



# **Minutes**

**Ordinary Council Meeting**

**Thursday 16 December 2021**



**Ordinary Council – 16 December 2021**  
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## **Notice of Meeting**

Minutes of the Ordinary Meeting of Council will be held at the Murray Shire Council, 1915 Pinjarra Road, Pinjarra on Thursday 16 December 2021.

### **1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member Cr D Bolt declared the meeting open the time being 5.30pm.

### **2.1 Request for Leave of Absence - Cr S Carter**

**Appendix 2.1**

Correspondence has been received from Cr S Carter, requesting leave of absence from the February Council meeting being 24 February 2022.

#### **Voting Requirements**

Simple Majority

#### **Recommendation/Council Decision**

**OCM21/209**

**Moved: Cr S Lee**

**Seconded: Cr S Kirkham**

**That the request for leave of absence from the 24 February 2022 Council meeting be approved.**

**CARRIED UNANIMOUSLY 6/0**

### **1.1 LATE URGENT BUSINESS**

#### **Recommendation/Council Decision**

**OCM21/210**

**Moved: Cr A Rogers**

**Seconded: Cr D Pike**

**That Council accepts Item 1.1 as Late Urgent Business.**

**CARRIED UNANIMOUSLY 7/0**

#### **Recommendation/Council Decision**

**OCM21/211**

**Moved: Cr A Rogers**

**Seconded: Cr D Pike**

**That Cr McLarty be permitted to join the meeting via telephone from 54 Coley Road Yallingup.**

**CARRIED UNANIMOUSLY 7/0**

**At this point Cr McLarty joined the meeting via telephone call the time being 5.32pm.**

## **2. ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**

Cr D Bolt	President
Cr D McLarty - via teleconference – 54 Coley Road, Yallingup WA	Deputy President
Cr S Kirkham	Councillor
Cr D Pike	Councillor
Cr S Lee	Councillor
Cr G Black	Councillor
Cr A Rogers	Councillor
Mr D Unsworth	Chief Executive Officer
Mr A Smith	Director Infrastructure Services
Mr R Peake	Director Planning and Sustainability
Ms L McGuirk	Director Community and Economic Development
Mrs T Unsworth	Director Corporate Services
Mrs M Toner	CEO Executive Support Officer

### **APOLOGY**

Cr C Rose  
Cr S Carter

There were two (2) members of the public and one (1) member of staff in attendance at this time.

#### **2.1 Request for Leave of Absence - Cr S Carter**

This item was dealt with at page one (1) of the minutes.

## **3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

## **4. PUBLIC QUESTION TIME**

Nil.

## **5. PETITIONS AND APPROVED DEPUTATIONS**

**5.33PM Wendy Wiley** – Safe Woman, Safe Family – Item 11.8 Lease Proposal for 14 Camp Road, Ovis Community Services.

**Cr D Bolt**, thanked **Wendy Wiley** for her deputation which concluded at **5.43pm**.

## **6. CONFIRMATION OF MINUTES**

### **6.1 Ordinary Council Meeting – 25 November 2021.**

**Recommendation/Council Decision**

**OCM21/212**

**Moved: Cr G Black**

**Seconded: Cr A Rogers**

**That the Minutes of the Ordinary Council Meeting held on 25 November 2021 be confirmed as a true and correct record.**

**CARRIED UNANIMOUSLY 7/0**

## 6.2 Special Council Meeting – 1 December 2021.

### Recommendation/Council Decision

**OCM21/213**

**Moved: Cr S Kirkham**

**Seconded: Cr S Lee**

**That the Minutes of the Special Council Meeting held on 1 December 2021 be confirmed as a true and correct record.**

**CARRIED UNANIMOUSLY 7/0**

## 7. ANNOUNCEMENTS BY THE PRESIDING MEMBER

On Friday 26 November, I attended the WA Local Government Grants Commission – Public Hearing at the Shire of Murray Council Chambers along with other Councillors, and Directors. Later the Shire CEO and I met with officers from DPIRD and PDC via Zoom to discuss the WA Food Technology Facility. I then attended a Jarrah Forest Protection – Hydrological Information meeting via video conference along with CEO and Executive Manager Strategic Development. That afternoon I met with Hon Alannah MacTiernan MLC. Minister for Regional Development; Agriculture and Food; Hydrogen Industry, Robyn Clarke MLA, along with the Chair and CEO of the Peel Development Commission, and General Manager WAFIP, in Waroona to discuss the Dwellingup Futures Roadmap and the WA Food Innovation precinct and Food Technology Facility.

On Monday 29 November, I attended a meeting regarding Dwellingup Futures with Andrew Hastie MP, Federal Member for Canning, Shire CEO and Executive Manager Strategic Development at the Shire of Murray office. That afternoon I had an interview with ABC radio regarding the Pinjarra Town Centre revitalisation plan.

On Tuesday 30 November, I attended the official opening and ribbon cutting ceremony for the Pinjarra Bowling Club's new third Bowling Green.

On Wednesday 1 December, I attended a WA Food Technology Facility discussion via video conference at the Shire of Murray office. That afternoon I presided over a Special Council Meeting which was held at the Shire of Murray Council Chambers commencing at 4.30pm. This was followed by attendance at the Murray Community Christmas event at Edenvale Homestead where I conducted the official opening and welcome.

On Thursday 2 December, I attended the 2021 Alcoa Peel Volunteer of the Year Awards where I announced two finalists in the Youth Volunteer Category. That afternoon I attended the WA Food Innovation precinct stakeholder meeting via video conference to discuss WAFIP branding. That evening I attended the Austin Cove Baptist College Year 6 Graduation in Mandurah and presented the Citizenship Award.

On Friday 3 December, I attended the Official Opening of the Pinjarra Arts Hub exhibition at the Alcoa Mandurah Art Gallery in Mandurah.

On Saturday 4 December, I attended the Solastalgia Exhibit at Lost Eden Creative in Dwellingup.

On Sunday 5 December, I attended the Pinjarra Men's Shed to celebrate the completion of the Metal Working Expansion Area of the shed where I assisted with formalities.

On Monday 6 December, I attended the Children's University Graduation Night, which was held at the University of Western Australia, Perth.

On Tuesday 7 December, I attended the Pinjarra Primary School Graduation Ceremony where I presented the English Award. I then attended the Pinjarra Heritage Railway Precinct

Working Group meeting which was held at the Shire of Murray offices. That evening I attended and presented an award at the St Joseph Primary School Graduation in Pinjarra.

On Wednesday 8 December, I attended and spoke at the Presidents Breakfast Event for Leaders from Murray Shire Sporting Clubs which was held at Pinjarra Paceway, Pinjarra. I then attended a CEO catch up and project review meeting at the Shire Office.

On Thursday 9 December, I met with Principal Pinjarra Senior High School. I then travelled to Perth to attend a meeting with Shire officers regarding Dwellingup Futures Roadmap and Structure Plan. This was followed by a meeting with the Chairman of Western Australian Planning Commission to discuss Dwellingup Futures and Town Planning. That afternoon I attended a meeting held at the Shire of Murray regarding the Future Food Systems Cooperative Research Centre.

On Saturday 11 December, I attended and gave a short Christmas message at the South Yunderup Residents and Ratepayers Association (SYRRA) Christmas Carols that were held in South Yunderup.

On Monday 13 December, I attended a photo opportunity with Hon Alannah MacTiernan MLC. Minister for Regional Development; Agriculture and Food; Hydrogen Industry to showcase Peel and WA food exports through GrowHub to Singapore and WAFIP, the event was held at a Perth Airport Freight Depot.

On Tuesday 14 December, I attended a photo opportunity with Robyn Clark MLA at Batavia Quays Boat Ramp, South Yunderup to promote grant funding announcements. I then attended the announcement event for the recipients of the current REDs Grant program. I then attended a WAFIP Ministerial visit and photo opportunity with Minister MacTiernan. This was followed by the Turning of the Sod of the East Keralup access road, Nambeelup where I provided an official address. I then attended the Shire of Murray End of Year Function, which was held at Redcliffe on Murray, Pinjarra. I also gave a radio interview on 6PR to discuss Pinjarra and regional attractions.

On Wednesday 15 December, I attended a meeting at Murdoch University regarding the fit-out project for the Food Technology Facility in the WA Food Innovation Precinct. That evening I attended and chaired the Rivers Regional Council meeting in the City of South Perth Council Chambers.

On Thursday 16 December, the CEO and I meet to discuss a Heritage Steam Train Project. I then attended a CEO Review Committee Meeting held at the Shire of Murray and later that day presided over the Ordinary Council Meeting that was held at the Shire of Murray Council Chambers commencing at 5.30pm.

## **8. ANNOUNCEMENTS BY ELECTED MEMBERS**

### **Cr Douglas McLarty, Deputy Shire President**

On Wednesday 1 December, I attended a Special Council Meeting held at the Shire of Murray Council Chambers commencing at 4.30pm. I then attended the Murray Community Christmas Celebration at Edenvale Heritage precinct along with other Councillors.

On Sunday 5 December, I attended the Community celebration for the newly completed Men's Shed Expansion in Pinjarra.

On Monday 6 December, I attended the Regional Road Group (RRG) meeting which was held at the Shire of Dardanup offices.



On Tuesday 7 December, I attended the Pinjarra Heritage Railway Precinct Working Group meeting which was held at the Shire of Murray office. I then attended the Peel Mosquito Management Group meeting also held at the Shire of Murray.

On Saturday 11 December, I attended the Mandurah Murray Motorcycle Charity Ride where I officially waved them off from Sir Ross McLarty Oval in Pinjarra.

On Thursday 16 December, I attended the CEO Performance Review Committee meeting held at the Shire of Murray via video conference. I then attended also the Ordinary Council meeting held at the Shire of Murray Council Chambers commencing at 5.30pm via video conference.

The Elected Members' announcements, as provided, will be attached to the Minutes.

**9. ACKNOWLEDGEMENT OF RECEIPT OF DISCLOSURE OF INTERESTS (BY PRESIDING MEMBER)**

**Mr Alan Smith** declared an Financial Interest in Item 11.10 Tender 21/14 – Supply and Delivery of Sand for Road Building in that his wife works for the Hinds Group and they have submitted a Tender for delivery of sand for road building.

**10. RECEPTION OF MINUTES AND RECOMMENDATIONS OF COMMITTEES HELD SINCE PREVIOUS MEETING OF COUNCIL**

Nil.

## 11. REPORTS OF CHIEF EXECUTIVE OFFICER AND OFFICERS

### Planning and Sustainability

#### 11.1 Final Adoption of Amendment No 312 to Local Planning Scheme No.4 – Rezoning of Lot 442 Moores Road, West Pinjarra from Rural to Special Rural

File Ref:	DSA 312		
Previous Items:	Item 11.3	OCM. 28 May 2020	OCM20/070
	Item 11.1	OCM. 25 Mar 2021	OCM21/032
Applicant:	Rowe Group		
Author and Title:	Cherryll Oldham, Senior Planning Officer		
Declaration of Interest:	Nil.		
Voting Requirements:	Simple Majority		

Appendices 1 and 2

#### Recommendation/Council Decision

OCM21/214

Moved: Cr S Lee

Seconded: Cr S Kirkham

#### That Council:

1. considers the submissions received in relation to proposed Amendment No. 312 to the Shire of Murray Local Planning Scheme No. 4 and endorses the comments made in Appendix 2 regarding submissions received for inclusion in the schedule of submissions to be forwarded to the Western Australian Planning Commission;
2. pursuant to Regulation 41(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015* support the advertised version of Amendment No. 312 to the Shire of Murray Local Planning Scheme No. 4 to rezone Lot 442 Moores Road from Rural to Special Rural and introduce associated special provisions into Schedule 4, with modifications to special provision 15 and new special provision 16 to address an issue raised in the submissions as follows:
  15. *The keeping or agistment of livestock, including horses, shall not be permitted without the written approval of Council. The type and number of any livestock shall comply with the recommendations of the Department of Primary Industries and Regional Development, in accordance with the pasture and soil type. Notwithstanding the above, Council may require the stocking rates to be reduced where they are considered excessive or the land is subject to significant additional nutrient application or land degradation.*
  16. *Notwithstanding proceeding provision 15, the keeping of horses or cattle is prohibited.*
3. authorises the Shire President and Chief Executive Officer to sign and seal the scheme amendment documents; and
4. pursuant to Regulations 44(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides the advertised Scheme Amendment and associated documentation to the Western Australian Planning Commission for its consideration and recommendations to the Minister for Planning.

