



## **NOTICE OF ORDINARY MEETING OF COUNCIL**

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To be held on

**Wednesday 25 August 2021**

Commencing at 5.00pm

Shire of Donnybrook Balingup Council Chambers, Donnybrook

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**Ben Rose**  
**Chief Executive Officer**

**20 August 2021**

### **Disclaimer**

**Please note the items and recommendations in this document are not final and are subject to change or withdrawal.**

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**SHIRE OF DONNYBROOK BALINGUP**  
**NOTICE OF ORDINARY COUNCIL MEETING**

To be held at the Council Chambers  
Wednesday, 25 August 2021 at 5.00pm

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

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**Shire President – Acknowledgment of Country**

The Shire President to acknowledge the traditional custodians of the land, the Wardandi People of the Noongar Nation, paying respects to Elders, past, present and emerging.

The Shire President to declare the meeting open and welcome the public gallery.

The Shire President advised that the meeting is being digitally recorded to assist with minute taking in accordance with Council Policy 1.25. The Shire President further stated 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**

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**MEMBERS PRESENT**

<b>COUNCILLORS</b>	<b>STAFF</b>
Cr Brian Piesse (President)	Ben Rose – Chief Executive Officer
Cr Jackie Massey (Deputy President)	Steve Potter – Director Operations
Cr Shane Atherton	Robin Garrett – Director Corporate and Community (Acting)
Cr Anita Lindemann	Archana Arun – Administration Officer – Executive Services
Cr Anne Mitchell	
Cr Chaz Newman	
Cr Chris Smith	
Cr Leanne Wringe	

**PUBLIC GALLERY**

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**2.1 APOLOGIES**

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**2.2 APPROVED LEAVE OF ABSENCE**

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**2.3 APPLICATION FOR A LEAVE OF ABSENCE**

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### **3 ANNOUNCEMENTS FROM PRESIDING MEMBER**

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### **4 DECLARATION OF INTEREST**

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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. J Massey declared an impartiality interest in *item 9.2.3 Adoption of the Statutory Budget 2021-2022* as she is a member of BPA which will receive some funds from budget.

Cr. L Wringe declared an impartiality interest in *item 9.2.3 Adoption of the Statutory Budget 2021-2022* as she is President and member of Kirup Progress Association as also Treasurer and member of Donnybrook Balingup Chamber of Commerce Inc.

Cr. L Wringe declared a proximity interest in *item 9.2.3 Adoption of the Statutory Budget 2021-2022* with regards to the new bridge on Upper Capel Road (\$1.3M) adjoining her property.

Cr. A Mitchell declared an impartiality interest in *item 9.2.3 Adoption of the Statutory Budget 2021-2022* as she utilises one of the roads for access to her property.

Mr. B Rose declared an impartiality interest in *item 12.1.1 Request to Purchase Lot 58 (70) South Western Highway, Donnybrook (Bendigo Bank) Received 21 July 2021* as his wife is Co-Chair of the Donnybrook-Capel Branch of Bendigo Bank.

### **5 PUBLIC QUESTION TIME**

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#### **5.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

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#### **5.2 PUBLIC QUESTION TIME**

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### **6 PRESENTATIONS**

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#### **6.1 PETITIONS**

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#### **6.2 PRESENTATIONS**

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#### **6.3 DEPUTATIONS**

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Mr Michael Sheehan – Deputation in relation to Bridge 5224, Queenwood.

## **7 CONFIRMATION OF MINUTES**

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### ***7.1 ORDINARY MEETING OF COUNCIL – 28 JULY 2021***

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Minutes of the Ordinary Meeting of Council held 28 July 2021 are attached (attachment 7.1 (1)).

#### **EXECUTIVE RECOMMENDATION**

**That the Minutes from the Ordinary Meeting of Council held 28 July 2021 be confirmed as a true and accurate record.**

## **8 REPORTS OF COMMITTEES**

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Nil.

## 9 REPORTS OF OFFICERS

### 9.1 DIRECTOR OPERATIONS

#### 9.1.1 REQUEST TO TEMPORARILY RESIDE IN A CARAVAN WHILST CONSTRUCTING A DWELLING IN THE DONNYBROOK TOWNSITE – 24A MARMION STREET, DONNYBROOK

<b>Location</b>	24A Marmion Street, Donnybrook
<b>Applicant</b>	J & W Loweke
<b>File Reference</b>	A4932
<b>Author</b>	Steve Potter, Director Operations
<b>Responsible Manager</b>	Steve Potter, Director Operations
<b>Attachments</b>	9.1.1(1): Written Request
<b>Voting Requirements</b>	Simple majority

#### Recommendation

##### That Council:

1. Acknowledges the written request dated 22 July 2021 made by J and W Loweke to temporarily reside in a caravan at 24A Marmion Street, Donnybrook whilst constructing a dwelling on the property for the dates 30 August – 30 November 2021;
2. Determines that it does not support the request for the following reasons:
  - 2.1 The proposal does not comply with the Shire's Building Policy 5.7 *Owner Builder Occupation of Town Site Land* which states that Council will not support residential occupation of town site lots during the construction phase of a dwelling;
  - 2.2 The proposal would likely have an unacceptable impact on neighbouring residential landowners and the amenity of the locality, and potentially establish an undesirable precedent.

## STRATEGIC ALIGNMENT

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

Outcome	2.1	An attractive and maintained built environment
Strategy	2.1.2	Provide efficient and effective regulatory services
Action	2.1.2.2	Provide efficient and effective building services

## EXECUTIVE SUMMARY

The Shire has received a request from a landowner of vacant land located within the Donnybrook town site to temporarily reside at the property in a caravan for a period of three months whilst constructing a dwelling.

Staff recommend that Council does not support the request as it does not comply with the adopted Policy and it is considered will result in unacceptable impacts on surrounding landowners and the amenity of the locality and set an undesirable precedent that will make refusing such requests in the future difficult.

