decisions with their use of the marine environment.**
- 2. That WALGA recommend the adoption of the South West Local Government Response Flowchart and Responsibility Matrix, as the basis for Local Government response to any credible risk from sharks in local waters.**
- 3. That WALGA act on behalf of WA Local Governments in the negotiation with the Department of Fisheries, to ensure that Local Government Officers are not expected to make any response decisions, where they do not have the Subject Matter Expertise, nor jurisdiction (i.e. when to open a beach after sighting, or when to close a beach etc.) for those decisions.**

IN BRIEF

- The Shark hazard in WA is not a ‘declared hazard’ under the Emergency Management Regulations. No agency is identified to be responsible to manage community information or advice, nor develop arrangements to manage the hazard.
- The Department of Fisheries has developed draft Hazard Plans that identify a range of responsibilities to Local Government (as land owners), where they would have limited subject matter expertise or jurisdiction, to under-pin any decisions or actions.

CARRIED

MEMBER COMMENT

There is currently an expectation from the Department of Fisheries (DoF), that Local Government staff will respond to any shark sighting (confirmed or not) and close beaches and warn public. This also assumes that Local Government Officers remain constantly available to travel to a beach to carry out this work, immediately. This was first noted in the draft Shark Hazard Plan from that Department on 20 September 2012.

Local Governments in the main, have jurisdiction only to the high water mark and would not be considered to be experts in shark behaviour. The DoF have established and funded a ‘Shark Response Unit’, which presumably, would have the peak body of knowledge on this subject. Therefore, it would seem odd that the DoF would expect Local Governments to be making decisions, with respect to the risk that a shark may present and/or what should be done in respect of that risk.

As a result of a string of unfortunate fatal encounters with sharks, the media showed understandably high levels of interest in the shark risk. In the absence of a credible response agency, these reports were not challenged for credibility, nor wisdom. The resultant media coverage then raised the public interest and the matter became political. If there had been an identified Hazard Management Agency to provide an active and visible spokesperson role, that interest could have been managed and taken the form of public safety information and advice. It would have tempered the tone of the reporting and gone some way to educating the community on the actual risks and presumably, what people could

do to manage their exposure. Any other declared hazard enjoys the benefit of a ‘one source – one message’ environment, which ensures consistent, credible information is provided on which community members may base their decisions, along with the mandated responsibility to communicate.

In early 2014 the City of Bunbury, through the Chief Executive Officer, sought the assistance of the other South West Local Governments mentioned in the DoF Draft Shark hazard Plan (plus Harvey). The result was the establishment of a working group who worked collaboratively to develop a process and ultimately a Response Plan. This plan was developed to guide any Local Government response to any report of a shark hazard. This work recognised the limitations of Local Government in the jurisdiction and subject matter expertise as well as other agencies that would have a role (i.e. Department of Parks and Wildlife (DPaW)). The group then conducted a workshop, funded by WALGA and the participating Local Governments, along with the agencies that would be impacted in the South West. The Departments of Fisheries and Premier and Cabinet had senior staff in attendance, including the Acting Director General of DoF.

DoF and Premier and Cabinet continued not to accept the South West proposed processes.

With the summer tourist season beginning, the City of Busselton took to providing an interim solution, essentially causing a hiatus in the collaborative work that was being undertaken. Further, it would seem that DoF and the State Government were not concerned with the discontent of a few Local Governments and keen to preserve the status quo.

Under the current situation, whereby DoF have effectively handed over responsibility to Local Governments, there is potential conflict between community expectations for a safe environment and the risks that Local Governments and their Officers face in making decisions. This is especially the case, in a subject area where they do not possess the expertise nor jurisdiction to operate. DPaW and other land managers are in a similar position (though DPaW do have jurisdiction on the water). Should there be scrutiny over a decision that was made prior to an incident, the Local Government and/or its Officer may be held to account over why they had made a decision that had ended unsatisfactorily. Equally, adherence to the ‘do nothing’ option carries its own risks, in that public safety may be seen to be compromised, especially if a Local Government could be proven to have known of that risk.

Any action or decision taken as a result of a shark sighting, should be under-pinned with due recognition of the skills and knowledge of the decision-maker and their jurisdiction to act. Protection from subsequent scrutiny and criticism must be provided by a process which follows sound risk management processes and clear, concise guidance documentation.

SECRETARIAT COMMENT

In 2012 the State Emergency Management Committee developed a comprehensive risk management strategy for Western Australia to have a better understanding of the risks to which the State is exposed and to ensure that emergency management strategies are in place. In 2013 the State Government commenced the *State Risk Project* which has identified 27 hazards - both natural and made in Western Australia. The State Risk project demonstrates an integrated approach and consistent framework for risk assessment and management across the State.

4.6 Inland Waterway Shoreline Management (05-064-01-0001 MB)

City of Mandurah:

Moved: Cr D Lee (Mandurah)
Seconded: Mayor M Vergone (Mandurah)

That WALGA lobby for a single State Government agency to be responsible for inland waterway shoreline management in the same manner as the Department of Transport' current role to administer the State Government's policy directly relating to coastal management.

IN BRIEF

- WALGA's support is requested to address the management and responsibility of inland waterways shoreline management.

CARRIED

MEMBER COMMENT

Local Governments which have estuarine and riverine environments experience shoreline erosion. Others may have a coastal environment where-in coastal erosion occurs from time to time.

It is agreed that the requirement to investigate the mechanisms of shoreline erosion and to undertake significant protection works is equal to that which is required along the coastline.

Inland waterway shoreline erosion is addressed through a number of agencies that have specific interests. For example, the Swan River Trust and the Department of Water have specific areas of interest. On the other hand, the Department of Transport has carriage of coastal management via its Coastal Protection Policy for Western Australia.

The aims of this Coastal Protection Policy are to:

- Ensure the provision of the appropriate level of advice and assistance to coastal managers investigating and recommending coastal protection solutions
- Ensure that valuable coastal assets, whether natural or constructed, are protected from the unwanted impacts ocean forces
- Ensure the adoption of the most appropriate and cost-effective interventions to project coastal property at risk of damage from sea erosion
- Provide support to broader coastal management policies of the State.

The specific principles that guide this Coastal Projection Policy are to:

- Minimise the need to interfere with natural coastal processes
- Undertake coastal protection works only if the benefits outweigh the cost
- Ensure that the direct beneficiaries of coastal development carry all consequential costs
- Ensure that the coast continues to be available for the benefit of the whole Community Services and Infrastructure Projects
- Ensure that local coastal managers receive proper guidance and assistance to solve their coastal protection problems
- Establish that coastal protection is a partnership between the State and local coastal managers, with the lead taken by the local coastal managers, and
- Ensure that the most appropriate coastal protection technologies are considered.

Both the policy and principles should be equally applicable to estuarine and riverine environments.

There appears to be a reluctance to address inland waterways shoreline management in the same manner that currently applies to coastal management.

Support via WALGA to address this anomaly is sought.

SECRETARIAT COMMENT

As outlined in the July 2015 State Council Agenda, the Department of Transport is reviewing its *Coastal Protection Policy for Western Australia*. It is noted that the new draft policy document does not provide greater clarity for local government and does not provide a greater amount of transparency on how the Department of Transport will be helping to manage the coastal environment.

The policy is pared back from the previous version (as cited by the City of Mandurah). Therefore, at a time when coastal management roles and responsibilities should be solidified, the Department seems to be tempering its response to this issue and notions of operational responsibility.

It is also noted that the Swan River Trust has recently developed a comprehensive foreshore asset management system to manage the approximately 300km of foreshore of the Swan Canning system. As members may be aware, the Swan River Trust is currently in the process of being absorbed into the Department of Parks and Wildlife (DPAW).

Discussion with the Director General of the Department of Parks and Wildlife have indicated the potential for such a role to be considered by DPAW, beyond the current remit of the Swan and Canning River estuaries.

4.7 Planning for Waste Management Facilities (05-025-03-0003 MB)

Shire of Toodyay:

Moved: Cr D Dow (Toodyay)
Seconded: Cr B Rayner (Toodyay)

That WALGA request the State Government as a matter of urgency:

- **Develop a waste management infrastructure plan for Western Australia**
- **Progress regulatory reforms to establish a framework for planning and siting of landfills.**
- **Implement a moratorium on new private landfill approvals until adoption of a durable planning framework.**

IN BRIEF

- Planning for future landfills in WA has stalled.
- State policy discourages new landfills on the Swan Coastal Plain.
- New landfills are considered on a case by case basis by small LGAs with no State Plan.
- Planning framework for waste management now urgent.

CARRIED

MEMBER COMMENT

The State Waste Strategy *Creating the right environment*³, adopted in 2012, identifies targets for waste diversion from landfill for the metropolitan and non-metropolitan areas. In the 2014, the Department of Environment Regulation (DER) released a *Discussion Paper on the Review of the Waste Avoidance and Resource Recovery Act*⁴. The Paper identified that “about 43% of Perth’s waste is currently recovered... the balance is sent to landfills which have capacity until around 2025 on current projections or until 2030 if the targets in *Western Australia’s Waste Strategy, Creating the right environment*, are met”.

The Paper states one of the “Waste Strategy’s initiatives is long-term planning for waste and recycling processing. The focus of the planning is on waste processing and recycling facilities that divert waste from landfill to promote the most efficient use of resources”. The process of developing this plan was commenced through a Strategic Waste Infrastructure Planning Project⁵ however after the initial research (which is still to be released) this process appears to have stalled.

Regulatory reform is also highlighted in the DER Paper. The Paper notes there is a need for reform to the planning and siting of landfills and the establishment of framework to assist decision making for new landfills. The Paper states:

There is increasing pressure for metropolitan waste to be disposed to landfill outside of the metropolitan area. These pressures are in part the result of increased waste generation, and the limited supply of future putrescible landfill space in the metropolitan area arising from the preference for no new putrescible landfills on the Swan Coastal Plain to address groundwater issues.

³ Waste Strategy, available from <http://www.wasteauthority.wa.gov.au/publications/western-australian-waste-strategy-creating-the-right-environment>

⁴ DER Discussion Paper, available from

⁵ Strategic Waste Infrastructure Project, available from <http://www.wasteauthority.wa.gov.au/programs/strategic-waste-infrastructure-planning/>

There is a strong case to reform the landfill policy and regulatory framework to include planning, siting and compliance considerations so that landfills can be managed consistent with government policy. Policy considerations should balance the need to ensure availability of sufficient landfill space to manage residual waste and unplanned events (such as spikes in waste caused by natural disasters or failures in alternative waste-processing infrastructure) with the need to limit supply to encourage maximum diversion from landfill.

Despite the reforms and planning highlighted, there is not a strategic infrastructure plan in place for waste management facilities. Decisions regarding waste management facilities, whether it be landfills, recycling facilities or waste to energy plants, are made on a company by company or Council by Council basis. Small rural Councils are bearing the brunt of the lack of a wider planning framework. The industry licensing system is also out dated and under review. Private waste management companies may be able to take advantage of this policy vacuum, resulting in inappropriate facilities with long term licenses.

SECRETARIAT COMMENT

WALGA fully supports the need for better strategic planning for all waste management facilities and understands the concerns raised by the Shire. The Association's Submission on the Review of the Waste Avoidance and Resource Recovery Act highlighted that without such planning there will be limited coordination of infrastructure selection and placement.

4.8 Management of Narrow Leafed Cotton Bush (05-046-03-0010 MB)

Shire of Murray:

Moved: Cr W Barrett (Murray)
Seconded: Cr C Thompson (Murray)

That WALGA Lobby the Minister for Agriculture and Food seeking support for a multi-tiered approach to the management of Narrow Leafed Cotton Bush including:

- **Training Local Government staff who can assist with infringing any land-owners not managing cotton bush and other declared pests.**
- **Provide funding to regional biosecurity groups of \$100,000 per annum to ensure their survival.**
- **Make Changes to the Biosecurity and Agriculture Management Act 2007 (BAM) to ensure any pest rate raised stays within the district**
- **Request cabinet address the issue of cotton bush and the inaction of state departments in managing their own land.**

IN BRIEF

- The current situation and impacts of Cotton Bush and other Declared Species in the South West Agricultural Region
- That State Government work with Local Government who are in the firing line of these impacts and empower them under current legislation
- That the proposed funding model is reviewed.

AMENDMENT

Moved: Cr M Cullen (Coolgardie)
Seconded: Cr Williams (Kalgoorlie-Boulder)

That WALGA Lobby the Minister for Agriculture and Food seeking support for a multi-tiered approach to the management of Narrow Leafed Cotton Bush including:

- **Training Local Government staff who can assist with infringing any land-owners not managing cotton bush and other declared pests.**
- **Provide funding to regional biosecurity groups of \$100,000 per annum to ensure their survival.**
- **Make Changes to the Biosecurity and Agriculture Management Act 2007 (BAM) to ensure any pest rate raised stays within the district**
- **Request cabinet address the issue of cotton bush and the inaction of state departments in managing their own land.**
- **That WALGA be requested to conduct a state wide forum on issues around biosecurity, including the management of narrow leafed cotton bush, and its impact on Local Governments across the State with all key stakeholders to be invited.**

CARRIED

THE AMENDMENT BECAME THE MOTION, WAS PUT AND CARRIED

MEMBER COMMENT

Several Local Governments in the South West Agricultural Region (including the Shire of Murray) are suffering and continue to suffer from the impacts of C3 declared pest species and in particular from narrow Leafed Cotton Bush (*Gomphocarpus fruticosus*).

Two years ago the Shires of Murray and Dardanup tabled a motion to the WALGA AGM asking them to lobby the government to put more resources into control of Cotton Bush. Since then the Department of Agriculture and Food have suffered several significant cuts to its personnel and operations. This has led to a significant loss of on ground control and compliance measures.

Due to the increase in absentee landholders and idle subdivisions fuelled by the land speculation in the economic boom followed by stagnation since the global financial crisis this has led to a significant number of peri urban properties being effectively unmanaged which has helped lead to an uninhibited spread of Cotton Bush throughout Murray and many other LGAs.

In Murray alone there are 177 recorded instances of Cotton Bush infestations one of which is over 1200 hectares in size. This is 9% of all the properties in the Shire. This is expected to lead to a cumulative impact on the agricultural sector of WA between \$400,000 and \$800,000 per annum. The State Government has favoured a community based model for delivery of pest management in the form of a Recognised Biosecurity group and there is one set up in the Peel region which is making some positive impact. However the Shire feels that this is not enough and has some serious concerns about the potential imposition of a Declared Pest Rate which is an effectively another levy on rate payers in an area suffering from significant unemployment. There is also the fact that under the Biosecurity and Agriculture Management Act 2007 (BAM) there is no guarantee that any money collected in a rate has to be spent in that region.

It is also a concern that the rate would be effectively penalising those who are currently doing the right thing and may be used to fund government owned tracts of land being managed.

Murray has also been lobbying to have Local Government officers empowered under the BAM Act in a similar way to how the Fire Act is managed as there are already provisions in the Act for this to occur. The Shire has been requesting this for two years but to date there has been no action.

The Shire would like support from WALGA in achieving these goals and achieving a continuation of the current RBG funding framework which sees Local Government money matched by State for their continued running without the impost of a declared pest rate. The Shire of Murray seeks support in generating a whole of government approach including:

- Training up any Local Government staff who can assist with infringing any land-owners not managing cotton bush and other declared pests.
- Giving those trained staff the authority to infringe landowners not managing cotton bush and other pests
- Provide funding to regional biosecurity groups of \$100,000 per annum to ensure their survival.
- Make Changes to the BAM Act to ensure any pest rate raised stays within the district.
- Have cabinet address the issue of cotton bush and the inaction of state departments in managing their own land.

SECRETARIAT COMMENT

The current funding from the DAFWA to underpin the creation of Recognised Biosecurity Groups is from a strategic grant from the State NRM Program. Accordingly there is no certainty that the current level of DAFWA support for the formation of RBGs will continue.

There is no core funding in the forward estimates of the DAFWA budget to ensure the continuation of funding required to support future Recognised Biosecurity Groups (RBG's). A policy shift by the Government is therefore required if it is to match Local Government investment, be it through contributions to a levy raised by an RBG, or of its own volition and revenue (rates).

In relation to the issue of regulation and enforcement, the Association position is to empower a Local Government CEO, should the relevant Local Government desire, to be delegated under the *Biosecurity and Agricultural Management Act (2007)* to undertake regulatory functions, thereby having the force of the BAM Regulations at their disposal for specific declared species.

The Association has raised this with both the Minister directly, and through its interim submission on the draft State Biosecurity Strategy, and will continue to advocate for this outcome. Funding will be required to build the capacity of local government officers in undertaking a regulatory role on specific declared species.

An amendment of the BAM Act legislation will be required to ensure that any monies collected within a region are spent in the region in which it is collected, as currently Section 138 (f) of the BAM Act provides Director General discretion in the use of funds in the Declared Pest Account for "any purpose authorised under this Act or another written law".

4.9 Illegal Camping (05-034-01-0007 JMc)

Shire of Northampton:

Moved: Cr G Wilson (Northampton)
Seconded: Cr C Simkin (Northampton)

That WALGA is to investigate legislation changes to allow Local Governments to recover fines issued to illegal campers through vehicle hire companies (as a majority of offenders are from overseas using hire vans/vehicles), as an example, to try and assist Local Governments to control this activity and recover costs incurred in policing illegal camping.

IN BRIEF

- Local Government needs a tight legal mechanism to allow receipt of infringements to assist in recouping part of the costs for policing this activity

CARRIED

MEMBER COMMENT

Illegal camping throughout the Shire and other coastal areas (and no doubt inland areas) is becoming a real problem with many offenders being from overseas. We issue infringement notices (on the spot fines) where illegal camping is occurring within our town sites but those fines and our Rangers warnings/ requests to relocated are simply ignored by these persons.

Local Government needs a tight legal mechanism to allow receipt of infringements to assist in recouping part of the costs for policing this activity and also to act as a deterrent. Use of local laws provisions is simply not good enough.

SECRETARIAT COMMENT

Difficulties associated with recovery of illegal camping fines is an Australia-wide issue particularly impacting popular coastal locations.

Illegal camping often presents a conundrum to communities, keen on the one hand for tourism visitations to stimulate the local economy but aware also of the negative impact illegal camping may have on sensitive environments or the general amenity of popular local attractions.

The capacity to issue infringements for illegal camping has a positive deterrent effect on responsible tourists, but it is agreed that recovering fines in certain circumstances is problematic.

It is notable there is no similar State-based legislation of the nature proposed in the Member motion, and research will be required to determine whether it is legislatively feasible and will result in a workable deterrent to the practice of illegal camping.

4.10 Non-rateable Properties: Charitable use of Land (05-034-01-0007 JMc)

City of Mandurah:

Moved: Cr D Lee (Mandurah)
Seconded: Mayor M Vergone (Mandurah)

That WALGA increases its lobbying for an amendment to the Local Government Act 1995 Section 6.26(2)(g) to allow land used for charitable purposes to be rateable if it is used for housing.

IN BRIEF

- The Western Australian Local Government Association's support is requested to lobby for legislative amendments to allow land used for charitable purposes to be rateable if it is used for housing.

CARRIED

MEMBER COMMENT

Non-rateability of land used for charitable purposes, particularly in the areas of retirement and social housing, is presenting an increasing cost burden to the community if Local Government is to be able to provide services and infrastructure. This also raises issues of equity and fairness in both the rating of properties and the ability to access and utilise Local Government services and facilities.

The demographic shift towards an ageing population is likely to see a growth in retirement/lifestyle housing and the involvement of charitable organisations will probably increase with it. Although meeting the needs of the aged is a charitable purpose, it is not the exclusive domain of charitable organisations. Residents of these villages are not forced by their personal circumstances to seek shelter but mostly are making a lifestyle decision to move to the village. The business model of villages operated by charitable organisations is the same as commercial providers in that in-going residents provide a substantial payment, generally as an interest-free loan, and pay for all operating costs. The services provided, the financial arrangements and quality of accommodation are the same, and in some cases better, than commercial providers. In these circumstances it is not equitable that a non-profit organisation should be relieved of a rates burden for providing the same service and facilities as their commercial counterpart. It also brings into question the nature of the charity actually being provided.

As a matter of policy, the implementation of tax exemptions for older people in an ageing society will tend to skew the cost burden towards a reducing number of people able to pay. Revenue raising policies which rely on fewer people to provide income tend to act against growth and development. The attraction of cost relief should be resisted to allow agencies such as Local Governments to provide the best possible environment for all of its population. Residents of retirement villages, although not property owners, have available to them the same rebate as property owners under the Rates and Charges (Rebates and Deferments) Act 1992. In addition residents of villages benefit from being exempt from the provisions of minimum rating which local governments can apply under the Local Government Act 1995 S6.35.

With respect to social housing, the need for affordable housing for those who would not otherwise be able to pay for accommodation, or who are otherwise disadvantaged, is recognised. Local Governments should support the progress made in providing these types of accommodation. However, when this form of housing was provided by the Department of Housing, it was known that, as Crown Land, homes were not rateable. Despite this, recognising that residents used Local Government services and facilities, sometimes to a disproportionate extent, the Department paid property rates on an ex gratia basis. Since the decision has been made to outsource this activity, the

non-profit organisations have actively, and mostly successfully, obtained relief from the payment of rates. The business case for outsourcing for the government is self-evident but the cost transfer has been to the rate-paying community.

There is reluctance from the State Government to address this issue. It would appear that the Government is content to allow the matter to be decided through decisions by the State Administrative Tribunal and judgment by the WA Supreme Court. This tends to produce a fragmented solution as individual issues are decided on a case by case basis. It is better to have clarity through legislative amendments so that both Local Governments and housing providers have certainty.

SECRETARIAT COMMENT

The Member motion aligns with the Association's policy in relation to charitable land use rate exemptions, which reads:

1. *Amend the Local Government Act to clarify that Independent Living Units should only be exempt from rates where they qualify under the Commonwealth Aged Care Act 1997;*
2. *Either*
 - a) *amend the charitable organisations section of the Local Government Act 1995 to eliminate exemptions for commercial (non-charitable) business activities of charitable organisations;*
 - or*
 - b) *establish a compensatory fund for Local Governments, similar to the pensioner discount provisions, if the State Government believes charitable organisations remain exempt from payment of Local Government rates.*

The motion also aligns with State Council's current position on affordable housing.

4.11 Financial Limits for Tenders (05-034-01-0001 JMc)

City of Melville:

Moved: Cr C Robartson (Melville)
Seconded: Cr D Macphail (Melville)

That the *Local Government (Functions and General) Regulations 1996* (as amended from time to time) be amended so the minimum threshold for the purchase of a good or service, be altered to match the threshold level from time to time gazetted under the State Supply Policies for State Government Departments and instrumentalities.

IN BRIEF

- Purchases in excess of \$100,000 require a tender.
- The threshold was set in 2007.
- A link to State Government purchasing provides:
 - ongoing review;
 - a higher threshold.

CARRIED

MEMBER COMMENT

The current financial threshold levels under these Regulations require Local Governments to use an open tender process for the purchase of goods or services with a value of over \$100,000. This threshold level has existed since February 2007 when it was changed from \$50,000 by an Amendment to these Regulations.

Local Governments may also avail themselves of the WALGA Contract Panels which allow quotations for work above \$100,000 to be sought from contractors and suppliers who have pre-qualified for the Contract Panels through an open public process that satisfies the requirements of the Regulations.

With respect to State Government Departments and instrumentalities whose purchasing activities are generally covered under the *State Supply Commission Act 1991* and its subsidiary legislation (with a plan for this to be eventually subsumed by the Department of Finance) the minimum threshold for open tenders is a value of \$150,000, and this is varied from time to time by policies issued under the State supply legislation (currently \$250,000).

The proposed motion simply links Local Governments to State Government Departments where similar processes and controls over purchasing practice exist, and then suggests that the Regulations be amended to simply link the Local Government threshold to the one in force from time to time for State Government Departments.

SECRETARIAT COMMENT

The Member motion aligns with current Association policy.

At the time of writing, the Department of Local Government and Communities is finalising amendments to the Local Government (Functions and General) Regulations 1997. It is WALGA's position that the tender threshold should align with the threshold that applies to State Government agencies, \$250,000. The current proposal is to amend the Regulations so that the tender threshold be increased from \$100,000 to \$150,000.

4.12A MATTER OF SPECIAL URGENT BUSINESS: Local Government Governance

City of Vincent:

Moved: Cr G Amphlett (Joondalup)
Seconded: Cr D Michael (Stirling)

That the Members agree that the following item of Special Urgent Business, relating to Local Government Governance be considered.

CARRIED BY ABSOLUTE MAJORITY

4.12B Local Government Governance (05-034-01-0015 TB)

City of Vincent:

Moved: Mayor J Carey (Vincent)
Seconded: Mr L Kosova (Vincent)

That the Western Australian Local Government Association:

1. Develops and advocates a suite of reforms to the Local Government Act 1995 and related Regulations to enhance governance, transparency, accountability and consistency in Local Government, particularly in relation to:
 - a) Recording of Council Member contact with Developers;
 - b) Prohibition of donations from developers to Local Government election candidates;
 - c) Reporting and publicising of gifts and hospitality to Council Members and Local Government employees;
 - d) Reporting and publicising of council paid travel undertaken by Council Members and Local Government employees;
 - e) Appointment and review of performance of the Chief Executive Officer and prescribed contract renewal procedures;
 - f) Any other areas which lead to improved governance and transparency.
2. Develops the suite of reforms referred to in 1 above in consultation with members by no later than 3 months before the March 2017 State Election for consideration by all political parties in Western Australia.

IN BRIEF

- That WALGA advocates for reforms which enhance Local Government transparency and accountability, for presentation to all political parties prior to the February 2017 State Election.

AMENDMENT

Moved: Cr B Kelly (Bunbury)

Seconded: Cr D Prosser (Bunbury)

That the Western Australian Local Government Association:

1. Develops and advocates a suite of reforms to the Local Government Act 1995 through proposed amendments and related Regulations to enhance governance, transparency, accountability and consistency in Local Government, particularly in relation to:
 - a) Recording of Council Member contact with Developers;
 - b) Prohibition of donations from developers to Local Government election candidates;
 - c) Reporting and publicising of gifts and hospitality to Council Members and Local Government employees;
 - d) Reporting and publicising of council paid travel undertaken by Council Members and Local Government employees;
 - e) Appointment and review of performance of the Chief Executive Officer and prescribed contract renewal procedures;
 - f) Any other areas which lead to improved governance and transparency.
2. Develops the suite of reforms through proposed amendments referred to in 1 above in consultation with members by no later than 3 months before the March 2017 State Election for consideration by all political parties in Western Australia.

LOST

Moved: Mayor J Carey (Vincent)

Seconded: Mr L Kosova (Vincent)

That the Western Australian Local Government Association:

1. Develops and advocates a suite of reforms to the Local Government Act 1995 and related Regulations to enhance governance, transparency, accountability and consistency in Local Government, particularly in relation to:
 - a) Recording of Council Member contact with Developers;
 - b) Prohibition of donations from developers to Local Government election candidates;
 - c) Reporting and publicising of gifts and hospitality to Council Members and Local Government employees;
 - d) Reporting and publicising of council paid travel undertaken by Council Members and Local Government employees;
 - e) Appointment and review of performance of the Chief Executive Officer and prescribed contract renewal procedures;
 - f) Any other areas which lead to improved governance and transparency.
2. Develops the suite of reforms referred to in 1 above in consultation with members by no later than 3 months before the March 2017 State Election for consideration by all political parties in Western Australia.

LOST

MEMBER COMMENT

The whole Local Government reform debate became fixated on one primary issue: where lines were drawn on a map. The performance of a Local Government authority should not be measured by its size but its efficiency and effectiveness, its awareness and achievement of community expectations and the attitudes and behaviours that drive the culture in the organisation.

The endgame should be a Local Government that is prepared to foster and encourage innovation, be a facilitator of change and be prepared to think outside the box for policy solutions.

This includes striving to improve and enhance how we governed ourselves including transparency and accountability in decision making. Accordingly, this motion proposes consideration of reforms to the Local Government Act, which will achieve this end goal.

The City of Vincent also believes this is in line with local community expectations, who are demanding more information about how decisions are made.

The City of Vincent believes the sector has two choices; to show strong leadership by beginning the process to advocate a clear pathway for reform or have external authorities and decision makers, like the State Government, determine this for the sector.

4.13A MATTER OF SPECIAL URGENT BUSINESS: Advocacy Fund

Town of Victoria Park:

Moved: Cr G Amphlett (Joondalup)

Seconded: Cr S Thomas (Joondalup)

That the Members agree that the following item of Special Urgent Business, relating to Advocacy Fund be considered.

CARRIED BY ABSOLUTE MAJORITY

4.13B Advocacy Fund (05-034-01-001 TB)

Town of Victoria Park:

Moved: Mayor T Vaughan (Victoria Park)

Seconded: Cr F Reid (South Perth)

- 1. That the Western Australian Local Government Association (WALGA) establish an 'Advocacy Fund' to be used for lobbying the State and or Federal Governments to support the needs for Local Governments where the decisions made by the State and or Federal Governments impact on the services provided by Local Governments to their communities.**

- IN BRIEF***
- WALGA to establish an Advocacy Fund to enable lobbying objecting to decisions that impact Local Governments.

- 2. As a matter of urgency funding be identified within existing resources of the WALGA budget.**

LOST

MEMBER COMMENT

WALGA does not have any funds set aside for lobbying when the services provided by Local Governments are impacted by the decisions made by State and or Federal Governments.

4.14A MATTER OF SPECIAL URGENT BUSINESS: Rate Capping

Shire of Kalamunda:

Moved: Mayor J Gangell (Bassendean)
Seconded: Cr J Brown (Gosnells)

That the Members agree that the following item of Special Urgent Business, relating to Rate Capping be considered.

CARRIED BY ABSOLUTE MAJORITY

4.14B MATTER OF SPECIAL URGENT BUSINESS: Rate Capping (05-034-01-0001 TB)

Shire of Kalamunda:

Moved: Ms R Hardy (Kalamunda)
Seconded: Cr P Blight (Wagin)

That WALGA:

- 1. Oppose the introduction of rate-capping for Western Australian Local Governments as reported to be proposed by the current State Government.**
- 2. Express its opposition to continued cost shifting by the State Government to Local Government by requiring Local Government to assume responsibility for services previously provided by the State.**

IN BRIEF

- Concern at reported comments that the State Government are considering rate capping.
- The Local Government sector needs to oppose the continued cost shifting of services from the State Government to Local Government.

AMENDMENT

Moved: Mayor R Norris (Mosman Park)
Seconded: Cr G Jacob (Port Hedland)

That WALGA:

- 1. Oppose the introduction of rate-capping for Western Australian Local Governments as reported to be proposed by the current State Government.**
- 2. Develops a policy which ensures that the sector is prepared to oppose any attempt by the government to introduce rate-capping in the future.**
- 3. Express its opposition to continued cost shifting by the State Government to Local Government by requiring Local Government to assume responsibility for services previously provided by the State.**

CARRIED

THE AMENDMENT BECAME THE MOTION, WAS PUT AND CARRIED

MEMBER COMMENT

Following the publication of an article in the West Australian on Thursday 16 July 2015, the Premier is quoted as being dissatisfied with the number of Local Governments within the metropolitan area, particularly the smaller Local Governments that have either adopted or proposed Rate increases well above the current Perth CPI figure of 2.5%.

A rate-capping system administered by the State Government could severely diminish the autonomy of Local Government, particularly in financial decision-making.

A blanket rate-capping limit imposed by State Government would not take into account regional variations in price movements, (such as between metropolitan and rural areas).

A rate-capping limit imposed upon Local Governments could be vulnerable to the political expedience of State Government.

Under a State-imposed rate-capping system, the overall income from Rates Charges could be considerably lower and could severely restrict a Local Government's purchasing decisions. In particular, if the initial (pre-cap) rating level is not high enough when the rate-cap is imposed, then a Local Government could struggle to adequately provide services and infrastructure to residents if the population continued to grow, (or if the population changed significantly in composition).

In order to generate the income required to be raised from Rates Charges, a portion of the rate burden would likely be distributed to other ratepayers, (i.e. while some ratepayers would be charged less, other ratepayers would be charged proportionately more).

Whilst there are no specific details of the Premier's proposed rate-capping model, the CPI figure seems to be the main focus.

The utilisation of the standard CPI figure as the basis for rate-capping is considered inappropriate because the items included to determine the CPI rate bear little or no resemblance to the goods and services procured by a Local Government compared to ordinary consumers. In addition, it does not take into account the increases in costs for State Government services past onto Local Governments.

Such a proposal would only add to the significant burden imposed on Local Government over more than two decades of "cost shifting", whereby Local Governments have had to assume more and more responsibilities for services previously provided by the state.

There is also evidence that the introduction of rate-capping by other state governments has caused issues for Local Governments in those states in being able to raise sufficient revenue through rates to provide the level of services and facilities expected by their communities.

The possible introduction of rate-capping has the potential to severely impact the prime untied revenue raising capacity of the Shire with consequential impacts on the provision of services and facilities. In view of this it should be vigorously opposed.

4.15A MATTER OF SPECIAL URGENT BUSINESS: Local Government Reform (05-034-01-0015 TB)

Town of Mosman Park:

Moved: Cr G Pule
Seconded: Cr Brown

That the Members agree that the following item of Special Urgent Business, relating to Local Government Reform be considered.

LOST - ABSOLUTE MAJORITY NOT ACHIEVED

4.15B Local Government Reform (05-034-01-0015 TB)

Town of Mosman Park Delegate to move:

MOTION

1. That this conference records its disappointment at the State Government's failure to reimburse Metropolitan Local Governments for their expenditures directly attributable to the abandoned Local Government reform process, thereby unfairly and unreasonably transferring these costs to ratepayers.

- IN BRIEF**
- Concern regarding State Government policy during the Metropolitan Local Government Reform process, particularly:
 - i. The State Government's refusal to reimburse Local Government expenses; and
 - ii. The policy process used to facilitate structural reform.

2. That WALGA State Council is requested to consider reviewing its previous policy position on Local Government reform and adopting a policy position which includes:
- a. Any future State Government proposals to reform the sector without adequate funding being provided for the costs incurred by councils will not be supported by the sector; and
 - b. No forced mergers be proposed by way of boundary adjustments without the requirements for the preparation of a business case and a poll of ratepayers both being in support of the proposal.