CARRIED UNANIMOUSLY 7/0

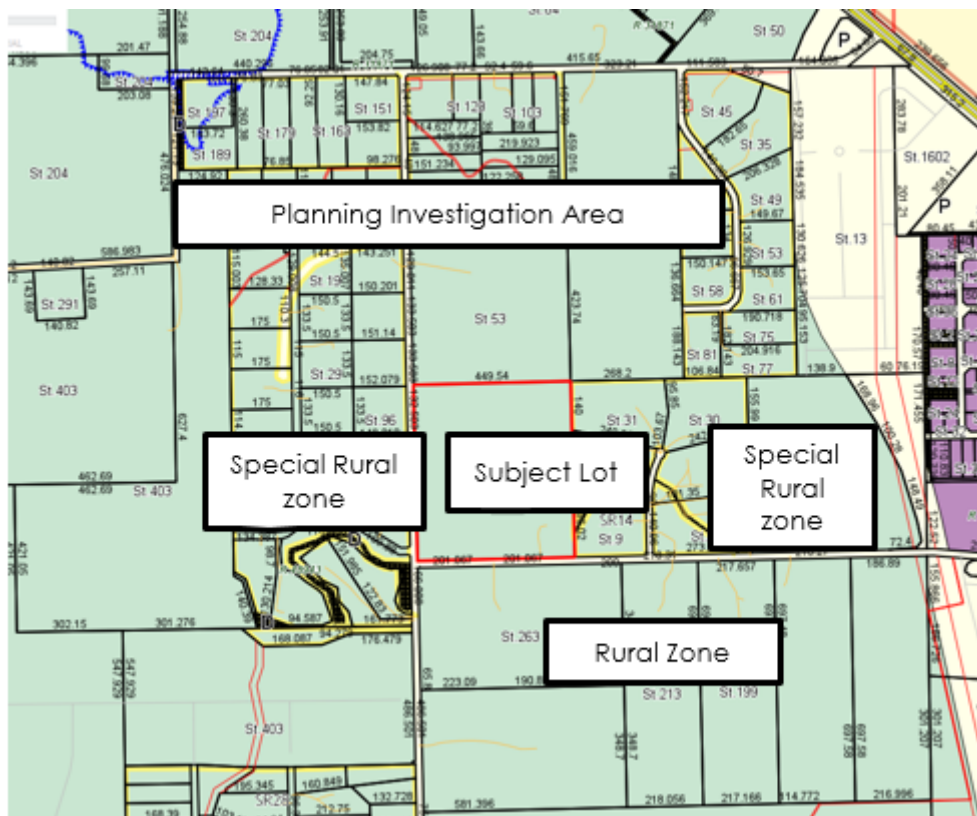
## In Brief

- Amendment No. 312 to Local Planning Scheme No.4 (LPS4) proposes to rezone Lot 442 Moores Road, West Pinjarra from Rural to Special Rural and introduce a range of special provisions into Schedule 4.
- The amendment was advertised for 60 days with seven (7) submissions received from state agencies and two (2) submissions from the public, including one objection.
- Council is requested to consider the submissions and whether it supports the proposal.
- It is recommended that the amendment be supported, subject to modifications to the special provisions that preclude the keeping of horses and cattle.

## Background

Lot 442 is situated on the corner of Moores Road and Curtis Lane, West Pinjarra, approximately 3.5km from the Pinjarra town centre and 2.4km south west of Pinjarra Road. The lot has an area of 22.6ha.

Lot 442 is bounded Moores Road to the south, Curtis Lane to the West, the Rural zone to the north and north east and the Paperbark Place Special Rural estate to the east. The land directly abutting Lot 442 to the east is zoned Special Rural and the lots adjacent to Lot 442 on the western side of Curtis Lane are also zoned Special Rural. Land on the south side of Moores Road adjacent to Lot 442 is zoned Rural.



In May 2020, Council resolved to give its 'in principle' support to the preparation of an amendment to rezone Lot 442 Moores Road from Rural to Special Rural. In March 2021, following a formal request on behalf of the landowner, Council resolved to prepare the scheme amendment.

## Report Detail

Council is required to consider the submissions and whether to support the rezoning of Lot 442 from Rural to Special Rural with an associated set of special provisions to guide the

subdivision, development and ongoing use of the land. A concept subdivision plan shows how the land may be subdivided into 21 one hectare lots.

Should the scheme amendment be approved by the Minister for Planning, a structure plan will likely be required to be submitted and approved by the Western Australian Planning Commission prior to the subdivision of the land. The proposed structure plan will need to be supported by technical reports including a Local Water Management Strategy, Foreshore Management Plan, Revegetation Plan and building envelope plans.

A copy of the scheme amendment report which includes the proposed special provisions and subdivision concept plan is included in **Appendix 2**.

### **Murray 2031 Strategic Community Plan**

Focus Area	Places for People
Aspiration	To create great places for the people through strong partnerships with the community; innovative urban design; and improve the well-being and quality of life for residents.
Strategy	Ensure the Town Planning Scheme and Local Planning Strategy facilitates quality and diverse planning outcomes.

### **Other Strategic Links**

#### South Metropolitan Peel Sub-Regional Planning Framework (SMPSPF)

The SMPSPF identifies Lot 442 Moores Road as remaining Rural into the future.

The SMPSPF states that there will be limited support for new rural residential development, with consideration given to areas already zoned rural residential (Special Rural).

Rural residential areas in the SMPSPF include existing Special Rural zoned land, areas identified within endorsed or draft strategies or other planning documents and some areas entailing the rounding-off of existing Special Rural zones.

Lots with the potential to affect the Peel–Harvey estuarine system or impact environmental values with a lack of demonstrated need for the significant areas of additional rural residential development proposed were excluded from rural residential purposes under the SMPSPF.

The SMPSPF indicates that rural residential development is a relatively inefficient form of development, places additional demand on community and service infrastructure that is difficult to meet and can prejudice other future planning options.

It is noted that land to the north of Lot 442 Moores Road, as far as Beacham Road and beyond is identified as a ‘Planning Investigation Area’ under the SMPSPF. The WAPC is currently investigating whether any changes to existing rural zoning should occur for this land, with the outcome expected to be advertised for submissions in early 2022. Land to the south of the Planning Investigation Area including Lot 442 is, with the exception three existing pockets of Special Rural zoned land, included within the Rural area.

#### Shire of Murray Local Rural Strategy

The Shire’s Local Rural Strategy (Strategy) was endorsed by the WAPC in October 1994 and revised in October 1997. Lot 442 Moores Road is located within Precinct 19 (Beacham-Curtis) and was identified in 1994 as having potential for Farmlet/Equestrian land uses. The Strategy was revised in 1997 with Addendum 2, which indicates Lot 442 being within an area suitable for Special Rural, with the preferred Farmlet/Equestrian area isolated along the eastern side of the Freeway. As such, the proposal is consistent with the Strategy.

### State Planning Policy 2.5 – Rural Planning (SPP2.5)

Under SPP2.5 Rural Living is a range of zones that provide for low density residential uses in an estate of generally one to 40 hectares. Rural Living includes Rural Residential or Special Rural zones and Rural Small Holdings.

Further, SPP2.5 states the following specifically relating to rural land in the Perth and Peel planning regions:

*“Rural residential proposals for rural land that do not align with endorsed sub regional planning frameworks are considered inconsistent with the policy objectives and shall not be supported.”*

SPP2.5 advises that rural living can be an inefficient means of accommodating people and once rezoned, rural living estates consume and sterilise rural land, and may have unintended or adverse social, environmental, servicing or management impacts.

### **Statutory Environment**

#### Planning and Development (Local Planning Schemes) Regulations 2015 (Planning Regulations)

Division 2 of the Planning Regulations outlines the process for complex amendments to a local planning scheme. Council must consider all submissions and pass a resolution to support the amendment without modification; support the amendment with modifications to address issues raised in the submissions; or not support the amendment.

#### Peel Region Scheme

The subject land is zoned ‘Rural’ under the Peel Region Scheme. A ‘Special Rural’ zoning under LPS4 is consistent with the Rural zone of the Peel Region Scheme.

#### Shire of Murray Local Planning Scheme No. 4

The subject land is zoned ‘Rural’ under LPS4. Clause 6.4.1 states that Council shall not initiate an amendment to include land within a Special Rural Zone unless the land is included within the Council's approved Special Rural Strategy. As noted, Lot 442 is identified for potential Special Rural under the Shire's Local Rural Strategy.

### **Sustainability & Risk Considerations**

#### *Economic - (Impact on the Economy of the Shire and Region)*

The subdivision concept plan provides for 21 new lots which would add to the Shire's available special rural land supply and contribute towards maintaining land affordability in the region. Special rural subdivisions are, however, a relatively inefficient means of accommodating people and relatively expensive to service by infrastructure such as roads, community and recreation facilities and public utility services.

#### *Social - (Quality of life to community and/or affected landowners)*

Rezoning of the land would not be expected to result in any significant negative social impacts on the community.

#### *Environment – (Impact on environment's sustainability)*

Special rural areas have been shown to contribute relatively high nutrient loads within the Peel Harvey catchment compared to higher density forms of residential development.

The majority of the lot is mapped as a Multiple Use wetland with a portion in the south western portion of the lot being within an environmental sensitive area related to the conservation category wetland of Buchanan Creek. Lot 442 is separated from Buchanan Creek by Curtis

Lane. Although there is scattered vegetation on the lot, no vegetation is identified as specifically requiring protection within the local planning framework.

There are agricultural drains that run through the property that connects to Buchanan Creek and the wider drainage network.

If the proposal was supported then a comprehensive environmental and water management plans would be required as part of the subsequent structure plan.

#### *Policy Implications*

Nil.

#### *Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Moderate	There is a risk that the WAPC will not support the Amendment given the land is not included as rural residential under the South Metropolitan and Peel Sub-regional Planning Framework.

### **Consultation**

#### Environmental Protection Authority (EPA)

The Scheme Amendment was referred to the Environmental Protection Authority (EPA) for consideration as to whether an environmental assessment is required. The EPA decided not to assess the amendment.

#### Western Australian Planning Commission (WAPC)

As the amendment is classified as a 'complex amendment' under the Planning Regulations, it was also referred to the WAPC for it to examine and advise if it considers that any modifications are required before the amendment is advertised. The WAPC confirmed that the documents were suitable for advertising, subject to minor modifications. The WAPC also advised that, although a preliminary assessment was conducted, consent to advertise should not be construed as support for the amendment or that further modifications cannot be required following advertising the advertising period.

#### Public Advertising

The complex amendment was advertised for 60 days in accordance with the Planning Regulations. Advertising was carried out including the following:

- Letters were sent to landowners within 1,000m (Beacham Road) to 2,300m (Greenlands Road) of the site;
- A notice was placed in the Mandurah Mail on 29 September 2021;
- A copy of the documentation was published on the Shire's website;
- A sign was placed on site.

At the close of the submission period two (2) land owner submissions, including one objection, were received. The issues raised in the submissions and an officer comment on each is included in the submission schedule at **Appendix 1**.

#### Agency Referrals

The scheme amendment was referred to the following agencies:

- Department Water and Environmental Regulation
- Department Primary Industries and Regional Development
- Telstra

- Department Biodiversity, Conservation and Attractions
- Main Roads Western Australia
- Atco
- Water Corporation
- Western Power
- Department Health
- Main Roads
- Public Transport Authority

Eight Agency submissions were received on the proposal. The issues raised in the submissions and an officer comment on each is included in the submission schedule at **Appendix 1**.

### **Resource Implications**

#### *Financial*

An administration fee is payable by the applicant to cover staff time and other direct costs associated with the scheme amendment process. The fee has been paid in this case.

#### *Workforce*

The assessment and reporting of the proposal have been accommodated within the existing workforce level.

### **Options**

Council has the option of:

1. Supporting the amendment without modification.
2. Supporting the amendment with modification to address the issues raised in the submissions.
3. Not supporting the amendment.

### **Conclusion**

It is acknowledged that the SMPSRPF and SPP2.5 do not generally support this form of development, however, the proposal is seen to be a logical rounding off of the adjacent Special Rural zoned land and it is consistent with the Shire's 1994/97 Local Rural Strategy.

The public and agency submissions did not raise any matters that should preclude the scheme amendment from progressing, however, DPIRD's comments relating to the keeping of stock are noted and it is recommended that the special provisions be modified accordingly to address this.

As such, it is recommended that Council support the scheme amendment subject to modifications relating to the restrictions on stock on the land.

## Corporate Governance

### 11.2 Review – Shire of Murray Delegation of Authority Register

File Ref:	1157		
Previous Items:	OCM. Jun 18	Item 11.7	(OCM18/121)
	OCM. Sept 18	Item 11.7	(OCM19/185)
	OCM. Dec19	Item 11.6	(OCM19/271)
	SCM. Apr 20	Item 5.2	(SCM20/050)
	OCM. Dec 20	Item11.4	(OCM20/215)
Declaration of Interests	Nil.		
Author and Title:	Robert Marlborough, Manager Governance		
Voting Requirements:	Absolute Majority		

### Appendix 3

#### Recommendation/Council Decision

##### OCM21/215

Moved: Cr A Rogers

Seconded: Cr G Black

**That Council accepts by Absolute Majority, the annual review of the Shire of Murray Delegation of Authority Register, as statutorily required under section 5.46 (2) of the Local Government Act 1995.**

**CARRIED UNANIMOUSLY 7/0**

#### In Brief

To consider the annual review of the Shire of Murray Delegation of Authority Register.

