



Agenda

Ordinary Council Meeting

Thursday 23 July 2020

Question Time

Rules

Please note that the following rules apply to Question Time:

1. The person asking the question is requested to complete a Public Question Time Form prior to asking a question at the Council meeting. This will assist in a more informed and detailed response being given at this meeting. This form is available on the Shire's website and on the desk in the gallery area of Council Chambers.
2. Questions are to be directed through the Chair, with the Chairperson having the discretion of accepting or rejecting a question or taking it on notice.
3. To enable all members of the public a fair and equal opportunity to participate in Question Time, each person shall, in the first instance, ask a maximum of Two Questions.
4. If a question is taken on notice at the meeting, it will be answered in writing and included in the following meeting's Minutes.

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Notice of Meeting

Notice is hereby given that the Ordinary Meeting of Council will be held at the Murray Shire Council, 1915 Pinjarra Road, Pinjarra on Thursday 23 July 2020 commencing at 5.30pm.

Dean Unsworth
Chief Executive Officer

1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
2. **ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**
Cr B Cardilini - via teleconference from Jundee Minesite, near Wiluna
3. **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
Nil
4. **PUBLIC QUESTION TIME**
5. **PETITIONS AND APPROVED DEPUTATIONS**
6. **CONFIRMATION OF MINUTES**
- 6.1 **Ordinary Council Meeting – 25 June 2020**

Recommendation

That the Minutes of the Ordinary Council Meeting held on 25 June 2020 be confirmed as a true and correct record.

7. ANNOUNCEMENTS BY THE PRESIDING MEMBER

The Shire President's announcements will be provided as an attachment to the Minutes.

8. ANNOUNCEMENTS BY ELECTED MEMBERS

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

9. ACKNOWLEDGEMENT OF RECEIPT OF DISCLOSURE OF INTERESTS (BY PRESIDING MEMBER)**10. RECEPTION OF MINUTES AND RECOMMENDATIONS OF COMMITTEES HELD SINCE PREVIOUS MEETING OF COUNCIL****10.1 CEO Resource Sharing Committee Meeting Wednesday 8 July 2020****10.1.1 Items to be dealt with separately**

File Ref: 1403-01
Appendix 1

Recommendation

That Council endorses the following CEO Resource Sharing Committee items attached at Appendix 1:

1. **6.1 CEO Resource Sharing Progress Report;**
2. **6.2 Resource Sharing Initiative for Shared Tourism Promotion; and**
3. **6.3 Murray-Waroona Sport and Recreation Strategy**

Background

Items 6.1, 6.2 and 6.3 are contained within the Minutes of the CEO Resource Sharing Committee meeting attached at **appendix 1**.

10.2 CEO Resource Sharing Committee Meeting Minutes 8 July 2020

File Ref: 1403-01
Appendix 1

Recommendation

That Council receives and notes the Minutes of the CEO Resource Sharing Committee Meeting held on Thursday 8 July 2020.

11. REPORTS OF CHIEF EXECUTIVE OFFICER AND OFFICERS

Planning and Sustainability

11.1 Application for Development Approval for Storage of Charitable Items for Collection by Foster Carers and Social Support – Lot 12 (832) Pinjarra Road, Furnissdale

File Ref:	PI03/12-01
Applicant:	Foster Share Shed Inc.
Author and Title:	Rhys Bloxsidge, Manager Planning Services
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority

Appendices 2, 3 and 4

Recommendation

That Council:

1. approves the development application under the Shire of Murray Local Planning Scheme No. 4 for an unlisted land use (storage of charitable items for collection by foster carers and social support) at Lot 12 (832) Pinjarra Road, Furnissdale, subject to the following conditions:
 - a. The operation shall only entail the storage of charitable items, the dropping off and collection of charitable good and items, social support and incidental administration associated with the Foster Share Shed Incorporated. The operation shall only be carried out within the approved shed;
 - b. Opening hours of the operation shall be between 9:00AM and 1:00PM Monday to Friday and 11:00AM and 3:00PM on Saturday;
 - c. A maximum of two volunteers are permitted to be on site at any one time and only during the permitted hours of operation;
 - d. A maximum of five visitors (foster carers, donators) are permitted on site at any one time and only during the permitted hours of operation;
 - e. All visitations by foster carers and donators shall be organised by appointment only. Unorganised visitations are not permitted and the operations is not permitted to be open to the public;
 - f. All car parking associated with the operation is to be carried out in close proximity to the shed and in an organised manner to the satisfaction of the local government;
 - g. The easternmost crossover shall be closed and the verge reinstated to a condition that matches the adjacent verge to the satisfaction of the local government;
 - h. The westernmost crossover shall be the only access point to and from the property and this crossover shall be upgraded to a suitable sealed standard to the satisfaction of the local government;
 - i. Prior to commencement of the use, information is to be provided to the local government sufficient to demonstrate that the relevant requirements and measures contained in the Bushfire Management Plan (Entire Fire Management, 10 July 2020, Revision 0) have been implemented to the

satisfaction of the local government. This information should include a completed 'Certification of Bushfire Consultant' from the Bushfire Management Plan;

- j. The Bushfire Management Plan (Entire Fire Management, 10 July 2020, Revision 0) shall be implemented on an ongoing basis for the life of the use unless otherwise approved by the local government;**
 - k. Prior to commencement of the use, the Emergency Evacuation Plan shall be updated so that it is completed in full to the satisfaction of the local government; and**
 - l. The proposed shed is to be set back from lot boundaries in accordance with the Bushfire Management Plan (Entire Fire Management, 10 July 2020, Revision 0).**
- 2. advises the applicant that it does not have the delegation to approve the application under the Peel Region Scheme, therefore an application for development approval is required to be submitted for approval by the Western Australian Planning Commission prior to a building permit application being submitted for the shed.**

In Brief

- The Foster Share Shed Inc. proposes to build a new shed to store charitable items for collection by foster carers and carry out a basic social support service.
- The proposed use is not considered to fall into any of the existing use classes under the Zoning Table of the Shire of Murray Town Planning No. 4, and is therefore considered an unlisted land use.
- The proposed use is considered to be consistent with the scale of a home business (with obvious exception to size), and is therefore considered to be consistent with the residential nature of the Special Rural Zone.
- Main Roads WA does not support the application, therefore should Council decide to approve the proposal, the applicant will be required to submit an application to the Western Australian Planning Commission for approval under the Peel Region Scheme.

Background

Lot 12 (832) Pinjarra Road, Furnissdale (the site) is two hectares in area and contains a dwelling, swimming pool and outbuildings. Access to the site is directly from Pinjarra Road. The site is zoned 'Special Rural' under the Shire of Murray Town Planning Scheme No. 4 (the Scheme) and is surrounded by properties of the same zoning. An aerial photograph showing the location of the site is shown below.



The proposal entails the following:

- Construction of a new 250m² shed to store charitable items and goods that can be collected by foster carers in the region (e.g. toys, clothes, cots, beds, sofas);
- Use of a small space within the shed for social support provided by volunteers of the Foster Share Shed Inc. to foster carers.

A copy of the submitted plans are included at **Appendix 2**.

In order to contain the scale of the land use, the Foster Share Shed Inc. proposes to operate the organisation as follows:

- Limit the hours of operation between 9am and 1pm Monday to Friday, and 11am and 3pm on Saturdays.
- Limit the maximum number of Foster Share Shed Inc. volunteers on site at any one time to two.
- Organise visitations by foster carers by appointment only and permit a maximum of five visitors on site at any one time.
- Prohibit access by general members of the public.

A copy of the applicant's description of the proposal is at **Appendix 3**.

Report Detail

The primary planning issues associated with the proposal are:

- whether the proposed land use can be considered for approval in the 'Special Rural' Zone;

- whether the proposed land use is consistent with the objectives of the ‘Special Rural’ Zone;
- whether the proposal would adversely impact the amenity of the area;
- whether access to Pinjarra would cause unacceptable risks in relation to traffic conflict and congestion; and
- whether bushfire risk can be managed adequately.

Whether the Proposed Land Use can be Considered for Approval in the ‘Special Rural’ Zone

Due to the intended nature of the ‘Special Rural’ Zone, the Zoning Table of the Scheme is rather restrictive in what types of land use can and can’t be considered for approval in the zone. In terms of classifying the proposed land use, it is considered in this case that the use is not specifically listed in the Zoning Table of the Scheme. The most effective way to determine this is to carry out a process of elimination by going through the Scheme’s definitions of the land uses that the proposal could potentially be classed as and then comparing the proposed land use to the definition. In this case, there are six land use definitions in the Scheme that have the potential to capture the proposal – ‘shop’, ‘consulting rooms’, ‘warehouse’, ‘storage’, ‘showrooms’ and ‘home business’.

A ‘shop’ is not permitted in the ‘Special Rural’ Zone. It is defined as *“any building wherein goods are kept, exposed or offered for sale by retail and includes a café and a restaurant and receiving depot, but does not include a bank, fuel depot, a market, service station, petrol filling station, milk depot, marine store, timber yard, or land and buildings used for the sale of motor and other vehicles, or for any purpose falling within the definition of industry”*.

The proposed land use does not offer any goods for retail sale, rather the goods are charitable in nature and are essentially donated to foster carers by the Foster Share Shed Inc, therefore the proposal is not considered to be a ‘shop’.

‘Consulting rooms’ are not permitted in the ‘Special Rural’ Zone. They are defined as *“a building or part of a building (other than a hospital) used in practice of his profession by a legally qualified medical practitioner or dentist, or by a physiotherapist, a masseur or a person ordinarily associated with a medical practitioner in the investigation of physical or mental injuries or ailments”*.

The social support component of the proposal does not entail any professionally qualified persons, rather the social support component is run by Foster Share Shed Inc. volunteers who provide a basic service for foster carers to simply talk to them about the various issues they may be facing. Given no professional counsellors or psychologists would be part of the social support component, the proposed use is not considered to entail ‘consulting rooms’.

A ‘warehouse’ is not permitted in the ‘Special Rural’ Zone. It means *“any building or enclosed land, or part of a building or enclosed land, used for storage of goods and the carrying out of commercial transactions involving the sale of such goods by wholesale”*.

The proposed land use does not entail commercial transactions or the wholesaling of goods, rather the goods are charitable in nature as noted, therefore the proposal is not considered to a ‘warehouse’.

‘Storage premises’ are not permitted in the ‘Special Rural’ Zone. They mean *“land and buildings used for the secured storage of household items or commercial goods and equipment, but does not include any sale or display for sale on the premises”*.

Whilst the proposed use entails the storage of household goods, it also displays the goods for selection by foster carers, which is somewhat contrary to the definition. This definition is

a direct reference to self-storage units whereby a site may contain a high number of individual storage units that are effectively leased out to those persons looking for additional storage space for their own home and the like.

'Showrooms' are not permitted in the 'Special Rural' Zone. They are defined as *"rooms used in connection with warehousing or offices and intended for the display of goods of a bulky nature"*.

This definition requires the use to be connected with a warehouse for it to be considered a showroom. As noted previously, the proposed use is not considered a warehouse as there will not be any commercial transactions occurring, therefore it cannot be considered as a showroom. Further, a showroom predominantly entails the display of bulky goods (e.g. white goods, furniture, etc.) and whilst the proposal will ultimately display some bulky goods for selection, there will also be a high number of goods on display that would not be considered bulky (i.e. toys, clothes, etc.).

