



# **Minutes**

**Ordinary Council Meeting**

**Thursday 17 December 2020**



**Ordinary Council – 17 December 2020**  
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## Notice of Meeting

Minutes of the Ordinary Meeting of Council held at the Murray Shire Council, 1915 Pinjarra Road, Pinjarra on Thursday 17 December 2020.

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

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

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

Cr D Bolt	President
Cr D McLarty	Deputy President
Cr C Rose	Councillor
Cr S Lee	Councillor
Cr G Black	Councillor
Cr B Beacham	Councillor
Cr B Cardilini	Councillor
Cr A Rogers	Councillor
Mr D Unsworth	Chief Executive Officer
Mr A Smith	Director Infrastructure Services
Mr R Peake	Director Planning and Sustainability
Mrs L McGuirk	Director Place and Community Development
Mrs T Unsworth	Director Corporate Services
Mrs A Wakeford	Executive Assistant Infrastructure Services

There were two (2) members of the public and four (4) members of staff in attendance at this time.

### APOLOGIES

**Cr S Kirkham – Leave of Absence**

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

Nil

### 4. PUBLIC QUESTION TIME

Nil

### 5. PETITIONS AND APPROVED DEPUTATIONS

Nil

## **6. CONFIRMATION OF MINUTES**

### **6.1 Ordinary Council Meeting – 26 November 2020**

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

**OCM20/208**

**Moved: Cr S Lee**

**Seconded: Cr B Beacham**

**That the Minutes of the Ordinary Council Meeting held on 26 November 2020 be confirmed as a true and correct record.**

**CARRIED UNANIMOUSLY 8:0**

## **7. ANNOUNCEMENTS BY THE PRESIDING MEMBER**

On Friday 27 November, I presented the First-place prize winner of the Rates Incentive Scheme at Bendigo Bank, Pinjarra.

On Saturday 28 November, I attended the CHRMAP Community Session at the Pinjarra Junction Shopping Centre.

On Sunday 29 November, I attended the Coolup Community Meeting which was held in the Coolup Fire Shed.

On Tuesday 1 December, I attended the Pinjarra Heritage Railway Precinct Working Group Meeting held at the Administration Building with CEO, Councillors, Executive staff and community members. I then attended a photo shoot at the South Yunderup Oval for a grant funding announcement for a new sports pavilion. In the evening I attended the Pinjarra Senior High School Presentation and Year 12 Graduation Awards Ceremony which was held at the Murray Aquatic and Leisure Centre.

On Wednesday 2 December Councillors and I attended and officially opened the Murray Community Christmas Celebration which was held at Edenvale Homestead.

On Thursday 3 December I attended the Austin Cove Baptist College Year 6 Graduation where I presented an award.

On Saturday 5 December I presented the Youth Volunteer Award at the Alcoa Peel Volunteer of the Year Awards 2020 which was held at the Mandurah Offshore Fishing and Sailing Club.

On Monday 7 December, I presided over the Murray/Waroona Resource Sharing Committee Meeting at the Shire of Murray.

On Tuesday 8 December, the CEO, Executive staff and I attended the Peel Business Park Ministerial media event which was held at Peel Business Park, Nambeelup. The event was also attended by Hon Alannah MacTiernan, Robyn Clarke MLA, dignitaries from State Government Agencies, key businesses, and important stakeholders from WA and within the Peel Region. Later that evening I attended the St Joseph's Catholic Primary School year 6 Graduation Awards night in Pinjarra.

On Wednesday 9 December I met with the CEO for our regular review meeting. That afternoon I then attended the farewell presentation for Leanne Horsfall, Customer Service Officer, who is retiring after almost 37 years of service.

On Thursday 10 December I attended the Council Strategy Planning session with Councillors and Executive Officers. I then visited the Main Roads Community Engagement Drop-in session regarding the Heavy Haulage Deviation held at Edenvale. Later that afternoon I participated in a Special Resource Sharing Meeting held via Video Conference with the CEO and Councillors from both Shire of Murray and Waroona. That evening Cr Lee and I attended the Rivers Regional Council meeting where I presided over the meeting via video conference.

On Friday 11 December I attended the Operations Centre Christmas celebration and later that evening I attended and spoke at the Pinjarra Volunteer Fire & Rescue Service Annual Dinner which was held at the Pinjarra Golf Club.

On Tuesday 15 December, the CEO, David Arkwright, and I met with the Member for Canning Mr Andrew Hastie in Mandurah to discuss a regional sporting project. I then attended a meeting with Robyn Clarke MLA, CEO Dean Unsworth and Alan Smith at the Council offices to discuss a regional infrastructure project.

On Wednesday 16 December I attended the media launch of Binjareb Djilb – A plan for the protection of the Peel Harvey Estuary with the WA Premier Hon Mark McGowan and Water Minister Hon Dave Kelly. I then attended the Councillor/Staff End of Year function which was held at the Pinjarra Bowling Club.

On Thursday 17 December I presided at Shire of Murray December Ordinary Council Meeting held in Council Chambers.

## 8. ANNOUNCEMENTS BY ELECTED MEMBERS

Nil.

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

**Cr S Lee** declared an impartiality interest in Item 11.1 as Chairperson of the Ravenswood Community Group Inc.

**Cr G Black** declared an impartiality interest in Item 11.1 as Deputy Chairperson of the Ravenswood Community Group Inc.

**Cr D Bolt** declared an impartiality interest in Item 11.1 as a volunteer I.T support person to the Ravenswood Community Group Inc.

**Cr C Rose** declared an Impartiality Interest in Item 11.8 as her partner is an office bearer of the governing body being the Murray Equestrian Association.

**Cr A Rogers** declared impartiality interest in Item 11.8 as President of the Coolup Progress Association.

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

### 10.1 Local Emergency Management Committee Meeting Wednesday 11 November 2020 – Items to be dealt with separately

Nil

### 10.2 Local Emergency Management Committee Meeting – Wednesday 11 November 2020

File Ref:	1/2246
Author and Title:	Ron Porter, Manager Ranger and Emergency Services
Voting Requirements:	Simple Majority

**Appendix 1**

#### Recommendation/Council Decision

**OCM20/209**

**Moved: Cr D McLarty**

**Seconded: Cr S Lee**

**That Council receives and notes the Minutes of the Local Emergency Management Committee meeting held on Wednesday 11 November 2020.**

**CARRIED UNANIMOUSLY 8:0**

**10.3 CEO Resource Sharing Committee Meeting Minutes 7 December 2020**

**File Ref: 1403-01  
Appendix 2**

**Recommendation/Council Decision**

**OCM20/210**

**Moved: Cr D McLarty**

**Seconded: Cr B Beacham**

**That Council receives and notes the Minutes of the CEO Resource Sharing Committee Meeting held on Monday 7 December 2020 attached at Appendix 2.**

**CARRIED UNANIMOUSLY 8:0**

**10.4 Matter Arising - CEO Annual Leave and Study Process**

**File Ref: P/UNS002**

**Council Decision**

**OCM20/211**

**Moved: Cr A Rogers**

**Seconded: Cr B Cardilini**

**That approval of Annual Leave/Study Leave and Long Service Leave for the Chief Executive Officer be delegated to both Shire Presidents of Murray and Waroona.**

**CARRIED UNANIMOUSLY 8:0**



**11. REPORTS OF CHIEF EXECUTIVE OFFICER AND OFFICERS****Planning and Sustainability****11.1 Proposed Ravenswood Community Centre**

File Ref: 7/8469  
 Author and Title: Brett Flugge, Executive Manager Strategic Development  
 Marlene Renton, Coordinator Sport and Recreation  
 Declaration of Interest: Nil  
 Voting Requirements: Simple Majority

**Cr S Lee** declared an impartiality interest in Item 11.1 as Chairperson of the Ravenswood Community Group Inc.

**Cr G Black** declared an impartiality interest in Item 11.1 as Deputy Chairperson of the Ravenswood Community Group Inc.

**Cr D Bolt** declared an impartiality interest in Item 11.1 as a volunteer I.T support person to the Ravenswood Community Group Inc.

**Crs S Lee, G Black and D Bolt** advised that they would consider the matter on its merits and vote accordingly.

**Crs S Lee, G Black and D Bolt** remained in the meeting.

**Appendices 3-6**

**Recommendation/Council Decision**

**OCM20/212**

**Moved: Cr B Cardilini**

**Seconded: Cr B Beacham**

**That Council:**

1. notes the outcome of the public consultation relating to the planning for a community centre in Ravenswood;
2. supports the provision of a modular based interim neighbourhood community centre at Ravenwood and notes the required project budget estimate of \$878,270;
3. supports the future public open space land at the northern end of Wilghi Way north of the proposed primary school site as the preferred site to for the interim neighbourhood community centre and commence formal discussions with the developer land owner regarding the ceding of the site as a separate Reserve for Recreation and Community Purposes and with a Shire of Murray Management Order; and
4. considers funding opportunities for the next stage of design development and construction.

**CARRIED UNANIMOUSLY 8:0**

**In Brief**

- The Ravenswood Community Group has stated the need for a community centre and 'kick about' oval space in order to serve the needs of the growing Ravenswood residential community.
- The Shire's community infrastructure planning supports the need for a small community facility to service existing residents for the next 10-15 years until the population growth results in the demand for a larger permanent facility to service the future needs of the entire neighbourhood.

- An analysis of a range of potential sites has been undertaken with the preferred site being the future public open space on Wilghi Way north of the future primary school site.
- Cost estimates have been prepared on concept designs for two alternate building options with the preferred option being of a modular construction given the centre would be an interim facility until the larger permanent facility is developed when the population has sufficiently grown.
- Sufficient work has now been undertaken to now source funding for the next stage of design development and construction.

## **Background**

The Ravenswood Community Group (RCG) has been liaising with Shire officers over the past 3-4 years over the provision of a meeting place for community groups and junior sport activity space to cater for the growing population within Ravenswood. The RCG was actively engaging with a Ravenswood residential estate developer to produce a building concept plan using a local builder (Cachet Homes) and prepared some preliminary design and costings for the project. The area chosen by the RCG was at the northern end of a proposed Primary School site on future public open space that could accommodate a small kick-about space.