#### Background

The *Local Government Act 1995* and other legislation requires Council to review delegations at least once each financial year. In April 2020 delegation 6.10 was amended at the Special Council Meeting. The last annual review of the Delegation of Authority Register was undertaken in December 2020.

The aim and purpose of delegated authority is to assist with the efficiency of the local government activities by way of quicker decisions. Under the *Local Government Act 1995 (LGA)* and other legislation Council may delegate its functions, duties and powers to the Chief Executive Officer to assist with efficient and timely decision making.

The Chief Executive Officer may then sub delegate functions, duties and powers to other staff. Sub-delegated functions are also reviewed annually, as a separate process, with the last sub delegation reviews being undertaken on 12 May and 26 May 2021.

Delegations are a proven effective organisational tool that enhances productivity and support effective customer service and timely decision making.

#### Report Detail

The annual review of the Delegation of Authority Register (Register) has been completed and there are no changes necessary.

The current Register is provided in full for Councils information at **Appendix 3**.



**Murray 2031 Strategic Community Plan**

<b>Focus Area</b>	Capable and Accountable
<b>Aspiration</b>	To develop strong leadership through good governance, effective communication and ensuring value for money.
<b>Strategy</b>	Deliver efficient and effective Council services to the community.

**Murray 2021 - 2025 Corporate Business Plan**

Nil.

**Other Strategic Links**

Nil.

**Statutory Environment**

Local *Government Act 1995* – Sections 5.42, 5.44, 5.45. and 5.46

5.42. Delegation of some powers and duties to CEO

- (1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under —
- (a) this Act other than those referred to in section 5.43; or
  - (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

\* Absolute majority required.

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —
  - (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
  - (b) the exercise of that power or the discharge of that duty by the CEO's delegate,
 are subject to any conditions imposed by the local government on its delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (5) In subsections (3) and (4) —
  - conditions include qualifications, limitations or exceptions.

#### 5.45. Other matters relevant to delegations under this Division

- (1) Without limiting the application of sections 58 and 59 of the *Interpretation Act 1984* —
  - (a) a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and
  - (b) any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.
- (2) Nothing in this Division is to be read as preventing —
  - (a) a local government from performing any of its functions by acting through a person other than the CEO; or
  - (b) a CEO from performing any of his or her functions by acting through another person.

#### 5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Other legislation provides functions to delegated, including the *Building Act 2011*, *Cat Act 2011*, *Dog Act 1976*, *Bush Fires Act 1954*.

### **Sustainability & Risk Considerations**

*Economic – (Financial impact to the community)*

Not applicable.

*Social – (Quality of life to community and/or affected landowners)*

Not applicable.

*Environment – (Impact on environment's sustainability)*

Not applicable.

*Policy Implications*

Policy A2 provides the periodic framework for the review of the Shire of Murray Delegation of Authority Register once annually, and for periodic review of any sub delegations to employees.

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	The likelihood of negative community feedback in respect to statutory review is limited.

**Consultation**

Nil.

**Resource Implications**

*Financial*

Nil.

*Workforce*

Nil.

**Options**

Council has the option of:

1. Accepting the annual review.
2. Rejecting the annual review and determining an alternate position.

**Conclusion**

Delegated authority provides the organisation with clear guidelines and operational processes to enhance and support effective customer service. Whilst there are no amendments proposed at this time, this report satisfies that the statutory obligations under the *Local Government Act 1995*, for an annual review.

### 11.3 Revised Funding Models – The Exchange and McLarty South Pavilion

File Ref: 5/6115 & 7/8513  
 Previous Items: SCM. 2 Mar 21 Item 7.1 (SCM21/027)  
 OCM. 23 Sep 21 Item 11.9 (OCM21/155)  
 Author and Title: Tracie Unsworth, Director Corporate Services  
 Declaration of Interest: Nil.  
 Voting Requirements: Absolute Majority

#### Recommendation/Council Decision

##### OCM21/216

Moved: Cr D Pike

Seconded: Cr S Lee

**That Council endorses the revised funding models for the Exchange and McLarty South Pavilion projects as follows:**

<b>1. The Exchange (over 3 years)</b>	
BBRF Grant Funds	\$2,335,257
Loan Funds	\$1,700,000
Waste Reserve	\$1,000,000
Asset Enhancement Reserve	\$ 105,317
Municipal Funds	<u>\$ 48,911</u>
<b>Total</b>	<b>\$5,189,485</b>
<b>2. McLarty South Pavilion &amp; Oval (over 2 years)</b>	
LRCI Phase 3 Grant Funds	\$1,176,844
CSRFF Grant Funds	\$1,201,194
Asset Enhancement Reserve	\$1,100,000
Municipal Funds	<u>\$ 298,239</u>
<b>Total</b>	<b>\$3,776,277</b>

**CARRIED UNANIMOUSLY 7/0**

#### In Brief

Subsequent to Council endorsing funding models for the two major construction projects, The Exchange and the McLarty South Pavilion and associated infrastructure works, Shire officers, taking into consideration funding sources available and prevailing economic factors, request Council to consider the revised funding as presented.

#### Background

At the Special Council Meeting 2 March 2021, Council endorsed the progression of the redevelopment of the Exchange as follows:

##### SCM21/027

*That Council:*

- 1. endorse the development and design proposal presented at Appendix 1 based on the concept of a 'Regional Icon';*
- 2. endorse the order of cost estimate at Appendix 2 which estimates a total base build development cost of \$4,107,409 (excluding fit-out);*
- 3. endorse the inclusion of an additional amount of \$1,082,050, being additional project costs to the total base build development costs calculated as follows:*
  - \$822,050 – 'fixed' fit out costs*

- \$150,000 – independent project manager costs
  - \$65,000 – escalation to tender costs
  - \$45,000 - specialist consultant costs
4. endorse the business case at Appendix 3, modified to reflect the above changes, which estimates that delivery of this catalyst project will achieve a new total economic output of \$11.54m per annum (being \$57.7m over 5 years), create 48 FTE new jobs and attract 37,850 new visitors;
  5. support the submission of a Building Better Regions Fund (Round 5) application seeking a 45% co-funding contribution of \$2,335,257 towards the total base build development cost;
  6. endorse a financial commitment of \$2,854,202 (being a 55% funding contribution) towards the total base build development costs, through the following funding model:
 

• Allocation from Waste Reserve	\$1,000,000
• Allocation from Asset Enhancement Reserve	\$500,000
• Loan (Western Australian Treasury) Funding	\$1,354,202

At the Ordinary Council Meeting 23 September 2021, Council endorsed the construction of the McLarty South Pavilion and associated infrastructure works as follows:

#### **OCM21/155**

*That Council:*

1. endorse the construction of Stage 1 of the Sir Ross McLarty Sports Precinct Master Plan which includes the construction of the McLarty South Pavilion, extension of Oval 4, and new carpark for a project cost of \$3,776,277 ex GST and approve funding of the project as below:
  - \$1,176,844 – Local Roads and Community Infrastructure Fund
  - \$1,201,194 – Community Sporting and Recreation Facility Fund
  - \$500,000 – Loan funds
  - \$665,216 – Asset Enhancement Reserve
  - \$233,023 – Municipal funds
2. reduce the budgeted transfer to the Road, Drainage & Pathway Reserve by \$172,696 with the funds reallocated to the construction of the carpark and crossover;
3. endorse the application to the Department of Local Government Sport and Cultural Industries 'Community Sporting and Recreation Facilities Fund – Forward Planning Grant' 2022/23, for \$1,201,194 ex GST for the construction of the McLarty South Pavilion and rank the project 1 from 1; and
4. endorse the application from the Pinjarra Bowling and Recreation Club to the Department of Local Government Sport and Cultural Industries 'Club Nightlights Program' for \$14,000 ex GST to complete the construction of lighting of the new All-Abilities Green at a total project value of \$46,664 ex GST, and rank the project 1 from 1.

#### **Report Detail**

Following the endorsement by Council of the two major projects, The Exchange and the McLarty South Pavilion, Shire officers have reviewed the available funding sources, with a view to consolidating the allocation of grant funds and the loan funding components.

The proposed funding models for both projects are as follows subject to finalisation of the funding agreements:

#### The Exchange Project

<b>Funding Source</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>Total</b>
Waste Reserve	150,000		850,000	1,000,000
Loan Funds		1,700,000		1,700,000
BBRF Grant	99,230	1,495,242	740,785	2,335,257
Asset Enhancement Reserve		42,561	62,756	105,317
Municipal Funds	48,911			48,911
<b>Total</b>	<b>298,141</b>	<b>3,237,803</b>	<b>1,653,541</b>	<b>5,189,485</b>

#### McLarty South Pavilion & Associated Infrastructure

<b>Funding Source</b>	<b>2021/22</b>	<b>2022/23</b>	<b>Total</b>
LRCI Phase 3 Grant		1,176,844	1,176,844
Asset Enhancement Reserve		1,100,000	1,100,000
CSRFF Grant		1,201,194	1,201,194
Municipal Funds	200,000	98,239	298,239
<b>Total</b>	<b>200,000</b>	<b>3,576,277</b>	<b>3,776,277</b>

#### Murray 2031 Strategic Community Plan

<b>Focus Area</b>	Capable and Accountable
<b>Aspiration</b>	Murray has a sustainable future.
<b>Strategy</b>	Maintain long-term financial sustainability.

#### Murray 2021-2025 Corporate Business Plan

<b>Focus Area</b>	Capable and Accountable
<b>Objective</b>	Murray has a sustainable future.
<b>Strategy</b>	Maintain long-term financial sustainability.
<b>Actions</b>	Review the Long Term Financial Plan.

#### Other Strategic Links

2021 Long Term Financial Plan

#### Statutory Environment

Nil.

#### Sustainability & Risk Considerations

*Economic - (Impact on the Economy of the Shire and Region)*

Nil.

*Social - (Quality of life to community and/or affected landowners)*

Nil.

*Environment – (Impact on environment's sustainability)*

Nil.

*Policy Implications*

Nil.

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Moderate	<p>1. Funding for The Exchange Project places considerable reliance on loan funding. The strong economic business case provided to the Federal Government for the BBRF grant application will assist in the Shire's loan application with WA Treasury Corporation.</p> <p>2. The Shire is yet to be advised if the CSRFF grant application for the McLarty South Pavilion has been successful. Should the grant funding be unsuccessful or the amount allocated by the State be reduced, a revised funding model will be required.</p>

**Consultation**

Shire officers

**Resource Implications***Financial*

The revised funding model has the following impacts:

- \$40,101 increase in funds required from the Asset Enhancement Reserve
- \$154,202 reduction in loan borrowings required
- \$114,127 increase in municipal funds required

Following allocation of the proposed reserve funds, the available reserve balances will be:

- Asset Enhancement Reserve \$427,270
- Waste Reserve \$1,388,839

*Workforce*

Nil.

**Options**

Council has the option of:

1. Supporting the officer recommendation to amend the funding models as presented.
2. Proposing alternative funding models.
3. Retaining the original funding proposals.

**Conclusion**

As grant opportunities arise that result in major construction projects being developed by Shire officers and subsequently endorsed by Council on an individual basis, rather than as part of the structured long-term financial plan process, it is prudent that the actual overall funding be reviewed to ensure that the most beneficial funding models are applied.

## 11.4... Payments from Municipal and Trust Funds – November 2021

File Ref: 8013-01  
 Author and Title: Tracie Unsworth Director Corporate Services / Tamara Tabor  
 Finance Coordinator  
 Voting Requirements: Simple Majority

### Appendix 4

#### Recommendation/Council Decision

**OCM21/217**

**Moved: Cr G Black**

**Seconded: Cr A Rogers**

**That Council receives the Payments from Municipal and Trust Funds report for November 2021 as presented.**

**CARRIED UNANIMOUSLY 7/0**

#### In Brief

This report of payments made from the Shire's Municipal and Trust bank accounts is presented to Council, in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*.

#### Background

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* requires that:

- 1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:
  - a) the payee's name; and
  - b) the amount of the payment; and
  - c) the date of the payment; and
  - d) sufficient information to identify the transaction.
- 2) A list of accounts for approval to be paid is to be prepared each month showing:
  - a) for each account which requires council authorisation in that month:
    - (i) the payee's name; and
    - (ii) the amount of the payment; and
    - (iii) sufficient information to identify the transaction; and
  - b) the date of the meeting of the council to which the list is to be presented.
- 3) A list prepared under sub regulation (1) or (2) is to be:
  - a) presented to the Council at the next ordinary meeting of the council after the list is prepared; and
  - b) recorded in the minutes of that meeting.

#### Report Detail

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the Shire's Municipal and Trust Funds and, as required, a list of accounts paid by the Chief Executive Office is provided to Council.

The information report contains the list of payments made from the Shire of Murray's Municipal and Trust bank accounts for the month of June 2021.

This list includes details for each payment made, incorporating:

- The payees name
- The description of the payment



- The date of the payment
- The amount of the payment
- A certificate signed by the Chief Executive Officer, stating that 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 costing and that the amounts shown were due for payment.

Invoices supporting all payments are available for the inspection of Council.