A 'home business' is a discretionary land use in the 'Special Rural' Zone. It means *"a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession –*

- (a) Does not involve employing more than 2 people who are not members of the occupier's household;*
- (b) Will not cause injury to or adversely affect the amenity of the neighbourhood;*
- (c) Does not occupy an area greater than 50m²;*
- (d) Does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet;*
- (e) Does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood;*
- (f) Does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and*
- (g) Does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located."*

Whilst the proposed use meets some of the above home business requirements, it occupies an area larger than 50m² and entails the display of goods, therefore it cannot be considered as a home business.

In light of the above, the proposed use is considered to be unlisted.

Whether the Proposed Land Use is Consistent with the Objectives of the 'Special Rural' Zone

Clause 5.2.3 of the Scheme states that the Shire may, in respect of a use not listed:

- (a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
- (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow one or more of the advertising procedures of subclause 5.2.2 in considering an application for development approval; or*
- (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

In determining the consistency of the proposed use with the objective of the zone, the Scheme does not provide any general objectives for the 'Special Rural' Zone, nor does it provide any specific objectives for the 'SR2' Special Rural Sub-zone. Regardless, objectives for rural residential zones are generally consistent in nature throughout the State and have also been established as model scheme provisions in the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations). The relevant model objective for the zone in this case is "to provide opportunities for a range of limited rural and related ancillary pursuits on rural residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land".

The scale of the proposed use is not too dissimilar to a home business with exception to the size of the shed, therefore the proposed use could be considered as a related ancillary pursuit and may ultimately be consistent with the above quoted model objective.

To comply with clause 5.2.3 of the Scheme, a number of nearby landowners were notified in writing and invited to comment. Further information on this is provided under the 'Consultation' section of this report.

Whether the Proposal would Adversely Impact the Amenity of the Area

The potential amenity impacts relate to noise and building bulk. In regard to noise, it is considered the proposed use is similar in scale to a home business, particularly in relation to the number of people visiting the shed, vehicle movements and hours of operation. The applicant has indicated that:

- there would be a maximum of two volunteers in the shed at any one time;
- visitations would be organised by appointment only;
- a maximum of five visitors would be permitted in the shed at any one time; and
- hours of operation would be relatively limited.

This suggests that the potential for noise impact would be low, particularly given that a maximum of only seven people would be in the shed at once (five visitors and two volunteers). Any voices within the shed would also be muffled by the shed walls. Further, the nearest neighbouring dwelling is 120 metres from the proposed shed.

In regard to visual impact, the majority of the building bulk of the shed will be screened from neighbouring dwellings and Pinjarra Road by existing vegetation on the property, therefore the shed will not be highly noticeable.

Whether Access to Pinjarra would Cause Unacceptable Risks in Relation to Traffic Conflict

The WAPC's Development Control Policy 5.1 *Regional road (vehicular access)* sets out objectives and provisions relating to the control of development adjacent to regional roads. Pinjarra Road is a regional road and therefore the objectives and requirements of the policy are applicable to the proposal.

The policy states that ideally no vehicular access to regional roads to or from abutting properties should be permitted due to the principle function of regional roads to provide for traffic movement and it notes that turning traffic onto or off regional roads can cause accidents and additional congestion/traffic delays.

The relevant requirement of the policy is quoted below:

"In considering applications for access on regional roads, the effects of the proposals on traffic flow and road safety will be the primary consideration. The more important the regional road, the greater the importance attached to these factors. In general, the Commission will

seek to minimise the creation of new driveways on regional roads and rationalise existing access arrangements.”

The Policy goes on to state that there is a general presumption against the creation of new driveways or increased use of existing accesses to regional roads.

Whilst the proposal will increase the number of vehicle movements in and out of the site, it is considered that the increase is not significant enough to create an unacceptable risk of conflict, or cause any significant traffic congestion on Pinjarra Road. especially given that the number of vehicular movements is not too dissimilar to those associated with a typical home business. As mentioned, there will only be a maximum of five visitors on site at any one time and the shed is not open to visitors without an appointment. This will ensure that comings and goings will be rather limited in number.

Additionally, Main Roads WA advised that the easternmost crossover had not been approved and ought to be removed. Main Roads further advised that the position of this crossover was not appropriate for vehicles accessing the site from a westbound direction as it created a contra-flow vehicle movement, which is illegal. In order to ensure that access to the site is made as safe as possible, a condition has been added requiring the easternmost crossover to be removed and the westernmost crossover to be upgraded to a sealed standard.

Whether Bushfire Risk can be Managed Adequately

The site is within a mapped bushfire prone area and is therefore subject to State Planning Policy 3.7 *Planning in bushfire prone areas (SPP3.7)*.

The applicant had a bushfire consultant prepare a Bushfire Attack Level (BAL) Assessment, Bushfire Management Plan and Emergency Evacuation Plan. The BAL Assessment demonstrates that the shed can be sited to avoid an unacceptable level of bushfire risk post application of an asset protection zone. Further, the bushfire management plan demonstrates that the site meets the criteria relating to location, siting and design, vehicular access and water. In light of this, the proposal is considered to be consistent with SPP3.7 and can therefore manage bushfire risk to an acceptable level

It should be noted that the bushfire consultant is of the view that the proposed land use is considered to be a ‘vulnerable land use’ given that foster children will visit the site. A bushfire management plan that entails a ‘vulnerable land use’ is normally required to be referred to the Department of Fire and Emergency Services (DFES) for advice. In this case however, it is considered that the proposal is not a ‘vulnerable land use’ as children will not visit the site without their foster parent. It is also considered that the foster parent will have a sound awareness of their surroundings due to the site being located on Pinjarra Road, one of the area’s most prominent and well-known regional roads. Further, visitations by foster parents and their children are not expected to take long and will typically only last an hour or less. Given the view of the reporting officer, the Bushfire Management Plan was not referred to DFES for advice.

The submitted Bushfire Management Plan and Emergency Evacuation Plan are at **Appendix 4**.

Murray 2030 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.
Strategies	Support diverse, minority and cultural groups; Foster and value our volunteers

Other Strategic Links

Nil

Statutory Environment

Shire of Murray Town Planning Scheme No. 4
 Planning and Development (Local Planning Schemes) Regulations 2015
 State Planning Policy 3.7 Planning in bushfire prone areas
 Development Control Policy 5.1 Regional roads (vehicular access)

Sustainability & Risk Considerations

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

Nil

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

The proposal will offer a support service to foster carers in the community, and provide them with an outlet to talk to volunteers about the issues they are experiencing. The proposal will also provide affordable materials and items for fosters carers who may not have the money to buy them new.

Environment – (Impact on environment's sustainability)

Nil

Policy Implications

Nil

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
Low	<p>In regard to the advice submitted by Main Roads WA, Shire officers are of the view that the traffic volumes expected to be generated by the proposal are not high enough to cause an unacceptable risk in relation to traffic. Conditions have been recommended to ensure the number of visitations to the site are limited, which will ultimately keep traffic volumes to an acceptable level.</p> <p>In regard to the land use classification, there may be some risk that approving the proposal will set an undesirable precedent for commercial businesses on land zoned 'Special Rural', however the proposed use does not comfortably accord with typical types of commercial uses, therefore it is considered unlikely the proposal will set a precedent.</p>

Consultation

In accordance with both the Scheme and Regulations, the proposal was referred to nearby landowners. Further, due to the property abutting Pinjarra Road, Main Roads WA was invited to provide advice.

No comments were received from any of the nearby landowners.

Main Roads WA's advice is summarised below:

- Main Roads WA does not support the proposal;
- The function of Pinjarra Road as a primary regional road needs to be maintained;
- The proposal will increase traffic demands at the property, which will increase potential for vehicle conflicts at the property's access point with Pinjarra Road;
- The proposal is an ad hoc commercial development and will detract from the function and safety of Pinjarra Road;
- The proposal will set an undesirable precedent for other commercial uses along Pinjarra Road;
- The easternmost driveway is unauthorised and is required to be removed. The location of this driveway in relation to the median opening and U-turn treatment in Pinjarra Road creates a contra-flow vehicle movement which is not permitted under the Road Traffic Code 2000.

Shire officers do not agree with Main Roads WA's comments regarding traffic conflicts. Whilst the potential for traffic conflict will marginally increase as more vehicles will access the site, the level of potential conflict is not expected to be unacceptable and to a level that would warrant the refusal of the application. There is further commentary on this matter under the 'Report Detail' section of this report.

Resource Implications

Financial

Council has temporarily waived development application fees for small businesses due to the COVID-19 pandemic. This proposal is considered to fall into this category, therefore no application fee has been charged.

Workforce

Assessment of the development application has been accommodated within existing staff resource levels.

Options

Council has the option of:

1. Granting development approval with or without conditions.
2. Refusing to grant development approval.

Conclusion

The proposed land use is not considered to comfortably fit into any of the existing defined land uses under the Scheme, it is not considered to be contrary to the typical objectives for a rural residential zone, and its operation is limited to a scale similar to that of a typical home business, particularly in regard to expected traffic generation. In light of this, the proposal is recommended for approval with a set of conditions that will ensure the scale of the use does not adversely impact the amenity of the area or cause unacceptable traffic risks along Pinjarra Road.

11.2 Tender 20/1 – Coastal Hazard Risk Management and Adaptation Plan

File Ref: 3/3838
Previous Items: OCM. 28 Mar 19 Item 11.1 (OCM19/027)
Author and Title: Rod Peake, Director Planning and Sustainability
Declaration of Interest: Nil
Voting Requirements: Simple Majority

Appendix 5
Confidential Appendix 6 under Separate Cover

Recommendation

That Council endorses the Confidential Assessment Report by the evaluation panel at Confidential Appendix 6.

In Brief

- In March 2020, the scope for the Shire's Coastal Hazard Risk Management and Adaptation Plan was endorsed.
- A Tender for suitably qualified and experienced consultants to undertake the scope was advertised from 14 March to 21 April 2020 with six tenders being received.
- A Confidential Assessment Report has been prepared which contains a detailed evaluation of the Tenders.
- Council is requested to appoint the most advantageous tenderer that will represent the overall best value for money and project outcome.

Background

The Shire of Murray is bordered on its west by the low-lying estuarine reaches of the Peel Inlet - Harvey Estuary, which includes the lower tidal reaches of the Murray and Serpentine Rivers. The overall estuary is the largest estuarine system in the south of Western Australia. The Peel Inlet at the north of the system is linked to the Indian Ocean via the Mandurah entrance channel and to the Harvey Estuary further south. The Murray and Serpentine Rivers flow into the Peel Inlet at the Murray Delta in the locality of Yunderup. The Dawesville Cut was opened in 1994 and provides for constant seawater flow into both the Peel Inlet and Harvey Estuary and marks the border between the two. The system is recognised internationally by the Ramsar treaty and provides vital habitat to many thousands of migratory birds each year, some of which travel from as far as Siberia to feed and breed.

