



SHIRE OF

**Chapman Valley**

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## ORDINARY COUNCIL MEETING

Notice is hereby given that an Ordinary Meeting of Council will be held on Wednesday 15 November 2017 at the Shire Chambers Nabawa, commencing at 9:00am.

Maurice Battilana  
CHIEF EXECUTIVE OFFICER

# **CONFIRMED MINUTES**

## **NOVEMBER 2017**

## DISCLAIMER



No responsibility whatsoever is implied or accepted by the Shire of Chapman Valley for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Chapman Valley disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council Meeting does so at that person's or legal entity's own risk.

The Shire of Chapman Valley warns that anyone who has any application or request with the Shire of Chapman Valley must obtain and should rely on **WRITTEN CONFIRMATION** of the outcome of the application or request of the decision made by the Shire of Chapman Valley.

Maurice Battilana  
**CHIEF EXECUTIVE OFFICER**

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Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Section 5.60A:

*"a person has a **financial interest** in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result in a financial gain, loss, benefit or detriment for the person."*

Section 5.60B:

*"a person has a **proximity interest** in a matter if the matter concerns –  
(a) a proposed change to a planning scheme affecting land that adjoins the person's land; or  
(b) a proposed change to the zoning or use of land that adjoins the person's land; or  
(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land."*

Regulation 34C (Impartiality):

*"**interest** means an interest that could, or could reasonably be perceived to, adversely affect the **impartiality** of the person having the interest and includes an interest arising from kinship, friendship or membership of an association."*

Item No.	Member/Officers	Type of Interest	Nature of Interest

- 7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS
  - 7.1 PETITIONS
  - 7.2 PRESENTATIONS
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**8.1 Ordinary Meeting of Council – 18 October 2017**  
*(Previously provided under separate cover)*

**8.2 Special Meeting of Council – 23 October 2017**  
*(Previously provided under separate cover)*

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**10.0 OFFICERS REPORTS**

**PAGE NO.**

**10.1 MANAGER OF PLANNING**

**6**

No report

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**10**

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10.3.2 Community Strategic Plan Review

**11.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

**13.0 DELEGATES REPORTS**

**14.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

**15.0 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC**

**16.0 CLOSURE**

**ORDER OF BUSINESS:**

**1.0 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The President, Cr Farrell welcomed Elected Members and Staff and declared the meeting open at 9.01am.

**2.0 ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

- i. The President advised the meeting of the recent passing of Mr. Barrye Thompson, a long term local government practitioner and elected member, recently elected as Deputy President with the Shire of Irwin. The President requested our condolences be recorded in the Minutes.
- ii. The President advised he is willing to relax Standing Order clause 8.4 which requires an Elected Member to stand when invited to speak. This decision is contingent on the debate being orderly and he will reserve the right to reintroduce this particular Standing Order if considered necessary.

**3.0 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

3.1 Present

a. Councillors

Member
Cr Anthony Farrell (President)
Cr Nicole Batten
Cr Pauline Forrester
Cr Darrell Forth
Cr Peter Humphrey
Cr Ian Maluish
Cr Trevor Royce

b. Staff

Officer	Position
Mr Maurice Battilana	Chief Executive Officer
Simon Lancaster	Deputy Chief Executive Officer
Mrs Dianne Raymond	Manager of Finance & Corporate Services
Mrs Karen McKay	Executive Services Administrator (Minute Taker)
Solataire Cameron	Community Development Officer

c. Visitors

Name

Apologies

Name
Cr Kirrilee Warr (Deputy President)

3.2 Previously Approved Leave of Absence

Name
Nil

**4.0 PUBLIC QUESTION TIME**

4.1 Response to Previous Public Questions On Notice

Nil

4.2 Public Question Time

Nil

**5.0 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**6.0 DISCLOSURE OF INTEREST**

Item No.	Member/Officers	Type of Interest	Nature of Interest
Nil			

**7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**

7.1 Petitions

Nil

7.2 Presentations

Nil

7.3 Deputations

Nil

**8.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

**COUNCIL RESOLUTION**

**MOVED: CR FORRESTER**

**SECONDED: CR MALUISH**

8.1 Ordinary Meeting of Council held on Wednesday 18 October 2017

That the minutes of the Ordinary Meeting of Council held Wednesday 18 October 2017 be confirmed as a true and accurate record.

