

MINUTES OF ORDINARY MEETING OF COUNCIL

Wednesday 26 June 2019

5.00pm

Shire of Donnybrook Balingup Council Chambers, Donnybrook

A handwritten signature in black ink, appearing to read 'Ben Rose'.

Ben Rose
Chief Executive Officer

28 June 2019



MINUTES OF ORDINARY MEETING OF COUNCIL

26 JUNE 2019

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SHIRE OF DONNYBROOK BALINGUP
MINUTES OF ORDINARY MEETING OF COUNCIL

Held at the Shire of Donnybrook Balingup Council Chambers
Wednesday, 26 June 2019 at 5.00pm

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Shire President – Acknowledgment of Country

The Shire President acknowledged the traditional custodians of the land, the Noongar People, paying respects to Elders, past and present.

The Shire Present declared the meeting open at 5.00pm and welcomed the public gallery.

Shire President – Public Notification of Recording of Meetings

The Shire President advises that the meeting is being digitally recorded to assist with minute taking in accordance with Council Policy 1.25. The Shire President further states the following:

If you do not give permission for your participation to be recorded, please indicate this at the meeting. Members are reminded that no other visual or audio recording of this meeting by any other means is allowed without the permission of the Chairperson.

2 ATTENDANCE

MEMBERS PRESENT

COUNCILLORS	STAFF
Cr Piesse (Shire President)	Ben Rose – Chief Executive Officer
Cr Atherton	Steve Potter – Executive Manager Operations
Cr King	Damien Morgan – Manager Works and Services
Cr Lindemann	Bob Wallin – Manager Development Services
Cr Mills	Alan Thornton – Manager Corporate Services
Cr Mitchell	Leigh Guthridge – Strategic Built Assets
Cr Tan	Elaine Clucas – Principal Environmental Health Officer
Cr Van Der Heide	
Cr Wringe (Deputy President)	Jaimee Earl – Acting Executive Assistant

PUBLIC GALLERY

18 members of the public were in attendance.

2.1 APOLOGIES

Nil.

3 ANNOUNCEMENTS FROM PRESIDING MEMBER

3.1 SHIRE PRESIDENT'S COMMUNICATION

DATE	EVENT
24 May 2019	South West Development Commission Meeting, Bunbury
24 May 2019	Australian Institute of Company Directors Meeting, Bunbury
28 May 2019	Chair Local Emergency Management Committee Meeting, Donnybrook
29 May 2019	Meeting with Member for Collie-Preston, Collie
30 May 2019	Balingup Vintage Homes Meeting, Donnybrook
4 June 2019	Warren Blackwood Alliance of Councils Meeting, Nannup
6 June 2019	Westport Presentation, Bunbury
14 June 2019	Meeting with Collie Shire President and CEO, Glen Mervyn Dam
15 June 2019	Donnybrook Lions Changeover Function, Donnybrook

4 DECLARATION OF INTEREST

Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Councillors to ensure that a financial/impartiality interest is declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

Cr Piesse declared an impartiality interest in item 9.5.6 Audit Committee – Member Appointments as he has a personal acquaintance with a nominee (Mr Telfer).

Cr Wringe declared an impartiality interest in item 9.2.1 Request to Relocate Milling Equipment from Donnybrook Arboretum (Reserve 8979) to Kirup Mill Park (Reserve 46896) due to her involvement with the Kirup Progress Association.

Cr Lindemann and Cr Wringe declared an impartiality interest in item 9.2.1 Request to Relocate Milling Equipment from Donnybrook Arboretum (Reserve 8979) to Kirup Mill Park (Reserve 46896) due to their involvement with the Donnybrook Chamber of Commerce.

Cr van der Heide declared a financial interest in item 9.3.1 Offer to Donate Lots 66 and 67 Victoria Parade, Donnybrook to Shire of Donnybrook Balingup. Cr van der Heide will leave the Chamber for the duration of the discussion and will not vote on the matter.

5 PUBLIC QUESTION TIME

5.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

5.2 PUBLIC QUESTION TIME

Chris Bilby

The group that is for the milling equipment staying in Donnybrook has requested \$25,000 from the Shire for its refurbishment, yet have not submitted a management plan as required. How do you justify the Executive Recommendation if the Shire is going to be responsible for the ongoing support and funding without a plan, compared to the Kirup Progress Association pre-funded plan?

Shire President

There are two parts to this item – the Kirup Progress Association (KPA) request and the long term intent for the Arboretum site. Tonight, the Council will be assessing the KPA request.

Bernie Dawson

I acknowledge the KPA's work in establishing Kirup Mill Park and note that the Arboretum is not necessarily linked to the timber milling industry exhibits placed there. If the equipment was relocated, what would Council do with the Arboretum site? Would Council consider funding a monument or display to fill the void at the Arboretum and recognise those who worked in the timber milling industry?

Shire President

Council will need to look at long term plans for the Arboretum site. At this stage I cannot comment as this is a hypothetical question as the decision has not yet been made.

Bernie Dawson

Regarding item 10.1.1, did Council lodge a submission with the Department and has a response been received?

Shire President

No response has been received regarding Council's previous resolution. The Minister has issued a press release advising his intention to approve the proposal, however no official response has been received.

Bernie Dawson

If Cr Lindemann's motion is supported, is Council assuming the proposal is a done deal and is that disrespectful to stakeholders?

The Chief Executive Officer read portion of the Minister's Media Statement dated 21 March 2019:

Support for Wellington National Park expansion revealed on International Day of Forests Thursday, 21 March 2019

- Proposed expansion will include an additional 7,360 hectares
- Wellington National Park is located 150 kilometres south of Perth

The McGowan Government has welcomed a positive response to the proposed expansion of Wellington National Park, with the public consultation period now closed.

The consultation response, released today on International Day of Forests, is a positive step towards the delivery of this election commitment for the people of the Collie-Preston electorate.

The proposed expansion along the southern boundary to the Preston River will provide a focus for tourism along major access routes and enhance opportunities for recreation, while also providing greater protection for flora and fauna.

A total of 46 submissions were received, with the vast majority expressing their support for the expansion.

Reasons for supporting the proposal included an increased level of protection for the natural environment, and opportunities for developing the local economy through increased tourism and recreational activities. The majority of those opposed to the proposal cited concerns of the impact the expansion would have on timber harvesting, firewood collection and other extractive uses.

Comments attributed to Environment Minister Stephen Dawson:

"The McGowan Government is committed to the expansion of Wellington National Park and will ensure Western Australia's unique natural environment is protected for generations to come.

"I am pleased with the support we have received for the proposal. All submissions are now being reviewed by the Department of Biodiversity, Conservation and Attractions, with consideration given to all comments and how they may be addressed."

Comments attributed to Collie-Preston MLA Mick Murray:

"I am delighted to be working with the community to improve and expand tourism and recreation opportunities within Wellington National Park and the surrounding area.

"At the 2017 election, I committed to expand Wellington National Park to help capitalise on all the opportunities for sustainable, nature-based tourism in the region. I'm delighted the public consultation process has proven the popularity of our plan with locals."

Bernie Dawson

Council resolved at it's February 2019 Council Meeting to support initiatives to support timber harvesting. Is this motion in conflict with this resolution?

Shire President

I do not believe it is. Cr Lindemann recognises that this resolution does not change Council's attitude on the topic.

Bernie Dawson

The attachment to this item refers to a document released by the WA Forest Alliance, who is opposed to the current timber harvesting and have campaigned in the past. Is Council aware of this?

Shire President

Council is aware. Please note the Acting Chief Executive Officer of the Forest Industries Federation WA has provided comments regarding this item to Elected Members.

June Scott

I note Council's discussion at last week's Agenda Briefing regarding supporting grants which includes in-kind support. Can Councillors be educated to increase their knowledge on in-kind support and services?

Shire President

You may apply to give a deputation to Councillors regarding this matter.

6 PRESENTATIONS

6.1 PETITIONS

Nil.

6.2 PRESENTATIONS

Nil.

6.3 DEPUTATIONS

Mr Rod Atherton made a deputation to Council in relation to item 9.2.1 Request to Relocate Milling Equipment from Donnybrook Arboretum (Reserve 8979) to Kirup Mill Park (Reserve 46896).

Mr Derek Louw made a deputation to Council in relation to item 9.2.1 Request to Relocate Milling Equipment from Donnybrook Arboretum (Reserve 8979) to Kirup Mill Park (Reserve 46896).

Mr Lui Tuia made a deputation to Council in relation to item 9.2.1 Request to Relocate Milling Equipment from Donnybrook Arboretum (Reserve 8979) to Kirup Mill Park (Reserve 46896).

6.4 DELEGATES REPORTS

Nil.

7 CONFIRMATION OF MINUTES

7.1 ORDINARY MEETING OF COUNCIL – 22 MAY 2019

Minutes of the Ordinary Meeting of Council held 22 May 2019 are attached (*attachment 7.1*).

COUNCIL RESOLUTION 70/19 (Executive Recommendation)

Moved Cr Tan

Seconded Cr Wringe

That the Minutes from the Ordinary Meeting of Council held 22 May 2019 be confirmed as a true and accurate record.

CARRIED 9/0

8 REPORTS OF COMMITTEES

Nil.

9 REPORTS OF OFFICERS

Adoption by Exception:

COUNCIL RESOLUTION 71/19

Moved: Cr Tan

Seconded: Cr Lindemann

That the following items be carried En Bloc:

- 9.1.2 Monthly Financial Report – April 2019**
- 9.3.2 Material Recycling Facility – Donnybrook Lions Club**
- 9.5.1 Proposed New Road Names – Meldene West**
- 9.6.1 Request for Contribution – Busselton Margaret River Regional Airport – Future Airport Marketing Fund**
- 9.6.4 South West Sports Hall of Fame**

CARRIED 9/0

9.1 MANAGER CORPORATE SERVICES

9.1.1 ACCOUNTS FOR PAYMENT

The Schedule of Accounts Paid (to be provided) under Delegation (No 3.1) is presented to Council for information.

9.1.2 MONTHLY FINANCIAL REPORT – APRIL 2019

The Monthly Financial Report for April 2019 is attached (*attachment 9.1.2*).

**COUNCIL RESOLUTION 72/19
(Executive Recommendation)**

Moved: Cr Tan

Seconded: Cr Lindemann

That the Monthly Financial Report for the period ended April 2019 be received.

CARRIED 8/1 by En Bloc Decision

9.2 EXECUTIVE MANAGER OPERATIONS

9.2.1 REQUEST TO RELOCATE MILLING EQUIPMENT FROM DONNYBROOK ARBORETUM (RESERVE 8979) TO KIRUP MILL PARK (RESERVE 46896) – KIRUP PROGRESS ASSOCIATION

Location	Reserve 46896 South Western Highway, Kirup
Applicant	Kirup Progress Association
File Reference	A3617
Author	Steve Potter (Executive Manager Operations)
Attachments	Attachment 9.2.1(1) –Location Plan Attachment 9.2.1(2) - Kirup Progress Association request Attachment 9.2.1(3) – Photo of equipment Attachment 9.2.1(4) - Summary of submissions Attachment 9.2.1(5) - Submissions
Voting Requirements	Absolute Majority
Executive Summary	<ul style="list-style-type: none"> • The KPA has requested support for relocating historical mill machinery from the Donnybrook Arboretum site to Mill Park, Kirup. • The proposal has been advertised on two separate occasions in an attempt to accurately measure community sentiment. • The request forms part of an initiative to develop an historical walking trail that seeks to showcase Kirup’s historical links as a timber milling town. • It is recommended that the historical machinery remain at the Donnybrook Arboretum, due to its local historical significance.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Actions
2.1 An attractive and maintained environment	Maintain, renew and improve infrastructure within allocated resources	2.1.1.4 Maintain attractive town sites within resource capacity

BACKGROUND AND DETAILS

The Kirup Progress Association (KPA) has requested Council support the relocation of old milling machinery which is presently located at the Donnybrook Arboretum site (Reserve 8979 – corner of Irishtown Road and South Western Highway, Donnybrook) to Mill Park (Reserve 46896 South Western Highway, Kirup). Location Plans for both localities are provided in

[Attachment 9.2.1\(1\)](#) and photos of the subject pieces of milling machinery are provided in [Attachment 9.2.1\(2\)](#).

The basis for the KPA's request to relocate the milling machinery is that it intends to establish a heritage park focusing on the significance of timber milling to the town. The KPA has advised that the milling machinery would form the central focus for the Mill Park development and would be accompanied by an onsite collation of photographs showing life from the days when milling was a major industry in the town. The KPA considers the site would become an attraction for travellers seeking greater understanding of life in Kirup as it was in the past.

The KPA has outlined what it considers to be the benefits of relocating the machinery as summarised below:

- Present appropriate heritage items in a location solely devoted to timber milling;
- Recognise the significance of the items;
- Displaying the equipment in a high profile location when compared to the current site;
- Locating the equipment in close proximity to Kirup businesses;
- Equipment would remain in the Shire, sited on Shire land and would be accessible to everyone;
- The proposal is fully supported by the KPA and Kirup community who are proposing to maintain the surrounds and facilities of the newly developed Mill Park.

A full copy of the KPA's request is contained in [Attachment 9.2.1\(3\)](#).