### **Murray 2031 Strategic Community Plan**

<b>Focus Area</b>	Capable and Accountable
<b>Aspiration</b>	To develop strong leadership through good governance, effective communication and ensuring value for money.
<b>Strategy</b>	Establish a strong corporate governance framework to ensure high standards of integrity, ethics and accountability.

### **Other Strategic Links**

Nil.

### **Statutory Environment**

Section 6.4(1) of the *Local Government Act 1995* requires the Shire of Murray to prepare financial reports as prescribed. Regulation 13 of the *Local Government (Financial Management) Regulations 1996* governs the requirement to provide to Council a detailed listing of all payments made from the Municipal and Trust bank accounts and outlines the form, content and timing of this report.

### **Sustainability & Risk Considerations**

*Economic - (Impact on the Economy of the Shire and Region)*

Nil.

*Social - (Quality of life to community and/or affected landowners)*

Nil.

*Environment – (Impact on environment's sustainability)*

Nil.

*Policy Implications*

Nil.

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	Failure to present a detailed listing of payments made from the Shire bank accounts in the prescribed form would result in non-compliance with the Local Government (Financial Management) Regulations 1996, which may result in a qualified audit.

### **Consultation**

Nil.

**Resource Implications***Financial*

Nil.

*Workforce*

Nil.

**Options**

Council has the option of:

1. Receiving the Payments from Municipal and Trust Funds report for November 2021.
2. Not receiving the Payments from Municipal and Trust Funds report for November 2021.

**Conclusion**

The Payments from Municipal and Trust Funds report has been prepared in accordance with the Local Government (Financial Management) Regulations 1996 and is presented to Council for information. All accounts are for goods and services that have been duly incurred and authorised for payment in accordance with the budget allocation and statutory obligations.

**11.5... Monthly Financial Report – November 2021**

File Ref: 8013-01  
Author and Title: Tracie Unsworth Director Corporate Services / Tamara Tabor  
Finance Coordinator  
Voting Requirements: Simple Majority

**Appendix 5****Recommendation/Council Decision****OCM21/218****Moved: Cr S Kirkham****Seconded: Cr S Lee****That Council receives the November 2021 Monthly Financial Report as presented.****CARRIED UNANIMOUSLY 7/0****In Brief**

This monthly financial report is presented to Council to outline the Shire of Murray's financial position as at the reporting date, in line with the requirements of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

**Background**

The *Local Government Act 1995* in conjunction with regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a monthly Statement of Financial Activity to be presented to Council. This Statement is to include:

- a. Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c) of the *Local Government Act 1995*;
- b. Budget estimates to the end of the month to which the statement relates;
- c. Actual amounts of expenditure, revenue and income to the end of the month to which these statements relate;
- d. The 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.

**Report Detail**

The monthly financial report for November 2021 identifies the financial position of Council as at the reporting date and consists of:

- Statement of Financial Activity
- Notes to Statement of Financial Activity:
  - \* Monthly Summary Information
  - \* Significant Accounting Policies
  - \* Net Current Funding Position
  - \* Cash and Investments
  - \* Receivables
  - \* Disposal of Assets
  - \* Capital Acquisitions
  - \* Operating Grants and Contributions
  - \* Non-Operating Grants and Contributions
  - \* Cash Backed Reserves
  - \* Budget Amendments
  - \* Variances

## Murray 2031 Strategic Community Plan

<b>Focus Area</b>	Capable and Accountable
<b>Aspiration</b>	To develop strong leadership through good governance, effective communication and ensuring value for money.
<b>Strategy</b>	Establish a strong corporate governance framework to ensure high standards of integrity, ethics and accountability.

### Other Strategic Links

Shire of Murray 2021/2022 Annual Budget.

### Statutory Environment

Section 6.4(1) of the *Local Government Act 1995* requires the Shire of Murray to prepare financial reports as prescribed. Regulation 34 of the Local Government (Financial Management) Regulations 1996 outlines the form, content and timing of the monthly financial reports prepared for presentation to Council.

### Sustainability & Risk Considerations

#### *Economic - (Impact on the Economy of the Shire and Region)*

Timely submission of detailed monthly financial reports allows Council to monitor the financial performance of the Shire and review any adverse financial trends that may impact on the Shire's financial sustainability.

#### *Social - (Quality of life to community and/or affected landowners)*

Nil.

#### *Environment – (Impact on environment's sustainability)*

Nil.

#### *Policy Implications*

Nil.

#### *Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Moderate	Failure to monitor the Shire's ongoing financial performance would increase the risk of a negative impact on the Shire's financial position.
Low	Non-compliance with legislative requirements may result in a qualified audit.

### Consultation

Nil.

### Resource Implications

#### *Financial*

Nil.

#### *Workforce*

Nil.

### **Options**

Council has the option of:

1. Receiving the monthly financial report for November 2021.
2. Not receiving the monthly financial report for November 2021.

### **Conclusion**

This monthly financial statement has been prepared in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

## Recreation, Economic & Community Development

### 11.6 Amendment to the Schedule of Fees and Charges 2021-2022

File Ref:	7/8505, WA03/3-02		
Previous Items:	CCD. Sept 10	Item 5.5	(CCD10/190)
	OCM Sept 10	Item 10.3.1.1	(OCM10/197)
	OCM. Apr 17	Item 11.8	(OCM17/060)
Author and Title:	Marlene Renton, Manager Community and Library Services		
Declaration of Interest:	Nil.		
Voting Requirements:	Absolute Majority		

#### Amendments to the Schedule of Fees and Charges 2021/2022 Appendix 6

#### Recommendation/Council Decision

**OCM21/219**

**Moved: Cr D Pike**

**Seconded: Cr G Black**

**That Council:**

1. endorse the amendments to the Schedule of Fees and Charges 2021/2022 as per Appendix 6 effective as at 1 February 2022;

2. approve the addition of the North Pinjarra Community Hall to the amended Fees and Charges with the following fee structure;

<b>Community</b>	<b>\$12.00 per hour</b>	<b>\$96.00 full day</b>
<b>Commercial</b>	<b>\$26.00 per hour</b>	<b>\$208.00 full day</b>

3. approve the addition of the South Yunderup Pavilion to the amended Fees and Charges with the following fee structure; and

<b>Community</b>	<b>\$15.00 per hour</b>	<b>\$120.00 full day</b>
<b>Commercial</b>	<b>\$26.00 per hour</b>	<b>\$208.00 full day</b>

4. approve the addition of the York Road Clubrooms and the York Road Tennis Courts to the amended Fees and Charges with the following fee structure;

<b>Clubrooms</b>	<b>\$16.00 per hour</b>
<b>Tennis Courts</b>	<b>\$11.00 per hour.</b>

**CARRIED UNANIMOUSLY 7/0**

#### In Brief

- The Shire has entered into a three year agreement with SpacetoCo to provide a web based online booking system for Shire managed halls, sporting facilities and reserves. This has provided the opportunity to review the structure of the existing fees and charges with the proposed amendments resulting in streamlining and simplification of hire fees.
- The North Pinjarra Progress Association (NPPA) relinquished the Management Agreement for the North Pinjarra Community Hall (the Hall) on 27 October 2021, transferring management to the Shire. As a result, a hire fee is required to be added to the Shire's Schedule of Fees and Charges.
- The South Yunderup Pavilion is currently under construction and due for completion in March 2022. It will be managed by the Shire and as such is required to be added to the Fees and Charges.

#### Background

The Shire currently manages community facilities via a manual system using Microsoft Outlook. This system is resource intensive, cumbersome and no longer meets the needs of

a community that are seeking access to a responsive booking system which is available 24 hours a day, 7 days a week.

To address this issue, the Shire is in the process of implementing a purpose built venue booking system created by SpacetoCo, which is an online web platform that will enable the community and customers to book online at any time and see venue availability in 'real time'. Whilst this system and platform will result in a range of positive outcomes, there will be minor changes required to the structure of existing fees and charges to enable hourly bookings and to enable minor amendments to the hire fees in some instances.

In addition to the background above, on the 27 October 2021, the North Pinjarra Progress Association relinquished management of the North Pinjarra Hall, with the venue now under management by the Shire.

As a result, a hire fee for the North Pinjarra Hall is required to be added to the Schedule of Fees and Charges. The proposed hire fees for the Hall are consistent with similar Council venues which are the Dwellingup Community Hall and the North Dandalup Memorial Hall, and have been included in the proposed structure amendment.

Community venues available for hire within the Shire will expand to include the South Yunderup Pavilion in 2022, with completion and opening of the venue anticipated in March. In preparation for hire of this facility, Council is requested to include the South Yunderup Pavilion in its Schedule of Fees and Charges.

### **Report Detail**

The SpacetoCo platform is being utilised by a number of local governments nationally and throughout WA, enabling respective communities' 'real-time' access to online bookings of community venues and spaces.

Implementation of the new system will result in:

- Shire administration time savings and efficiencies.
- Improved community and customer experience.
- Improved awareness and increased utilisation of facilities.
- Strengthening of business continuity and improved technology.

This will be achieved through:

- Improved customer experience via a professional and modern online platform that allows the customer to search, book and pay at their own convenience 24/7.
- Improved efficiency of the internal booking process at the customer enquiry, processing and invoicing phase which will translate to an increase in staff capacity to work on priority projects and new initiatives.
- Automated invoicing, refunds and bond payments.
- Ease of bulk communication to all hirers e.g COVID information.
- Updated, streamlined and consistent fees and charges.
- Excellent financial and utilisation reporting capabilities resulting in improved facility management.
- Increased awareness and access to information regarding Shire facilities through Search Engine Optimisation, which is anticipated to increase bookings, facility activation and revenue.

### **Proposed Amendments to Schedule of Fees and Charges**

Due to previous inconsistencies in the Fees and Charges and the introduction of streamlined venue booking platform which enables an hourly base rate, there changes proposed will

result in some rates increasing and others decreasing. **Appendix 6** compares the existing charges with the proposed charges. The changes are listed below.

- The 'Half Day' charge has been removed, leaving an 'Hourly' rate and a 'Full Day' rate (which is based on an hourly rate to a maximum of 8 hours).
- All Hourly rates remain the same except for North Dandalup Hall Kitchen which has decreased by \$1.00 per hour for community groups and \$1.50 per hour for commercial entities.
- Full Day rates for community groups have remained the same or increased by \$1.00 or \$2.00 (ie \$2.00 over 8 hours which equates to 25c an hour). The exception is the Pinjarra Civic Centre which has increased by \$5.00, or 62c per hour.
- Full Day Rates for commercial entities have also remained the same or increased by \$3.00 or \$4.00, which equates to 37c and 50c per hour respectively.
- The Full Day rates for the Hancock Pavilion (Dwellingup Changerooms and Kitchen) and the McLarty Events Space (old Pony Club Pavilion at Sir Ross McLarty Sports Precinct) have decreased by \$11.00 for community groups but increased by \$3.00 for commercial entities.

It is anticipated that the proposed changes will not impact the financial capacity of community or commercial groups. There will be no change to existing confirmed bookings and the new rates are proposed to come into effect as of 1 February 2022, with the SpacetoCo online booking system planned to go 'live' in February 2022.

#### North Pinjarra Community Hall

The Hall is currently being made ready for general hire and will be available as at 1 January 2022.

#### South Yunderup Pavilion

Construction of the Pavilion is due to be completed in March 2022. The Murray Districts Soccer Club will have a regular hire agreement or licence in place for use of the facility during agreed times, with the Shire managing all bookings outside of these times.

#### York Road Clubrooms and Tennis Courts

The Furnissdale Tennis Club currently operates from the clubrooms and use the tennis courts on Wednesday and Friday mornings from 9am to 12 noon. They also hire out the courts too the general public. They do not have an agreement in place for use of the clubrooms and tennis courts and will be moving to a non-exclusive use agreement in 2022, thus necessitating the addition of a fee for hire of both facilities, which does not currently exist.

#### **Murray 2031 Strategic Community Plan**

<b>Focus Area</b>	Capable and Accountable
<b>Aspiration</b>	To further develop strong leadership through good governance, effective communication and ensuring value for money.
<b>Strategy</b>	Deliver efficient and effective Council services to the community.

#### **Murray 2021-2025 Corporate Business Plan**

<b>Focus Area</b>	Capable and Accountable
<b>Objective</b>	Respond efficiently and effectively the evolving needs of the community.
<b>Strategy</b>	Deliver efficient and effective services to the community.
<b>Actions</b>	Implement a community portal to allow online interactions.



## Other Strategic Links

Nil.

## Statutory Environment

- Local Government Act 1995
- Land Administration Act 1997
- Should Council support the recommendation, advertising will take place in accordance with the Local Government Act requirements (ie. local public notice).

## Sustainability & Risk Considerations

### *Economic - (Impact on the Economy of the Shire and Region)*

SpacetoCo uses Search Engine Optimisation to improve online visibility, which is anticipated to increase bookings, facility activation and revenue, thereby driving growth of the local economy. It will open up a wider audience of individuals who can discover the Shire of Murray spaces.

### *Social - (Quality of life to community and/or affected landowners)*

Local facilities, such as halls provide venues for the community to meet, create and renew social networks and to discuss community related issues. Increased utilisation of places and spaces leads to improved sustainability and a more connected community.