## BACKGROUND

24A Marmion Street is a vacant lot zoned 'Residential' located within the Donnybrook townsite. The owners have made application and received Planning approval for the construction of a dwelling / ancillary dwelling and the installation of septs on the property and a Building application is currently under consideration.

In early July, the Shire Rangers became aware of signs of occupancy of a caravan on the property and alerted the Shire's Principal Environmental Health Officer (PEHO) who is responsible for enforcing the provisions of the *Caravans and Camping Grounds Act* (Act) and associated *Regulations* (Regulations). This resulted in the PEHO placing a letter on the door of the caravan advising the landowners that in accordance with the Regulations, they were only permitted to camp on the property for a maximum of three days in any 28 consecutive day period.

After further liaison between the Shire and the landowner, a formal request was received on 22 July 2021 (refer Attachment 9.2.1(1)) from the landowners seeking approval from the Shire to live in the caravan on the property for the period 30 August – 30 November 2021, whilst constructing a dwelling.

The applicant has also submitted an 'application form' for a temporary caravan / camping ground licence which is included in the attachment. However, it is noted this form is not relevant to the matter under consideration as it generally applies to events where a temporary licence under the Act may be sought to use an oval or other area as a temporary caravan park / camping ground.

## FINANCIAL IMPLICATIONS

Nil

## POLICY COMPLIANCE

Council's Building Policy 5.7 is relevant to this matter and states the following:

### Objective

*To prevent and mitigate unauthorised occupancy of land within the town sites.*



### Policy

*Council will not approve the residential occupation of town site lots during the course of construction of buildings thereon unless an approved Class 1 residential dwelling has already been completed to the satisfaction of Shire of Donnybrook Balingup.*

## **STATUTORY COMPLIANCE**

Relevant provisions of the Caravan and Camping Grounds Regulations 1997 (Regulations) are provided as follows:

### Part 2, Regulation 11

#### **11. Camping other than at caravan park or camping ground**

- (1) *A person may camp —*
  - (a) *for up to 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy and may camp for longer than 3 nights on such land if he or she has written approval under subregulation (2) and is complying with that approval....*
- (2) *Written approval may be given for a person to camp on land referred to in subregulation (1)(a) for a period specified in the approval which is longer than 3 nights —*
  - (a) *by the local government of the district where the land is situated, if such approval will not result in the land being camped on for longer than 3 months in any period of 12 months; or*
  - (b) *by the Minister, if such approval will result in the land being camped on for longer than 3 months in any period of 12 months; or*
  - (c) *despite paragraph (b), by the local government of the district where the land is situated —*
    - (i) *if such approval will not result in the land being camped on for longer than 12 consecutive months; and*
    - (ii) *if the person owns or has a legal right to occupy the land and is to camp in a caravan on the land while a permit has effect in relation to the land.*

In the event that Council resolves not to support the request in line with the officer's recommendation, the applicant has the option of making a further request to the Minister in accordance with Regulation 11(2)(b). As a decision may be made by either party under the Regulation, an approval by the Minister would effectively overturn the Council decision in this circumstance.

## **CONSULTATION**

Nil

## **OFFICER COMMENT / CONCLUSION**

Whilst acknowledging that under subregulation (2) of the Regulations the local government has the authority to approve a period longer than the maximum 3 nights in any period of 28 consecutive days, staff are of the opinion that the proposal should not be supported. Council has a long standing Policy which was established in 1993 and which is understood to have been consistently applied over time.

It is noted that Council has a separate but related policy (*Building Policy 5.8 Owner Builder Occupation of Rural Land*) that provides an opportunity for owner builders to live in caravans on rural land located outside of town site boundaries during the construction phase of a dwelling, subject to the provision of a number of minimum health and amenity requirements (toilets, basins, showers, laundry troughs etc.).

Staff consider the existence of the two separate policies clearly indicates that the Shire has an established position on where proposals of this nature may be accommodated and where they are deemed to be inappropriate. It is also noted that a number of other local governments have similar policies restricting temporary accommodation of caravans within town sites during residential construction including some of the neighbouring local government authorities.

In light of the above, it is recommended that the request be denied in accordance with the officer recommendation.

## **9.2 DIRECTOR CORPORATE AND COMMUNITY**

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### **9.2.1 ACCOUNTS FOR PAYMENT**

The Schedule of Accounts Paid (9.2.1(1)) under Delegation (No 3.1) is presented to Council for information.

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### **9.2.2 MONTHLY FINANCIAL REPORT – JULY 2021**

The Local Government (Financial Management) Regulations requires a complying monthly financial report to contain a year to date budget to actual comparison. By extension, this means presentation of a complying monthly financial report can only occur after the adoption of the annual budget. For this reason, the July 2021 monthly financial report will be prepared to be presented to the Ordinary Council Meeting in September 2021.  
presented

### **EXECUTIVE RECOMMENDATION**

**That Council note the July Monthly Financial Report will be presented to the September Ordinary Council Meeting for compliance purposes.**

### 9.2.3 ADOPTION OF THE STATUTORY BUDGET 2021-2022

<b>Location</b>	Shire of Donnybrook Balingup
<b>Applicant</b>	Shire of Donnybrook Balingup
<b>File Reference</b>	FNC 04/1
<b>Author</b>	Robin Garrett, Acting Director Corporate and Community
<b>Responsible Manager</b>	Robin Garrett, Acting Director Corporate and Community
<b>Attachments</b>	9.2.3(1) – 2021-2022 Annual Draft Budget (Management) 9.2.3(2) – 2021-2022 Annual Draft Budget (Statutory) including 2021-2022 Schedule of Fees and Charges
<b>Voting Requirements</b>	Absolute Majority