It is noted that at its Council meeting in March 2019 Council authorised consideration of a development application for a "heritage walking trail" at Mill Park. The KPA is in the process of preparing additional information to support its proposal to enable the application to progress further. If Council was to support the relocation of the milling machinery the subject of this report, the machinery's inclusion would ultimately form part of the information considered for assessment.

From discussions with the KPA it is staff's understanding that the relocation of the machinery would take place in two separate stages. Firstly, the machinery would be moved to a private property in Kirup for a period where it would undergo refurbishment. Once the refurbishment is complete, the machinery would then be moved a second time to Mill Park. The KPA has advised it has access to numerous civil contractors in the region who have large equipment that would be available to move the machinery. This would be provided to the KPA in support of the project at no or minimal cost subject to a full determination of the suitability of the machinery for relocation.

CONSULTATION

The proposal has been advertised on two separate occasions to seek public comment. The first round of advertising received 12 submissions, consisting of three objections and nine expressions of support. Prior to the matter being presented to Council for consideration staff

became aware of additional concerns within the community that had not been captured in the first round of advertising which resulted in a second round of advertising being undertaken. An additional 15 submissions were received, consisting of 13 objections and two expressions of support.

[Attachment 9.2.1\(4\)](#) provides summaries of the submissions with full copies of all submissions received contained in [Attachment 9.2.1\(5\)](#).

The following summarises the main matters raised in the submissions, divided into objections and support.

Objections

In summary, the objections focus on:

- historical efforts of local community members involved in establishing the machinery in the current location;
- the importance of the machinery to local families associated with the timber industry;
- the potential to build on existing features and create an attractive entrance to the Donnybrook townsite;
- The perception that it was Council's responsibility to maintain the site following the collapse of the Rotary Club and Friends of the Arboretum;
- A sense of "town ownership" of the machinery;
- Opportunities to use the machinery to showcase the town; and
- The existing site providing a "landmark" entry point that has been associated with the Donnybrook townsite, with the removal of machinery likely to cause some concern in the local community.

Support

The supporting comments focus on the benefits to the Kirup townsite and the community's increased ability to maintain the machinery.

In summary, the supporting comments focus on:

- Kirup's strong links with the timber industry. The ability to showcase the machinery provides an opportunity to connect the town with its past;

- The proposed Kirup site is highly visible and in the centre of town. The machinery has the potential to become part of the town's fabric and may increase visitor numbers;
- There are facilities nearby to the Kirup site, including toilets, car parking, shade shelters, skatepark and local businesses;
- The existing site (Donnybrook Arboretum) is not located near any businesses and has limited ability to add any direct benefit to the town;
- The machinery has not been maintained and there is no active local group maintaining the site in recent times. The Friends of the Arboretum has disbanded due to lack of members;
- The establishment of the site and the hard work of community group members in the past does not necessarily diminish by relocating the machinery;
- The relocation of the machinery to Kirup would retain it within the Shire;
- The attractiveness of the Arboretum is not automatically reduced by the removal of the machinery, when factoring in the current state of repair. The Arboretum can still function as a shady rest stop for visitors;
- The machinery at the Arboretum is a monument created to acknowledge the 150 year commemoration of WA's settlement. Its historical value is not linked directly to the original history of the site.

OFFICER COMMENT

It is acknowledged that this is a complex matter that is the result of a number of factors that have evolved over time. It is noted that the machinery was installed in 1979 at a time when community groups such as Rotary were very active. Once installed, the machinery was largely maintained by the 'Friends of the Arboretum', however like many other community based groups, this group has ceased to operate in recent years. As a result of all of these factors, the current situation has arisen in which the machinery and the precinct in general has not been maintained to a high standard (other than for basic ground maintenance by the Shire's Works and Services staff).

In determining a path forward Council will need to give consideration to a number of factors including the following:

- The historical importance of the machinery to the sense of place and the Donnybrook community;
- The Shire's obligation to public safety;

- Risks of relocating equipment.

Each of these will be explored in further depth.

Local Historical Significance of Machinery

The machinery has been in its present location for 40 years and whilst it has been suggested that the real historical significance of the site rests with the Arboretum component, for many in the Donnybrook community this 40 year period represents the extent of their living memory. Furthermore, it could be contended that the machinery has its own historical significance, separate to the Arboretum, due to the fact that it exists as the result of community efforts in 1979 to commemorate an historical event.

Under State heritage guidelines 'social value' is identified as one of the assessment criteria for determining heritage significance as follows:

4. Social Value

It is significant through association with a community or cultural group in Western Australia for social, cultural, educational or spiritual reasons.

4.1 Importance as a place highly valued by a community or cultural group for reasons of social, cultural; religious, spiritual, aesthetic or educational associations.

4.2 Importance in contributing to a community's sense of place.

In light of this definition it could be contended the machinery is linked to the Donnybrook community's association with past local community groups (Rotary) and contributes to the community's ongoing sense of place and therefore is itself historically significant.

Obligation to Public Safety

The Arboretum precinct is an unfenced area which provides a parking area for visitors and contains some old signage with regards to the various trees and machinery on the site. As such, it is both presented and understood by the public to be a place where members of the public can go at any time. The machinery is also not fenced off and therefore is open to members of the public, including children, to interact with.

An inspection of the site has revealed that there are some public safety risks posed by the machinery in the form of rusty sharp edges, trip hazards and moving parts on machinery that have the capacity to cause injuries and staff have initiated immediate works as follows:

- Works staff to spot weld/secure all moving parts on existing machinery to prevent any movement;
- Signage to be installed advising visitors not to interact or climb on the machinery;

- Dilapidated concrete barbecues and picnic benches to be removed from the site;
- Fallen tree limbs to be cleaned up; and
- Two replacement picnic benches to be placed on site.

Depending on Council's long-term intention for the site, additional safety measures (i.e. fencing), may need to be considered in the future. It is important to note the safety aspect applies to both the current site and Mill Park and therefore will need to be considered for both possible eventualities.

Risks of Relocation

Although there is no doubt of the commitment of the current KPA membership to the proposal, there are some possible risks associated with the proposed approach. Officers are aware of several incidents in other local government authorities involving agreements with individuals or community groups which have not eventuated as originally planned. Generally these have been the result of one or more of the following:

- Unclear expectations on both sides as to the details of the agreement that has led to later issues;
- Change of community group personnel after an agreement is made, potentially resulting in there no longer being the level of commitment as originally indicated;
- Unforeseen events that change the context in which the original agreement was made, thereby resulting in a request for changes to the agreement.

Council will need weigh up the possibility of one of the above potential outcomes and determine the extent that it is willing to deal with a particular situation if one was to arise. This could include the potential for local volunteer groups to fracture, lose key members with relevant skills and expertise/equipment, or not being able to maintain ongoing maintenance as the KPA has currently suggested it is able to do.

A further risk with relocating the machinery relates to the dilapidated nature of the machinery itself. Concern has been raised that the machinery may fall apart if an attempt was made to relocate it. If its relocation is supported, it will first require a full assessment by suitably qualified personnel to ensure that it is suitable for relocation.

Options

In light of the above, officers are of the opinion that there are several options available to Council in determining the matter as follows:

- Retain the machinery in place;
- Support the KPA's request to relocate the machinery to Mill Park;
- Partially support the KPA's request, by approving some items to be relocated to Mill Park whilst retaining others at the current site.

Each of these will be examined in further depth.

Option 1: Retain machinery at the Donnybrook Arboretum (Recommended)

This option would retain the machinery at the Arboretum site, however raises some other questions with regards to the long-term future of the site. Council still needs to establish a position for the long term intent for the site, however this falls outside the scope of this report and will be presented in a separate report to Council in the future. It is acknowledged that the precinct was created at a time when there was greater community involvement, however in the absence of this, Council will need to determine the extent to which it is willing to take responsibility for the site and the machinery.

Option 2: Support the KPA's request to relocate the machinery to Mill Park

This approach would require an appropriate agreement to be drawn up between the Shire and the KPA. At this stage there is still some uncertainty with regards to who would be funding what, as well as other aspects such as insurance and roles and responsibilities of each party. Further consideration would need to be given to these factors (and possibly others) to determine an appropriate model that would work for both parties and avoid future complications. Legal advice may be required at this point to ensure that any agreement is robust.

In the event of this approach being supported, it would also need to be subject to the pending development application for Mill Park being supported by Council, inclusive of the machinery. The development application will also need to be amended to incorporate any safety measures (if applicable) identified in the safety audit.

Option 3: Partially support the KPA's request to relocate the machinery to Mill Park, by approving some items to be removed whilst retaining others at the current site

It was identified in the submissions that there are those who consider the machinery represents a landmark entry point into the town of Donnybrook. One way of partially maintaining this element, whilst fulfilling the KPA request would be for Council to agree to remove some of the equipment whilst retaining other items at the present site. In particular, it is considered that the 'whim' on the corner of Irishtown Road and South Western Highway could possibly be retained (and restored) to perform this 'entry statement' function whilst the steam engine and other items set back from the road could possibly be removed.

This option contains various components of the previous options and therefore Council would need to consider implementing a range of appropriate measures if this were the preferred approach.

FINANCIAL IMPLICATIONS

The financial implications will largely be dependent on the decision of Council in responding to the KPA's request.

If supported, the removal of the equipment would require the use of heavy machinery, including a crane and would also require the removal of the existing shade structure. The ultimate cost will largely depend on where the equipment is to be re-located (in the first instance) and whether multiple trips are required.

The KPA has indicated it may have access to various pieces of machinery to facilitate the relocation, however specific details of this are yet to be determined.

POLICY COMPLIANCE

Not applicable.

STATUTORY COMPLIANCE

The relocation of the equipment would be subject to the Shire issuing a development approval for the pending application, inclusive of any machinery supported to be removed.

CONCLUSION

Whilst Shire staff appreciate the intent behind the KPA's request to relocate the machinery from the Arboretum to Mill Park, it is considered the proposal raises several community and practical issues.

It is acknowledged that the Arboretum has not been maintained to its previous standard in recent years which is largely due to the dissolution of the Friends of the Arboretum group who previously maintained the site in a volunteer capacity. However, as indicated in the submissions received, there appears to be local support for the retention of this facility in its present location. Staff concur with many of the submissions of support that the precinct, inclusive of the machinery, provides a landmark entry statement to the Donnybrook townsite. Furthermore, due to the community involvement in the installation of the heritage machinery component it has its own social heritage significance to the local community, separate to any heritage significance associated with the Arboretum.

The KPA is an active and vibrant group seeking to improve the local amenity and economic prospects of Kirup and it should be commended for its pro-active approach. It is recommended that the Shire continue to work closely with the KPA to investigate alternative options for Mill Park to achieve its objectives of increasing economic/tourist activity which may include assisting in identifying avenues for external funding if available.

EXECUTIVE RECOMMENDATION

That Council:

1. Commends the Kirup Progress Association for its pro-active approach to promoting and improving the Kirup townsite;
2. Advises the Kirup Progress Association that it is not supportive of the Association's request to re-locate historical milling equipment currently located at Reserve 8979 (Donnybrook Arboretum) to Reserve 46896 (Kirup Mill Park) for the following reason:
 - 2.1 The milling equipment is considered to have social heritage significance to the Donnybrook community due to the involvement of community members in installing it in 1979 and its ongoing contribution to Donnybrook's sense of place.
3. Instructs the Chief Executive Officer to liaise with the Kirup Progress Association to:
 - 3.1 Investigate alternative opportunities for developing Mill Park to create added interest and underpin economic support for businesses in Kirup;
 - 3.2 Explore external funding opportunities for planning and constructing concepts for developing Mill Park.

Cr Wringe declared an impartiality interest in the item due to her involvement with the Kirup Progress Association.

Cr Lindemann and Cr Wringe declared an impartiality interest in the item due to their involvement with the Donnybrook Chamber of Commerce.