### *Environment – (Impact on environment’s sustainability)*

Nil.

### *Policy Implications*

Nil.

### *Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	The <i>Local Government Act 1995</i> and Council policies and procedures are not impacted and the level of negative community comments is considered to be low.

## Consultation

Recommendations of this report have been informed through consultation with internal officer teams and the North Pinjarra Progress Association.

## Resource Implications

### *Financial*

SpacetoCo fees include 15% of each booking fee. An analysis of an average annual cost based on the last four years income is below.

Year	Income	15% Fees
2021	\$27,904	\$4,185
2020	\$22,138	\$3,320
2019	\$20,382	\$3,057
2018	\$23,003	\$3,450

It is anticipated that the cost benefit will be realised through the reduction in officer time to handle enquiries and process a manual booking, which is estimated to take an average of 75 minutes per booking. SpacetoCo have estimated that using the online system, officers will spend an average of 8 minutes per booking, resulting in more effective use of officer time on projects and activities.

Increased access and awareness of the Shire's venues and spaces is expected to result in increased activation, bookings and revenue which will offset the ongoing fees and ultimately increase overall revenue in years to come.

### *Workforce*

It is anticipated that the cost benefit will be realised through the reduction in officer time to handle enquiries and process a manual booking, which is estimated to take an average of 75 minutes per booking. SpacetoCo have estimated that using the online system, officers will spend an average of 8 minutes per booking, resulting in more effective use of officer time on projects and activities.

### **Options**

Council has the option of:

1. Endorsing all recommended amendments to the Schedule of Fees and Charges.
2. Endorsing elements of the recommended amendments to the Schedule of Fees and Charges.
2. Not endorsing the recommended amendments to the Schedule of Fees and Charges.

### **Conclusion**

Council is requested to endorse the amended Schedule of Fees and Charges for community halls, sporting pavilions and reserves to enable a more streamlined and efficient fee structure that supports the implementation of the Shire's new online booking system.

The new rates will introduce greater flexibility in short term venue hire, ensure consistency of fees and charges across Shire venues, significantly improve access and clarity for users and provide a modern customer experience that is aligned with the changing expectations of our community.

## 11.7 Event Sponsorship – MAX Pinjarra Car Show

File Ref: 7417  
Previous Items: OCM. 22 June 2017 Item 11.14 (OCM10/160)  
Applicant: MAX Pinjarra  
Author and Title: Jennifer Russell, Senior Place and Events Officer  
Declaration of Interest: Nil.  
Voting Requirements: Absolute Majority

### Recommendation/Council Decision

**OCM21/220**

**Moved: Cr S Lee**

**Seconded: Cr D Pike**

**That Council:**

- 1. endorse a financial commitment of \$5,000 plus in-kind costs of venue hire and special event application fees and waste charges to support the MAX Pinjarra 2022 event; and**
- 2. funding for the MAX Pinjarra 2022 event be reallocated from the Bindjareb Boodja – Back to Pinjarra Day.**

**CARRIED UNANIMOUSLY 7/0**

### In Brief

- MAX Pinjarra is a car show held annually on the first Sunday in April each year at the Sir Ross McLarty Oval Precinct.
- The Shire of Murray has been a supporter of the event since its inception in 2010.
- Since its humble beginnings in 2010, MAX Pinjarra attracts over 5,000 attendees each year, peaking to 6000 in 2017.
- Over 250 entrants attend the event annually with a variety of vehicles on display for car enthusiasts and public enjoyment.
- To ensure the event attracts families, the event also includes a range of other activities such as kids' amusements, food trucks and market stalls.

### Background

#### Event Details

MAX Pinjarra is a not for profit organisation that runs its annual car show on the first Sunday in April each year at the Sir Ross McLarty Oval Precinct. The event is marketed at car enthusiasts and encourages families to participate, with a range of family friendly activities.

Local community groups are provided with the opportunity to attend and raise funds for their respective organisations, with no site fees being imposed. This opportunity is also extended to the Shire of Murray.

In 2021, the event added a lawn mower racing element which was extremely popular and will continue for the 2022 event. The event organisers have indicated that this element of the event has generated interest from interstate visitors.

#### Event Sponsorship

For the past 8 years, Healthway has been the major sponsor of the event and will continue to be in 2022.

Through a three year sponsorship arrangement, the Shire of Murray has made an annual financial contribution of \$5,000 (plus in-kind costs), which has supported delivery of the event in 2018, 2019 and 2021.

Whilst the event successfully secures additional sponsorship, Healthway and the Shire of Murray account for approximately 60% of the overall sponsorship dollars.

### Event Costs

The major costs associated with the event are marketing, administration and event management fees, which historically have been in excess of \$20,000. The children's entertainment, volunteer fees and catering is in excess of \$11,000.

Income is generated through vehicle entrant, stall holder and visitor entrance fees.

In 2021, it is estimated that the event cost approximately \$50,000 to stage, achieved an income of \$68,000, and resulted in a profit of \$18,000.

MAX Pinjarra distributes a portion of its profit to community groups. In the past, beneficiaries have included Pinjarra Swimming Club, Halls Head Football Club and the West Coast Panel Van Club.

### Event Statistics

In 2021, the event attracted 260 entrants with over 300 vehicles on display. Its gate sales were over \$3,000 (\$10 per adult) with the event attracting about 5,000 people, including children.

The 2021 entrants represented 72 different postcode locations, from as far as Geraldton to Albany.

Event organisers have not undertaken event surveys for the past three years, however statistics from its 2017 event indicated:

- 60% of attendees are from within a 50km radius;
- A small percentage are from the 6208 postcode; and
- Approximately 30% of people attending the event travel within a 100km radius.

There is no available information on how many visitors of the event visit the Pinjarra Town Centre or additional visitor expenditure as a result of the event.

In the past, the event organisers have arranged a shuttle bus from the event site at Sir Ross McLarty Oval to the Pinjarra Town Centre to encourage visitation in the town. The bus was not overly successful however, with only 5-6 passengers on each run.

The event organisers intend to reinstate the bus services for the 2022 event, with the bus route to visit potential locations such as the Roger May Machinery Museum, Dome Pinjarra, Premier Hotel, Peel Zoo and Redcliffe Barn.

### **Report Detail**

The event organisers of MAX Pinjarra have requested Council continue its sponsorship arrangement for an additional 3 years – being \$5,000 in annual funding, plus in-kind venue hire and application fees and waste costs.

A breakdown of the costs incurred based on the 2021 event are as follows:

Event Sponsorship – budget allocation	\$5,000
Special Event Application fee - (50% reduction NFP)	\$115
Risk Management Plan Assessment	\$355
Venue Hire	\$562
Waste Charges – Cleanaway Costs	\$562
<b>Overall support</b>	<b>\$6,594</b>

Currently Council provides financial assistance through its annual budget to support a number of key events in the Shire of Murray including, but not limited to:

- Pinjarra Festival;
- Plein Air Down Under Festival;
- Pinjarra Garden Day;
- Rotary Art Show and Sale;
- Fairbridge Festival;
- Dwellingup Pumpkin Festival;
- Enduro Epic; and
- Dwellingup 100 and Mighty Jarrah Trail Run.

At present, the Shire's Place, Events and Economic Development team are undertaking a review to inform the development of a Shire of Murray Event Strategy which is anticipated to be presented to Council for consideration in early 2022.

The Event Strategy will provide a framework and strategic approach to the development, acquisition and investment in events in the Murray Region to help guide the development of our visitor economy and brand positioning for our major towns.

As part of this process, the team will be undertaking a major review, including a review of Council's total contribution towards events held in the Shire of Murray to help inform the strategy and its recommendations.

The Event Strategy will propose an introduced framework that outlines our major town's target event visitors and individual focus areas, Council's role in facilitating (market-led), delivering (Shire-led) and enabling (community-led) events and key performance indicators to inform future funding of events so that Council has a transparent decision making process in actioning the Strategy.

It is therefore the officer recommendation that Council continues its sponsorship for the 2022 event, with the applicant invited to reapply for an ongoing sponsorship arrangement following the adoption of an Event Strategy in early 2022.

This will also provide an opportunity for the event organisers to collect data from its 2022 event to demonstrate the value of the event to Pinjarra and develop its business plan to either become self-sustainable or to assist it in securing ongoing funding from Council.

### **Murray 2031 Strategic Community Plan**

<b>Focus Area</b>	Places for People
<b>Aspiration</b>	To create great places for the people through strong partnerships with the community; innovative urban design; and improve the well-being and quality of life for residents.
<b>Strategy</b>	In partnership with communities, identify and prioritise community-led projects and initiatives. Develop and facilitate events of a local and regional scale.

<b>Focus Area</b>	Thriving Economy
<b>Aspiration</b>	To create diverse and prosperous economy that supports innovation, training opportunities and provides a variety of business, tourism and employment opportunities.
<b>Strategy</b>	Develop key sectors of the tourism economy where Murray has a competitive advantage.

### Murray 2021-2025 Corporate Business Plan

<b>Focus Area</b>	Places for People
<b>Objective</b>	Socially connected, safe and cohesive community.
<b>Strategy</b>	Develop and facilitate events of a local and regional scale.
<b>Actions</b>	Support, attract and develop major events. Support, community-led events that bring people together to celebrate community or meet neighbours.

<b>Focus Area</b>	Thriving Economy
<b>Objective</b>	An economy that is focused on key success factors for growth; knowledge and innovation; export income and investment; infrastructure and local capacity.
<b>Strategy</b>	Position Pinjarra as a key regional centre through the Pinjarra Revitalisation Strategy.
<b>Actions</b>	Implement initiatives that support and enhance capacity of the local business, tourism and innovation/entrepreneurial sectors.

### Other Strategic Links

- Corporate Business Plan 2019-2023
- Strategic Community Plan 2019-2030
- Shire of Murray Economic Development Strategy 2018-2022
- Tourism Marketing and Communications Plan 2020-2023
- Pinjarra Revitalisation Strategy 2017

### Statutory Environment

Nil.

### Sustainability & Risk Considerations

#### *Economic - (Impact on the Economy of the Shire and Region)*

Supporting and delivering high quality events provides a time-specific reason for people to visit our places, encouraging repeat visitation and often, valuable social media exposure. This is particularly important for Pinjarra as we develop our tourism product offerings, with events likely to be a major driver for visitation to the town.

Though the total economic benefits associated with the event have not been quantified, the event attracts roughly 5,000 visitors, positioning it as one of Pinjarra's largest events behind the Pinjarra Festival.

#### *Social - (Quality of life to community and/or affected landowners)*

The event provides an opportunity for local community residents to enjoy an event close to home, to participate or volunteer in the event and encourages community connectedness and pride.

#### *Environment – (Impact on environment's sustainability)*

Nil.

#### *Policy Implications*

Nil.

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	If supported, a risk management plan will be required from the event organisers before event approval is provided.

**Consultation**

Nil.

**Resource Implications***Financial*

In the 2021-2022 annual budget, \$5,000 funding has been allocated to support the community led Bindjareb Boodja – Back to Pinjarra Day which is held annually in October. As the community did not seek funding to run this event in 2021, unspent funds remain available within the current budget. It is therefore proposed that the unspent funds allocated towards the Bindjareb Boodja 2021 event be re-allocated to support the 2022 MAX Pinjarra event.

*Workforce*

Should Council support the office recommendation, any tasks associated with administration of the funding contribution and in-kind support can be adequately managed within existing workforce resources.

**Options**

Council has the option of:

1. Entering into a new three (3) year sponsorship arrangement with MAX Pinjarra, annually contributing \$5,000 plus in-kind support through the waiver of venue hire, special event application fees and waste charges, to enable delivery of the event in 2022, 2023 and 2024.
2. The Shire entering into a new one (1) year sponsorship arrangement with MAX Pinjarra, contributing \$5,000 plus in-kind support through the waiver of venue hire, special event application fees and waste charges, to enable delivery of the event in 2022.
3. Determining an alternative course of action, funding allocation or funding arrangement.
4. Not supporting a financial commitment towards the 2022 MAX Pinjarra event.

**Conclusion**

Events play a vital role in making the Shire of Murray a great place to live, work and visit and in achieving positive economic and social outcomes.

MAX Pinjarra is a long-running event that attracts around 5,000 visitors annually, positioning it as one of Pinjarra's largest events.

The event organisers are continuously exploring ways to value add to the event and support increased visitation to the Pinjarra Town Centre.

Additionally, as MAX Pinjarra distributes a portion of its profits to community groups, the event is therefore a valuable contributor to supporting local and regional community organisations and sporting clubs.