ITEM NOT CONSIDERED

Attachment 3: Action Taken on Resolutions of the 2014 Annual General Meeting

Action Taken on Resolutions of the 5 August 2015 Annual General Meeting

<p>4.1 <u>Eradication of Trachoma in Australian Populations (05-030-02-0009 AH)</u></p> <p>That WALGA advocate to the Federal and Western Australian State Government a Nationwide program for the eradication of Trachoma in <u>all geographically isolated communities</u>, especially in Western Australia.</p>	<p>WALGA wrote to Hon Minister of Health Mr Kim Hames and to Senator Fiona Nash, Minister for Rural Health and Deputy Leader of the Nationals seeking better investment and support to eradicate Trachoma in all geographically isolated communities, especially in Western Australia.</p> <p>In March 2016, the Commonwealth Government announced further funding for the Closing the Gap in Eye Health. The total investment for Indigenous eye health is now \$9.1 million</p> <p>The funding was provided to the Indigenous Eye Health Unit at the University of Melbourne who are leading the eradication of Trachoma in Australia.</p> <p>The Indigenous Eye Health Unit provides expert advice and technical support on trachoma control, which is already helping to improve the eye health of Indigenous Australians. The funding provided over three years from July will support the Unit – led by Professor Hugh Taylor – to deliver a range of services.</p> <p>These include providing expert advice to the Department of Health, developing Indigenous eye care resources, providing technical support on trachoma control, and undertaking stakeholder engagement and support for the coordination of Indigenous eye care programmes and services.</p>
<p>4.2 <u>Prescribed Burning Program (05-024-02- 0044 AH)</u></p> <p>That WALGA lobby the Minister for Regional Development to negotiate conditions on the use of Royalties for Regions funds for enhancement of the State Government’s prescribed burning program to ensure that these additional funds are used only for prescribed burns for asset preservation and protection around towns and settlements and that the funds not be used for</p>	<p>The Department of Parks and Wildlife were granted \$20 million over four years from royalties for regions funding. This funding saw three new performance and reporting measures developed for Parks and Wildlife’s prescribed burning program to better reflect the outcomes and residual risks. These new measures are in addition to the ongoing reporting against the annual target of 200 000 hectares for the south west of the State.</p> <p>1. The first measure is the area of prescribed burning</p>

Action Taken on Resolutions of the 5 August 2015 Annual General Meeting

<p>broad scale prescribed burning of forests and national parks distant from towns and settlements.</p>	<p>completed in three zones at defined distances from the interface between populated areas and natural lands. Local government town planning scheme data was used to define populated areas adjacent to Parks and Wildlife-managed lands. Zone A extends away from the urban interface to a distance of 3.5 kilometres, zone B extends a further 7.5 kilometres and zone C comprises the remainder of the department-managed landscape. The annual prescribed burning targets for the three zones are 20 000 hectares, 40 000 hectares and 140 000 hectares respectively.</p> <p>2.The second measure is the proportion of the landscape on which it is less than six years since it was last burnt. This is based on research showing that prescribed burning is effective in significantly reducing the frequency and size of bushfires in the forests of the south west when at least 45 per cent of the landscape is maintained at less than six years since last burnt. As at 30 June 2015, this figure was at 35 per cent.</p> <p>3.The third measure is the ratio of area affected by bushfire to area of prescribed burning completed annually, which is one of a suite of national reporting measures on the state of Australian forests.</p> <p>This additional reporting approach will assist to better portray prescribed burning outcomes and provide a more meaningful set of indicators relating to Parks and Wildlife's prescribed burning program and bushfire risk mitigation with the first measure directly relating to the prescribed burns for asset preservation and protection around towns and settlements.</p>
<p><u>4.3 Bushfire (Planning) Regulations – Local Government Impacts (05-024-02-0056 AH)</u></p> <p>1. That WALGA move to seek that the Fire and Emergency Services Commissioner recognises existing Local Government bushfire risk assessment processes that demonstrate sufficient rigour and accept that Local Government's Bushfire Risk Mapping in the application of the new Bushfire (Planning) Regulations.</p>	<p>1.The Association understands that the State Government derived their new Bushfire regulations on existing Local Government bushfire risk assessment processes and the existing bushfire mapping held by Local Governments. Further, Local Governments have been given the opportunity to provide input to the bushfire prone area mapping prior to its release in December 2015, and further in the release of the updated 'bushfire prone area mapping' in May 2016. Maps will now be updated on a yearly basis, with Local</p>

Action Taken on Resolutions of the 5 August 2015 Annual General Meeting

<p>2. That appropriate support be provided to Local Government, to offset the costs and delays that will be incurred as a result of implementing the new Regulations into the development application processes. This would include (but not limited to) training in bushfire risk assessment - Bushfire Attack Level (BAL). A media campaign to explain the new Regulations and its impacts would assist in deflecting some of the negative reaction that may be incurred by Local Governments.</p> <p>3. That WALGA request the State Government to assist with the implications of State owned lands providing risk to developments. Rather than insist on construction requirements to increase resilience for new structures, it may be more beneficial to treat the risk. This would be especially important where existing structures are also impacted. Currently, the Bush Fires Act (1954) does not bind the Crown.</p>	<p>Government able to submit further edits, to ensure that changes can be incorporated.</p> <p>2. Following the Association's advocacy, the State Government agreed to provide funding to Local Governments enabling officers to undertake the 'five day BAL assessor's course' at a subsidised cost, and have also been delivering a 'two day planning and building course' examining the new bushfire regulations (presented by the Fire Protection Association Australia). The Association sought a deferral of the enactment of the Bushfire regulations (enacted on the 8 April) to ensure that all officers in Local Government were able to access the training prior to the regulations being gazetted, however, the State considered that enough training and information had been provided within the 4 month implementation period.</p> <p>3. WALGA have provided this advice to State Government in its submission to the Review of the Emergency Services Act (resolution 59.3/2014) and more recently in the submission to the Waroona Fire Inquiry (resolution 37.2/2016).</p>
<p>4.4 <u>Integrated Response by Local Governments to Hoarding</u> <u>(05-026-03-0016 AH)</u></p> <p>That WALGA:</p> <ol style="list-style-type: none"> 1. acknowledge that hoarding is a complex problem for Local Governments to address in Western Australia. 2. facilitate the development of an integrated response to the problem of hoarding by using consistent best practice standards which can be applied by all Local Governments in Western Australia. 	<p>In response to Local Government requests for guidance, the Environmental Health Directorate within the Department of Health has prepared a guideline and toolkit to support Environmental Health Officers and others involved in the management of hoarding and severe domestic squalor. Two documents were developed through a consultative process with Local Government and other agencies.</p> <p>Copies of the best practice guidelines are available from :</p> <p>http://www.public.health.wa.gov.au/cproot/5846/2/Strategy%20Document%20250814.pdf</p> <p>http://www.public.health.wa.gov.au/cproot/5845/2/Guideline%20250814.pdf</p>

Action Taken on Resolutions of the 5 August 2015 Annual General Meeting

<p>4.5 <u>Shark Hazard – Local Government Expectations (05-017-02-0006 AH)</u></p> <ol style="list-style-type: none"> 1. That WALGA move to seek that the State Government declare Shark Attack as a ‘hazard’ within the Emergency Management Regulations (2006) and assign an Hazard Management Agency, for the development and maintenance of Hazard Management Arrangements. This agency would then also be responsible for the provision of community information and advice, to enable the community to make informed decisions with their use of the marine environment. 2. That WALGA recommend the adoption of the South West Local Government Response Flowchart and Responsibility Matrix, as the basis for Local Government response to any credible risk from sharks in local waters. 3. That WALGA act on behalf of WA Local Governments in the negotiation with the Department of Fisheries, to ensure that Local Government Officers are not expected to make any response decisions, where they do not have the Subject Matter Expertise, nor jurisdiction (i.e. when to open a beach after sighting, or when to close a beach etc.) for those decisions. 	<p>The State Government has developed a shark notification and response framework. It has been in operation since 2014.</p> <p>The information from all sightings and detections are available on the shark smart activity map (sharksmart.com.au/shark activity) The information is available to all that register and is digitally mapped to enable users to check recent shark activity on a smart phone before using the beach.</p> <p>Local Government are involved in the framework and receive information about shark sightings via sms and can then make the decision to close beaches or install warning signs based on their own procedures.</p> <p>WALGA has raised the inclusion of Shark Attack to be discussed as part of the State Risk Project which is being led by the State Emergency Management Committee (SEMC).</p> <p>WALGA has also recommended to SEMC that the State consider the adoption of the South West Local Government Response Flowchart and Responsibility Matrix, as the best practice guide for Local Government.</p>
<p>4.6 <u>Inland Waterway Shoreline Management (05-064-01-0001 MB)</u></p> <p>That WALGA lobby for a single State Government agency to be responsible for inland waterway shoreline management in the same manner as the Department of Transport’ current role to administer the State Government’s policy directly relating to coastal management.</p>	<p>WALGA is continuing negotiations with the Department of Parks and Wildlife and other stakeholders such as the Peel Harvey Catchment Council and the Peel Harvey Estuary Management Committee (which is responsible for the oversight of operations and on-the-ground activities across Government related to the health of the Peel Harvey Estuary and is responsible for major policy development that impacts on the health of the estuary and waterways).</p> <p>WALGA also notes the State Government launch of the \$20m Regional Estuaries Initiative in April 2016.</p>
<p>4.7 <u>Planning for Waste Management Facilities (05-025-03-0003 MB)</u></p> <p>That WALGA request the State Government as a matter of urgency:</p> <ul style="list-style-type: none"> • Develop a waste management infrastructure 	<p>In 2012 the Environment Minister, through the Waste Authority, established the Strategic Waste Infrastructure Planning Working Group, which over two years undertook research which was intended to inform the first of five proposed waste infrastructure plans for Western Australia, each geographically</p>

Action Taken on Resolutions of the 5 August 2015 Annual General Meeting

<p>plan for Western Australia</p> <ul style="list-style-type: none"> • Progress regulatory reforms to establish a framework for planning and siting of landfills. • Implement a moratorium on new private landfill approvals until adoption of a durable planning framework. 	<p>based.</p> <p>The Working Group finalised its Investigation Report in June 2014, the Report was released in late 2015. WALGA wrote to the Waste Authority and Environment Minister seeking clarification on the next steps in the development of a Strategic Waste Infrastructure Plan for the Perth/Peel. The responses indicated that:</p> <ul style="list-style-type: none"> • The Government considers there is sufficient land available for waste management infrastructure. • There needs to be improved planning alignment between State and Local Governments and private entities. • The Government review of the <i>Waste Avoidance and Resource Recovery Act 2007 (WARR Act)</i> proposed improved waste planning through existing mechanisms including Part 4 of the WARR Act, which focuses on Local Government waste plans. • The Waste Authority will be largely focusing on these plans to promote improved consistency of waste planning within the Local Government sector. <p>WALGA is awaiting further detail on how these plans, developed at an individual Local Government level, will be used to improve consistency and address the need for strategic waste planning.</p>
<p>4.8 <u>Management of Narrow Leafed Cotton Bush (05-046-03-0010 MB)</u></p> <p>That WALGA Lobby the Minister for Agriculture and Food seeking support for a multi-tiered approach to the management of Narrow Leafed Cotton Bush including:</p> <ul style="list-style-type: none"> • Training Local Government staff who can assist with infringing any land-owners not managing cotton bush and other declared pests. • Provide funding to regional biosecurity groups of \$100,000 per annum to ensure their survival. • Make Changes to the Biosecurity and 	<p>WALGA has raised the issues with the new Minister for Agriculture and Food in June 2016. The Biosecurity and Agricultural Management Act (2007) is due for review in 2017, and WALGA envisages proposing significant changes to the legislation to ensure DAFWA provides greater regulatory and financial support to recognised biosecurity groups.</p> <p>In December 2015 WALGA released a discussion paper on biosecurity and followed up in January and February 2016 with a series of workshops across the south west land division. The outcomes of that process have been released to the sector for comment. Feedback from the sector will inform the revision of the existing WALGA policy position, in the</p>

Action Taken on Resolutions of the 5 August 2015 Annual General Meeting

<p>Agriculture Management Act 2007 (BAM) to ensure any pest rate raised stays within the district</p> <ul style="list-style-type: none"> Request cabinet address the issue of cotton bush and the inaction of state departments in managing their own land. That WALGA be requested to conduct a state wide forum on issues around biosecurity, including the management of narrow leafed cotton bush, and its impact on Local Governments across the State with all key stakeholders to be invited. 	<p>lead up to the statutory legislative review and the WALGA submission and subsequent advocacy.</p>
<p>4.9 <u>Illegal Camping (05-034-01-0007 JMc)</u></p> <p>That WALGA is to investigate legislation changes to allow Local Governments to recover fines issued to illegal campers through vehicle hire companies (as a majority of offenders are from overseas using hire vans/vehicles), as an example, to try and assist Local Governments to control this activity and recover costs incurred in policing illegal camping.</p>	<p>Investigation continues into both the legislative and complex cross-jurisdictional fines enforcement arrangements that will be necessary to pursue fines involving vehicles belonging to hire companies that are based either in Western Australia or interstate.</p>
<p>4.10 <u>Non-rateable Properties: Charitable use of Land (05-034-01-0007 JMc)</u></p> <p>That WALGA increases it's lobbying for an amendment to the Local Government Act 1995 Section 6.26(2)(g) to allow land used for charitable purposes to be rateable if it is used for housing.</p>	<p>In correspondence to the WALGA President in February 2016, the Minister for Local Government gave notice of his unequivocal support for the current rating exemptions prescribed under Section 6.23(2)(g) of the Local Government Act. WALGA will continue to maintain a policy position that a review the rate exemption provisions is critical to ensuring the recipients of this benefit are as Parliament intended when proclaiming the Local Government Act.</p>
<p>4.11 <u>Financial Limits for Tenders (05-034-01-0001 JMc)</u></p> <p>That the <i>Local Government (Functions and General) Regulations 1996</i> (as amended from time to time) be amended so the minimum threshold for the purchase of a good or service, be altered to match the threshold level from time to time gazetted under the State Supply Policies for State Government Departments and instrumentalities.</p>	<p>The Local Government (Functions and General) Regulations 1996 were amended in October 2015; an amendment raised the tender threshold to \$150,000. WALGA will continue advocating for alignment with the tender threshold under State Supply Policies (currently \$250,000) when the Regulations next come under review.</p>

Action Taken on Resolutions of the 5 August 2015 Annual General Meeting

<p>4.14B Rate Capping (05-034-01-0001 TB)</p> <p>That WALGA:</p> <ol style="list-style-type: none"> 1. Oppose the introduction of rate-capping for Western Australian Local Governments as reported to be proposed by the current State Government. 2. Develops a policy which ensures that the sector is prepared to oppose any attempt by the government to introduce rate-capping in the future. 3. Express its opposition to continued cost shifting by the State Government to Local Government by requiring Local Government to assume responsibility for services previously provided by the State. 	<p>Opposition to rate capping and cost shifting remain key WALGA policy positions.</p> <p>A comprehensive policy that argues against the introduction of rate capping was endorsed by State Council in December 2015.</p> <p>The policy outlines a cogent rationale against rate capping, based on the following key points:</p> <ol style="list-style-type: none"> I. Local Government is a legitimate and essential sphere of Government with the democratically enshrined mandate to raise revenue through rates to fund infrastructure and services for the benefit of their community; II. Councils' deliberative rate setting processes reference their Integrated Planning Framework and draw upon the community's willingness and capacity to pay; III. Rate-capping prejudices Local Government's long-term financial management and can lead to significant infrastructure maintenance and renewal backlogs; IV. Rate capping places undue pressure on sound financial management at a time when Local Governments are subjected to increasing costs beyond their control, often imposed by other spheres of Government; and V. Local Government rates have remained steady for many years at approximately 3.7 percent of GDP in Australia; meaningful tax reform would require thorough investigation of the total taxation burden, not an external cap on Local Government rates.
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9.1.2 STAFF UTILITIES

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Financial Interest
File Reference: ADM0077
Date: 13 July 2016
Author: Martin Whitely, Chief Executive Officer

Summary

This report requests that Council consider the course of action for staff utility allowances that have exceeded the employee's prescribed limit.

Attachment

Nil

Background

Council's Policy for water usage by staff employee's occupying Council properties is that the first \$750 of water usage is absorbed by Council. The \$750 allowance does not relate to annual water rates, these costs are paid by Council.

In addition to Council's policies on water usage, senior management have additional allowances agreed to in their contracts relating to Council contributions for utilities.

Comment

It is common practise for Council to provide an allocation for employees occupying Council owned properties as it encourages employees to maintain the gardens without having to incur water charges in doing so. It is also common practise for senior management to have additional allowances provided for in their employment contract. However it is not always clear as to what the process is when employees exceed their utility allowance.

Currently there are 8 Council staff occupying Council owned properties and 1 Council staff member occupying a non Council owned property that are entitled to an allocation of water consumption and/or other utility allowances. The costs allocated for these staff in the 2015/16 financial year are tabled below;

Description	Martin Whitely	Nita Jane	Warren Borrett	Ella Suckling	Paulette Lucken	Noel Page	David King	Brady Brennan	Rocky Brennan
Water Usage	\$2,041	\$0	\$5,760	\$497	\$317	\$1,049	\$207	\$480	\$1,075
Electricity Charges	\$3,306	\$0	\$4,109	\$0	\$0	\$0	\$0	\$0	\$0
Home Telephone & Internet Charges	\$1,250	\$0	\$510	\$0	\$0	\$0	\$0	\$0	\$0
Sub-total	\$6,597	\$715	\$10,379	\$497	\$317	\$1,049	\$207	\$480	\$1,075
Water Usage (Council Policy 5004)	(\$750)	(\$0)	(\$750)	(\$750)	(\$750)	(\$750)	(\$750)	(\$750)	(\$750)
Utilities Allowance (Employee Contract)	(\$6,500)	(\$1,200)	(\$4,250)	(\$0)	(\$0)	(\$0)	(\$0)	(\$0)	(\$0)
Sub-total	(\$7,250)	(\$1,200)	(\$5,000)	(\$750)	(\$750)	(\$750)	(\$750)	(\$750)	(\$750)
Variance	\$653	\$1,200	(\$5,379)	\$253	\$433	(\$299)	\$543	\$270	(\$325)

During the 2015/16 financial year there were 3 employees that exceeded their utility allowance(s). In the past it appears there has been a lack of clarity as to the process to be applied when Council employees have exceeded the allowances provided for in Council Policies 5003 – 5006.

I see that Council have several options in dealing with the over expenditure for utility allowances;

1. Any over expenditure incurred is absorbed by Council, or
2. All over expenditure incurred is reimbursed by the employee, or
3. A % of over expenditure is absorbed by Council and the balance reimbursed by the employee

In the past I am aware of occasions where Council have agreed to absorb expenditure incurred above the allocated allowances for senior management. Similarly I am also aware of occasions where there may have been extenuating circumstances such as a water leak that led to excessive water charges where the reimbursement of costs has not been enforced.

I am unaware of any instances in the 2015/16 financial year where there have been any extenuating circumstances leading to excessive water charges.

My only other comment is that in any other circumstance where unbudgeted expenditure has been incurred then it needs to be endorsed by Council by way of an Absolute Majority.

Consultation

Cr Michelle Bagley, President

Statutory Environment

Nil

Policy Implications

5003 TELEPHONES IN COUNCIL AND STAFF HOUSES

Payment of telephone expenses in staff residences will form part of contract negotiations with individual staff members.

5004 WATER CHARGES IN STAFF HOUSES (COUNCIL OWNED)

That Council will pay all water accounts for staff residences up to an agreed amount as part of its operating maintenance. The current approved amount is \$750 per year unless otherwise negotiated in the employment contract.

5005 WATER CHARGES FOR STAFF (OCCUPYING NON-COUNCIL PROPERTY)

That Council pay water rate charges for staff whilst occupying non Council property.

5006 WATER CHARGES FOR NON-STAFF PERSONS OCCUPYING COUNCIL PROPERTY

Council meets the cost of the annual water and sewerage rates as part of its operating maintenance programme.

Financial Implications

There will be a financial impact to Council if over expenditure on water and other housing utilities are absorbed by Council.

Strategic Implications

Shire of Mingenew Community Strategic Plan

Outcome 4.5.2 – Maintain, review and ensure relevance of Council policies and local laws

Voting Requirements

Absolute Majority.

OFFICER RECOMMENDATION – ITEM 9.1.2

That Council provide direction on the dealing with the over expenditure on utility charges for staff employees during the 2015/16 financial year.

9.2 FINANCE

9.2.1 FINANCIAL STATEMENTS FOR PERIOD ENDING 30 JUNE 2016

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: ADM0304
Date: 14 July 2016
Author: Nita Jane, Deputy CEO
Senior Officer: Martin Whitely, Chief Executive Officer

Summary

This report recommends that the Monthly Statement of Financial Activity report for the period ending 30 June 2016 is presented to Council for adoption.

Attachment

Finance Report for period ending 30 June 2016.

Background

The Monthly Financial Report to 30 June 2016 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 Account	121,869
Business Cash Maximiser (Municipal Funds)	707,832
Trust Account	122,655
Reserve Maximiser Account	308,620

MINGENEW SHIRE COUNCIL ORDINARY MEETING AGENDA – 20 July 2016

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered. The following remains outstanding as at 30 June 2016:

Amount	Current	30+ Days	60+ Days	90+ Days	TOTAL
	40	1,690	0	221	1,951

Rates Outstanding at 30 June 2016 were:

	Current	Arrears	TOTAL
Rates	8,771	25,153	33,924
Rubbish	2,070	0	2,070
TOTAL	10,841	25,153	35,994

The Statement of Financial Activities Report contains explanations of Councils adopted variances for the 2015/2016 financial year.

Consultation

Chief Executive Officer
Senior Finance 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 subregulation (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 subregulation (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 9.2.1
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That the Monthly Statement of Financial Activity for the period 1 July 2015 to 30 June 2016 be received.

SHIRE OF MINGENEW
MONTHLY FINANCIAL REPORT
For the Period Ended 30 June 2016

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Compilation Report	2
Monthly Summary Information	3 - 5
Statement of Financial Activity by Program	6
Statement of Financial Activity By Nature or Type	7
Statement of Capital Acquisitions and Capital Funding	8
Statement of Budget Amendments	9
Note 1 Significant Accounting Policies	10 - 16
Note 2 Explanation of Material Variances	17
Note 3 Net Current Funding Position	18
Note 4 Cash and Investments	19
Note 5 Budget Amendments	20 - 24
Note 5a Budget Amendments - Corporate Business Plan	25 -26
Note 6 Receivables	27
Note 7 Cash Backed Reserves	28
Note 8 Capital Disposals	29
Note 9 Rating Information	30
Note 10 Information on Borrowings	31
Note 11 Grants and Contributions	32
Note 12 Trust	33
Appendix A Details of Capital Acquisitions	34 - 35

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996*, Regulation 34 .

Overview

Summary reports and graphical progressive graphs are provided on page 3, 4 and 5.
No matters of significance are noted.

Statement of Financial Activity by reporting program

Is presented on page 6 and shows a surplus as at 30 June 2016 of \$723,272.

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary.

Preparation

Prepared by: Nita Jane

Reviewed by: Martin Whitely

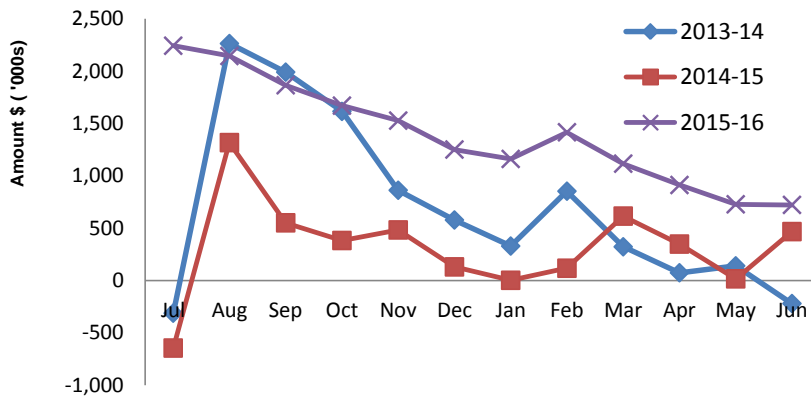
Date prepared: 14/07/2016

Shire of Mingenew

Monthly Summary Information

For the Period Ended 30 June 2016

Liquidity Over the Year (Refer Note 3)



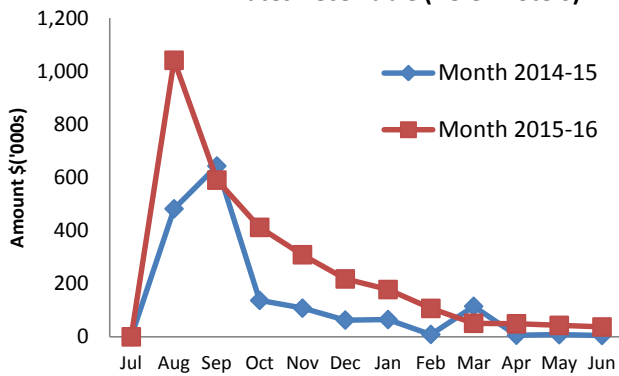
Cash and Cash Equivalents as at period end

Unrestricted	\$ 508,141
Restricted	\$ 638,438
	\$ 1,146,578

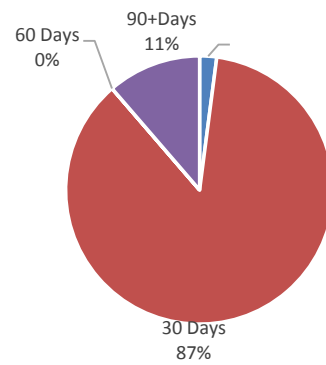
Receivables

Rates	\$ 37,608
Other	\$ 1,786
	\$ 39,394

Rates Receivable (Refer Note 6)



Accounts Receivable Ageing (non-rates) (Refer Note 6)

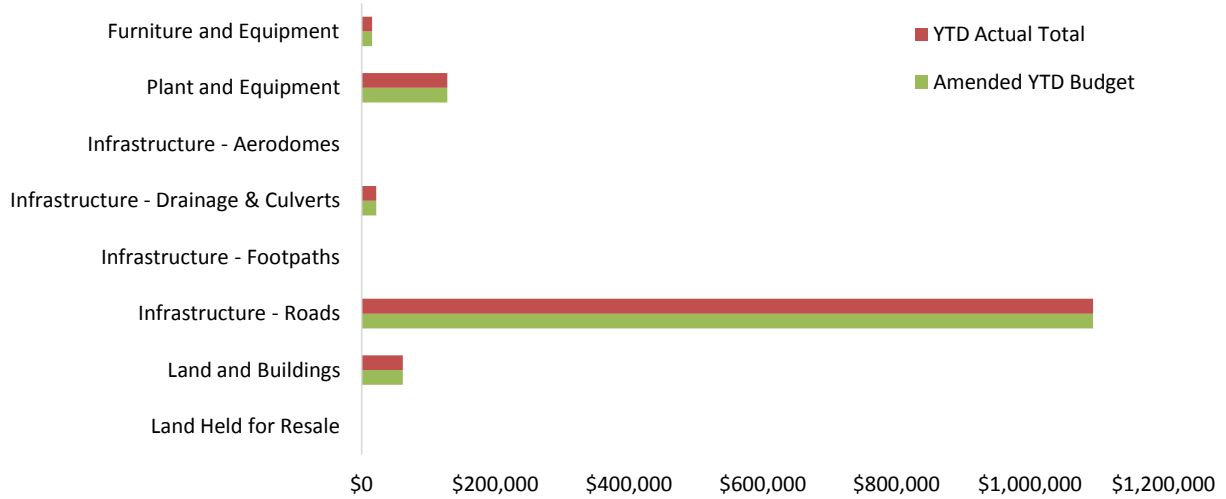


Comments

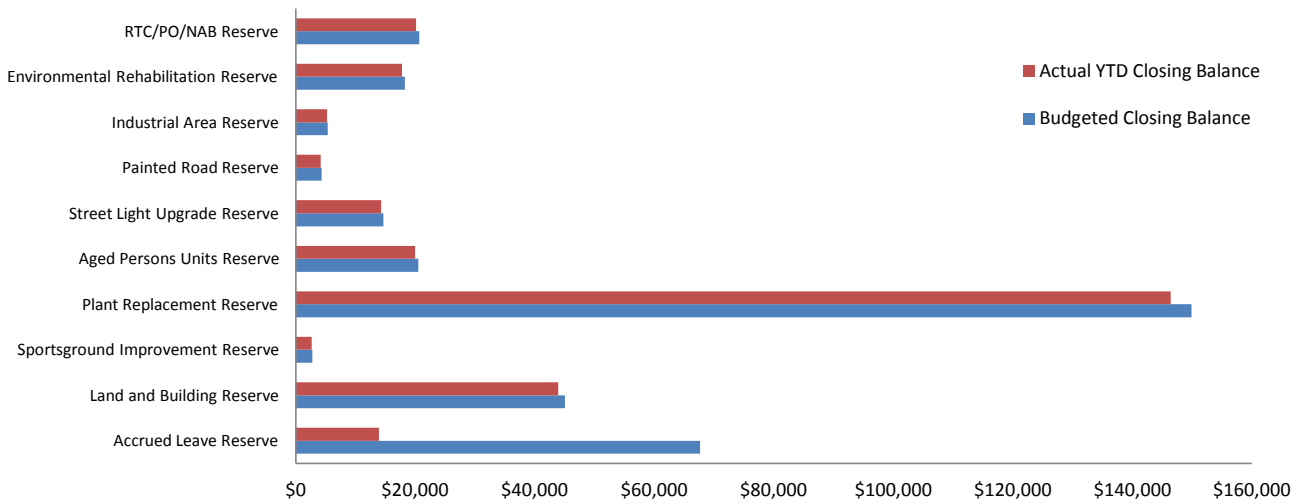
This information is to be read in conjunction with the accompanying Financial Statements and notes.

Shire of Mingenew
Monthly Summary Information
 For the Period Ended 30 June 2016

Capital Expenditure Program YTD (Refer Note 13)



Year To Date Reserve Balance to End of Year Estimate (Refer Note 7)



Comments

This information is to be read in conjunction with the accompanying Financial Statements and notes.

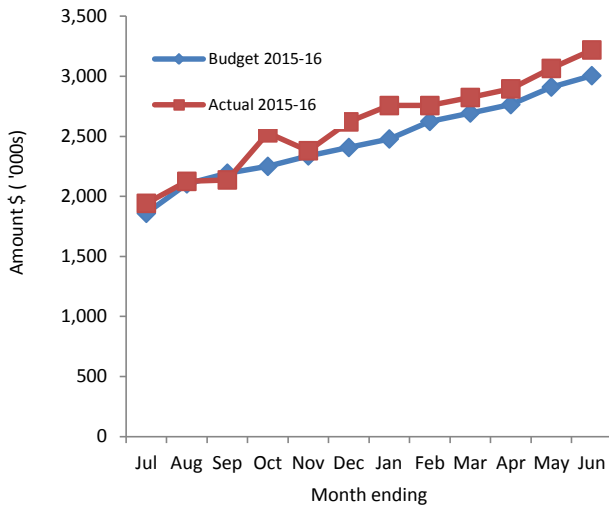
Shire of Mingenew

Monthly Summary Information

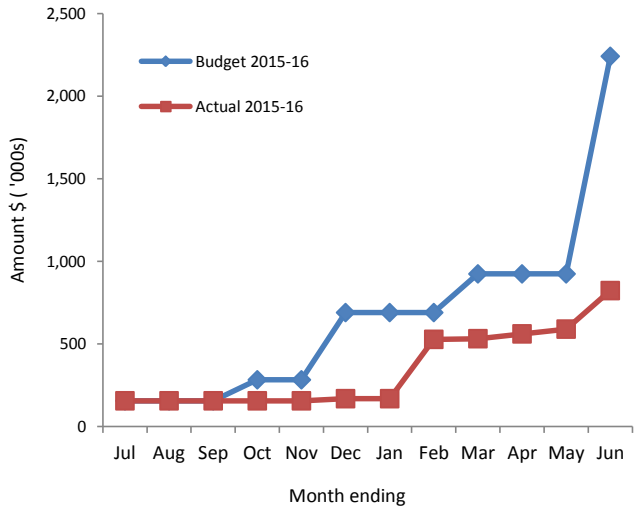
For the Period Ended 30 June 2016

Revenues

Budget Operating Revenues -v- Actual (Refer Note 2)

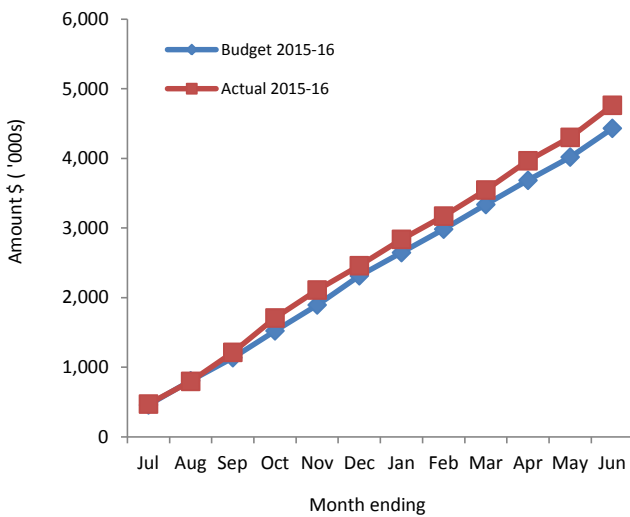


Budget Capital Revenue -v- Actual (Refer Note 2)

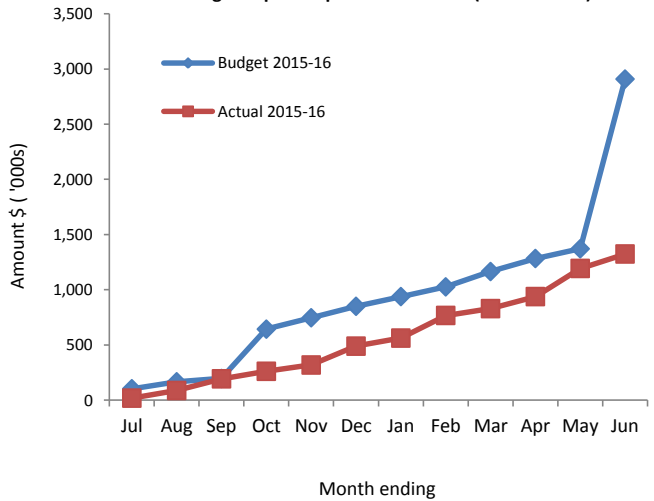


Expenditure

Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



Comments

This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF MINGENEW
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 June 2016