Recommendation	
1.	Pursuant to Section 6.2 of the Local Government Act 1995, Council adopts the 2021-2022 Annual Budget, as attached.
2.	Pursuant to Section 6.16 of the Local Government Act 1995, Council adopts the Schedule of Fees and Charges for 2021-2022, as attached.
3.	<p>Pursuant to Section 6.32 of the Local Government Act 1995, Council adopts the following rates in the dollar and minimum payments for the 2021-2022 financial year on all ratable land:</p> <p style="margin-left: 40px;">General rate multiplied by each valuation dollar:</p> <p style="margin-left: 40px;">Unimproved Value (UV) = 0.006412</p> <p style="margin-left: 40px;">Gross Rental Valuation (GRV) = 0.097461</p> <p style="margin-left: 40px;">Minimum payment level:</p> <p style="margin-left: 40px;">UV = \$1,316</p> <p style="margin-left: 40px;">GRV = \$1,316</p> <p>Note 1: Given, the above rates in the dollar now include the previous Waste Management Levy, direct comparison to the previous years' Rates Assessments is not appropriate.</p> <p>Note 2: As per Note 1, the decision to amalgamate the Waste Management Levy into Rates enables concessions for eligible persons. The <i>Rates and Charges (Rebates and Deferrals) Act 1992</i> sets out eligible persons for concessions of local government rates and other prescribed charges. Eligible persons are those that hold:</p> <p style="margin-left: 40px;">(i) a seniors' card (25%); or</p> <p style="margin-left: 40px;">(ii) a pensioner concession card; or</p> <p style="margin-left: 40px;">(iii) a State concession card; or</p> <p style="margin-left: 40px;">(iv) a Commonwealth seniors health card.</p>

**Note 3: As per Note 1, above, the effective rate increase for a property with the average Gross Rental Valuation is 5.26%.**

**Note 4: As per Note 1, above, the effective rate increase for a property with the average Unimproved Valuation is 8.06%, impacted by the recent UV property revaluations across the Shire.**

- 4. Pursuant to Section 6.45 of the Local Government Act 1995, Council sets due dates for the payment of rates and charges as follows:**

**Payment in Full**

<b>Full Payment</b>	<b>14 October 2021</b>
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**Two Instalments**

<b>1st Instalment</b>	<b>14 October 2021</b>
<b>2nd Instalment</b>	<b>11 February 2022</b>

**Four Instalments**

<b>1st Instalment</b>	<b>14 October 2021</b>
<b>2nd Instalment</b>	<b>13 December 2021</b>
<b>3rd Instalment</b>	<b>11 February 2022</b>
<b>4th Instalment</b>	<b>12 April 2022</b>

- 5. Pursuant to Section 6.51 of the Local Government Act 1995, Council adopts an 7% rate of penalty interest on overdue rates and charges that remain unpaid past the due date.**
- 6. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and charges through an instalment option.**
- 7. Pursuant to Section 6.45 of the Local Government Act 1995, Council adopts an instalment administration charge where the owner has elected to pay rates and charges through an instalment option being \$11.00 payable on the 2nd (and each subsequent) instalments:**

**\$11.00 total fee for two (2) instalment option.**

**\$33.00 total fee for four (4) instalment option.**

- 8. Pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, Council adopts a material variance for reporting of \$10,000 for 2021-2022.**

**9. Pursuant to section 67 of the Waste Avoidance and Resource Recovery Act 2007, Council sets the 2021-2022 Waste Receptacle Charges.**

<b>Bin Service - 3 Bin Service</b>	<b>\$250.00</b>
<b>Bin Service - 2 Bin Service</b>	<b>\$203.00</b>
<b>Optional Bin - Rubbish (Fortnightly)</b>	<b>\$79.00</b>
<b>Optional Bin - Rubbish (Weekly)</b>	<b>\$155.00</b>
<b>Optional Bin - Recycling</b>	<b>\$48.00</b>
<b>Optional Bin - Organics</b>	<b>\$124.00</b>
<b>Aged Care Bin Service - 3 Bin Service</b>	<b>\$84.00</b>
<b>Aged Care Bin Service – Optional Organics</b>	<b>\$42.00</b>

**10. Pursuant to regulation 53 of the Building Regulations 2012, Council adopts the annual Swimming Pool Barrier Inspection fee of \$14.61 per swimming pool.**

**11. Council note the advice received, subsequent to the statutory 2021-2022 Annual Budget preparation, from the WA Local Government Grants Commission confirming payment amounts for the 2021-2022 financial year and instruct the Chief Executive Officer to address the resulting \$120,823 shortfall in the budget review process.**

**12. That Council note the Chief Executive Officer has arranged for a public/community Budget Information Session on 8 September 2021.**

**ABSOLUTE MAJORITY VOTE REQUIRED**

**STRATEGIC ALIGNMENT**

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

Outcome	4.2	A respected, professional and trusted organisation
Strategy	4.2.1	Effective and efficient operations and service provisions
Action	4.2.1.4	Demonstrate sound financial planning and management, including revenue / expenditure review diversification strategies and long term financial planning

## **EXECUTIVE SUMMARY**

The Executive recommendations are required to adopt the 2021-22 Annual Budget and associated fees and charges.

## **BACKGROUND**

Council has reviewed the proposed Annual Budget through detailed workshops leading up to the presentation of this report.

The 2021-2022 Annual Budget has regard to the Perth Consumer Price index forecast (1.47%) and more specifically the Perth Local Government Cost Index forecast (3.2%) in determining increases affecting service provision to the community by the Shire.

In accordance with Council resolution 110/21, this budget has been prepared on the basis that no Waste Management Levy is being imposed from the 2021-2022 financial year. This levy has been replaced with a corresponding increase in rates which facilitates beneficial outcomes for the Shire and also for pensioners/seniors in its community through the State Government's Rates and Charges (Rebates and Deferrals) Act 1992.