## 11.8 Lease Proposal for 14 Camp Road – Ovis Community Services

File Ref:	CA03/20-01
Previous Items:	August.19 OCM18/164
Applicant:	N/A
Author and Title:	Dean Unsworth, Chief Executive Officer
Declaration of Interest:	Nil.
Voting Requirements:	Absolute Majority

### Recommendation/Council Decision

**OCM21/221**

**Moved: Cr A Rogers**

**Seconded: Cr S Kirkham**

**That Council supports the Chief Executive Officer entering into a lease agreement with Ovis Community Services for the premises at 14 Camp Road, Pinjarra to provide community and consultation services;**

- a. **for an initial term of 12 months commencing on 21 January 2022 at a rent of \$1, plus all outgoings as required;**
- b. **that a report on the services provided to the Murray community is provided to the CEO on a six-monthly basis;**
- c. **for a further term of 2 years with six monthly reporting requirements, after the initial term at 50% of valuation and all outgoings subject to the service providing value for money in the opinion of the CEO;**
- d. **if the view of the CEO is that the service is not providing value for money after three years, a report is presented to Council to consider the matter; and**
- e. **if the service provided is deemed value for money and subject to the property not being required for any other purpose, then a further term of 3 years being available commencing 21 January 2025 subject to an agreed fair and reasonable lease rate.**

**CARRIED UNANIMOUSLY 7/0**

### In Brief

- The property at 14 Camp Road has been leased to Safe Women, Safe Family (SWSF) Inc. since January 2019 on a three-year leasing arrangement.
- The property (and 12 Camp Road) were purchased in 2016 as a long-term strategic decision for future expansion of the Murray Aquatic and Leisure Centre (MALC) building and/or car parking.
- The land is not expected to be required for the MALC within the next 10 years.
- The Board of SWSF has written to the Shire advising that it does not wish to extend this lease due to ongoing funding challenges.
- An alternative service, Ovis Community Services has met with officers and has requested that Council consider a lease with them to continue similar and much needed services to the Murray community.

### Background

In August 2018, the SWSH Board made a deputation to the Murray Council meeting with a request to lease Councils property at 14 Camp Road on a peppercorn arrangement.



At this meeting it was resolved:

*That:*

1. *Council supports offering 14 Camp Road to Safe Women Safe Family Inc. on a three year plus three-year option at no cost, to provide services to residents to Murray and the Peel Region;*
2. *Council authorises the Chief Executive Officer to write a letter of support for Safe Woman Safe Family Inc. to be used in grant submissions;*
3. *Council notes the reduced rental income of approximately \$5000 from 14 Camp Road, and this be offset from the Mandurah and Peel Tourism Organisation budget of \$35,000; and*
4. *Council delegates to the Chief Executive Officer the terms and conditions of the proposed lease.*

The lease commenced in January 2019 and since that time SWSH has been providing support to assist women whose lives have been impacted by the trauma of abuse and the destructive cycle of family and domestic violence. Women receive a coordinated, long-term combination of support, therapy and connections to guide their healing and strengthening. At the time it was acknowledged that a sustainable funding structure was needed to be established and implemented for the service to be enduring. The Board of SWSF have made the decision that the funding structure was not a sustainable one and regretfully wrote to the Shire not seeking an extension to their lease.

### **Report Detail**

Since being advised of SWSF not to extend their lease, meetings have been held with Ovis Community Services (Ovis) to discuss if their service can deliver a range of support programmes and to ensure that there is not a service gap within the Murray community.

Ovis Community Services is a business name operated by Pat Thomas House Inc. Pat Thomas House Inc is a registered Incorporated Group and a Registered Charity and not-for-profit organization.

From their website it states:

*“For more than 30 years our organisation has been the primary provider of family and domestic violence services in the Peel region, initially as Pat Thomas House and more recently as OVIS Community Services. The OVIS name, launched in 2020, embodies our organisational purpose and the value we provide to our clients and the community, which is to Overcome Violence and Inspire Safety. We strive through our practice and our people to empower our clients and community with knowledge, skills and support to create safer lives for themselves and their family. Our holistic person-centred approach to family and domestic violence is inclusive and culturally sensitive. We recognise every person's journey is different. OVIS's dedicated and compassionate team provide the following services to individuals, families and groups: - Crisis Accommodation and Support Services - Early Intervention Services - Post-crisis support - Education We are deeply connected to reducing the impact of family and domestic violence in our community and collaborate to sustainably provide innovative programs that empower people to live a life free of violence and abuse”.*

Further information about Ovis can be viewed at [ovis.org.au](https://www.ovis.org.au).

Ovis has approached the Shire requesting that the above service continues at 14 Camp Road, Pinjarra under the same peppercorn lease arrangement.

### Murray 2031 Strategic Community Plan

<b>Focus Area</b>	Places for People
<b>Aspiration</b>	Socially connected, safe and cohesive community.
<b>Strategy</b>	In partnership with communities, identify and prioritise community-led projects and initiatives.

### Other Strategic Links

Nil.

### Statutory Environment

Reg 30 of the Local Government (Functions and General) Regulations 1996

30. Disposition of property excluded from 3.58 of the Local Government Act

(1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.

(2) A disposition of land is an exempt disposition if —

(a) the land is disposed of to an owner of adjoining land (in this paragraph called the **transferee**) and —

- (i) its market value is less than \$5 000; and
- (ii) the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee; or

(b) the land is disposed of to a body, whether incorporated or not —

- (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
  - (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions; or
- the land is disposed of to —

(3) the Crown in right of the State or the Commonwealth; or

(4) a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or

(5) another local government or a regional local government; or

- (c) it is the leasing of land to an employee of the local government for use as the employee's residence; or
- (d) it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or
- (e) it is the leasing of land to a person registered under the *Health Practitioner Regulation National Law (Western Australia)* in the medical profession to be used for carrying on his or her medical practice; or
- (f) it is the leasing of residential property to a person.

As Ovis is a registered Incorporated Group and a Registered Charity and Non-Profit organization, this lease proposal is not required to be advertised.

### Sustainability & Risk Considerations

*Economic - (Impact on the Economy of the Shire and Region)*

Nil.

*Social - (Quality of life to community and/or affected landowners)*

Every year, the Peel region sees over 1000 people seeking family violence services. Ovis provides options to people fleeing abuse, supporting survivors on the next phase of their journey and engaging those in need.

*Environment – (Impact on environment’s sustainability)*

Nil.

*Policy Implications*

Nil.

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	Ovis is part of the Pat Thomas House structure which has been servicing the Peel region for 30 years.

**Consultation**

- Sae Woman Safe Houses Chairperson
- Ovis Community Services Chairperson and senior staff

**Resource Implications***Financial*

The estimated market value for rental at this property is \$16,640 per annum.

*Workforce*

There is no significant workforce impact with this recommendation.

**Options**

Council has the option of:

1. Supporting the officer recommendation.
2. Amending the officer recommendation.
3. Not supporting the officer recommendation and considering leasing the property at full market value.

**Conclusion**

Safe Women, Safe Families Inc. provided much needed services to those women in need within our community. While its Board has acknowledged that the ongoing challenges of secure funding streams eventually made the service financially not viable, having the strength of Ovis Community Services coming in and providing an expanded service is a very positive outcome and will ensure that there is a seamless transition and a continuity of service.

## Infrastructure Services

### 11.9 Request for Support of New Road Names for subdivision of Lot 9027 South Yunderup

File Ref: 160852  
 Applicant: McMullen Nolan Group Pty Ltd  
 Author and Title: Martin Harrop, Manager Engineering  
 Declaration of Interest: N/A  
 Voting Requirements: Simple Majority

#### Recommendation/Council Decision

**OCM21/222**

**Moved: Cr D Pike**

**Seconded: Cr S Lee**

**That Council:**

1. support the proposed new road names for use in subdivision of Lot 9027 South Yunderup; and
2. endorses Shire staff to support an application to Landgate, Geographic Names Committee for the new road names in subdivision of Lot 9027 South Yunderup.

**CARRIED UNANIMOUSLY 7/0**

#### In Brief

The developer of Lot 9027 South Yunderup has submitted a list of proposed new road names for the ongoing subdivision of Austin Lakes, South Yunderup.

Landgate's Geographic Names Committee requires local Government consent of new road names.

#### Background

A request has been received from McMullen Nolan Group seeking Council's support to use road names not from the Shire of Murray pre-approved list for subdivision Lot 9027 South Yunderup. Twenty-two (22) names have been presented for local government consent in the application process with the Geographic Names Committee. The new road naming theme for the subdivision of Lot 9027 South Yunderup is based on colours and hues observed and described in the natural environment whether from fauna, vegetation, landscape, earth and water.

Landgate, Geographic Names has granted in principle approval for the use of these road names given the initial validation checks.

#### Report Detail

The proposed road names for Lot 9027 South Yunderup are:

Almond Way	Manatee Way	Bistre Road/Street
Arylide Street	Mulberry Avenue	Lapis Road/Street
Brandeis Road	Navajo Street	Sangria Road/Street
Cornsilk Place	Persian Way	
Feldspar Road	Pistachio Grove	
Garnet Way	Rosewood Avenue	
Icterine Road	Sable Street	
Indigo Place	Tangelo Grove	
Jonquil Street	Tyrian Street	
Kombu Way		

**Murray 2031 Strategic Community Plan**

<b>Focus Area</b>	Connected and Accessible
<b>Aspiration</b>	To enhance our transport linkages and opportunities to share information using a variety of travel and technology options.
<b>Strategy</b>	Improve the amenity and functionality of the street network and town entrances.

**Other Strategic Links**

Nil.

**Statutory Environment**

*Land Administration Act 1997*

**Sustainability & Risk Considerations**

*Economic - (Impact on the Economy of the Shire and Region)*

Nil.

*Social - (Quality of life to community and/or affected landowners)*

Nil.

*Environment – (Impact on environment’s sustainability)*

Nil.

**Policy Implications**

- Policy and Standards for Geographical Naming in WA.
- Policy W13 – Naming of Localities, Roads, Parks and Reserves and Buildings.

**Risk Management Implications**

<i>Risk Level</i>	<i>Comment</i>
Low	There is little to no risk to the Shire of Murray, if the above policies and procedures are adhered too when considering naming of roads.

**Consultation**

- McMullen Nolan Group Pty Ltd
- Landgate

**Resource Implications**

*Financial*

Nil.

*Workforce*

Nil.

**Options**

Council has the option of:

1. Supporting the proposed road name and forward names to Landgate for final approval.
2. Not supporting the proposed road names.

**Conclusion**

Council support is requested for twenty-two new road names for the subdivision Lot 9027 South Yunderup within the estate of Austin lakes. The proposed road names have passed Landgate's preliminary validation process and are considered to be consistent with the requirements of Landgate's Geographic Names Committee, Road Naming Policy. Shire Officers support the developers request and recommend that Council support the proposed new road names.

**11.10 Tender T21/14 Supply & Delivery of Sand for Road Building**

File Ref: 5206  
 Previous Items: OCM. 28 October Item 15.13 (OCM21/174)  
 Author and Title: Martin Harrop, Manager Engineering  
 Declaration of Interest: Nil  
 Voting Requirements: Absolute Majority

**Mr Alan Smith** declared an Financial Interest in Item 11.10 Tender 21/14 – Supply and Delivery of Sand for Road Building in that his wife works for the Hinds Group and they have submitted a Tender for delivery of sand for road building.

**Mr Alan Smith** withdrew from the meeting the time being **5.53pm**.

**Confidential Appendix 7**

**Recommendation/Council Decision**

**OCM21/223**

**Moved: Cr G Black**

**Seconded: Cr S Kirkham**

**That Council:**

1. **accepts the Confidential Assessment Report by the evaluation panel; and**
2. **endorses BM & JV Waters as the preferred tenderer for the supply of sand for road building for estimated allocation of \$1,101,600 in accordance with the specifications and tender rates detail in Tender T21/14.**

**CARRIED UNANIMOUSLY 7/0**

**Mr Alan Smith** rejoined the meeting, the time being **5.54pm**.

**In Brief**

- BM & JV Waters is the preferred tenderer for the Supply of sand for road building.
- Council endorsement is required because the estimated tender value exceeds the Chief Executive Officer's delegated authority.

**Background**

Tenders were called for suitably qualified contractors for the supply & delivery of sand for road building for the Keralup Road project. At the October Ordinary Council Meeting a decision was made authorising the Chief Executive Officer to invite tenders for works involved in the East Keralup Road Project and delegate responsibility to approve tender selection up to a maximum value of \$1,000,000.

Following the public tender and the completion of the design scope the estimated value of works exceeds the Chief Executives Officer delegated Authority. A revised recommendation is proposed to Council for the award of the preferred tenderer and estimated value of works.

**Report Detail**

The Shire of Murray and Development Wa have entered into an agreement for the Shire to construct a new road that extends into Lot 9500 Gull Road, Keralup. Tenders were invited for the supply and delivery of sand material for use as the base for road construction works as specified. At the close of tender, three submissions had been received and the final scope of the road works involved quantities of sand exceeding the value of delegated

authority the Chief Executive Office had for tender selection. A new Council resolution was required to authorise the tender selection.

### **Murray 2031 Strategic Community Plan**

<b>Focus Area</b>	Thriving Economy
<b>Aspiration</b>	To create diverse and prosperous economy that supports innovation, training opportunities and provides a variety of business, tourism and employment opportunities.
<b>Strategy</b>	Build and maintain the Transform Peel initiative.