ALTERNATE MOTION

Moved: Cr Mitchell

Seconded: Cr Tan

That Council:

1. **Commends the Kirup Progress Association for its pro-active approach to promoting and improving the Kirup townsite;**
2. **Advises the Kirup Progress Association that Council provides its in-principle support for the Association's request to re-locate historical milling equipment currently located at Reserve 8979 (Donnybrook Arboretum) to Reserve 46896 (Kirup Mill Park) subject to the following:**

- 2.1 A report being prepared prior to any actions being taken addressing the following:**
 - 2.1.1 Current condition of all machinery;**
 - 2.1.2 Any constraints that may prevent the re-location of the machinery in its present condition;**
 - 2.1.3 Nature and extent of all works required to refurbish the machinery to an acceptable standard;**
 - 2.1.4 Indicative costs for re-location and refurbishment;**
 - 2.1.5 Any public safety measures that may be required for the machinery's installation at Mill Park.**
- 2.2 The Kirup Progress Association reviewing the report as identified in 2.1, further confirming its commitment to the proposal, and presenting a detailed proposal to the Shire outlining the following:**
 - 2.2.1 Proposed method of re-location taking into account any constraints identified;**
 - 2.2.2 Details of how the KPA intends to refurbish the equipment to an acceptable standard for public display;**
 - 2.2.3 Contributions (financial or in-kind) the KPA is able to commit to the re-location and refurbishment of the machinery;**
 - 2.2.4 Details of any request for financial or in-kind support from the Shire;**
 - 2.2.5 Details of any relevant skills, expertise or equipment at the KPA's disposal to support the re-location and refurbishment of the machinery;**
 - 2.2.6 Details of the KPA's long-term commitment to the ongoing maintenance of the machinery once installed;**
 - 2.2.7 Details of any safety measures that will be implemented.**
- 3. Instructs the Chief Executive Officer to prepare the report as indicated in Resolution 2.1, using Shire staff wherever possible, however noting that expert advice (and associated costs) may be required for specialised advice regarding the machinery's condition, re-location and refurbishment. All costs associated with the preparation of the report are to be borne by the Shire, using the 2019/20 Kirup Townscape budget allocation.**

- 4. Instructs the Chief Executive Officer to prepare a further report for Council's consideration addressing all items contained in Resolution 2 and 3 and making further recommendations to Council with regard to:**
 - 4.1 The suitability of the machinery for relocation and refurbishment as proposed by the KPA;**
 - 4.2 Any financial and/or resource implications for the Shire (both short term and long term);**
 - 4.3 Risks inherent with the proposal and any measures required to address them;**
 - 4.4 The capability and capacity of the KPA to undertake any required works;**
 - 4.5 Any formal agreements that may be necessary (i.e. Memorandum of Understanding) to clarify roles and responsibilities into the future.**

LOST 4/5

**COUNCIL RESOLUTION 73/19
(Alternate Motion)**

Moved: Cr King Seconded: Cr Tan

- 1. Commends the Kirup Progress Association for its proactive approach to promoting and improving the Kirup townsite;**
- 2. Defers its final decision regarding the potential relocation of the milling equipment from the Donnybrook Arboretum to Kirup Mill Park to enable Council to first consider a separate report presenting options for the long- term future for the Arboretum site at the September 2019 Ordinary Council Meeting;**
- 3. Instructs the Chief Executive Officer to prepare a separate report for Council to be presented at the September 2019 Council Ordinary Council Meeting presenting options for the long-term future of the Arboretum site (inclusive and exclusive of the milling machinery) and addressing the following:**
 - 3.1 Potential improvements to return the Arboretum site to a suitable standard to attract passing visitors to spend time at the locality;**
 - 3.2 Indicative costs to the Shire to improve the site to a suitable standard;**
 - 3.3 Details of any external contributions that may be forthcoming (financial or in-kind) from interested individuals, businesses or community groups;**

3.4 Details of any external grant funding that may be applicable to improvement works at the site

4. Instructs the Chief Executive Officer to undertake any actions required to determine and provide for Council’s consideration at the September 2019 Ordinary Council Meeting further information addressing the following:

4.1 Current condition of all historical milling machinery;

4.2 Any constraints that may prevent the re-location of the machinery in its present condition

4.3 Nature and extent of all works required to refurbish the machinery to an acceptable standard;

4.4 Indicative costs for re-location and refurbishment;

4.5 Any public safety measures that may be required for the machinery’s installation at Mill Park.

CARRIED 8/1

9.3 MANAGER DEVELOPMENT SERVICES

9.3.1 OFFER TO DONATE LOTS 66 AND 67 VICTORIA PARADE, DONNYBROOK TO SHIRE OF DONNYBROOK BALINGUP

Location	Lots 66 and 67 Victoria Parade, Donnybrook
Applicant	Mr Jackson Evans and Mr Campbell Evans
File Reference	A4858 and A4857
Author	Bob Wallin (Manager Development Services)
Attachments	Attachment 9.3.1(1) – Location Plan Attachment 9.3.1(2) – Land ownership distribution
Voting Requirements	Simple majority
Executive Summary	<ul style="list-style-type: none"> • An offer to ‘gift’ Lots 66 and 67 Victoria Parade, Donnybrook to Council is presented for consideration. • The lots form part of wider locality that do not have legal or constructed frontage to a public road or access to services. • The proposal is to donate the land free of cost subject to three conditions. • It is recommended that Council declines the offer.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Actions
1.1 A diverse, prosperous economy, supporting local business and population growth.	1.1.1 Promote, maintain and diversify investment in the district.	1.1.1.2 Represent the district’s interests with key stakeholders.

BACKGROUND

Mr Jackson Evans and Mr Campbell Evans have presented an offer to gift Lots 66 and 67 Victoria Parade, Donnybrook to Council, subject to conditions.

The land forms part of a wider group of lots without services or legal road frontage (see [Attachment 9.3.1\(1\)](#)). This area consists of 36 lots which are owned by 14 separate parties ([Attachment 9.3.1\(2\)](#)). It is noted that Lot 351 Victoria Parade, Donnybrook has a road frontage at its southern end to Trigwell Street, East. While this lot has the appearance of a road reserve, it has never been set aside for this purpose and has always been a private freehold lot.

The two properties are zoned ‘Residential’ with a density coding of R10 in Local Planning Scheme 7 (LPS7). The lack of road frontage and services is acknowledged in LPS7 with a Special Control Area overlay – SCA8/SPA7. [Attachment 9.3.1 \(1\)](#) shows the extent of the overlay. SCA8/SPA7 was established to require any future development to resolve access, land capability and servicing issues prior to any future development being supported.

Lots within SCA8/SPA7 were created prior to contemporary planning controls being in place. The planning system now ensures that newly created lots are appropriately serviced with frontage to a constructed road that connects to the wider road network. It is worth noting that the site is highly constrained due to steep topography, limiting the prospect of ever developing lots and a road using the current configuration. At present, the lots are effectively “paper lots” with no practical use.

Prior to the 2018/19 financial year, the land owners received a “concession” on Shire rates. Last financial year, Council resolved to remove the concession – increasing rates from approximately \$600 to \$1368 per annum. This change in rating philosophy has triggered action from many affected landowners and is understood to have pre-empted this gift proposal.

DETAILS

The proposed gifting of the land is conditional and requires the Council to agree to the following terms:

- The Shire to cover all costs involved with transferring the title(s);
- The Shire to reimburse the full rates charged for the 2018/19 Financial Year; and
- The land must not be sold again and kept as open space for the residents of the Shire.

In contemplating these conditions, the following points should be considered:

- Discussion with a conveyancer has indicated that the cost of transferring titles would be in the region of approximately \$1500.
- The value of the 2018/19 rates income from both lots amounts to \$2734.
- There is no development potential using the current lot configuration. There may be potential to develop at some point in the future using a different design that acknowledges topographical constraints and resolves servicing and access. Any alternative design would likely take several years and significant financial investment to resolve due to:
 - the difficulty in working with multiple landowners;
 - the difficulty of connecting services to the land; and
 - redesigning lot patterns to acknowledge the physical constraints of the locality.

- The subject lots have limited utility for public open space given their configuration, lack of accessibility and location.
- Discussion with the owners has indicated that they are not willing to consider any variation to the requirement to their third dot point. Accepting this arrangement will constrain future development of the locality as it significantly limits alternative design and servicing options.

Other Considerations

This proposed offer should not be decided in isolation. There is a need to view the broader implications which are summarised as follows:

a) Council's responsibility in resolving planning issues

The Shire does not have any legal responsibility to actively resolve town planning design and servicing issues in the locality. However, the Shire does have a responsibility to assist with the processing and assessment of any plans or servicing proposals presented through the planning process.

It is noted that the Shire does not financially assist other landowners with private land development projects. However, in most other cases, landowners involved in subdivision/development have access to land with a road frontage.

b) Perceived or real obligations if Shire becomes a landowner

At present, the Shire does not own any land within SCA8/SPA7. If the Shire acquires land, it will be implicated directly in addressing and resolving design and servicing issues. This may include the need to contribute towards professional land development consultants and servicing infrastructure.

c) Alternative options to exit

Landowners wishing to remove their burden of owning land in the locality can do so without involving the Shire. Alternative options include selling on the open market or gifting or selling at a nominal fee to any interested landowner within SCA8/SPA7 or an adjoining landowner.

d) Order of events

The current situation was not created by the Shire. Further, the Shire did not force landowners to purchase or accept land within the locality. However, the Shire did remove rate concessions on the land.

e) Reasonable assistance

The Shire can assist interested landowners to contact each other by seeking permission to share details with other landowners within the SCA8/SPA7 area.

When considering the proposal within the wider context, there are risks associated with accepting any offer to own land within SCA8SPA7.

CONSULTATION

Details of the offer have been discussed with the two landowners.

It is suggested that the Shire contact all landowners who have land contained within SCA8/SPA7 to see if they wish to permit the Shire to pass on their contact details to other landowners in the precinct who may have a view to:

- coordinating and contributing towards resolving design and servicing issues; and/or
- disposing of their landholding(s) with each other or adjoining landowners.

Any decrease in landowners reduces the complexity of resolving design and services.

It is recommended that the Shire's commitment be limited to distributing contact details (subject to permission being granted) and providing general advice. It will be the responsibility of the landowners in the precinct to coordinate and fund any measures to resolve the matter which may require the professional assistance of a suitably qualified Town Planning consultant.

FINANCIAL IMPLICATIONS

If supported the proposal would result in reduced rates revenue in future years as well as returning rates income from the 2018/19 financial year valued at \$2734. There will also be conveyancing costs to transfer the land to the Shire – estimated to cost \$1500.

Any acceptance of the land may open the Shire to future expenses associated with resolving design and servicing issues.

POLICY COMPLIANCE

Not Applicable.

STATUTORY COMPLIANCE

SCA8/SPA7 of LPS7 does not allow development of the land without resolving servicing and environmental issues.

CONCLUSION

The proposed gift of Lots 66 and 67 Victoria Parade, Donnybrook, if accepted, raises several potential risks and complications. Gifting land to the Shire is not the only option available to landowners within SPA8SPA7 wishing to remove their burden of land ownership.

Cr van der Heide declared a financial interest in the item and left the Chamber at 6.49pm for the duration of the discussion and vote on the matter.

**COUNCIL RESOLUTION 74/19
(Executive Recommendation)**

Moved: Cr Mitchell

Seconded: Cr Tan

That Council:

- 1. Acknowledges the request by Mr Jackson Evans and Mr Campbell Evans, owners of Lots 66 and 67 Victoria Parade, Donnybrook, for their offer to gift the two lots to the Shire of Donnybrook Balingup;**
- 2. Advises Mr Jackson Evans and Mr Campbell Evans that Council respectfully declines to accept the offer;**
- 3. Instructs the Chief Executive Officer to:**
 - 3.1 Contact all landowners within SCA8/SPA7 to establish their willingness to share contact details with each other and distribute information for the purpose of resolving design and servicing issues or disposing of land;**
 - 3.2 Provide general assistance in processing any planning proposal presented to address servicing and design outcomes for the locality.**

CARRIED 8/0

Cr van der Heide returned to the Chamber at 6.51pm.

9.3.2 MATERIAL RECYCLING FACILITY – DONNYBROOK LIONS CLUB

Location	Shire of Donnybrook-Balingup
Applicant	Lions Club Donnybrook Inc.
File Reference	HLT 07/1
Author	Elaine Clucas, Principal Environmental Health Officer
Attachments	Nil
Voting Requirements	Simple Majority
Executive Summary	The provision of a follow-up report on the negotiations with the Lions Club of Donnybrook Inc. on continued administration of the Donnybrook Material Recovery Facility.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Actions
Outcome 2.4 - Efficient and effective waste management	Undertake efficient waste management services	2.4.1.2 Provide efficient and effective waste services
	Promotion of waste minimisation	2.4.2.1 Encourage recycling and organic waste recycling 2.4.2.2 Lobby for adequate waste disposal systems
Outcome 2.3 – A natural environment for the benefit of current and future generations	Efficient use of resources to minimise environmental impacts	2.3.1.2 Encourage community to adopt alternative energy and green options

BACKGROUND

As per Council resolution 52/19 (22 May 2019):

- Approves the request from the Lions Club of Donnybrook Inc. to be reimbursed for losses incurred during the 2018/19 financial year up to a maximum of \$6,000, subject to documentation substantiating such losses being provided to the satisfaction of the Chief Executive Officer;*
- Reaffirms the Shire of Donnybrook Balingup's commitment to the recycling and re-use of cardboard and paper products by offering to receive appropriate products at the Shire's Organic Waste Processing Facility, to the extent that it is Minutes of Ordinary Meeting of Council – 22 May 2019 practical to do so, should the Lions Club determine it is financially unsustainable to continue operating the Material Recovery Facility.*

3. *Requests the Chief Executive Officer review disposal fees in the Shire's 2019/20 Schedule of Fees and Charges to ensure costs are adequately recovered for receiving commercial quantities of cardboard and paper waste.*
4. *Notwithstanding items 1-3, authorises the Chief Executive Officer to negotiate with the Lions Club on an ongoing basis with a view to continuing the operation of the Material Recovery Facility if possible."*

Based on this direction, staff have met with representatives of the Lions Club of Donnybrook Inc. (Lions Club) on several occasions in an attempt to develop a mutually beneficial outcome.

This report presents the outcomes of those meetings and alternative options currently available to the Shire for the processing of recyclable cardboard and paper.

DETAILS

As per information provided in the 22 May 2019 report, costs associated with, and the lack of markets for, recyclable cardboard and paper have made the administration of the Materials Recovery Facility (MRF) at the Donnybrook Waste Management Facility (DWMF) unviable for the Lions Club in its current form.

The Lions Club have presented to the Shire terms under which they propose administration of the facility would be viable for their organisation which would involve an additional financial contribution from the Shire.