Significant capital works are included in this Annual Budget which include:

Donnybrook Public Hall	\$51,000
Balingup Recreation Centre	\$108,000
Donnybrook Recreation Centre	\$210,000
VC Mitchell Park Redevelopment	\$6,025,000
Apple Fun Park Redevelopment (finalisation)	\$1,075,000
Egan Park Pump Track	\$396,000
Hockey Training Facility	\$250,000
Donnybrook Weir	\$238,000
Roadworks construction	\$4,954,000

Significant grant funding is also included:

VBFB ESL Operating Grant	\$211,000
Bushfire Mitigation	\$327,000
Drought Funding	\$512,000
VC Mitchell Park Redevelopment*	\$4,511,000
Apple Fun Park Redevelopment (finalisation)	\$1,075,000
Egan Park Pump Track	\$396,000
Donnybrook Public Hall	\$50,000
LRCI (Round 2 & 3)	\$1,380,000
Roads, Bridges and Paths	\$3,572,000

\*Note: borrowings of \$2.5M are proposed to fund the works (not covered by grants) required for the VC Mitchell Park Project for 2021-22, of which ~\$980K will remain unspent and recognised as restricted cash to be allocated to the project in 2022-23.

The Draft Statutory Budget (Attachment 9.2.3(2)) has been produced in accordance with provisions of the Local Government Act 1995 (with additional supplementary budget papers) and will be provided under separate cover.

Unimproved Valuation (UV) properties are most commonly defined as 'rural/farming' properties, whilst Gross Rental Valuation (GRV) properties are all remaining properties not defined as UV.

## **FINANCIAL IMPLICATIONS**

This report will adopt the Annual Budget 2021-2022 as required by the *Local Government Act 1995* and facilitate the provision of services and facilities to the community in accordance with identified needs.

## **POLICY COMPLIANCE**

Not applicable.

## **STATUTORY COMPLIANCE**

Section 6.2 of the Local Government Act requires that:

*“Not later than 31st August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.”*

Note: The form and manner prescribed is detailed in Part 3 of the Local Government (Financial Management) Regulations 1996.

## **CONSULTATION**

Detailed Councillor consultation has been undertaken through the development of the budget, including multiple reports to Council in the preceding 8-9 months on matters for inclusion or consideration in the budget.

## **OFFICER CONCLUSION**

The Executive recommendations set out in the item comprise the resolution to adopt the 2021-2022 Annual Budget in statutory format.



## 9.2.4 ANNUAL CONCESSIONS ON SPLIT LOCAL GOVERNMENT BOUNDARIES

<b>Location</b>	Shire of Donnybrook Balingup
<b>Applicant</b>	Not applicable
<b>File Reference</b>	A2491, A4390, A2671, A1394
<b>Author</b>	Robin Garrett, Director Corporate and Community
<b>Responsible Officer</b>	Robin Garrett, Director Corporate and Community
<b>Attachments</b>	Nil
<b>Voting Requirements</b>	Absolute Majority

### Recommendation

#### That Council:

1. Grant concession of 41% on Rates on A2491, Lot 4522, 3853 Donnybrook-Boyup Brook Road, Noggerup due to:
  - 1.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary.
  - 1.2 41% of the land parcel is located in the Shire of Boyup Brook.
2. Grant concession of 53% on Rates on A4390, Lot 11859, Walker Road, Wilga West due to:
  - 2.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary.
  - 2.2 53% of the land parcel is located in the Shire of Boyup Brook.
3. Grant an annual concession of 79% on Rates on A2671, Lot 3804, 3905 Donnybrook-Boyup Brook Road, McAlinden due to:
  - 3.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary.
  - 3.2 79% of the land parcel is located in the Shire of Boyup Brook.
4. Grant an annual concession of 58% on Rates on A1394, Lot 8314 Greenbushes Grimwade Road, North Greenbushes due to:
  - 4.1 The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Bridgetown Greenbushes boundary.
  - 4.2 58% of the land parcel is located in the Shire of Boyup Brook.
5. Apply an effective commencement date of 1 July 2021 for all concessions approved within resolutions 1 – 4, above.

**ABSOLUTE MAJORITY VOTE REQUIRED**

### STRATEGIC ALIGNMENT

The outcome will meet the following objectives of the Shire of Donnybrook Balingup Strategic Community Plan.

*Outcome 4.2.1 Effective and efficient operations and service provision.*

## EXECUTIVE SUMMARY

The purpose of this report is for Council to consider concession on rates and charges for properties dissected by the boundary of Shire of Donnybrook Balingup and Shire of Boyup Brook or Shire of Bridgetown Greenbushes.

## BACKGROUND

Council has previously considered application for concession on Rates and Waste Management Levy for Assessments that are dissected by the boundary of the Shire of Donnybrook Balingup and the Shire of Boyup Brook.

At the Ordinary Meeting on 24 April 2013, Council considered an approach from the Shire of Boyup Brook to initiate a Shire boundary adjustment to resolve the issue. Council considered the application and resolved the following;

*Council Decision*  
*(Officer's Recommended Resolution)*

*Moved:* Cr Dawson                      *Seconded:* Cr Logiudice

*That the CEO write to the Shire of Boyup Brook advising that it would not be in favour of a Shire boundary adjustment but would be prepared to offer a 50% rating concession and a 50% concession on any waste management charges currently levied on the affected properties, specifically crown grants 11859 (A4390), 12087 (A4389) and 4522 (A2491). The provision of these concessions is subject to the Shire of Boyup Brook providing a 50% concession to the affected landowners for land situated within the Boyup Brook Shire.*

A 50% concession on Rates was applied to Assessments A4389, A2491 and A4390 for the 2013/14 – 2017/18 financial years.

At the April 2018 Ordinary Meeting, Council reviewed and adopted a new Rating Strategy, and the concession was discontinued effective 1 July 2018.