### **Other Strategic Links**

Nil.

### **Statutory Environment**

Council Policy W12 – Private Works

### **Sustainability & Risk Considerations**

#### *Economic - (Impact on the Economy of the Shire and Region)*

The development of further commercial opportunities will add increased value to the Peel Business precinct, this in turn will provide ongoing job options for the Shire and Region.

#### *Social - (Quality of life to community and/or affected landowners)*

Nil.

#### *Environment – (Impact on environment's sustainability)*

Works are subject to conditions of subdivision approval from the Department of Planning, Lands and Heritage.

#### *Policy Implications*

Works proposed within the agreement are within private property and therefore the Council Policy that relates to private works has been enacted to guide the engagement process.

#### *Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	Ensure the tender requirements are being met and align to the Local Government Act 1995 requirements.

### **Consultation**

Development WA

### **Resource Implications**

#### *Financial*

Funding for the project is secured via the East Keralup Road Works Agreement.

#### *Workforce*

The project will be delivered utilising existing staff resources.



**Options**

Council has the option of:

1. Endorsing the preferred tenderer BM & RV Waters.
2. Rejecting all tenders.

**Conclusion**

All details are contained within the Confidential Assessment Report.

## Items for Information

### 11.11 Council Resolution/Outstanding Items

Resolution Register is attached for information.

**Appendix 8**

### 11.12 Delegated Decisions – October 2021

Delegated Decisions is attached for information.

**Appendix 9**

## 12. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING

Nil.

## 13. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

## 14. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

Nil.

## 15. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING

### Recommendation/Council Decision

**OCM21/224**

**Moved: Cr A Rogers**

**Seconded: Cr S Lee**

**That Council accepts Item 15.1 Structural Repairs to George Beacham Pavilion and Item 15.2 Western Australian food Innovation Precinct Fit-Out contract as Late Urgent Business.**

**CARRIED UNANIMOUSLY 7/0**

### 15.1 Structural Repairs to George Beacham Pavilion

File Ref:	R5170		
Previous Items:	OCM 23 Sept 21	Item 11.8	(OCM21/150)
Applicant:	Nil		
Author and Title:	Rod Peake, Director Planning and Sustainability		
Declaration of Interest:	Nil		
Voting Requirements:	Absolute Majority		

### Recommendation/Council Decision

**OCM21/225**

**Moved: Cr S Kirkham**

**Seconded: Cr S Lee**

**That Council allocate up to a further \$20,000 toward structural improvements to the George Beacham Pavilion to be sourced from the Building Renewal Reserve.**

**CARRIED UNANIMOUSLY 7/0**

## **In Brief**

- In September 2021 Council allocated up to \$25,000 to undertake structural improvements to the George Beacham Pavilion.
- The Request for Quotations process has just concluded with the only quote received for the work being from Makin Homes for \$43,960.40 (excl. GST).
- It is critical that the structural works be undertaken as the most practical and cost-effective option in order to provide facilities to support the use of the Reserve in time for the 2022 football season in April.
- Council will need to consider this matter at its December meeting in order for the works to be completed by the April 2022 deadline.

## **Background**

The George Beacham Pavilion was constructed in 1973 and provides the original facilities for the Sir Ross McLarty Reserve.

The Pavillion includes changerooms and amenities, a kiosk and umpires' room on the ground floor, which are the only home and away changerooms to service the four ovals at the Reserve. Upstairs has accommodated the social facilities used by the Pinjarra Cricket Club for the last 11 years. This building is now deemed to be non-compliant with disability access requirements under the Building Code of Australia – Disability Access Standards 2010. The lease expired on 30 June 2021 and was not renewed with eth Cricket Club vacating the premises.

The Pavilion is in a poor overall condition with deterioration limiting serviceability and the need for considerable improvements. Maintenance costs are high and it is clear that the building is near its end of life. In particular a structural engineering assessment has highlighted that the building is showing signs of structural stress at the verandah piers and the east facing change room wall. Given the structural risks, the building has been closed and fenced off to preclude public access.

As the Pavillion provides essential changerooms amenities to support the use of the overall Reserve, at its meeting on 23 September 2021 Council resolved to:

1. authorise up to \$25,000 for structural engineering works at the George Beacham Pavilion to be funded from the Building Renewal Reserve; and
2. \$20,000 for planning for a new changeroom to service oval 1 and the modifications to the existing Peel Football and Netball Club changerooms at Enzo Menara Pavilion as proposed under the Sir Ross McLarty Sporting Precinct masterplan 2021 to be funded from the CEO Consultancies Account.

It was intended that the structural works be undertaken in early 2022 and be completed to enable the facility to be available in time for the 2022 football season, which commences in early April. The works would likely extend the life of the ground floor of the building for around three years, subject to annual structural engineering inspections, which would enable time to undertake planning and construction of a permanent replacement facility in accordance with the endorsed masterplan for the Reserve.

## **Report Detail**

The \$25,000 allocation for structural repairs was based on a builder's estimate at the time and a description of the works required by the structural engineer. A structural engineering design has since been completed and a request for quote process undertaken.

The only quote received was from Makin Homes for \$43,960.40 (excl. GST). A material order will need to be made by mid-December to enable the builder to commence works onsite in late February and be completed in March.

It is critical that access to changeroom amenities are available to support the use of the Reserve by the start of the 2022 football season. Other options for provision of changeroom facilities were discounted as due to cost, leaving the structural repairs as the most practical and cost-effective option for the interim period until a permanent replacement facility is available.

On this basis it is recommended to proceed with the Makin Homes quotation.

### **Murray 2031 Strategic Community Plan**

<b>Focus Area</b>	Places for People
<b>Aspiration</b>	To create great places for the people through strong partnerships with the community; innovative urban design; and improve the well-being and quality of life for residents.
<b>Strategy</b>	Plan community facilities for future generations.

### **Murray 2021-2025 Corporate Business Plan**

<b>Focus Area</b>	Places for People
<b>Objective</b>	Encourage an active and healthy community.
<b>Strategy</b>	Plan community facilities for future generations.
<b>Actions</b>	Progressively implement the Sir Ross McLarty Precinct Master Plan.

### **Other Strategic Links**

Sir Ross McLarty Precinct Master Plan 2021

### **Statutory Environment**

Nil.

### **Sustainability & Risk Considerations**

#### *Economic - (Impact on the Economy of the Shire and Region)*

The Reserve provides a district sporting facility within close proximity to Pinjarra Town Centre. Each year the Reserve plays host to regional sporting and cultural events which brings visitors to the town. The provision of modern and fit for purpose buildings and infrastructure, including a dedicated evens space and pavilion and improved road network, will further increase opportunities for large community and cultural events.

#### *Social - (Quality of life to community and/or affected landowners)*

The Reserve has been the focal point for sport and recreation in the Shire for over fifty years. It has evolved into a district sporting precinct that provides local and regional sport competitions, formal and informal recreation pursuits, social activities, neighbourhood meetings and school curriculum activities. The use of the Reserve will be compromised without suitable changeroom facilities.

#### *Environment – (Impact on environment's sustainability)*

Nil.

#### *Policy Implications*

Policy A15 – Asset Management: new infrastructure assets provide the desired level of service to meet the community's needs and expectations in a financially sustainable manner.

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
High	Not progressing the structural repairs will mean that there will not be changeroom facilities available to support the use of the Reserve which will impact on sporting, event and community use of the Reserve and the reputation of the Shire.

**Consultation**

Nil.

**Resource Implications***Financial*

The overall cost of the structural repairs will be \$43,960.40. \$25,000 has already been allocated from the Building Renewal Reserve. It is proposed that the further \$19,960.40 required to undertake the works is sourced from the same reserve.

Should this item be endorsed the balance in the Building Renewal Reserve as of 30 June 2022 will be \$225,828.

*Workforce*

The works can be managed within existing staffing resources.

**Options**

Council has the option of:

1. Allocating the further funding to undertake the structural repairs.
2. Not allocating the further funding to undertake the structural repairs.

**Conclusion**

It is critical that the structural works be undertaken as the most practical and cost-effective option in order to provide facilities to support the use of the Reserve in time for the 2022 football season.

## 15.2 Western Australian Food Innovation Precinct Fit-Out Contract

File Ref:	T21/1	
Previous Items:	SCM. 29 Mar 2021 Item 8.1	(SCM21/054)
	OCM. 25 Nov 2021 Item 11.2	(OCM21/201)
	SCM. 1 Dec 2021 Item 8.1	(SCM21/206)
Author and Title:	Dean Unsworth, Chief Executive Officer	
Declaration of Interest:	Nil	
Voting Requirements:	Simple Majority	

### Recommendation/Council Decision

**OCM21/226**

**Moved: Cr S Lee**

**Seconded: Cr D Pike**

### That Council:

1. **supports the funding allocation of \$670,000 from the WAFIP contingency budget being allocated towards the Food Technology Facility (FTF) fit-out;**
2. **accepts that the Department of Primary Industry and Regional Development (DPIRD) will not have signed an Agreement to Lease for the FTF facility until 31 January 2022 and that full tenant leases will not be completed by DPIRD or Murdoch University until March 2022;**
3. **requests that the FTF fit-out project commences as a matter of urgency to avoid as much as possible significant project time-delay costs; and**
4. **supports Murdoch University being contracted to undertake the FTF fit-out project component and authorises the Chief Executive Officer to negotiate the terms of this agreement.**

**CARRIED UNANIMOUSLY 7/0**

### In Brief

- The WAFIP capital project construction commenced in April 2021 and is currently on schedule for practical completion in May 2022.
- Since the commencement of the construction programme, the State Government allocated \$10M towards equipment towards a component of the project – the Food Technology Facility (FTF).
- Due to the Local Government Tender Regulations Council cannot proceed with the FTF fit-out as it is outside the scope of the original tender and could not be considered a 'minor variation'.
- Since receiving budget approval for the FTF in July 2021, the Department of Primary Industries and Regional Development (DPIRD) have been working with its project partners (Future Food Systems CRC and Murdoch University) to give shape to this program.
- Council considered the process of having the FTF fit-out funded at the November 25 and also at a Special Council meeting 1 December, 2021.
- Since that Special Council meeting, further meetings have been held with various stakeholders and an agreed funding pathway has been achieved.

### Background

The FTF project was incorporated into the WAFIP project following a \$10 million allocation from the State Government to purchase specialist equipment. This allocation was allocated some months after the tender documents were drawn and the commencement of the WAFIP.

With the advent of the FTF, contingency funds were found to increase the size of the building from 600m<sup>2</sup> to 1000m<sup>2</sup>. However, there were not funds allocated in the original tender for fit-out of the FTF. An estimated cost of the fit-out is up to \$3 million.

With the FTF project being of this magnitude, it is not permissible under the Local Government Tender Regulations to treat this as a minor variation. Therefore, the overall WAFIP project will proceed with the FTF fit-out treated as a separate sub-project.

At the Special Council meeting held 1 December, 2021 it was resolved:

*That Council:*

- 1. Proceeds as per the original tender decision from 29 March 2021 (SCM21/054).*
- 2. Acknowledges that the fit-out for the FTF is required to go to a formal tender process as this component of the WAFIP is outside the scope of the tender that was formally accepted on 29 March 2021.*
- 3. Delegates to the Chief Executive Officer that available contingency of \$670,000 be allocated towards the WAFIP only if it is prudent to use and assists in achieving the WAFIP vision.*
- 4. Requests that DPIRD and Murdoch University works with the Shire of Murray preparing a Building Better Regions Fund grant submission towards fit-out and equipment for the FTF facility using \$1 million State Government funds already allocated to the FTF and potentially \$366,000 allocated by Murdoch University.*
- 5. Includes the FTF fit-out project as a priority project as part of its 2022 Federal Election lobby strategy.*
- 6. Authorises the Chief Executive Officer to seek alternative tenants to the WAFIP immediately if DPIRD or Murdoch University advises that they do not wish to continue to be tenants of the WAFIP.*

At the present time, the budget secured for the fit-out is as follows:

This has now been completed with some of the \$3 million funding being secured as follows:

- DPIRD allocation (from its \$10 million election commitment)      \$1,000,000
- Shire of Murray (from the project contingency budget)              \$ 670,000
- Murdoch University    \$ 366,000

### **Report Detail**

A meeting was held on the 15 December 2021 with stakeholders to discuss the additional funding that is required to bridge the funding gap.

The meeting agreed that:

- a grant submission be made to the Australian Government via the Building Better Regions Fund (BBRF) Round 6. Grant applications are now open and close 10 February, 2022;
- the Shire of Murray commits urgently \$670,000 towards the fit-out and thus reducing the fit-out cost estimate by that amount and reduces project time-delay costs;
- if the BBRF application is unsuccessful, a smaller fit-out would be undertaken with the budget available; and
- Murdoch University would manage the FIT fit-out component for the FTF.

### Murray 2031 Strategic Community Plan

<b>Focus Area</b>	Thriving Economy
<b>Aspiration</b>	To create diverse and prosperous economy that supports innovation, training opportunities and provides a variety of business, tourism and employment opportunities.
<b>Strategy</b>	Build and maintain the Transform Peel initiative.