The proposal includes:

- The Shire taking responsibility for sourcing and managing the cardboard recyclables prior to processing;
- The Lions Club receiving, sorting, and baling the recyclables for a fee of \$60 per tonne; and
- The Shire then taking responsibility for disposing of the processed bales by seeking a buyer and arranging for the transport of the bales to the buyer.

Based on the proposed payment of \$60 per tonne to the Lions Club and an anticipated 180 tonnes of processed material per annum, the cost to the Shire is estimated to be as follows;

Fee for service (paid to Lions Club) <i>\$60 x 180</i>	\$10,800
Transport (paid by Shire) <i>\$65 per tonne x 180</i>	\$11,700
Administration cost (paid by Shire) <i>Wages, insurance, building maintenance</i>	\$11,000
TOTAL COSTS	\$33,500
Potential income from sale of bales (paid to Shire) <i>\$30 per tonne x 180</i> <i>Note: Payment not guaranteed</i>	\$5,400
Potential income from initiating a fee (paid to Shire) <i>Proposed new fee in line with current Green waste</i> <ul style="list-style-type: none"> • <i>Up to 1 cubic metre (min. fee) of \$5.50</i> • <i>Additional cubic metre charged at \$5.50/m³</i> • <i>Contaminated cardboard charged as per Putrescible Waste fee of \$44/m³</i> 	\$1,000
TOTAL COSTS LESS INCOME	\$27,100
Cost per tonne	\$151

Under terms of the recently awarded contract for management of the DWMF, provision is made should the Lions Club cease to operate the MRF. Terms in the contract require the contractor to process the material as per recycling requirements of the contract. The contract also requires further negotiation between parties for potential remuneration adjustment.

Preliminary discussions with the Contractor have indicated the following costs (per annum) to provide additional services for the processing of recyclable cardboard as follows:

Cost to hire bins (paid by Shire) <i>5 x 4.5 m³ bins @ \$ 550 each</i>	\$2,500
Transport (paid by Shire) <i>Pick up and transport to SUEZ facility in Picton</i>	\$9,100
TOTAL COST	\$11,600
Potential income from initiating a fee (paid to Shire) <i>Proposed new fee in line with current Green waste</i> <i>Up to 1 cubic metre (min. fee) of \$5.50</i> <i>Additional cubic metre charged at \$5.50/m³</i> <i>Contaminated cardboard charged as per Putrescible Waste fee of \$44/m³</i>	\$1,000
TOTAL COST LESS INCOME	\$10,600
Cost per tonne	\$59

An alternative way to manage the recyclable material is to send it directly to landfill. In 2013 an economic review of the Shire's waste management processes was undertaken by ASK Waste Management Consultancy Services. ASK estimated in the report that the whole of life cost to dispose of waste at the DWMF to be \$100 per tonne.

When the cost of the three options is compared it should be noted that the services proposed by the Lions Club and the contractor of the DWMF are significantly different. The Lions Club proposal is to process the recyclable material into bales for commercial sale. The Shire would also bear a cost in the Lions Club proposal for facilitating the sale and transportation of the processed bales under the proposed new arrangement.

In the price provided by the contractor, there is no processing of the recyclable material rather, the contractor collects and transports the material to the SUEZ Resource and Recovery facility in Picton. At present there is no cost (or payment) for disposing of recyclable cardboard at the facility.

If Council were to determine that processing of recyclable materials at the MRF was no longer a viable option, the following matters arise:

1. A handover process between the Lions Club and the Shire for the operations and facilities will need to be undertaken, including the disposal of stockpiled processed bales currently stored at the WMF.
2. A variation to the terms of contract will need to be negotiated with the DWMF contractor.
3. The Shire 2019/20 Fees and Charges will need to be adjusted to include a charge for cardboard recyclables.
4. An appropriate communication package will need to be developed and implemented immediately to inform the public on the changes to both the process and the associated fees to be imposed for the recycling of cardboard.

CONSULTATION

Shire Officers have met with representatives of the Lions Club on three separate occasions. Discussions have also taken place with the current contractor of the Balingup Waste Transfer Station and the Donnybrook Waste Management Facility, (Hastie Waste), and a potential buyer/receiver of recyclable cardboard and paper, (SUEZ Resource and Recovery Pty Ltd).

Confirmation of the Shire's legal position, with regards contractual requirements of the recently awarded Shire of Donnybrook-Balingup Waste Management Facility contract, has also been undertaken.

FINANCIAL IMPLICATIONS

Both the Lions Club and the Contractor options will have a direct financial impact on the Shire's 2019/20 budget, whilst the financial impact associated with the option to use landfill will occur over a period of time.

It is recommended that an additional fee is introduced into the Shire's Fees and Charges for 2019/20 to subsidise the costs of processing for cardboard and paper waste.

POLICY COMPLIANCE

Not Applicable.

STATUTORY COMPLIANCE

The local government's powers to impose rates, fees and charges in relation to waste services are set out in section 66 to 68 of the Waste Avoidance and Resource Recovery Act 2007 (WARR Act) and section 6.16 and 6.17 of the Local Government Act 1995.

CONCLUSION

Council, via council resolution 52/19 (22 May 2019), directed the administration to negotiate with the Lions Club on the future operations of the Material Recovery Facility. The Lions Club proposal requires a fee for service based on the number of tonnes processed. When this fee for service is combined with additional costs to the Shire of administering the sale and transportation of processed material, the proposal becomes cost prohibitive for the Shire.

The recently awarded contract to manage the Shire's waste facilities has the capacity to require the contractor to undertake collection and transport of recyclable cardboard subject to a negotiated cost. Whilst this option does not include on-site processing of the cardboard (into a potentially saleable commodity), the intention is to deliver the material to a site which does have this capacity.

Bearing in mind that the funds raised by the Lions Club are primarily returned to the community and the MRF provides the opportunity for participants in the 'Work for the Dole' scheme, it is disappointing that the costs of continuing the program appear beyond the Shire's capacity to continue the relationship. There may be opportunities in the future, such as the Container Deposit Scheme, where the Shire can once again partner with the Lions Club to achieve a mutually beneficial outcome for the community. Should the economic environment improve with regards to recycled materials, it is also a possibility that the MRF may again become operational again in the future, subject to it being financially viable.

It is recommended that the Shire negotiate with the current contractor for the management of the Donnybrook Waste Management Facility, with a view to establishing a suitable agreement for the processing of cardboard waste as a variation to the terms of contract.

**COUNCIL RESOLUTION 75/19
(Executive Recommendation)**

Moved: Cr Tan

Seconded: Cr Lindemann

That Council:

- 1. Acknowledges the proposal received from the Lions Club of a ‘fee for service’ to enable the ongoing operation of the Material Recycling Facility (MRF) at the Donnybrook Waste Management Facility.**
- 2. Advises the Lions Club that Council respectfully declines to agree to the proposal, due to the significant financial and human resource impacts that would result on the Shire.**
- 3. Authorises the Chief Executive Officer to liaise further with the Lions Club with the intent of facilitating the closure of the Material Recycling Facility.**
- 4. Authorises the Chief Executive Officer to negotiate a suitable agreement with Hastie Waste for the ongoing processing of cardboard waste as a variation to the terms of the contract.**
- 5. Instructs the Chief Executive Officer to introduce an appropriate fee into the 2019/20 Fees and Charges for the receiving of cardboard recyclables.**
- 6. Instructs the Chief Executive Officer to develop and implement an appropriate public communication package to inform the public on the changes to both the process and disposal fees (once adopted by Council) associated with the recycling of cardboard.**

CARRIED 9/0 by En Bloc Decision

9.4 STRATEGIC BUILT PROJECTS AND ASSETS

9.4.1 DONNYBROOK TOWN CENTRE REVITALISATION PROJECT – PROJECT MANAGEMENT PLAN

Location	Donnybrook Railway Heritage Precinct – Collins Street Donnybrook
Applicant	Shire of Donnybrook Balingup
File Reference	PWF 18V
Author	Leigh Guthridge – Strategic Built Projects and Assets
Attachments	Attachment 9.4.1(1) - Donnybrook Town Centre Revitalisation Project - Project Management Plan
Voting Requirements	Simple Majority
Executive Summary	Council is recommended to endorse the Project Management Plan for Stage 1 of the Donnybrook Town Centre Revitalisation Project.

STRATEGIC ALIGNMENT

The following outcomes listed in the Strategic Community Plan and Corporate Business Plan aligns with the DTCRP:

Outcome	Strategy	Actions
1.3 – An attractive visitor and tourist attraction.	1.3.2 – Provide, develop, and maintain visitor infrastructure.	1.3.2.1 - Develop visitor and tourism infrastructure in line with local tourism and visitor’s development and promotion strategy, within allocated resources.
2.1 – An attractive and maintained built environment	2.1.1 - Maintain, renew and improve infrastructure within allocated resources	2.1.1.2 - Seek funding for renewal and development of infrastructure
2.2 - Respected Heritage Assets	2.2.1 - Maintain Shire heritage assets within available resources	2.1.1.3 - Promote the districts heritage assets and ageing assets

BACKGROUND

Planning for the Donnybrook Town Centre Revitalisation Project (DTCRP) has been ongoing since the formal initiation of the project in August 2018. Funding was secured through a \$2

million Collie-Preston election commitment confirmed in the State Government Budget, subject to the approval of a Business Case.

The Shire recently submitted a Business Case to the Department of Primary Industries and Regional Development (DPIRD) and is awaiting advice that the document is approved to enable the funding to be released. Once endorsed the Shire and DPIRD will sign a Financial Assistance Agreement (FAA) that will form the Contract between both parties for the project's delivery and financial management of the funds awarded by the State Government.

The purpose of this report is to provide Council with the Project Management Plan (PMP) relevant to the project for its endorsement.

DETAILS

The PMP is attached to this report ([Attachment 9.4.1\(1\)](#)) and will be a 'living' document that will be monitored and refined as the project evolves.

The PMP adds structure to the process of delivering the project by assigning an order to all the project elements involved in the planning process. The purpose of the PMP is to define the project scope, methodology, personnel, and monitoring and reporting requirements.

There are a number of stages in developing a PMP as outlined in the following table:

Project Management Plan – Process Groups	DTCRP - Project Status
<p><u>Initiating</u></p> <p>In the first stage of the PMP process, the project manager clarifies the scope of the project, secure finances, and sets up communication for dialogue between stakeholders.</p>	<p>Completed. DPIRD yet to approve funding.</p>
<p><u>Planning</u></p> <p>The second stage in the PMP process is the planning stage. The planning stage is to clarify and prioritise planning elements such as time, cost, quality, change, and risk management.</p>	<p>The Shire is currently in this process phase with the PMP representing an important element.</p>
<p><u>Executing</u></p> <p>The executing phase is the most active stage of the process and involves a number of different activities, ranging from project meetings, procurement and contract management.</p>	<p>Anticipated to commence in July 2019 with the commencement of consultation (subject to funding approval from DPIRD).</p>

<p><u>Monitoring and Controlling</u></p> <p>In the monitoring and controlling phase, the progress of the project is monitored to ensure the project meets deadlines, and the project addresses any issues encountered.</p>	<p>Not Commenced</p>
<p><u>Closing:</u></p> <p>This is the conclusion of the project and involves finalisation of contracted works and closing out of project deliverables.</p>	<p>Not Commenced</p>

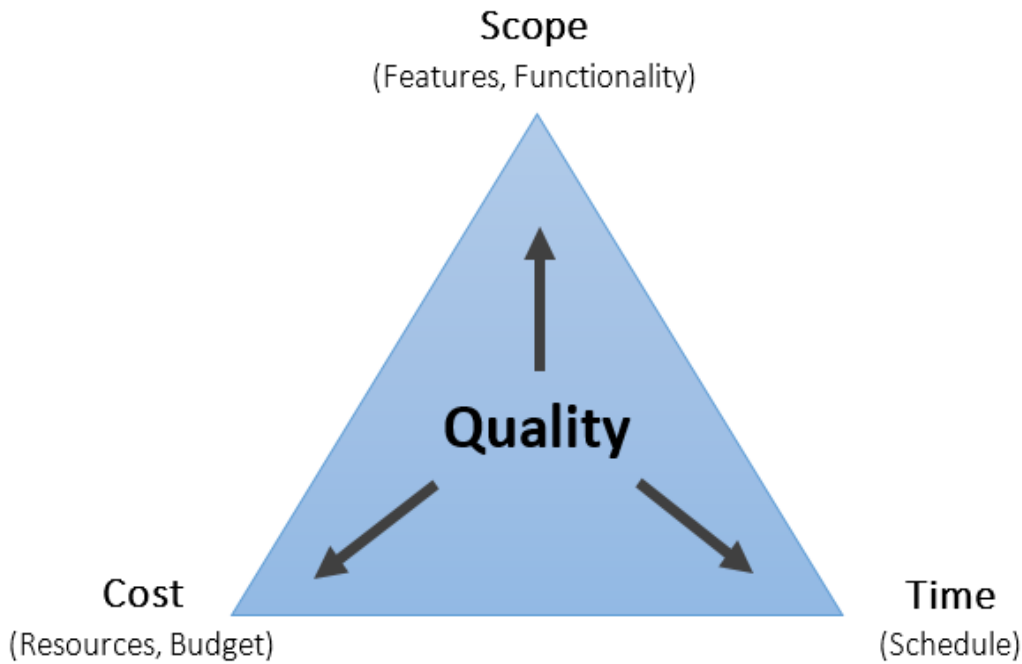
The PMP is segregated into the following typical project management processes:

- Project scope - Work Breakdown Structure (WBS)
- Project costs – Budget reflecting elements of the WBS
- Project Time – Gantt Chart -Scheduling
- Stakeholder analysis
- Consultation planning
- Risk assessment
- Procurement processes (Tenders and quotes)
- Project quality
- Project management structure

The Project Management Triangle

The Project Management Triangle is a model of the constraints of project management. It contends that:

1. The quality of work is constrained by the project's budget, deadlines and scope (features);
2. The project manager can trade between constraints; and
3. Changes in one constraint necessitate changes in others to compensate or quality will suffer.