During 2019/2020, representation was made to Council on behalf of affected landowners for reintroducing concessional treatment for those properties previously receiving a concession. At the Ordinary Meeting on 25 September 2019, Council resolved:

***COUNCIL DECISION 137/19 (Executive Recommendation)***

*Moved: Cr Tan    Seconded: Cr Lindemann*

*That Council:*

1. *Grant an annual concession of 41% on Rates on A2491, Lot 4522, 3853 Donnybrook-Boyup Brook Road, Noggerup due to:*
  - a. *The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary.*
  - b. *41% of the land parcel is located in the Shire of Boyup Brook.*

*\*Absolute Majority Vote Required*

2. *Grant an annual concession of 53% on Rates on A4390, Lot 11859 Walker Road, Wilga West due to:*
  - a. *The land parcel being dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary.*
  - b. *53% of the land parcel is located in the Shire of Boyup Brook.*

*\*Absolute Majority Vote Required*

3. *Not grant a rates concession on A4389, Lot 12087, 199 Walker Road, Wilga where the land parcel is dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary, as a significant percentage of land mass and built structures reside in the Shire of Donnybrook Balingup.*
4. *Not grant a rates concession on A1393, 118 Walker Road, Wilga West, where the land parcel is dissected by the Shire of Donnybrook Balingup and Shire of Boyup Brook boundary due to:*
  - a. *The assessment comprises three contiguous lots.*
  - b. *One lot (Lot 8578) is situated entirely in the Shire of Donnybrook Balingup.*
  - c. *The assessment is group valued and Lot 8578 would ordinarily be subject to the minimum rate in its own right.*
  - d. *No rating concession was previously granted.*
5. *Apply applications for Waste Management Levy concessions on properties where the Shire Boundary dissects a land parcel in accordance with Policy 6.5 Waste Management Levy Exemption.*
6. *All concessions approved within resolutions 1 – 5, above, have an effective commencement date of 1 July 2019.*
7. *Instruct the Chief Executive Officer to undertake preliminary consultation with the Shire of Boyup Brook (by no later than December 2019) regarding boundary adjustment on properties where the Shire Boundary dissects a land parcel, in preparation for a future report to Council for its consideration.*

*Carried by Absolute Majority 9/0*

## **DETAILS**

Assessments to be considered in this application for concession on Rates and Waste Management Levy for 2021-2022 financial year are:

A2491	LOT 4522 (3853) BOYUP BROOK RD	NOGGERUP WA 6225
A4390	LOT 11859 WALKER RD	WILGA WEST WA 6243
A2671	LOT 3804 (3905) BOYUP BROOK RD	NOGGERUP WA 6225
A1394	LOT 8314 GREENBUSHES GRIMWADE RD	BALINGUP WA 6253

The Valuer General has recognised the problem of the shire boundary dissecting a land parcel by apportioning the total property valuation pro rata, based on the portion of land area in each respective Shire.

Assessment	Lot	Area (ha)			Valuation 2021/22		
		Donnybrook Balingup	Other Shire	Total Area (ha)	Donnybrook Balingup	Other Shire	Total Valuation
A2491	4522	8.1	5.6	13.7	57,000	49,000	106,000
A4390	11859	30.8	34.4	65.2	63,000	75,500	138,500
A2671	3804	12.1	44.8	56.9	47,000	135,000	182,000
A1394	8314	48.5	67.9	116.4	137,000	217,000	354,000

Therefore, each Shire raises rates and charges only on the portion of land (and portion of the valuation) that is applicable in each respective Shire. The property is essentially treated as two separate smaller lots of land for rating purposes rather than a single large lot.

Council rates the properties in accordance with s6.28(4) of the Local Government Act 1995 (the Act) where it is required to apply the valuations supplied by the Valuer General.

#### 6.28. Basis of rates

- (1) The Minister is to —
  - a. determine the method of valuation of land to be used by a local government as the basis for a rate; and
  - b. publish a notice of the determination in the *Government Gazette*.
- (2) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be —
  - a. where the land is used predominantly for rural purposes, the unimproved value of the land; and
  - b. where the land is used predominantly for non-rural purposes, the gross rental value of the land.
- (3) The unimproved value or gross rental value, as the case requires, of rateable land in the district of a local government is to be recorded in the rate record of that local government.
- (4) Subject to subsection (5), for the purposes of this section the valuation to be used by a local government is to be the valuation in force under the *Valuation of Land Act 1978* as at 1 July in each financial year.
- (5) Where during a financial year —
  - a. an interim valuation is made under the *Valuation of Land Act 1978*; or
  - b. a valuation comes into force under the *Valuation of Land Act 1978* as a result of the amendment of a valuation under that Act; or
  - c. a new valuation is made under the *Valuation of Land Act 1978* in the course of completing a general valuation that has previously come into force, the interim valuation, amended valuation or new valuation, as the case requires, is to be used by a local government for the purposes of this section.

[Section 6.28 amended: No. 1 of 1998 s. 20.]

The Act also provides the authority for Council to grant discounts or concessions to rates and other amounts owing.

#### 6.47. Concessions

Subject to the *Rates and Charges (Rebates and Deferrals) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive\* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

\* Absolute majority required.

#### 6.12. Power to defer, grant discounts, waive or write off debts

- (1) Subject to subsection (2) and any other written law, a local government may —
  - a. when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or

- b. waive or grant concessions in relation to any amount of money; or
- c. write off any amount of money, which is owed to the local government.

\* Absolute majority required.

## FINANCIAL IMPLICATIONS

Although the 2021-2022 budget has not been adopted at the time of writing, calculations have been based on 2021-2022 proposed figures. With the Officer Recommendation applied, there would be a reduction in revenue of \$3,039.96.

	Based on 2021/22 Figures		Proposed Concession		Reduction in Revenue
	Valuation	Budgeted Rates Levied	Rates Concession %	Rates Concession \$	Total Concession \$
A2491	\$57,000	\$1,316.00	41%	\$539.56	\$539.56
A4390	\$63,000	\$1,316.00	53%	\$697.48	\$697.48
A2671	\$47,000	\$1,316.00	79%	\$1039.64	\$1039.64
A1394	\$137,000	\$1,316.00	58%	\$763.28	\$763.28
				\$3,039.96	\$3,039.96

## POLICY COMPLIANCE

Not applicable.

## STATUTORY COMPLIANCE

S6.28 of the Local Government Act 1995 (the act) requires a Local Government to rate in accordance with the valuation provided by the Valuer General.