An approximate cost of \$750,000 for the community building construction was estimated but it is unclear whether this included site servicing costs, landscaping and earthworks and other necessary costs. The RCG commenced lobbying of politicians to seek funding from both State and Federal Government, however no funding was secured for the project to date.

The Community facility building design concept supplied by the RCG was more of a sporting club design which the Shire anticipated would not be required in Ravenswood for at least another 10-15 years and even then, likely within the nearby proposed Regional Sporting Complex at the junction of Pinjarra Road and the Kwinana Freeway on land owned by WAPC.

In determining timing of infrastructure provision, thresholds of provision need to be established to determine when infrastructure should be physically provided. It is important for all residents to have access to a certain level of infrastructure. A lack of social infrastructure can lead to poor community development, wellbeing and pride resulting in social issues. It is important that social infrastructure leads development through early provision and does not lag behind development. To address this, under the Shire's Community Infrastructure Plan, neighbourhood level infrastructure is proposed to be provided earlier in the development of an area so that the community has access to infrastructure at a relatively early stage, with district and regional level infrastructure being provided at later stages. A trigger of 30% of the applicable 10,000 catchment population for a Neighbourhood community centre has been determined as a suitable trigger to provide such a centre under the Shire's Community Infrastructure Plan.

For the Ravenswood precinct, an ultimate population of 7,410 was estimated in the Shire's Community Infrastructure Plan with an allocation of one Neighbourhood Community centre. The current estimated resident population for Ravenswood as at 2019 was 2,439. The current Ravenswood population is therefore just short of the trigger of 3,000 people. Given the lead time of two to three years to plan, attract funding and develop a centre, it is time to commence the planning process.

The Shire's Community Infrastructure Plan also provided some guidance on Neighbourhood Community Centres, describing them as a multi-purpose facility which provides meeting spaces that cater for a variety of social, educational and recreational activities, health and/or support services information with a building area of around 400m<sup>2</sup>.

Shire officers are currently in the process of reviewing this Community Infrastructure Plan to take into account recent population forecasting changes that reflect land use planning

outcomes from the final South Metropolitan and Peel sub-regional Planning Framework released by the Western Australian Planning Commission in March 2018 and comparing with WA Tomorrow population projections which show a more conservative slowing of population growth over the next 10 years.

In late 2019, a Discussion Paper that investigated the need and feasibility of a community centre in Ravenswood and options for site selection was prepared. The aim of the Discussion Paper was to identify a suitable site and examine affordable design options for a community centre that would meet the needs of residents over the next 10-15 years until a larger community centre could be developed in the district commercial node at the junction of old Mandurah Road and Pinjarra Road.

The Discussion Paper concluded that any community building would need to be multi-functional, and that further investigation was required to determine the type and frequency of activities that the facility would be used for and who would use it, in order to guide the design process. Further investigation was also required to determine the best location to service the needs of the local community. Once the building design and location were confirmed, including site servicing requirements, more detailed costings and further community consultation could be undertaken.

Given that the proposed centre was to service the community as an interim facility pending construction of a larger district community centre, officers explored a number of options including less expensive modular building construction methods, as well as possible facilities that could be used in residential display home or co-sharing with an estate sales office function as a temporary measure pending more permanent building arrangements being determined.

### **Report Detail**

The RCG has consistently stated there is a need for a multi-use community centre and a 'kick about' oval space in Ravenswood over to cater for growth in the residential population. The RCG proposed that a suitable site could be on land previously earmarked for public open space adjoining a future Primary School site. The site is centrally located within the Ravenswood residential area, with internal road access currently supplied by Wilghi Way that is not yet connected to an unmade section of Jolly Rambler Boulevard. The plan below shows the future school site and the adjoining open space area.



As a pre-cursor to undertaking broader consultation with the community, Shire officers carried out a desk top assessment of six different locations where the community centre could be sited, using criteria such as proximity to services, central to existing residential development (walkability), accessibility, environmental constraints, and alignment with the Community Infrastructure Plan and the WA Guidelines for Community Infrastructure. The sites investigated included the following land parcels;

- a private rural landholding near the Ravenswood Caravan Park off Angus Place;
- a local centre on the corner of Nancarrow Way and Jolly Rambler Boulevard;
- a site near the Ravenswood neighbourhood centre off Lloyd Avenue;
- a Water Corporation site adjoining Nancarrow Way;
- vacant residential land at the corner of Jim Jam Crescent and Nancarrow Way; and
- future public open space adjoining the proposed Primary School site.

It was not considered appropriate to identify a site within the future district commercial centre node adjacent to the corner of Pinjarra Road and Old Mandurah Road as development of this area is still likely to be many years away.

This site evaluation process identified two preferred sites as meeting the selection criteria. The Shire then undertook an initial community survey via the 'Your Say' website portal with feedback sought on the two preferred sites. Ideas were also invited for activities, events and uses that could be accommodated within a community centre facility.

The two preferred site options presented were;

- Option A - portion of land proposed Public Open Space area north of the Primary School site, corner Wilghi Way and Jolly Rambler Boulevard; and
- Option B - land in the south west corner of Ravenswood Waters estate subject of a current subdivision application for creation of residential along the southern side of Jim Jam Crescent.

Option A was the site preferred by the survey respondents with 81.5% response versus 18.5% for Option B.

There were a range of ideas submitted through the community survey on the functioning of the centre, with the following uses suggested:

- Youth services and activities.
- Music, art, cooking classes, clubs/groups and community events.
- Meditation, yoga or pilates classes.
- Senior dance and fitness classes.
- If Option A site is used, a small grassed oval for young childrens' ball games and a car park.
- Play group, mother/toddler group, community coffee mornings, venue for birthday parties, fitness groups.
- Zumba classes, arts and crafts, book club, cooking workshops.
- Youth disco, mediation.
- All activities encouraging community involvement.

Participants in the survey were also given the chance to vote for their preferred ideas, with youth activities, club/group space, community events and a grassed area for junior ball games and car park receiving the highest number of votes.

Additional comments mentioned need for establishment of the primary school, which is a separate development item that could have linkages with shared open space usage. The Department of Education has advised that the primary school is not listed on its 10-year building program therefore it would only be appropriate to consider constructing a permanent playground and small passive recreation/kick about space as part of the community centre footprint. An off-road dirt bike area was also suggested but this type of activity in the middle of a residential precinct would not be an appropriate use due to noise and safety concerns.

The Shire engaged Site Architecture Studio to prepare an initial floor plan, elevations, site layout, servicing costs (connection to power, sewer and water) with a high level cost supplied by Altus Group that covers total project build cost. The project scope consisted of a new single storey community centre featuring a heat and serve kitchen, outdoor alfresco and an outdoor play area/ground. Refer costing schedule from Altus Group at **Appendix 3 (1)**.

Ausco building company have also been approached to supply a quote and indicative pricing for a feasibility budget only based on a modular building construction design module that can be relocated at a later date if a more permanent community centre option becomes feasible.

The Ausco cost estimates for an modular building design concept, floor plan and full site servicing requirements have been received and are included at **Appendix 4 (2)**.

Design drawings for the brick and metal building concept and the modular design respectively can be viewed in **Appendixes 5 (3) & 6 (4)**, noting that an allocation is included for the upgrade of the elevations of the modular design to improve its visual appeal.

A comparison of costings between the Ausco modular and more permanent brick and metal construction building has been undertaken, with a number of provisional allowances, contingencies and assumptions having been reviewed by Shire officers. Additional matters such as site earthworks, vegetation clearing, car park surface treatment and kerbing, and extension of Wilghi Way have resulted in a total estimated project cost of \$1,329,364 for the brick and metal building option and \$878,270 for the modular relocatable option.

### **Murray 2030 Strategic Community Plan**

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

### **Murray 2020-2024 Corporate Business Plan**

<b>Focus Area</b>	Places for People
<b>Objective</b>	Encourage an active and healthy community.
<b>Strategy</b>	Plan community facilities for future generations.
<b>Project and Actions</b>	Prepare a needs assessment for a community purpose facility in Ravenswood.

### **Other Strategic Links**

- Ravenswood Structure Plan
- Community Infrastructure Plan 2013 (Shire of Murray)
- WA Community Facilities Guidelines (Parks and Leisure Australia, WA)

### **Statutory Environment**

A Structure Plan (formerly Outline Development Plan) for the overall development of Ravenswood has been approved by WAPC which identifies a District Activity Centre adjacent to the corner of Old Mandurah Road and Pinjarra Road, low-medium density housing lots, linear areas of public open space and a primary school site.

A Neighbourhood Community centre would usually be located within the Activity centre node to allow for convenient access to other public facilities/community services and enable good connection to public transport. The RCG have previously indicated a preference to locate a Community Centre building within the proposed Public Open Space site at the junction of Jolly Rambler Boulevard and Wilghi Way situated to the north of the Primary School site, as the Activity Centre site is likely to be many years away from developing.

An application for subdivision was granted approval by WAPC in May 2013 (WAPC 145967) that included creation of a separate lot for public open space where the Ravenswood Community Group were seeking establishment of the Community Centre. Unfortunately, this subdivision approval expired in May 2017 and there has been no further application seeking renewal of this subdivision approval.

Shire officers have contacted the Planning Consultant acting on behalf of the developer to seek clarification on the timing for the next stages of residential development and whether the public open space area can be created as a separate land parcel through the subdivision process. The consultant has indicated that there may be a willingness to pursue excision of land for public open space adjoining the Primary School site, so that this could then be set aside for Shire management, with power to lease.

## Sustainability & Risk Considerations

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

Construction of a community centre building and associated car parking infrastructure with recreational open space can result in additional jobs being created during construction phase for the centre.