The project management constraints from the project management triangle that apply to the DTCRP are as follows:

PM Constraints	DTCRP
Time	Completion of the project by the February 2021
Cost	\$2,000,000
Scope	Still being finalised (subject to public consultation)

There is little flexibility available to the Shire with regard to time and cost for this project. Once the scope is defined it will be necessary to test it against projected costs (cost planning and procurement results) and the indicative timeframes to deliver the works within the budget and deadline.

Details of the project planning incorporating all the above project management processes and constraints for the DTCRP are contained within the PMP attached to this report.

CONSULTATION

The PMP contains a stakeholder identification analysis and an engagement matrix. Subject to the Shire receiving funding for this project it is planned to commence community engagement in July 2019.

It is also recommended to seek 'expressions of interest' for two members of the community to sit on the Project Management Team which will oversee the implementation of the project outcomes to ensure community views are appropriately considered.

FINANCIAL IMPLICATIONS

The State Government has pledged \$2 million for this project. The release of the funding is expected shortly and is subject to DPIRD being satisfied with the Business Case recently lodged.

POLICY COMPLIANCE

When the grant funding is approved, procurement processes will need to comply with the State and Shire's procurement and local purchasing preference policies. The PMP details the suite of Council policies that the project will need to comply with as part of its quality assurance management.

STATUTORY COMPLIANCE

Not applicable.

CONCLUSION

At this stage, a full understanding of the detailed scope of works for the DTCRP is yet to be finalised due to the need for public consultation to first be undertaken, prior to the preparation of a master plan. Feedback from a range of stakeholders will enable the PMP to be refined further. This preliminary PMP is based on the range of information that the Shire currently has on hand, however does make some assumptions for certain elements of the project.

Whilst the PMP is primarily a tool for the Project Management Team to plan and deliver the project, it is presented to Council for its endorsement with a view to establishing a clear framework by which to approach this project moving forward.

As noted previously in this report, the Shire is awaiting approval of the submitted Business Case which will facilitate a Financial Assistance Agreement (FAA) to be prepared and signed between the Shire and DPIRD. Whilst Shire staff are prepared to commence the public consultation process as soon as the FAA documentation is finalised, it is suggested that it should not commence prior to this, to avoid complications. The time required to finalise the FAA will ultimately influence the timeframes as indicated in the PMP, which will be amended accordingly if required.

Cr Lindemann left the Chamber at 7.17pm and returned at 7.19pm.

ALTERNATE MOTION

Moved: Cr Mitchell Seconded: Cr Tan

That Council endorses the Donnybrook Town Centre Revitalisation Project - Project Management Plan dated 21 June 2019 as provided in Attachment 9.4.1(1) subject to it being amended to remove the following participants from the Project Management Team under Part 5: Project Management Structure:

- 1. 1 x Elected Member;**
- 2. 2 x Community Representatives**

LOST 4/5

EXECUTIVE RECOMMENDATION

Moved: Cr Tan Seconded: Cr King

That Council:

- 1. Endorses the Donnybrook Town Centre Revitalisation Project - Project Management Plan dated 7 June 2019 as provided in [Attachment 9.4.1\(1\)](#);**
- 2. Nominates the following Elected Member to sit on the Project Management Team for the Donnybrook Town Centre Revitalisation Project:**
 - Cr _____**
- 3. Authorises the Chief Executive Officer to seek ‘Expressions of Interest’ for two community members to sit on the Project Management Team for the Donnybrook Town Centre Revitalisation Project;**
- 4. Authorises the Chief Executive Officer to review any ‘Expressions of Interest’ received and make appointments to the Project Management Team based on an applicant’s relevant qualifications and/or experience to the project.**

COUNCIL RESOLUTION 76/19

Moved: Cr King Seconded: Cr Wringe

That the Meeting Procedures be suspended to allow a Councillor representative to be nominated.

CARRIED 8/0

Meeting Procedures were suspended.

COUNCIL RESOLUTION 77/19

Moved: Cr Wringe Seconded: Cr King

That the Meeting Procedures be resumed.

CARRIED 8/0

Meeting Procedures were resumed.

AMENDMENT

Moved: Cr Piesse Seconded: Cr Tan

That Council:

- 1. Endorses the Donnybrook Town Centre Revitalisation Project - Project Management Plan dated 7 June 2019 as provided in [Attachment 9.4.1\(1\)](#);**
- 2. Nominates the following Elected Member to sit on the Project Management Team for the Donnybrook Town Centre Revitalisation Project:**
 - Cr Anne Mitchell**
- 3. Authorises the Chief Executive Officer to seek ‘Expressions of Interest’ for two community members to sit on the Project Management Team for the Donnybrook Town Centre Revitalisation Project;**
- 4. Authorises the Chief Executive Officer to review any ‘Expressions of Interest’ received and make appointments to the Project Management Team based on an applicant’s relevant qualifications and/or experience to the project.**
- 5. Instructs the Chief Executive Officer that the project is to be completed in accordance with the Financial Assistance Agreement on or before February 2021.**

CARRIED 9/0

The amendment became the substantive motion.

COUNCIL RESOLUTION 78/19

Moved: Cr Tan Seconded: Cr King

That Council:

- 1. Endorses the Donnybrook Town Centre Revitalisation Project - Project Management Plan dated 7 June 2019 as provided in [Attachment 9.4.1\(1\)](#);**
- 2. Nominates the following Elected Member to sit on the Project Management Team for the Donnybrook Town Centre Revitalisation Project:**
 - Cr Anne Mitchell**
- 3. Authorises the Chief Executive Officer to seek ‘Expressions of Interest’ for two community members to sit on the Project Management Team for the Donnybrook Town Centre Revitalisation Project;**
- 4. Authorises the Chief Executive Officer to review any ‘Expressions of Interest’ received and make appointments to the Project Management Team based on an applicant’s relevant qualifications and/or experience to the project.**
- 5. Instructs the Chief Executive Officer that the project is to be completed in accordance with the Financial Assistance Agreement on or before February 2021.**

CARRIED 9/0

9.5 MANAGER WORKS AND SERVICES

9.5.1 PROPOSED NEW ROAD NAMES - MELDENE WEST

Location	Shire of Donnybrook-Balingup
Applicant	Shire of Donnybrook-Balingup
File Reference	FILE 156262 WRK 12/2
Author	Damien Morgan
Attachments	Attachment 9.5.1(1) - Map Reference
Voting Requirements	Simple Majority
Executive Summary	<p>The report seeks Council endorsement;</p> <ul style="list-style-type: none"> to submit proposed road names to Landgate for all new roads within 'Meldene West' estate. to submit an amendment to Landgate to amend Orchid Court to Orchid Approach. to advise the developers of Meldene West, once Landgate approves the new road names and amendment.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Action No.	Actions
4.2 A respected, professional and trusted organisation	4.2.1 Effective and efficient operations and service provision	4.2.1.1	Maintain effective and efficient policies, planning, operating procedures and practices

BACKGROUND

The Shire of Donnybrook Balingup (the Shire) has received a request from the developers of Lot 102 South Western Highway (WAPC 156262), known as Meldene West, to formally name the new roads within the subdivision and make an amendment to Orchid Court.

DETAILS

There are four (4) new roads within Meldene West which require naming (refer [Attachment 9.5.1\(1\)](#)). Orchid Court is an existing road which will be extended as a through road, hence the amendment to Orchid Approach.

Landgate requires supporting evidence regarding the origin of the proposed name/s to ensure they meet Landgate's Geographical Naming Policies and Standards. The developers have provided officers with a list of proposed road names, along with supporting information. The names are in recognition of local vascular flora found/associated to this site as per an Environmental Report prepared 24th October 2019. Officers, in consultation with the developers, will submit a list of proposed names to Landgate for approval as per below;

1. Burchardia
2. Hardenbergia
3. Corymbia

4. Dampiera
5. Persoonia (additional name)
6. Macrozamia (additional name)
7. Patersonia (additional name)

Due to Landgate's extensive and complex criteria for naming of roads, it is possible some of the names may not be approved in the first instance, hence the additional road name suggestions.

CONSULTATION

The Shire has consulted extensively with the developers to establish a list of proposed road names for all roads within Meldene West.

As the subdivision has only recently commenced construction, there are no property owners who will be impacted by the naming of the new roads. The two (2) property owners abutting Orchid Court will also not be impacted as their existing property address is Leschenaultia Circle.

The Shire will liaise with the developers regarding Council's decision prior to submitting road names to Landgate for final approval. Once the Shire has received final approval from Landgate to apply these road names, the Shire will also advise developers, so that these road names can be applied within Meldene West.

FINANCIAL IMPLICATIONS

The developers are responsible for all costs to purchase and install new road name signage. Upon completion of the subdivision, the Shire will be responsible for ongoing maintenance of the signage.

POLICY COMPLIANCE

Administration Policy 2.11 – Naming of Un-named Roads (due for review)

STATUTORY COMPLIANCE

Not applicable.

CONCLUSION

Council's endorsement will facilitate the naming of the roads within Meldene West.

**COUNCIL RESOLUTION 79/19
(Executive Recommendation)**

Moved: Cr Tan

Seconded: Cr Lindemann

That Council:

- 1. Endorses the following road names for submission to Landgate for approval for the naming of new roads within Meldene West:**
 - 1.1 Burchardia**
 - 1.2 Hardenbergia**
 - 1.3 Corymbia**
 - 1.4 Dampiera**
 - 1.5 Persoonia (additional name)**
 - 1.6 Macrozamia (additional name)**
 - 1.7 Patersonia (additional name)**

- 2. Instructs the Chief Executive Officer to submit to Landgate a request to amend the existing Orchid Court to Orchid Approach.**

- 3. Upon resolution of points 1 and 2, request the Chief Executive Officer to formally advise the developers of Meldene West of the approved Landgate names, for their implementation within Meldene West.**

CARRIED 9/0 by En Bloc Decision

9.6 CHIEF EXECUTIVE OFFICER

9.6.1 REQUEST FOR CONTRIBUTION - BUSSELTON MARGARET RIVER REGIONAL AIRPORT - FUTURE AIRPORT MARKETING FUND

Location	Shire of Donnybrook Balingup
Applicant	Ben Rose, Chief Executive Officer
File Reference	ADM 10/A
Author	Ben Rose, Chief Executive Officer
Attachments	Attachment 9.6.1(1) - Letter – Request for Contribution – 24 July 2017 Attachment 9.6.1(2) - Letter – Request Carry Over of Funds – 16 May 2019
Voting Requirements	Simple Majority
Executive Summary	The purpose of this report is for Council to consider a contribution towards the Busselton Margaret River Regional Airport – Future Airport Marketing Fund in the Draft 2019/20 Budget.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Actions
1.1 A diverse, prosperous economy, supporting local business and population growth.	1.1.1 Promote, maintain and diversify investment in the district.	1.1.1.2 Represent the district's interests with key stakeholders 1.1.1.4 Actively partner in regional Growth Planning partnerships and projects
1.3 Actively promote the district as an attractive destination.	1.1.1 Actively promote the district as an attractive destination.	1.3.1.1 Implement regional tourism and marketing objectives. 1.3.1.3 Continue to support local and regional tourism bodies and initiatives.

BACKGROUND

In July 2017, the Shire received correspondence from the City of Busselton requesting a financial contribution of \$10,000 over five years for a future Airport Marketing Fund associated with the Busselton Margaret River Regional Airport.

The Airport Marketing Fund was created to assist in the attraction and retention of airlines to service the East Coast - South West route. The City of Busselton committed \$3.5 million over five years towards the Airline Marketing Fund, with the Margaret River Busselton Tourism Association committing \$100,000 over two years. Further information is provided in the correspondence [Attachment 9.6.1\(1\)](#) from the City of Busselton dated 24 July 2017.

A response from the CEO was provided to the City of Busselton following adoption of the 2017/18 Shire Budget, advising that, given the late nature of the request from the City of Busselton, the request was not considered for inclusion in the 2017/18 Budget. No request for funding was forthcoming from the City of Busselton for the 2018/19 year, hence it was not included for Council consideration in the 2018/19 Budget deliberations.

DETAILS

On 16 May 2019, the Shire received further correspondence from the City of Busselton [Attachment 9.6.1\(2\)](#) advising that the City is continuing to work towards securing an airline for direct passenger East Coast – South West services which it anticipates may commence in late 2019 and requesting further financial assistance from the Shire. The request from the City of Busselton is a contribution of \$10,000 over five years (\$2,000 per year), commencing in 2019/20.

The Shire is involved in many regional collaboration initiatives including Regional Waste, Bunbury Geographe Economic Alliance, Bunbury Geographe Tourism Partnership, Warren Blackwood Alliance of Councils, and others previously including the Bunbury Regional Entertainment Centre and South West Academy of Sport and although the contribution is relatively small, consideration will need to be given as to whether the Shire is able to contribute to another regional initiative.