### 6.28. Basis of rates

- (1) The Minister is to —
  - a. determine the method of valuation of land to be used by a local government as the basis for a rate; and
  - b. publish a notice of the determination in the *Government Gazette*.
- (2) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be —
  - a. where the land is used predominantly for rural purposes, the unimproved value of the land; and
  - b. where the land is used predominantly for non-rural purposes, the gross rental value of the land.
- (3) The unimproved value or gross rental value, as the case requires, of rateable land in the district of a local government is to be recorded in the rate record of that local government.
- (4) Subject to subsection (5), for the purposes of this section the valuation to be used by a local government is to be the valuation in force under the *Valuation of Land Act 1978* as at 1 July in each financial year.
- (5) Where during a financial year —
  - a. an interim valuation is made under the *Valuation of Land Act 1978*; or

- b. a valuation comes into force under the *Valuation of Land Act 1978* as a result of the amendment of a valuation under that Act; or
- c. a new valuation is made under the *Valuation of Land Act 1978* in the course of completing a general valuation that has previously come into force, the interim valuation, amended valuation or new valuation, as the case requires, is to be used by a local government for the purposes of this section.

Valuations as supplied by Landgate (the Valuer General) are required to be applied to a property without amendment.

Council has the authority to resolve to grant discounts and concessions per s6.47 and s6.12 of the Act.

**6.47. Concessions**

Subject to the *Rates and Charges (Rebates and Deferrals) Act 1992*, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive\* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

*\* Absolute majority required.*

**6.12. Power to defer, grant discounts, waive or write off debts**

- (1) Subject to subsection (2) and any other written law, a local government may —
- a. when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or
  - b. waive or grant concessions in relation to any amount of money; or
  - c. write off any amount of money,
  - d. which is owed to the local government.

*\* Absolute majority required.*

**CONSULTATION**

Not applicable.

**OFFICER COMMENT/CONCLUSION**

It is not recommended that an arbitrary 50% concession be granted due to the varying proportion of the subject land parcels that reside with side of the boundary.

Assessment	Lot	Area (ha)		
		Donnybrook Balingup	Other Shire	Total Area (ha)
A2491	4522	59%	41%	100%
A4390	11859	47%	53%	100%
A2671	3804	21%	79%	100%
A1394	8314	42%	58%	100%

<b>Assessment</b>	<b>A2491</b>
<b>Address</b>	3853 Donnybrook-Boyup Brook Road, Noggerup
<b>Lot</b>	Lot 4522

According to Landgate (the Valuer General) the land area of the assessment is divided per the following;

	Shire of Donnybrook Balingup	Shire of Boyup Brook	Total
Land Area (ha)	8.1ha	5.6ha	13.7ha
Land Area (%)	59%	41%	100%

As 41% of the land parcel (as calculated by the Valuer General) is located in the Shire of Boyup Brook, it is recommended that a 41% rates concession be granted until such time a boundary adjustment is enacted.

<b>Assessment</b>	<b>A4390</b>
Address	Lot 11859 Walker Road, Wilga West
Lot	Lot 11859

According to Landgate (the Valuer General) the land area of the assessment is divided per the following;

	Shire of Donnybrook Balingup	Shire of Boyup Brook	Total
Land Area (ha)	30.8ha	34.4ha	65.2ha
Land Area (%)	47%	53%	100%

As 53% of the land parcel (as calculated by the Valuer General) is located in the Shire of Boyup Brook, it is recommended that a 53% rates concession be granted until such time a boundary adjustment is enacted.

<b>Assessment</b>	<b>A2671</b>
Address	3905 Donnybrook-Boyup Brook Road, Noggerup
Lot	3804

According to Landgate (the Valuer General) the land area of the assessment is divided per the following;

	Shire of Donnybrook Balingup	Shire of Boyup Brook	Total
Land Area (ha)	12.1 ha	44.8 ha	56.9 ha
Land Area (%)	21%	79%	100%

As 79% of the land parcel (as calculated by the Valuer General) is located in the Shire of Boyup Brook, it is recommended that a 79% rates concession be granted until such time a boundary adjustment is enacted.

<b>Assessment</b>	<b>A1394</b>
Address	Lot 8314 Greenbushes Grimwade Road, Balingup
Lot	8314

According to Landgate (the Valuer General) the land area of the assessment is divided per the following;

	Shire of Donnybrook Balingup	Shire of Bridgetown Greenbushes	Total
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Land Area (ha)	48.5 ha	67.9 ha	116.4 ha
Land Area (%)	42%	58%	100%

As 58% of the land parcel (as calculated by the Valuer General) is located in the Shire of Bridgetown Greenbushes, it is recommended that a 58% rates concession be granted until such time a boundary adjustment is enacted.



## 9.2.5 ART ACQUISITION AWARD AND ART COLLECTION

<b>Location</b>	Shire of Donnybrook Balingup
<b>Applicant</b>	Shire of Donnybrook Balingup
<b>File Reference</b>	Not applicable
<b>Author</b>	James Jarvis, Manager Community Development
<b>Responsible Manager</b>	Robin Garrett, Acting Director, Corporate and Community
<b>Attachments</b>	9.2.5(1) - Letter from Claire Connolly, The Colour Exhibition, Coordinator. 9.2.5(2) - Australia Council for the Arts – The Arts in Regional Australia: A Research Summary. 9.2.5(3) - Volunteer Sue Dennis - Curatorial Report and Recommendations for the Shire of Donnybrook Balingup Art Collection. 9.2.5(4) - A sample of 16 Cataloguing Worksheets for artworks identified by Sue Dennis.
<b>Voting Requirements</b>	Simple Majority