	Note	2015/16 Forecast Budget	2015/16 Original Budget (a)	2015/16 YTD Budget (a)	2015/16 YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues								
General Purpose Funding		\$ 2,016,809	\$ 2,093,128	\$ 2,016,809	\$ 2,019,573	\$ 2,764	0.14%	
Governance		16,334	12,564	16,334	23,985	7,651	46.84%	
Law, Order and Public Safety		36,110	33,780	36,110	35,364	(746)	(2.07%)	
Health		1,000	1,000	1,000	436	(564)	(56.40%)	
Education and Welfare		6,194	5,290	6,194	5,532	(662)	(10.69%)	
Housing		112,263	117,343	112,263	108,001	(4,262)	(3.80%)	
Community Amenities		76,775	86,175	76,775	160,500	83,725	109.05%	▲
Recreation and Culture		31,086	31,086	31,086	31,014	(72)	(0.23%)	
Transport		553,694	551,558	553,694	643,785	90,091	16.27%	▲
Economic Services		11,630	10,630	11,630	7,300	(4,330)	(37.23%)	
Other Property and Services		168,171	128,359	168,171	183,765	15,594	9.27%	
Total Operating Revenue		3,030,066	3,070,913	3,030,066	3,219,257	186,427		
Operating Expense								
General Purpose Funding		(67,530)	(83,530)	(67,530)	(51,877)	15,653	23.18%	▲
Governance		(191,164)	(200,235)	(191,164)	(185,086)	6,078	3.18%	
Law, Order and Public Safety		(122,139)	(133,639)	(122,139)	(156,155)	(34,016)	(27.85%)	▼
Health		(157,962)	(69,122)	(157,962)	(84,918)	73,045	46.24%	▲
Education and Welfare		(62,731)	(56,731)	(62,731)	(60,486)	2,245	3.58%	
Housing		(294,427)	(278,427)	(294,427)	(254,502)	39,925	13.56%	▲
Community Amenities		(177,600)	(180,101)	(177,600)	(158,580)	19,020	10.71%	▲
Recreation and Culture		(1,008,724)	(903,725)	(1,008,724)	(978,676)	30,048	2.98%	
Transport		(2,610,280)	(2,206,314)	(2,610,280)	(2,658,397)	(48,117)	(1.84%)	
Economic Services		(235,403)	(228,403)	(235,403)	(204,252)	31,151	13.23%	▲
Other Property and Services		(109,966)	(92,008)	(109,966)	29,296	139,263	126.64%	▲
Total Operating Expenditure		(5,037,926)	(4,432,234)	(5,037,926)	(4,763,631)	274,295		
Funding Balance Adjustments								
Add back Depreciation		2,370,200	1,850,000	2,370,200	2,371,206	1,006	0.04%	
Adjust (Profit)/Loss on Asset Disposal	8	(15,370)	(25,370)	(15,370)	(11,071)	4,299	(27.97%)	
Adjust Provisions and Accruals		0	0	0	0	0		
Net Cash from Operations		346,970	463,309	346,970	815,760	466,026		
Capital Revenues								
Grants, Subsidies and Contributions	11	780,595	2,065,347	780,595	823,830	43,235	5.54%	
Proceeds from Disposal of Assets	8	112,273	110,000	112,273	111,364	(909)	(0.81%)	
Total Capital Revenues		892,868	2,175,347	892,868	935,194	42,326		
Capital Expenses								
Land Held for Resale	13	0	(200,000)	0	0	0		
Land and Buildings	13	(122,750)	(974,000)	(122,750)	(61,600)	61,150	49.82%	▲
Infrastructure - Roads	13	(1,145,880)	(1,151,750)	(1,145,883)	(1,094,414)	51,469	4.49%	
Infrastructure - Footpaths	13	0	(150,000)	0	0	0		
Infrastructure - Drainage & Culverts	13	0	0	0	(21,906)	(21,906)		▼
Infrastructure - Aerodomes	13	0	0	0	0	0		
Infrastructure - Other		(50,000)	(280,000)	(50,001)	(2,202)			
Plant and Equipment	13	(144,000)	(125,000)	(144,000)	(127,991)	16,009	11.12%	▲
Furniture and Equipment	13	(18,280)	(28,000)	(18,280)	(15,801)	2,479	13.56%	▲
Total Capital Expenditure		(1,480,910)	(2,908,750)	(1,480,914)	(1,323,913)	109,202		
Net Cash from Capital Activities		(588,042)	(733,403)	(588,046)	(388,720)	151,527		
Financing								
Proceeds from New Debentures		0	0	0	0	0		
Proceeds from Advances		0	0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0	0		
Transfer from Reserves	7	(0)	0	0	(0)	(0)		
Advances to Community Groups		0	0	0	0	0		
Repayment of Debentures	10	(172,463)	(172,463)	(172,463)	(172,462)	1	0.00%	
Transfer to Reserves	7	(91,797)	(25,428)	(33,000)	(36,640)	(3,640)	(11.03%)	
Net Cash from Financing Activities		(264,260)	(197,891)	(205,463)	(209,102)	(3,639)		
Net Operations, Capital and Financing		(505,332)	(467,987)	(446,539)	217,939	613,915		
Opening Funding Surplus(Deficit)	3	505,333	467,988	505,333	505,333	0	0.00%	
Closing Funding Surplus(Deficit)	3	0	1	58,793	723,272	613,915		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF MINGENEW
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 30 June 2016

Note	2015/16 Amended Annual Budget	2015/16 Original Budget (a)	2015/16 YTD Budget (a)	2015/16 YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)		
Operating Revenues								
Rates	9	\$ 1,710,713	\$ 1,754,614	\$ 1,710,713	\$ 1,709,614	(1,099)	(0.06%)	
Operating Grants, Subsidies and Contributions	11	559,688	522,884	559,688	650,835	91,147	16.29%	▲
Fees and Charges		268,809	296,559	268,809	268,807	(2)	(0.00%)	
Service Charges		0	0	0	0	0		
Interest Earnings		31,498	24,498	31,498	34,300	2,802	8.90%	
Other Revenue		443,988	446,988	443,988	539,134	95,146	21.43%	▲
Profit on Disposal of Assets	8	15,370	25,370	15,370	16,566			
Total Operating Revenue		3,030,066	3,070,913	3,030,066	3,219,257	187,995		
Operating Expense								
Employee Costs		(957,209)	(861,988)	(957,209)	(855,709)	101,500	10.60%	▲
Materials and Contracts		(801,454)	(828,372)	(801,454)	(583,207)	218,247	27.23%	▲
Utility Charges		(156,042)	(161,042)	(156,042)	(107,611)	48,431	31.04%	▲
Depreciation on Non-Current Assets		(2,370,200)	(1,850,000)	(2,370,200)	(2,371,206)	(1,006)	(0.04%)	
Interest Expenses		(63,422)	(63,422)	(63,422)	(60,063)	3,359	5.30%	
Insurance Expenses		(170,214)	(166,025)	(170,214)	(171,847)	(1,632)	(0.96%)	
Other Expenditure		(519,385)	(501,385)	(519,385)	(608,494)	(89,109)	(17.16%)	▼
Loss on Disposal of Assets	8	0	0	0	(5,495)			
Total Operating Expenditure		(5,037,926)	(4,432,234)	(5,037,926)	(4,763,631)	279,790		
Funding Balance Adjustments								
Add back Depreciation		2,370,200	1,850,000	2,370,200	2,371,206	1,006	0.04%	
Adjust (Profit)/Loss on Asset Disposal	8	(15,370)	(25,370)	(15,370)	(11,071)	4,299	(27.97%)	
Adjust Provisions and Accruals		0	0	0	0	0		
Net Cash from Operations		346,970	463,309	346,970	815,760	473,089		
Capital Revenues								
Grants, Subsidies and Contributions	11	780,595	2,065,347	780,595	823,830	43,235	5.54%	
Proceeds from Disposal of Assets	8	112,273	110,000	112,273	111,364	(909)	(0.81%)	
Total Capital Revenues		892,868	2,175,347	892,868	935,194	42,326		
Capital Expenses								
Land Held for Resale	13	0	(200,000)	0	0	0		
Land and Buildings	13	(122,750)	(974,000)	(122,750)	(61,600)	61,150	49.82%	▲
Infrastructure - Roads	13	(1,145,880)	(1,151,750)	(1,145,883)	(1,094,414)	51,469	4.49%	
Infrastructure - Footpaths	13	0	(150,000)	0	0	0		
Infrastructure - Drainage & Culverts	13	0	0	0	(21,906)	(21,906)		▼
Infrastructure - Aerodomes	13	0	0	0	0	0		
Infrastructure - Other	13	(50,000)	(280,000)	(50,001)	(2,202)			
Plant and Equipment	13	(144,000)	(125,000)	(144,000)	(127,991)	16,009	11.12%	▲
Furniture and Equipment	13	(18,280)	(28,000)	(18,280)	(15,801)	2,479	13.56%	▲
Total Capital Expenditure		(1,480,910)	(2,908,750)	(1,480,914)	(1,323,913)	109,202		
Net Cash from Capital Activities		(588,042)	(733,403)	(588,046)	(388,720)	151,527		
Financing								
Proceeds from New Debentures		0	0	0	0	0		
Proceeds from Advances		0	0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0	0		
Transfer from Reserves	7	(0)	0	0	(0)	(0)		
Advances to Community Groups		0	0	0	0	0		
Repayment of Debentures	10	(172,463)	(172,463)	(172,463)	(172,462)	1	0.00%	
Transfer to Reserves	7	(91,797)	(25,428)	(33,000)	(36,640)	(3,640)	(11.03%)	
Net Cash from Financing Activities		(264,260)	(197,891)	(205,463)	(209,102)	(3,639)		
Net Operations, Capital and Financing		(505,332)	(467,987)	(446,539)	217,939	620,978		
Opening Funding Surplus(Deficit)	3	505,333	467,988	505,333	505,333	0	0.00%	
Closing Funding Surplus(Deficit)	3	0	1	58,793	723,272	620,978		

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF MINGENEW
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 June 2016

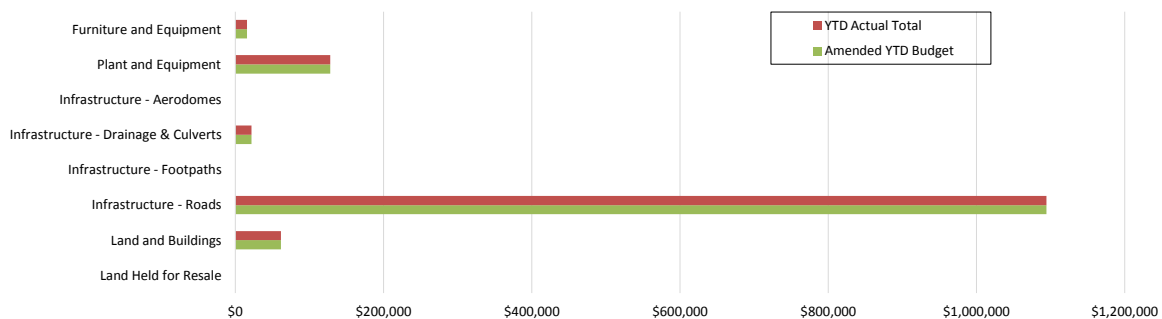
		YTD 30 06 2016					
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Actual Total (c) = (a)+(b)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land Held for Resale	13	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Land and Buildings	13	40,185	21,415	61,600	61,600	122,750	0
Infrastructure - Roads	13	883,200	211,214	1,094,414	1,094,414	1,145,880	0
Infrastructure - Footpaths	13	0	0	0	0	0	0
Infrastructure - Drainage & Culverts	13	0	21,906	21,906	21,906	0	0
Infrastructure - Aerodomes	13	0	0	0	0	0	0
Infrastructure - Other	13	2,202	0	2,202	2,202	47,798	0
Plant and Equipment	13	127,991	0	127,991	127,991	144,000	0
Furniture and Equipment	13	9,842	5,959	15,801	15,801	18,280	0
Capital Expenditure Totals		1,063,420	260,494	1,323,913	1,323,913	1,478,707	0

Funded By:

Capital Grants and Contributions	820,383	780,595	849,299	39,788
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	111,364	112,273	112,273	(909)
Own Source Funding - Cash Backed Reserves				
Land and Building Reserve	5	0	0	5
Sportsground Improvement Reserve	0	0	0	0
Plant Replacement Reserve	0	0	0	0
Aged Persons Units Reserve	0	0	0	0
Street Light Upgrade Reserve	0	0	0	0
Painted Road Reserve	-5	0	0	(5)
Industrial Area Reserve	0	0	0	0
Total Own Source Funding - Cash Backed Reserves	0	0	0	0
Own Source Funding - Operations	392,166	431,045	517,135	(38,879)
Capital Funding Total	1,323,913	1,323,913	1,478,707	0

Comments and graphs

Capital Expenditure Program YTD



SHIRE OF MINGENEW
STATEMENT OF BUDGET AMENDMENTS
(Statutory Reporting Program)
For the Period Ended 30 June 2016

	Adopted Budget	Adopted Budget Amendments (Note 5)	Amended Annual Budget	Amended YTD Budget (a)
Operating Revenues	\$	\$	\$	\$
General Purpose Funding - Rates	2,093,128	(76,319)	2,016,809	2,016,809
Governance	12,564	3,770	16,334	16,334
Law, Order and Public Safety	33,780	2,330	36,110	36,110
Health	1,000	0	1,000	1,000
Education and Welfare	5,290	904	6,194	6,194
Housing	117,343	(5,080)	112,263	112,263
Community Amenities	86,175	(9,400)	76,775	76,775
Recreation and Culture	31,086	0	31,086	31,086
Transport	551,558	2,136	553,694	553,694
Economic Services	10,630	1,000	11,630	11,630
Other Property and Services	128,359	39,812	168,171	168,171
Total Operating Revenue	3,070,913	(40,847)	3,030,066	3,030,066
Operating Expense				
General Purpose Funding	(83,530)	16,000	(67,530)	(67,530)
Governance	(200,235)	9,071	(191,164)	(191,164)
Law, Order and Public Safety	(133,639)	11,500	(122,139)	(122,139)
Health	(69,122)	(88,840)	(157,962)	(157,962)
Education and Welfare	(56,731)	(6,000)	(62,731)	(62,731)
Housing	(278,427)	(16,000)	(294,427)	(294,427)
Community Amenities	(180,101)	2,500	(177,600)	(177,600)
Recreation and Culture	(903,725)	(104,999)	(1,008,724)	(1,008,724)
Transport	(2,206,314)	(403,966)	(2,610,280)	(2,610,280)
Economic Services	(228,403)	(7,000)	(235,403)	(235,403)
Other Property and Services	(92,008)	(17,958)	(109,966)	(109,966)
Total Operating Expenditure	(4,432,234)	(605,692)	(5,037,926)	(5,037,926)
Funding Balance Adjustments				
Add back Depreciation	1,850,000	520,200	2,370,200	2,370,200
Adjust (Profit)/Loss on Asset Disposal	(25,370)	10,000	(15,370)	(15,370)
Adjust Provisions and Accruals	0	0	0	0
Net Cash from Operations	463,309	(116,339)	346,970	346,970
Capital Revenues				
Grants, Subsidies and Contributions	2,065,347	(1,284,752)	780,595	780,595
Proceeds from Disposal of Assets	110,000	2,273	112,273	112,273
Total Capital Revenues	2,175,347	(1,282,479)	892,868	892,868
Capital Expenses				
Land Held for Resale	(200,000)	200,000	0	0
Land and Buildings	(974,000)	851,250	(122,750)	(122,750)
Infrastructure - Roads	(1,151,750)	5,870	(1,145,880)	(1,145,883)
Infrastructure - Footpaths	(150,000)	150,000	0	0
Infrastructure - Drainage & Culverts	0	0	0	0
Infrastructure - Aerodomes	0	0	0	0
Infrastructure - Other	(280,000)	230,000	(50,000)	(50,001)
Plant and Equipment	(125,000)	(19,000)	(144,000)	(144,000)
Furniture and Equipment	(28,000)	9,720	(18,280)	(18,280)
Total Capital Expenditure	(2,908,750)	1,427,840	(1,480,910)	(1,480,914)
Net Cash from Capital Activities	(733,403)	145,361	(588,042)	(588,046)
Financing				
Proceeds from New Debentures	0	0	0	0
Proceeds from Advances	0	0	0	0
Self-Supporting Loan Principal	0	0	0	0
Transfer from Reserves	0	(0)	(0)	0
Advances to Community Groups	0	0	0	0
Repayment of Debentures	(172,463)	0	(172,463)	(172,463)
Transfer to Reserves	(25,428)	(66,369)	(91,797)	(33,000)
Net Cash from Financing Activities	(197,891)	(66,369)	(264,260)	(205,463)
Net Operations, Capital and Financing	(467,987)	(37,347)	(505,332)	(446,539)
Opening Funding Surplus(Deficit)	467,988	37,345	505,333	505,333
Closing Funding Surplus(Deficit)	1	(2)	0	58,793

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

1. SIGNIFICANT ACCOUNTING POLICIES

(a) Basis of Accounting

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this statement are presented below and have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has also been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 12.

(c) Rounding Off Figures

All figures shown in this statement are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Trade and Other Receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(h) Inventories

General

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Land Held for Resale

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation rates and periods are:

Buildings	25 to 50 years
Construction other than Buildings (Public Facilities)	5 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Heritage Assets	25 to 50 years
Roads	25 years
Footpaths	50 years
Sewerage Piping	75 years
Water Supply Piping and Drainage Systems	75 years

(k) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

(l) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(n) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

(o) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(p) Nature or Type Classifications

Rates

All rates levied under the Local Government Act 1995. Includes general, differential, specific area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts offered. Exclude administration fees, interest on instalments, interest on arrears and service charges.

Operating Grants, Subsidies and Contributions

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

Non-Operating Grants, Subsidies and Contributions

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

Profit on Asset Disposal

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

Fees and Charges

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

Service Charges

Service charges imposed under Division 6 of Part 6 of the Local Government Act 1995. Regulation 54 of the Local Government (Financial Management) Regulations 1996 identifies the These are television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Interest Earnings

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

Other Revenue / Income

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

Employee Costs

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

Materials and Contracts

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

Utilities (Gas, Electricity, Water, etc.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(q) Nature or Type Classifications (Continued)

Insurance

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

Loss on asset disposal

Loss on the disposal of fixed assets.

Depreciation on non-current assets

Depreciation expense raised on all classes of assets.

Interest expenses

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

Other expenditure

Statutory fees, taxes, provision for bad debts, member's fees or levies including WA Fire Brigade Levy and State taxes. Donations and subsidies made to community groups.

(r) Statement of Objectives

Council has adopted a 'Plan for the future' comprising a Strategic Community Plan and Corporate Business Plan to provide the long term community vision, aspirations and objectives.

Based upon feedback received from the community the vision of the Shire is:

"Standing proud, growing strong"

The Strategic Community Plan defines the key objectives of the Shire as:

"Economic: To be a diverse and innovative economy with a range of local employment opportunities.

Environment: A sustainable natural and built environment that meets current and future community needs.

Social: A safe and welcoming community where everyone has the opportunity to contribute and belong.

Civic Leadership: A collaborative and innovative community with strong and vibrant leadership."

(s) Reporting Programs

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Expenses associated with provision of services to members of council and elections. Also included are costs associated with computer operations, corporate accounting, corporate records and asset management. Costs reported as administrative expenses are redistributed in accordance with the principle of activity based costing (ABC).

GENERAL PURPOSE FUNDING

Rates and associated revenues, general purpose government grants, interest revenue and other miscellaneous revenues. The costs associated with raising the above mentioned revenues, eg. Valuation expenses, debt collection and overheads.

LAW, ORDER, PUBLIC SAFETY

Enforcement of Local Laws, fire prevention, animal control and provision of ranger services.

HEALTH

Health inspection services, food quality control, mosquito control and contributions towards provision of medical health services.

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(s) Reporting Programs (Continued)

EDUCATION AND WELFARE

Support of day care for children. Autumn Centre for Senior Citizens.
Youth & seniors projects.

HOUSING

Provision and maintenance of rented housing accommodation for pensioners and employees.

COMMUNITY AMENITIES

Sanitation, sewerage, stormwater drainage, protection of the environment, public conveniences, cemeteries and town planning.

RECREATION AND CULTURE

Parks, gardens and recreation reserves, library services, walk trails, youth recreation,
Public halls and Mingenew Recreation Centre.

TRANSPORT

Construction and maintenance of roads, footpaths, drainage works, parking facilities, traffic control, depot operations, plant purchase and cleaning of streets.

ECONOMIC SERVICES

Tourism, community development, pest control, building services and private works.

OTHER PROPERTY & SERVICES

Plant works, plant overheads and stock of materials.

Note 2: EXPLANATION OF MATERIAL VARIANCES

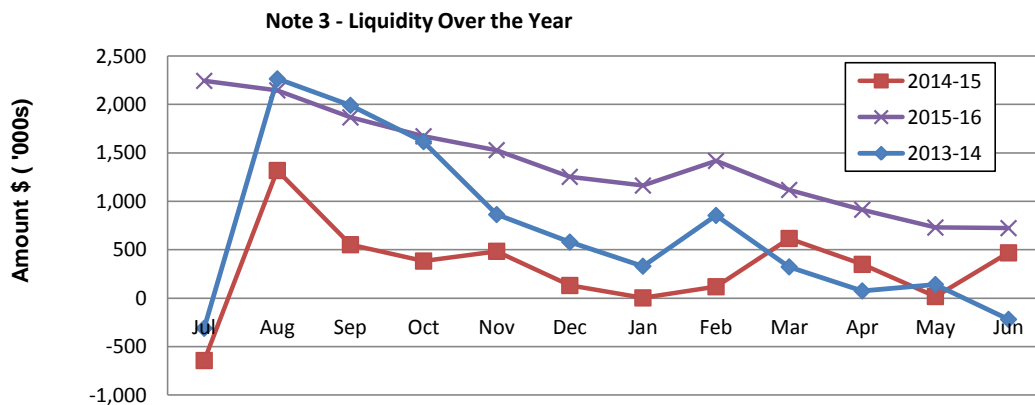
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
General Purpose Funding	2,764	0.14%			
Governance	7,651	46.84%			
Law, Order and Public Safety	(746)	(2.07%)			
Health	(564)	(56.40%)			
Education and Welfare	(662)	(10.69%)			
Housing	(4,262)	(3.80%)			
Community Amenities	83,725	109.05%	▲		NPP Grant received 15/16 for 16/17 project - \$85k
Recreation and Culture	(72)	(0.23%)			
Transport	90,091	16.27%	▲		Police licensing is up \$100K
Economic Services	(4,330)	(37.23%)			
Other Property and Services	15,594	9.27%			
Operating Expenses					
General Purpose Funding	15,653	23.18%	▲		Rates Written Off - Budget \$2k, actual NIL, Property Valuations for GRV postponed to 16/17 - \$7k
Governance	6,078	3.18%			
Law, Order and Public Safety	(34,016)	(27.85%)	▼		Depn on Fire Truck of \$40k
Health	73,045	46.24%			Ambulance Setdown Bay moved from Capital to Operating
Education and Welfare	2,245	3.58%			
Housing	39,925	13.56%	▲		Reduced housing mtce actual to budget
Community Amenities	19,020	10.71%	▲		Savings following change of Rubbish Collection contractor
Recreation and Culture	30,048	2.98%			
Transport	(48,117)	(1.84%)			Increase in Police Licensing volume \$11k savings in Admin Allocations, \$8k under budget on MIG office, \$3k under budget on PO/CRC and Pest Control
Economic Services	31,151	13.23%	▲		Reduced Plant Op Costs, Reduced Public Works Overheads, Overallocation of PWO & POC to other areas
Other Property and Services	139,263	126.64%	▲		
Capital Revenues					
Grants, Subsidies and Contributions	43,235	5.54%			\$15k contribution to Ambulance setdown bay not received in 15/16, Child Care Facility grant not received - \$10k, Roads to Recovery additional \$70k
Proceeds from Disposal of Assets	(909)	(0.81%)			
Capital Expenses					
Land Held for Resale	0				Depot Shed Re-roof not invoiced to date \$25k, Child Care Facility project didnt proceed \$15k, Housing Capital under budget \$9k
Land and Buildings	61,150	49.82%	▲		
Infrastructure - Roads	51,469	4.49%			R2R - Yandanooka Melara Project not completed in 15/16
Infrastructure - Footpaths	0				
Infrastructure - Drainage & Culverts	(21,906)		▼		Moore St Remedial works
Infrastructure - Aerodomes	0				
Plant and Equipment	16,009	11.12%	▲		\$13k reduced expenditure - Other Plant (Transport)
Furniture and Equipment	2,479	13.56%	▲		Savings realised on budgetted items.
Financing					
Loan Principal	1	0.00%			

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
		YTD 30 Jun 2016	30th June 2016	YTD 01 Jul 2015
		\$	\$	\$
Current Assets				
Cash - Unrestricted	4	508,141	482,373	278,143
Cash - Restricted Reserves	4	308,620	271,964	272,310
Cash - Restricted Unspent Grants		329,818	329,818	329,818
Investments		0	0	0
Rates - Current	6	37,608	34,985	1,738,897
Sundry Debtors	6	1,786	54,737	59,846
Provision for Doubtful Debts		(1,585)	(1,585)	(1,585)
ESL Levy		0	0	0
GST Receivable		15,035	0	17,008
Receivables - Other		0	0	0
Inventories - Fuel & Materials		13,285	9,025	7,366
Inventories - Land Held for Resale		40,394	80,788	80,788
		1,253,102	1,262,105	2,782,591
Current Liabilities				
Sundry Creditors		(101,101)	(368,901)	(144,657)
GST Payable		(44,050)	6	(19,091)
PAYG		(21,852)	5,876	(20,870)
Accrued Interest on Debentures		(13,814)	(24,734)	24,810
Accrued Salaries & Wages		0	(16,268)	0
Current Employee Benefits Provision		(239,906)	(239,906)	(239,906)
Current Loan Liability		(1)	(172,463)	(172,463)
		(420,724)	(816,389)	(572,177)
NET CURRENT ASSETS		832,378	445,716	2,210,413
Less:				
Cash - Restricted Reserves		(308,620)	(271,964)	(272,310)
Inventories - Land Held for Resale		(40,394)	(80,788)	(80,788)
Add Back:				
Current Loan Liability		1	172,463	172,463
Cash Backed Employee Provisions	7	239,906	239,906	239,906
Net Current Funding Position (Surplus / Deficit)		723,271	505,333	2,269,684

(0)



Comments - Net Current Funding Position

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits							
Municipal Bank Account	2.35%	507,842	329,817		837,659	NAB	At Call
Trust Bank Account	0.00%			122,711	122,711	NAB	At Call
Cash Maximiser Account (Muni)	2.35%					NAB	At Call
Cash On Hand	Nil	300	0		300	NAB	At Call
Reserve Funds	2.35%	0	308,620		308,620	NAB	At Call
(b) Term Deposits							
Short Term Deposits	0.00%	0	0		0		
Total		508,142	638,436	122,711	1,269,290		

Comments/Notes - Investments

Restricted Cash

(1) Municipal Fund

Purpose for Funds Being Restricted	Funding Organisation	Date to be Expended	Amount
1 Depot Hill Rd	2012/13 CLGF Regional	28 February 2016	51,630
2 2014/15 Road Projects	Roads to Recovery	30 June 2018	134,248
3 Yarragadee Bridge	Roads to Recovery	30 June 2016	35,871
4 Ambulance Set Down Bay	Mid West Development Commission	31 January 2016	23,400
5 Men's Shed Ablution	Mid West Development Commission	30 November 2015	31,025
6 Rural Watch	Office of Crime Prevention	30 September 2015	3,643
7 Mingenew Mullewa Rd	2012/13 CLGF Individual	28 February 2016	50,000
Sub-total			329,817

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 5: BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	Budget Adoption		Opening Surplus	\$	\$	\$	\$
	Actual Opening value as per audited financial report 30/6/2015				37,347		37,347
0011	Rates Levied	31/03/2016	Operating Revenue			(8,137)	29,210
0121	Interim Rates Levied	31/03/2016	Operating Revenue			(35,764)	(6,554)
0131	Rates Legal Fees Recovered	31/03/2016	Operating Revenue			(14,600)	(21,154)
0472	Rating Valuations	31/03/2016	Operating Revenue		5,000		(16,154)
0482	Rate Legal Costs	31/03/2016	Operating Revenue		11,000		(5,154)
0091	General Purpose Grant	31/03/2016	Operating Revenue			(433)	(5,587)
0071	Local Road Grants	31/03/2016	Operating Revenue			(24,385)	(29,972)
4903	Bank Interest on Investments	31/03/2016	Operating Revenue		7,000		(22,972)
0033	Reimbursements	31/03/2016	Operating Expenses		1,770		(21,202)
0022	Election Expenses	31/03/2016	Operating Revenue		5,500		(15,702)
0072	Council Chambers Mtce	31/03/2016	Operating Expenses			(3,000)	(18,702)
0113	Sundry Income - Other	31/03/2016	Operating Revenue		2,000		(16,702)
0292	Insurance	31/03/2016	Operating Expenses			(4,188)	(20,890)
0032	Staff Conferences	31/03/2016	Operating Revenue		5,000		(15,890)
0392	Telephone	31/03/2016	Operating Expenses			(3,540)	(19,430)
0412	Postage and Freight	31/03/2016	Operating Expenses			(1,200)	(20,630)
0502	Consultants	31/03/2016	Operating Expenses		10,000		(10,630)
0595	Proceeds from Sale - Plant & Equipment	31/03/2016	Operating Expenses		27,273		16,643
0614	Realisation on Sale of Plant & Equipment	31/03/2016	Operating Expenses	(27,273)			16,643
6530	Asset Depreciation	31/03/2016	Non Cash Item	3,500			16,643
0833	Dog/Cat Registration Fees	31/03/2016	Operating Revenue		1,500		18,143
0843	Fines & Penalties	31/03/2016	Operating Revenue		400		18,543
0853	Impounding Fees	31/03/2016	Operating Revenue		430		18,973
6540	Asset Depreciation	31/03/2016	Non Cash Item	11,500			18,973
1582	Medical Practitioner Support	31/03/2016	Operating Expenses		6,660		25,633
1492	Mosquito Control	31/03/2016	Operating Expenses			(2,300)	23,333
1492	Mosquito Control	31/03/2016	Operating Expenses	(200)			23,333
1633	Seniors Weeks Community Grant	31/03/2016	Operating Expenses			(2,000)	21,333
1643	Grants - Other Welfare	31/03/2016	Operating Revenue		2,904		24,237
1682	Community Christmas Tree	31/03/2016	Operating Expenses			(2,000)	22,237
6570	Asset Depreciation	31/03/2016	Non Cash Item	(4,000)			22,237
1745	Country Housing Grant	31/03/2016	Capital Revenue			(80,000)	(57,763)
1753	GEHA House Rent	31/03/2016	Operating Revenue			(5,080)	(62,843)
6580	Asset Depreciation	31/03/2016	Non Cash Item	(16,000)			(62,843)
1803	Domestic Refuse Removal	31/03/2016	Operating Revenue			(3,900)	(66,743)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
6590	Asset Depreciation	31/03/2016	Non Cash Item	7,000			(66,743)
2213	Charges - Rezonings	31/03/2016	Operating Revenue			(3,000)	(69,743)
2122	Town Plan Scheme	31/03/2016	Operating Expenses		3,000		(66,743)
2393	Sundry Income	31/03/2016	Operating Revenue			(2,500)	(69,243)
2405	Contributions & Donations	31/03/2016	Operating Revenue			(150,000)	(219,243)
2302	Cemetery Operations & Maintenance	31/03/2016	Operating Expenses			(12,000)	(231,243)
2312	Community Activities	31/03/2016	Operating Expenses		4,500		(226,743)
2433	Grant Contributions	31/03/2016	Capital Revenue			(300,000)	(526,743)
2915	Capital Expenditure Grant Contributions	31/03/2016	Capital Revenue			(95,000)	(621,743)
2642	Public Parks & Gardens	31/03/2016	Operating Expenses			(35,000)	(656,743)
6600	Asset Depreciation	31/03/2016	Non Cash Item	(70,000)			(656,743)
3123	Museum Conservation Grant	31/03/2016	Capital Revenue			(30,000)	(686,743)
3163	Heritage Grant	31/03/2016	Capital Revenue			(50,000)	(736,743)
3173	Grants Other Culture	31/03/2016	Capital Revenue			(20,000)	(756,743)
3113	Lotterywest Giant - Railway Station	31/03/2016	Capital Revenue			(120,000)	(876,743)
3315	Capital Project Grants	31/03/2016	Capital Revenue			(150,000)	(1,026,743)
4203	Road to Recovery Grant	31/03/2016	Capital Revenue		22,748		(1,003,995)
3533	Street Lighting	31/03/2016	Operating Revenue			(2,000)	(1,005,995)
3322	Maintenance Grading	31/03/2016	Operating Expenses			(30,000)	(1,035,995)
3342	Asset Preservation Urban	31/03/2016	Operating Expenses			(10,000)	(1,045,995)
3372	Bridge, Culverts & Pipes	31/03/2016	Operating Expenses		3,000		(1,042,995)
3402	Depot Maintenance	31/03/2016	Operating Expenses		5,000		(1,037,995)
3422	Lighting of Streets	31/03/2016	Operating Expenses		10,000		(1,027,995)
3432	Street Cleaning	31/03/2016	Operating Expenses		6,000		(1,021,995)
3452	Street Pruning	31/03/2016	Operating Expenses		4,000		(1,017,995)
3492	Drainage	31/03/2016	Operating Expenses		10,000		(1,007,995)
6620	Asset Depreciation	31/03/2016	Non Cash Item	(390,000)			(1,007,995)
3574	Realisation on Sale of Plant & Equipment	31/03/2016	Non Cash Item	25,000			(1,007,995)
3585	Sale of Plant & Equipment	31/03/2016	Non Cash Item		(25,000)		(1,032,995)
6721	Profit on Sale of Asset Disposal	31/03/2016	Non Cash Item	(10,000)			(1,032,995)
7510	MRWA Service Agreement Income	31/03/2016	Operating Revenue		14,136		(1,018,859)
7050	Superannuation - MWLGSA Staff	31/03/2016	Operating Expenses			(1,170)	(1,020,029)
7120	Other Allowances - MWLGSA Staff	31/03/2016	Operating Expenses			(30)	(1,020,059)
7150	Vehicle Costs - MWLGSA Staff	31/03/2016	Operating Expenses			(192)	(1,020,251)
7340	Other Employee Costs - MWLGSA Staff	31/03/2016	Operating Expenses			(3,070)	(1,023,321)
7360	Communication Expenses - MWLGSA Staff	31/03/2016	Operating Expenses			(132)	(1,023,453)
7990	Overheads Allocated to Works	31/03/2016	Operating Expenses		2,185		(1,021,268)
1201	Main Roads ISA State Route Maintenance	31/03/2016	Operating Expenses			(6,967)	(1,028,235)
4003	Grants - General	31/03/2016	Capital Revenue			(112,500)	(1,140,735)
6630	Asset Depreciation	31/03/2016	Non Cash Item	(12,000)			(1,140,735)
4082	Group Scheme Expenses	31/03/2016	Operating Expenses		10,000		(1,130,735)
4273	Water Sales	31/03/2016	Operating Revenue		1,000		(1,129,735)
4232	Water Supply Stand Pipes	31/03/2016	Operating Expenses			(5,000)	(1,134,735)
4333	Charges - Private Works Various	31/03/2016	Operating Revenue			(4,000)	(1,138,735)
4282	Private Works - Various	31/03/2016	Operating Expenses		10,000		(1,128,735)
7262	Administration	31/03/2016	Operating Expenses		7,999		(1,120,736)
4453	Diesel Rebates	31/03/2016	Operating Revenue			(3,000)	(1,123,736)

GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
4493	Reimbursements	31/03/2016	Operating Revenue		6,812		(1,116,924)
4472	Fuel & Oils	31/03/2016	Operating Expenses		40,000		(1,076,924)
4492	Parts & Repairs	31/03/2016	Operating Expenses		20,000		(1,056,924)
4502	Expendable Tools	31/03/2016	Operating Expenses			(1,000)	(1,057,924)
4562	Depreciation of Plant	31/03/2016	Non Cash Item	(60,000)			(1,057,924)
6890	Depreciation Written Back	31/03/2016	Operating Expenses			(2,548)	(1,060,472)
4225	Contributions towards Capital Projects	31/03/2016	Capital Revenue			(200,000)	(1,260,472)
4623	MWIRSA Reimbursements	31/03/2016	Operating Revenue		25,000		(1,235,472)
4675	Expenses Recovered (Income)	31/03/2016	Operating Revenue		15,000		(1,220,472)
4662	MWIRSA Expenses	31/03/2016	Operating Expenses			(25,000)	(1,245,472)
4682	Expenses Recovered (Expense)	31/03/2016	Operating Expenses			(15,000)	(1,260,472)
6640	Asset Depreciation	31/03/2016	Non Cash Item	10,000			(1,260,472)
4924	Industrial Area Development	31/03/2016	Capital Expenses		100,000		(1,160,472)
4924	Rural Residential Area Development	31/03/2016	Capital Expenses		100,000		(1,060,472)
0594	Shire Office	31/03/2016	Capital Expenses			(5,251)	(1,065,723)
9003	Staff Housing	31/03/2016	Capital Expenses			(2,041)	(1,067,764)
9004	Staff Housing	31/03/2016	Capital Expenses			(3,485)	(1,071,249)
9006	Staff Housing	31/03/2016	Capital Expenses			(973)	(1,072,222)
1774	Aged Care Units	31/03/2016	Capital Expenses		100,000		(972,222)
2434	Recreation Centre / Town Hall	31/03/2016	Capital Expenses		150,000		(822,222)
2434	Water Park	31/03/2016	Capital Expenses		150,000		(672,222)
0067	Enanty Barn	31/03/2016	Capital Expenses		50,000		(622,222)
0068	Museum	31/03/2016	Capital Expenses		30,000		(592,222)
0069	Old Roads Building	31/03/2016	Capital Expenses		20,000		(572,222)
0072	Old Railway Station	31/03/2016	Capital Expenses		120,000		(452,222)
5964	Business Incubator	31/03/2016	Capital Expenses		150,000		(302,222)
6058	Moore Street - Drainage	31/03/2016	Capital Expenses			(30,000)	(332,222)
1227	Yarragadee Bridge	31/03/2016	Capital Expenses		35,871		(296,351)
1291	Midlands Road Town Footpaths	31/03/2016	Capital Expenses		150,000		(146,351)
0072	War Memorial Project	31/03/2016	Capital Expenses		100,000		(46,351)
0073	Cemetery	31/03/2016	Capital Expenses		50,000		3,649
2884	Tennis Courts	31/03/2016	Capital Expenses		100,000		103,649
2884	Hockey Oval Lights	31/03/2016	Capital Expenses			(15,000)	88,649
0054	CEO Vehicle	31/03/2016	Capital Expenses		15,000		103,649
0054	DCEO Vehicle	31/03/2016	Capital Expenses			(42,000)	61,649
3554	Works Manager Vehicle	31/03/2016	Capital Expenses		8,000		69,649
0014	Councillor Laptops / Ipads	31/03/2016	Capital Expenses		2,959		72,608
0574	Office Computer	31/03/2016	Capital Expenses			(918)	71,690
0584	PA System	31/03/2016	Capital Expenses		410		72,100
2854	Outdoor Cinema	31/03/2016	Capital Expenses		12,500		84,600
2854	Bouncy Castle & Water Slide	31/03/2016	Capital Expenses			(5,231)	79,369
	RV Friendly Sites	31/03/2016	Capital Expenses			(5,000)	74,369
8021	Transfers to Accrued Leave Reserves	31/03/2016	Capital Expenses			(53,369)	21,000
6351	Transfers to Plant Replacement Reserve	31/03/2016	Capital Expenses			(13,000)	8,000
0222	Donations	16/12/2015	Operating Expenses			(2,000)	6,000
0222	Donations	10/02/2016	Operating Expenses			(1,000)	5,000

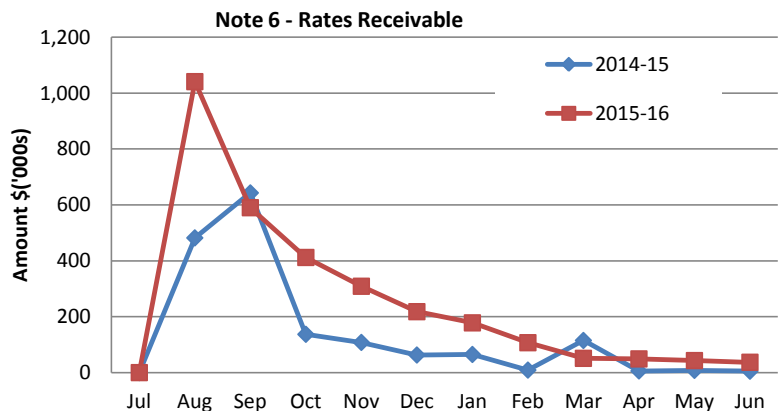
GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
Job 1212 8021	Midlands Road Transfers to Accrued Leave Reserves Subdivision - Lot 4 Ernest St	10/02/2016 20/04/2016 20/04/2016	Operating Expenses Capital Expenses Capital Expenses	\$	\$ 30,000	\$ (5,000) (30,000)	\$ 0 30,000 0
				(532,473)	1,793,904	(1,793,904)	

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 6: RECEIVABLES

Receivables - Rates Receivable

	YTD 30 Jun 2016	30 June 2015
Opening Arrears Previous Years	\$ 22,660	\$ 18,152
Levied this year	1,709,614	1,473,879
Less Collections to date	(1,694,666)	(1,469,371)
Equals Current Outstanding	37,608	22,660
Net Rates Collectable	37,608	22,660
% Collected	97.83%	98.48%



Comments/Notes - Receivables Rates

Majority of outstanding rates is made up of three assessments:

A152	6408
A353	12739
A482	23897

A353 - process has commenced for possession of land.