Much of the land adjacent to the Estuary and lower reaches of the Murray and Serpentine Rivers are low lying. In recent years increased erosion and inundation has occurred along the coastline and fringing vegetation has been lost across the system. Development adjacent to the Murray and Serpentine River entrances has also experienced erosion events and the Delta Islands, three of which are inhabited, are suffering ongoing recession.

The Shire is one of nine local government members of the Peron Naturaliste Partnership (PNP). The PNP Coastal Adaptation Pathways Project demonstrated that coastal erosion and inundation will be an increasing issue in this area. On a regional scale, the study indicated that until 2110, in the Peron-Naturaliste region, approximately 800 hectares of residential land will be subject to an increase in flooding risk.

The Western Australian Planning Commission's (WAPC) State Planning Policy 2.6 State Coastal Policy (SPP 2.6) requires that adequate coastal hazard risk management and adaptation planning is undertaken where existing or proposed development or landholders are in an area at risk of being affected by coastal hazards.

In June 2018 as part of its consideration of adaptation planning for the Murray Delta Islands area, Council resolved to seek funding for the preparation of a Shire wide Coastal Hazard

Risk Management and Adaptation Plan (CHRMAP). The Shire was successful in obtaining matched grant funding from the Western Australian Planning Commission under its Coastal Management Plan Assistance Program.

In December 2018, Council nominated Councillor and community representatives on the Project Steering Group and authorised proceeding to advertise tenders for specialist consultants to assist in undertaking the project. The consultant scope of works was advertised for community feedback and discussions were still underway with the Murray Delta Residents and Ratepayers Association at the time of the Council meeting in December 2018. Council therefore authorised the Chief Executive Officer to finalise the scope in consultation with the Shire President, once discussions with the Association had concluded, provided the Scope was still consistent with the State Planning Policy 2.6 and the associated guidelines.

The CHRMAP will provide strategic guidance for coordinated, integrated and sustainable land use planning and management decision-making by the Shire of Murray for its coastal areas.

The CHRMAP will identify coastal hazards, analyse vulnerability for specific assets, identify and prioritise management and adaptation responses and provide an implementation plan. It will also inform the community and stakeholders about potential coastal hazard risks; identify community and stakeholder values as well as key coastal infrastructure and assets at risk; and provide a clear pathway for the Shire of Murray to address coastal hazard risks over time.

The CHRMAP will also guide necessary inclusions to the Shire of Murray Local Planning Strategy, Local Planning Scheme and other relevant strategies, local planning policies and local laws.

The CHRMAP will need to be prepared in accordance with the WAPC's CHRMAP Guidelines and State Planning Policy 2.6 – State Coastal Planning Policy (SPP2.6).

Unlike many other local governments, the Shire's CHRMAP will need to specifically recognise the estuarine/riverine nature of our coastal areas.

The objectives of the CHRMAP are to:

- improve understanding of coastal features, processes and hazards in the study area;
- identify significant vulnerability trigger points and respective timeframes for the relevant sediment cells to mark the need for immediate or medium-term risk management measures;
- identify assets (natural and man-made) and the services and functions they provide situated in the coastal zone;
- gain an understanding of assets vulnerability;
- identify the value of the assets that are vulnerable to adverse impacts from coastal hazards;
- determine the consequence and likelihood of coastal hazards on the assets, and assign a level of risk;
- identify possible (effective) risk management measures (or 'actions') and how these can be incorporated into short and longer-term decision-making;
- engage stakeholders and the community in the planning and decision-making process.

Report Detail

In March 2020, the scope for the Shire's CHRMAP was endorsed, which enabled the advertising of a Request for Tender to commence. A copy of the tender documents which includes the project scope is attached as **Appendix 5**. In broad terms the Scope will involve the following key stages:

- Hazard assessment;
- Coastal values survey;
- Risk assessment and identification of adaptation options;
- Public information sessions and adaptation workshops;
- Preparation of a draft Adaptation Plan;
- Consultation program of draft Adaptation Plan;
- Finalise Adaptation Plan.

The tender was advertised in the West Australian newspaper on Saturday 14 March 2020 and also on the Shire of Murray website from this date. The submission period closed at 2pm on Friday, 24 April 2020. A total of six (6) tenders were received prior to the deadline.

A Confidential Assessment Report at **Appendix 6** under separate confidential cover contains a detailed evaluation report, and after consideration, Council is requested to appoint the most advantageous tenderer that will represent the overall best value for money and project outcome.

Murray 2030 Strategic Community Plan

Focus Area	Environment, Character and Heritage
Aspiration	Develop adaptation strategies to mitigate risks associated with climate change.
Strategy	Undertake a risk assessment of the impact of climate change.

Murray 2019- 2023 Corporate Business Plan

Focus Area	Environment, Character and Heritage
Objective	Develop adaptation strategies to mitigate risks associated with climate change.
Strategy	Undertake a risk assessment of the impact of climate change.
Project and Actions	Complete the Coastal Hazard Risk Management and Adaptation Planning Strategy and consider outcomes within the planning framework.

Other Strategic Links

Nil

Statutory Environment

- *Local Government Act 1995*
- *Local Government (Functions and General) Regulations 1996*

Sustainability & Risk Considerations

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

There are a range of potential economic implications dependent on the outcomes of the study and the adaptation responses proposed.

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

It is expected that the extent and frequency of erosion and inundation will increase over time. This is likely to have negative and direct quality of life implications for residents in the affected areas, with some affected more significantly than others.

Environment – (Impact on environment's sustainability)

Since the Dawesville Cut was opened in 1994 and the entrance channel widened, the Peel-Harvey estuary has moved from estuarine to an increasingly marine system, causing greater tidal influence, increased salinity, and erosion. The estuarine and river areas comprise significant wetlands with significant habitat for water birds and other terrestrial flora and fauna.

Policy Implications

State Planning Policies provide the highest level of planning policy control and guidance in Western Australia. Those policies most relevant to this matter include:

- SPP 2 sets out the broad environment and resource management policies for sustainable development and outlines the need for decision makers to include provisions under strategies and schemes that facilitate the sustainable use of land.
- For coastal / estuarine matters SPP 2.6 is identified as the higher order and prevailing policy. The purpose of this Policy is to provide guidance for decision-making, including the management of development and land use change; and to protect, conserve and enhance coastal / estuarine values. The policy requires that coastal / estuarine hazard risk management and adaptation is appropriately planned to manage identified risks.

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
High	<p>To minimise the risk of litigation in the future the Shire must be able to demonstrate that it has acted in good faith when making decisions and taking, or not taking action. This involves ensuring that it:</p> <ul style="list-style-type: none"> • has good information or a plan for obtaining it; • has a strategy for making defensible decisions using that information; • takes sufficient measures to ensure that a strategy is implemented and that the strategy is and remains effective; and • strives to improve responses to known or likely risks.

Consultation

Community and stakeholder engagement will be fundamental to successful preparation of the CHRMAP. There will be considerable opportunity for the community to become informed and provide input into the preparation of the Plan, including access to a project website, public information sessions, a community coastal values survey, workshop on potential adaptation options, community presentation and a public consultation period on the draft Plan.

A Consultant Scope of Works has been prepared in collaboration with officers of relevant State Agencies and community group representatives who form the Project Steering Group. The Project Steering Group has reviewed the tenders and supported the officer recommendation set out in the Confidential Assessment Report.

Resource Implications

Financial

The Shire has received grant funding of \$75,000 from the WAPC under its Coastal Management Plan Assistance Program. \$100,000 of Shire funding is available under Council's 2019/20 Budget. This is proposed to be carried forward for the project in 2020/21 Budget.

Workforce

Management of the project can be accommodated within existing staff resources.

Options

The detail of the Tenders received and the overall assessment by the Evaluation Panel are contained in the Confidential Assessment Report.

Conclusion

The Evaluation Panel's justification and conclusions are contained within the Confidential Assessment Report.

Corporate Governance

11.3 Shire of Murray 2020-2024 Corporate Business Plan

File Ref:	1/2401
Previous Items:	Nil
Author and Title:	Nicole Wilson, CEO Strategic Liaison Manager
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority

Appendix 7

Recommendation

That Council adopts the 2020 - 2024 Shire of Murray Corporate Business Plan as contained in Appendix 7.

In Brief

- The Corporate Business Plan is an integral component of the Integrated Planning and Reporting Framework, and is required to be reviewed on an annual basis.
- The 2020 review of the Corporate Business Plan is considered a minor review, due to the Strategic Community Plan not due to be reviewed until 2021.
- The Corporate Business Plan contains specific actions to enable the delivery of the Strategic Community Plan objectives.

Background

In accordance with Section 5.56 of the *Local Government Act 1995* all local governments in Western Australia are required to effectively plan for the future as outlined in the Integrated Planning Framework. The intent of the framework is to ensure that priorities and services provided by local government are aligned with community needs and aspirations, and in doing so, facilitate a shift from a short-term resource focus to long-term value creation.

The Corporate Business Plan (CBP) is responsible for activating the strategic direction of the Shire, articulated within the Strategic Community Plan, into specific priorities and actions at an operational level to inform the annual budget. The CBP also draws together actions contained within the Long Term Financial Plan, Asset Management Plans and the Community Infrastructure Plan. A simultaneous review of the Corporate Business Plan and Long Term Financial Plan began in the first half of 2020.

The Corporate Business Plan maps the Shire's key priorities, projects, services and actions over four years. It provides the detail for the first years of the Strategic Community Plan 2030, as well as outlining business as usual service delivery. It is developed on a four yearly cycle and reviewed annually to re-prioritise projects and services.

Report Detail

The Corporate Business Plan was reviewed over the period April to June 2020. The process for review involved:

- Business Units assessing the current situation, the Strategic Community Plan 2030, and community feedback;
- Business Units reviewing, re-prioritising, planning and extending the Corporate Business Plan to cover the next four years, considering the current situation, Council priorities, available resources and assessing risk; and
- The Executive Team evaluating and recommending the Corporate Business Plan for Council consideration and approval.

In preparing the timeline for all tasks, management has been careful to balance these across the four years, making sure there is an equal effort in the number of tasks to be achieved and workload of individual managers, over this timeframe.

Murray 2030 Strategic Community Plan

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

Other Strategic Links

- Strategic Community Plan – Murray 2030
- 2020 Long Term Financial Plan
- 2020/21 Budget

Statutory Environment

Section 5.56(1) and (2) of the Act requires that each local government is to plan for the future of the district, by developing plans in accordance with the regulations. Regulations specify what a ‘plan for the future’ should involve. In particular, local governments are required to develop and adopt a strategic community plan and a corporate business plan.

The new regulations also require each local government to include in its Annual Report any changes to either of the above plans.

Sustainability & Risk Considerations

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

The Plan is the key driver for the annual Budget and the Long Term Financial Plan. This linkage ensures that community priorities and projects are adequately funded, and that appropriate and endorsed rating strategies are in place to allow any financial impact on the community to be carefully considered.

There are a number of economic initiatives within the Plan, which reflect the high priority Council has given to the growth of the Murray economy.

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

The actions outline multiple projects that will increase alignment with the community needs and aspirations around the provision of services, and thereby contribute to quality of life.

Environment – (Impact on environment’s sustainability)

The Plan details the level of focus provided to environmental outcomes and projects.