### Recommendation

**That Council authorise the Chief Executive Officer to:**

- 1. Allocate the 2021/2022 Art Acquisition budget of up to \$1,000 to acquire an art item exhibited at The Colour Exhibition held in September 2021 and delivered by the Donnybrook Art and Craft Group Inc. in accordance with the following conditions of acquisition that the art item:**
  - a. Is assessed by The Colour Exhibition judging panel to be of an adequate standard and value;**
  - b. Was created by a local artist based in the Shire of Donnybrook Balingup; and**
  - c. Will be presented for public viewing, in an accessible place for one year, at the Donnybrook Community Library.**
- 2. Review the Curatorial Report and Recommendations provided by art volunteer, Sue Dennis, to assist in the development of an Arts Acquisition and Art Collection Policy that will support:**
  - a. The identification, valuation and cataloguing of the current Shire of Donnybrook Balingup art collection;**
  - b. Identification of potential locations for the public to view the art collection; and**
  - c. The establishment of a process which ensures fair and equitable considerations of annual art acquisitions.**
- 3. Write to Sue Dennis to thank her for the volunteer hours that were gifted to the Shire to provide an initial assessment and cataloguing of the Shire's art collection.**

## STRATEGIC ALIGNMENT

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

Outcome	3.1	An engaged, supportive and inclusive community.
Strategy	3.1.1	Facilitate, encourage and support a diverse range of festivals, community events, arts, and cultural activities.
Action	3.1.1.2	Continue to encourage and support community-led events.

## EXECUTIVE SUMMARY

The Shire of Donnybrook Balingup has been asked to support The Colour Exhibition via an art acquisition process and to develop its arts collection. The Shire has budgeted for an arts award and art acquisition each financial year but has not used that funding since 2012-2013.

The renewed interest in community art generated by the Donnybrook Art and Craft Group via The Colour Exhibition has led to the Shire identifying the absence of an art register/collection, associated valuations, and policies that may guide art acquisition and collection management.

An opportunity has been presented by The Colour Exhibition to systematise the acquisition of art using an existing budget allocation and mobilising local art curatorial skills to develop an art collection that is accessible to the public.

## BACKGROUND

The second annual Colour Exhibition presented in Donnybrook in September 2020 led to a series of art related activities in partnership between key art stakeholders and the Shire's Community Development Team, including:

1. A recognition that the Shire of Donnybrook Balingup had an existing collection of unknown value and stored in various locations across the Shire asset base in places not accessible to the public;
2. Identification of an arts enthusiast and Shire resident, Sue Dennis, who demonstrated significant art curatorial experience and who agreed to volunteer time to the Shire to undertake an initial assessment and cataloguing of the Shire art collection (see attached report and 16 catalogue examples); and
3. An exploration of a systemised method of activating the unused arts acquisition budget within the Community Development team budget allocation.

On 18 March 2021, Claire Connolly wrote to the Chief Executive Officer seeking support from the Shire to implement an art acquisition process linked to the annual Colour Exhibition, that is presented by the Donnybrook Art and Craft Group Inc. and encouraging the Shire to develop its art collection.(Attachment 9.2.5(1)). The letter included a research summary attachment from the Australia Council for the Arts that highlights the importance of art in regional Australia. (Attachment 9.2.5(2)).

The Colour Exhibition is requesting the Shire commit to using its annual arts award and art acquisition budget allocation to purchase art that has been submitted by local Shire residents

as part of The Colour Exhibition held in October each year. They have suggested an annual amount of \$500 to \$1000 as a starting point in acquiring art. The Colour Exhibition 2021 theme is “Do you see what I see?” and is open to residents of the Bunbury-Geographe region.

## **FINANCIAL IMPLICATIONS**

The Shire have regularly allocated \$500, under General Ledger account number 113820, for an Arts Awards and Art Acquisition. This annual budget allocation has not been used since the 2012-2013 financial year when an allocation was made to Artjam. In anticipation of the request by The Colour Exhibition, an allocation of \$1000 has been recommended in the 2021-2022 draft Shire budget.

## **POLICY COMPLIANCE**

The Shire does not have policies relating to the acquisition of art, nor policies that relate to the management of a Shire art collection.

## **STATUTORY COMPLIANCE**

Not applicable.

## **CONSULTATION**

In May 2020, Sharon Williams, Art Curator at the City of Busselton, contacted the Shire to gather information about Local Governments in the southwest and the status of their art collections. This consultation revealed the lack of a Shire art register, or associated policies and the non-use of the Art Award and Art Acquisition budget.

Sue Dennis, volunteer art curator, and former employee at the Stirling Arts Centre in Bunbury was approached to undertake an initial assessment and cataloguing of the Shire’s art portfolio stored primarily in the Shire’s Administration building. (Refer attachments 9.2.5(3) and 9.2.5(4)).

Claire Connolly, Judith Morrissey and Colleen Castledine from The Colour Exhibition have held several discussions focused on further developing and growing The Colour Exhibition into a signature event to rival other significant art events in regional Western Australia.

## **OFFICER COMMENT/CONCLUSION**

Research from the Australia Council for the Arts highlights that people living in regional Australia are increasingly recognising the positive impacts of the arts on their daily lives and communities. The Shire has an emerging and vibrant art sector that is dynamic and willing to be innovative. They have forged strong connections with the business and tourism sectors in the Shire and are exploring ways to harness the energy created by the Donnybrook Artisan’s store, The Colour Exhibition, the Preston Valley Art Trail, and the most recent Donnybrook Apple Festival Open Studio Art trail.

The Shire has an opportunity to support The Colour Exhibition that is delivered annually through the Donnybrook Art and Craft Group Inc. The Colour Exhibition is open to residents of the Bunbury Geographe region; however, the Shire could limit its acquisition of art to artists who live in our Shire. In supporting The Colour Exhibition, the Shire has a responsibility to ensure that its own small, but important art collection is organised, valued, and presented in an accessible way to the public.