**Voting 7/0  
CARRIED**

**Minute Reference: 11/17-1**

**COUNCIL RESOLUTION**

**MOVED: CR HUMPHREY**

**SECONDED: CR FORTH**

8.2 Special Meeting of Council held on Monday 23 October 2017

That the minutes of the Special Meeting of Council held on Monday 23 October 2017 be confirmed as a true and accurate record.

**Voting 7/0  
CARRIED**

**Minute Reference: 11/17-2**

**9.0 ITEMS TO BE DEALT WITH EN BLOC**

Nil

**10.0 OFFICERS REPORTS**

# 10.1 Manager of Planning November 2017

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### 10.1 AGENDA ITEMS

No report this month



# **Finance November 2017**

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### **10.2 AGENDA ITEMS**

10.2.1 Financial Reports for October 2017

<b>AGENDA ITEM:</b>	<b>10.2.1</b>
<b>SUBJECT:</b>	<b>FINANCIAL REPORTS FOR OCTOBER 2017</b>
<b>PROPONENT:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>307.04</b>
<b>PREVIOUS REFERENCE:</b>	<b>N/A</b>
<b>DATE:</b>	<b>15 NOVEMBER 2017</b>
<b>AUTHOR:</b>	<b>DIANNE RAYMOND, MANAGER FINANCE &amp; CORPORATE SERVICES</b>

**SUPPORTING DOCUMENTS:**

Ref	Title	Attached to Report	Under Separate Cover
10.2.1	Merged Financial Reports		√

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

Financial Regulations require a monthly statement of financial activity report to be presented to Council.

**COMMENT**

The monthly financial statements for October 2017 have been provided as a **separate attachment** for Council's review.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995 Section 6.4*

*Local Government (Financial Management) Regulations 1996 Section 34*

**POLICY IMPLICATIONS**

There are no policy implications

**FINANCIAL IMPLICATIONS**

As presented in October 2017 financial statements.

• **Long Term Financial Plan (LTFP):**

No significant effect on the LTFP

**STRATEGIC IMPLICATIONS**

Nil

• **Strategic Community Plan/Corporate Business Plan:**

Nil

**CONSULTATION**

Not applicable

**RISK ASSESSMENT**

The associated risk would be the failure to comply with Local Government Financial Regulations requiring monthly reporting of financial activity. The Risk Rating is Level 1 Insignificant.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

**VOTING REQUIREMENTS**

Simple Majority

**COUNCIL RESOLUTION / STAFF RECOMMENDATION**

**MOVED: CR HUMPHREY**

**SECONDED: CR MALUISH**

That Council receives the financial report supplied under separate attachment for the month of October 2017 comprising the following:

- Statement of Financial Activities with notes
- Note 1 – Significant Accounting Policies
- Note 2 – Explanation of Material Variances
- Note 3 – Net Current Funding Position
- Note 4 – Cash & Investments
- Note 5 – Budget Amendments
- Note 6 – Receivables
- Note 7 – Cash Backed Reserves
- Note 8 – Capital Disposals
- Note 9 – Rating Information
- Note 10 – Information on Borrowings
- Note 11 – Grants & Contributions
- Note 12 – Trust
- Note 13 – Capital Acquisitions
- Appendix A – Budget by Program
- Summary of Payments
- Bank Reconciliation
- Credit Card Statement

**Voting 7/0  
CARRIED  
Minute Reference: 11/17-3**

# **10.3**

## **Chief Executive Officer**

### **November 2017**

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## **Contents**

### **10.3 AGENDA ITEMS**

- 10.3.1 Notice of Council Meetings 2018
- 10.3.2 Community Strategic Plan Review

<b>AGENDA ITEM:</b>	<b>10.3.1</b>
<b>SUBJECT:</b>	<b>NOTICE OF COUNCIL MEETINGS 2018</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>SHIRE OF CHAPMAN VALLEY</b>
<b>FILE REFERENCE:</b>	<b>401.00</b>
<b>PREVIOUS REFERENCE:</b>	<b>NA</b>
<b>DATE:</b>	<b>15<sup>th</sup> NOVEMBER 2017</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER</b>

**SUPPORTING DOCUMENTS:**

<b>Ref</b>	<b>Title</b>	<b>Attached to Report</b>	<b>Under Separate Cover</b>
	NIL		

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

Council resolved the following when this item was presented to the September 2017 OCM:

*“PROCEDURAL MOTION*

*MOVED: CR WARR*

*SECONDED: CR FARRELL*

*That the debate be adjourned on the item until the November 2017 Ordinary Council Meeting.*

*Voting 4/3  
CARRIED*

*Minute Reference: 09/17-7”*

Council is required under the Local Government Act 1995 to at least once a year set and advertise meeting dates, times and venues for Ordinary Council meetings for the next 12 month period.