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

Feedback received from the community consultation shows that there are a variety of potential uses and activities that could be undertaken within a community centre building. These activities range from youth services, exercise classes, dance and fitness, meditation and yoga/pilates and community event functions.

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

The preferred site is currently covered with native vegetation. An assessment of the vegetation would be undertaken as part of the next stage of project development.

### *Policy Implications*

Nil

### *Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
<i>Low</i>	There are no significant risks associated with progressing the planning for a Neighbourhood Community Centre in Ravenswood.

## Consultation

A community survey has been undertaken via the 'Your Say' portal on the Shire Website seeking feedback from Ravenswood residents on a preferred site for the community centre and asking what kind of activities the centre could be used for. The feedback received has help design a facility that caters for the community's needs and aspirations - subject to funding. There will be the opportunity for further consultation as part of the next stage of design development once funding for the centre has been secured.

## Resource Implications

### *Financial*

There are no funds allocated in the current budget for Shire contribution towards a Community facility centre building at Ravenswood, however part funding of \$250,000 has been allocated in Long Term Financial Plan for 2023/24.

### *Workforce*

Shire officers have been working with the RCG on the feasibility needs and location for a community facility site. An internal Shire officer working group has been formed to review the concept plan drawings of the two alternate building designs and consider how the excluded items such as earthworks, vegetation clearing, fire management, car parking and access provision can be factored into final costings.

## Options

Council has the option of:

1. Supporting the research work carried out to date for the provision of an interim community centre in Ravenswood and consider funding opportunities for the next stage of design development and construction.

2. Awaiting further development and population growth in Ravenswood before proceeding with further work on the permanent community centre in Ravenswood.

### **Conclusion**

Council has previously supported the need for community space by including this as an item in the Ravenswood Local Community Plan 2016-2020. Council is currently supporting the RCG in its endeavours to establish an interim Community Centre building to serve the needs of the growing Ravenswood residential community.

It is recommended that Council supports the preferred location for the community centre to be sited within proposed public open Space at the junction of Wilghi Way and Jolly Rambler Boulevard.

Quotes received for construction of a temporary modular designed building and a more permanent brick and metal roof building structure, including Shire additional cost estimates are now supplied as a total project budget for Council's consideration.

It is important to note that this community facility building is regarded as an interim arrangement that would ultimately be superseded by a more substantial community centre to be located in the Ravenswood District Commercial node at the junction of Pinjarra and Old Mandurah Roads.



## 11.2 Installation of Additional Solar Photovoltaic Renewable Energy System at the Shire Administration Building

File Ref: 3610-02  
Author and Title: Gemma Iseppi – Project Officer Strategic Development  
Dale Burton – Manager Building Services  
Voting Requirements: Simple Majority

### Recommendation/Council Decision

**OCM20/213**

**Moved: Cr G Black**

**Seconded: Cr A Rogers**

### That Council

1. **proceeds with the installation of an additional 26kW solar photovoltaic cell system on the Shire Administration building;**
2. **authorises the Chief Executive Officer and Shire President to execute the associated lease documentation; and**
3. **notes that details on a revolving green energy fund to finance renewable energy and energy efficiency projects will be presented to it in early 2021 as one of the action pledges under the Cities Power Partnership program and as part of this consider including the savings realised from the additional photovoltaic system into the green revolving energy fund to then be used as seed funding to finance additional renewable energy and energy efficiency projects.**

**CARRIED UNANIMOUSLY 8:0**

### In Brief

- The existing 12 kilowatt (kW) solar photovoltaic (PV) system on the Shire Administration Building was installed in 2015 under a lease-to-buy arrangement. The lease was fully paid out in April 2020.
- In June 2020 Council endorsed five action pledges as part of the Cities Power Partnership program (CPP) including pledges to install renewable energy (solar PV and battery storage) on Council buildings and to develop a revolving green energy fund to finance renewable energy and energy efficiency projects.
- It is proposed to add to the existing PV system on the Administration Building to increase the percentage of power sourced through renewable energy, make financial savings, reduce reliance on the electricity grid and reduce the Shire's greenhouse gas emissions.

### Background

In 2015 a 12kW PV system was installed on the Shire Administration Building under a lease-to-buy contract. The final lease repayment was made in April 2020 and the Shire now owns this system.

The system has been successful in managing electricity costs and it has also decreased the Shire's greenhouse emissions (tCO<sub>2</sub><sup>e</sup>). Total lease costs over the five years were \$33,235. The system produced 101MWh electricity, equating to a grid electricity saving of \$37,190 and a saving of approximately 70tCO<sub>2</sub><sup>e</sup> (using 2019 Emissions Factor 0.69 for scope 2 GHG emissions).

With lease payments now concluded, the projected warranty period being 25 years for the PV panels and 10 years for the inverter and modest maintenance costs of approximately \$600 per annum, the Shire will realise nearly the full annual savings moving forward.

Based on an estimated total annual electricity use of 138,000kWh, the current 12kW system supplies 14% of the Administration building electricity needs. Since 2015 PV systems have also been installed on the Murray Aquatic and Leisure Centre, Operations Centre, Dwellingup Trails Centre buildings.

In November 2019 Council endorsed joining the Cities Power Partnership. In June 2020 Council endorsed five action pledges to guide progress towards a sustainable energy future, including:

- Installation of renewable energy facilities (such as solar PV and battery storage) on Council buildings.
- Create a Revolving Green Energy Fund to finance renewable energy and energy efficiency projects from savings realised from renewable energy facilities.

### Report Detail

There is capacity to add to the Administration Building PV system, increasing the percentage of renewable energy and reducing the amount of electricity sourced from the grid. This will result in further financial savings and improved environmental outcomes.

It is therefore proposed to add to the current system. Options were sought from two suppliers with the details of the preferred supplier, Infinite Energy, summarised below:

Size (kW)	Outright Purchase Cost (\$)	Monthly Financial Savings (\$)	Monthly Finance Payment (\$)	Net Monthly Saving (\$)	Total Cost at End of Lease (4 yrs)	Monthly Emission Savings (tCO <sub>2</sub> -e)	Monthly Grid Electricity Savings (kWh)	Power Supplied by Solar Electricity (\$)
25.9	25,250	562	515	47	30,900	2.51	3643	33

In June 2020 Council endorsed, as an action pledge under the Cities Power Partnership Program to create a revolving green energy fund to finance renewable energy and energy efficiency projects. The details on how this fund will operate are currently being researched and developed with a report expected in early 2021. It is requested that Council note this and consider including the savings realised from the additional PV system on the Administration Building for inclusion in the Revolving Green Energy Fund when it is endorsed to then be used as seed funding to finance additional renewable energy and energy efficiency projects.

### Murray 2030 Strategic Community Plan

<b>Focus Area</b>	Environment, Character and Heritage
<b>Aspiration</b>	To be effective stewards of our environment, history, heritage, natural landscape and rural character.
<b>Strategy</b>	Responsibly manage Council and community water and energy use.

### Other Strategic Links

Australia ratified the United Nations Framework Convention on Climate Change (Paris Agreement) on 10 November 2016 and has committed to reducing greenhouse gas emissions by 26 to 28 per cent below 2005 levels by 2030. Parties to the Paris Agreement aim to limit warming to well below 2°C above pre-industrial levels, acknowledging that emissions will need to reach net zero in the second half of this century. The Paris Agreement also commits Australia to actions to enhance adaptive capacity, strengthen resilience and reduce vulnerability to climate change, acknowledging that all levels of government, business and the community have a role to play.

The Western Australian Government has committed to working with all sectors of the economy to achieve net zero emissions by 2050 and are the process of preparing a Climate Policy with the first step in this process being the release of an Issues Paper in September 2019.

**Statutory Environment**

Nil

**Sustainability & Risk Considerations***Economic - (Impact on the Economy of the Shire and Region)*

Climate change poses many risks to our economy. It is projected that energy costs such as electricity will increase over time. By increasing the level of renewable energy and improving energy efficiency the Shire will be in a better position manage future energy costs. It is also a responsible use of ratepayer money to take steps towards sustainable energy use.

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

The impacts of climate change will be felt across society; however, it is well documented that the more vulnerable groups in our community (including the elderly, Aboriginal, homeless and lower socio-economic groups) are at a greater risk. By increasing our level of renewable energy, we will build the Shire's capacity to adapt to the impacts of climate change and assist us to support our community to become more resilient.

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

In working towards sustainable energy use the Shire will reducing emissions and so contribute to reducing the impacts of climate change on the natural environment.

*Policy Implications*

Nil

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	There are no significant risks with proceeding with the additional PV system. The greater risk is if we choose to take no action towards reducing emissions and moving towards a low-carbon economy.

**Consultation**

Nil

**Resource Implications***Financial*

Lease to buy arrangement can be financed through savings in power costs with a small overall monthly saving. Once the lease period expires the full power cost savings produced by the system will be realised.

*Workforce*

The project can be undertaken within existing staff resources.

**Options**

Council has the option of:

1. Endorsing the recommendations.
2. Not proceeding with the additional PV system.

**Conclusion**

In adding to the solar PV system on the Administration Building the Shire will be increasing its level of renewable energy and making progress towards a sustainable energy future. This will save the Shire in its energy costs, reduce reliance on the energy grid and reduce greenhouse gas emissions. In making progress towards the Shire's action pledges under the Cities Power Partnership program, the Shire can show leadership in addressing the challenges of climate change.