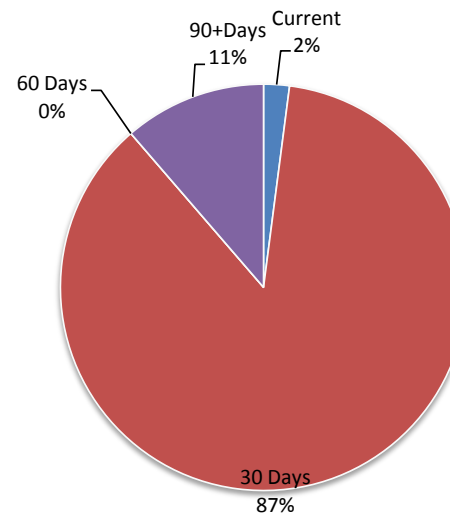
Aside from these, recovery of rates is good.

Receivables - General

	Current	30 Days	60 Days	90+Days
Receivables - General	\$ 40	\$ 1,690	\$ 0	\$ 221
Total Receivables General Outstanding				1,951

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



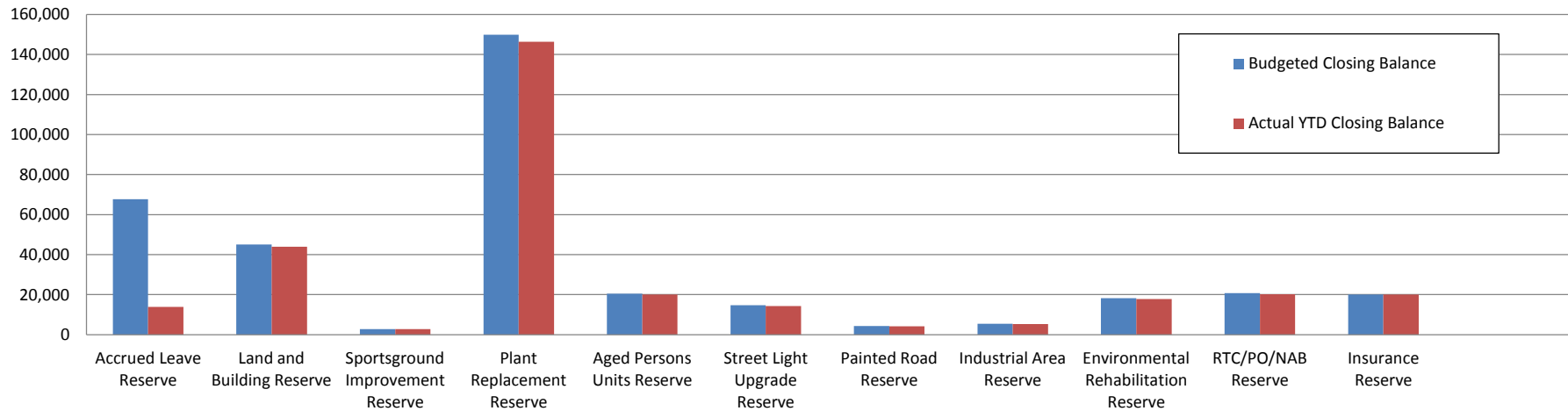
Comments/Notes - Receivables General

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 7: Cash Backed Reserve

Name	Opening Balance	YTD Budget Interest Earned	Actual Interest Earned	YTD Budget Transfers In (+)	YTD Actual Transfers In (+)	YTD Budget Transfers Out (-)	YTD Actual Transfers Out (-)	Transfer out Reference	Budgeted Closing Balance	Actual YTD Closing Balance
Accrued Leave Reserve	\$ 13,724	\$ 274	\$ 183	\$ 53,643	\$ 0	\$ 0	\$ 0		\$ 67,641	\$ 13,907
Land and Building Reserve	43,342	866	583	866	0	0	(5)		45,074	43,920
Sportsground Improvement Reserve	2,659	53	35	53	0	0	0		2,765	2,695
Plant Replacement Reserve	131,625	2,626	1,767	15,626	13,000	0	0		149,877	146,392
Aged Persons Units Reserve	19,739	394	263	394	0	0	0		20,527	20,002
Street Light Upgrade Reserve	14,118	282	188	282	0	0	0		14,682	14,307
Painted Road Reserve	4,146	83	51	83	0	0	5		4,312	4,202
Industrial Area Reserve	5,159	103	69	103	0	0	0		5,365	5,228
Environmental Rehabilitation Reserve	17,565	350	234	350	0	0	0		18,265	17,799
RTC/PO/NAB Reserve	19,887	397	265	397	0	0	0		20,681	20,153
Insurance Reserve	0	0	0	20,000	20,000	0	0		20,000	20,000
	271,964	5,428	3,640	91,797	33,000	0	0	0	369,189	308,604

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)		YTD 30 06 2016			
					2015/16 Budget Profit/(Loss)	2015/16 Actual Profit/(Loss)	Variance	
\$	\$	\$	\$	\$	\$	\$		
				Plant and Equipment				
54,715	(31,000)	38,182	14,467	CEO Vehicle	8,020	14,467	6,447	
40,669	(6,084)	29,091	(5,494)	DCEO Vehicle	0	0	0	
40,890	(28,925)	13,182	1,217	Road Inspector Vehicle	7,000	1,217	(5,783)	Sold by tender.
46,166	(16,139)	30,909	882	Works Manager Vehicle	350	882	532	
182,440	(82,148)	111,364	11,072		15,370	16,566	1,196	

Comments - Capital Disposal/Replacements

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	2014/15 Budget Rate Revenue \$	2015/16 Budget Interim Rate \$	2015/16 Budget Back Rate \$	2015/16 Budget Total Revenue \$
Differential General Rate											
GRV - Mingenew - Residential	13.1289	135	1,322,880	173,680	(12,362)	129	161,447	173,680	1,500	400	175,580
GRV - Mingenew - Commercial	13.1289	17	384,380	50,465	(3,009)		47,457	50,465			50,465
GRV - Mingenew - Industrial	13.1289	1	12,480	1,638			1,638	1,638			1,638
GRV - Yandanooka	6.5645	2	14,716	966			966	966			966
UV - Rural	1.4310	125	97,585,500	1,396,449	83		1,396,532	1,396,449	3,500		1,399,949
UV - Mining	30.0000	7	53,155	15,947	(3,009)	(518)	12,420	21,924			21,924
Sub-Totals		287	99,373,111	1,639,144	(18,296)	(389)	1,620,459	1,645,121	5,000	400	1,650,521
Minimum Payment	Minimum \$										
GRV - Mingenew - Residential	636	75	92,612	47,700	(6,996)		40,704	46,428	0	0	46,428
GRV - Mingenew - Commercial	636	10	16,686	6,360	(5,088)		1,272	6,360	0	0	6,360
GRV - Mingenew - Industrial	636	4	9,583	2,544	(1,908)		636	2,544	0	0	2,544
GRV - Yandanooka	318	1	20	318	(318)		0	0	0	0	0
UV - Rural	636	19	504,100	12,084	(636)		11,448	12,084	0	0	12,084
UV - Mining	636	5	(8,949)	3,180	(1,492)	(86)	1,602	3,180	0	0	3,180
Sub-Totals		114	614,052	72,186	(16,438)	(86)	55,662	70,596	0	0	70,596
Discounts							1,676,121				1,721,117
Amount from General Rates							0				0
Ex-Gratia Rates							1,676,121				1,721,117
Specified Area Rates							33,494				33,497
Totals							0				0
							1,709,615				1,754,614

Comments - Rating Information

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-15	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			YTD Actual	YTD Budget	YTD Actual	YTD Budget	YTD Actual	YTD Budget
			\$	\$	\$	\$	\$	\$
Education & Welfare								
Loan 137 - Senior Citizens Buildings	101,512		4,793	4,793	96,719	96,719	6,659	6,751
Housing								
Loan 133 - Triplex	83,767		10,631	10,631	73,136	73,136	5,760	6,129
Loan 134 - SC Housing	57,444		5,314	5,314	52,130	52,130	3,715	3,888
Loan 136 - Staff Housing	125,720		7,258	7,258	118,462	118,462	8,585	8,750
Loan 142 - Staff Housing	75,003		9,192	9,192	65,811	65,811	3,985	4,169
Recreation & Culture								
Loan 138 - Pavilion Fitout	97,452		4,601	4,602	92,851	92,850	6,393	6,480
Transport								
Loan 139 - Roller	53,149		13,981	13,981	39,168	39,168	3,315	3,633
Loan 141 - Grader	129,354		22,845	22,845	106,509	106,509	7,929	8,490
Loan 143 - 2 x Trucks	107,044		52,274	52,274	54,770	54,770	4,324	5,192
Loan 144 - Side Tipping Trailer	75,003		9,192	9,191	65,811	65,812	3,985	4,169
Loan 145 - Drum Roller	154,192	0	32,381	32,382	121,811	121,810	5,338	5,771
	1,059,640	0	172,462	172,463	887,178	887,177	59,986	63,422

All debenture repayments were financed by general purpose revenue.

(b) New Debentures

Nil

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2015-16 Forecast Budget	2015-16 Original Budget	Variations Additions (Deletions)	Operating 2015/16 Budget	Capital 2015/16 Budget	Recoup Status	
								2015-16 YTD Actual	2015-16 YTD Budget
		(Y/N)	\$	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING									
Financial Assistance Grant - Roads	Grants Commission	Y	140,251	164,636	(24,385)	164,636	0	151,770	164,636
Financial Assistance Grant - General	Grants Commission	Y	135,695	136,128	(433)	136,128	0	124,176	136,128
LAW, ORDER, PUBLIC SAFETY									
ESL Administration Grant	Department of Fire & Emergency Services	Y	4,400	4,400	0	4,400	0	4,400	4,400
ESL Annual Grant	Department of Fire & Emergency Services	Y	25,000	25,000	0	25,000	0	18,750	25,000
HEALTH									
Ambulance Set Down Bay	Mid West Development Commission	Y	2,600	2,600	0	0	2,600	0	27,600
Ambulance Set Down Bay	Silver Chain	Y	15,000	15,000	0	0	15,000	0	0
Childcare Facility Upgrade	Lotterywest	N	10,000	10,000	0	0	10,000	0	0
EDUCATION & WELFARE									
Seniors Week	Department of Local Government & Communities	Y	0	2,000	(2,000)	2,000	0	0	2,000
Men's Shed Ablution	Mid West Development Commission	Y	6,351	3,447	2,904	0	3,447	6,245	3,447
HOUSING									
Aged Care Units	Mid West Development Commission	N	0	80,000	(80,000)	0	80,000	0	80,000
COMMUNITY AMENITIES									
Town Planning	NPP	Y			0		0	85,000	0
Thank a Volunteer Day	Department of Local Government & Communities	N	500	500	0	500	0	0	0
Anzac Day	Lotterywest	N	3,000	3,000	0	3,000	0	0	3,500
Cemetery Upgrade	Mid West Development Commission	N	0	50,000	(50,000)	0	50,000	0	150,000
War Memorial Project	Mid West Development Commission	N	0	100,000	(100,000)	0	100,000	0	0
RECREATION AND CULTURE									
Museum	Lotterywest	N	0	30,000	(30,000)	0	30,000	0	30,000
Enanty Barn	State Heritage Council	N	0	50,000	(50,000)	0	50,000	0	50,000
Old Roads Board	State Heritage Council	N	0	20,000	(20,000)	0	20,000	0	20,000
Railway Station	Lotterywest	N	0	120,000	(120,000)	0	120,000	0	120,000
Town Hall / Recreation Centre Upgrade	Lotterywest	N	0	150,000	(150,000)	0	150,000	0	0
Water Park	Lotterywest	N	0	150,000	(150,000)	0	150,000	0	300,000
Tennis Courts	Department of Sport & Recreation	N	0	80,000	(80,000)	0	80,000	0	87,084
Outdoor Cinema	Lotterywest	N	0	15,000	(15,000)	0	15,000	0	7,916
TRANSPORT									
Direct Grant	Main Roads WA	Y	65,800	65,800	0	65,800	0	65,800	65,800
Regional Road Group	Main Roads WA	Y	389,667	389,667	0	0	389,667	389,667	389,667
Roads To Recovery	Department of Infrastructure	Y	359,881	337,133	22,748	0	337,133	430,716	337,133
Main Street Footpaths	Mid West Development Commission	N	0	150,000	(150,000)	0	150,000	0	150,000
Street Lighting	Main Roads WA	Y	5,000	7,000	(2,000)	7,000	0	2,425	7,000
ECONOMIC SERVICES									
Business Incubator	Mid West Development Commission	N	0	112,500	(112,500)	0	112,500	0	112,500
ECONOMIC SERVICES									
Industrial Subdivision	Mid West Development Commission	N	0	100,000	(100,000)	0	100,000	0	200,000
Rural Residential Subdivision	Mid West Development Commission	N	0	100,000	(100,000)	0	100,000	0	8,333
TOTALS			1,163,145	2,473,811	(1,310,666)	408,464	2,065,347	1,278,949	2,482,144

Operating	Operating	313,846	342,664			458,566	460,611
Non-Operating	Non-operating	849,299	2,131,147			820,383	1,024,600
		<u>1,163,145</u>	<u>2,473,811</u>			<u>1,278,949</u>	<u>1,485,211</u>

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 12: TRUST FUND

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 15	Amount Received	Amount Paid	Closing Balance 30-Jun-16
	\$	\$	\$	\$
BCITF Levy	0	2,469	(1,095)	1,374
BRB Levy	0	2,299	(1,213)	1,086
Autumn Committee	974	0	0	974
Community Bus	2,660	700	(900)	2,460
ANZAC Day Breakfast Donation	279	222	0	501
Building Relocation Bond	1,000	0	0	1,000
Mid West Industry Road Safety Alliance	47,343	82,500	(90,192)	39,651
Mingenev Cemetery Group	4,314	0	0	4,314
Other Bonds	1,878	945	(265)	2,558
Rates Incentive Prizes	100	200	(100)	200
Rec Centre Kitchen Upgrade	1,000	0	(1,000)	0
Sinosteel Community Trust Fund	63,415	0	0	63,415
Tree Planter - LCDC	88	0	0	88
Weary Dunlop Memorial	87	0	0	87
Mingenev P & C - NBN Rental	5,836	6,010	(11,846)	0
Joan Trust	4,461	500	(4,000)	961
Youth Advisory Council	746	0	0	746
Centenary Committee	897	0	0	897
Community Christmas Tree	132	0	0	132
Silverchain Committee	2,267	0	0	2,267
Nomination Fees	0	320	(320)	0
	137,477	96,165	(110,931)	122,710

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	Original Full Year Budget	YTD Budget	YTD Actual	Variance (Over)/Under	Comment
Land Held for Resale							
Community Amenities							
Other Property & Services							
Industrial Area Development	4924	0	100,000	(8,333)	0	0	
Rural Residential Area Development	4924	0	100,000	8,333	0	0	
Other Property & Services Total		0	200,000	0	0	0	
Land Held for Resale Total		0	200,000	0	0	0	
Land & Buildings							
Governance							
Shire Office	0594	15,251	10,000	15,251	8,604	6,647	
Housing Total		15,251	10,000	15,251	8,604	6,647	
Health							
Ambulance Set Down Bay	0074	0	93,000	0	0	0	
Child Care Facility	0075	15,000	15,000	15,000	0	15,000	
Health Total		15,000	108,000	15,000	0	15,000	
Education & Welfare							
Men's Shed Ablution Block	0048	36,000	36,000	36,000	31,121	4,879	
Education & Welfare Total		36,000	36,000	36,000	31,121	4,879	
Land & Buildings							
Housing							
Construction - Staff Housing	9003	2,041	0	2,041	4,265	(2,224)	
Construction - Staff Housing	9004	3,485	0	3,485	3,485	0	
Construction - Staff Housing	9005	0	0	0	903	(903)	
Construction - Staff Housing	9006	973	0	973	4,158	(3,185)	
Construction - Staff Housing	9010	25,000	25,000	25,000	9,064	15,936	
Aged Care Units	1774	0	100,000	0	0	0	
Housing Total		31,499	125,000	31,499	21,875	9,624	
Recreation And Culture							
Recreation Centre Town Hall	2434	(150,000)	150,000	0	0	(150,000)	
Water Park	2434	150,000	150,000	0	0	150,000	
Enanty Barn	0067	0	50,000	0	0	0	
Museum	0068	0	30,000	0	0	0	
Old Roads Building	0069	0	20,000	0	0	0	
Old Railway Station	0070	0	120,000	0	0	0	
Recreation And Culture Total		0	520,000	0	0	0	
Transport Total							
Depot	3274	25,000	25,000	25,000	0	25,000	
Transport Total		25,000	25,000	25,000	0	25,000	
Economic Services							
Business Incubator	5964	0	150,000	0	0	0	
Economic Services Total		0	150,000	0	0	0	
Land & Buildings Total		122,750	974,000	122,750	61,600	61,150	
Infrastructure - Drainage/Culverts							
Transport							
Moore Street Drainage	3284	0	0	0	21,906	(21,906)	
Transport Total		0	0	0	21,906	(21,906)	
Infrastructure - Drainage/Culverts Total		0	0	0	21,906	(21,906)	

SHIRE OF MINGENEW
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 June 2016

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	Original Full Year Budget	YTD Budget	YTD Actual	Variance (Over)/Under	Comment
Infrastructure - Footpaths							
Transport							
	Midlands Road Town Footpaths	1291	0	150,000	0	0	0
	Transport Total		0	150,000	0	0	0
	Infrastructure - Footpaths Total		0	150,000	0	0	0
Infrastructure - Other							
Community Amenities							
	War Memorial Project	0072	0	100,000	0	0	0
	Little Well Project	0071	30,000	30,000	30,001	0	30,000
	Cemetery	0073	0	50,000	0	0	0
	Community Amenities Total		30,000	180,000	30,001	0	30,000
Recreation							
	Tennis Courts	2884	20,000	100,000	20,000	2,202	17,798
	Community Amenities Total		20,000	100,000	20,000	2,202	17,798
	Infrastructure - Other Total		50,000	280,000	50,001	2,202	47,798
Furniture & Office Equip.							
Governance							
	Laptops / iPads	0014	5,041	8,000	5,041	5,041	0
	Replacement office Computer	0574	918	0	918	918	(0)
	PA System	0584	1,590	2,000	1,590	2,920	(1,330)
	Governance Total		7,549	10,000	7,549	8,879	(1,330)
Recreation							
	Outdoor Cinema	0064	2,500	15,000	2,500	5,231	(2,731)
	Inflatables - Bouncy Castle & Slide	0078	5,231	0	5,231	0	
	Christmas Lights	0065	3,000	3,000	3,000	1,691	1,309
	Recreation Total		10,731	18,000	10,731	6,922	(1,422)
Transport							
	Nil				0	0	0
	Transport Total		0	0	0	0	0
	Furniture & Office Equip. Total		18,280	28,000	18,280	15,801	(2,752)
Infrastructure - Aerodomes							
Transport							
	Nil						
	Transport Total		0	0	0	0	0
	Infrastructure - Aerodomes Total		0	0	0	0	0

SHIRE OF MINGENEW
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 30 June 2016

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Amended Annual Budget	Original Full Year Budget	YTD Budget	YTD Actual	Variance (Over)/Under	Comment
Plant , Equip. & Vehicles							
Governance							
CEO Vehicle Replacement	0554	87,000	60,000	87,000	84,501	2,499	
Governance Total		87,000	60,000	87,000	84,501	2,499	
Law, Order And Public Safety							
Nil				0	0	0	
Law, Order And Public Safety Total		0	0	0	0	0	
Transport							
Works Manager Vehicle	3554	42,000	50,000	0	41,512	488	
Sundry Plant	3554	15,000	15,000	57,000	1,978	13,022	
Transport Total		57,000	65,000	57,000	43,490	13,510	
Plant , Equip. & Vehicles Total		144,000	125,000	144,000	127,991	16,009	
Roads & Bridges							
Transport							
2014/15 Mingenew Mullewa Rd (RRG)	RR64	150,000	150,000	150,000	150,079	(78)	
2015/16 Mingenew Mullewa Rd (RRG)	RR65	434,501	434,500	434,501	444,737	(10,237)	
Coalseam Road	1213	0	(1)	0	1,595	(1,595)	
Moore Stree	6058	30,000	(1)	30,000	953	29,047	
Depot Hill North Rd (R2R)	6066	344,872	344,874	344,875	350,644	(5,773)	
Yandanooka Melara Rd (R2R)	6067	126,507	126,507	126,507	85,271	41,237	
Depot Hill Road (CLGF)	CL05	60,000	60,000	60,000	61,135	(1,135)	
Yarragadee Bridge	1227	0	35,871	0	0	0	
Transport Total		1,145,880	1,151,750	1,145,883	1,094,414	51,466	
Roads (Non Town) Total		1,145,880	1,151,750	1,145,883	1,094,414	51,466	
Capital Expenditure Total		1,480,910	2,908,750	1,480,914	1,323,913	151,765	

9.2.2 ACCOUNTS FOR PAYMENT – MONTH ENDING 30 JUNE 2016

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0042
Disclosure of Interest: Nil
Date: 14 July 2016
Author: Julie Borrett, Senior Finance Officer
Senior Officer: Nita Jane, Deputy CEO

Summary

This report recommends that Council confirm the payment of creditors for the month of June 2016 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).

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 9.2.2

That Council confirm the accounts as presented for June 2016 from the Municipal Fund totalling \$267,803.46 represented by Electronic Funds Transfers of EFT9899 to EFT9982, Direct Deduction DD7635.1, 2 and 3, DD7652.1 2 and 3, DD7670.1,2 and 3 and Cheque numbers 8070 to 8073.

NATIONAL BUSINESS MASTERCARD

01 June to 30 June

CEO - Martin Whitely

Staff amenities	\$	42.00
Refreshments for meeting	\$	10.00
New wind sock	\$	1,326.45
Fuel	\$	93.40
Fuel	\$	77.99
Fuel	\$	64.30
Bank Fees	\$	9.00
	\$	1,623.14

Work's Manager - Warren Borrett

Vbelt	\$	41.80
Vbelt	\$	83.60
Ball valve	\$	69.16
Bank Fees	\$	9.00
	\$	203.56

Manager of Admin and Finance - Nita Jane

Internet	\$	179.90
Office goods	\$	47.88
Plate change fee	\$	24.70
Refreshments	\$	28.44
Info boards materials	\$	24.81
Driver's Licence	\$	132.00
Fuel	\$	60.49
Uniforms	\$	79.95
Photo frames	\$	74.85
Parking fees	\$	17.00
Parking fees	\$	16.00
Bank Fees	\$	9.00
	\$	695.02

Total Direct Debit Payment made on 1st July 2016 \$ **2,521.72**

POLICE LICENSING

Direct Debits from Muni Account

01 June to 30 June

Wednesday, 1 June 2016	\$ 4,850.55
Thursday, 2 June 2016	\$ 93.00
Friday, 3 June 2016	\$ 737.95
Tuesday, 7 June 2016	\$ 471.70
Wednesday, 8 June 2016	\$ 11,534.35
Thursday, 9 June 2016	\$ 589.45
Friday, 10 June 2016	\$ 3,067.50
Monday, 13 June 2016	\$ 238.60
Tuesday, 14 June 2016	\$ 132.00
Wednesday, 15 June 2016	\$ 132.00
Thursday, 16 June 2016	\$ 1,388.55
Friday, 17 June 2016	\$ 680.75
Wednesday, 22 June 2016	\$ 155.00
Thursday, 23 June 2016	\$ 99.25
Friday, 24 June 2016	\$ 794.35
Monday, 27 June 2016	\$ 636.25
Tuesday, 28 June 2016	\$ 1,986.15
Wednesday, 29 June 2016	\$ 793.80
Thursday, 30 June 2016	\$ 365.45
	\$ 28,746.65

BANK FEES

Direct debits from Muni Account 01 June to 30 June

Total direct debited from Municipal Account	\$ 170.37
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PAYROLL

Direct Payments from Muni Account 01 June to 30 June

Wednesday, 1st June 2016	\$ 44,828.81
Wednesday, 15th June 2016	\$ 44,699.57
Wednesday, 29th June 2016	\$ 44,995.05
	\$ 89,528.38

Date: 05/07/2016
Time: 2:17:35PM

Shire of MINGENEW
List of Accounts for JUNE 2016

USER: SFO
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
475	27/06/2016	MINGENEW SHIRE COUNCIL	MWIRSA REFUND CR68	T		12,010.00
8070	08/06/2016	MINGENEW SHIRE COUNCIL	Payroll deductions	M		190.00
8071	13/06/2016	WATER CORPORATION	WATER	M		6,120.17
8072	27/06/2016	MINGENEW SHIRE COUNCIL	Payroll deductions	M		190.00
8073	27/06/2016	SYNERGY	CHARGES	M		2,956.30
EFT9899	01/06/2016	Shire of Mingenew - Payroll	PAYROLL 01/06/2016	M		31,244.32
EFT9900	01/06/2016	Australian Services Union	Payroll deductions	M		103.20
EFT9901	01/06/2016	CHILD SUPPORT AGENCY	Payroll deductions	M		247.73
EFT9902	01/06/2016	LGRCEU	Payroll deductions	M		20.50
EFT9903	08/06/2016	Asphalt In A Bag	CHARGES	M		3,437.50
EFT9904	08/06/2016	AVON WASTE	CHARGES	M		2,317.42
EFT9905	08/06/2016	Courier Australia	FREIGHT	M		68.72
EFT9906	08/06/2016	DONGARA GLASS AND GLAZING	CHARGES	M		916.80
EFT9907	08/06/2016	DONGARA DRILLING & ELECTRICAL	CHARGES	M		343.75
EFT9908	08/06/2016	Great Northern Rural Services	CHARGES	M		680.25
EFT9909	08/06/2016	IPWEA	SUBSCRIPTION	M		737.00
EFT9910	08/06/2016	Reliance Petroleum	CHARGES	M		413.93
EFT9911	08/06/2016	PEMCO DIESEL PTY LTD	CHARGES	M		4,548.78

Date: 05/07/2016
Time: 2:17:35PM

Shire of MINGENEW
List of Accounts for JUNE 2016

USER: SFO
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9912	08/06/2016	Paul Armstrong	CHARGES	M		1,698.00
EFT9913	08/06/2016	PINE VIEW APARTMENT	CHARGES	M		910.00
EFT9914	08/06/2016	SUNNY SIGN COMPANY PTY LTD	CHARGES	M		52.80
EFT9915	08/06/2016	Telstra Corporation	CHARGES	M		5,500.00
EFT9916	13/06/2016	FIVE STAR BUSINESS EQUIPMENT & COMMUNICATIONS	CHARGES	M		1,069.97
EFT9917	13/06/2016	AMPAC	FEES	M		19.51
EFT9918	13/06/2016	ASB MARKETING	CHARGES	M		168.30
EFT9919	13/06/2016	Cr Michelle Bagley	FEES	M		3,300.00
EFT9920	13/06/2016	Courier Australia	FREIGHT	M		402.15
EFT9921	13/06/2016	CR GARY COSGROVE	FEES	M		887.50
EFT9922	13/06/2016	CR KARL CRIDDLE	FEES	M		887.50
EFT9923	13/06/2016	DONGARA DRILLING & ELECTRICAL	CHARGES	M		2,954.63
EFT9924	13/06/2016	DELTAZONE NOMINEES PTY LTD T/AS MIDWEST FIRE PROTECTION SERVICES	SIGNS	M		68.09
EFT9925	13/06/2016	CR LEAH EARDLEY	FEES	M		887.50
EFT9926	13/06/2016	ECO PALLETS	CHARGES	M		726.00
EFT9927	13/06/2016	FREDS MOWER REPAIRS	CHARGES	M		131.40
EFT9928	13/06/2016	Great Northern Rural Services	CHARGES	M		776.60
EFT9929	13/06/2016	IRWIN PLUMBING SERVICES	CHARGES	M		8,054.20

Date: 05/07/2016
Time: 2:17:35PM

Shire of MINGENEW
List of Accounts for JUNE 2016

USER: SFO
PAGE: 3

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9930	13/06/2016	CANINE CONTROL	FEES	M		998.80
EFT9931	13/06/2016	LOIS THOMAS PHOTOGRAPHY	CHARGES	M		600.00
EFT9932	13/06/2016	Crispian Charles Reginald Lucken	FEES	M		887.50
EFT9933	13/06/2016	Reliance Petroleum	CHARGES	M		250.58
EFT9934	13/06/2016	MGB DIESEL CONTRACTING PTY LTD	CHARGES	M		1,011.56
EFT9935	13/06/2016	CR HELEN NEWTON	FEES	M		1,331.25
EFT9936	13/06/2016	PEST A KILL WA	CHARGES	M		187.00
EFT9937	13/06/2016	PEMCO DIESEL PTY LTD	CHARGES	M		4,638.59
EFT9938	13/06/2016	CR MARGUERITE PEARCE	FEES	M		887.50
EFT9939	13/06/2016	STATEWIDE BEARINGS	CHARGES	M		49.50
EFT9940	13/06/2016	Telstra Corporation	TELSTRA	M		1,609.86
EFT9941	13/06/2016	MINGENEW FABRICATORS	CHARGES	M		1,100.66
EFT9942	13/06/2016	FIVE STAR BUSINESS EQUIPMENT & COMMUNICATIONS	LEASE	M		421.30
EFT9943	13/06/2016	NAB BUSINESS VISA	CREDIT CARD	M		3,396.62
EFT9944	15/06/2016	AUSTRALIA POST	POSTAGE	M		91.83
EFT9945	15/06/2016	Asphalt In A Bag	CHARGES	M		1,718.75
EFT9946	15/06/2016	AVON WASTE	CHARGES	M		2,305.10
EFT9947	15/06/2016	PAGODA RESORT & SPA	CHARGES	M		961.50

Date: 05/07/2016
Time: 2:17:35PM

Shire of MINGENEW
List of Accounts for JUNE 2016

USER: SFO
PAGE: 4

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9948	15/06/2016	GERALDTON MOWER & REPAIR SPECIALISTS	CHARGES	M		161.80
EFT9949	15/06/2016	Great Northern Rural Services	CHARGES	M		361.40
EFT9950	15/06/2016	GNC CONCRETE AND PRECAST	CHARGES	M		2,189.00
EFT9951	15/06/2016	GERALDTON AIR COMPRESSORS	CHARGES	M		1,457.50
EFT9952	15/06/2016	KLEENHEAT GAS	CHARGES	M		34.65
EFT9953	15/06/2016	MID WEST GROUP OF AFFILIATED AG. SOCIETIES	DONATION	M		150.00
EFT9954	15/06/2016	Shire of Mingenew - Payroll	payroll 16062016	M		31,185.63
EFT9955	15/06/2016	MINGENEW IGA X-PRESS & LIQUOR	GROCERIES	M		692.46
EFT9956	15/06/2016	ORANA CINEMAS	CHARGES	M		3,250.00
EFT9957	15/06/2016	ORANA CINEMAS GERALDTON	CHARGES	M		1,500.00
EFT9958	15/06/2016	PEMCO DIESEL PTY LTD	CHARGES	M		1,698.79
EFT9959	15/06/2016	LANDMARK	CHARGES	M		103.53
EFT9960	15/06/2016	SLATER-GARTRELL SPORTS	CHARGES	M		1,221.00
EFT9961	15/06/2016	TRADELINK	CHARGES	M		2,090.00
EFT9962	15/06/2016	TRAINWEST	CHARGES	M		625.95
EFT9963	15/06/2016	Australian Services Union	Payroll deductions	M		103.20
EFT9964	15/06/2016	CHILD SUPPORT AGENCY	Payroll deductions	M		247.73
EFT9965	15/06/2016	LGRCEU	Payroll deductions	M		20.50

Date: 05/07/2016
 Time: 2:17:35PM

Shire of MINGENEW
 List of Accounts for JUNE 2016

USER: SFO
 PAGE: 5

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT9966	22/06/2016	REDWAVE MEDIA	CHARGES	M		7,260.00
EFT9967	27/06/2016	BOC GASES	CHARGES	M		135.42
EFT9968	27/06/2016	Courier Australia	FREIGHT	M		296.87
EFT9969	27/06/2016	DONGARA DRILLING & ELECTRICAL	CHARGES	M		274.08
EFT9970	27/06/2016	EXTERIA	CHARGES	M		2,295.70
EFT9971	27/06/2016	IRWIN PLUMBING SERVICES	CHARGES	M		3,632.20
EFT9972	27/06/2016	Reliance Petroleum	FUEL	M		12,251.47
EFT9973	27/06/2016	STARICK TYRES	CHARGES	M		2,714.91
EFT9974	27/06/2016	MINGENEW P & C	CATERING	M		769.00
EFT9975	27/06/2016	Northern Country Zone Of Walga	CHARGES	M		2,230.00
EFT9976	27/06/2016	Silver Chain	CHARGES	M		30,800.00
EFT9977	27/06/2016	MINGENEW FABRICATORS	CHARGES	M		107.26
EFT9978	27/06/2016	ANNE MITCHELL	COOLROOM REFUND A MITCHELL	T		140.00
EFT9979	29/06/2016	Shire of Mingenew - Payroll	PAYROLL	M		31,524.44
EFT9980	29/06/2016	Australian Services Union	Payroll deductions	M		103.20
EFT9981	29/06/2016	CHILD SUPPORT AGENCY	Payroll deductions	M		247.73
EFT9982	29/06/2016	LGRCEU	Payroll deductions	M		20.50
DD7635.1	01/06/2016	WA SUPER	Payroll deductions	M		5,629.87

Date: 05/07/2016
 Time: 2:17:35PM

Shire of MINGENEW
List of Accounts for JUNE 2016

USER: SFO
 PAGE: 6

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD7635.2	01/06/2016	PERSONAL CHOICE PRIVATE FUND EWRAP SUPER	Superannuation contributions	M		1,082.73
DD7635.3	01/06/2016	PRIME SUPER	Superannuation contributions	M		243.84
DD7652.1	15/06/2016	WA SUPER	Payroll deductions	M		5,544.53
DD7652.2	15/06/2016	PERSONAL CHOICE PRIVATE FUND EWRAP SUPER	Superannuation contributions	M		1,082.73
DD7652.3	15/06/2016	PRIME SUPER	Superannuation contributions	M		241.61
DD7670.1	29/06/2016	WA SUPER	Payroll deductions	M		5,454.31
DD7670.2	29/06/2016	PERSONAL CHOICE PRIVATE FUND EWRAP SUPER	Superannuation contributions	M		1,082.73
DD7670.3	29/06/2016	PRIME SUPER	Superannuation contributions	M		209.77

REPORT TOTALS

Bank Code	Bank Name	TOTAL
M	MUNI - NATIONAL AUST BANK	267,806.46
T	TRUST- NATIONAL AUST BANK	12,150.00
TOTAL		279,956.46

9.3 ADMINISTRATION

Nil

9.4 TOWN PLANNING

9.4.1 YANDANOOKA MOBILE PHONE TOWER

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: ADM0075
Date: 1 July 2016
Author: Simon Lancaster, DCEO / Planning Advisor, Shire of Chapman Valley
Senior Officer: Martin Whitely, Chief Executive Officer

Summary

This report recommends approval for the installation of a mobile phone tower at Lot 102 Yandanooka-Melara Road, Yandanooka.