Policy Implications

Nil

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
Moderate	<p>The Corporate Business Plan interacts with informing strategies in the Long Term Financial Plan, Infrastructure Asset Management Plan and the Workforce Plan as part of the Integrated Planning and Reporting Framework. The CBP is a critical part of this framework and in itself mitigates business risk through links across Councils infrastructure, finances and workforce.</p> <p>As this Plan is a legislative requirement, failure to adopt a Corporate Business Plan would result in non-compliance with the Local Government Act. The alignment of the actions with the services levels expressed by the community reduces the risk of a perception of misalignment with desired service levels and associated rating strategies.</p>

Consultation

The Corporate Business Plan actions have been based on the strategies outlined in the Strategic Community Plan, which was adopted in May 2019, following significant community and key stakeholder engagement.

Resource Implications*Financial*

Costs associated with implementing the strategies are incorporated within the draft 2019 Long Term Financial Plan and draft 2019/20 Budget.

Workforce

The strategies outlined within the Corporate Business Plan align with no increases to workforce across the four years of the Plan.

Options

Council has the option of:

1. Amending any part of the Corporate Business Plan to reflect a change in priorities and associated resources.
2. Adopting the 2020 - 2024 Shire of Murray Corporate Business Plan as presented.

Conclusion

The Corporate Business Plan is used to drive the development of the Shire's Annual Budget, and provides a link to existing service delivery that supports achieving the aspirations and outcomes set out in the Strategic Community Plan. It also aligns with financial and other resources outlined in the supporting plans.

The review of the Corporate Business Plan allows an assessment of all the existing Shire's strategies, including the Local Community Plans. The linkages contained within the Plan ignite the relationships that exist between these strategies, as well as the workforce, infrastructure and financial plans that underpin them. This integrated approach will allow Council to achieve the community aspirations within a sustainable framework.

11.4 2020 Long Term Financial Plan

File Ref:	1/2045
Previous Items:	Nil
Applicant:	Nil
Author and Title:	Tracie Unsworth, Director Corporate Services Development
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority

Appendix 8

Recommendation

That Council endorses the Long Term Financial Plan 2020 as contained in Appendix 8.

In Brief

- The Long Term Financial Plan (LTFP) covers the 2020/21 – 2029/30 period, and has been prepared in accordance with the Integrated Planning and Reporting framework guidelines. The LTFP is considered an informing document to the Strategic Community Plan and the Corporate Business Plan.
- The LTFP analyses financial trends over a ten year period on a range of assumptions, and provides the Council with information to assess resourcing requirements to achieve its strategic objectives and to assist in ensuring future financial sustainability.

Background

The LTFP is a ten-year rolling plan that aligns with the Corporate Business Plan to activate Strategic Community Plan priorities. From these processes, annual budgets that are aligned with strategic objectives are developed.

The purpose of a LTFP is to guide the future direction of Council in a financially sustainable manner. It is designed as a 'high-level' summarised document focusing on the future planning of Council's financial operations, particularly in relation to key components such as rate increases, service levels to the community, asset renewal, reserves and loans.

The LTFP provides direction for both the Shire's long term capital investment planning and its operating capacity, indicating long-term financial sustainability and allowing early identification of financial issues and their longer-term impacts. It also shows the linkages between specific plans and strategies, and enhances the transparency and accountability of the Council to the community.

Forecasting a long-term financial position helps to quantify the future impacts of current decisions and identify the available options to close the gap between revenues and expenditure. It informs decision-making and priority setting, and assists in the management of the local government's response to community growth. It also assists the management of cash flow and funding requirements, community assets and risk.

Report Detail

The LTFP relies on the most current information available for known revenues and expenditures. Future forecasting processes use estimates carefully to be as accurate, reliable and easily understood as possible. The level of accuracy from assumptions within the LTFP is more likely in the first four years. Later years (5-10) will have a higher reliance on assumptions and subjectivity to variables. The ability to accurately forecast over a long period is likely to be hampered by uncertainties such as the availability of grant funding, fluctuating interest rates, economic trends, as well as demographic and political change.

The following assumptions and key items are included within the Plan:

- CPI forecasts at an average of 2.5% in the medium term, have been applied across

relevant expenditure and income categories.

- Employee expenses were originally increased in line with the current Enterprise Bargaining Agreement for years 1 and 2 of CPI forecasts plus 0.5%. Due to the COVID-19 pandemic however, Shire of Murray staff voted to forego the expected increase of 2.1% in 2020/2021, instead deferring the increase to 2021/2022. The indexation from Year 3 onwards increases slightly to cater for expected growth in the Wage Price Index.
- COVID-19 has also impacted rate revenue within the plan, with a zero percent increase in 2020/21. Rates are indexed to gradually increase over the following 9 years, from a base of 1% in 2021/22 to 3.5% in the last year of the plan.
- Two new loans of \$562,700 each are proposed over the 10 years, with a continuation of low debt levels allowing further capacity to borrow in the medium to long term if necessary.

In addition to the details of assumptions and indexation on specific income and expenditure categories, the LTFP contains major capital works schedules, capacity of financial reserves and local government performance measures. The Plan demonstrates, that with prudent financial planning, monitoring of rating capacity and careful assessment of priorities, the Shire of Murray will be able to maintain a sound financial position in the long term.

Murray 2030 Strategic Community Plan

Focus Area	Capable and Accountable
Aspiration	To develop strong leadership through good governance, effective communication and ensuring value for money.
Strategy	Maintain long term financial sustainability.

Other Strategic Links

- 2020/21 Budget
- Corporate Business Plan 2020 - 2024
- Strategic Community Plan – Murray 2030

Statutory Environment

Section 5.56(1) and (2) of the *Local Government Act* requires that each local government is to plan for the future of the district.

Sustainability & Risk Considerations

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

The Long Term Financial Plan provides funding for infrastructure and major projects that are key to the success of growing the economy of Murray.

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

The Long Term Financial Plan outlines the services that will be provided to the community to enhance the quality of living. It is crucial that the Plan aligns with the aspirations of the community to ensure financial strategies are in place to meet future demand.

Environment – (Impact on environment's sustainability)

Nil

Policy Implications

Nil

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
Moderate	The annual review and update of the Long Term Financial Plan along with the key underpinning assumptions, addresses the risk associated with changes to Council's financial sustainability. This review considers changing external and internal impacts and enables Council to consider any changes necessary.

Consultation

The development of the LTFP is in reference to the required community consultation undertaken through the establishment of the Shire's Strategic Community Plan. The LTFP developed, aims to achieve funding which activate the community's identified aspirations and goals.

Resource Implications*Financial*

The Plan outlines a clear approach for the delivery of services into the future. Year 1 of the Long Term Financial Plan provides the basis for the development of the draft 2020/21 Budget.

Workforce

The adoption of the Long Term Financial Plan does not have any workforce impact.

Options

Council has the option of:

1. Modifying the priorities contained within the draft Long Term Financial Plan.
2. Endorsing the Long Term Financial Plan 2020 as presented.

Conclusion

Long term financial planning is the mechanism that enables local governments to determine their capability to sustainably deliver the assets and services required by the community. It allows the local government to set priorities, within its resourcing capabilities, to deliver short, medium and long-term community priorities.

The Long Term Financial Plan 2020 has been developed based on the historical and projected growth of the Shire, as well as the strategies identified in the Strategic Community Plan, Corporate Business Plan and other informing documents.

The Plan will be reviewed on an annual basis to accommodate any changes in economic forecasts, strategies, community aspirations and organisational requirements. It will be a live document, which will assist in predicting the future capacity of the organisation to accommodate increases in infrastructure and service levels.

A financial strategy forms an essential element of Council's overall planning framework and is vital in ensuring the long-term financial health of the Shire. The 2020 LTFP highlights the challenges faced by Council over the medium to long term, and provides a direction for Council to remain viable and sustainable.

11.5 Payments from Municipal and Trust Funds – June 2020

File Ref: 8013-01
 Author and Title: Nicole Bryant, Manager Finance
 Voting Requirements: Simple Majority

Appendix 9

Recommendation

That Council receives the Payments from Municipal and Trust Funds report for June 2020 as presented.

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 2020.

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 2030 Strategic Community Plan

Focus Area	Capable and Accountable
Aspiration	To develop strong leadership through good governance, effective communication and ensuring value for money.
Strategy	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 June 2020.
2. Not receiving the Payments from Municipal and Trust Funds report for June 2020.

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.

11.6 Monthly Financial Report – June 2020

File Ref: 8013-01
 Author and Title: Nicole Bryant, Manager Finance
 Voting Requirements: Simple Majority

Appendix 10

Recommendation

That Council receives the June 2020 Monthly Financial Report as presented.

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 June 2020 identifies the financial position of Council as at the reporting date and consists of:

- Statement of Financial Activity
- Notes to Statement of Financial Activity:
 - * Note 1 Net Current Funding Position
 - * Note 2 Cash and Investments
 - * Note 3 Budget Amendments
 - * Note 4 Receivables
 - * Note 5 Cash Backed Reserves

Murray 2030 Strategic Community Plan

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

Other Strategic Links

The Shire of Murray 2019/20 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 June 2020.
2. Not receiving the monthly financial report for June 2020.

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

11.7 Endorsement of WA Gravity Enduro Festival of Mountain Biking Event

File Ref:	7/7942
Previous Items:	OCM. 25 May 2017 Item 11.9 (OCM117/084)
Author and Title:	Jennifer Russell, Senior Place and Events Officer
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority

Recommendation

That Council:

- 1. endorse ceasing of support and funding for the remaining two years of the X-Terra National Championships event in Dwellingup; and**
- 2. supports the re-allocation of the remaining two years of budgeted funding for the X-Terra National Championships (ie. \$10,000 per year ex GST) to the WA Gravity Enduro Festival of Mountain Biking events proposed in 2021 and 2022.**

In Brief

- At the Ordinary Council Meeting held on 25 May 2017, Council agreed to the annual funding of \$10,000 (ex GST) over a three year period commencing 2018, towards the delivery of the X-Terra National Championships event in Dwellingup.
- Visit Mandurah (formerly known as MAPTO) also committed to an annual financial contribution towards the X-Terra National Championships event in Dwellingup over the same three year period with an aim to increasing visitation to the Peel Region and supporting the local economy.
- Due to low numbers of attendees and spectators at the 2019 X-Terra National Championships event and the anticipated economic benefits from the event not being realised, Visit Mandurah have advised that they are not supportive of funding the event going forward.
- It is proposed by Visit Mandurah to reallocate the remaining two years of funding of the X-Terra event to a new event in Dwellingup, being the *WA Gravity Enduro Festival of Mountain Biking*, which is proposed to be delivered in 2021 and 2022.

Background

The Shire of Murray has been working with the Peel Development Commission, Visit Mandurah (formerly known as MAPTO) and Sports Marketing Australia to attract high quality destination-sporting events to locations within the Peel Region with an aim to increasing visitation and supporting the local economy.

To aid in attracting high quality destination-sporting events to the Peel Region, Visit Mandurah successfully secured the amount of \$30,000 from the Peel Development Commission to work with various local governments and sponsors to deliver high quality events.