## Corporate Governance

### 11.3 Murray Aquatic and Leisure Centre (MALC) Pool Heating

File Ref:	7/8471
Previous Items:	SCM. 10 Sep 20 Item 7.1 (SCM 20/160)
Applicant:	Nil
Author and Title:	Ben Jordan, Manager, Murray Aquatic & Leisure Centre
Declaration of Interest:	Nil
Voting Requirements:	Absolute Majority

**Confidential Appendix 7 Under Separate Cover**

#### Recommendation/Council Decision

**OCM20/214**

**Moved: Cr S Lee**

**Seconded: Cr C Rose**

**That Council endorses the addition of two 350 kW boilers and associated works at the Murray Aquatic and Leisure Centre and increases the current funding allocation from the MALC Capital Reserve for the works from \$130,000 to \$203,000.**

**CARRIED UNANIMOUSLY 8:0**

#### In Brief

- A consultant engineer has developed a scope of works for the installation of two new 350kW boilers at the Murray Aquatic & Leisure Centre.
- The consultant engineer fee is \$9900 to plan and oversee the project on the Centre's behalf.
- 10 contractors provided quotes based on the scope of works and mandatory site visit, ranging in costs from \$163,715 to \$405,211.
- The calculated project cost was initially projected between \$100,000 and \$130,000, with \$130,000 allocated by Council as per resolution SCM20/160.
- An additional allocation of up to \$73,000 is requested from the MALC Capital Reserve to complete the project.

#### Background

A report was presented Council on 10 September with the recommendation/Council decision (SCM20/160) being that Council:

- “1. supports the addition of two additional boiler units at the Murray Aquatic & Leisure Centre;*
- 2. allocates up to \$130,000 from the Murray Leisure Centre Capital Reserve; and*
- 3. authorises the CEO to proceed with the purchase of the new boilers subject to receiving formal quotes satisfying the purchasing policy.”*

In preparing the report, a cost estimation was sourced from a local supplier with the indication of the works costing between \$100,000 and \$130,000, with the higher figure established as the budget figure for the project.

#### Report Detail

The Confidential Report (**Appendix 7**) contains detail of the quotations received for the proposed works and the subsequent assessment criteria.

## Murray 2030 Strategic Community Plan

<b>Focus Area</b>	Places for People
<b>Aspiration</b>	Encourage an active and healthy community.
<b>Strategy</b>	Plan community facilities for future generations.

### Other Strategic Links

Nil

### Statutory Environment

*Local Government Act 1995*

### Sustainability & Risk Considerations

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

The Centre provides an exercise outlet for a large section of the local community, with customers coming into Pinjarra to the Centre which then has flow on effects to community businesses if they stay in the area after their visit. Optimal performance of the Centre will continue to ensure this engagement with the community and the economic impact to local businesses.

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

Without the scheduled improvements to the Centre's heating operations, the reliability and reputation for the Centre will be tarnished. The impact will be reduced visitations at the Centre which in turn will potentially impact the number of people in the community being active and/or engaging with others, with the Centre being both a physical and social hub for many in the community.

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

Increased efficiencies in Centre energy usage will lessen the Centre's environment impact through reduced emissions.

#### *Policy Implications*

Nil

#### *Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Moderate	Potential for reputation and financial damage to the Centre if the Centre is unable to achieve consistent water temperature levels.

### Consultation

Staff have engaged the services of Engineers Stevens McGann Willcock & Copping Pty Ltd to create the scope of works for the additional boilers, and overseeing the installation and commissioning of works. Stevens McGann Willcock & Copping Pty Ltd lead the contractor site visit and have assisted in the contractor assessment process.

### Resource Implications

#### *Financial*

As per resolution OCM20/160, the new boilers and associated works are to be funded from the MALC Capital Reserve with future projects smoothed out across the coming years to balance projected funds, keeping them within plan capacity. An additional \$73,000 (maximum) is required from the plan to meet the costs of the project that have come in higher than originally estimated. The cost of the project is expected to be up to \$203,000, with \$187,300 as the main contractors cost, \$9900 for the engineering costs, leaving a contingency of \$5800.

It is expected that there will be financial savings to the budget based on installing higher operating efficiency equipment. It is projected that these savings will be between in excess of \$10,000 per year.

The current estimated balance of MALC Capital Reserve as at 30 June 2021 is \$219,486 (which takes into consideration the \$130,000 already allocated towards this project).

#### *Workforce*

Nil

#### **Options**

Council has the option of:

1. Supporting the proposal.
2. Not supporting the proposal and recommending that the existing boiler be replaced with a like for like unit, projected at \$75,000, with funds sourced from the MALC Capital Reserve (or alternate if available), noting that the Centre will then be relying on a single source of heating for all pools (including the hydrotherapy pool) with no backup facility and be less energy efficient than the provision of two boilers.
3. Not supporting the proposal, and rely on the existing boiler being repaired to last until the 2021/22 budget when new works can be proposed, noting the risk that serious reputational damage for the Centre may result.

#### **Conclusion**

An increase in fund allocation is required to commence this project. The impact of having the new boilers in the Centre will be both an operational relief and morale boost for staff. Currently the boiler status is being checked remotely by staff each night before going to bed, as there is no reliability in the existing system and there have been occasions when the system has stopped working overnight leading to a cooled off pool the next day, impacting a wide range of patrons including lap swimmers and water walkers, aqua aerobic participants and swimming lesson students alike. This has impacted sales/visits and ongoing feedback with customers.

Funds were allocated in the MALC Capital Reserve Plan for both the Boiler and Cogen replacement in the next few years, therefore in the main this process is bringing these projects forward with some additional funding. The plan has been reviewed and will be continually monitored to adjust the annual expenditure rates where possible to maintain the plan in a sustainable and operational form.

It is hoped that the contingency will not be required, therefore limiting the amount of additional funds actually used. As noted, the new boilers will provide a significant efficiency advantage that will have a positive impact on future budgets.

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

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

### Appendix 8

#### Recommendation/Council Decision

##### OCM20/215

Moved: Cr D McLarty

Seconded: Cr G Black

**That Council accepts and endorses by Absolute Majority, the amendments to the Shire of Murray Delegation of Authority Register, as provided in this report and as detailed at Appendix 8.**

**CARRIED UNANIMOUSLY 8:0**

#### In Brief

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

#### Background

The *Local Government Act 1995* and other legislation requires Council to review delegations at least once each financial year. The last annual review of the Delegation of Authority Register was undertaken in December 2019. In April 2020 Delegation 6.10 was amended at the Special Council Meeting.

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

The Chief Executive Officer may then sub delegate functions, duties and powers to other staff. Sub-delegated functions are also reviewed annually, as a separate process, with the last reviews being undertaken in January and April 2020.

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

#### Report Detail

The annual review of the Delegation of Authority Register (Register) has been completed and the proposed amendments to the Register are broadly outlined in the following table.

For Council's information the delegation amendments are provided in full at **Appendix 8**. Where amendments are proposed, deletions have been struck through and insertions are in bold italic text.

Delegation No	Current Delegation Title	Amendments/Actions
1.8	Appointment of Authorised Persons	Delete delegation as the CEO has the ability to appoint authorised persons*.



1.9	Dog Act 1976 – Appointment of Authorised Persons/Registration Officers	Amend delegation title to <i>Dog Act 1976</i> – Administration. Various word changes to remove reference to appointing authorised persons. Content from Delegation 1.9 included to effectively deal with the administration and enforcement of this Act.
1.10	Caravan Parks and Camping Grounds Act 1995 – Appointment of Authorised Persons and Issuing of Notices	Removed references to appointing authorised persons.
1.12	Administration of the Dog Act 1976 and Shire of Murray Dog Local Laws	Delegation not required as relevant content has been combined into amended Delegation 1.9.
1.14	Administration and Enforcement of the Cat Act 2011	Amend delegation to remove appointing authorised persons, as this function is now managed under section 9.10 of the LGA. Insert wording to describe delegated administration and enforcement functions. Delete conditions, as no longer relevant to the appointment or authorised persons. Insert capacity to sub delegate power, duty or functions under the Act.
1.18	Appointment of Rangers, Pound keepers and the Establishment of Public Pounds	Amend delegation title to Establishment of Public Pounds as the appointment of Pound keeper and Rangers is an authority under the <i>Local Government Act</i> .

The amendments outlined support recent legislation changes following the commencement of certain provisions of the *Local Government Legislation Amendment Act 2019* on 7 November 2020. This relates to the Chief Executive Officer's capacity to now appoint authorised persons pursuant to section 9.10 of the *Local Government Act 1995* \* in relation to the following legislation:

- *Local Government Act 1995*;
- *Caravan Parks and Camping Grounds Act 1995*;
- *Cat Act 2011*;
- *Cemeteries Act 1986*;
- *Control of Vehicles (Off-road Areas) Act 1978*;
- *Dog Act 1976*; and
- subsidiary legislation made under an *Act*, referred to above;
- a written law prescribed for the purposes of this section;

### **Murray 2030 Strategic Community Plan**

Nil

### Murray 2020-2024 Corporate Business Plan

<b>Focus Area</b>	Capable and Accountable
<b>Objective</b>	Respond efficiently and effectively to the evolving needs of the community.
<b>Strategy</b>	Deliver efficient and effective Council services to the community.

### Other Strategic Links

Nil

### Statutory Environment

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

5.42. Delegation of some powers and duties to CEO

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

\* Absolute majority required.

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

5.43. Limits on delegations to CEO

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

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

5.44. CEO may delegate powers and duties to other employees

- (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —

- (a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
  - (b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.
- (4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (5) In subsections (3) and (4) —  
conditions include qualifications, limitations or exceptions.

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

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

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

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

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

### **Sustainability & Risk Considerations**

*Economic – (Financial impact to the community)*

Not applicable

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

Not applicable

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

Not applicable

### *Policy Implications*

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

*Risk Management Implications*

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

**Consultation**

Nil

**Resource Implications***Financial*

Nil

*Workforce*

Nil

**Options**

Council has the option of:

1. Approving the amendments and deletions, proposed.
2. Rejecting the amendments and deletions proposed.

**Conclusion**

Delegated authority provides the organisation with clear guidelines and operational processes to enhance and support effective customer service and the proposed amendments support the recent changes to the *Local Government Act 1995*.