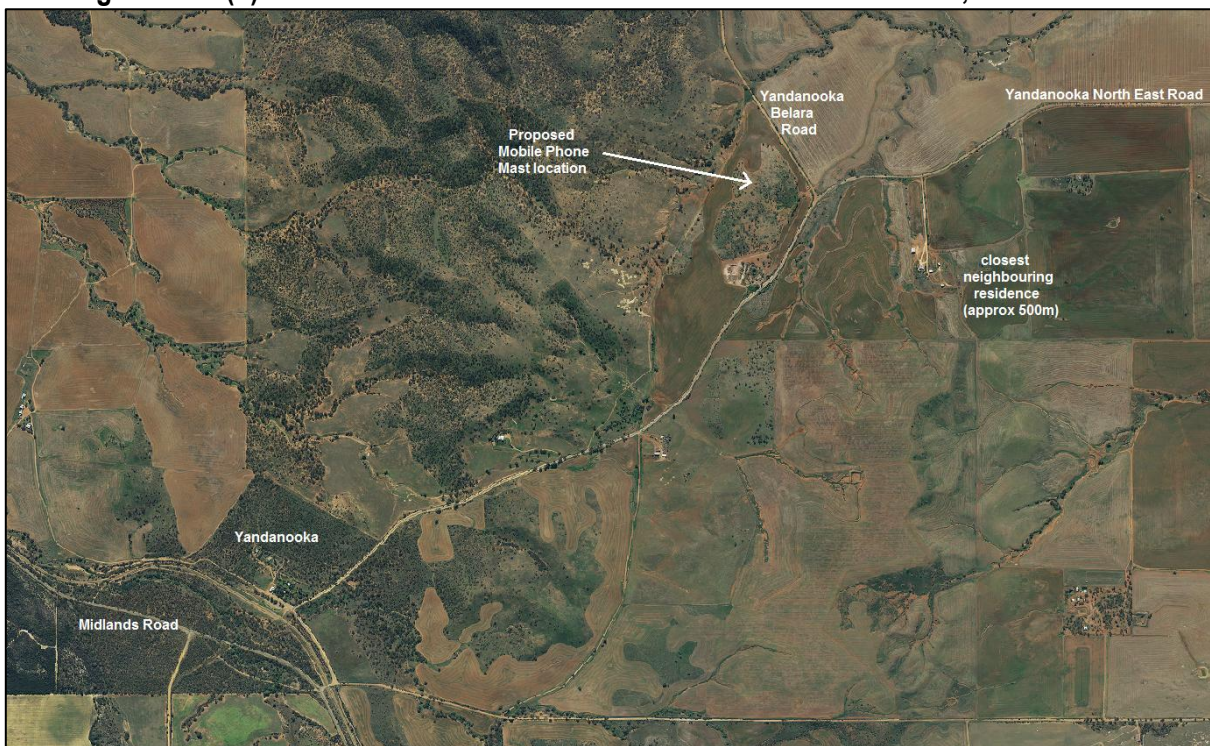
Attachment

Copy of submitted development application.

Background

Lot 102 is a 104.31ha property, owned by Gail & Vicki Chivers, located on the northern side of Yandanooka North-East Road. The property is largely cleared and used for cropping purposes, and contains an existing Telstra facility located near the Yandanooka North East Road and Yandanooka Melara Road intersection.

Figure 9.4.1(a) – Location Plan for Lot 102 Yandanooka Melara Road, Yandanooka



The proposed telecommunications facility would be sited within a 10m x 10m (100m²) security fenced compound and would consist of the following:

- 60m high triangular galvanised mast tethered by guy wires;
- 3 guy wire anchor points each 40m from the base of the mast, and each contained within a stock fence;
- 6 panel antennas mounted on the mast (taking the total height of the facility to 61.7265m above ground level);
- 2.5m x 3m (7.5m²) x 2.978m high colorbond ('mist green') equipment shelter at the base of the mast, with a 0.96m GPS antenna on the roof;
- underground power and fibre optic connection to services at existing Telstra facility on Yandanooka Melara Road; &
- 3m wide access track linking the mast site to the existing Telstra facility on Yandanooka Melara Road.

The submitted development application, that elaborates upon this proposal and includes site and elevation plans, has been provided as **Attachment 9.4.1**.

Comment

The application for a mobile phone tower at Yandanooka is a component of the \$340 million Mobile Black Spot Programme that has been jointly funded by Federal, State and Local Government and includes Telstra building 429 new 3G/4G base stations over the next 3 years.

Figure 9.4.1(b) – View of proposed site looking north from Yandanooka North East Road



Lot 102 Yandanooka Melara Road is zoned 'Rural/Mining' under the Shire of Mingenew Local Planning Scheme No.3 ('the Scheme').

The application would meet the definition of 'Telecommunications Infrastructure' which is defined under Schedule 1 of the Scheme as follows:

"means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network."

'Telecommunications Infrastructure' is not listed, however, in the Zoning Table of the Scheme, and this application must therefore be addressed through Section 4.4.2 of the Scheme:

"4.4.2 If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonable be determined as falling within the type, class or genus of activity of any other use category the Local Government may:

- (a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
- (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or*
- (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted."*

Council may determine in accordance with Section 4.4.2(a) that a mobile phone tower is consistent with the objectives of the 'Rural/Mining' zone which are listed in the Scheme as follows:

"The use of land in the Rural-Mining Zone shall be consistent with the following objectives:

- to provide for rights of vehicular access, unfettered as to time, location and circumstance, to any land subject of a planning approval;*
- to ensure the preservation of the rural character and appearance of land within the zone;*
- to protect the economic viability of agricultural production via support only for subdivision or boundary relocation which retains or results in lot or location sizes which facilitate ongoing agricultural activity.*
- to preserve and protect the natural undeveloped land areas throughout the zone and to provide for the planting of trees and other suitable vegetation via the imposition of conditions on any planning consent issued, in order to assist in balancing the greenhouse effect, provide shade, prevent erosion, reduce salinity and provide habitats for native fauna."*

The application may be considered to meet the objective in the Shire's 'Rural/Mining' zone of protecting economic productivity, by enabling improved access to mobile phone networks and the internet to conduct business, and provide greater ability to reach assistance in an emergency situation.

It is noted that the mobile phone tower would have some visual impact on the surrounding area being a 61.7265m structure sited on a hill at a 260m contour elevation, however, to be effective the mast needs to be in a prominent location.

Section 5.7 of the Scheme does address the issue of visual amenity by limiting the height of development under which Shire staff may approve an application under delegated authority to 10m in height, after which an application must be referred to Council for its consideration.

"5.7.1 No site shall be developed or building or structure constructed to contain more than two storeys or exceed 10m in height from the natural mean ground level of the site. Council may use its discretion and vary these requirements if it can be assured that any height variation proposed will not affect the privacy enjoyed by neighbouring developments and is sympathetic with the scale and character of the surrounding built environment."

"5.7.3.1 Free standing structures such as promotional towers and radio/TV masts proposed to exceed the height limit shall be individually assessed by the Council, after due consideration of the effect such a structure may have on established views and amenity generally."

In its consideration of the application it is suggested that the application has some merit on the following grounds:

- there is practical need for the development to exceed 10m in height;
- although the development will be visible from the closest neighbouring residence, there are other examples of radio, phone and television masts sited in prominent locations in broader rural areas that serve a community need;
- the tower would be located 500m from the nearest residence and there is limited ability under the current zoning and scheme provisions for future residences to be sited any closer to the facility;
- the cost to the community of limited mobile phone reception can include personal, business and emergency communication; &
- the proposed facility would not require clearing of remnant vegetation and is removed from environmental features such as watercourses.

Consultation

Council is not required to undertake community consultation for this application should it be considered under Section 4.4.2(a) of the Scheme.

Alternatively Council also has the right to advertise the application for public comment under Sections 4.4.2(b) and 9.4 of the Scheme should it wish to seek comment on the proposal and return the matter to a future meeting of Council for consideration of any received submissions, prior to making its determination.

The nearest third party residence to the proposed mast site is approximately 500m to the south-east upon Lot 103 Yandanooka North East Road which is owned by Rodney Quartermaine.

Statutory Environment

The Commonwealth *Telecommunications Act 1997* exempts telecommunications equipment from environmental and planning legislation except where the facility does not meet the definition of a 'low impact' facility, in this case requiring the lodgement of a planning application and assessment by Council of this matter.

In addition to the requirements of the *Telecommunications Act 1997* and the *Planning and Development Act 2005* the applicant is also bound by the *Telecommunications Code of Practice 1997*, and the Australian Communications and Media Authority's *Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003*.

Policy Implications

The Western Australian Planning Commission have prepared Statement of Planning Policy 5.2 'Telecommunications Infrastructure' (2015) for applications for above and below ground telecommunications infrastructure other than those facilities exempted under the *Telecommunications Act 1997*. The policy has the following objectives:

- facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs;
- manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure;
- ensure that telecommunications infrastructure is included in relevant planning processes as essential infrastructure for business, personal and emergency reasons; and,
- promote a consistent approach in the preparation, assessment and determination of planning decisions for telecommunications infrastructure.

Section 5.1 of the policy recognises that in many instances the primary impact of a mobile phone tower is a visual one and provides the following guidance:

“For telecommunications infrastructure to be effective, structures are generally located prominently, at high points in the landscape or on top of buildings, where they are more likely to be visible to the public.

The planning authority may exercise discretion in addressing the visual impacts of telecommunications infrastructure. Visual impacts of an infrastructure development proposal should be assessed by applying the following set of policy measures to guide the location, siting and design of the structure.

5.1.1 The benefit of improved telecommunications services should be balanced with the visual impact on the surrounding area.

- i) Assessment of the visual impact of development proposals for telecommunications infrastructure should be made on a case by case basis;*
- ii) Telecommunications infrastructure should be sited and designed to minimise visual impact and whenever possible:
 - a) be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;*
 - b) be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;*
 - c) not be located on sites where environmental, cultural heritage, social and visual landscape values maybe compromised and*
 - d) display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;**
- iii) In addition to the existing exemptions under the Telecommunication Act, local governments should consider exempting telecommunications infrastructure from the requirement for development approval where:
 - a) The infrastructure has a maximum height of 30 metres from finished ground level;*
 - b) The proposal complies with the policy measures outlined in this policy; and*
 - c) The proponent has undertaken notification of the proposal in a similar manner to ‘low impact facilities’ as defined and set out in the Mobile Phone Base Station Deployment Industry Code (C564:2011);**
- iv) Telecommunications infrastructure should be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community; and*
- v) Telecommunications infrastructure should be collocated and whenever possible:
 - a) Cables and lines should be located within an existing underground conduit or duct; and*
 - b) Overhead lines and towers should be co-located with existing infrastructure and/or within existing infrastructure corridors and/or mounted on existing or proposed buildings.”**

The applicant is considered to have satisfactorily addressed the key assessment criteria of WAPC State Planning Policy 5.2 in Section 4.2 of their submitted documentation (provided as an attachment to this report).

Financial Implications

The applicant has made payment of the relevant \$576 planning application fee.
The application would not have a budgetary impact to Council.

Strategic Implications

The proposed mobile phone tower would assist in meeting the following outcomes identified within the Shire of Mingenew Strategic Community Plan (2012):

Outcome 1.5 – Ensure the provision of adequate services to support economic growth.
Outcome 1.5.3 – Improved telecommunications.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.4.1

That Council grant formal planning approval for Telecommunications Infrastructure upon Lot 102 Yandanooka Melara Road, Yandanooka subject to compliance with the following:

Conditions:

- 1 Development shall generally be in accordance with plans included within Attachment 9.4.1 to the Council Agenda report and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.**
- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.**
- 3 The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.**
- 4 The applicant must obtain any/all necessary consent of the landowner relevant to the site and the access to the site.**

Notes:

- (a) All operations must be carried out in accordance with the separate requirements of the Australian Communications and Media Authority, and Australian Radiation Protection and Nuclear Safety Agency pertaining (but not limited) to electromagnetic energy.**
- (b) The facility must be in compliance with any separate requirements of the Civil Aviation Safety Authority.**
- (c) Should the applicant be aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.**

Development Application

Lot 120 (7) Yandanooka Melara Road
Yandanooka, WA



Prepared for
Service Stream Mobile Communications Pty Ltd

June 2015

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Direct all inquiries to:

Planning Solutions
296 Fitzgerald Street
PERTH WA 6000

All correspondence to:
PO Box 8701
Perth Business Centre WA 6849

Phone: 08 9227 7970
Fax: 08 9227 7971
E-mail: admin@planningsolutions.com.au
Web: www.planningsolutions.com.au

Project details

Job number	4287	
Client	Service Stream Mobile Communications	
Prepared by	Planning Solutions	
Consultant Team	Lead Carrier	Telstra
	Design and Drafting	Service Stream Mobile Communications

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Rev 1		

Table of contents

1	Preliminary	1
1.1	Introduction	1
1.2	Background	2
2	Site details	3
2.1	Land description.....	3
2.2	Location.....	3
2.2.1	Regional context	3
2.2.2	Local context.....	3
2.3	Land use and topography.....	3
3	Proposed development	5
4	Statutory planning framework	6
4.1	Shire of Mingenew Local Planning Scheme No. 3	6
4.1.1	Zoning	6
4.1.2	Land Use.....	6
4.2	State Planning Policy No. 5.2 – Telecommunications Infrastructure	7
5	Telecommunications legislation	8
6	Conclusion	9

Figures

- Figure 1: Aerial Photograph
Figure 2: LPS Zoning Map

Appendices

- Appendix 1: Certificate of Title
Appendix 2: Development Plans and Elevations
Appendix 3: EME Report

1 Preliminary

1.1 Introduction

Planning Solutions acts on behalf of Service Stream Mobile Communications (**SSMC**) for its Client, **Telstra** in respect to deployment and management of its mobile phone network infrastructure.

An assessment by Planning Solutions under the provisions of the Telecommunications (Low-Impact Facilities) Determination 1997 (**the Determination**) determined the proposed facility not to be 'low-impact' for the purposes of the Determination. Telstra has supported the assessment by Planning Solutions.

The fact that the proposed facility has been determined not to be 'low-impact' requires the proponent to obtain Approval to Commence Development under State planning laws, in accordance with Part 2 of the Determination.

The site selection process undertaken by Telstra, and the design of the facility proposed to achieve the network solutions required to obtain the necessary coverage, has incorporated the following considerations:

- Radio coverage objectives.
- Low-impact and co-location opportunities.
- Surrounding land uses.
- Planning, environmental and heritage considerations.
- Facility construction and treatments.

The facility proposed by Telstra involves the installation of a new 60m telecommunications guyed mast and an equipment shelter at ground level, together with associated cabling and ancillary equipment. Specifically, it is proposed to accommodate six (6) panel antennas on a triangular headframe on the proposed guyed mast and one (1) GPS antenna on the proposed equipment shelter. The proposed facility is to be located at Lot 102 (7) Yandanooka Melara Road, Yandanooka and is the most appropriate solution to facilitate Telstra's mobile network in this locality, with minimum impact upon the amenity of the area.

1.2 Background

Telstra is participating in one of the largest ever expansions of mobile coverage in regional and remote Australia, through the Federal Government's Mobile Black Spot Programme.

Telstra will be building 429 new 3G/4G base stations over the next three years, plus a further 250 4G data only small cells, representing a combined investment of more than \$340 million by Telstra, the Federal Government and several State and Local Governments as well.

Over 400 communities who currently have no coverage in or around their towns will benefit from a new 3G/4G service. This has been made possible by the support of not just the Federal Government, but very significant contributions by State and Local Governments as well.

In selecting network base station sites, Telstra will endeavour to utilise existing mobile network sites as extensively as possible, or share other forms of existing infrastructure to build the network. In addition to the utilisation of existing infrastructure, the use of 'low-impact' facilities is the preferred solution, where possible, to achieve the network deployment. It is considered that this approach will lead to the least possible impact on the local environment and community.

Detailed investigations of the locality revealed no other opportunities to co-locate telecommunications infrastructure, or utilise existing buildings, which would satisfy the coverage objectives for the facility.

The proposal involves the installation of a new telecommunications facility on land currently utilised for agricultural purposes. The site selection process has been influenced by the objective of avoiding community sensitive locations.

2 Site details

2.1 Land description

Refer **Appendix 1**, Certificate Title.

Table 1 – Lot details

Lot	Plan/Diagram	Volume	Folio	Area (ha)
102	Plan 4660	1420	38	56.70

2.2 Location

2.2.1 Regional context

The subject site is located within the Mid West region of Western Australia, in the municipal boundary of the Shire of Mingenew. The site is located on rural land within the locality of Yandanooka, approximately 110 kilometres east of Geraldton and 18 kilometres south east of Mingenew.

2.2.2 Local context

Surrounding land is utilised for agricultural purposes. The nearest residence is located approximately 820 metres to the south east of the proposed infrastructure.

2.3 Land use and topography

The proposed facility will be located on land currently utilised for cropping and grazing purposes. Vehicle access to the site is from Yandanooka Melara Road.

The subject site and surrounding topography is generally cleared, undulating rural land.

Refer **Figure 1**, Aerial Photograph.

Photos 1 to 3 depict the subject site and surrounds.



Photograph 1 – View of subject site looking north west from Yandanooka Melara Road



Photograph 2 – View of subject site looking west from the existing Telstra compound



Photograph 3 – View from subject site looking north west from Yandanooka North East Road



PLANNING SOLUTIONS

URBAN & REGIONAL
PLANNING

SCALE 1:50,000.00
DATE 04.04.2019
FILE 01_H0001007_AerialPhotograph.mxd
REVISED 04.2019



AERIAL PHOTOGRAPH

LOT 110 (7) YANDANOOKA MELARA ROAD
YANDANOOKA, WESTERN AUSTRALIA

FIGURE

01

3 Proposed development

To achieve the necessary network coverage requirements, Telstra proposes the installation of one (1) guyed mast to accommodate six (6) new panel antennas, one (1) equipment shelter at ground level, and one (1) GPS antenna to be mounted on the shelter roof, together with associated cabling and ancillary equipment including nine (9) radio remote units.

In summary the proposed development consists of the following:

Guyed mast:	1
Height:	60.00m above natural ground level
Panel antennas:	6
Dimensions:	2533mm (h) x 353mm (w) x 209mm (d)
Elevation:	60.46m \pm above natural ground level
GPS antenna:	1
Dimensions:	96mm (h) x 68mm (dia)
Elevation:	3.00m above natural ground level
Equipment shelter:	1
Dimensions:	3000mm (l) x 2500mm (w) x 2978mm (h)
Elevation:	Natural ground level
Materials:	Colorbond 'Mist Green'

The guyed mast will be of a galvanised finish which is considered to be the most unobtrusive option for the proposed infrastructure.

Detailed plans and elevations depicting the subject proposal are attached (refer **Appendix 2**).

4 Statutory planning framework

4.1 Shire of Mingenew Local Planning Scheme No. 3

4.1.1 Zoning

The subject site is contained within the area covered by Shire of Mingenew Local Planning Scheme No. 3 (LPS3) and is zoned Rural/Mining under the provisions of LPS3.

Clause 4.2 Objectives of the Zones of LPS3 includes the following objectives for the Rural/Mining Zone:

- *To ensure the preservation of the rural character and rural appearance of land within the zone*
- *To preserve and protect the natural undeveloped land areas throughout the zone and to provide for the planting of trees and other suitable vegetation via the imposition of conditions on any Planning consent issued, in order to assist in balancing the greenhouse effect, provide shade, prevent erosion, reduce salinity and provide habitats for native fauna.*

The proposed facility is intended to provide terrestrial mobile, voice and high speed wireless data broadband to improve highway and town-to-town coverage in the Yandanooka area and is deemed to be an ancillary, but essential, use that compliments the rural character of the area. The proposed facility is to be located on cleared rural land and will not impact on the rural use of the land or natural vegetation.

The proposed telecommunications infrastructure is therefore deemed to be consistent with, and does not compromise, the ultimate purpose intended for the Rural/Mining Zone.

Refer **Figure 2**, Zoning Map.

4.1.2 Land Use

Schedule 1 – Dictionary of defined words and expressions defines telecommunications infrastructure as follows:

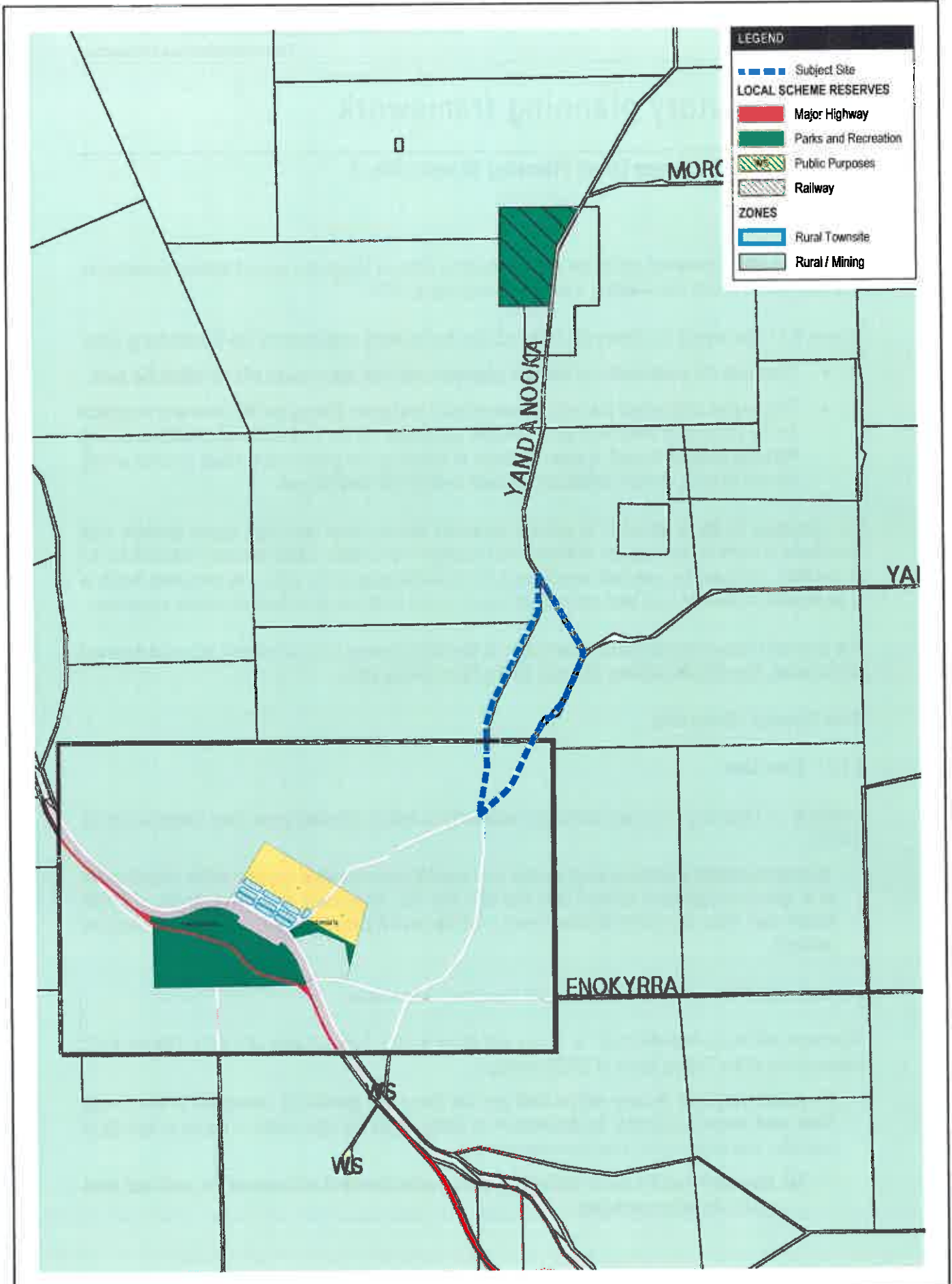
“telecommunications infrastructure” means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network.

The proposed infrastructure is consistent with the above defined use.

‘Telecommunications Infrastructure’ is a use not listed in the Zoning Table of LPS3. Clause 4.4.2 Interpretation of the Zoning Table of TPS3 provides:

If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may –

- (a) determine that the use is consistent with the objectives and purposes of the particular zone and is therefore permitted;*



LEGEND	
	Subject Site
LOCAL SCHEME RESERVES	
	Major Highway
	Parks and Recreation
	Public Purposes
	Railway
ZONES	
	Rural Townsite
	Rural / Mining

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- (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or*
- (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

Accordingly, it is open to Council to grant approval for the proposed telecommunications infrastructure. The proposed land use is compatible with the current land zoning, and does not detract from the rural character of the locality.

4.2 State Planning Policy No. 5.2 – Telecommunications Infrastructure

State Planning Policy No. 5.2 (SPP5.2) aims to facilitate the development of an effective state-wide telecommunications network in a manner consistent with the economic, environmental and social objectives and orderly and proper planning.

The following principles, as stated in SPP5.2 are relevant:

Clause 5.1.1

- ii) Telecommunications facilities should be sited and designed to minimise visual impact and wherever possible; and*
 - a) be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;*
 - b) be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;*

The proposed facility will be located on an area of rural land well removed from existing residential development and sensitive sites. There are no prominent landscape features, heritage items or significant views in the locality and the impact on general views is minimal.

- d) Display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape.*

The proposed facility will be located within a rural environment. The structure is proposed to be of a galvanised finish which is considered to be the most unobtrusive option for the proposed infrastructure. The equipment shelter colour matched to the landscape in Colorbond 'Mist Green', reducing the impact on the visual amenity.

- iv) Telecommunications infrastructure should be located where it will facilitate continuous network coverage and/or improve telecommunications services to the community;*

The proposed facility provides continuous network coverage and improved telecommunications services to the community while minimising its impact on the amenity of the area.

- v) Telecommunications infrastructure should be co-located...*

Detailed investigations of the locality revealed no opportunities to co-locate telecommunications infrastructure which would satisfy the coverage objectives for the facility.

5 Telecommunications legislation

The installation and operation of telecommunications infrastructure is regulated by the *Telecommunications Act 1997* (Commonwealth), in addition to state planning legislation where applicable.

It is a condition of telecommunications carriers' licences that they must comply with the *Telecommunications Act 1997* and the *Telecommunications Code of Practice 1997*. The Code of Practice further requires carriers to comply with the Communications Alliance Industry Code C564:2011 – Mobile Phone Base Station Deployment (**DC Code**). The DC Code imposes site specific obligations on carriers, including the requirement to have regard to guidelines established within the DC Code to take a Precautionary Approach to site selection and infrastructure design. In accordance with the conditions of its licence, Telstra has, in selection of the subject site and design of the proposed infrastructure, applied the Precautionary Approach mandated by Sections 4.1 and 4.2 of the DC Code.

The proposed infrastructure will operate in compliance with the Australian Communication and Media Authority (**ACMA**) Electromagnetic Emissions (**EME**) regulatory arrangements. A summary report of the predicted Radiofrequency EME Levels for the proposed facility has been assessed. This assessment was undertaken in accordance with the ARPANSA prediction methodology and report format. The assessment confirms that the proposed installation operating at full power complies with the *Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2003*.

A copy of the EME Report pertinent to the subject site is attached (refer **Appendix 3**).

It is therefore submitted that the subject site, design and operation of the proposed infrastructure are appropriate and consistent with the relevant legislation and subsidiary codes, and warrant approval.

6 Conclusion

The proposal presented is permissible under the provisions of the Shire of Mingenew Local Planning Scheme No.3 and is consistent with the objectives and provisions of the applicable statutory planning instruments.

The proposal is consistent with the principles of orderly and proper planning as outlined in preceding sections.

In summary, the proposal is justified for the following reasons:

1. The proposed development is consistent with the Scheme provisions of the Shire of Mingenew Local Planning Scheme No.3.
2. The proposed development is consistent with the objectives of the Shire of Mingenew Local Planning Scheme No.3.
3. The proposal is consistent with the Western Australian Planning Commission's State Planning Policy No. 5.2 – Telecommunications Infrastructure.
4. The proposal is adequately separated from sensitive sites and residential development.
5. The infrastructure associated with the telecommunications facility will not involve the removal of any significant vegetation.
6. Works associated with the development are minor, and are not anticipated to detrimentally affect the amenity of the area.

The proposal is consistent with planning principles derived from state and local levels, and given the minimal impact on the amenity of the area and the locality generally, the application warrants support from the Shire of Mingenew. In light of the proposal's demonstrated compliance with the applicable statutory planning instruments, the Shire is respectfully requested to approve the subject application.

Appendix 1
Certificate of Title

WESTERN



AUSTRALIA

REGISTER NUMBER N/A	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 10/3/2014

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **1420** FOLIO **38**

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

THIS IS A MULTI-LOT TITLE

LAND DESCRIPTION:

LOTS 81, 101, 102 & 139 ON PLAN 4660

**REGISTERED PROPRIETOR:
(FIRST SCHEDULE)**

GARY MARSHALL CHIVERS
 VICKI GAIL CHIVERS
 BOTH OF POST OFFICE, MINGENEW
 AS JOINT TENANTS

(TK588689) REGISTERED 7 MAY 2008

**LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)**

1. THE LAND THE SUBJECT OF THIS CERTIFICATE OF TITLE EXCLUDES ALL PORTIONS OF THE LOT DESCRIBED ABOVE EXCEPT THAT PORTION SHOWN IN THE SKETCH OF THE SUPERSEDED PAPER VERSION OF THIS TITLE. SEE VOLUME 1420 FOLIO 038 AS TO LOT 102 ON P 4660 ONLY
2. EXCEPT AND RESERVING METALS, MINERALS, GEMS AND MINERAL OIL SPECIFIED IN TRANSFER 1250/1901 AS TO PORTION ONLY.
3. M556461 MORTGAGE TO RABOBANK AUSTRALIA LTD REGISTERED 20.2.2014.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
 * Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
 Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1420-38 (101/P4660), 1420-38 (102/P4660), 1420-38 (139/P4660), 1420-38 (81/P4660).
 PREVIOUS TITLE: 173-166A.
 PROPERTY STREET ADDRESS: 7 YANDANOOKA MELARA RD, YANDANOOKA (102/P4660).
 LOCAL GOVERNMENT AREA: SHIRE OF MINGENEW.