CONSULTATION

Nil

FINANCIAL IMPLICATIONS

The request from the City of Busselton is a contribution of \$10,000 over five years (\$2,000 per year), commencing in 2019/20.

POLICY COMPLIANCE

Not applicable.

STATUTORY COMPLIANCE

Not applicable.

CONCLUSION

Due to budget constraints and Council's other commitments for regional initiatives, it is recommended that Council respectfully declines the invitation to contribute financially to this initiative.

**COUNCIL RESOLUTION 80/19
(Executive Recommendation)**

Moved: Cr Tan Seconded: Cr Lindemann

That Council:

- 1. Confirms the Shire of Donnybrook Balingup's ongoing support of the Busselton Margaret River Regional Airport.**

- 2. Advises the City of Busselton that due to budget constraints, the Shire of Donnybrook Balingup respectfully declines the invitation to contribute to the Busselton Margaret River Regional Airport Future Airport Marketing Fund.**

CARRIED 9/0 by En Bloc Decision

9.6.2 WARREN BLACKWOOD ALLIANCE OF COUNCILS – COUNCIL REPRESENTATIVE

Location	Shire of Donnybrook Balingup
Applicant	Ben Rose, Chief Executive Officer
File Reference	ADM 10/B
Author	Ben Rose, Chief Executive Officer
Attachments	Nil.
Voting Requirements	Simple Majority
Executive Summary	The purpose of this report is for Council to nominate a representative on the Warren Blackwood Alliance of Councils.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Actions
1.1 A diverse, prosperous economy, supporting local business and population growth.	1.1.1 Promote, maintain and diversify investment in the district.	1.1.1.2 Represent the district's interests with key stakeholders 1.1.1.4 Actively partner in regional Growth Planning partnerships and projects
1.3 Actively promote the district as an attractive destination.	1.1.1 Actively promote the district as an attractive destination.	1.3.1.1 Implement regional tourism and marketing objectives. 1.3.1.3 Continue to support local and regional tourism bodies and initiatives.

BACKGROUND

At its Ordinary Meeting on 22 May 2019, Council resolved as follows:

COUNCIL RESOLUTION 58/19

That Council:

1. *Agree to become a member of the Warren Blackwood Alliance of Councils.*
2. *Nominate the Shire President and Councillor _____ as the Shire of Donnybrook Balingup representatives on the Warren Blackwood Alliance of Councils, along with the Chief Executive Officer.*

3. *Acknowledge that the Shire's precise membership costs are dependent on the Shire of Boyup Brook's decision to join the Warren Blackwood Alliance of Councils.*
4. *Instruct the Chief Executive Officer to include an allowance of \$7,116 in the Draft 2019/20 Budget for membership to the Warren Blackwood Alliance of Councils, for Council consideration for final approval as part of the 2019/20 Budget.*

DETAILS

As a member of the Warren Blackwood Alliance of Councils (WBAC), the Shire is invited to nominate two voting delegates. Council resolved at its Ordinary Meeting on 22 May 2019 to nominate the Shire President and Chief Executive Officer to attend the WBAC meetings. This report is to nominate a second Council representative.

CONSULTATION

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

POLICY COMPLIANCE

Not applicable.

STATUTORY COMPLIANCE

Not applicable.

CONCLUSION

As a member of the WBAC, the Shire is permitted to nominate two voting delegates to attend meetings. This report is to nominate a second Council representative.

EXECUTIVE RECOMMENDATION

That Council nominate Councillor _____ as the second Shire of Donnybrook Balingup representative on the Warren Blackwood Alliance of Councils.

COUNCIL RESOLUTION 81/19

Moved: Cr Wringe Seconded: Cr Tan

That the Meeting Procedures be suspended to allow a Councillor representative to be nominated.

CARRIED 9/0

The Meeting Procedures were suspended.

COUNCIL RESOLUTION 82/19

Moved: Cr Tan Seconded: Cr King

That the Meeting Procedures be resumed.

CARRIED 9/0

The Standing Orders were resumed.

**COUNCIL RESOLUTION 83/19
(Alternate Motion)**

Moved: Cr Mitchell Seconded: Cr Tan

That Council nominate Councillor Wringe as the second Shire of Donnybrook Balingup representative on the Warren Blackwood Alliance of Councils, and Councillor Atherton as proxy for both members.

CARRIED 9/0

9.6.3 PROPOSED COUNCIL POLICY – COUNCIL MEMBER ALLOWANCE AND ENTITLEMENTS

Location	Shire of Donnybrook Balingup
Applicant	Ben Rose, Chief Executive Officer
File Reference	ADM 11/3
Author	Loren Clifford, Corporate Planning and Governance Officer
Attachments	Attachment 9.6.3(1) - Council Policy - Elected Member Allowance and Entitlements Attachment 9.6.3(2) - Member's Allowance Table
Voting Requirements	Absolute Majority
Executive Summary	The new policy is designed to provide guidance on the payment of elected members allowances and entitlements, while ensuring a streamline budget process.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Actions
4.2 A respected, professional and trusted organisation	4.2.1 Effective and efficient operations and service provision	4.2.1.1 Maintain effective and efficient policies, planning, operating procedures and practices

BACKGROUND

Council reviews elected members fees and allowances each year as part of the annual budget process.

The Salaries and Allowances Tribunal (SAT) determine certain payments that are to be made or reimbursed to elected Council members. SAT has determined four bands of Local Government these are Band 1 (largest Councils) through to Band 4 (smallest Councils). The Shire of Donnybrook Balingup is a Band 3.

Section 7B(2) of the Salaries & Allowances Act 1975 (SA Act) – Section 7B requires the Tribunal, at intervals of not more than 12 months, to inquire into and determine the amount of:

- Fees, or the minimum and maximum amounts of fees, to be paid under the *Local Government Act 1995* ('the LG Act') to elected council members for attendance at meetings;
- Expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the LG Act to elected council members; and

- Allowances, or the minimum and maximum amounts of allowances, to be paid under the LG Act to elected council members.

Where the SAT has chosen to determine minimum and maximum amounts for fees, expenses or allowances, there is an obligation on Local Governments to set the amounts to be paid or reimbursed within the range determined.

DETAILS

In the past Council have adopted the following practice in considering Councillor Allowances and expenses;

President's Annual Allowance

The President has been paid an annual allowance determined by Council annually as part of the budget process. The 18/19 budgeted allowance is \$10,000pa which is 27% of the maximum allowance for a Band 3 Local Government.

Deputy President's Annual Allowance

The Deputy President has been paid an annual allowance of 25% of that payable to President.

Councillor Allowances – Meetings

Councillors have been paid the minimum allowance determined annually by SAT. It has been the practice of Council to pay elected members an annual allowance in lieu of an attendance fee for each Council meeting under s5.99 LGA. The 18/19 budgeted allowance is \$7,612pa which is 39% of the maximum allowance for a Band 3 Local Government.

Allowances – Other

Councillors have been paid an annual ICT allowance determined by Council annually as part of the budget process. The 18/19 budgeted allowance is \$1,000pa per Councillor which is 27% of the maximum allowance for a Band 3 Local Government.

Councillor Travel

Councillors have been given the option to claim for reimbursement of travel fees as per s5.98 of the LG Act. The 18/19 budget is \$12,000.

Councillors Uniform

The 18/19 budgeted allowance is \$100pa per Councillor.

Child Care Services

No Provision made.

The proposed new council policy set the allowances based on the 25th percentile of the allowances for a Band 3 Local Government.

Adopting this policy will allow for a more streamline budget process in the future.

CONSULTATION

Councillors workshopped the Council Member Allowance with staff on 22 May 2019. Council requested further advice in relation to the Shire's position when compared to other Band 3 Councils with a similar size population, operating budget and rates revenue. It was determined that Shire of Capel, Shire of Bridgetown-Greenbushes and the Shire of Collie were the most relevant Councils for comparison purposes and further details are provided in [Attachment 9.6.3\(2\)](#).

Further consultation with these Councils provided detailed information from which to base calculations. The 2019/2020 budget calculations have consequently been based on the 25th percentile of the allowances for the Presidents Allowance, Deputy Presidents Allowance and the Councillors' Annual Attendance Allowance.

The ICT Allowance for the Shire President is based on the 65th percentile of the Allowance for a Band 3 Local Government, with all other elected members being based on the 17th percentile.

The Travelling, Uniform and Child Care budget amounts remain the same.

FINANCIAL IMPLICATIONS

Councillor allowances and fees will be included in the 2019/2020 Budget.

POLICY COMPLIANCE

Not applicable.

STATUTORY COMPLIANCE

Local Government Act 1995

Local Government (Administration) Regulations 1996

Salaries & Allowances Act 1975 – Section 7B

CONCLUSION

It is recommended that Council adopt the new Council Policy as per the recommendation.

Cr Wringe left the Chamber at 7.29pm and returned at 7.31pm.

**COUNCIL RESOLUTION 84/19
(Executive Recommendation)**

Moved: Cr Lindemann Seconded: Cr King

That Council adopts Council Policy – *Council Member Allowances and Entitlements*, as provided in [Attachment 9.6.3\(1\)](#).

CARRIED 6/3

Cr van der Heide, Cr King and Cr Atherton requested their votes ‘against’ be recorded.

9.6.4 SOUTH WEST SPORTS HALL OF FAME

Location	Shire of Donnybrook Balingup
Applicant	Ben Rose, Chief Executive Officer
File Reference	CSV24
Author	Loren Clifford, Corporate Planning and Governance Officer
Attachments	Attachment 9.6.4(1) - Minutes South West Country Zone – May 2019
Voting Requirements	Simple Majority
Executive Summary	The purpose of this report is for Council to decide if they want to participate in the new funding proposal for the South West Sports Hall of Fame.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Actions
1.3 An attractive visitor and tourist destination	1.3.1 Actively promote the district as an attractive destination	1.3.1.3 Continue to support local and regional tourism bodies and initiatives

BACKGROUND

The South West Sports Hall of Fame was established in 2002/03 with an election commitment from the Premier, Geoff Gallop, along with the South West Development Commission with the following Local Government's:

- City of Bunbury
- City of Busselton
- Shire Harvey
- Shire of Dardanup
- Shire of Collie
- Shire of Boyup Brook
- Shire of Capel
- Shire of Augusta Margaret River
- Shire of Donnybrook Balingup
- Shire of Bridgetown Greenbushes
- Shire of Manjimup
- Shire of Nannup

It was established to recognise the sporting achievements at national and international level by South West residents; with the intent to not only recognise past champions but also inspire future generations.

The South West Sports Hall of Fame is located at the South West Sports Centre in Bunbury as it is recognised as the regional sporting hub for the South West. There were initially 11 sportsmen and sportswomen inducted into the Sports Hall of Fame when it was unveiled in 2004. There have been no further sportspersons inducted since then due to a lack of funding and support from all member organisations.

In 2015, the City of Bunbury received a number of requests for new inductees which coincided with similar requests to other local government members. As a result, DSR requested the formation of a Steering Committee to guide the future direction of the Hall of Fame where \$5,000 was provided to develop a project scope using consultant services to develop the scope under direction from the Steering Committee. Eight members of the original membership chose to form the Steering Committee which was tasked with developing a plan to induct new athletes that meet the selection criteria whilst also looking to create a greater South West focus.

At this time, it was agreed by the Steering Committee that all Local Governments in the South West should be able to showcase their inductee's achievements as part of the program. The consultant (Gumpton) was tasked with replicating the original display cabinets whilst also providing a certificate for each athlete inducted to be provided to their respective local government for public display. Due to the lack of artwork for the original displays the report from Gumpton recommended they be replaced with new cabinets and associated certificates for their respective representative local government. The cost to undertake this for each athlete was estimated at \$4,650; which meant that there would be a recurring cost of \$4,650 per athlete inducted into the Sports Hall of Fame thereafter. Following this recommendation produced by Gumpton no member councils were prepared to provide the funds identified to further develop the Hall of Fame as it was felt to be cost prohibitive.

Subsequently the City of Bunbury has been undertaking further research to identify alternative and more cost effective options for the Hall of Fame project. The proposed recommendation (below) is provided below and is subject to an agreement from the SW Zone members to jointly fund the project – initially to reactivate the Sports Hall of Fame and subsequently to provide ongoing recurrent funding to facilitate the management, maintenance and future induction of athletes.

Proposal

Replace the existing display cabinets with an interactive display based at the South West Sports Centre via an interactive touch screen kiosk with associated displays providing information about the South West Hall of Fame, eligibility criteria and information regarding where information about inducted athletes can be accessed at other local government within the region. The touch screen would enable viewers to interact with the display to find out information about specific athletes as well as access media footage of their performance at national and international events.

An initial capital cost to revitalise the current display and create an interactive Hall of Fame that allows easy induction of future athletes meeting the eligibility criteria is estimated at approximately \$40,000 with an ongoing management cost of \$2,000 - \$3,000 per year to maintain the program and update with any new inductees. The breakdown per member council is as follows;

Local Government Area	Indicative Upfront contribution (based on rates levied)	Indicative Annual Management Cost (based on rates levied)
Augusta-Margaret River	\$4,800	\$360
Boyup Brook	\$460	\$35
Bridgetown- Greenbushes	\$915	\$70
Bunbury	\$8,460	\$635
Busselton	\$10,285	\$770
Capel	\$2,740	\$205
Collie	\$1,370	\$100
Dardanup	\$2,740	\$205
Donnybrook-Balingup	\$1,140	\$85
Harvey	\$4,570	\$340
Manjimup	\$2,060	\$155
Nannup	\$460	\$35

Should member organisations wish to hold an event (annually or every other year) to induct new athletes to the Sports Hall of Fame this will be treated as a separate project.