### Murray 2021-2025 Corporate Business Plan

<b>Focus Area</b>	Thriving Economy
<b>Objective</b>	An economy that is focused on key success factors for growth; knowledge and innovation; export income and investment; infrastructure and local capacity.
<b>Strategy</b>	Build and maintain the Transform Peel initiative.
<b>Actions</b>	Deliver the Western Australian Food Innovation Precinct.

### Other Strategic Links

Western Australian Food Innovation Precinct Business Plan

### Statutory Environment

With the fit-out of the FTF being of such a magnitude and was outside the scope of the original WAFIP tender, the fit-out project is required to be treated as a separate project.

### Sustainability & Risk Considerations

#### *Economic - (Impact on the Economy of the Shire and Region)*

There are significant long-term economic benefits to the Shire and the region if the FTF programme proceeded. However, at this point the project is unfunded by \$2.3 million, and without firm financial commitments from stakeholders, the project will not be able to proceed in the short term.

#### *Social - (Quality of life to community and/or affected landowners)*

Having a strong and vibrant economy adds significantly to the social well-being of the district and the region.

#### *Environment – (Impact on environment's sustainability)*

Nil.

#### *Policy Implications*

Nil.

#### *Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	There is some risk to Council by allocating \$670,000 towards the FTF as leases have yet to be executed.

### Consultation

- Minister for Primary Industry and Regional Development
- Department of Primary Industry and Regional Development
- Peel Development Commission
- Murdoch University



## **Resource Implications**

### *Financial*

There is no Shire municipal funding required, as the funding identified is coming from the overall WAFIP contingency budget.

### *Workforce*

All workforce requirements will be covered within current operational budgets.

## **Options**

Council has the option of:

1. Allocate \$670,000 of the WAFIP contingency budget to the FTF.
2. Not allocating the funds towards the FTF. However, this puts the FTF project at serious risk and thus losing the funding support from the State Government and the current agreement with Murdoch University.

## **Conclusion**

It is acknowledged that if the \$670,000 of the Shire's contingency budget is committed to the FTF, there is some risk to Council if the FTF project did not proceed. Of that \$670,000, approximately \$205,000 of those works would still be of value to a future tenant, however, if for any reason the FTF wasn't to progress, then, given that the design is bespoke, that about \$465,000 of works would be redundant.

While it is highly unlikely that the FTF would not proceed, there is some risk to Council as lease agreements have only recently been drawn and not expected to be signed by relevant parties until March 2022.

While the risk to Council is low, Council should still formally consider if it wishes to accept this risk. While there is some risk, the FTF is seen as a critical success factor for the WAFIP and would significantly activate the precinct and significantly assist in achieving the WAFIP vision.

**16. MEETING CLOSED TO THE PUBLIC (CONFIDENTIAL BUSINESS)****16.1 Australia Day Community Citizen of the Year Awards 2022**

File Ref: 7/8116  
Author and Title: Mary-Ann Toner, Coordinator Executive Services  
Voting requirements: Simple Majority

**Appendix 10 Under Confidential Cover****Recommendation/Council Decision****OCM21/227****Moved: Cr G Black****Seconded: Cr A Rogers**

**That Council proceeds behind closed doors as per Section 5.23(2) of the Local Government Act for the purpose of considering confidential item 16.1 Australia Day Community Citizen Awards 2022 and item 16.2 Tender T21/11 – Redevelopment of the Exchange Hotel Pinjarra Design Consultancy Services.**

**CARRIED UNANIMOUSLY 7/0****Recommendation/Council Decision****OCM21/228****Moved: Cr S Lee****Seconded: Cr S Kirkham**

**That Council endorses the Selection Panel's Recommendation included in the report for Item 16.1 Australia Day Community Citizen Awards 2022 provided under confidential cover.**

**CARRIED UNANIMOUSLY 7/0****Purpose**

Council is requested to support the recognition of worthy persons and groups through the Community Citizen of the Year Awards 2022.

**Background**

In September 2021, the Shire of Murray called for nominations for the 2022 Australia Day Community Citizen of the Year Awards. The Australia Day Council of Western Australia provides four awards each year for presentation in each local government area. These awards are a means of recognising the individuals and groups making outstanding contributions to the local community through their inspiring actions and dedicated services. The recognition of these people is integral to fostering community pride and positive Australian characteristics.

**Proposal**

In accordance with Council's Policy G4, nominations were called for in the four (4) categories for the 2022 Community Citizen of the Year Awards.

The four categories are:

- Community Citizen of the Year Award
- Senior Community Citizen of the Year Award
- Youth Community Citizen of the Year Award
- Active Citizenship Award (Group or Event)

Copies of the nominations are distributed to Councillors under separate confidential cover for their consideration and decision. Council is required to forward the nominations to the Australia Day Council of Western Australia.

### **Murray 2031 Strategic Community Plan**

<b>Focus Area</b>	Places for People
<b>Aspiration</b>	To create great places for the people through strong partnerships with the community; innovative urban design; and improve the well-being and quality of life for residents.
<b>Strategy</b>	Foster opportunities for connectivity between the Council and the community.

### **Other Strategic Links**

Nil.

### **Statutory Environment**

Not Applicable.

### **Policy Implications**

Council's Policy G4 – Civic Awards and Commendations – President's Award refers.

### **Sustainability and Risk Considerations**

#### *Economic - (Financial Impact to the Community)*

There is no direct financial impact to the community as the awards are promoted through media avenues that are already in existence.

The awards are designed to foster, recognise and celebrate significant contributions to the community through active citizenship.

#### *Environment – (Impact on environment's sustainability)*

Not Applicable.

#### *Governance (Policy Implications)*

Policy No G4 of Council's Policy, Standard Operating Procedures and Delegated Authority Manual refers.

#### *Overall Risk Management Consideration*

Not applicable.

### **Consultation**

The Australia Day Council of Western Australia provides information to all local government authorities across Western Australia about the awards and processes and provides application forms and posters to assist with the publicity.

### **Resource Implications**

#### *Financial*

Incorporated within the Shire of Murray's administration budget.

#### *Workforce*

Incorporated within the scope of the Administration officer roles.

**Options**

Council is requested to consider the nominations received and select nominations to be forwarded to the Australia Day Council of Western Australia.

**Conclusion**

Nominations for the following will be considered by the Australia Day Awards selection panel and recommendations will be made to Council for consideration.

**Australia Day Community Citizen of the Year Award**

No nominations have been received for this category.

**Australia Day Senior Community Citizen of the Year Award**

Two nominations have been received for this category.

**Australia Day Youth Community Citizen of the Year Award**

One nomination has been received for this category.

**Australia Day Community Active Citizenship Award (Group or Event)**

One nomination has been received for this category.

## 16.2 Tender T21/11 – Redevelopment of the Exchange Hotel Pinjarra Design Consultancy Services

File Ref:	T21/11 & 5/6115		
Previous Items:	OCM. 24 Oct 19	Item 15.3	(OCM19/200)
	OCM. 27 Aug 20	Item 11.8	(OCM20/157)
	SCM. 2 Mar 21	Item 7.1	(SCM21/027)
Applicant:	Nil		
Author and Title:	Jennifer Brown, Project Manager		
Declaration of Interest:	Nil		
Voting Requirements:	Simple Majority		

**Confidential Appendix 11 Under Separate Cover**

### Recommendation/Council Decision

**OCM21/229**

**Moved: Cr A Rogers**

**Seconded: Cr D Pike**

**That Council considers the Confidential Assessment Report by the Evaluation Panel following the closing date for tenders.**

**CARRIED UNANIMOUSLY 7/0**

### In Brief

- Tenders were called for suitably qualified and experienced design consultants to provide a submission for the design and documentation of the adaptive redevelopment of the historic Exchange Hotel, Pinjarra.
- The closing date for tenders is 8 December 2021.
- It is important to ensure project momentum and to meet external funding requirements that Council appoints the consultant team at its December meeting.
- Following evaluation of the tenders, an assessment report will be circulated under separate confidential cover for Council's consideration.

### Background

- In May 2012, Council purchased the Exchange Hotel site located at Lots 85-88 George Street, Pinjarra.
- Since acquisition of the site, Council has entertained four (4) serious redevelopment proposals. The most recent proposal was dealt with in October 2019, where Council resolved to enter into a conditional contract of sale to sell a portion of the Exchange Hotel site. This transaction however did not proceed as a result of the COVID-19 pandemic.
- At its Ordinary Council Meeting in August 2020, recognising the critical need to provide strategic leadership and a range of interventions to support the economic growth of Pinjarra and Murray Region, Council supported Shire officers initiating a redevelopment concept supported by a business case to assist with investment attraction or securing grant funding to realise the redevelopment outcome.
- At its Special Council Meeting in March 2021, Council endorsed a redevelopment and design proposal that supported its vision for the Exchange Hotel to be redeveloped into a 'Regional Icon' and its associated business case and redevelopment cost estimates.
- At its Special Council Meeting in March 2021, Council also endorsed a financial commitment of \$2,854,202 and the submission of a Building Better Regions Fund

application seeking \$2,335,257, towards a total cost of \$5,189,459, for redevelopment of the Exchange Hotel site to attract a suitable and experienced operator.

- In October 2021, Council received notification that its Building Better Regions Fund application was successful.

### Report Detail

A concept design has been developed for the site and design consultancy services are now required to review the concept and produce schematic designs to obtain development approval from the Western Australian Planning Commission and then detailed design and documentation to enable the project to proceed to the construction phase.

The Confidential Assessment Report, to be forwarded under separate confidential cover following the closing date for tenders will contain a detailed evaluation of the tenders.

### Murray 2031 Strategic Community Plan

Focus Area	Thriving Economy
Objective	An economy that is focused on key success factors for growth; knowledge and innovation; export income and investment; infrastructure and local capacity.
Strategy	Position Pinjarra as a key regional centre through the Pinjarra Revitalisation Strategy.

### Murray 2021 - 2025 Corporate Business Plan

Focus Area	Places for People
Objective	Ensure quality, diverse and innovative planning outcomes that meet community aspirations.
Strategy	Implement Pinjarra Revitalisation Strategy.
Actions	Facilitate the restoration and re-use of the former Exchange Hotel.

### Other Strategic Links

- Shire of Murray Economic Strategy 2018-2022
- Pinjarra Town Centre Revitalisation Strategy 2017
- Shire of Murray Tourism, Marketing and Communications Plan 2020-2023
- Exchange Hotel – Local Planning Policy 2018
- Exchange Hotel – Conservation Management Strategy 2014

### Statutory Environment

- Planning and Development Act 2005
- Heritage Act 2018
- Local Government Act 1995
- Local Government (Functions and General) Regulations 1996

### Sustainability & Risk Considerations

*Economic - (Impact on the Economy of the Shire and Region)*

Based on the initial redevelopment concept plan, economic modelling indicates potential for the project to deliver \$57.5m of new economic output in the first five years of operation to the local economy. This translates to \$11.54m of new economic output annually, calculated as follows:

- 38,850 new visitors to the Shire of Murray per annum;
- \$1.57m of new visitor expenditure in the Shire of Murray per annum;
- the creation of 67 direct, indirect and induced FTE jobs; and
- support of approximately 20 local food enterprises.

Redevelopment of the Exchange Hotel is a critical project to catalyse further investment and economic activity in Pinjarra and is a key initiative under the Pinjarra Town Centre Revitalisation Strategy.

*Social - (Quality of life to community and/or affected landowners)*

The Exchange Hotel is a highly valued community asset. The initial redevelopment concept plan includes elements to service the visitor economy as well as the local community. It is also complementary and integrates with adjoining public spaces that will enable increased activation and events that will benefit the local community and strengthen Pinjarra as a great place to live, work and visit.

*Environment – (Impact on environment's sustainability)*

Nil.

*Policy Implications*

Policy G11 Purchasing deals with purchasing generally, including Tendering.

Policy F1 Regional Price Preference provides a price preference for regional and local service providers.

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	This project is within the project budget and a sufficient contingency to mitigate any risks.

**Consultation**

The tender was advertised on the Tenderlink Online Procurement Platform and in the West Australian newspaper on Wednesday, 10 November 2021.

**Resource Implications**

*Financial*

All details are contained within the Confidential Assessment Report.

*Workforce*

The project is being coordinated within existing staff resources.

**Options**

Council has the option of:

1. Endorsing the recommended tenderer.
2. Endorsing an alternative tenderer.
3. Rejecting all tenders.

**Conclusion**

All details will be contained within the Confidential Assessment Report to be circulated under separate confidential cover following the closing date for tenders.



**Recommendation/Council Decision**

**OCM21/230**

**Moved: Cr S Kirkham**

**Seconded: Cr S Lee**

**That Council proceed with open doors the time being 6.07pm.**

**17. CLOSURE OF MEETING**

There being no further business the Presiding Member declared the meeting closed the time being **6.07 pm**.

**I confirm that these minutes were confirmed at the Ordinary Council Meeting held on 24 February 2022 as being a true and correct record.**



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**Presiding Member**

24 February 2022

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**Date**