In May 2017, Visit Mandurah presented to Council regarding the X-Terra National Championship (X-Terra) event, proposing that the two-day off-road triathlon be held in Dwellingup over a three year period, from 2018-2020 (inclusive). The total cost of the event per year was anticipated to be \$47,000 and a funding contribution from Council was sought in the amount of \$10,000 per year over the above three year period. Council supported the amount of \$10,000 (ex GST) being allocated to support the delivery of the event in Dwellingup.

The first year of the three year event was scheduled to be held in November 2018, however due to complications with the course quality not meeting the international standard, the initiation of the event was postponed to November 2019 to allow for the development of new and upgrade trails product in Dwellingup.

Following the 2019 event, the event organisers reported that the X-Terra event attracted 164 competitors and an estimated return to the local economy of \$156,436, falling dramatically short of the expected numbers of 600+ competitors and an economic impact of \$924,000 per event.

Due to the low numbers of participants and spectators at the 2019 X-Terra event, the Region not realising the anticipated economic benefits from the event and subsequent COVID-19 impacting on the ability to effectively run the 2020 event, Visit Mandurah have advised that they are not supportive of funding the event going forward.

Whilst the event could continue without Visit Mandurah's support, Shire Officers consider that given the current economic climate and need to ensure effective use of Shire funds, that it is an opportune time to consider other event opportunities that are fully aligned with Council's recently endorsed Tourism Marketing and Communications Plan.

Discussions have been undertaken between the Shire, Peel Development Commission, Visit Mandurah and Sports Marketing Australia to identify potential new events to replace the X-Terra event for 2021 and 2022. The three events explored were as follows:

No.	Event Name	Event Details	Considerations
1	Cyclismo WA	Road cycling event held both in Mandurah and Pinjarra, with majority of the event being in Dawesville, Mandurah.	The event was not considered to align with the strategic direction or demonstrate significant benefits to Murray's economy with the event largely being held in Dawesville.
2	Mountain Bike Australia XCM National Championships	Australian cross-country marathon championships proposed to be held in Dwellingup, attracting national riders	The event is considered consistent with the strategic direction of Dwellingup, however the event was able to be secured as part of the Dwellingup 100 event and did not require additional support.
3	WA Gravity Enduro Festival of Mountain Biking	An off-road mountain bike cycling event of different disciplines proposed to be held in Dwellingup	The event is considered to align with the strategic direction of Dwellingup and consistent with the branding and marketing for Dwellingup under the Shire's endorsed Tourism and Marketing Plan 2020-2023.

For the above reasons, option (3), the WA Gravity Enduro Festival of Mountain Biking (**Enduro**) was considered the preferred event.

Council had provided a financial contribution of \$10,000 towards the X-Terra event for the year 2020. However, as a result of COVID-19 impacting on the ability to deliver events, the pre-allocated funding for 2020 has not been utilised, leaving two years remaining under the current three year funding commitment from Council.

Report Detail

The Festival of Mountain Biking is a mountain biking event that brings together the off-road mountain bike cycling disciplines of cross-country, enduro, cyclocross and slopestyle racing. The event features the extreme elements of airbag jumps and slopestyle contests and will also include an 'Enduro World Series Qualifier' that is anticipated to attract intrastate and interstate competitors.

The two day event is proposed to be held in 2021 and 2022 with the final dates to be confirmed. It is anticipated to feature an epicentre/hub on the Dwellingup Oval and include food trucks, staging, cycling industry market stalls and displays from cycling groups and businesses to create a vibrant festival atmosphere and enhance the participant and visitor experience.

Enduro is the fastest growing mountain biking race format, where competitors race multiple staged descents against the clock. WA Gravity Enduro (WAGE) produce 8 rounds in various WA locations each year. WAGE, the event owners and organisers of the Festival of Mountain Biking, are a local WA business, have a large WA following and has operated successfully for seven years. In February of this year, WAGE held one of their series of Enduro events for the first time in Margaret River, they were able to capitalise on the Margaret River trail network and this inaugural event over two days had a total of 1,453 entries. These numbers do not include race officials, volunteers or support staff. It is estimated that the economic impact of this one event in the region was in excess of \$1.8 million, with over 89% of competitors outside of the Margaret River/ Dunsborough area.

WAGE have provided a realistic approach to the projections of the proposed event in Dwellingup, taking into consideration that the event would be delivered in a new location and environment but noting its proximity to Perth and the Perth Airport. WAGE have anticipated the event to attract:

- 700 competitors for the official Year 1 2020 with the exposure of the event expected to increase participants numbers in the Year 2, 2021 event;
- Economic benefit to be in the region of \$1,036,511 over the two day event, if the 780 participants (700 riders and 80 officials / volunteers) are reached;
- Approximately 95% of intrastate competitors/officials with riders being predominantly from Perth, Mandurah, Bunbury, Margaret River, Karratha and Geraldton; and
- Approximately 5% of participants from interstate.

With the completion of the Dwellingup Visitor and Trail Centre in September 2020 and the construction of the additional 18km of new trails due on track for completion by October 2020, the event is considered an opportunity to promote, showcase and activate the town and reinforce Dwellingup as WA's premier mountain biking destination.

Additionally, the event is considered to align well with one of the key target visitor markets for Dwellingup (ie. the 'adventure and adrenaline' market). The proposed event will also enable the Shire to deliver on an action under the Shire's Tourism Marketing Plan which is to support international standard events linked to the adventure trails, that assist in attracting interstate and international visitors as well as social media influencers and sponsors.

Support is therefore sought from Council to re-direct the previously committed funds under the three-year X-Terra event agreement to the new Enduro destination-sporting event, in the amount of \$10,000 for the years 2021 and 2022. Should Council support this recommendation, Visit Mandurah have advised that will also re-direct their funding support

of \$27,000 from X-Terra event to support the delivery of Enduro in Dwellingup in 2021 and 2022.

Murray 2030 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	Develop and facilitate events of a local and regional scale.

Focus Area	Thriving Economy
Aspiration	To create diverse and prosperous economy that supports innovation, training opportunities and provides a variety of business, tourism and employment opportunities.
Strategy	<ul style="list-style-type: none"> • Develop key sectors of the tourism economy where Murray has a competitive advantage. • Develop Dwellingup into a nationally recognised trails town.

Focus Area	Places for People
Objective	Socially connected, safe and cohesive community.
Strategy	Develop and facilitate events of a local and regional scale.
Project and Actions	Support, attract and develop major events.

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	Maximise the inherent economic opportunities in the Mandurah Murray functional economic region.
Project and Actions	Establishment of a formal working relationship between Mandurah and Murray on economic development.

Focus Area	Thriving Economy
Objective	Maximise Murray's natural assets and heritage as a driver for tourism development.
Strategy	Develop key sectors of the tourism economy where Murray has a competitive advantage.
Project and Actions	Implement recommendations of the Murray Tourism Strategy.
Strategy	Develop Dwellingup into a nationally recognised trails town.
Project and Actions	Transform Dwellingup into a National Trails Town.

Other Strategic Links

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

Statutory Environment

Nil

Sustainability & Risk Considerations

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

As highlighted in the Tourism and Marketing Plan, events are critical to the Shire's economic development and by creating and supporting international standard events, the Shire can attract a broader market including intrastate, interstate and international visitors, influencers and sponsors resulting in economic benefits to Dwellingup and the Peel Region. Additionally, support and delivery of mountain bike related events, reinforces Dwellingup's aspirations of being recognised as a national trails town and WA's premier trails destination.

Delivering high quality events in the Murray Region provides time-specific reasons for people to visit our region, encouraging repeat visitation and providing valuable media exposure and brand awareness.

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

Mountain biking is a popular sport among residents of Dwellingup and the Peel Region and the event provides residents with the opportunity to compete or be a spectator at a national high-profile event.

Environment – (Impact on environment's sustainability)

Nil

Policy Implications

Nil

Risk Management Implications

If supported, a risk management plan will be required from the event organisers before event approval is provided.

Consultation

Visit Mandurah, Peel Development Commission and Sports Marketing Australia have all been engaged in relation to the proposal.

Resource Implications

Financial

Under the budgeting process for 2020-2022, the amount of \$10,000 has been requested as a non-discretionary budget item due to the pre-entered three year funding agreement for X-Terra. Consequently, should Council support the reallocation of X-Terra funds, there will be no additional funding implications for the 2020/2021 and the 2021/22 financial years.

Workforce

Should Council support the proposed redirection of event funding, any administrative tasks required will be accommodated through existing workforce resources.

Options

Council has the option of:

1. Endorsing or not endorsing the ceasing of support and funding for the X-Terra National Championships for 2020 and 2021.
2. Endorsing or not endorsing the reallocation of existing X-Terra funding towards the WA Gravity Enduro Festival of Mountain Biking event to be held in 2021 and 2022.

Conclusion

Events can act as an important economic and strategic driver to grow visitation numbers, resulting in economic benefits for our strategic towns, the Shire and broader Peel Region.

The WA Gravity Enduro Festival of Mountain Biking will strengthen Dwellingup as a key trails destination within the State and at a National level by becoming one of Dwellingup's signature annual events, attracting intrastate, interstate and international visitors to the Murray Region.

11.8 Hire Fee Reduction Request – Pinjarra Civic Centre and Lesser Hall – Murray Music and Drama Club Incorporated

File Ref: D14/51240, R315-02, 1165-10, 7104-02
 Previous Items: PPS. 19 Aug 14 Item 8.4 (PPS14/094)
 OCM. 27 Jul 17 Item 11.14 (OCM17/157)
 Applicant: Murray Music and Drama Club (MMDC) Inc.
 Author and Title: Jennifer Russell, Senior Place and Events Officer
 Declaration of Interest: Nil
 Voting Requirements: Absolute Majority

Appendix 11

Recommendation

That:

1. Council supports the approval of the reduction in hire fees, on a 50% reduction of fees basis, whereby the MMDC's hire of Pinjarra Civic Centre and Lesser Hall for pre-booked performances and rehearsals is set at \$4,750.54 plus GST for the 2020/2021 financial year and the 50% reduction is applied thereafter during the term of the agreement; and
2. all additional performance, rehearsals days or other Club uses of the facilities are to be at the normal hire/use rates as provided in the adopted Shire of Murray Schedule of Fees and Charges.

In Brief

Council is requested to consider continuation of a reduced hire rate arrangement for the use of the Pinjarra Civic Centre and Lesser Hall by the Murray Music and Drama Club Incorporated for pre booked theatre performances and rehearsals.

Background

Since 2014, Council has formally supported a three year reduced hire fee arrangement for the use of the Pinjarra Civic Centre and Lesser Hall by the Murray Music and Drama Club Incorporated (MMDC) for its pre booked theatre performances and rehearsals.