DETAILS

The City of Bunbury recognise the importance of the Hall of Fame being for the whole South West region and is keen to reinvigorate the program with an updated, modern and interactive display that provides interested parties with the option of viewing and interacting with the main display at the South West Sports Centre as well as local displays at a nominated site within each member local government.

History shows no support from member councils for any proposal with the main reason being that it is cost prohibitive and there is a misconception that because the Hall of Fame is located in Bunbury it is by default the responsibility of the City of Bunbury.

It has been indicated that if there is no support from member local governments then the City of Bunbury will look to wind-up the South West Hall of Fame project.

The matter was recently considered at the May 2019 South West Zone meeting where it was resolved: [Attachment 9.6.4\(1\)](#)

That the SW Zone support in principle the proposal to revitalise the South West Hall of Fame and request that member local government commit to a shared funding model for the initial capital cost and ongoing management of the program for a period of 10 years as below:

Local Government Area	Indicative Upfront contribution (based on rates levied)	Indicative Annual Management Cost (based on rates levied)
<i>Augusta-Margaret River</i>	<i>\$4,800</i>	<i>\$360</i>
<i>Boyup Brook</i>	<i>\$460</i>	<i>\$35</i>
<i>Bridgetown- Greenbushes</i>	<i>\$915</i>	<i>\$70</i>
<i>Bunbury</i>	<i>\$8,460</i>	<i>\$635</i>
<i>Busselton</i>	<i>\$10,285</i>	<i>\$770</i>
<i>Capel</i>	<i>\$2,740</i>	<i>\$205</i>
<i>Collie</i>	<i>\$1,370</i>	<i>\$100</i>
<i>Dardanup</i>	<i>\$2,740</i>	<i>\$205</i>
<i>Donnybrook-Balingup</i>	<i>\$1,140</i>	<i>\$85</i>
<i>Harvey</i>	<i>\$4,570</i>	<i>\$340</i>
<i>Manjimup</i>	<i>\$2,060</i>	<i>\$155</i>
<i>Nannup</i>	<i>\$460</i>	<i>\$35</i>

CONSULTATION

Nil

FINANCIAL IMPLICATIONS

Shire of Donnybrook Balingup's contribution to South West Sports Hall of Fame:

- Indicative upfront contribution \$1,140
- Indicative Annual Management Costs \$85

POLICY COMPLIANCE

Nil

STATUTORY COMPLIANCE

Nil

CONCLUSION

It is recommended that Council agree to participate in the new funding proposal for the South West Sports Hall of Fame.

**COUNCIL RESOLUTION 85/19
(Executive Recommendation)**

Moved: Cr Tan

Seconded: Cr Lindemann

That Council:

- 1. Agrees to participate in the new funding proposal for the South West Sports Hall of Fame subject to:**
 - 1.1 A Memorandum of Understanding being developed and endorsed by the representative local governments of the South West Country Zone;**
 - 1.2 The upfront contribution from Shire of Donnybrook Balingup not exceeding \$1,500;**
 - 1.3 The ongoing annual management costs contribution from the Shire of Donnybrook Balingup not exceeding \$100 per annum.**
- 2. Authorises the Chief Executive Officer to enter into a Memorandum of Understanding consistent with this resolution.**

CARRIED 9/0 by En Bloc Decision

9.6.5 SOUTH WEST ACCESS AND INCLUSION ALLIANCE

Location	Shire of Donnybrook Balingup
Applicant	Ben Rose, Chief Executive Officer
File Reference	ADM 10/A
Author	Loren Clifford, Corporate Planning and Governance Officer
Attachments	Attachment 9.6.5(1) - South West Zone Minutes – May 2019
Voting Requirements	Simple Majority
Executive Summary	The purpose of this report is for council to decide if they are willing to participate in a South West Access and Inclusion Alliance within the Member Council's within the South West Zone.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Actions
3.2 Well supported community groups and facilities	3.2.1 Provide and maintain appropriate community facilities	3.2.1.1 Implement the Disability Access and Inclusion Plan

BACKGROUND

An item was put forward by the City of Busselton at the May 2019 WALGA South West Zone meeting to consider forming a 'South West Access and Inclusion Alliance' made up of member Council's within the South West Zone.

DETAILS

The City of Busselton provided further background to their proposal and referenced a presentation given by a local community member who had suffered a serious injury on the importance of accessible and inclusive communities for people living with disabilities. The community member suggested member Councils enter into a South West Access and Inclusion Alliance to share information on becoming more accessible and inclusive communities. [Attachment 9.6.5\(1\)](#)

The relevant motion from the WALGA SWZ is as follows:

“That member Council's be invited to advise their interest in the proposal for a SW Access and Inclusion Alliance.”

CONSULTATION

Nil

FINANCIAL IMPLICATIONS

No direct financial contribution has been suggested at this stage.

POLICY COMPLIANCE

Nil

STATUTORY COMPLIANCE

A Memorandum of Understanding (MOU) may need to be developed if the member Councils are in support of entering into an Alliance as proposed.

CONCLUSION

It's recommended that Council participate in a South West Access and Inclusion Alliance within the Member Council's within the South West Zone.

EXECUTIVE RECOMMENDATION

That Council:

- 1. Authorises the Chief Executive Officer to advise the Western Australia Local Government Association South West Zone that the Shire of Donnybrook Balingup supports 'in-principle' the proposal to establish a 'South West Access and Inclusion Alliance' involving Member Councils within the South West Zone;**
- 2. Authorises the Chief Executive Officer to engage with WALGA and other member Council's to establish the details of an Alliance;**
- 3. Requests the Chief Executive Officer provide a further report to Council for further consideration once details of the Alliance have been established for further consideration.**

COUNCIL RESOLUTION 86/19

(Alternate Motion)

Moved: Cr Mitchell

Seconded: Cr Tan

That Council respectfully decline the offer to be involved in the 'South West Access and Inclusion Alliance'.

CARRIED 6/3

9.6.6 AUDIT COMMITTEE – MEMBER APPOINTMENTS

Location	Shire of Donnybrook Balingup
Applicant	Ben Rose, Chief Executive Officer
File Reference	FNC02
Author	Alan Thornton, Manager Corporate Services
Attachments	Attachment 9.6.6(1) - Preston Press Advert April 2019 Attachment 9.6.6(2) Email – EOI Ian Telfer Attachment 9.6.6(3) Email - EOI Carly Anderson
Voting Requirements	Absolute Majority
Executive Summary	<ul style="list-style-type: none"> • Advertising has been undertaken • A decision is required from Council to appoint the Audit Committee Members.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Action
4.1 – A strategically focussed, open and accountable local government	4.1.1 – Provide Accountable and Strategic Leadership	4.1.1.2 – Review Council, Committee and Working Group governance structures and meeting programs
4.1 – A strategically focussed, open and accountable local government	4.1.2 – Continue to enhance communication and transparency	4.1.2.1 – Ongoing meaningful communication and engagement with residents, ratepayers and stakeholders

BACKGROUND

At the ordinary Council meeting on 26 September 2018 Council resolved the following:

That Council:

- 1. Advertise to seek expressions of interest from suitably qualified persons to be appointed as members of the Shire of Donnybrook Balingup’s Audit Committee, with a view to appointing up to two (2) persons to the Audit Committee who are not currently Elected Members of the Council.*
- 2. Following the conclusion of the advertising period, that Council consider the selection of interested persons to the Audit Committee.*

3. *Depending upon the satisfactory selection of up to two persons, not being Elected Members of the Council, that Council consider reducing the size of the Audit Committee to a total of five (5) persons consisting of;*
- *Deputy Shire President;*
 - *Two other Elected Members;*
 - *Two community representatives, not being Elected Members of the Council.*

Subject to Council's decision, advertising was undertaken seeking Expressions of Interest in the April 2019 Preston Press ([Attachment 9.6.6\(1\)](#)). No applications or enquiries were received. As a result the CEO directly contacted specific community members who had either previously expressed an interest and/or had the relevant qualifications and experience to fulfill the requirements of the role. Nominations were received via email from Mr Ian Telfer [Attachment 9.6.6\(2\)](#) and Ms. Carly Anderson [Attachment 9.6.6\(3\)](#).

DETAILS

The Local Government Act 1995 requires that all Local Governments establish an Audit Committee. An Audit Committee plays a key role in assisting a local government to fulfil its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, legislative compliance, ethical accountability and the internal and external audit functions.

Establishment of the Audit Committee

The Local Government Act 1995 and Local Government (Audit) Regulations 1996 provide that:

In relation to the establishment of an Audit Committee:

- (a) Each local government is to establish an Audit Committee consisting of three or more persons to exercise the powers and discharge the duties conferred on it;
- (b) Members of the Committee are to be appointed by an absolute majority decision of Council. At least three of the members are to be elected members;
- (c) The CEO is not to be a member of the committee and may not nominate a person to be a member of the committee or have a person to represent him or her as a member of the committee;
- (d) An employee is not to be a member of the Committee;
- (e) The only powers and duties that can be delegated to a committee are any of the powers and duties of the local government under Part 7 of the Act; that is, those relating to audit. The Committee cannot on-delegate the powers and duties delegated to it;

(f) An Audit Committee with a member who is a person who is not an Elected Members can be delegated powers and referred to in (e); and

(g) A decision of the Committee is to be made by simple majority.

FINANCIAL IMPLICATIONS

Not Applicable.

POLICY COMPLIANCE

Not Applicable.

STATUTORY COMPLIANCE

Local Government Act 1995

Local Government (Audit) Regulations 1996

CONCLUSION

Staff consider that the nominees are suitably qualified to fulfill the requirements of the role, and therefore recommend their appointment to the Committee.

Cr Piesse declared an impartiality interest in item 9.5.6 Audit Committee – Member Appointments as he has a personal acquaintance with a nominee (Mr Telfer).

EXECUTIVE RECOMMENDATION

Moved: Cr Tan

Seconded: Cr Mitchell

That Council:

- 1. Appoints Mr. Ian Telfer and Ms. Carly Anderson as Independent Members of the Shire of Donnybrook Balingup Audit Committee.**
- 2. Authorises the CEO to advise the Nominees of Council's decision.**
- 3. Appoints the following Elected Members to the Shire of Donnybrook Balingup Audit Committee:**

3.1 Deputy President – Cr. Leanne Wringe

3.2 Cr _____

3.3 Cr _____

***Absolute Majority Vote Required**

COUNCIL RESOLUTION 87/19

Moved: Cr Wringe

Seconded: Cr van der Heide

That Meeting procedures be suspended to allow for Councillor representatives to be nominated.

CARRIED 9/0

Meeting Procedures were suspended.

COUNCIL RESOLUTION 88/19

Moved: Cr King

Seconded: Cr Wringe

That Meeting Procedures be resumed.

CARRIED 9/0

Meeting Procedures were resumed.

COUNCIL RESOLUTION 89/19

(Executive Recommendation)

Moved: Cr Tan

Seconded: Cr Mitchell

That Council:

- 1. Appoints Mr. Ian Telfer and Ms. Carly Anderson as Independent Members of the Shire of Donnybrook Balingup Audit Committee.**
- 2. Authorises the CEO to advise the Nominees of Council's decision.**
- 3. Appoints the following Elected Members to the Shire of Donnybrook Balingup Audit Committee:**
 - 3.1 Deputy President – Cr Leanne Wringe**
 - 3.2 Cr Anne Mitchell**
 - 3.3 Cr Fred Mills**

CARRIED 9/0

ABSOLUTE MAJORITY VOTE ATTAINED

10 ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

10.1 MOTION ON NOTICE - COUNCILLOR LINDEMANN

10.1.1 REQUEST FOR IN-PRINCIPLE COUNCIL SUPPORT OF THE PROPOSED EXPANSION OF THE WELLINGTON NATIONAL PARK TO INCREASE ECOTOURISM IN THE REGION.

Location	Shire of Donnybrook Balingup
Applicant	Cr Anita Lindemann
File Reference	NIL
Author	Cr Anita Lindemann
Attachment	Attachment 10.1.1(1) - Forests for Life South West WA Farm Forestry and Landcare Initiative flyer.
Voting Requirements	Simple Majority
Executive Summary	It is recommended the Council supports the proposed expansion of the Wellington National Park with the objective of increasing ecotourism in our region.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan and the Strategic Community Plan relate to this proposal:

Outcome	Strategy	Actions
1.1 A diverse, prosperous economy, supporting local business and population growth.	1.1.1 Promote, maintain and diversify investment in the district.	1.1.1.2 Represent the district's interests with key stakeholders. 1.1.1.4 Actively partner in regional Growth Planning partnerships and projects.
1.3. An attractive visitor and tourist destination.	1.3.1 Actively promote the district as an attractive destination.	1.3.1.3 Continue to support local and regional tourism bodies and initiatives. 1.3.1.4 Support and promote local tourism events and attractions.
2.2 Respected heritage assets.	2.2.1 Maintain Shire heritage assets within available resources.	2.2.1.1 Maintain the heritage asset inventory. 2.2.1.4 Collaborate with relevant organisations to maintain heritage assets.