## 11.5 Payments from Municipal and Trust Funds – November 2020

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

### Appendix 9

#### Recommendation/Council Decision

##### OCM20/216

Moved: Cr B Beacham

Seconded: Cr A Rogers

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

**CARRIED UNANIMOUSLY 8:0**

#### In Brief

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

#### Background

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

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

#### Report Detail

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

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

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

### **Other Strategic Links**

Nil

### **Statutory Environment**

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

### **Sustainability & Risk Considerations**

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

Nil

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

Nil

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

Nil

*Policy Implications*

Nil

*Risk Management Implications*

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

### **Consultation**

Nil

### **Resource Implications**

*Financial*

Nil

*Workforce*

Nil

**Options**

Council has the option of:

1. Receiving the Payments from Municipal and Trust Funds report for November 2020.
2. Not receiving the Payments from Municipal and Trust Funds report for November 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 – November 2020

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

Appendix 10

### Recommendation/Council Decision

**OCM20/217**

**Moved: Cr B Beacham**

**Seconded: Cr S Lee**

**That Council receives the November 2020 Monthly Financial Report as presented.**

**CARRIED UNANIMOUSLY 8:0**

### In Brief

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

### Background

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

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

### Report Detail

The monthly financial report for November 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:
  - \* Monthly Summary Information
  - \* Significant Accounting Policies
  - \* Net Current Funding Position
  - \* Cash and Investments
  - \* Receivables
  - \* Disposal of Assets
  - \* Capital Acquisitions
  - \* Operating Grants and Contributions
  - \* Non-Operating Grants and Contributions
  - \* Cash Backed Reserves



## Murray 2030 Strategic Community Plan

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

### Other Strategic Links

The Shire of Murray 2020/2021 Annual Budget.

### Statutory Environment

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

### Sustainability & Risk Considerations

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

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

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

Nil

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

Nil

#### *Policy Implications*

Nil

#### *Risk Management Implications*

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

### Consultation

Nil

### Resource Implications

#### *Financial*

Nil

#### *Workforce*

Nil

**Options**

Council has the option of:

1. Receiving the monthly financial report for November 2020.
2. Not receiving the monthly financial report for November 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 Painting Works to the Liveringa Art Gallery at the Edenvale Heritage Precinct, Reserve 36703, Pinjarra

File Ref: R36703  
Previous Items: OCM. 28 May 2020 Item 16.1 (OCM20/89)  
Author and Title: Krystal Dawe, Coordinator of Place and Community  
Declaration of Interest: Nil  
Voting Requirements: Absolute Majority

#### Recommendation/Council Decision

**OCM20/218**

**Moved: Cr D McLarty**

**Seconded: Cr B Beacham**

**That Council supports and endorses the reallocation of up to \$8,500 from the Community Facility Fund previously committed towards the maintenance and painting works of the Edenvale Homestead.**

**CARRIED UNANIMOUSLY 8:0**

#### In Brief

Council is requested to consider making a financial contribution towards restoration and painting works of the Liveringa Art Gallery (previously known as the Liveringa Homestead) located within the Edenvale Heritage Precinct and managed by the Murray District Arts and Crafts Society Inc.

#### Background

Murray District Arts and Crafts Society Inc (**Murray Arts**) is a not for profit member based arts organisation with a longstanding history in Pinjarra and the Edenvale Heritage Precinct (**Precinct**) with it first establishing itself in Pinjarra in 1974 and later opening an Arts and Crafts Teaching Centre in the Precinct in 1982.

Presently, Murray Arts occupies three buildings within the Precinct under a formal leasing agreement. The leased buildings are highlighted in red below, including the Liveringa Art Gallery which operates from the former Liveringa Homestead:



The most recent Lease entered into between the Shire of Murray, as Lessor, and Murray Arts, as Lessee, is dated October 2014 with the Lessee exercising its further term of five years in June 2019 and it expiring in June 2024.

It is a requirement under the Lease for the Lessee to schedule painting works to the leased premises every fifth year of the term of the Lease, or as otherwise advised by the Lessor in writing. Painting works are therefore due under the Lease this financial year.

In September 2020, Murray Arts approached the Shire seeking assistance in obtaining quotes to undertake painting works of the Liveringa Art Gallery as it is in poor condition, detracts from the visitor experience and in order to meet its requirements under the Lease.

With regard to ‘Policy G11 – Purchasing’ and to ensure that value for money is achieved, two written quotes were obtained from two contractors, with the preferred contractor’s quote returning at \$23,110.35 and calculated as follows:

Works	Quoted Amount
Stitching (repair) work	\$5,108.40
Wall Preparation and Painting (including all internal fixtures such as the window frames, doors, shelves, etc)	\$12,841.95
Ceiling Painting	\$5,160.00
<b>TOTAL: \$23,110.35 (ex GST)</b>	

The quoted amount is within the expected range as there is a significant amount of labour involved in preparing the Premises and a large volume of surfaces to be painted. Further, it is important to note that preparation work associated with heritage buildings requires different expertise and often increases costs.

Given the significant costs involved, Murray Arts has expressed an inability to fund the full amount associated with the works and has enquired whether there is costs the Shire would be responsible for and whether the Shire would be in a position to assist financially and in project managing the works.

## Report Detail

The costs associated with the painting works totals \$18,001.95 and the repair (wall stitching) costs are \$5,108.40, making the total projects costs \$23,110.35 (excluding GST).

As the Landlord of the building, it is the Shire's responsibility to attend to damages that are considered wear and tear to the building. It is therefore considered reasonable for the Shire to assume the costs associated with the repair (wall stitching) costs, being \$5,108.40. The Shire is in a position to fund these costs from its annual Asset Management Fund managed by the Building Maintenance Team within the Planning and Sustainability Directorate.

Murray Arts has advised that it would be in a position to fund \$10,000 (plus GST) towards the painting works of the Liveringa Art Gallery.

With the Shire's contribution towards the repair works (\$5,108.40) and Murray Arts contribution towards the painting works (\$10,000), there is a shortfall of \$8,001.95.

At its meeting on 28 May 2020, Council endorsed the reallocation of up to \$40,000 from the Community Facility Fund for general maintenance and painting works to the Edenvale Homestead and for furniture purchases to enable the Premises to be ready for leasing by the incoming tenant and operators of the Edenvale Heritage Tea Rooms. Such works have been completed and there is a remaining amount of \$8,500 for this project.

Council is requested to consider reallocating the remaining funds mentioned above previously allocated from the Community Facility Fund for the Edenvale Homestead towards the painting works at the Liveringa Art Gallery and assume the shortfall of \$8,001.95.

### Murray 2030 Strategic Community Plan

<b>Focus Area</b>	Places for People
<b>Aspiration</b>	To create great places for the people through strong partnerships with the community; innovative urban design; and improve the well-being and quality of life for residents.
<b>Strategy</b>	<ul style="list-style-type: none"> <li>• In partnership with communities, identify and prioritise community-led projects and initiatives.</li> <li>• Implement the Pinjarra Revitalisation Strategy.</li> <li>• Plan community facilities for future generations.</li> <li>• Foster and value our volunteers.</li> </ul>

<b>Focus Area</b>	Thriving Economy
<b>Aspiration</b>	A diverse and prosperous economy that supports innovation, training opportunities and provides a variety of business, tourism and employment opportunities.
<b>Strategy</b>	<ul style="list-style-type: none"> <li>• Position Pinjarra as a key regional centre through the Pinjarra Revitalisation Strategy.</li> <li>• Develop key sectors of the tourism economy where Murray has a competitive advantage.</li> </ul>

### Murray 2020-2024 Corporate Business Plan

<b>Focus Area</b>	Places for People
<b>Objective</b>	Encourage an active and healthy community.
<b>Strategy</b>	Actively take opportunities to enhance public health.
<b>Project and Actions</b>	Improve participation in arts and culture activities.

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

<b>Focus Area</b>	Thriving Economy
<b>Objective</b>	Maximise Murray's natural assets and heritage as a driver for tourism development .
<b>Strategy</b>	Develop key sectors of the tourism economy where Murray has competitive advantage.
<b>Project and Actions</b>	Implement recommendations of the Murray Tourism Marketing and Communications Plan.

### Other Strategic Links

- Pinjarra Revitalisation Strategy
- Shire of Murray Tourism and Marketing Plan 2020-2023
- Shire of Murray Economic Strategy 2018-2022
- Peel Regional Investment Blueprint

### Statutory Environment

Nil

### Sustainability & Risk Considerations

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

The Pinjarra Town Centre Revitalisation Strategy highlights the importance of maintaining high quality spaces within our heritage buildings to ensure that adaptive re-use of these spaces compliment the heritage character of the town, provide vibrant and unique experiences and encourage visitation. It also seeks to enhance the status of the Precinct as the arts and heritage heart of Pinjarra.

Additionally, Shire's Tourism and Marketing Plan seeks to establish Pinjarra as a cultural landmark known for its heritage, culture, creative industries and artisan products and food. The Precinct is identified as an important landmark within Pinjarra to realise this aspiration and has the potential to become a key tourism destination within the Peel Region encouraging increased visitation to the Precinct and Pinjarra.

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

The space provides important social infrastructure and is of significant value to the community. Through the delivery of its different classes, workshops, activities and program's plus the Gallery's maker in residence program, the space is fostering and encouraging business development, personal development, development of creative industries, social connectedness, repeat visitation to the Precinct.

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

Nil

#### *Policy Implications*

Nil

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	Low to nil risk is considered with the low risk being that other community groups leasing space within the Precinct may request financial support for maintenance type works to their buildings. Risk is considered low as Council has the opportunity to consider any request on its merits.

**Consultation**

Consultation with Murray Arts has occurred and is ongoing.

**Resource Implications***Financial*

Given that it is proposed to use funds previously committed to an alternative project, there is not considered to be any additional financial risk to the 2020-2021 budget or to Council.

*Workforce*

There is not considered to be any significant impact on any workforce resources with Shire officers able to project manage the works.

**Options**

Council has the option of:

1. Supporting and endorsing the reallocation of up to \$8,500 from the Community Facility Fund previously committed towards the maintenance and painting works of the Edenvale Homestead.
2. Not supporting and endorsing the reallocation of up to \$8,500 from the Community Facility Fund previously committed towards the maintenance and painting works of the Edenvale Homestead.
3. Determining an alternative course of action.