The three year reduced hire fee arrangement was last reviewed by Council in 2017 and at its Ordinary Council meeting on 27 July 2017, the following Planning, Policy and Strategy Committee recommendation was adopted to allow a continued reduced hire rate arrangement for the MMDC's use of the Pinjarra Civic Centre and Lesser Hall facilities for pre-booked activities:

"That Council:

1. *Supports the continuation of the fee reduction arrangement for the Murray Music and Drama Club Inc use of the Pinjarra Civic Centre and Lesser Hall for pre booked theatre performances and rehearsals for a period of 3 years, expiring on 30 June 2020 at the annual hire rate, as at 30 June 2017 of \$4,121 plus GST and with CPI increases annually; and*
2. *All additional performance, rehearsals days or other Club uses of the facilities are to be at the normal hire/use rates as provided in the adopted Shire of Murray Schedule of Fees and Charges."*

The present fee reduction arrangement expired on 30 June 2020 and correspondence has been received from the MMDC seeking a continuation of the arrangement for a further three years at the previously charged amount of \$4,121 plus GST.

Report Detail

The MMDC continues to be one of the primary users of the Pinjarra Civic Centre and Lesser Hall and the group members actively work to maintain the facilities to a high standard.

Over the last four decades, the not for profit organisation has successfully secured various sources of grant funding to assist in the improvement of the infrastructure and available equipment to enhance the use of the facilities by other users and the performance and patron experience.

To date, the MMDC has:

- contributed financially to the installation of curtains, air conditioning and gas heating in the Pinjarra Civic Centre;
- contributed financially to facility furniture, such as seating;
- installed quality lighting and sound equipment;
- expanded the stage area by widening it and introducing thrust stage areas;
- painted the steps of the building with non-slip paint and the stage floor; and
- sourced funding to purchase a projector and screen (soon to be installed)

In addition to the above, the MMDC work with other community groups who hire the facilities (e.g. Primadonna Productions, Scripted, Rotary Club of Pinjarra and various dance groups) who are able to utilise the lighting and sound equipment and hire or loan props and costumes. The use of MMDC funded lighting and sound equipment is also extended to the Shire of Murray for Shire based events.

The MMDC produce a minimum of three shows per year and pre-book the venue for rehearsals and shows each calendar year. The musicals run for 8 performances over 3 weekends and the plays for 6 performances over 2 weekends. A copy of the MMDC's itinerary is attached as **Appendix 11**.

Based on its 2020 itinerary, if the Shire of Murray's current fees and charges were applied, the MMDC would be charged a total of \$9,501.08 plus GST annually for venue hire.

When the MMDC first formally sought the reduced hire fee arrangement in 2014, Council supported a 50% reduction in fees based on the itinerary of events for a period of three years which equalled \$4,121 plus GST. In 2017, Council supported the continuation of the agreement at a rate of \$4,121 plus GST, rather than calculating and applying a 50% reduction of fees based on MMDC's submitted itinerary of events.

The MMDC have requested support from Council for renewal of its reduced hire agreement for a further three year period, commencing on 1 July 2020 and concluding on 30 June 2023 at a rate of \$4,121 plus GST and increased in accordance with the Perth All Groups Consumer Price Index.

To ensure that a consistent approach is implemented going forward for the MMDC and other user groups who may seek a similar arrangement, it is proposed that a reduced hire agreement be supported on a 50% reduction of fees basis.

Murray 2030 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	In partnership with communities, identify and prioritise community-led projects and initiatives.

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	Support diverse, minority and cultural groups

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	Foster and value our volunteers

Focus Area	Capable and Accountable
Aspiration	To develop strong leadership through good governance, effective communication and ensuring value for money.
Strategy	A participatory community to engage with the Shire to build better places.

Murray 2019- 2023 Corporate Business Plan

Focus Area	Places for People
Objective	Socially connected, safe and cohesive community.
Strategy	In partnership with communities, identify and prioritise community-led projects and initiatives.
Project and Actions	Provide funding to support community-led initiatives.
Strategy	Develop and facilitate events of a local and regional scale.
Project and Actions	Support community-led events that bring people together to celebrate community or meet neighbours.
Strategy	Actively take opportunities to enhance public health.
Project and Actions	Improve participation in arts and culture activities.
Project and Actions	Support the development, growth and sustainability of sport and recreation clubs.
Strategy	Foster and value our volunteers.
Project and Actions	Provide support to community organisations working with volunteers.

Other Strategic Links

Nil

Statutory Environment

Local Government Act 1995 – Part 6 Financial Management

Sustainability & Risk Considerations

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

The financial aspects of applying the fee reduction proposed is not expected to significantly affect the wider community. However, the flow on effect of the patrons to these events may have a direct contribution to local businesses, pre-show food and beverage, fuel and other incidental expenditure. Producing a show also requires expenditure on materials for props, sets and costumes which has potential to support the local economy.

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

Activities by the MMDC, such as live theatre productions, provide benefits to participants and encourage social interaction and personal development. Patrons benefit by being provided a social outlet to share with friends, family and other members of the community.

Environment – (Impact on environment's sustainability)

Nil

Policy Implications

Nil

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
Low	A hire fee reduction has been previously supported and no significant change is proposed. There is some reputational risk should Council not support the proposed reduction in fees, given the precedence that has existed since 2014 and the current economic climate.

Consultation

Consultation with the MMDC has occurred with the group seeking a continuation of the reduced hire arrangement for a further three years. The MMDC are not aware that the fees may increase this year, should Council support a 50% reduction of fees.

Resource Implications

Financial

For the 2020 calendar year, the MMDC have already pre-booked the use of the Pinjarra Civic Centre and Lesser Hall for a number of theatre performances and rehearsals.

This yearly cost would be \$9,501.08, plus GST. Should the proposed reduce hire reduction proposal be supported, the amount payable by the MMDC for the hire of these facilities would be \$4,750.54 plus GST.

Workforce

Nil

Options

Council has the option of:

1. Approving the reduction in hire fees, on a 50% reduction of fees basis, whereby the MMDC's hire of Pinjarra Civic Centre and Lesser Hall for pre-booked performances and rehearsals is set at \$4,750.54 plus GST for the 2020/2021 financial year and the 50% reduction is applied thereafter during the term of the agreement.

2. Continuing the previous reduction in hire fees whereby the MMDC's hire of the Pinjarra Civic Centre and Lesser Hall for pre-booked performances and rehearsals is set at \$4,246.02 plus GST for the 2020/21 financial year and thereafter during the term of the agreement, increased by the CPI annually.
3. Determining an alternate reduced amount payable by the MMDC per annum for the use of the Pinjarra Civic Centre and Lesser Hall for pre-booked performances and rehearsals.
4. Not approving a reduction in hire fees for the MMDC's use of the Pinjarra Civic Centre and Lesser Hall with ongoing hire and use being based on the adopted schedule of fees and charges.

Conclusion

The Murray Music and Drama Club Inc are a primary user of the Pinjarra Civic Centre and Lesser Hall. Continuing a fee reduction arrangement supports the use of the facilities outside normal core hours and enables the Club to utilise the savings in fees to ensure the ongoing sustainability of their performances and to produce high quality productions and performances that promotes participation in arts, cultural and social activities.

Additionally, by implementing a consistent and calculated approach, the Shire of Murray is able to be consistent when considering similar requests from other user groups seeking a similar arrangement.

11.9 Request for Self-supporting Loan & Funding Contribution towards Pinjarra Bowling and Recreation Club New Bowling Green

File Ref:	7004-02
Previous Items:	NIL
Applicant:	Pinjarra Bowling and Recreation Club
Author and Title:	Marlene Renton, Coordinator of Sport and Recreation
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority

Appendices 12 & 13

Recommendation

That Council:

1. **supports the construction of a new 40m x 40m synthetic green and supporting infrastructure at the Pinjarra Bowling and Recreation Club in 2020/21 at a cost of \$296,368 ex GST;**
2. **endorses a Shire cash contribution of \$26,500 (ex GST) from the Asset Enhancement Reserve.**
3. **endorses a self-supporting loan from WA Treasury Corporation via the Shire up to the amount of \$120,000 over 5 years; and**
4. **endorses the clubs funding submission to the Department of Local Government Sport and Cultural Industry ‘Community Sport and Recreation Facility Fund’ Small Grant Round 2, 2020/21, and rank the project 1 from 1.**

In Brief

- In 2014 Council endorsed the Sir Ross McLarty Sports Precinct Master Plan which included the development of a third synthetic green at the Pinjarra Bowling and Recreation Club (PBRC).
- The PBRC currently have two synthetic greens (A and B) of which Green B is in extremely poor condition and becoming unplayable. It requires replacement of the synthetic surface and the underlying sub-surface in the immediate future.
- A club feasibility process recommended the installation of a new green in front of the clubhouse (Green C), with Green B (the far green) eventually being decommissioned. The club will undertake a planning exercise to determine how best to use the area to broaden the range of activities they can provide to members and the community.
- The project includes:
 - installation of a new sand-filled synthetic grass bowling green to international standards (40m by 40m);
 - accessible design to include wheelchair, scooter and mobility impaired access;
 - shelters; and
 - new watering system for Green C.
- The cost of the new green and supporting infrastructure is \$296,368 ex GST. The PBRC are seeking Council’s support for the project and requesting financial assistance from the Shire to complete the works. The club fully funded the replacement of the Green B surface in 2015. **Refer Appendix 12.**
- The PBRC have prepared an application to the Department of Local Government Sport and Cultural Industries (DLGSCI) Community Sport and Recreation Facility Fund (CSRFF) Small Grant Round 2020/21 and Council is requested to endorse and rank the project.

Background

The PBSC was first formed in 1950 as the Pinjarra Bowling Club and in 1953 the club was granted leasehold land. The club developed two greens of 6 rinks each and a temporary pavilion was erected while members worked to build the first clubhouse and amenities, which was opened in January 1954.

In June 2015, the new Pinjarra Multipurpose Community Facility was opened, which provides the club with a modern and well-equipped facility. While the old clubhouse was central to both Green A and B, the new facility has resulted in Green A being directly in front but Green B being further away.

Green B is now due for resurfacing, and the PBSC undertook a feasibility study that explored options to either resurface the existing green, or to build a new green in a more suitable position in front of the new facility.

Figure 1: Pinjarra Bowling and Recreation Club Facility



The development of a bowling green in front of the clubhouse was identified in the Sir Ross McLarty Sports Precinct Master Plan that was endorsed by Council in 2014. While the club is yet to undertake further analysis on the requirement for three greens, there is agreement that the two main bowling greens need to be in front of the clubhouse as per the original layout.

Figure 2: Sir Ross McLarty Sports Precinct Master Plan (2014) – Bowling Club Portion



Report Detail

The existing greens, Green A and Green B above, are 37m by 37m with 6 rinks each. National standards require 40m by 40m greens with 7 rinks.

The first woven carpet surface on Green B was laid in 2004, replacing the original grass green. In 2015 the club fully funded the replacement of the carpet, as it had reached the end of its useful life. Facility lifecycle planning identified this would need to be replaced in 2022/23 as the usual lifespan is 7 to 10 years. The clubs financial and strategic plan reflected this timeframe. However, the green is now deteriorating rapidly and has a number of depressions of varying sizes on the playing surface. Corrective works have not been successful, and the replacement of both the synthetic surface and the underlying base needs to be brought forward as a matter of urgency.

A feasibility study was undertaken to explore the following options:

- (a) Replace Green B surface and upgrade the base in the current location;
- (b) Construct a new 40m by 40m green (Green C) in a new location in front of the clubhouse; and
- (c) Construct a roof cover over Green A or Green C.