<p>2.3 A natural environment for the benefit of current and future generations.</p>	<p>2.3.1 Efficient use of resources to minimise environmental impacts.</p> <p>2.3.3 Partner with key stakeholders for effective environmental management.</p>	<p>2.3.1.1 Review the Sustainability strategy.</p> <p>2.3.1.2 Encourage the community to adopt alternative energy and green options.</p> <p>2.3.3.3 Lobby key stakeholders for improved environmental management practices and initiatives.</p>
<p>3.2 Well supported community groups and facilities.</p>	<p>3.2.2 Encourage and support volunteers and community organisations.</p>	<p>3.2.2.2 Provide support for community organisations.</p>

BACKGROUND

At the OCM held on 13 February 2019, Council was presented with a report *Item 9.6.1 Proposed Expansion of the Wellington National Park* to consider a request for comment received from the Department of Biodiversity Conservation and Attractions (DBCA) for the proposed expansion of Wellington National Park.

In considering the proposal, Council resolved the following:

That Council:

1. *Supports initiatives that promote a sustainable timber industry;*
2. *Supports initiatives that promote a diversified and resilient local economy, including expansion of tourism and eco-tourism opportunities;*
3. *Requests the Chief Executive Officer to advise the Department of Biodiversity, Conservation and Attractions that there is insufficient information available to establish a position on the proposed expansion of the Greater Wellington National Park due to the absence of robust, independent data and detail to quantify the merits of the proposal; and*
4. *Requests the Chief Executive Officer to advise the Department of Biodiversity, Conservation and Attractions that an outcome which balances the interests of the timber industry, the natural environment and tourism should be sought.*

Since this resolution of Council, new information, independent data and further details, coupled with research, demonstrates we can strike a balance between the interests of the timber industry, the natural environment and tourism. This information gives Council an opportunity to revisit the proposal.

DETAILS

Both an expansion of the Wellington National Park and a continued sustainable forestry industry is possible.

1. Supports initiatives that promote a sustainable timber industry

The WA Government has recently renewed the Regional Forest Agreement with the Federal Government.

This Agreement was first signed 20 years ago as a way to manage conservation, forest management and logging without the State Government having to get Federal environmental approval to log or export under the Environment Protection and Biodiversity Conservation Act (1999).

This agreement has now been renewed for another 20 years. WA can continue prescribed burning, forestry operations, timber harvesting and the export of raw materials. This gives the industry certainty.

In March 2017 there were changes introduced to the criteria for identifying and protecting old growth Jarrah forest. These changes have allowed logging in areas that would have been classified as old growth previously.

Since 1995, Karri has been logged with a criteria of just two stumps within a two hectare radius.

Although there is concern that increasing the Wellington National Park by 7360 hectares would take a piece of State Forest from the current logging area, the remaining area has State Government approval and less restrictions, thus increasing its potential yield.

In the meantime, the opportunities grow to transition from native forest logging to a financially viable farm forestry model ensuring a long term future and retention of employment in the forestry industry.

A detailed, cautiously presented report, by consultants engaged by Forests for Life, make recommendations on investment scenarios and find that the plan is financially viable and could deliver a number of key co-benefits.

This Timber Action Plan would help transition the timber industry to:

- a. Farm forest;
- b. Plantation; and
- c. Salvaging native timber for fine woodcrafts.

Many other successful, and already profitable, alternative forest industries have also emerged. This includes the local native essential oil industry, utilising sustainable farming practices. Located in Harvey, the business produces Fragonia, Lemon Myrtle, Rosalina, Tea tree, Eucalyptus, Kunzea and Sandalwood essential oils. High value products with a local and overseas market.

Farming of industrial Hemp can be cultivated for both fibre and seed production and recently featured on ABC's Landline.

Fibre can be extracted from the stem and the seeds can be hulled and eaten, or pressed for omega rich oil and protein rich powder. Opportunities for Hemp products are vast including textiles, rope, animal bedding, building materials, paper, oil and food. This is crop that is fast growing, high yielding and uses the whole of the plant.

The native food industry is growing and demand outstrips supply. This includes Wattle Seed and Lemon Myrtle that are grown here in the South West and also featured on ABC's Landline.

Another new emerging industry is Living Legacy Forest. An Australian profit for purpose family company that turns your loved ones cremated ashes into a living tree.

The tree planting is located within the Wellington Dam National Park area. For every Legacy package purchased the Living Legacy Forest donates 200 supplementary trees to be planted in each person's honour. Why 200? Because that's how many trees it takes to create more air than a person breathes in a lifetime.

2. Supports initiatives that promote a diversified and resilient local economy, including expansion of tourism and ecotourism opportunities

The CEO of the Bunbury Wellington Economic Alliance, Chris McNamara and Yan Lyu from the South West China Business Association, presented to Council at a recent Concept Forum, the economic benefits of an attractive and naturally beautiful landscape as a drawcard to national and international tourists, in particular, the Chinese tourist market.

Following up on this presentation with both Chris and Yan, they elaborated further, listing several key points.

- An area of natural beauty, a clean environment and real experiences were high on the Chinese tourist list;
- Chinese people are from large cities and want to engage with local people, purchase products and gifts with providence, and taste local food;
- Taking selfies whilst in these environments, posting to WeChat and other social media, broadcasting to friends and family is the thing to do, giving the area even more promotion;
- Chinese workers only have a maximum of 2 weeks holiday each year so they are ready to cram in visits to significant areas of beauty, spend on experiences and buy gifts made locally;
- Tourism is a growing industry and China's tourism to the South West is increasing;
- China has a population of 1.386 billion people.

Of course attracting tourism locally and abroad can be capitalised on when you have such spectacular areas of natural beauty as a drawcard, marketed well and with support from various local businesses.

Currently the Wellington National Park attracts 350,000 tourists each year. The Shire of Donnybrook Balingup could potentially be the gateway to the expanded Park, further increasing the number of visitors to the area.

Support for the proposed expansion of Wellington National Park has been demonstrated by a recent survey asking for feedback from the community on this proposal. The survey closed on 13 March 2019. 46 submissions were received with the vast majority expressing their support for the expansion.

Reasons for supporting the proposal included an increased level of protection for the natural environment and opportunities for developing the local economy through increased tourism and recreational activities. The majority of those opposed to the proposal cited concerns of the impact the expansion would have on timber harvesting, firewood collection and other extractive uses.

As was brought to the Shire's attention recently by a member of the public, the collection of firewood is taking place throughout our Shire and not in the specific, designated areas for this activity. This is simply an ongoing problem, not one that will be unique to a designated National Park.

Comments attributed to Collie-Preston MLA Mick Murray:

"I am delighted to be working with the community to improve and expand tourism and recreation opportunities within Wellington National Park and the surrounding area. At the 2017 election, I committed to expand Wellington National Park to help capitalise on all the opportunities for sustainable, nature-based tourism in the region. I'm delighted the public consultation process has proven the popularity of our plan with locals."

Concerns about a National Park not being accessible or using the term "locked up" are a misconception. On the contrary, they are open for business, while ensuring the preservation of its unique flora and fauna.

In speaking to Drew Griffiths, Incident Manager from DBCA, he explained that National Parks are designed for equal recreational and conservation activities. Demonstrating this, Mick Murray has secured funding for a big project in Collie incorporating the Wellington National Park.

"We're delivering \$10 million for the Collie Adventure Trails initiative, establishing Collie as WA's premier trail adventure town. The investment will see over 180km of high quality mountain bike and bushwalking trails created in our town, with a 65km "epic" mountain bike trail centrepiece in the Wellington National Park," he said.

An example of successful ecotourism venture in the area is Potters Gorge, located in the Wellington National Park. It is open to camping following a significant redevelopment as part of the [Parks for People caravan and camping initiative](#).

The site is situated on the shore of the Wellington Dam in a shady Jarrah and Marri forest setting. This area has a spacious campground boasting 55 individual sites that caters for small, medium and large campervans or caravans. Many of the individual sites have their own tent pads.

New walk paths provide easy access around the site for mobility impaired visitors.

Another feature of the new site is the mountain bike pump track which offers another activity for families, whilst fishing, canoeing and bushwalking remain very popular activities here.

Adjacent access to the Sika Trail offers visitors a convenient way to go mountain biking or walking, also linking many of the trails in the Park and the Kiosk which offers refreshments and food.

A completely redesigned day use area features shelters and barbecues, plenty of car parking, information for the area and stunning vistas across the dam and surrounding forest areas.

When asked about dogs and horses in a National Park, Drew Griffiths referred to the Conservation and Land Management Act (1984). Despite public perception, it clearly states no animals are allowed in a State Forest, and the same applies to a National Park.

Other activities such as the placement of beehives, are restricted to State forest, however apiary sites require a paid lease arrangement with DBCA which comes with conditions. There has also been conversation around prescribed burns and their timing in State forests, which has led to the prevention of Jarrah trees flowering, in turn affecting the honey industry.

Often beehives are placed over the fence on private land near National Parks as bees average flights of 3.5kms. These honey bees are not native to Australia.

Western Australia has over 800 species of native bee, and many of them are endemic. These native bees are important pollinators of our West Australian wildflowers. They are also being investigated as pollinators for agricultural crops.

The State government made headlines on 30 April 2019 with the announcement of \$22 million of increased funding, investing in national parks and reserves in the 2019 -20 budget. Both Bunbury and the South West forests were mentioned by Environment Minister Stephen Dawson.

The proposed expansion of the park is currently having boundaries assessed.

In our recent MARKYT Community Scorecard, both our Shire and non-Shire affiliated respondents ranked areas to focus on improving. In the top 3, for both groups of respondents was Tourism. In the top10 was Conservation and Environment and also Economic Development.

ELECTED MEMBERS CONSULTATION

Not applicable

FINANCIAL IMPLICATIONS (ELECTED MEMBERS)

Nil

MANAGER

Not applicable

POLICY COMPLIANCE

Not applicable

STATUTORY COMPLIANCE

Conservation and Land Management Act (1984);
Environment Protection and Biodiversity Conservation Act (1999).

ELECTED MEMBERS CONCLUSION

Supporting the proposed expansion of the Wellington National Park, whilst not impeding our forest industry as it transitions and diversifies into the future, would demonstrate we are listening to our community and acting on the priorities that matter to them.

This would deliver to our community an outcome which balances the interests of the timber industry, the natural environment and tourism.

EXECUTIVE COMMENT

Council previously considered the proposal to expand the Wellington National Park when it was being advertised for public comment and determined there was insufficient information provided by the State Government for Council to make an informed decision either way.

Since the end of the submission period, the Environment Minister in March 2019 has been quoted as stating that the State Government is committed to the proposed expansion and therefore it is anticipated that it will be ultimately approved.

Whilst the Elected Member's recommendation is unlikely to impact on the final decision made with regard to the proposed expansion, it indicates the Shire is positively receptive to the change and is willing to embrace it for the benefit of growing local eco-tourism. It does not necessarily alter Council's previous position which was based on the information provided at the time, but rather is considered a positive response to the changing paradigm in light of the imminent approval for the Wellington National Park expansion.

As such, staff have no objection to the proposed Elected Member's recommendation.

The Elected Member Recommendation was moved Cr Lindemann, seconded Cr Tan. Cr Piesse requested a minor amendment - that Point 1 be removed and the mover and seconded agreed.

Procedural Motion

Moved: Cr Mills

Seconded: Cr Mitchell

That the motion be put.

LOST 4/5

The motion was lost and debate continued.

COUNCIL DECISION 90/19 (Elected Member Recommendation)

Moved: Cr Lindemann

Seconded: Cr Tan

That Council acknowledges that the proposed expansion of the Wellington National Park is to be approved by the State Government and subject to such approval being granted:

- 1. Indicates the Shire of Donnybrook Balingup's in-principle support for the development of ecotourism opportunities in the Greater Wellington National Park with a view to increasing connectivity between tourism developments in neighbouring local government areas;**
- 2. Requests the Chief Executive Officer seek further clarification from the Department of Biodiversity, Conservation and Attractions as to its financial commitment and plans to develop the Greater Wellington National Park.**

CARRIED 7/2

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Nil.

12 MEETINGS CLOSED TO THE PUBLIC

12.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil.

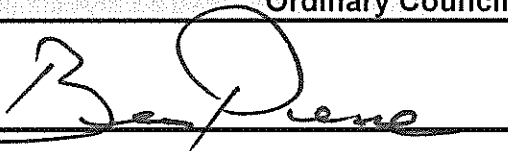
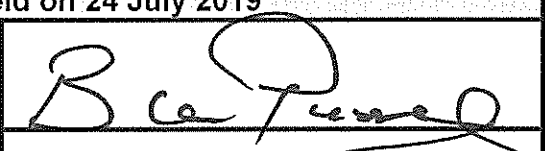
12.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

Nil.

13 CLOSURE

Next Agenda Briefing – 2.00pm Wednesday 17 July 2019
Next Ordinary Council Meeting – 5.00pm Wednesday 24 July 2019

The meeting was closed at 8.20pm.

These Minutes were confirmed by the Council as a true and accurate record at the Ordinary Council Meeting held on 24 July 2019	
	
Shire President	Presiding Member