END OF PAGE 1 - CONTINUED OVER

RECORD OF CERTIFICATE OF TITLE

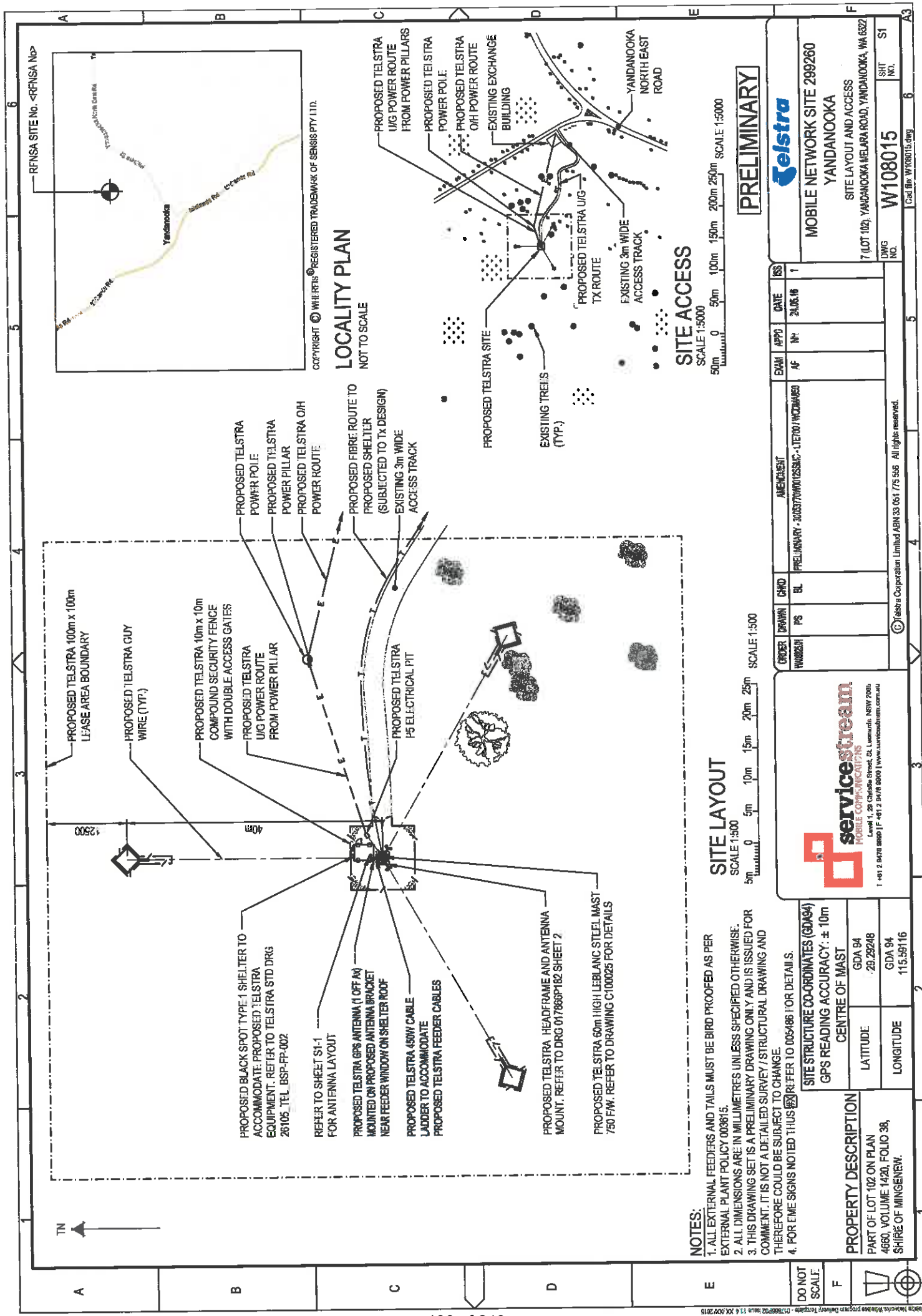
REGISTER NUMBER: N/A

VOLUME/FOLIO: 1420-38

PAGE 2

NOTE 1: K127706 INCLUDES CLOSED ROAD LAND ACT 1933

Appendix 2 Development Plans and Elevations



- NOTES:**
1. ALL EXTERNAL FEEDERS AND TAILS MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003815.
 2. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS SPECIFIED OTHERWISE.
 3. THIS DRAWING SET IS A PRELIMINARY DRAWING ONLY AND IS ISSUED FOR COMMENT. IT IS NOT A DETAILED SURVEY / STRUCTURAL DRAWING AND THEREFORE COULD BE SUBJECT TO CHANGE.
 4. FOR EME SIGNS NOTED THIS DRAWING REFER TO 005486 FOR DETAILS.

DO NOT SCALE	PROPERTY DESCRIPTION	
	PART OF LOT 102 ON PLAN 4660, VOLUME 1420, FOLIO 38, SHIRE OF MINGENAH.	
	SITE STRUCTURE CO-ORDINATES (GDA94)	
	GPS READING ACCURACY: ± 10m	
	CENTRE OF MAST	
	LATITUDE	GDA 94 -29.29248
	LONGITUDE	GDA 94 115.59116

SITE LAYOUT
SCALE 1:500

5m 10m 15m 20m 25m

50m 100m 150m 200m 250m

SCALE 1:5000

PRELIMINARY

Telstra

MOBILE NETWORK SITE 299260
YANDANOOKA

SITE LAYOUT AND ACCESS
7 (LOT 102), YANDANOOKA MELARA ROAD, YANDANOOKA, WA 6522

DWG NO. **W108015** SHEET NO. **S1**

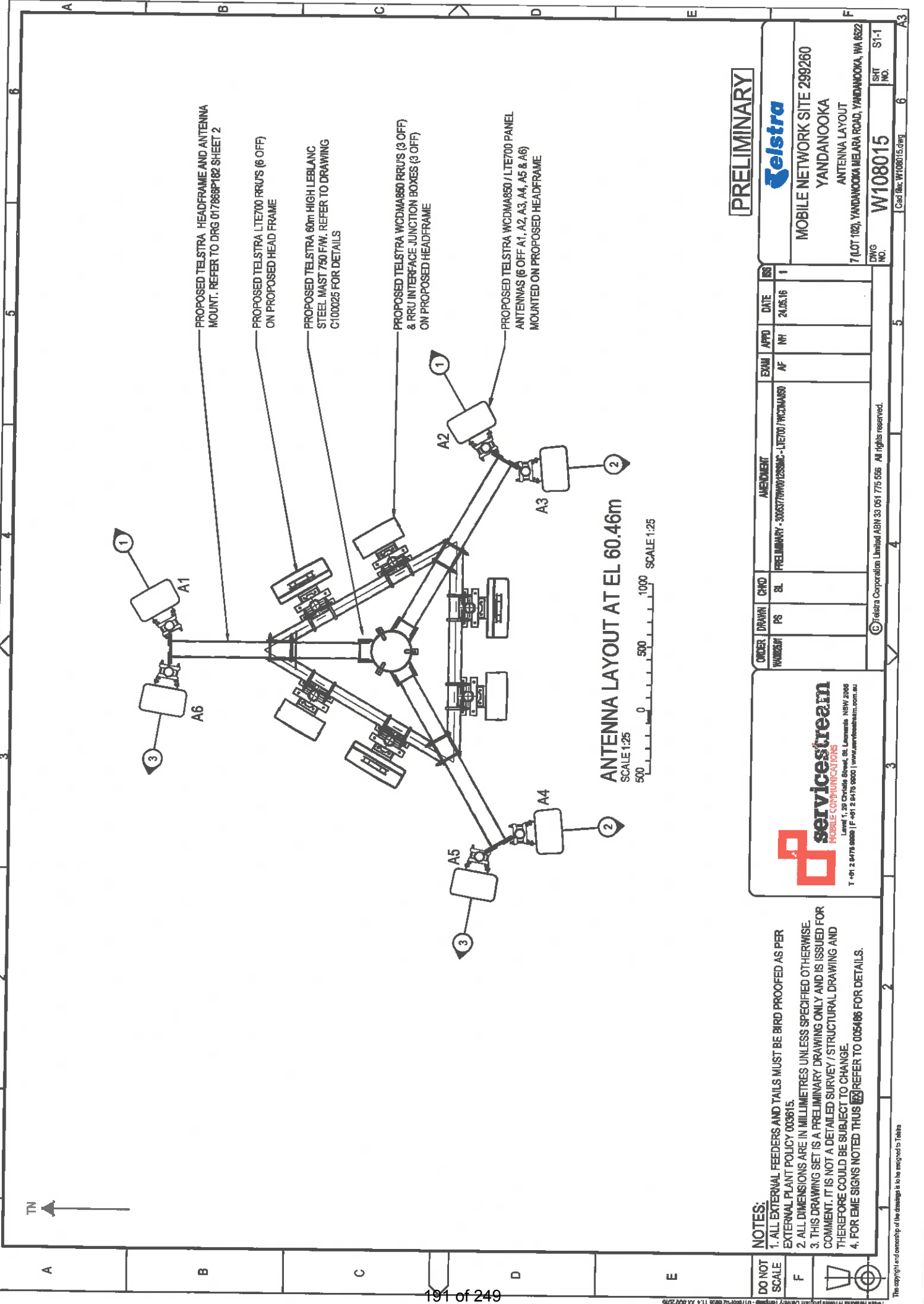
Scale file: W108015.dwg

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
W108015	PS	BL	PRELIMINARY - 300577001553AC-17E700 / WCDMA050	AF	NH	24.05.16	1

servicestream
MOBILE COMMUNICATIONS

Level 1, 28 Chadwell Street, St. Leonards, NSW 2060.
1-81-2-8478 8888 | F-41-2-8478 8800 | www.servicestream.com.au

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PROPOSED TELSTRA HEADFRAME AND ANTENNA MOUNT. REFER TO DRG 017868P182 SHEET 2

PROPOSED TELSTRA LTE700 RRU'S (6 OFF) ON PROPOSED HEAD FRAME

PROPOSED TELSTRA 60m HIGH LEBLANC STEEL MAST 750 F/W. REFER TO DRAWING C100025 FOR DETAILS

PROPOSED TELSTRA WCDMA850 RRU'S (3 OFF) & RRU INTERFACE JUNCTION BOXES (3 OFF) ON PROPOSED HEADFRAME

PROPOSED TELSTRA WCDMA850 / LTE700 PANEL ANTENNAS (6 OFF A1, A2, A3, A4, A5 & A6) MOUNTED ON PROPOSED HEADFRAME

ANTENNA LAYOUT AT EL 60.46m
SCALE 1:25
500 1000 SCALE 1:250

PRELIMINARY

MOBILE NETWORK SITE 299260 YANDANOOKA ANTENNA LAYOUT 7 (LOT 102), YANDANOOKA MELARA ROAD, YANDANOOKA, WA 6522	
DWG NO.	W108015
SRT NO.	SI-1
1 Cad file: W108015.dwg	

ORDER NUMBER	BL	AMENDMENT	PRELIMINARY - 3065770001250MC - LTE700 / WCDMA850	EXAM / APPD	AF / NF	DATE	24.05.16
DRAWN	PS	CHKD	BL				
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Level 1, 20 Charles Street, St Leonards, NSW 2060
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NOTES:

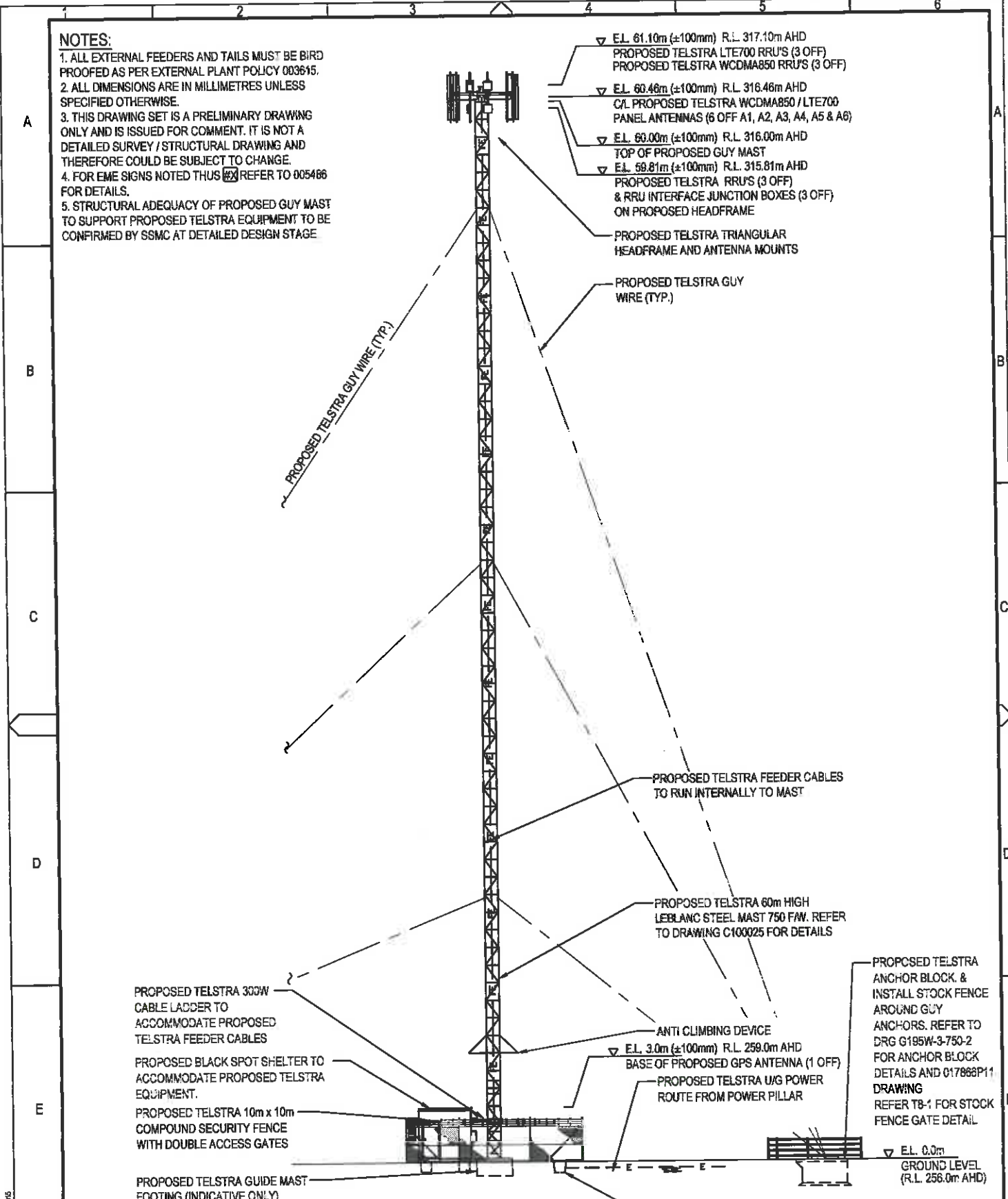
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2. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS SPECIFIED OTHERWISE.
3. THIS DRAWING SET IS A PRELIMINARY DRAWING ONLY AND IS ISSUED FOR COMMENT. IT IS NOT A DETAILED SURVEY / STRUCTURAL DRAWING AND THEREFORE COULD BE SUBJECT TO CHANGE.
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DO NOT SCALE	
F	

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4. FOR EME SIGNS NOTED THUS [X] REFER TO 005466 FOR DETAILS.
5. STRUCTURAL ADEQUACY OF PROPOSED GUY MAST TO SUPPORT PROPOSED TELSTRA EQUIPMENT TO BE CONFIRMED BY SSMC AT DETAILED DESIGN STAGE.



SOUTH ELEVATION

SCALE 1:200

2m 0 2m 4m 6m 8m 10m SCALE 1:200

PRELIMINARY

DO NOT SCALE



Level: 1, 20 Chifley Street, B: Leederville NSW 2008
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ORDER	DRAWN	CHKD	REVISION	EXAM	APPD	DATE	ISS
W108015.01	PS	BL	PRELIMINARY - 30053770/W0012SSMC - LTE700 / WCDMA850	AF	NH	24.05.16	1

Telstra

MOBILE NETWORK SITE 299260
YANDANOOKA
 SOUTH ELEVATION
 7 (LOT 102), YANDANOOKA MELARA ROAD, YANDANOOKA, WA 6522

DWG NO. **W108015** S3

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Cad file: W108015.dwg6

Telstra Network Wireless program Delivery Template - 07/26/09 Issue 11.1 20/02/2015

Appendix 3
EME Report



Environmental EME Report 7 YANDANOOKA MELARA Road, YANDANOOKA WA 6522

This report provides a summary of Calculated RF EME Levels around the wireless base station

Date 13/6/2016

RFNSA Site No. 6522008

Introduction

The purpose of this report is to provide calculations of EME levels from the existing facilities at the site and any proposed additional facilities.

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at 7 YANDANOOKA MELARA Road YANDANOOKA WA 6522. These levels have been calculated by Telstra using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

The maximum EME level calculated for the proposed systems at this site is 0.16% of the public exposure limit.

The ARPANSA Standard

ARPANSA, an Australian Government agency in the Health and Ageing portfolio, has established a Radiation Protection Standard specifying limits for general public exposure to RF transmissions at frequencies used by wireless base stations. The Australian Communications and Media Authority (ACMA) mandates the exposure limits of the ARPANSA Standard.

How the EME is calculated in this report

The procedure used for these calculations is documented in the ARPANSA Technical Report "Radio Frequency EME Exposure Levels - Prediction Methodologies" which is available at <http://www.arpansa.gov.au>.

RF EME values are calculated at 1.5m above ground at various distances from the base station, assuming level ground.

The estimate is based on worst-case scenario, including:

- wireless base station transmitters for mobile and broadband data operating at maximum power
- simultaneous telephone calls and data transmission
- an unobstructed line of sight view to the antennas.

In practice, exposures are usually lower because:

- the presence of buildings, trees and other features of the environment reduces signal strength
- the base station automatically adjusts transmit power to the minimum required.

Maximum EME levels are estimated in 360° circular bands out to 500m from the base station.

These levels are cumulative and take into account emissions from all mobile phone antennas at this site.

The EME levels are presented in three different units:

- volts per metre (V/m) – the electric field component of the RF wave
- milliwatts per square metre (mW/m²) – the power density (or rate of flow of RF energy per unit area)
- percentage (%) of the ARPANSA Standard public exposure limit (the public exposure limit = 100%).

Results

The maximum EME level calculated for the proposed systems at this site is 1.52 V/m; equivalent to 6.14 mW/m² or 0.16% of the public exposure limit.

Radio Systems at the Site

There are currently no existing radio systems for this site.

It is proposed that this base station will have equipment for transmitting the following services:

Carrier	Radio Systems
Telstra	LTE700 (proposed), WCDMA850 (proposed)

Calculated EME Levels

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined.

Distance from the antennas at 7 YANDANOOKA MELARA Road in 360° circular bands	Maximum Cumulative EME Level – All carriers at this site					
	Existing Equipment			Proposed Equipment		
	Electric Field V/m	Power Density mW/m ²	% ARPANSA exposure limits	Electric Field V/m	Power Density mW/m ²	% ARPANSA exposure limits
0m to 50m	Need	Need	Need	0.35	0.33	0.0085%
50m to 100m	Horizontal	Horizontal	Horizontal	0.56	0.84	0.022%
100m to 200m	Plot for this	Plot for this	Plot for this	0.56	0.83	0.022%
200m to 300m	Mergefield	Mergefield	Mergefield	1.46	5.68	0.15%
300m to 400m				1.52	6.14	0.16%
400m to 500m				1.47	5.69	0.15%
Maximum EME level				1.52	6.14	0.16
	355.47 m from the antennas at 7 YANDANOOKA MELARA Road					

Calculated EME levels at other areas of interest

This table contains calculations of the maximum EME levels at selected areas of interest that have been identified through the consultation requirements of the Communications Alliance Ltd Deployment Code C564:2011 or via any other means. The calculations are performed over the indicated height range and include all existing and any proposed radio systems for this site.

Additional Locations	Height / Scan relative to location ground level	Maximum Cumulative EME Level All Carriers at this site Existing and Proposed Equipment		
		Electric Field V/m	Power Density mW/m ²	% of ARPANSA exposure limits
No locations identified				

RF EME Exposure Standard

The calculated EME levels in this report have been expressed as percentages of the ARPANSA RF Standard and this table shows the actual RF EME limits used for the frequency bands available. At frequencies below 2000 MHz the limits vary across the band and the limit has been determined at the Assessment Frequency indicated. The four exposure limit figures quoted are equivalent values expressed in different units – volts per metre (V/m), watts per square metre (W/m²), microwatts per square centimetre (µW/cm²) and milliwatts per square metre (mW/m²). Note: 1 W/m² = 100 µW/cm² = 1000 mW/m².

Radio Systems	Frequency Band	Assessment Frequency	ARPANSA Exposure Limit (100% of Standard)
LTE 700	758 – 803 MHz	750 MHz	37.6 V/m = 3.75 W/m ² = 375 µW/cm ² = 3750 mW/m ²
WCDMA850	870 – 890 MHz	900 MHz	41.1 V/m = 4.50 W/m ² = 450 µW/cm ² = 4500 mW/m ²
GSM900, LTE900, WCDMA900	935 – 960 MHz	900 MHz	41.1 V/m = 4.50 W/m ² = 450 µW/cm ² = 4500 mW/m ²
GSM1800, LTE1800	1805 – 1880 MHz	1800 MHz	58.1 V/m = 9.00 W/m ² = 900 µW/cm ² = 9000 mW/m ²
LTE2100, WCDMA2100	2110 – 2170 MHz	2100 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²
LTE2300	2302 – 2400 MHz	2300 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²
LTE2600	2620 – 2690 MHz	2600 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²
LTE3500	3425 – 3575 MHz	3500 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²

Further Information

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is a Federal Government agency incorporated under the Health and Ageing portfolio. ARPANSA is charged with responsibility for protecting the health and safety of people, and the environment, from the harmful effects of radiation (ionising and non-ionising).

Information about RF EME can be accessed at the ARPANSA website, <http://www.arpansa.gov.au>, including:

- Further explanation of this report in the document "Understanding the ARPANSA Environmental EME Report"
- The procedure used for the calculations in this report is documented in the ARPANSA Technical Report, "Radio Frequency EME Exposure Levels - Prediction Methodologies"
- the current RF EME exposure standard
Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), 2002, 'Radiation Protection Standard: Maximum Exposure Levels to Radiofrequency Fields — 3 kHz to 300 GHz', Radiation Protection Series Publication No. 3, ARPANSA, Yallambie Australia.
[Printed version: ISBN 0-642-79400-6 ISSN 1445-9760] [Web version: ISBN 0-642-79402-2 ISSN 1445-9760]

The Australian Communications and Media Authority (ACMA) is responsible for the regulation of broadcasting, radiocommunications, telecommunications and online content. Information on EME is available at <http://emr.acma.gov.au>

The Communications Alliance Ltd Industry Code C564:2011 'Mobile Phone Base Station Deployment' is available from the Communications Alliance Ltd website, <http://commsalliance.com.au>

Contact details for the Carriers (mobile phone companies) present at this site and the most recent version of this document are available online at the Radio Frequency National Site Archive, <http://www.rfnsa.com.au>

9.4.2 MINGENEW TOWN MOBILE PHONE TOWER

Location/Address: 13 (Lot 1) Shenton Street, Mingenew
Name of Applicant: Visionstream for Telstra
Disclosure of Interest: Nil
File Reference: ADM0075
Date: 11 July 2016
Author: Simon Lancaster, DCEO / Planning Advisor, Shire of Chapman Valley
Senior Officer: Martin Whitely, Chief Executive Officer

Summary

This report recommends approval for the replacement of the existing 10m mobile phone mast at 13 (Lot 1) Shenton Street, Mingenew with a 25m mast, and supporting telecommunications infrastructure.

Attachment

Copy of submitted development application.

Background

Lot 1 is a 994m² property in the Mingenew townsite, owned by Telstra, located on the south-western corner of the Shenton Street and King Street intersection. The property contains a telephone exchange building, a small shed and a 10m telecommunications mast.

The applicant is seeking to install a higher pole to improve the coverage range and capacity for the mobile phone network.

Figure 9.4.2(a) – Location Plan for 13 (Lot 1) Shenton Street, Mingenew



The proposed extension to the existing telecommunications facility would consist of the following:

- 25m high grey monopole (replacing the existing 10m high steel pole);
- 6 panel antennas and amplifiers mounted on the top of the pole (taking the total height of the facility to 27m above ground level);
- 3m x 2m (6m²), 3m high approx. equipment shed at the base of the pole.

The submitted development application, that elaborates upon this proposal and includes site and elevation plans, has been provided as **Attachment 9.4.2**.

Figure 9.4.2(b) – View of proposed site looking south-west from Shenton Street



Figure 9.4.2(c) – View of proposed site looking south from King Street



Comment

Lot 1 Shenton Street is zoned 'Residential 12.5' under the Shire of Mingenew Local Planning Scheme No.3 ('the Scheme').

The application would meet the definition of 'Telecommunications Infrastructure' which is defined under Schedule 1 of the Scheme as follows:

“means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network.”

‘Telecommunications Infrastructure’ is not listed, however, in the Zoning Table of the Scheme, and this application must therefore be addressed through Section 4.4.2 of the Scheme:

“4.4.2 If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonable be determined as falling within the type, class or genus of activity of any other use category the Local Government may:

- (a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
- (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or*
- (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.”*

Council may determine in accordance with Section 4.4.2(a) that a mobile phone tower is consistent with the objectives of the ‘Residential’ zone which are listed in the Scheme as follows:

“The use of land in the Residential Zone shall be consistent with the following objectives:

- the zone shall be predominantly residential in nature;*
- non-residential uses permitted under the provision of the Scheme shall be of service to, compatible in character and of a scale and operation which is not detrimental to the predominant residential use;*
- any non-residential use shall not detract from or adversely affect the residential amenity of the area.”*

The application could be assessed under the definition of a ‘Public Utility’ which is listed as a ‘Permitted’ use within the ‘Residential’ zone, however, it is considered that the definition of ‘Telecommunications Infrastructure’ is more appropriate in this instance. ‘Public Utility’ is defined under Schedule 1 of the Scheme as follows:

“means any work or undertaking constructed or maintained by a public authority or the Council as may be required to provide water, sewerage, electricity, gas, drainage, communications or other similar services.”

Section 5.7 of the Scheme addresses the issue of visual amenity by limiting the height of development under which Shire staff may approve an application under delegated authority to 10m in height, after which an application must be referred to Council for its consideration.

“5.7.1 No site shall be developed or building or structure constructed to contain more than two storeys or exceed 10m in height from the natural mean ground level of the site. Council may use its discretion and vary these requirements if it can be assured that any height variation proposed will not affect the privacy enjoyed by neighbouring developments and is sympathetic with the scale and character of the surrounding built environment.”

“5.7.3.1 Free standing structures such as promotional towers and radio/TV masts proposed to exceed the height limit shall be individually assessed by the Council, after due consideration of the effect such a structure may have on established views and amenity generally.”

In its consideration of the application it is suggested that the application has some merit on the following grounds:

- there is practical need for the development to exceed 10m in height;
- although the development will be highly visible from within the townsite, and particularly the neighbouring residences, it is not uncommon for radio, phone and television masts that serve a community need to be sited in urban areas/townsites;
- the design of the mobile phone tower is a monopole rather than a guyed mast or 4-sided pylon design and might therefore be considered to be the least prominent style of these forms of facility;
- the cost to the community of limited mobile phone reception can include personal, business and emergency communication; &
- the proposed mast would be co-located with an existing Telstra exchange building facility, and involve the replacement of an existing mast with another, albeit larger, mast.

Consultation

Council is not required to undertake community consultation for this application should it be considered under Section 4.4.2(a) of the Scheme.

It is noted that the site is located within a residential area and has residences immediately abutting to the south and west. Council may therefore choose to advertise the application for public comment under Sections 4.4.2(b) and 9.4 of the Scheme should it wish to seek comment on the proposal and return the matter to a future meeting of Council for consideration of any received submissions, prior to making its determination.

The applicant has advised that they intend to conduct their own public notification process as follows:

- *Run a newspaper ad in the local paper (Geraldton Guardian);*
- *Sent letters to the two adjoining landowners;*
- *Uploaded the RFNSA consultation page; and*
- *Sent a letter to Mingenew Primary School.*

The notification period will run from 11/07/2016 to 22/07/2016. Also submissions have been directed to Visionstream, and I will provide you with a summary if we receive any submissions.”

Statutory Environment

The Commonwealth *Telecommunications Act 1997* exempts telecommunications equipment from environmental and planning legislation except where the facility does not meet the definition of a ‘low impact’ facility, in this case requiring the lodgement of a planning application and assessment by Council of this matter.

In addition to the requirements of the *Telecommunications Act 1997* and the *Planning and Development Act 2005* the applicant is also bound by the *Telecommunications Code of Practice 1997*, and the Australian Communications and Media Authority’s *Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003*.

Policy Implications

The Western Australian Planning Commission have prepared Statement of Planning Policy 5.2 ‘Telecommunications Infrastructure’ (2015) for applications for above and below ground telecommunications infrastructure other than those facilities exempted under the *Telecommunications Act 1997*. The policy has the following objectives:

MINGENEW SHIRE COUNCIL ORDINARY MEETING AGENDA – 20 July 2016

- facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs;
- manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure;
- ensure that telecommunications infrastructure is included in relevant planning processes as essential infrastructure for business, personal and emergency reasons; and,
- promote a consistent approach in the preparation, assessment and determination of planning decisions for telecommunications infrastructure.

Section 5.1 of the policy recognises that in many instances the primary impact of a mobile phone tower is a visual one and provides the following guidance:

“For telecommunications infrastructure to be effective, structures are generally located prominently, at high points in the landscape or on top of buildings, where they are more likely to be visible to the public.

The planning authority may exercise discretion in addressing the visual impacts of telecommunications infrastructure. Visual impacts of an infrastructure development proposal should be assessed by applying the following set of policy measures to guide the location, siting and design of the structure.

5.1.1 The benefit of improved telecommunications services should be balanced with the visual impact on the surrounding area.

- i) Assessment of the visual impact of development proposals for telecommunications infrastructure should be made on a case by case basis;*
- ii) Telecommunications infrastructure should be sited and designed to minimise visual impact and whenever possible:
 - a) be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;*
 - b) be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;*
 - c) not be located on sites where environmental, cultural heritage, social and visual landscape values maybe compromised and*
 - d) display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;**
- iii) In addition to the existing exemptions under the Telecommunication Act, local governments should consider exempting telecommunications infrastructure from the requirement for development approval where:
 - a) The infrastructure has a maximum height of 30 metres from finished ground level;*
 - b) The proposal complies with the policy measures outlined in this policy; and*
 - c) The proponent has undertaken notification of the proposal in a similar manner to ‘low impact facilities’ as defined and set out in the Mobile Phone Base Station Deployment Industry Code (C564:2011);**
- iv) Telecommunications infrastructure should be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community; and*
- v) Telecommunications infrastructure should be collocated and whenever possible:
 - a) Cables and lines should be located within an existing underground conduit or duct; and*
 - b) Overhead lines and towers should be co-located with existing infrastructure and/or within existing infrastructure corridors and/or mounted on existing or proposed buildings.”**

The applicant is considered to have satisfactorily addressed the key assessment criteria of WAPC State Planning Policy 5.2 in Table 1 and Section 6 of their submitted documentation (provided as an attachment to this report).

Financial Implications

The applicant has made payment of the relevant \$960 planning application fee.
The application would not have a budgetary impact to Council.

Strategic Implications

The proposed mobile phone tower would assist in meeting the following outcomes identified within the Shire of Mingenew Strategic Community Plan (2012):

Outcome 1.5 – Ensure the provision of adequate services to support economic growth.

Outcome 1.5.3 – Improved telecommunications.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.1.2
--

That Council grant formal planning approval for Telecommunications Infrastructure upon 13 (Lot 1) Shenton Street, Mingenew subject to compliance with the following:

Conditions:

- 1 Development shall generally be in accordance with plans included within Attachment 9.4.2 to the Council Agenda report and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.**
- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and planning approval for that use/addition.**
- 3 The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.**
- 4 The applicant must submit and adhere to a Traffic Management Plan to the approval of the local government for the temporary closure of Shenton Street during the construction phase of the development.**

Notes:

- (a) All operations must be carried out in accordance with the separate requirements of the Australian Communications and Media Authority, and Australian Radiation Protection and Nuclear Safety Agency pertaining (but not limited) to electromagnetic energy.**
- (b) The facility must be in compliance with any separate requirements of the Civil Aviation Safety Authority.**
- (c) Should the applicant be aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.**

PLANNING ASSESSMENT REPORT

Development Application for a

Telecommunications Facility at

13 Shenton Street, Mingenew WA 6522

Lot 1 on D022316

Prepared by **Visionstream Pty Ltd**

On behalf of **Telstra Corporation Ltd**

Project Name: Mingenew Exchange

Project No: WA09030.01

July 2016





Table of Contents

EXECUTIVE SUMMARY	4
1.0 INTRODUCTION.....	5
2.0 PURPOSE OF THE PROPOSAL	6
2.1 Mobile Telecommunication Networks	8
3.0 SITE SELECTION.....	10
3.1 Need for the proposed telecommunications facility	10
3.2 Justification for Selection	11
3.3 Colocation Opportunities.....	11
3.4 Proposed Site.....	12
3.4 The Site and Surrounding Area	14
4.0 PROPOSAL	17
4.1 Facility and Equipment Overview.....	17
4.2 Transport, access and parking.....	17
4.3 Utilities.....	18
4.4 Construction schedule.....	18
4.5 Acoustic.....	18
5.0 FEDERAL REGULATORY FRAMEWORK.....	19
5.1 Telecommunications Act 1997	19
5.2 Planning and Development Act 2005.....	19
5.3 Statement of Planning Policy No. 5.2 – Telecommunications Infrastructures (WAPC).....	20
5.4 Local Government Regulatory Framework	25
5.4.1 Shire of Mingenew Local Area Planning Scheme No. 3	25
5.4.2 Zoning	26
6.0 ENVIRONMENTAL IMPACT ASSESSMENT AND MITIGATION MEASURES	28
6.1 Visual Impacts	28
6.2 Heritage.....	29
6.3 Flora and Fauna.....	29
6.4 Traffic	30
6.5 Bushfire	30
6.6 Social and Economic Impacts.....	31
6.7 Health and Safety.....	31
7.0 CONCLUSION	33
APPENDIX A PROPOSAL PLANS.....	34
APPENDIX B COPY OF TITLE.....	35
APPENDIX C EME REPORT	36



Document Quality Control

This Planning Assessment Report is prepared by:

Visionstream Pty Ltd
ABN 85 093 384 680

Postal Address:
PO Box 5452
West End QLD 4101

T (07) 3852 8120
W www.visionstream.com.au

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Contents

EXECUTIVE SUMMARY

Site Address	13 Shenton Street, Mingenew WA 6522
Real Property Description	Lot 1 on D022316
Coordinates	-29.191847° (Latitude) 115.44315°(Longitude)
Registered Owner	Telstra Corporation Limited
Proposal	<p>Visionstream, on behalf of Telstra Corporation Ltd, seeks to establish a telecommunications facility for a mobile phone base station at the above site. The proposed works include:</p> <ul style="list-style-type: none">• The removal of an existing 10m steel pole and the installation of a new 25m high monopole (note: antennas will protrude to approximately 27m above ground level);• Installing six (6) new panel antennas mounted on top of the 25m monopole (note: antennas will protrude to approximately 27m above ground level);• Installing six (6) new twin tower mounted amplifiers (TMA) on the monopole;• Installing one (1) new equipment shelter at the base of the monopole; and• Installing associated ancillary equipment mounted on the monopole, including diplexers, combiners, feeders, cables and other ancillary equipment as required.
Coverage Objectives	A demonstrated need has been identified for a new telecommunications facility in the area to improve customer voice and data services to the Mingenew locality.
Site Selection	The site has been identified as the most appropriate location for the new facility given the site specific coverage objectives of the facility.
Planning Scheme	Shire of Mingenew Local Planning Scheme No. 3
Use Definition	Telecommunications Infrastructure
Zone	Residential Zone
Application Seeking	Development Permit
Applicant	Telstra Corporation Ltd c/- Visionstream Pty Ltd Contact: Jessica Bradbury Phone: (07) 3852 8120 Email: Jessica.bradbury@visionstream.com.au
Reference No.	WA09030.01 (Mingenew Exchange)



1.0 INTRODUCTION

This development application has been prepared by Visionstream Pty Ltd, on behalf of Telstra Corporation Ltd (Telstra), and seeks planning consent for the removal of an existing 10 metre pole and the installation of a new 25 metre monopole at 13 Shenton Street, Mingenew WA 6522 (Lot 1 on D022316).