## 9.3 CHIEF EXECUTIVE OFFICER

### 9.3.1 STRATEGIC COMMUNITY PLAN 2032

<b>Location</b>	Shire of Donnybrook Balingup
<b>Applicant</b>	Shire of Donnybrook Balingup
<b>File Reference</b>	FNC 08/11J
<b>Author</b>	Maureen Keegan – Manager Executive Services
<b>Responsible Manager</b>	Ben Rose - Chief Executive Officer
<b>Attachments</b>	Draft Strategic Community Plan 2032
<b>Voting Requirements</b>	Absolute Majority

<b>Recommendation</b>
<p><b>That Council adopt the Shire of Donnybrook Balingup Strategic Community Plan 2032, as attached.</b></p> <p style="text-align: right;"><b><i>Absolute Majority Decision Required</i></b></p>

## STRATEGIC ALIGNMENT

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

Outcome	4.1	A strategically focussed, open and accountable local government.
Strategy	4.1.2	Continue to enhance communication and transparency
Action	4.1.2.1	Ongoing meaningful communication and engagement with residents, ratepayers and stakeholders.

## EXECUTIVE SUMMARY

In accordance with section 5.53 of the Local Government Act 1995, each Local Government is to undertake a major review of its Strategic Community Plan every fourth year (and a desktop review every other second year).

The Shire of Donnybrook Balingup Draft Strategic Community Plan 2032 has been developed following broad community consultation over an extended period and is presented to Council for consideration for approval.

## BACKGROUND

The *Local Government Act 1995* provides legislative requirements for planning for the future. The Integrated Planning and Reporting Framework was introduced by the State Government as part of the Local Government Reform Program in 2012/13. The Shire first developed its Strategic Community Plan in 2013, which underwent major reviews in 2017 and 2021 (present) and minor reviews in 2015 and 2020.

As the peak strategic planning document for the Shire, the Strategic Community Plan interlinks with many other corporate planning documents, such as:

- Long Term Financial Plan;
- Corporate Business Plan;
- Various Asset Management Plans;
- Workforce Plan;
- Reserves Fund Plan; and
- Borrowing Plan.

## **FINANCIAL IMPLICATIONS**

The Objectives established in the Strategic Community Plan do not bind the Council/Shire to any expenditure.

This major review of the Strategic Community Plan is expected to require an investment of \$25k.

## **POLICY COMPLIANCE**

There is no specific policy guidance on development of the Strategic Community Plan.

## **STATUTORY COMPLIANCE**

The following statutory provisions relate to the review of the Strategic Community Plan.

### ***Local Government Act 1995***

#### **5.56. Planning for the future**

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

### ***Local Government (Administration) Regulations 1996***

#### **19C. Strategic community plans, requirements for (Act s. 5.56)**

- (1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.
- (3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.
- (4) A local government is to review the current strategic community plan for its district at least once every 4 years.

- (5) In making or reviewing a strategic community plan, a local government is to have regard to —
  - (a) the capacity of its current resources and the anticipated capacity of its future resources; and
  - (b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and
  - (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine\* whether or not to adopt the plan or the modifications.

*\*Absolute majority required.*
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

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**19D. Public notice of adoption of strategic community plan**

- (1) If a strategic community plan is adopted, the CEO must —
  - (a) give local public notice that the plan has been adopted; and
  - (b) publish the plan on the local government's official website.
- (2) If modifications to a strategic community plan are adopted, the CEO must —
  - (a) give local public notice that modifications to the plan have been adopted; and
  - (b) publish the modified plan on the local government's official website.

## CONSULTATION

The Department of Local Government, Sport and Cultural Industries provides an Advisory Standard (2016) for local government Integrated Planning and Reporting. The minimum benchmark ('Achieving' standard) for public consultation in relation to the Strategic Community Plan is *"Community engagement involves at least 500 or 10% of community members, whichever is fewer, and is conducted by at least 2 documented mechanisms"*.

Consultation in relation to the major review of the Strategic Community Plan has been undertaken across an extended period, with a range of engagement methodologies:

- Market Community Perception Survey 2019 – 441 respondents
- Survey to community 2021 – 71 respondents
- Conversation Cafes and workshops 2021 – 137 participants

- Project and topic-specific surveys 2020-2021 – 1,018 responses
- TOTAL participation – 1,667 'engagements'.

It is recognised that the total figure of 1,667 will include duplicated numbers of community members, given that individual community members are likely to have participated in multiple consultation events. Additionally, in relation to project and topic-specific surveys, some responses are from respondents outside of this Shire.

## **OFFICER COMMENT**

The 2021 major review of the Shire of Donnybrook Balingup Strategic Community Plan has been undertaken with regard to regulatory requirements and State guidelines for such. Extensive consultation and community engagement has been undertaken through the major review process, including detailed Councillor consultation. To support the major review of the Strategic Community Plan, further review of the Shire's Corporate Business Plan is planned for later in 2021.



## **10 ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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### ***10.1 COUNCILLOR***

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Nil.

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

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## **12 MEETINGS CLOSED TO THE PUBLIC**

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### ***12.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED***

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#### ***12.1.1 REQUEST TO PURCHASE LOT 58 (70) SOUTH WESTERN HIGHWAY, DONNYBROOK (BENDIGO BANK) RECEIVED 21 JULY 2021***

This report is confidential in accordance with Section 5.23(c) of the Local Government Act 1995, which permits the meeting to be closed to the public.

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

#### ***12.1.2 WORKS AND SERVICES BUSINESS UNIT REVIEW***

This report is confidential in accordance with Section 5.23(a) of the Local Government Act 1995, which permits the meeting to be closed to the public.

(a) a matter affecting an employee or employees.

### **RECOMMENDATION**

**That the meeting be closed in accordance with section 5.23(2) of the Local Government Act 1995 to discuss the following confidential items:**

**12.1.1 Request to purchase Lot 58 (70) South Western Highway, Donnybrook (Bendigo Bank) received 21 July 2021**

**12.1.2 Works and Services Business Unit Review**

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**12.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC**

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Nil.

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**13 CLOSURE**

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The Shire President to advise that the next Ordinary Council Meeting will be held on 22 September 2021 commencing at 5.00pm in the Shire of Donnybrook Balingup Council Chamber.