Council has previously resolved to reach out to the community, with one of the proposals being to move the Ordinary Monthly Council Meeting(s) around the shire. In 2017 Council held one of its OCM away from the Nabawa Administration Building i.e.

- April 2017 OCM – Yuna Multipurpose Community Centre.;

It was also intended to hold the November OCM at the new Bill Hemsley Park Community Centre. However; this has had to be deferred due to delays in completing the building by this date.

It is being recommended Council maintain this activity, with an alteration being suggested to hopefully accommodate a meeting at both the proposed Bill Hemsley Park Community Centre and Yuna Community Centre buildings in 2018.

**COMMENT**

Council meetings are usually held at Nabawa on the third Wednesday of the month, commencing at 9:00am, with the exception of January when no Ordinary Council meeting is held. However; it was mentioned at the previous meeting the start time could be reviewed to be more accommodating to Councillors and community.

The meeting date for December has occasionally been brought forward to the second Wednesday of the month to avoid clashes with Christmas/New Year break period. This should not be necessary in 2018 as the third Wednesday is the 19<sup>th</sup> December.

Below are recommended meeting locations and dates for the 2018 Ordinary Council Meeting (OCM):

DATE	MEETING LOCATION
21 February	Nabawa Chambers
<b>21 March</b>	<b>Bill Hemsley Park Community Centre</b>
18 April	Nabawa Chambers
16 May	Nabawa Chambers
20 June	Nabawa Chambers
18 July	Nabawa Chambers
<b>15 August</b>	<b>Yuna Multipurpose Community Centre</b>
19 September	Nabawa Chambers
17 October	Nabawa Chambers
21 November	Nabawa Chambers
19 December	Nabawa Chambers

**STATUTORY ENVIRONMENT**

Local Government (Administration) Regulations 1996 Clause 12 (1) states: Public notice of Council or Committee meetings – s 5.25(G)

At least once each year a local government is to give local public notice:

1. Of the dates, time and place of the ordinary council meetings;
2. The committee meetings that are required under the Act to be open to the members of the public or that are proposed to be open to members of the public are to be held in the next 12 months.

**POLICY IMPLICATIONS**

No Policy affected.

**FINANCIAL IMPLICATIONS**

No significant costs envisaged.

• **Long Term Financial Plan (LTFP):**

No affect on the LTFP is envisaged.

**STRATEGIC IMPLICATIONS**

It is important for Council to include and engage all sectors of our community and the concept of structuring meeting times, dates and location is one means of improving this.

• **Strategic Community Plan/Corporate Business Plan:**

**Leadership**

Objective	Strategy	Outcome
Transparent decision-making is important to us	Active engagement with the community to inform decision-making	Contribution to how local issues are managed
	Maintain a strong customer focus	Effective communication on key decisions

**CONSULTATION**

This matter has been discussed by Council in the past and I believe the trial of relocating OCM’s away from Nabawa in 2016 and 2017 has proved successful.

## RISK ASSESSMENT

There is a risk of Council being perceived as not reaching out to its community by insisting OCMs are always held at Nabawa.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

## VOTING REQUIREMENTS

Simple majority

## COUNCIL RESOLUTION / STAFF RECOMMENDATION

**MOVED: CR ROYCE**

**SECONDED: CR FORRESTER**

1. Council Ordinary Meeting dates and locations for the next Calendar Year as listed below be adopted:

DATE	MEETING LOCATION
21 February	Nabawa Chambers
<b>21 March</b>	<b>Bill Hemsley Park Community Centre</b>
18 April	Nabawa Chambers
16 May	Nabawa Chambers
20 June	Nabawa Chambers
18 July	Nabawa Chambers
<b>15 August</b>	<b>Yuna Multipurpose Community Centre</b>
19 September	Nabawa Chambers
17 October	Nabawa Chambers
21 November	Nabawa Chambers
19 December	Nabawa Chambers

2. Council set the start time for the Ordinary Council Meeting at 9.00am;
3. Council advertised Ordinary Meeting dates, locations and times in accordance with the Local Government (Administration) Regulations.