To provide improved mobile service to the surrounding area, the proposed telecommunication installation requires the following works:

- The removal of an existing 10m steel pole and the installation of a new 25m high monopole (note: antennas will protrude to approximately 27m above ground level);
- Installing six (6) new panel antennas mounted on top of the 25m monopole (note: antennas will protrude to approximately 27m above ground level);
- Installing six (6) new twin tower mounted amplifiers (TMA) on the monopole;
- Installing one (1) new equipment shelter at the base of the monopole; and
- Installing associated ancillary equipment mounted on the monopole, including diplexers, combiners, feeders, cables and other ancillary equipment as required.

All mobile phone network operators are bound by the operational provisions of the Federal *Telecommunications Act 1997* (the “Act”) and the *Telecommunications Code of Practice 1997*.

The proposed telecommunications facility installation **is not defined as a low-impact facility** and is therefore subject to relevant State and local planning provisions.



2.0 PURPOSE OF THE PROPOSAL

The primary drivers for proposing the swap out of the existing 10 metre pole with a new 25 metre monopole at 13 Shenton Street, Mingenew are as follows:

Mobile connectivity has grown in importance as the combination of smart phones and tablets with increased mobile broadband speeds and capacity are changing the way we live and the availability of these services is often taken for granted in metropolitan locations.

Telstra has a heritage of nearly 35 years in providing mobile telephony to Australians, having brought every generation from 1G (that's right there was one before Cellular started in 1987) through to the 4G networks of today. Along that journey we have been intimately involved with extending coverage through the rollout of new towers as well as creating new and innovative ways to stretch and improve mobile coverage into the far corners of the nation.

Telstra has been investing in the expansion and upgrade of our wireless networks for the long term and in the past five years alone we have invested around \$5 billion in our mobile network. Since we launched our Next G® network almost a decade ago, more than 99% of our network has been funded by investing our own capital.

As the first carrier to bring 4G mobile services to regional Australia, we know how important high-speed mobile can be to supporting local businesses, tourism and education, so we are also continuing the expansion of our 4G and 4GX services.

We will be offering other carriers the opportunity to use space on our towers to install their own equipment and offer services to their customers from these towers, in accordance with existing industry practices. Our competitors are well-resourced and free to invest in extending their networks into previously unserved regional areas. So this is not just good news for Telstra customers but an opportunity for all carriers to invest in expanding their coverage in regional Australia.

We are proud to have been able to provide these services to Regional Australia, and we look forward to rolling out the new towers and expanding coverage for hundreds of communities over the next few years.



Increasing Coverage Across Australia

In addition to extending mobile coverage through the rollout of new towers, we have worked on new and innovate ways to stretch and improve mobile coverage in remote areas. Some of the ways we have done this include:

- High powered Boomer Cells with extended range features that provide more coverage from towers located on high ground;
- Low cost signal repeaters such as our Telstra Mobile Smart Antenna which boost signal into homes and buildings;
- New 4G Small Cells that provide localised 4G coverage in selected small townships;
- “Blue tick” phones designed for improved reception in rural areas;
- Next generation solar power mobile sites that allow installations where power is not available;
- Our Satellite backhauled micro-cell that can be broken down into a few carry-bags for helicopter transport to the most remote of locations during emergencies; and
- Additional information on how to maximize your coverage is available here: <https://www.telstra.com.au/coverage-networks/our-coverage#maximisecoverage>

Capacity relief to existing Telstra sites

To provide much needed capacity relief for the nearest existing Telstra sites in Mingenew, and carry new local cellular traffic in its vicinity. Surrounding sites have been expanded to their 3G maximum capability and this additional site is required to meet the traffic demand and growth in the area; and

Reliable NextG Telstra services

Providing the depth of coverage required to enable reliable NextG Telstra cellular services for local residents, businesses and other mobile users.



2.1 Mobile Telecommunication Networks

A mobile telecommunications network is made up of multiple base stations covering a geographic area. They work by sending and receiving low power radio signals from their antennas to mobile phones and other mobile devices such as tablets, wireless dongles etc. Base stations are designed to provide service to the area immediately surrounding the base station – can be up to several kilometres. Depending on the technical objectives of a base station, the physical characteristics of each telecommunications facility; such as its height, number and size of antennas, equipment, cabling etc. will vary.

As a general rule, the higher the antennas at a base station, the greater it's range of coverage and its ability to relieve capacity issues. If this height is compromised, additional facilities, and thus more infrastructure will be required for any given locality. The further a facility is located away from its technically optimum position, the greater the compromise of service. This may result in coverage gaps and require additional or taller base stations to provide adequate service.

Each base station transmits and receives signals to and from mobile devices in the area. As the mobile device user moves around, their device will communicate with the nearest base station/ facility to them at all times. If they cannot pick up a signal, or the nearest base station is congested (already handling the maximum number of phone calls or maximum level of data usage) the user may not be able to place a call, experience a call “drop out” or a slowing data rate while attempting to download content.

There are three main factors that can cause the above:

- You may be too far away from a facility to receive a signal, or there may be objects blocking the signal from the nearest facility; such as, hills, large trees or even trees. To ensure optimum service the radio signals transmitted between the facility antennas and mobile devices need to be unimpeded, maintaining a “line-of-sight” between them.
- The facility may be handling as much data download and calls as it can handle – call drop-outs and slower data rates can occur when too many users are connected to a facility at once.
- The depth of coverage (which affects the ability to make calls inside buildings), may be insufficient in some local areas.



The current proposal will form part of Telstra's NextG network solution to the Mingenew township and surrounding areas and will deliver essential mobile services (voice calling, SMS), as well as live video calling, video-based content including; news, finance and sports highlights, and high-speed wireless internet – wireless broadband. With a coverage footprint of more than 2.1 million square kilometres and covering more than 99% of the Australian population. Telstra's NextG is Australia's largest and fastest national mobile broadband network and as such requires more network facilities, located closer together to ensure a high quality signal strength to achieve reliable service and the fastest possible data transfer rates.



3.0 SITE SELECTION

3.1 Need for the proposed telecommunications facility

Mobile phones work by sending and receiving low power radio signals, much like a two (2) way radio system. The signals are sent to and received from antennas that are attached to radio transmitters and receivers, commonly referred to as mobile phone base stations. The base stations are linked to the rest of the mobile and fixed phone network and pass the signal/call into those networks.

Mobile networks are like roads. When traffic increases, upgrades are needed to relieve congestion and remove roadblocks. Congestion is relieved by making changes to existing base stations or adding additional base stations in areas where Telstra may already have existing coverage.

Operators of telecommunications networks must constantly respond to changes in technology and increased demand for call and data services. In consultation with the resource sector, Telstra have identified a need to expand their existing mobile network within the Mingenew area.

In addition, improved service at this locality will provide benefits to existing and future business and industry including those employed in these sectors. Furthermore, improved telecommunications services in this locality will improve road user safety and will be an important “first response tool” for emergency services.

A new telecommunications facility at this location is consistent with the current and future strategic land use intent in this locality, and will not compromise the strategic intent of the Shire of Mingenew Local Area Planning Scheme No. 3.



3.2 Justification for Selection

Telstra carefully examined a range of possible deployment options in the area before concluding that replacing the existing 10 metre pole with a new 25 metre monopole at, 13 Shenton Street, Mingenew (Lot 1 on D022316) would be the most appropriate solution to provide necessary mobile phone coverage to the Mingenew township and surrounding areas.

Accordingly, this section of the report will demonstrate the following:

- Colocation opportunities and existing telecommunications infrastructure within proximity to the proposed installation; and
- An analysis of the locations considered when determining an appropriate location for a new telecommunications installation within the required coverage area.

3.3 Colocation Opportunities

The Communications Alliance Ltd. (formerly Australian Communications Industry Forum Ltd. - ACIF) *Industry Code C564:2011 – Mobile Phone Base Station Deployment* promotes the use of existing sites in order to mitigate the effects of facilities on the landscape. It should also be noted that as a first preference, Telstra attempts to utilise, where possible, any existing infrastructure or co-location opportunities.

Below is a map (**Figure 1**) of existing and proposed telecommunications facilities surrounding the Mingenew area – the blue marker indicates the location of the proposed telecommunications facility at 13 Shenton Street, Mingenew, described as Lot 1 on D022316.

Accordingly, there is an identified lack of telecommunications facilities within the vicinity of the proposed installation; the existing facilities within Mingenew are no longer able to provide sufficient coverage to the area. While there were no suitable colocation opportunities to provide the required radio frequency coverage objectives. It is considered that by replacing the existing 10 metre pole with a new 25 metre facility, appropriate planning and service outcomes are achieved.

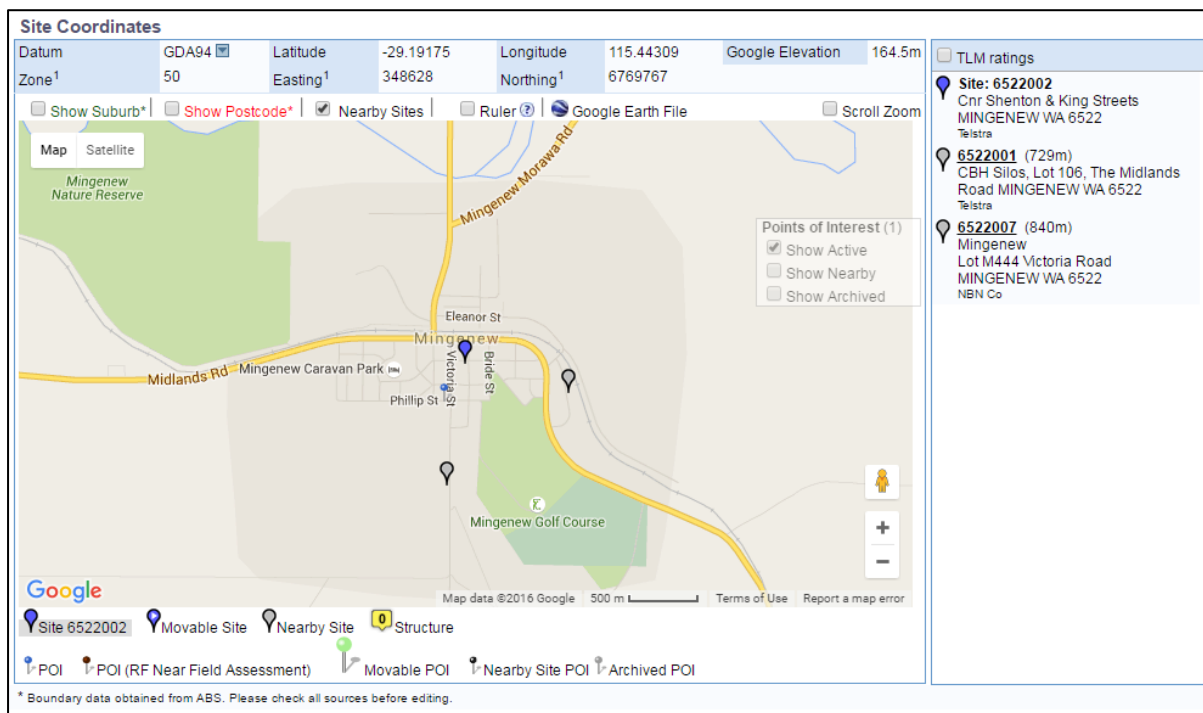


Figure 1: Location of nearby existing telecommunications facilities – Source: RFNSA, www.rfnsa.com.au

3.4 Proposed Site

The site which has been selected is deemed to be the optimal location to achieve the coverage requirements. In addition, by replacing the existing 10 metre pole with a new 25 metre monopole, additional facilities are not required in the area. The site is within the Residential Zone and is not constrained by any specific Overlays.

The proposed location for the facility is considered appropriate given that the existing use of the property is for telecommunication purposes. The Site contains an existing Telstra Exchange Building and an existing 10 metre steel pole.

The site is in an already cleared area and as such no vegetation removal will be proposed as part of this application. The site achieves the coverage objectives for the township of Mingenew and in addition it will provide coverage to the surrounding roads and travel corridors. As such, this candidate was considered the preferred location given the radio frequency coverage objectives and minimal impact on visual amenity.



Figure 2: Proposed Site – Swapout – Source: *Visionstream*

Conclusion

Telstra has submitted this application for the swap out of an existing 10 metre pole with a new 25 metre telecommunications facility in Mingenew after a thorough investigation to improve coverage and capacity in the area and in order to improve mobile communications performance in the area.

Telstra does not propose the installation of a new telecommunications facility without exhaustively investigating possible alternatives, including co-location on existing infrastructure. In this case, Telstra concluded that by replacing the existing facility at 13 Shenton Street, Mingenew with a new 25 metre monopole it would be the most appropriate option to pursue when considering the following factors: radio design, site construction and planning/ environmental issues. It is submitted that the site is accessible, technically viable and will result in minimal impact on the amenity of the area, whilst also providing possible co-location opportunities for other carriers in the future.

As stated above, the site selection process carefully considered environmental and visual constraints, existing and future land use characteristics, the orderly planning of the

area and the design of the facility. On balance, it is considered that the location and height of the facility ensures optimal service provision to the area.

3.4 The Site and Surrounding Area

The site is located in south-western Western Australia approximately 93 kilometres south-east of the nearest major rural town of Geraldton. Mingenew is a rural township surrounded by agricultural land which is primarily used for sheep and wheat production. The landscape is flat and sparse with the exception of some vegetated areas to the north-west and south-east of the town.

The proposed site is located within the town and maintains good separation from surrounding sensitive landuses. Mingenew Primary School is approximately 300 metres from the Telstra Exchange site.



Figure 3: Aerial View of Application Site and Surrounds – Source: Locate (Landgate)



Figure 4: Aerial View of Application Site and Surrounds – Source: Locate (Landgate)

The proposed telecommunications facility is to be located at 13 Shenton Street, Mingenew. The site is currently used for telecommunication purposes and will be accessed from Shenton Street. The surrounding land is characterised by residential and agricultural land uses.



Figure 5: View towards Shenton Street from the subject property – Source Visionstream



**Figure 6: Existing site access gate off Shenton Street onto the subject property – Source :
*Visionstream***



4.0 PROPOSAL

The following proposal is necessary to provide improved telecommunications services within the Mingenew locality.

4.1 Facility and Equipment Overview

The proposed telecommunications installation requires the following works:

- The removal of an existing 10m steel pole and the installation of a new 25m high monopole (note: antennas will protrude to approximately 27m above ground level);
- Installing six (6) new panel antennas mounted on top of the 25m monopole (note: antennas will protrude to approximately 27m above ground level);
- Installing six (6) new twin tower mounted amplifiers (TMA) on the monopole;
- Installing one (1) new equipment shelter at the base of the monopole; and
- Installing associated ancillary equipment mounted on the monopole, including diplexers, combiners, feeders, cables and other ancillary equipment as required.

The proposed installation will be factory grey which will integrate with other infrastructure located on the subject property and the neutral sky backdrop.

The proposal is demonstrated through the proposal plans, attached in **Appendix A**.

4.2 Transport, access and parking

Construction access to the facility will be obtained via the existing access off Shenton Street. Mobile phone base stations require only infrequent maintenance visits (i.e. only two (2) to four (4) times per year) and the site will operate on a continually unmanned basis. As such, the proposal will not be a significant generator of vehicular and/or pedestrian traffic.

Dedicated parking spaces are not considered necessary for the site given the very low traffic generation of the use and the unmanned nature of the site. There is sufficient space adjacent to the facility to allow for off-street parking when necessary.

During the construction of the facility, a truck will be required to deliver necessary equipment to the site and a crane will be used to establish the facility. Traffic associated with the



construction phase will be temporary in nature and will not affect existing traffic flows of the surrounding area.

4.3 Utilities

The proposal will connect to the existing power supply on the subject property. The unmanned nature of the proposed mobile base station removes the need for connection to water or sewer services.

Furthermore, the proposal incorporates very minimal hard surfaces and therefore will generate insignificant stormwater runoff from the site. As such, the proposal does not require connection to the stormwater network.

4.4 Construction schedule

The construction of the proposed mobile phone base station primarily consists of the following processes:

- Removal of the existing 10 metre steel pole;
- Installation of new equipment – reflective of the scope of works outlined within this Development Application; and
- Network Integration – Ensuring that the mobile phone base station can connect with both end users and other sites within the Telstra network.

The temporary road closure of Shenton Street will be required for the erection and installation of equipment, as there is not enough space for all the construction equipment on the subject property. As such the required permit/s will be obtained and further details of a traffic management plan will be provide at a later stage.

4.5 Acoustic

An air conditioner will be installed within the outdoor equipment shelter located within the base station, which enable the equipment to stay within normal operating temperatures. The air conditioning units will emit a small amount of noise commensurate to that of domestic air conditioning units. The operation of air conditioning units from the site will not result in any adverse impact to neighbouring properties, given the low noise levels generated by the air conditioners, the remote location of the proposed facility and the separation of the facility to surrounding land uses.



5.0 FEDERAL REGULATORY FRAMEWORK

The following information provides a summary of the Federal legislation relevant to telecommunications development proposals.

5.1 Telecommunications Act 1997

The *Telecommunications Act 1997* has been operative since 1st July 1997. This legislation establishes the criteria for 'low impact' telecommunication facilities. Under the federal *Telecommunications Act 1997*, mobile phone network operators (carriers) satisfy the requirements of a 'low impact' facility, the development is exempt from the planning approval process.

Further clarification of the term 'low impact' is provided in the *Telecommunications Act 1997* and the *Telecommunications (Low Impact Facilities) Determination 1997*, which was gazetted subsequent to the Act. The *Telecommunications (Low Impact Facilities) Determination 1997* establishes certain facilities, which cannot be considered low impact facilities.

The proposed facility is not low impact under the definitions contained in the *Telecommunications (Low Impact Facilities) Determination 1997*. Planning approval is therefore required for the proposed facility.

5.2 Planning and Development Act 2005

The Minister of Planning and Infrastructure has ultimate authority for town planning in Western Australia. Development within Western Australia is controlled by the *Planning and Development Act 2005* through the application of environmental planning instruments. Under the *Planning and Development Act 2005*, the Western Australian Planning Commission (WAPC) is the responsible authority for land use planning and development matters and this report seeks to demonstrate compliance with the WAPC and other items of relevant legislation which pertain to the subject application.



5.3 Statement of Planning Policy No. 5.2 – Telecommunications Infrastructures (WAPC)

The WAPC *Statement of Planning Policy No. 5.2 – Telecommunications Infrastructure* (SPP 5.2) provides a framework for the preparation, assessment and determination of applications for planning approval of telecommunications facilities within the context of the planning system of *Western Australia. Planning Policy 5.2* states that ‘telecommunications infrastructure should be located, sited and designed in accordance with the following Guiding Principles’.

The proposal’s consistency with the SPP principles is addressed in **Table 1** below.

Table 1 Compliance with the Statement of Planning Policy No. 5.2 – Telecommunications Infrastructures (WAPC)

Principles	Comments	Complies
There should be a co-ordinated approach to the planning and development of telecommunications infrastructure, although changes in the location and demand for services require a flexible approach.	Telstra undertakes a carefully co-ordinated and planned approach to the development of their network.	✓
Telecommunications infrastructure should be strategically planned and co-ordinated, similar to planning for other essential infrastructure such as networks and energy supply.	The proposed facility is strategically planned and co-ordinated to ensure that the facility will provide high level coverage to the township of Mingenew and surrounds.	✓
Telecommunications facilities should be located and designed to meet the communication needs of the community.	The proposed facility seeks to provide mobile coverage to the Mingenew area.	✓
Telecommunications facilities should be designed and sited to minimise any potential adverse visual impact on the character and amenity of the local environment, in particular, impacts on prominent landscape features, general views in the	The proposed 25 metre monopole will seek to minimise the visual impact of a telecommunications structure in the area. The monopole will remain unpainted (dull grey colour), which has over time been demonstrated to most successfully blend with the uniform colours of the site’s setting.	✓



locality and individual significant views.		
Telecommunications facilities should be designed and sited to minimise impacts on areas of natural conservation value and places of heritage significance or where declared rare flora are located.	A desktop study of the proposed site indicated that it is not affected by any Heritage listings and no heritage items are located within close proximity of the site. Furthermore, a desktop study of the relevant environmental searches did not identify any known items of Flora and Fauna significance located in the vicinity of the proposed site.	✓
Telecommunications facilities should be designed and sited with specific consideration of water catchment protection requirements and the need to minimise land degradation.	Prior to the commencement of work Telstra will undertake such measures as deemed necessary by Council to effectively protect water catchments within the immediate area.	✓
Telecommunications facilities should be designed and sited to minimise adverse impacts on the visual character and amenity of residential area.	A monopole has been selected with a circular headframe. The proposed monopole will seek to minimise the visual impact of a telecommunications structure in the area. The monopole will remain unpainted (dull grey colour), which has over time been demonstrated to most successfully blend with the uniform colours of the site's setting.	✓
Telecommunications cables should be placed underground, unless it is impractical to do so and there would be no significant effect on visual amenity or, in the case of regional areas, it can be demonstrated that there are long-term benefits to the community that outweigh the visual impact.	Overhead cabling is not proposed for this site.	✓
Telecommunications cables that are installed overhead with other infrastructure such as electricity cables should be removed and placed underground when it can be demonstrated and agreed by the carrier that it is technically feasible and practical to do so.	This principle does not apply to the subject of this application.	✓



<p>Unless it is impractical to do so telecommunications towers should be located within commercial, business, industrial and rural areas and areas outside identified conservation areas.</p>	<p>The proposed site is zoned 'Residential' as identified by the <i>Shire of Mingenew Local Area Planning Scheme No. 3</i> (Map 03 – Mingenew Townsite). The proposed site is considered to be appropriate for the zoning given that the property is currently being used for a telecommunications facility. Replacing the existing 10 metre pole with a 25 metre monopole means that Telstra can avoid installing another facility in the area. As such, the proposed facility is considered to achieve a good overall planning outcome.</p>	<p>✓</p>
<p>The design and siting of telecommunications towers and ancillary facilities should be integrated with existing buildings and structures, unless it is impractical to do so, in which case they should be sited and designed so as to minimise any adverse impact on the amenity of the surrounding area.</p>	<p>While no opportunities for co-location were identified in the area. It is considered that upgrading the existing 10 metre pole with a new 25 metre monopole helps avoid the installation of another facility in the area. As such it is determined that this proposal achieves an overall good outcome for the community.</p>	<p>✓</p>
<p>Co-location of telecommunications facilities should generally be sought, unless such an arrangement would detract from local amenities or where operation of the facilities would be significantly compromised as a result.</p>	<p>While no opportunities for co-location were identified in the area, It is considered that upgrading the existing 10 metre pole with a new 25 metre monopole and avoiding the installation of another facility in the area achieves an overall good outcome for the community.</p>	<p>✓</p>
<p>Measures such as surface mounting, concealment, colour co-ordination, camouflage and landscaping to screen at least the base of towers and ancillary structures, and to draw attention away from the tower, should be used, where appropriate, to minimise the visual impact of telecommunications facilities.</p>	<p>Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area, particularly when viewed from residential areas. The monopole will remain unpainted (dull grey in colour) which blends in with the sky. The proposal is not for a new use on the property, it is to upgrade an existing 10 metre pole to a 25 metre pole. Furthermore, the proposed subject site will maintain suitable separation distance to surrounding sensitive land uses.</p>	<p>✓</p>



<p>Design and operation of a telecommunications facility should accord with the licensing requirements of the Australian Communications Authority, with physical isolation and control of public access to emission hazard zones and use of minimum power levels consistent with quality services.</p>	<p>Telecommunications facilities include radio transmitters that radiate electromagnetic energy (EME) into the surrounding area. The levels of these electromagnetic fields must comply with safety limits imposed by the Australian Communications and Media Authority (ACMA, previously ACA). All Telstra installations are designed to operate within these limits</p>	<p style="text-align: center;">✓</p>
<p>Construction of a telecommunications facility (including access to a facility) should be undertaken so as to minimise adverse effects on the natural environment and the amenity of users or occupiers of adjacent property, and ensure compliance with relevant health and safety standards.</p>	<p>During construction, Telstra contractors will endeavour to minimise the impact of their works on the amenity of nearby residents and on the surrounding environment. Following construction, maintenance (excluding emergency repair work) activities should not interfere with the amenity of users. All Health and Safety standards will be adhered to.</p>	<p style="text-align: center;">✓</p>

Under section 5.1.1 of the State Planning Policy 5.2: Telecommunications Infrastructure Policy the West Australian Planning Commission provides a set of measures in assessing the visual impact of a proposed telecommunications facility.

An assessment of these guidelines below has found that the proposed Telstra Mobile Phone Base Station is compliant with the intent and requirements of the State Planning Policy 5.2: Telecommunication Infrastructure Policy.

Measures	Comments	Complies
<p>Be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;</p>	<p>As discussed above, the proposed location has been specifically chosen because it will be replacing an existing facility with a new 25 metre monopole, which will help avoid the need of another facility in the area. Furthermore, the monopole will remain unpainted (dull grey in colour) which blends in with the sky.</p>	<p style="text-align: center;">✓</p>



<p>Be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;</p>	<p>Telstra has selected a site and location that seeks to minimise any perceived negative impacts on the visual amenity of the area. The proposed location is situated at a site already used for telecommunication purposes. In addition it is considered that by upgrading the existing facility with a larger structure will help avoid the need for another facility in the area. As such, this proposal is considered to achieve good overall planning outcome and will not detract from any significant views or character of the area.</p>	<p>✓</p>
<p>Not be located on sites where environmental, cultural heritage, social and visual landscape values may be compromised;</p>	<p>There are no known items of Environmental, Cultural or social significance located in the vicinity of the proposed site. Any visual impact has been mitigated through a variety of design elements.</p>	<p>✓</p>
<p>Display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;</p>	<p>A monopole has been selected with a circular headframe. The proposed monopole will seek to minimise the visual impact of a telecommunications structure in the area. The monopole will remain unpainted (dull grey colour), which has over time been demonstrated to most successfully blend with the uniform colours of the site's setting.</p>	<p>✓</p>
<p>Be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community;</p>	<p>Telstra wish to establish a larger mobile telecommunication base station facility in the area to provide the community with a far greater choice of mobile carrier services. As such, the facility will provide improved coverage to the surrounding area.</p>	<p>✓</p>
<p>Telecommunications infrastructure should be co-located and whenever possible: Cables and lines should be located within an existing underground conduit or duct; and Overhead lines and towers should be co-located with existing infrastructure and/or within an existing infrastructure corridor and/or mounted on existing or proposed buildings.</p>	<p>No opportunities for co-location were identified in the area and as such it has been identified that the proposed Telstra site location is seen as the preferred site location.</p> <p>While co-location is not a viable option, it is considered that replacing the existing 10 mere pole structure with a 25 metre monopole is the next best option as it helps to avoid the need of another facility in the area.</p> <p>Overhead lines are not applicable to this application.</p>	<p>✓</p>



5.4 Local Government Regulatory Framework

The following information provides a summary of the Local provisions relevant to telecommunications development proposals.

5.4.1 Shire of Mingenew Local Area Planning Scheme No. 3

The relevant local planning scheme applicable to the subject site is the *Shire of Mingenew Local Planning Scheme No. 3*. The *Shire of Mingenew Local Planning Scheme No. 3* provides the legal basis for planning in the Mingenew.

The particular aims of the Planning Scheme are as follows:

- Provide for future landuse needs and townsite expansion;
- Identify future residential land to meet the needs of the private sector;
- Encourage new industries and businesses;
- Encourage tourism opportunities;
- Provide for mining activities; and
- Preserve, protect and enhance the Mingenew Townscape and historic buildings.

The proposal is considered to be consistent with the broad intent of the Planning Scheme.

The *Shire of Mingenew Local Planning Scheme No. 3* defines “Telecommunications Infrastructure’ as; “*land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network*”.

5.4.2 Zoning

The proposed site and surrounding areas is zoned Residential as shown in **Figure 7** below.

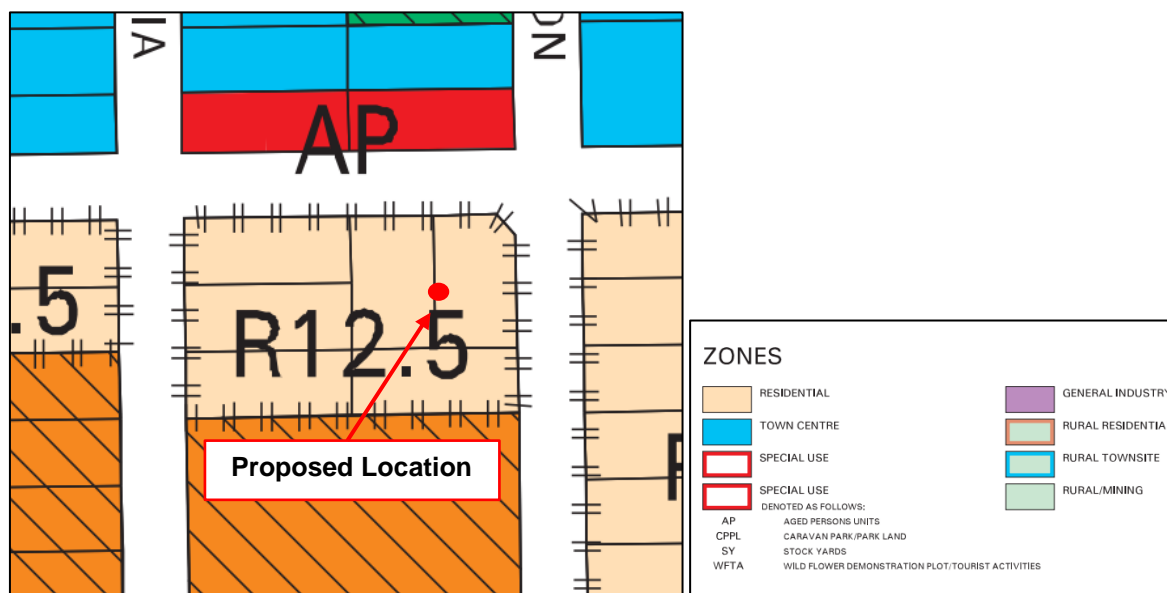


Figure 7: Shire of Mingenew Local Planning Scheme No. 3 – Source: Shire of Mingenew

As the proposed Telstra facility at Mingenew is not classified as a ‘low impact facility’ under the *Telecommunications (Low Impact) Facilities Determination 1997*, consent is required for the use of the proposed facility.

Telecommunications Infrastructure (Public Utility) is listed as a ‘P’ activity in the Residential on the zoning table, meaning that the use is ‘permitted by the Scheme providing the use complies with the relevant development standards and the requirement of the Scheme’. However due to the requirements of Section 5.7.3.1 of the *Shire of Mingenew Local Planning Scheme No. 3*, the proposal may need to be presented to a meeting of Council for its consideration.

Residential Zone

The objectives of the Residential Zone are:

- Provide lots near an urban centre for rural residential lifestyle purposes;
- Ensure that Rural-Residential development is carries out in a proper and orderly manner;
- To promote the use of the land in a manner that does not leave it barren and subject to erosion;
- To ensure that other uses and activities compatible with the predominant use are provided for; and



- To promote the protection and enhancement of any the landscape by environmentally sensitive subdivision design.

The proposed mobile telecommunications facility, by virtue of the relatively small area of land required for the facility and will not be detrimental to the achievement of the Residential Zone Objectives.

The buildings and works will be confined within the existing Telstra compound area and the site will be accessed via the existing access to the property. Some earthworks will be required for construction of a concrete footing for the proposed monopole. The buildings and works will be relatively minor, the earthworks will not change the rate of flow or the discharge point of water across the property boundary, nor will the works increase the discharge of saline groundwater. The effect on the land for the proposed buildings and works is therefore deemed to be minimal.

It is considered that the proposed mobile telecommunications base station will provide improved coverage to the local community, businesses, and passing motorists using Shenton Street.



6.0 ENVIRONMENTAL IMPACT ASSESSMENT AND MITIGATION MEASURES

This proposal is for the establishment of a Telstra Mobile Base Station Facility within the Mingenew locality.

It is noted, that the proposal is appropriate for the locality, given the proposed site is currently being used for telecommunication purposes. There will be no significant impacts towards the natural and built environment(s) within the direct vicinity of the proposed site.

Environmental considerations such as visual impact, heritage, flora and fauna, traffic, flooding, bushfire, social and economic aspects, health and safety have been discussed within the below sub sections.

6.1 Visual Impacts

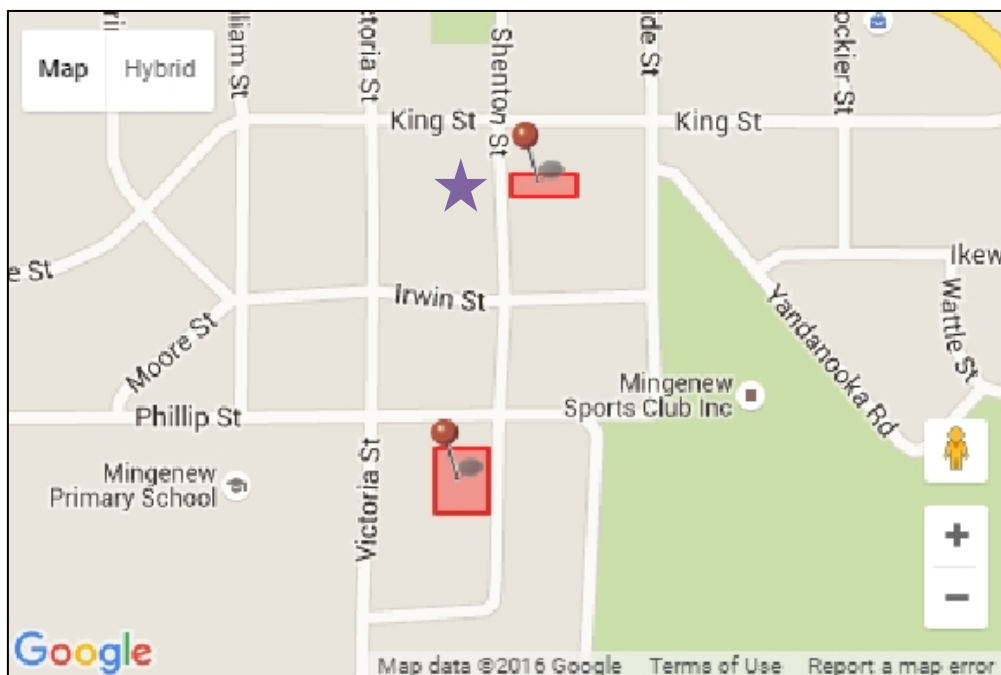
The proposed facility has been located at a Telstra compound which has an existing 10 metre steel pole on site. It is considered that by proposing the swap out of this existing facility with a new 25 metre monopole, it will ensure the necessary coverage objectives are met and a good planning outcome is achieved. By increasing the intensity of the current facility, it will help avoid the need for another telecommunications facility in the area and thus reduce the visual impact on the area. Although the facility will be visible from the immediate surrounding area, the proposed site has been designed in a manner that takes into account the necessity of reducing any visual impact.

The proposed Telstra Mobile Base Station Facility is designed to avoid excessive height and bulk and to ensure that the proposal assimilates into the surrounding area.

6.2 Heritage

In order to determine any possible natural or cultural values of state or national significance associated with the site, a search was conducted through the relevant Heritage Registers.

No sites of Aboriginal Heritage significance were identified within the subject land holding or surrounding area. Furthermore, the subject site is not identified as being subject to any protection under the State heritage list. To this end, the proposed facility will not impact on any items of heritage significance.



★ Location of Proposed Facility

Figure 8: Heritage Mapping within Mingenew, Source: Heritage Council

6.3 Flora and Fauna

The proposed facility will be located on cleared land that does not contain any existing vegetation. It is further noted, that there will be no requirement for any clearing as part of the proposal. To this end, the proposed facility will not have any impact on the flora or fauna values.