The feasibility report can be found at **Appendix 13**. Key recommendations of the report are summarised below;

1. (a) Construct a new 40m by 40m green that is accessible to all abilities, has wheelchair and mobility scooter access and also meets national and international standards, and
 - (b) Allocate \$100,000 from the clubs Sinking Fund, seek grant funding of up to \$100,000 and borrow the balance through a self-supporting loan from Council;
2. Based on the quoted cost, performance and suitability to local conditions, a sand-filled, synthetic surface is recommended (current surface is carpet);
3. Utilise scheme water, at least for the first twelve months, to assess usage costs and practicality against sinking an on-site bore or using alternative sources;
4. Seek grant funding to construct an all-weather cover over Green C at the same time (cost estimated at \$700,000);
2. Defer the construction of an all-weather cover for Green C if funding is unavailable, but advocate for the cover and pursue the required funds to construct at a later date;

3. (a) Decommission Green B as a viable surface for pennant bowls;
- (b) Transform Green B to support alternate outdoor activities to enhance the health and well-being of members and the community;
4. If construction of a new green is unachievable cost-wise, then resurfacing Green B is the fall-back option.

Business Case for Green C

The key finding of the feasibility report was that it was more viable long term to build a new green in a more favourable location in front of the clubhouse for a total project cost of \$296,368 than to replace the surface and the base of the existing green at a total project cost of \$168,100.

The benefits of building a new accessible all-abilities sand-filled 40m by 40m green are:

- Improved access to bowling activities for people with a disability and mobility issues that is wheelchair and scooter friendly.
- A sand-filled green has a life expectancy of 13 to 15 years however a carpet green (the clubs existing surface) is 7 to 10 years. Sand-filled is also the preferred playing surface for high end bowlers.
- The additional area will provide another rink for players and cater for an increase in members and casual participation.
- A green that complies with national and international standards will result in:
 - ability to attract a higher level of players;
 - ability to host major competitions (regional and national); and
 - opportunities for members to improve their skills through exposure to higher level competition and improved playing surface.
- Enhanced member and visitor experience as the green will be in front of the clubhouse (currently there is vacant land).
- Minimal disruption to current bowling activities as Green B will be used while Green C is constructed.
- Once decommissioned, Green B provides increased opportunities for other community activities.

Water

Sand-filled greens require regular watering. The club will install a new irrigation scheme including a rain water tank, reticulation pipes, and pump using a mix of scheme water and harvested rain water.

Roof Cover

Roof covers are becoming increasingly popular as they increase the times for play and encourage year-round bowling. They provide shade, therefore reducing player exposure to harmful rays, fatigue, and potential dehydration. Roof covers also protect the playing surface and synthetic fibres from ultra-violet rays, which extends the life of the green.

The feasibility report explored the viability of constructing a roof cover over the new Green C. While there are cost savings to installing the roof as part of a new green project, at \$700,000 it is not currently financially viable for the club. It does, however, remain a future goal for the club.

Parking

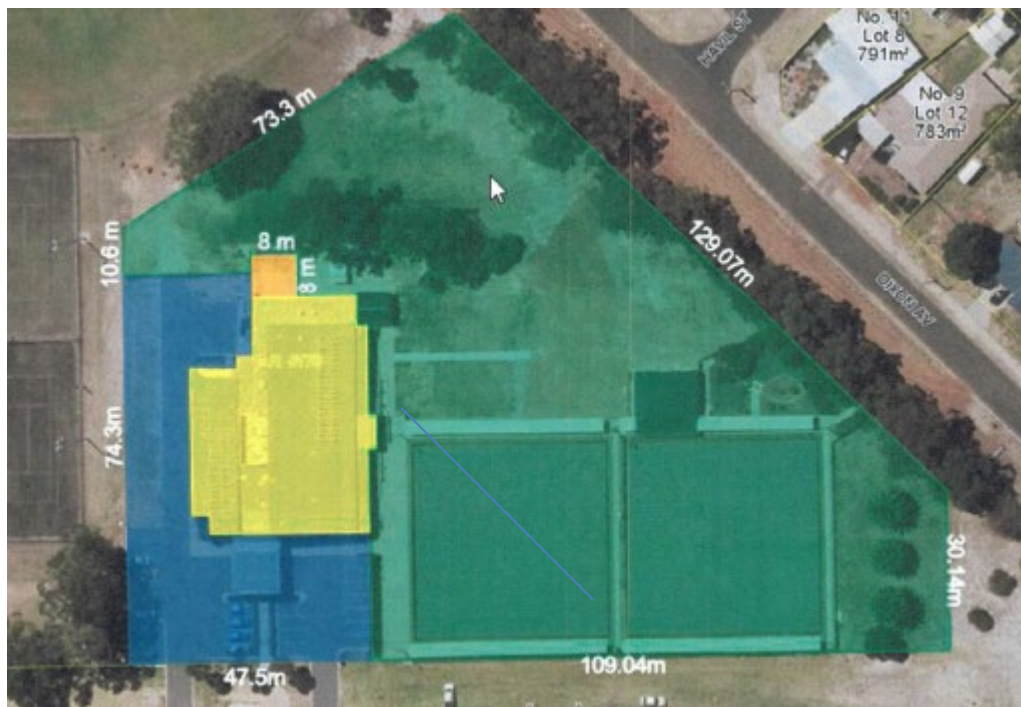
The vacant land proposed for Green C is currently used for car parking. The construction of Green C will reduce the number of cars being able to park inside the clubrooms. Members and visitors will utilise street parking on both Dixon Avenue and Lovegrove Street. A new gate

will be installed on Dixon Avenue and an internal pathway leading to the clubrooms. Parking remains a key issue at the Sir Ross McLarty Sports Precinct for all users.

Lease

The PBRC have a lease with the Shire that expires on 30 June 2025 with an option for a further term of 10 years commencing on 1 July 2025 and expiring on 30 June 2035.

The land area of the proposed Green C falls within the existing lease area.



The construction of a new green will add to the Shires assets, however the maintenance and replacement of the green will be the responsibility of the PBRC under the terms of the lease.

Project Funding

The PBRC is a well-managed club with a stable bowling membership and a growing social membership. They have successfully paid in full, and on time, the \$200,000 advanced from Council for their contribution to the new clubrooms, demonstrating sound financial management. The funding strategy below includes borrowing up to \$120,000 from Council via a self-supporting loan.

Source of Funding	\$ ex GST
Club – cash	79,168
Club – in-kind	1,600
Club – self-supporting loan from Shire of Murray	100,000
Shire of Murray - cash	26,500
Department of Local Government Sport and Cultural Industries	89,100
Total	296,368

The club maintains a sinking fund for green replacement and has \$40,000 in reserves as project contingency (in addition to the \$100,000 committed in cash), and also to fund the replacement of Green A surface in approximately four years.

Community Sport and Recreation Facility Fund

The Department of Local Government Sport and Cultural Industries (DLGSCI) Community Sport and Recreation Facility Fund (CSRFF) Small Grant Round 2020/21 is open. Council is

required to rank all CSRFF applications received before submitting to DLGSCI on 14 August 2020. There are no other Shire applications this round, and only one application has been received from the community, which is the PBRC new green.

Murray 2030 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	In partnership with communities, identify and prioritise community-led projects and initiatives.

Murray 2019- 2023 Corporate Business Plan

Focus Area	Places for People
Objective	Socially safe, cohesive and connected community.
Strategy	In partnership with communities, identify and prioritise community-led projects and initiatives.
Project and Actions	Provide funding to support community-led initiatives.

Focus Area	Places for People
Objective	Socially safe, cohesive and connected community.
Strategy	Actively take opportunities to enhance public health.
Project and Actions	Support the development, growth and sustainability of sport and recreation clubs.

Other Strategic Links

Sir Ross McLarty Sports Precinct Master Plan (2014)

Statutory Environment

Nil

Sustainability & Risk Considerations

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

The PBRC employs one part-time functions officer who lives locally. As the club expands it will continue to provide employment opportunities.

Social

The PBRC provides bowling and social activities for members and the broader community, including regular Friday evening meals. The club is committed to increasing diversity within its membership by focussing on all ages and abilities through expanding the programs on offer and installing the all-ability access as part of Green C. During the past year the club has conducted 2,480 hours of bowls games and skills sessions for students and 360 hours of bowling for students from special schools. The facility is hired out for weddings, engagements, birthdays and other celebrations, as well as for meetings and seminars. It is quickly becoming a hub of activity for residents of all ages through its welcoming environment.

Environment

The club plans to install a rain water tank to compliment the scheme water for irrigation.

Policy Implications

Policy F8 – Asset Capitalisation
 Policy A15 – Asset Management
 Policy F4 – Borrowing Program

Risk Management Implications

<i>Risk Level</i>	<i>Comment</i>
Moderate	<p>The Shire will provide a self-supporting loan to a community group with the risk that they will not be able to repay the debt in full</p> <p>Mitigation: PBRC have demonstrated sound financial management in the past, having paid back previous loans of higher value.</p> <p>The asset is of high community value.</p>
Moderate	<p>The PBRC will be project managing the construction of the green and supporting infrastructure which may result in lower quality outcomes or cost increases due to unforeseen issues.</p> <p>Mitigation: PBRC will be required to submit regular reports to Director Infrastructure Services and the Manager Building Services will conduct site visits at key milestones to ensure all works are constructed to an acceptable standard.</p>

Consultation

Shire officers have conducted regular meetings with the PRBC and have inspected Green B and the proposed site for Green C. The club have also discussed the project with the Department of Local Government Sport and Cultural Industries.

Resource Implications*Financial*

The \$26,500 ex GST funding request is proposed to be sourced from the Shire's Asset Enhancement Reserve. It is relevant to highlight that the Shire contributed \$26,500 ex GST in the 2019/20 financial year to the Yunderup Sport and Recreation Club for resurfacing of Green B, which has just been completed.

The club has requested a loan of up to \$120,000 and, if approved, they will require the funds in the second half of 2021. The payments will commence in 2021/22 and it is therefore estimated that there will be no adverse impact on the Shire debt service ratio. The club will be responsible for the cost of advertising the loan.

Workforce

Nil

Options

Council has the option of:

1. Supporting the clubs preferred option of constructing a new 40m by 40m green on vacant land in front of the clubroom, or supporting the alternative option of resurfacing the existing 37m by 37m Green B.

2. Approving a cash contribution of \$26,500 (ex GST) in 2020/21 from the Asset Enhancement Reserve or providing an alternate contribution, noting that a cash contribution from Council strengthens the CSRFF application.
3. Approving a self-supporting loan to the PBRC for up to \$120,000 or an alternate amount.

Conclusion

The feasibility conducted by the PBRC to explore options for replacing Green B recommended the construction of a new 40m by 40m green (Green C) adjacent to the clubhouse.

The construction of a new green in front of the clubhouse is identified in the Sir Ross McLarty Sports Precinct Master Plan that was endorsed by Council in 2014. The project aligns with PBRC Strategic Plan 2019-2024. The club has maintained and will continue to maintain a sinking fund to meet asset replacement costs.