**Conclusion**

Recognising the role that the Precinct can play in driving tourism to Pinjarra, Council has previously supported resources being allocated towards the preparation of a situational analysis report and activation plan by independent consultants to increase the activity, community group capacity and tourism offering at the Precinct.

The activation plan is expected to be finalised shortly and presented to Council for consideration. The situation analysis report however has been completed and Murray Arts has been identified as a key organisation within the Precinct given its strong arts presence and as it gives reason for visitors and the community to repeatedly return through its different and regular art classes, workshops and activities and its often changing retail and gallery spaces.

With the above said, it also discusses the need and importance of improving the visual amenity of many spaces within the Precinct, including the Liveringa Art Gallery, to ensure that the tourism offering is of high quality to increase and attract visitors from outside the Peel Region.

Presently, the Liveringa Art Gallery does not offer a high quality visitor experience due to its depreciated paint work and need for improved curation of art work, displays and décor. Should Council support funding of this project which will enable the painting and restoration

works to proceed, Murray Arts intends to use the opportunity to revamp and curate the gallery space and to work with Shire officers to ensure that the visitor experience is enhanced.

Notwithstanding the above, it is also important to recognise that costs associated with heritage buildings are typically higher than works associated with domestic and commercial buildings and it is often challenging for the Shire's not for profit organisations and community groups to raise sufficient funds to cover restoration and improvement works.

By assisting financially with this project, Council is able to not only improve its asset at a shared cost but also reward Murray Arts for taking the initiative to approach the Shire to meet its obligations under the lease and for raising the considerable amount of \$10,000 to improve its space and visitor experience and assist with efforts to increase visitation to the Precinct.



**11.8 Community Facility Fund 2020-2021 Applications.**

File Ref: 8/9117-02  
 Previous Items: OCM. 22 Oct 2020 Item 11.9 (OCM20/191)  
 Authors and Titles: Marlene Renton, Coordinator Sport and Recreation  
 Declaration of Interest: Nil  
 Voting Requirements: Simple Majority

**Cr C Rose** declared an Impartiality Interest in Item 11.8 as her partner is an officer bearer of the governing body being the Murray Equestrian Association.

**Cr A Rogers** declared an impartiality interest in Item 11.8 as President of the Coolup Progress Association.

**Crs C Rose and A Rogers** advised that they would consider the matter on its merits and vote accordingly.

**Crs C Rose and A Rogers** remained in the meeting.

**Appendices 11-17****Recommendation/Council Decision**

**OCM20/219**

**Moved: Cr G Black**

**Seconded: Cr A Rogers**

**That Council:**

1. **considers the Community Facility Fund officer assessment and supports the total allocation of \$38,960 to the following successful applicants;**
  - a. **Pinjarra Golf Club for \$18,960 plus GST to install solar panels on the clubhouse roof; and**
  - b. **West Coast Reiners for \$20,000 plus GST towards the construction of a new reining arena at the Murray Regional Equestrian Centre;**
2. **advises the Murray District Pistol Club, Coolup Cutting Club, and the Coolup Progress Association that their applications were unsuccessful and that the Shire will work with them to ensure adequate planning and support is undertaken to strengthen future funding submissions; and**
3. **endorse the remaining \$11,040 in the Community Facility Fund for 2020 / 21 being subject to a second competitive funding round in April 2021.**

**CARRIED UNANIMOUSLY 8:0**

**In Brief**

- Council is requested to consider the applications received in the Community Facility Fund (CFF) 2020/21 round, review the assessment outcomes and endorse or amend officer recommendations.
- Each year Council allocates \$50,000 in the annual budget for the CFF.
- Over the past five years only \$92,502 has been allocated out of a possible \$250,000 due to lack of applications.

**Background**

The CFF assists incorporated not-for-profit organisations within the Shire to deliver well-planned sport, recreation, and community infrastructure projects. The Shire budgets \$50,000 each year for CFF projects. Applications are open once per year and assessed by officers using CFF criteria outlined in the Guidelines. The applications and officer recommendations are then considered by Council for final endorsement.

Due to the lack of applications to the CFF over the previous three years, officers presented a review of the CFF to Council in October 2020. The report stated that over the past five years the fund had been substantially under-subscribed with only \$92,502 allocated out of a possible \$250,000. Subsequently, Council endorsed officer recommendations to change the closing date to 30 November 2020 and to increase the maximum funding amount to 70% of the total project cost to a maximum of \$20,000, with the aim of attracting more applications and ultimately supporting more community driven initiatives.

### **Report Detail**

A total of five applications have been received for the 2020 round with a combined value of \$186,521 ex GST and a total funding request of \$98,560 ex GST.

The applications have been assessed using the CFF Assessment Matrix which is based upon the Assessment Criteria in the Guidelines (Appendix 11 (1)). The assessment summary is attached as Appendix 12 (2), and the applications and assessments are attached as Appendices 13-17 (3 to 7). A summary of each application and the assessment is below. Note that all costs are ex GST.

#### **1. Club House Solar Panel Installation, Pinjarra Golf Club (Appendix 13 (3))**

Total Project Cost: \$27,083  
CFF Funding Request: \$18,960

The project is the installation of solar panels on the roof of the Pinjarra Golf Club Facility which is stage one of the Clubs 'Clubhouse and Grounds Integrated Solar and Battery Implementation Strategy'.

The solar power system is estimated to reduce the Clubs annual electricity costs from \$18,000 to \$6,000 resulting in a payback period of two years, then ongoing savings of \$12,000 per year thereafter. This will assist the Club to remain financially viable and future proof them against rising energy costs. The project will meet one of the Club's key environmental objectives which is to reduce their carbon footprint by using clean renewable energy. The Club has built in replacement and maintenance costs into their annual and forecast budgets.

The Club has 577 members and holds regular social golf games and Open Golf events attracting up to 600 players from all over the state. The venue is a busy community hub and hosts weekly bingo and rotary meetings, business functions and seminars as well as corporate events.

Assessment: 45/60

Officer comments: High standard application with all preliminary planning completed and all required documents submitted. The solar panels will contribute to the ongoing sustainability of the club and benefit the members and users of the venue. It will deliver a key action of the club's strategic plan and provide both economic and environmental benefits. Additionally, the preferred supplier is a local business.

Recommendation: Approved for funding of \$18,960 plus GST

#### **2. Reining Arena, West Coast Reiners Association (Appendix 14 (4))**

Total Project Cost: \$67,930  
CFF Funding Request: \$20,000

The project is the construction of a new purpose-built reining arena at the Murray Regional Equestrian Centre (MREC).

Currently WA is home to three thriving Reining clubs, none of which have a purpose-built arena to allow for the sliding stops and spins which are integral maneuvers of the sport. Sand arenas built for other equestrian disciplines are used but inhibit the ability to stop hard and compromise the safety of both horse and rider. The new sand arena will be suitable for competition grade reining and also allow the Club to branch into Reining Cowhorse events which is anticipated to significantly increase membership, currently at 26, as well as broaden the equestrian disciplines offered at MREC.

The Club has support from the Australian Reined Cowhorse Association WA (ARCHA WA) who have indicated they will use the arena as they are currently accessing private facilities due to a lack of public purpose-built arenas. The Coolup Campdraft Club, also based at MREC, have indicated strong interest in participating in the Reining Cowhorse events and are supporters of the new arena, along with the Pinjarra Adult Riders and Murray Horse and Pony Club, who are both based at MREC. The Murray Equestrian Association, which is the governing body of the MREC has also supported the project.

The new arena will cater for two separate equestrian disciplines neither of which is currently available in the state. It is therefore envisaged that the arena will become the backbone of Reining and Reined Cowhorse events in WA and attract regular hire and use from outside clubs. The Club is confident they have the resources to undertake all maintenance and repairs of the arena and fencing.

The Reining Arena is reflected in Stage 2 of the MREC Master Plan, 2015.

Assessment score: 41/60

Officer comments: High standard application with all preliminary planning completed and all required documents submitted. Project justification, community benefit and support from local and state organisations is clearly demonstrated with high potential to attract participants from outside the region, and the project aligns with the endorsed MREC Master Plan. The Club has demonstrated the ability to fund ongoing maintenance and repairs however does not have the finances to complete the project or to manage unexpected project costs. One of the aims of the CFF is provide financial support for larger community projects so they can leverage funds from other organisations.

Recommendation: Approved for funding of \$20,000 plus GST

Note that the project still has a funding shortfall of \$26,530 which the club does not currently have the financial capacity to meet. They will submit an application to the Department of Local Government, Sport and Cultural Industries 'Community Sport and Recreation Facility Fund' Small Grant Round in March 2021 for the shortfall.

3. WA1500 Shooting Range – Shooters Shed, Murray Districts Pistol Club (Appendix 15 (5))

Total Project Cost: \$31,524

CFF Funding Request: \$19,600

The project is the construction of a Shooters Shed on a proposed WA1500 shooting range.

The Club is constructing a new WA1500 shooting range, and as per state WA Pistol Association (WAPA) regulations, a shooting shed must be provided in order to conduct safe holding and handling of firearms. Site preparation has been completed by the Club to the value of \$30,000. The next stages are the construction of the shooters shed and the supply and installation of the targets.

The Club currently has 50 members and the new range will introduce another shooting discipline to the Club's facilities. It is anticipated that this will attract an additional 50 members. The WA1500 is an international and Olympic event. There are 32 clubs in WA of which four clubs have a WA1500 shooting range with the closest one being in Port Bouvard in Mandurah. With the completion of the new range the Club will be able to apply to WAPA to host state and national championships.