6.4 Traffic

As previously discussed within **Section 4.2** of this report, mobile phone base stations are not a significant generator of pedestrian or vehicular traffic.

The site will be visited on a quarterly basis throughout the year for maintenance purposes.

The proposed Telstra Mobile Base Station Facility site will achieve access from an existing access off Shenton Street.

During the construction phase various vehicles will be used to deliver equipment and construct the Telstra Mobile Base Station Facility. Any traffic impacts associated with construction and establishment will be of a short-term duration (i.e. approximately five weeks over non-consecutive periods) and are not anticipated to adversely impact on the surrounding road network.

Adequate parking will be available on site for these vehicles and these movements would not impact the local traffic.

Traffic from this construction would only occur from the hours of 7am to 6pm. If a road closure is required for the erection and installation of equipment, the appropriate approvals will be obtained from the Department of Transport (DOT).

The mobile base station facility is unmanned would require maintenance checks approximately 3-4 times per year as required. Routine maintenance would involve one vehicle per visit and parking would be available close to the proposed site for this purpose.

6.5 Bushfire

It is strongly highlighted that the subject site does not contain any vegetation, which significantly reduces and risks of bushfire hazard to the facility. To this end, it is not anticipated, that the proposed facility will be at future risk of bushfires.



6.6 Social and Economic Impacts

Since 2007, the amount of mobile phone subscriptions has exceeded the overall population of Australia. The wider community has seen a general reliance on mobile phone networks for other uses than that of traditional voice calls.

Australia has one of the highest levels of “smartphone” usage in the world. A sample study by the Digital Industry Association of Australia has estimated the usage of smartphones at rate of 76% of all mobile phone users. This has seen an ongoing impact and influence on how we conduct business “on the move” – inclusive of checking emails, social networking, e-commerce and browsing the internet. Consumers have an increasing expectation that a reliable, fast and cost effective mobile phone network can support these activities.

The proposed development will provide significantly enhanced coverage and capacity of the Telstra mobile network to the locality of Mingenew. This will be of particular benefit to visitors, Community Groups and Emergency Services.

Furthermore, there is a general expectation in the wider community for a dependable and reliable mobile phone network. Telstra has sought to ensure major improvements to their network through 24hr monitoring of network performance. Further to this, mobile phone networks form a vital “first response” tool to emergency situations – hence the importance of carriers to ensure that their infrastructure can be maintained to the highest standards.

6.7 Health and Safety

Telstra is committed to ensuring the health and safety of the wider community. Often, there is a misconception regarding the perceived health risks surrounding mobile phone base stations and Electromagnetic Energy (EME)

EME is non-ionising radiation, meaning that it has insufficient energy to break chemical bonds or remove electrons (ionisation). In contrast, ionising radiation (such as X-rays) can remove electrons from atoms and molecules thus leading to damage in biological tissue (Source: ARPANSA).

The frequencies and energy levels in which mobile phone technologies operate are heavily regulated by Australian Communication and Media Authority (ACMA) and Australian Radiation Protection and Nuclear Safety Agency (ARPANSA). These organisations set limits



as to how much power and EME emissions a mobile phone base station can produce before resulting in harmful impacts to the community. Mobile phone base station emissions are hundreds of times below the general public exposure limit of around 4.5-10 watts per square metre (frequency dependent) as set out in the ARPANSA standard (Source: ARPANSA).

Telstra will ensure that any upgraded sites or new sites are absolutely compliant with Australian safety standards. Telstra has adopted stringent processes to ensure that we can demonstrate full compliance with Australia's safety standards (ARPANSA).



7.0 CONCLUSION

The proposed Telstra Mobile Base Station Facility will meet increasing network demands for coverage, voice and data services. In addition, the proposed Telstra Mobile Base Station Facility will provide the local community with much needed emergency service and communication coverage.

The proposal satisfies the requirements of State Planning Policy 5.2 Telecommunications Infrastructure and the provisions of the Shire of Mingenew Local Planning Scheme No.3.

We respectfully request that Council looks favourably upon this application.

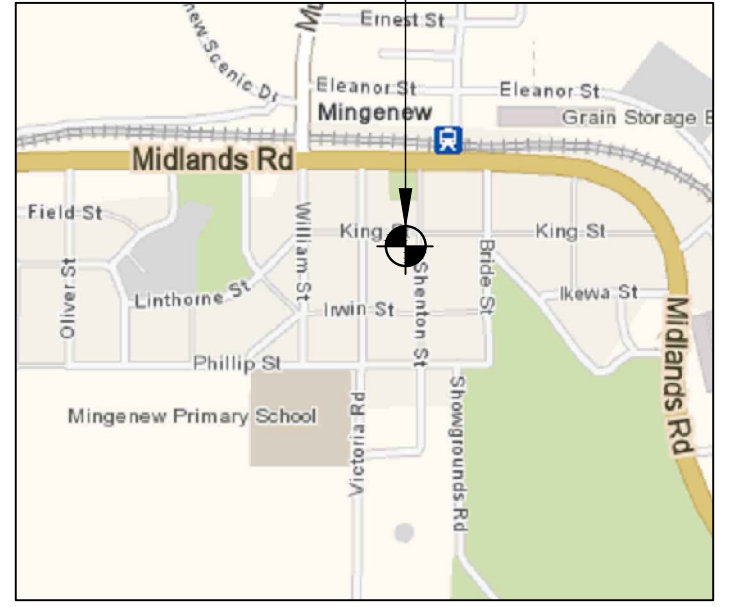
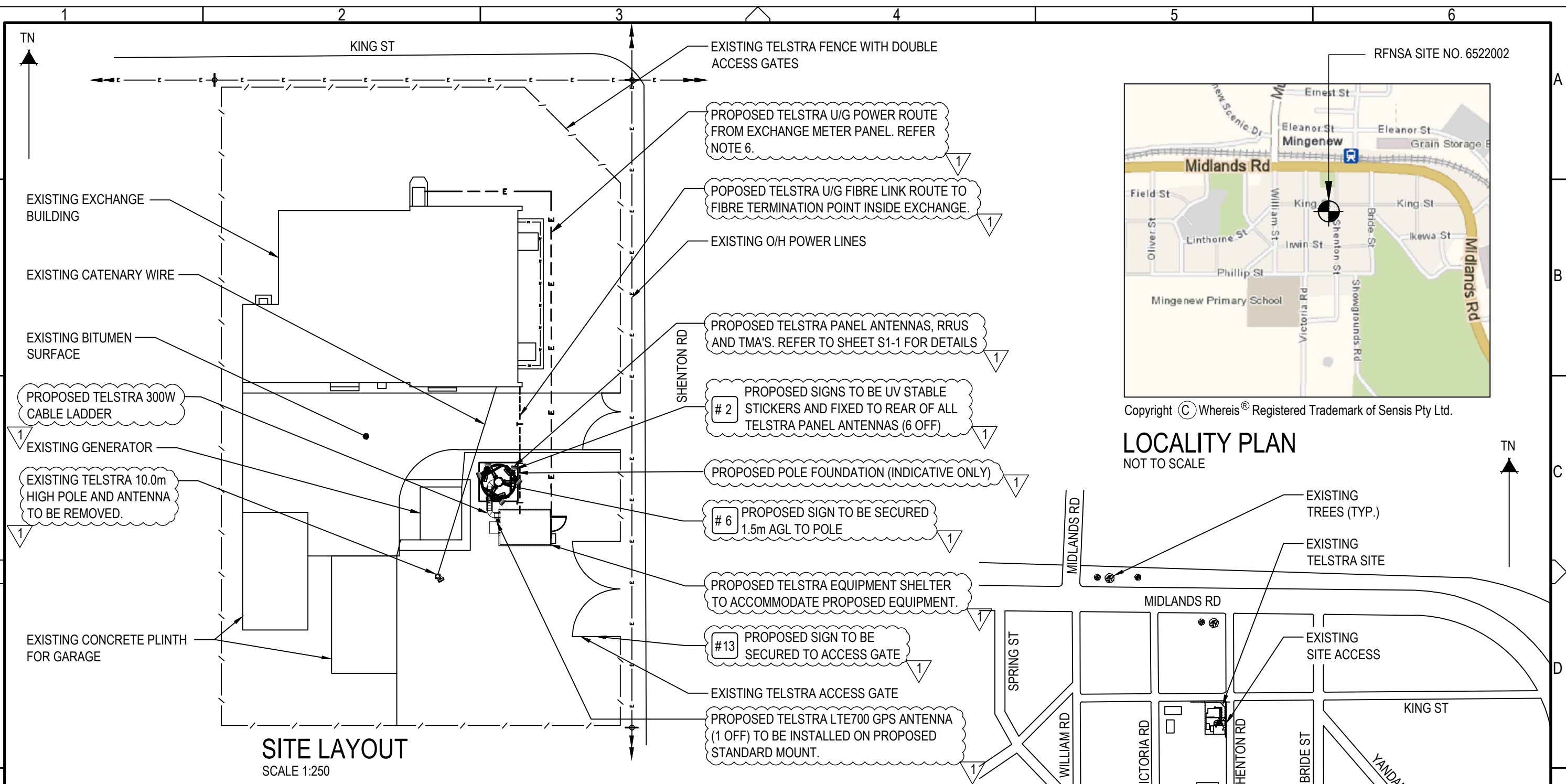
Should Council have any further queries regarding the subject application, please do not hesitate to contact the nominated representative outlined within this document.



APPENDIX A

PROPOSAL PLANS

Plot date: 24 June 2016 - 3:06 PM
Telstra Networks Wireless Program Delivery Template - 017866P02 Issue 12.11.04/2016



LOCALITY PLAN
NOT TO SCALE

SITE LAYOUT
SCALE 1:250

2.5m 0 2.5m 5m 7.5m 10m 12.5m SCALE 1:250

SITE ACCESS
SCALE 1:5000

50m 0 50m 100m 150m 200m 250m SCALE 1:5000

- NOTES :**
- ALL EXTERNAL FEEDERS AND TAILS MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003615.
 - FOR SITE SPECIFIC NOTES REFER TO SHEETS S0 & S0-1.
 - FOR EME SIGNS NOTED AS #X REFER TO 005486 DOCUMENTS FOR DETAILS.
 - ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE STATED.
 - DRAWING TO BE READ IN CONJUNCTION WITH RFSR DRAWING AND AUDIT REPORT.
 - PVA AUDIT TO DETERMINE THE CAPACITY OF EXISTING EXCHANGE AC SUPPLY.

UNAPPROVED DRAWING

PRELIMINARY

TO BE READ IN CONJUNCTION WITH SHEETS S1-1, S3 & S3-1.

PROPERTY DESCRIPTION		SITE STRUCTURE CO-ORDINATES (GDA94)	
PART OF LOT (TBC) ON (TBC)		GPS READING ACCURACY: ±10m	
PARISH OF (TBC)		CENTRE OF MONOPOLE	
COUNTY OF (TBC)		LATITUDE	-29.19187° (GDA94)
		LONGITUDE	115.44315° (GDA94)

COMPLIANCE BOX
COMPLETED AS PER DESIGN
ALTERATIONS IN RED
NAME (PRINT) _____
SIGNATURE _____ DATE _____



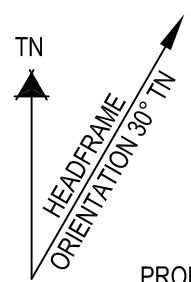
ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA09030.01	SZ	MU	FOR PRELIMINARY - 30053398W0130 VPL - LTE700	SR	RO	09.06.16	1

Telstra

MOBILE NETWORK SITE 12848
MINGENEW EXCHANGE
SITE LAYOUT AND ACCESS
13 SHENTON ST, MINGENEW, WA 6522

DWG NO. **W108026** SHT NO. **S1**

Pkt date: 20 June 2016 - 1:04 PM
 Telstra Networks Wireless Program Delivery Template - 017866P02 Issue 12 11/04/2016



PROPOSED TELSTRA LTE700 / LTE1800 / WCDMA850
 PANEL ANTENNAS (3 OFF A1, A3 & A5) TO BE
 INSTALLED ON PROPOSED MOUNTS.

PROPOSED TELSTRA LTE700 / WCDMA850 TMA'S
 (3 OFF) ATTACHED TO PROPOSED MOUNT
 BEHIND PANEL ANTENNAS (A1, A3 & A5).

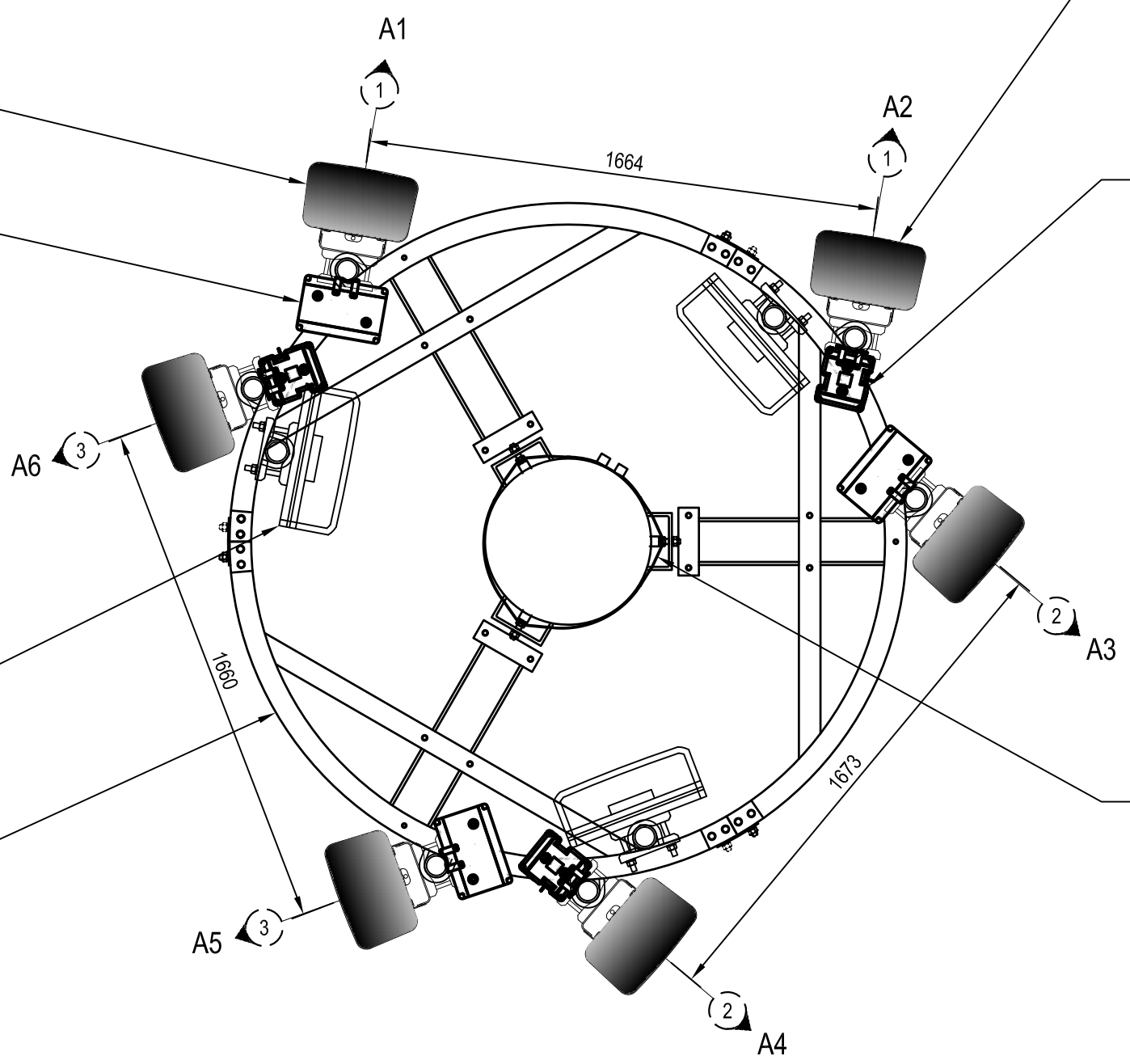
PROPOSED TELSTRA LTE700 PANEL ANTENNAS
 (3 OFF A2, A4 & A6) TO BE INSTALLED ON
 PROPOSED MOUNTS.

PROPOSED TELSTRA LTE700 TMA'S (3 OFF)
 ATTACHED TO PROPOSED MOUNT BEHIND
 PANEL ANTENNAS (A2, A4 & A6).

PROPOSED TELSTRA LTE1800 RRUS (3 OFF)
 ATTACHED TO PROPOSED MOUNTS.

PROPOSED TELSTRA CIRCULAR HEADFRAME

PROPOSED TELSTRA 25.0m HIGH
 MONOPOLE



ANTENNA LAYOUT AT EL 25.0m

SCALE 1:20
 200 0 1000 SCALE 1:20

**UNAPPROVED
 DRAWING**

PRELIMINARY

COMPLIANCE BOX
 COMPLETED AS PER DESIGN
 ALTERATIONS IN RED
 NAME (PRINT) _____
 SIGNATURE _____ DATE _____



TO BE READ IN CONJUNCTION WITH SHEETS S1, S3 & S3-1.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA09030.01	SZ	MU	FOR PRELIMINARY - 30053398W0130 VPL - LTE700	SR	RO	09.06.16	1

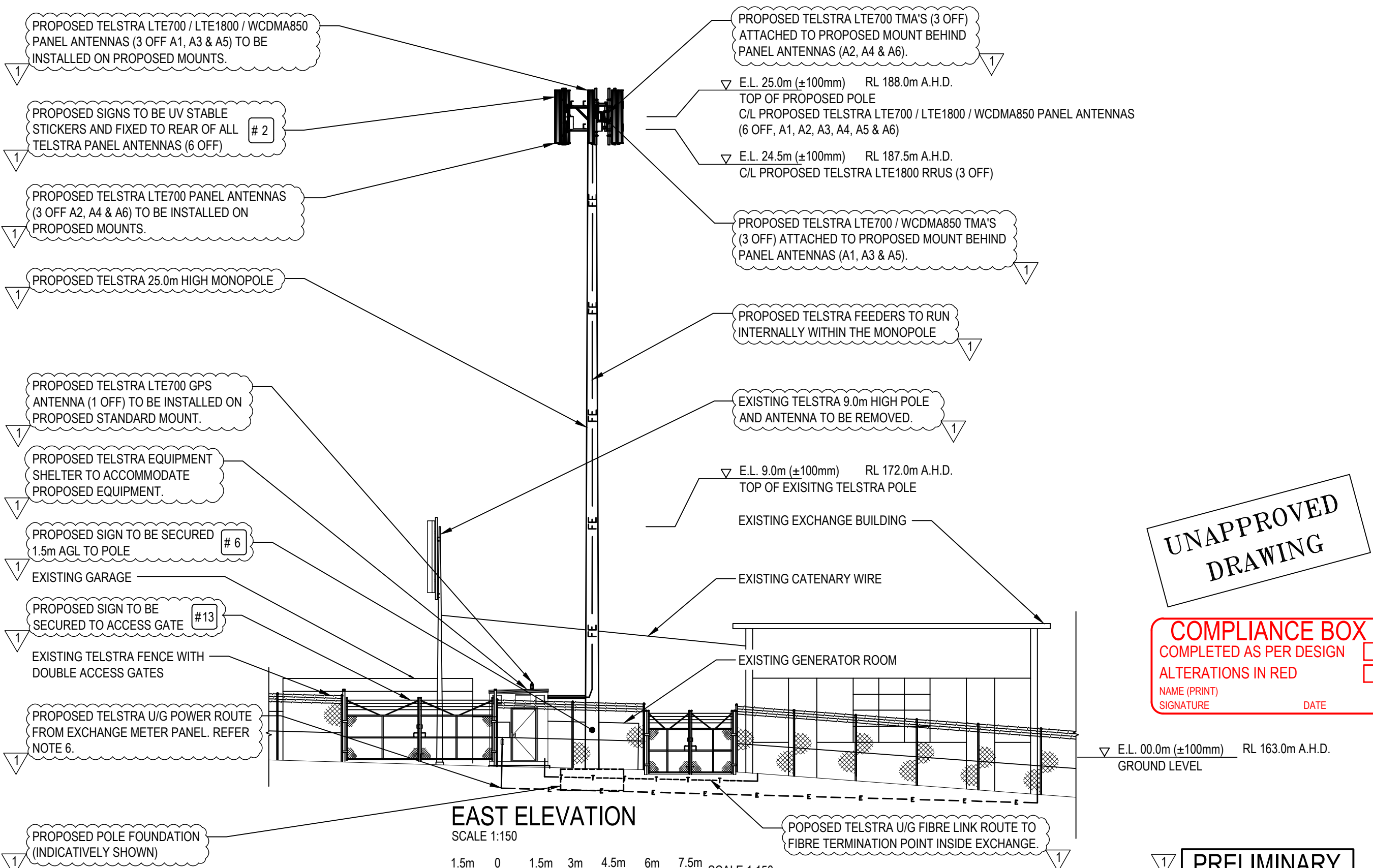
Telstra

**MOBILE NETWORK SITE 12848
 MINGENEW EXCHANGE**

ANTENNA LAYOUT
 13 SHENTON ST, MINGENEW, WA 6522

DWG NO. **W108026** SHT NO. S1-1

Plot date: 24 June 2016 - 3:07 PM
Telstra Networks Wireless Program Delivery Template - 017866P02 Issue 12 11/04/2016



UNAPPROVED
DRAWING

COMPLIANCE BOX
COMPLETED AS PER DESIGN
ALTERATIONS IN RED
NAME (PRINT) _____
SIGNATURE _____ DATE _____

PRELIMINARY

- NOTES :**
1. ALL EXTERNAL FEEDERS AND TAILS MUST BE BIRD PROOFED AS PER EXTERNAL PLANT POLICY 003615.
 2. FOR SITE SPECIFIC NOTES REFER TO SHEETS S0 & S0-1.
 3. FOR EME SIGNS NOTED AS #X REFER TO 005486 DOCUMENTS FOR DETAILS.
 4. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE STATED.
 5. DRAWING TO BE READ IN CONJUNCTION WITH RFSR DRAWING AND AUDIT REPORT.
 6. PVA AUDIT TO DETERMINE THE CAPACITY OF EXISTING EXCHANGE AC SUPPLY .



ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA09030.01	SZ	MU	FOR PRELIMINARY - 30053398W0130 VPL - LTE700	SR	RO	09.06.16	1

MOBILE NETWORK SITE 12848
MINGENEW EXCHANGE
EAST ELEVATION
13 SHENTON ST, MINGENEW, WA 6522

DWG NO. W108026	SHT NO. S3
------------------------	-------------------

TELSTRA ANTENNA CONFIGURATION TABLE

ANTENNA No	ANTENNA TYPE & SIZE H x W x D	ANTENNA ACTION REQUIRED	ANTENNA HEIGHT C/L A.G.L.	ANTENNA BEARING (x°T)	SECTOR NO. & TECHNOLOGY
A1	ARGUS RVVPX310.11B -T2 PANEL 2533 x 353 x 209mm	INSTALL	25.0m	10°	S1: LTE700 / S1:WCDMA850 S1: LTE700 / S1:WCDMA850
					S1: LTE1800 S1: LTE1800
					S1: LTE1800 S1: LTE1800
A2	ARGUS RVVPX310.11B -T2 PANEL 2533 x 353 x 209mm	INSTALL	25.0m	10°	S1: LTE700 S1: LTE700
					SPARE SPARE
					SPARE SPARE
A3	ARGUS RVVPX310.11B -T2 PANEL 2533 x 353 x 209mm	INSTALL	25.0m	130°	S2: LTE700 / S2:WCDMA850 S2: LTE700 / S2:WCDMA850
					S2: LTE1800 S2: LTE1800
					S2: LTE1800 S2: LTE1800
A4	ARGUS RVVPX310.11B -T2 PANEL 2533 x 353 x 209mm	INSTALL	25.0m	130°	S2: LTE700 S2: LTE700
					SPARE SPARE
					SPARE SPARE
A5	ARGUS RVVPX310.11B -T2 PANEL 2533 x 353 x 209mm	INSTALL	25.0m	250°	S3: LTE700 / S3:WCDMA850 S3: LTE700 / S3:WCDMA850
					S3: LTE1800 S3: LTE1800
					S3: LTE1800 S3: LTE1800
A6	ARGUS RVVPX310.11B -T2 PANEL 2533 x 353 x 209mm	INSTALL	25.0m	250°	S3: LTE700 S3: LTE700
					SPARE SPARE
					SPARE SPARE
A200	GPS ANTENNA KRE 101 2082/1 Ø68 x 96	INSTALL	BASE OF GPS 3.0m	0°	-

UNAPPROVED
DRAWING

PRELIMINARY

TO BE READ IN CONJUNCTION WITH SHEETS S1, S1-1 & S3.

ORDER	DRAWN	CHKD	AMENDMENT	EXAM	APPD	DATE	ISS
WA09030.01	SZ	MU	FOR PRELIMINARY - 30053398W0130 VPL - LTE700	SR	RO	09.06.16	1

MOBILE NETWORK SITE 12848
MINGENEW EXCHANGE
ANTENNA CONFIGURATION TABLE
13 SHENTON ST, MINGENEW, WA 6522

DWG NO. **W108026** SHT NO. S3-1

COMPLIANCE BOX
COMPLETED AS PER DESIGN
ALTERATIONS IN RED
NAME (PRINT) _____
SIGNATURE _____ DATE _____



Plot date: 20 June 2016 - 1:09 PM
Telstra Networks Wireless Program Delivery Template - 017866P02 Issue 12 11/04/2016



APPENDIX B

COPY OF TITLE

WESTERN



AUSTRALIA

REGISTER NUMBER 1/D22316	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME
1207

FOLIO
599

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 1 ON DIAGRAM 22316

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

AUSTRALIAN TELECOMMUNICATIONS COMMISSION OF TELECOM CENTRE, 80 STIRLING STREET, PERTH
(T D173732) REGISTERED 24 DECEMBER 1985

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

-----END OF CERTIFICATE OF TITLE-----

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: 1207-599 (1/D22316).
PREVIOUS TITLE: 1089-748, 1089-747.
PROPERTY STREET ADDRESS: 13 SHENTON ST, MINGENEW.
LOCAL GOVERNMENT AREA: SHIRE OF MINGENEW.
RESPONSIBLE AGENCY: TELSTRA CORPORATION LIMITED.

4718/58

INDEXED *[initials]*

Transfer 16858 (20765)
1957



REGISTER BOOK.

From Vol. Fol.
1089 747
1089 748

Vol. 1207 Fol. No 599

WESTERN AUSTRALIA.

CT 1207 0599 F

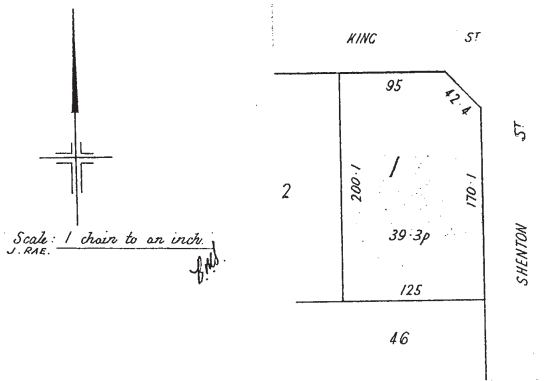


Superseded - Copy for Sketch Only

Certificate of Title

under "The Transfer of Land Act, 1893" (56 Vic. 14. Sch. 5).

The Commonwealth of Australia, is now the proprietor of an estate in fee simple subject to the easements and encumbrances notified hereunder in all that piece of land delineated and coloured green on the map hereon containing thirty-nine and three-tenths perches or thereabouts, being portion of Victoria Location 1188 and being Lot 1 on Diagram 22316.



Dated the sixth day of November One thousand nine hundred and fifty-seven.

[Signature]
Registrar of Titles.

Transfer D173732 to Australian Telecommunications Commission of Telecom Centre, 80 Stirling Street, Perth.
Registered 24th December, 1985 at 10.51 o'clock.



For encumbrances and other matters affecting the land see back.

5339/9/57-24,492-11%

EASEMENTS AND ENCUMBRANCES REFERRED TO

Superseded - Copy for Sketch Only

CT 1207 0599 B



CERTIFICATE OF TITLE

Vol. 1207

Fol.



APPENDIX C

EME REPORT

Environmental EME Report Cnr Shenton & King Streets, MINGENEW WA 6522

This report provides a summary of Calculated RF EME Levels around the wireless base station

Date 1/7/2016

RFNSA Site No. 6522002

Introduction

The purpose of this report is to provide calculations of EME levels from the existing facilities at the site and any proposed additional facilities.

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at Cnr Shenton & King Streets MINGENEW WA 6522. These levels have been calculated by WaveForm Global using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

The maximum EME level calculated for the existing systems at this site is 1.98% of the public exposure limit and with proposed alterations to this site the calculated maximum EME level will be 2.11% of the public exposure limit.

The ARPANSA Standard

ARPANSA, an Australian Government agency in the Health and Ageing portfolio, has established a Radiation Protection Standard specifying limits for general public exposure to RF transmissions at frequencies used by wireless base stations. The Australian Communications and Media Authority (ACMA) mandates the exposure limits of the ARPANSA Standard.

How the EME is calculated in this report

The procedure used for these calculations is documented in the ARPANSA Technical Report "Radio Frequency EME Exposure Levels - Prediction Methodologies" which is available at <http://www.arpansa.gov.au>.

RF EME values are calculated at 1.5m above ground at various distances from the base station, assuming level ground.

The estimate is based on worst-case scenario, including:

- wireless base station transmitters for mobile and broadband data operating at maximum power
- simultaneous telephone calls and data transmission
- an unobstructed line of sight view to the antennas.

In practice, exposures are usually lower because:

- the presence of buildings, trees and other features of the environment reduces signal strength
- the base station automatically adjusts transmit power to the minimum required.

Maximum EME levels are estimated in 360° circular bands out to 500m from the base station.

These levels are cumulative and take into account emissions from all mobile phone antennas at this site.

The EME levels are presented in three different units:

- volts per metre (V/m) – the electric field component of the RF wave
- milliwatts per square metre (mW/m²) – the power density (or rate of flow of RF energy per unit area)
- percentage (%) of the ARPANSA Standard public exposure limit (the public exposure limit = 100%).

Results

The maximum EME level calculated for the existing systems at this site is 5.8 V/m; equivalent to 89.12 mW/m² or 1.98% of the public exposure limit.

The maximum EME level calculated for the existing and proposed systems at this site is 6.011 V/m; equivalent to 95.84 mW/m² or 2.11% of the public exposure limit.

Radio Systems at the Site

This base station currently has equipment for transmitting the following services:

Carrier	Radio Systems
Telstra	GSM900

It is proposed that this base station will have equipment for transmitting the following services:

Carrier	Radio Systems
Telstra	GSM900, LTE700 (proposed), WCDMA850 (proposed), LTE1800 (proposed)

Calculated EME Levels

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined.

Distance from the antennas at Cnr Shenton & King Streets in 360° circular bands	Maximum Cumulative EME Level – All carriers at this site					
	Existing Equipment			Existing and Proposed Equipment		
	Electric Field V/m	Power Density mW/m ²	% ARPANSA exposure limits	Electric Field V/m	Power Density mW/m ²	% ARPANSA exposure limits
0m to 50m	5.8	89.12	1.98%	6.011	95.84	2.11%
50m to 100m	5.12	69.44	1.54%	5.37	76.43	1.67%
100m to 200m	2.81	20.9	0.46%	5.52	80.95	1.49%
200m to 300m	1.4	5.2	0.12%	4.7	58.56	1.033%
300m to 400m	0.94	2.33	0.052%	3.17	26.65	0.47%
400m to 500m	0.7	1.31	0.029%	2.4	15.26	0.27%
Maximum EME level	5.8	89.12	1.98	6.011	95.84	2.11
	35.96 m from the antennas at Cnr Shenton & King Streets			38.8 m from the antennas at Cnr Shenton & King Streets		

Calculated EME levels at other areas of interest

This table contains calculations of the maximum EME levels at selected areas of interest that have been identified through the consultation requirements of the Communications Alliance Ltd Deployment Code C564:2011 or via any other means. The calculations are performed over the indicated height range and include all existing and any proposed radio systems for this site.

Additional Locations	Height / Scan relative to location ground level	Maximum Cumulative EME Level All Carriers at this site Existing and Proposed Equipment		
		Electric Field V/m	Power Density mW/m ²	% of ARPANSA exposure limits
Mingenew Primary School	0m to 3m	1.8	8.57	0.16%

RF EME Exposure Standard

The calculated EME levels in this report have been expressed as percentages of the ARPANSA RF Standard and this table shows the actual RF EME limits used for the frequency bands available. At frequencies below 2000 MHz the limits vary across the band and the limit has been determined at the Assessment Frequency indicated. The four exposure limit figures quoted are equivalent values expressed in different units – volts per metre (V/m), watts per square metre (W/m²), microwatts per square centimetre (µW/cm²) and milliwatts per square metre (mW/m²). Note: 1 W/m² = 100 µW/cm² = 1000 mW/m².

Radio Systems	Frequency Band	Assessment Frequency	ARPANSA Exposure Limit (100% of Standard)
LTE 700	758 – 803 MHz	750 MHz	37.6 V/m = 3.75 W/m ² = 375 µW/cm ² = 3750 mW/m ²
WCDMA850	870 – 890 MHz	900 MHz	41.1 V/m = 4.50 W/m ² = 450 µW/cm ² = 4500 mW/m ²
GSM900, LTE900, WCDMA900	935 – 960 MHz	900 MHz	41.1 V/m = 4.50 W/m ² = 450 µW/cm ² = 4500 mW/m ²
GSM1800, LTE1800	1805 – 1880 MHz	1800 MHz	58.1 V/m = 9.00 W/m ² = 900 µW/cm ² = 9000 mW/m ²
LTE2100, WCDMA2100	2110 – 2170 MHz	2100 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²
LTE2300	2302 – 2400 MHz	2300 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²
LTE2600	2620 – 2690 MHz	2600 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²
LTE3500	3425 – 3575 MHz	3500 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²

Further Information

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is a Federal Government agency incorporated under the Health and Ageing portfolio. ARPANSA is charged with responsibility for protecting the health and safety of people, and the environment, from the harmful effects of radiation (ionising and non-ionising).

Information about RF EME can be accessed at the ARPANSA website, <http://www.arpansa.gov.au>, including:

- Further explanation of this report in the document “Understanding the ARPANSA Environmental EME Report”
- The procedure used for the calculations in this report is documented in the ARPANSA Technical Report; “Radio Frequency EME Exposure Levels - Prediction Methodologies”
- the current RF EME exposure standard
Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), 2002, ‘Radiation Protection Standard: Maximum Exposure Levels to Radiofrequency Fields — 3 kHz to 300 GHz’, Radiation Protection Series Publication No. 3, ARPANSA, Yallambie Australia.
[Printed version: ISBN 0-642-79400-6 ISSN 1445-9760] [Web version: ISBN 0-642-79402-2 ISSN 1445-9760]

The Australian Communications and Media Authority (ACMA) is responsible for the regulation of broadcasting, radiocommunications, telecommunications and online content. Information on EME is available at <http://emr.acma.gov.au>

The Communications Alliance Ltd Industry Code C564:2011 ‘Mobile Phone Base Station Deployment’ is available from the Communications Alliance Ltd website, <http://commsalliance.com.au> .

Contact details for the Carriers (mobile phone companies) present at this site and the most recent version of this document are available online at the Radio Frequency National Site Archive, <http://www.rfnsa.com.au>.

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 17 August 2016 commencing at 4.30pm.

14.0 CLOSURE