Although it is more expensive than upgrading Green B, the need for a proven quality playing surface with a longer lifespan, and a green that is wheelchair friendly and meets current bowling standards, is vital to the continued viability of the club. It will assist in increasing membership and patronage from a broad range of the community, as well as attract a higher level of competition and the ability to host major competitions. The new location will provide a much-improved outlook for visitors and participants and enhance their experience and interaction with the bowling activities. The club prides itself on being a vibrant, open and accommodating venue.

11.10 Approval of Innovation Voucher Scheme

File Ref:	5/6134
Previous Items:	Nil
Applicant:	
Author and Title:	David Arkwright. Manager Investment Attraction Dean Unsworth, Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority

Appendices 14, 15 and 16 Under Confidential Cover

Recommendation

That Council:

1. **supports the establishment of the Enterprise Support Grant Fund (ESGF) between DevelopmentWA and the Shire of Murray in an amount of \$950,000 (ex-GST), the funding to be contributed by DevelopmentWA;**
2. **accepts the \$2.5 million (ex-GST) from the State Government towards the ESGF;**
3. **acknowledges that a further \$400,000 (ex-GST) is to be funded by way of Agri-Innovation Precinct rent and State and Federal Grant Applications towards the ESGF;**
4. **endorses the Memorandum of Understanding in Appendix 16 be signed between DevelopmentWA and the Shire of Murray, with the Chief Executive Officer authorised to sign;**
5. **supports the Enterprise Support Grant Fund on the condition that industry matches the funding on a 1:1 basis; and**
6. **that the Enterprise Support Grant Fund, is then managed and implemented in accordance with the Annexures to the MoU.**

In Brief

- The Shire, working together with the Peel Development Commission and the State Government (Department for Primary Industries and Regional Development) has established an Innovation Voucher scheme for the Peel Agri Innovation Precinct (PAIP). The scheme enables enterprise to apply for grants on a 50:50 basis to access research, equipment and general facilities in the PAIP;
- The WA State Government has committed \$2.5m towards the Innovation Voucher scheme subject to the Shire of Murray committing/facilitating an additional contribution of \$1.35m to the scheme. This State government contribution will be housed in the Innovation Voucher Fund and will be managed jointly by the Shire and the Peel Development Commission. The attached Governance Arrangements (**Appendix 14**) and the Fund Guidelines (**Appendix 15**) have been approved by the State government for implementation of the State governments contribution;
- DevelopmentWA has agreed to contribute funding of \$950,000 towards the Innovation Voucher scheme into a separate fund to be called the Enterprise Support Grant Fund, which will be managed by DevelopmentWA and the Shire in accordance with the draft MoU (contained in **Appendix 16**) which also incorporates draft Governance Arrangements and draft Fund Guidelines;
- The DevelopmentWA contribution counts towards the States requirement for the Shire to commit/facilitate an additional \$1.35m, and therefore the Shire will need to facilitate an additional investment of \$400,000 into the Enterprise Support Grant Fund over the next

7 years, through various mechanisms including accessing further grant funding, rent received and facilitating contributions from Australian and International enterprise.

Background

The visit by the Shire, Murdoch University and State government to the Waikato Innovation in New Zealand in 2019 demonstrated the need for a grant facility to be in place to assist, entrepreneurs, start-ups and medium and large enterprises gain access to the facilities and services of the Innovation Park. On returning from the visit the Shire proposed the establishment of an Innovation Voucher scheme for the PAIP.

Report Detail

The PAIP is a very new concept in WA. While the Shire of Murray is working with some exciting partners (including universities and international organisations), it will be critical to have a point of difference and an attractive 'hook' to widely advertise in the formative stages of the facility. The Innovation Voucher scheme is an incentive and support program to achieve this. The lack of formal incentives from the WA State Government compared to other states and countries to attract investment is regularly raised by business. This has been investigated by the Department of Primary Industries and Regional Development (DPIRD) and presented to the Industrial Lands Steering Committee in 2018.

The Innovation Voucher scheme will provide an effective avenue to attract and also target appropriate business but also to ensure a mechanism for collaboration for those enterprises operating in the PAIP. The risk of not offering this program includes:

- Development occurs at the Peel Business Park without a jobs and economic growth focus.
- Value chain of the agribusiness, food/ag-processing and product development is not improved.
- Enterprises operating at the PAIP are fragmented.

The Innovation Voucher scheme is being developed to directly benefit and strengthen regional businesses. Funds will be directed to their projects that build innovation capability and strengthen performance in the national and international agri-business sector. Research indicates that Australian financial markets generally function well. Innovative businesses, however, are more likely to identify access to finance (particularly risk capital) as a barrier to innovation, particularly when pursuing an unproven business model.

Benefits from a State Government grants program in this innovation and investment attraction field include:

- Allowing enterprise to bring forward investment by de-risking a venture or expansion project.
- Enabling investment that would not otherwise occur.
- Directly contributing to 'get a project over the line' which may not have occurred in the absence of the grant.

In a modest and regionally target approach, the Innovation Voucher scheme will be able to assist businesses in bridging the transition from idea to reality; pilot to small-batch production; and start-up to scale. The 'valley of death' for entrepreneurs is a common experience in WA and Australia more generally. This recognises the vulnerability to cash flow requirements of start-ups or innovative projects from the time of initial capital contribution to when steady revenues are generated. The provision of funding via a competitive and leveraged grant will contribute to addressing this issue and fostering a supportive innovation ecosystem at the AIP.

The Shire of Murray has engaged with universities, Perth and South West Angel Investor groups, crowd-funding platforms, start-up hubs, and existing innovative enterprises who have

all consistently identified the need for such a program to be available. This also aligns with the Peel Innovation Road Map which was developed as part of the Peel Regional New Industries Fund consultation. The guiding principles for the Innovation Voucher scheme to provide a modest grant contribution to enterprises who are also co-investing in their innovative projects have been shaped based on lessons learnt from this engagement. In this sense, the program is corporately driven with government support.

Murray 2030 Strategic Community Plan

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

Murray 2019 – 2023 Corporate Business 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	Build and maintain the Transform Peel Initiative.
Project and Actions	Implementation of the Agri-Innovation Precinct.

Other Strategic Links

The Innovation Voucher will provide a useful revenue stream to support the three different elements of the PAIP – these being the Innovation facility, Research facility and Production facility.

Statutory Environment

The Management Structures and Operational Guidelines will ensure transparency and the required levels of probity for both the Innovation Voucher Fund from the State Government and the Enterprise Support Grant Fund facilitated by the Shire of Murray and contributed by DevelopmentWA.

Sustainability & Risk Considerations

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

The PAIP and the Innovation Voucher scheme contribute to the Transform Peel program. This has been developed as a major transformational program which supports long term economic growth, diversification and creates jobs in the Peel region.

Major tenants at the PAIP and participating enterprises in the Innovation Voucher scheme will need to demonstrate how they are contributing to meeting these regional priority objectives. Criteria governing the Innovation Voucher scheme assessment process will ensure that enterprises and projects that align with jobs, diversification, innovation and export capability goals are prioritised.

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

The Innovation Voucher scheme will help build sustainable enterprise in Murray and surrounding areas.

Environment – (Impact on environment's sustainability)

Not Applicable

Policy Implications

The Shire will need to establish the implement the capacity to manage the scheme, with the future Business Manager for the PAIP playing a pivotal role in this.

Risk Management Implications

Identified Risks	Mitigation Strategies
Enterprise does not have an avenue to access and utilise the PAIP (services and / or facilities).	The three streams of the Innovation Voucher scheme allow a broad range of businesses to be attracted to the PAIP based on their commercial requirements. The Innovation Voucher streams will provide access via R&D projects, equipment grants or user incentives for space, facilities, and services.
Innovation does not attract quality applicants / projects.	The Shire of Murray will work with Australian and International industry groups to build quality demand (e.g. PAIP project partners, AgriStart, Austrade, AusIndustry, TradeStart, start-up hubs, Chambers of Commerce and Industry, DPIRD, Department of Jobs, Science, Tourism and Innovation (JTSI), PDC, Angel Investor groups etc.).
New and emerging enterprise fail during Innovation Voucher scheme participation.	<p>DPIRD will assist with due diligence assessment of applicants (particularly financial capacity). This will draw on DPIRD’s past grant program experience and access to commercial databases.</p> <p>The 1:1 cash leverage ensures that enterprises are co-investing in their projects and minimises the State and Local Government funding exposure.</p>
Identified Risks	Mitigation Strategies
Insufficient space and / or equipment in the AIP.	<p>Early engagement with Innovation Voucher scheme participants and PAIP major tenants will provide prompt intervention and budget discussions in the design and fit-out phase of the AIP.</p> <p>Negotiations with equipment manufactures may also provide equipment cost-efficiencies.</p> <p>If space is at tenant capacity, the Innovation Voucher scheme guidelines can increase focus on R&D, common user access and service provision streams.</p> <p>A long- term mitigation strategy for this risk is to consider a Stage 2 expansion of the PAIP. There is land available in future stages of Peel Business Park to accommodate this. The Shire of Murray has had preliminary discussions with DevelopmentWA regarding ‘first right of refusal’ options on suitable neighbouring lots.</p> <p>Murdoch University has submitted an application to the State government for funding to build a separate new</p>

	facility in the PAIP and to purchase /acquire substantial food equipment
Poor project outcomes achieved at completion of enterprise participation in the Innovation Fund.	The governance structures will focus on mitigating this risk through sound criteria and assessment process. Participants will be required to meet reporting and auditing obligations as a condition of the grant agreement.
Delays in AIP construction and opening.	The Shire of Murray has considerable experience in facility construction and will implement tight project management controls to meet timeframes, budget and scope. The State government contribution cashflow over five years and the additional funds facilitated by the Shire will allow a degree of budget flexibility for annual grant rounds. The number of projects and the value of grants can be adjusted to mitigate this risk.

Consultation

The concept of the Innovation Vouchers has been consulted widely across both the WA and Australian governments, and with key industry sectors, where it has received considerable support.

Resource Implications

Financial

It is not considered likely that the Shire will need to contribute own resources but will rather have the task of securing funding from other sources for the Innovation Voucher scheme.

Workforce

The Shire of Murray will need to commit human resources to the management of both the Innovation Voucher Fund and the Enterprise Support Grant Fund. This role is likely to be part of the functions of the Business Manager for the PAIP – to be appointed by the Shire in due course.

Options

Council has the option of:

1. Approving the Memorandum of Understanding with DevelopmentWA as contained in Annexure C, together with the proposed Governance and Operational Guidelines.
2. Require amendments to the documentation contained in **Appendix 16**.

Conclusion

The Innovation Voucher scheme is a unique support initiative that is likely to have a significant impact on the success of enterprise growth in the Western Australian food and beverage sectors. The scheme also provides significant support to the sustainability of the PAIP and its three main elements.

Infrastructure Services

Nil

Items for Information**11.11 Council Resolution/Outstanding Items**

Resolution Register is attached for information.

Appendix 17

11.12 Delegated Decisions – June 2020

Delegated Decisions is attached for information.

Appendix 18

11.13 Quarterly Corporate Business Plan – 30 June 2020

The Corporate Business Plan Progress Report as at 30 June 2020 is attached for information.

Appendix 19

12. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING

Nil

13. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**14. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING****15. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING****16. CLOSURE OF MEETING**