Assessment score: 28/60

Officer comments: The application did not address the full scope of the project which is the development of a WA1500 Shooting Range that includes a shooters' shed and WA1500 targets. A confirmed supplier and quote for the targets is yet to be sourced, and the Club does not have the funds to finance the targets. As such, there is risk associated with constructing the shed without any certainty as to future funding or timing of the targets, which is critical infrastructure needed to achieve the ultimate outcome sought by the Club (i.e. WA1500 shooting range). Evidence of community support and partnerships was not adequately demonstrated and the lack of a strategic plan in support of the proposal also hindered the strength of the application.

Recommendation: Not approve and that the Shire work with the Club to build a stronger business case to support future funding opportunities.

4. Roof Over Cattle Holding Area, Coolup Cutting Club (Appendix 16 (6))

Total Project Cost: \$28,403  
CFF Funding Request: \$20,000

The project is the construction of a metal skillion roof over the existing cattle holding area at the MREC.

The cattle holding area is currently not covered resulting in the cattle becoming stressed on hot days. The cattle are used during events and are hired from cattle suppliers who are beginning to request that the cattle be undercover and protected from the heat. Shade sails and sprinklers were considered but ultimately found not to be practical or cost effective by the Club.

Assessment score: 19/60

Officer comments: Application was incomplete which affected the officers' ability to assess the project due to lack of evidence and information. The club's ability to finance their stated contribution and any project over-runs was not evidenced. Only one quote was provided and the requirement is for at least two for a project of this size and scale.

Recommendation: Not approve and the Shire work with the Club to build a strong business case for future funding opportunities

5. Coolup Hall Kitchen Upgrade, Coolup Progress Association (Appendix 17 (7))

Total Project Cost: \$35,000  
CFF Funding Request: \$20,000

The project is the refurbishment and upgrade of the Coolup Hall Kitchen.

An upgrade of the kitchen is required to bring it up to the standards for preparation and serving of food under Health Regulations. The Hall is managed by the CPA and is well-utilised. As Coolup is a small rural community the hall serves many purposes and is used for weddings, funerals, meetings, and community events such as ANZAC Eve Ceremony, Community Christmas Party, yoga, Kids Club, and a polling booth on election days. The kitchen upgrade will allow a higher level of catering and therefore attract larger functions.

Assessment score: 8/60

Officer comments: Application was incomplete which affected the officers' ability to assess the project due to lack of evidence and information.

Recommendation: Not approve and the Shire work with the Association on developing the project scope, relevant costings and a funding strategy.

### **Murray 2030 Strategic Community Plan**

<b>Focus Area</b>	Places for People
<b>Aspiration</b>	To create great places for the people through strong partnerships with the community; innovative urban design; and improve the well-being and quality of life for residents.
<b>Strategy</b>	<ul style="list-style-type: none"> <li>• Plan community facilities for future generations.</li> <li>• Foster and value our volunteers.</li> </ul>

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

### **Murray 2020- 2024 Corporate Business Plan**

<b>Focus Area</b>	Places for People
<b>Objective</b>	Socially connected, safe and cohesive community.
<b>Strategy</b>	In partnership with communities, identify and prioritise community-led projects and initiatives.
<b>Project and Actions</b>	Provide annual funding to assist with implementing placemaking activities.
<b>Objective</b>	Encourage an active and healthy community.
<b>Strategy</b>	Plan community facilities for future generations.
<b>Project and Actions</b>	Administer the Community Facility Fund.
<b>Strategy</b>	Actively take opportunities to enhance public health.
<b>Project and Actions</b>	Support the development, growth and sustainability of sport and recreation clubs.

### **Other Strategic Links**

Nil

### **Statutory Environment**

Nil

### **Sustainability & Risk Considerations**

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

Funding of the Golf Club project will enable the Club to reduce ongoing energy costs. Funding of the Reining Arena project will support future competition reining events being established in the Shire which will have the potential to create flow on economic benefits to the community.

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

There is growing community expectation for local government to enable greater autonomy and activation of their places by the community and for sufficient community infrastructure to support a diverse range of uses, including the Shire's growing number of sporting organisations and need to provide suitable community, sport and recreation infrastructure.

The collaborative approach to projects will develop greater capacity building in our volunteer, community and sporting organisations.

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

Funding of the Golf Club project will reduce their carbon footprint by using clean renewable energy which will contribute to local and broader environmental benefit.

*Policy Implications*

Nil

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	<p>Risk: Funded projects do not go ahead due to poor planning.</p> <p>Mitigation: The process is in line with Policy C9 Community Facility Fund which requires a sound level of planning for all projects with supply of evidence.</p> <p>Risk: Unfunded projects are contested.</p> <p>Mitigation: The assessment process is robust and transparent with clear criteria and guidelines.</p>

**Consultation**

Nil

**Resource Implications**

*Financial*

Nil

*Workforce*

Nil

**Options**

Council has the option of:

1. supporting the recommendations proposed; or
2. rejecting the recommendations and propose alternate funding.

**Conclusion**

The Community Facility Fund is one of the avenues through which the Shire can support a range of sport, recreation and community organisations to deliver community-led projects that create vibrant, active and inclusive communities that improve the wellbeing of its residents.

The purpose of the CFF is to:

- (a) maximise the opportunity for sport, recreation and community organisations to leverage additional funding for projects from state government, industry, and business;
- (b) encourage small, local community-led infrastructure projects that benefit the community; and
- (c) respond to the needs of the community.

The CFF applications have been assessed by officers using the criteria in the CFF Guidelines as per Policy C9 Community Facility Fund. While all of the projects are of benefit to the community, the level of project planning and the standard of applications varied greatly, which resulted in potentially worthwhile projects being allocated a low score. Officers will work closely with the clubs to continue to build the capacity of the Shires not-for-profit organisations to develop strong business cases that address project risk through sound planning principles.

## 11.9 Pinjarra Bowling and Recreation Club All Abilities Green – Request for Additional Funding

File Ref: 7/8464, 7004-02  
 Previous Items: OCM. 23 July 2020 Item 11.9 (OCM20/135)  
 Authors and Titles: Marlene Renton, Coordinator Sport and Recreation  
 Alan Smith, Director Infrastructure  
 Declaration of Interest: Nil  
 Voting Requirements: Simple Majority

**Appendix 18**

### Recommendation/Council Decision

**OCM20/220**

**Moved: Cr B Cardilini**

**Seconded: Cr S Lee**

**That Council supports the Pinjarra Bowling and Recreation Club as below:**

- 1. funding the installation of a sewer pump station to divert the existing sewer pipework at a value of \$27,665 (ex GST);**
- 2. funding the disposal of the existing cast iron sewer pipework at a value of \$2,000 (ex GST);**
- 3. assisting in the removal and disposal of any clean excavated material (soil) from the site at an estimated value of \$23,000 (ex GST);**
- 4. assisting in the coordination of tree lopping services, mulching and removal of foliage material from the site at an estimated value of \$3,800 (ex GST) and**
- 5. should there be increased costs associated with any contamination of the excavated material then delegate to the Chief Executive Officer to further liaise with the Pinjarra Bowling and Recreation Club for a shared outcome for the required funding.**

**CARRIED UNANIMOUSLY 8:0**

### In Brief

- In July 2020 Council supported the construction of a new 40m x 40m synthetic bowling green at the Pinjarra Bowling and Recreation Club (CBRC) at a cost of \$296,368 ex GST, and endorsed a Shire cash contribution of \$26,500 ex GST from the Asset Enhancement Reserve.
- Council also endorsed the provision of a self-supporting loan from WA Treasury Corporation via the Shire up to the amount of \$120,000 over 5 years.
- The PBRC was successful in attaining a CSRFF grant from the Department of Local Government, Sport and Cultural Industries for \$70,000, which was \$20,000 short of the requested support.
- Upon commencement of preparation for site earthworks, the sewer pipe servicing the clubrooms was identified and needed relocation.
- The relocation of the existing pipe warranted the installation of a new pump station within the site along with the realignment of the sewer pipework.
- Council is requested to consider the PBRC request (Appendix 18 (1)) to meet the cost of these works, as well as the removal and disposal of the excavated topsoil and pruning of trees, to assist the PBRC to meet unbudgeted project costs.



## **Background**

The new Pinjarra Multi-Purpose Community Centre was completed in 2015 by the Shire and became home to the PBRC and Peel Community Care. The Sir Ross McLarty Sports Precinct Master Plan and the Pinjarra Bowling and Recreation Club Master Plan reflect construction of a future green in front of the clubhouse as per the current project.

## **Report Detail**

### Sewer Pipe

The existing sewer pipe runs from the clubhouse under the location of the new green, and connects to the main sewer line. At the highest point the existing sewer pipe is 235mm from the surface and will conflict with the proposed pavement for the new bowling green.

The current sewer pipe was placed to meet absolute minimum standards, the proposed location of the new green has fast tracked the requirement for a sewer pump station on the site.

It is imperative that the pipe be relocated and a pump station installed for the new green project to proceed, and the PBRC is requesting assistance from the Shire to meet the unbudgeted cost. The hydraulic consultant who undertook the installation of the sewer system on the new facility has provided a cost of \$27,665 ex GST to complete the new works with the removal of the decommissioned pipe estimated at \$2,000 ex GST.

### Soil Removal

During the planning phase, the Shire met with the PBRC to discuss the costs associated with removing and disposing of excavated topsoil from the site. A number of scenarios and costs were provided by the Shire to the PBRC based upon the possible level of contamination of the soil due to the old septic system being within proximity of the works. An average of the differing scenarios was taken for project budgeting purposes by the club.

The PBRC are now requesting support from the Shire through the removal and disposal of the excavated material. The estimated value of clean fill removal is up to \$23,000 (ex GST). Should the material be highly contaminated there will be increased disposal costs, and should this be the case it would be proposed that further discussion be undertaken with the PBRC and delegated staff to further liaise for a shared outcome to the required funding.

### Tree Lopping and Removal of Green Waste

The site preparation requires the removal of five trees and the PBRC have requested that the Shire assists with the costs through removal of all branches and the trunk to 3m, and the mulching and removal of the pruned waste. The PBRC will undertake removal of the stumps.

The Shire has estimated the works to be in the vicinity of \$3,800 ex GST.

### Green 'A' Carpet Replacement

The existing green 'A' carpet surface will need replacing in two to three years and the PBRC has funds set aside in a reserve to meet this cost. Unfortunately, due to the unbudgeted increase in club contribution towards the new all abilities green, they have had to draw on these reserves. Assistance from the Shire to meet some of the unbudgeted costs of the new green will limit the impact on the clubs reserves and ensure they are in a position to replace green 'A' when required.

### Murray 2030 Strategic Community Plan

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

### Murray 2020- 2024 Corporate Business Plan

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

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

### Other Strategic Links

Sir Ross McLarty Sports Precinct Master Plan

### Statutory Environment

Nil

### Sustainability & Risk Considerations

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

The PBRC have been very proactive in utilising their reserves for contribution to the current works. Supporting the Club's request for financial assistance to meet the works addressed within this report will ensure adequate funds are maintained to meet other Club and infrastructure related commitments including the need to resurface the existing green within next 2 to 3 years.

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

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 – (Impact on environment's sustainability)*

The trees to be removed have been inspected and received approval for excavation by the Shire's Environment Team.

### Policy Implications

Nil

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
High	<p><u>Risk</u> If the existing sewer pipe is not removed then the project cannot proceed.</p> <p>If the PBRC is required to fund the additional costs then they may not have enough funds to resurface the green 'A'. This will mean they will not be able to hold pennant and competitive bowling games.</p>

**Consultation**

Nil

**Resource Implications***Financial*

The overall value of the additional funding requested is \$56,465 (ex GST), of which \$27,665 will be provided to the PBRC in cash for the sewer works, and the balance to remain with the Shire to meet the unbudgeted works of \$28,800 for sewer pipe removal, soil removal and disposal, and tree lopping.

It is proposed that the \$56,465 ex GST funding request be sourced through the Shire's estimated surplus.

*Workforce*

The Operations Team will coordinate the relevant works within existing resources.

**Options**

Council has the option of:

1. Supporting the recommendations proposed.
2. Rejecting some or all of the recommendations and proposing alternate levels of support.

**Conclusion**

The relocation of the sewer line was seen as a variation to the current works and imperative to achieve the physical works. When the sewer was originally placed it was seen as a temporary alignment and ultimately there would be a future requirement to install a pump station. At the time of the new building being undertaken the placement of the pump station was seen as premature and would incorporate unnecessary mechanical costs and only when necessary should the pump station be placed. The construction of the third green has necessitated the requirement for the pump station.

The Shire have worked closely with the Pinjarra Bowling and Recreation Club to ensure the project is a success, there is an unknown surrounding the contamination of the excavated material and this will only be known as works progress and a formal assessment is made. Should there be high contamination that warrants the material be disposed at an accredited disposal facility then additional funding would be warranted. Should this be the case it is proposed that delegation be given to the Chief Executive Officer to coordinate a shared funding approach to any additional expenditure.

The Shire of Murray and the Pinjarra Bowls and Recreation Club have a very good working relationship and every effort is being made to undertake the proposed construction works to a high standard while managing all costs associated with the project. The PBRC have been very proactive in utilising their reserves for contribution to the current works, understanding that they are also funding further resurfacing works on the existing green in next 2 to 3 years.

## Infrastructure Services

### 11.10 Tender T20/7 – Corio Road Transfer Station Modified Drop-off Wall Works

File Ref:	T20/7
Previous Items:	OCM. 21 Dec 17 Item 11.18 (OCM17/313)
Applicant:	Nil
Author and Title:	Claire Ward, Coordinator Waste and Fleet
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority

**Confidential Appendix 19 Under Separate Cover**

#### Recommendation/Council Decision

**OCM20/221**

**Moved: Cr G Black**

**Seconded: Cr B Beacham**

**That Council:**

1. **accepts the Confidential Assessment Report by the evaluation panel;**
2. **endorses Estuary Bobcats as the preferred tenderer for the Corio Road Transfer Station Modified Drop-off Wall Works in accordance with the specifications and tender rates detailed in T20/7; and**
3. **delegates authority to the Chief Executive Officer to negotiate with Estuary Bobcats regarding the Roadworks & Surfacing component and the Signage & Wayfinding component.**

**CARRIED UNANIMOUSLY 8:0**

#### In Brief

To consider the tender received for the Corio Road Transfer Station Modified Drop-off Wall Works and after consideration Council is requested to appoint a contractor to undertake this work.

#### Background

The Shire of Murray invited suitably qualified and experienced contractors to tender for the construction of the modified drop-off wall at Corio Road Transfer Station.

In 2017 the Shire of Murray engaged Talis Consultants to develop a Waste Infrastructure Plan to determine the ability of the site to cater for future demands and to provide a progressive plan for future upgrades in line with population growth. The Waste Infrastructure Plan was adopted by Council in December 2017 and the proposed works represent one of the conceptual design improvements included in the Waste Infrastructure Plan.

Structural engineering documentation was prepared for the works, the key elements of which include the following in order to provide a safer and inviting environment –

1. Gates across the tip face to replace current railing;
2. Roof canopy over tipping platform;
3. Stairs from lower level up to tipping platform for ease of staff access;
4. Windbreak structure to reduce severity of easterly winds lessening potential for windblown litter and dust; and
5. Screening of scrap metal for both a safety and aesthetic improvement.

**Report Detail**

The Confidential Assessment Report contains a detailed evaluation report.

**Murray 2030 Strategic Community Plan**

Nil

**Murray 2020-2024 Corporate Business Plan**

<b>Focus Area</b>	Environment, Character and Heritage
<b>Objective</b>	Proactively manage resources and reduce our carbon footprint by responsible management of water, energy, fire management and waste.
<b>Strategy</b>	Improve waste management practices through diversion, reuse and recycling.
<b>Project and Actions</b>	Implement progressive improvements to the Corio Road Transfer Station as per the Waste Infrastructure Plan.

**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)*

The tender process was undertaken to ensure competitive pricing to minimise any financial impacts.

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

The works will allow an improved experience for the community and Transfer Station staff with the roof canopy providing protection from both the sun and rain.

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

Nil

*Policy Implications*

F1 Regional Price Preference Policy

G11 Purchasing Policy

The Shire of Murray is committed to delivering best practice in the purchasing of goods, services and works that align with the principles of transparency, probity and good governance and that comply with the *Local Government Act 1995* (the 'Act') and Part 4 of the *Local Government (Functions and General) Regulations 1996*, (the 'Regulations').

*Risk Management Implications*

<i>Risk Level</i>	<i>Comment</i>
Low	The level of risk is considered low given that a consultant will be engaged to assist staff with the project management and the proposed tenderer is an experienced contractor.

**Consultation**

- Talis Consultants
- Tony Pisconeri Transfer Station Manager
- The tender was advertised in the West Australian newspaper Saturday 31 October 2020

**Resource Implications***Financial*

The cost of the works has been allocated in the 2020/21 Annual Budget and supported from the Waste Management Reserve which was established to ease the impact of future capital expenditure in providing for current and future waste management services for the Shire of Murray.

*Workforce*

The works will be project managed with internal staff resources and the engagement of an external consultant will provide additional support.

**Options**

The detail of the tender received and the overall assessment by the evaluation panel are contained in the Confidential Assessment Report.

**Conclusion**

The evaluation panel's justifications and conclusions are contained within the Confidential Assessment Report.

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

Resolution Register is attached for information.

**Appendix 20**

**11.12 Delegated Decisions – November 2020**

Delegated Decisions is attached for information.

**Appendix 21**

**12. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING**

Nil

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

Nil

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

Nil

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

Nil

**16. MEETING CLOSED TO THE PUBLIC (CONFIDENTIAL BUSINESS)****16.1 Confidential Report - Resource Sharing Alliance Review**

File Ref: 1403-01  
 Author and Title: Dean Unsworth, Chief Executive Officer  
 Declaration of Interest: Nil  
 Voting Requirements: Absolute Majority

**Confidential Appendix 22**

**Recommendation/Council Decision**

**OCM20/222**

**Moved: Cr A Rogers**

**Seconded: Cr B Cardilini**

**That Council proceeds behind closed doors the time being 5.47pm as per Section 5.23(2)(a) of the *Local Government Act* for the purpose of considering confidential item 16.1 Resource Sharing Alliance Review**

**CARRIED UNANIMOUSLY 8:0**

**Council Decision****OCM20/223****Moved: Cr S Lee****Seconded: Cr D McLarty****That Council endorses ‘Option 4’ as attached at Confidential Appendix 5 of this report.****CARRIED UNANIMOUSLY 8:0****In Brief**

To enable discussion regarding Confidential Item 16.1. The confidential report will be distributed separately.

**Background**

All details are contained within the confidential report.

**Report Detail**

All details are contained within the confidential report.

**Other Strategic Links**

All details are contained within the confidential report.

**Statutory Environment**

All details are contained within the confidential report.

**Consultation**

All details are contained within the confidential report.

**Resource Implications***Financial*

All details are contained within the confidential report

*Workforce*

All details are contained within the confidential report.

**Options**

All details are contained within the confidential report.

**Conclusion**

All details are contained within the confidential report.

**Council Decision****OCM20/224****Moved: Cr A Rogers****Seconded: Cr S Lee****That Council proceeds with open doors the time being 5.49pm.****CARRIED UNANIMOUSLY 8:0**



**Cr Bolt** thanked the Chief Executive Officer and all staff for stepping up and accepting the challenges over the past year. It has been an amazing year with what staff have undertaken and achieved through great team dedication.

The Chief Executive Officer thanked the President for his guidance, leadership and outstanding support.

**17. CLOSURE OF MEETING**

There being no further business the Presiding Member declared the meeting closed the time being 5.52pm.

**I confirm that these minutes were confirmed at the Ordinary Council Meeting held on 21 January 2021 as being a true and correct record.**



.....  
**Presiding Member**

21 January 2021

.....  
**Date**