**Voting 7/0  
CARRIED  
Minute Reference: 11/17-4**

<b>AGENDA ITEM:</b>	<b>10.3.2</b>
<b>SUBJECT:</b>	<b>STRATEGIC COMMUNITY PLAN REVIEW</b>
<b>PROPONENT:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>SITE:</b>	<b>WHOLE OF SHIRE</b>
<b>FILE REFERENCE:</b>	<b>313.00</b>
<b>PREVIOUS REFERENCE:</b>	<b>MINUTE REF: 13/4-17; 5/13-12; 6/13-6; 6/13-7; 03/16- 11 &amp; 07/17-6</b>
<b>DATE:</b>	<b>15<sup>th</sup> NOVEMBER 2017</b>
<b>AUTHOR:</b>	<b>MAURICE BATTILANA, CHIEF EXECUTIVE OFFICER</b>

**SUPPORTING DOCUMENTS:**

Ref	Title	Attached to Report	Under Separate Cover
10.3.2(a)	Draft Strategic Community Plan		√
10.3.2(b)	Summary of Submissions	√	

**DISCLOSURE OF INTEREST**

**BACKGROUND**

Council has continually reviewed its Integrated Strategic Community Plan since 2013 i.e.

April 2013

MOVED: CR FARRELL

SECONDED: CR BELL

*That the Shire of Chapman Valley advertises the Draft Community Strategic Plan for 30 days seeking public comment before Council consider adoption of the Community Strategic Plan before the 30 June 2013.*

Voting 7/0  
CARRIED  
Minute Reference 13/4-17

May 2013

MOVED: CR FORRESTER

SECONDED: CR DAVIDSON

*That the Staff recommendation not be adopted and that the item lay on the table till the June Council meeting to allow for further document development.*

Voting 7/0  
CARRIED  
Minute Reference 5/13-12

June 2013

MOVED: CR BATTEN

SECONDED: CR FARRELL

*That Council adopt the Shire of Chapman Valley Strategic Community Plan 2013-2023 and forward the document to the Department of Local Government.*

Voting 8/0  
CARRIED  
Minute Reference 6/13-6

MOVED: CR FARRELL

SECONDED: CR DAVIDSON

*That Council adopt the Shire of Chapman Valley Corporate Business Plan 2013-2017 and forward the document to the Department of Local Government.*

Voting 8/0  
CARRIED



March 2016

MOVED: CR FORRESTER

SECONDED: CR WARR

*That Council approves amendments to the Community Strategic Plan and the Corporate Business Plan accordingly as attached.*

Voting 8/0

CARRIED

Minute Reference: 03/16- 11

July 2017

MOVED: CR MALUISH

SECONDED: CR HUMPHREY

*Council endorse the reviewed Long Term Financial Plan and Asset Management Plan as presented, with the understanding these Plans are to be reviewed again by Council to reflect:*

- i. Outcomes of the current review being undertaken of the Shire's Strategic Community Plan and Corporate Business Plan; and*
- ii. Variations to the 2016/2017 endorsed Capital Works Programs (e.g. Roadworks, Plant and Building) as these have and will occur in the future.*

Voting 5/1

CARRIED

Minute Reference 07/17-6

**COMMENT**

The Draft Strategic Community Plan was presented to the September 2017 Concept Forum after having been through the extensive consultation process. After this Forum the Draft was advertised for public feedback and submissions.

Advertisements were placed in the local newspaper on the 29<sup>th</sup> September 2017 and on the Shire Website with the closure date for final submissions being the 31<sup>st</sup> October 2017.

A summary of submission(s) received is shown at **Attachment 10.3.2(b)**.

The Draft is now presented to Council for final endorsement and adoption. This will finalise the review process.

**STATUTORY ENVIRONMENT**

Section 5.56 of the *Local Government Act 1995* states:

*"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."*

Section 19C of the *Local Government (Administration) Regulations 1996* states:

*"19C Strategic community plans, requirements for (Act Section 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.”*

## **POLICY/PROCEDURE IMPLICATIONS**

Various Council policies and procedures have an effect on the Shire’s integrated strategic planning e.g.

- 10 Year Road Works Program;
- Road Hierarchy;
- Plant Replacement Program;
- Building Capital Upgrade & Maintenance Programs;
- Disability Access & Inclusion Plan
- Town Planning Policies, Procedures, Strategies, etc.

## **FINANCIAL IMPLICATIONS**

The Strategic Community Plan should be used as a guiding tool in the preparation of Council’s ongoing Annual Budgets, and inform the Shire’s Corporate Business Plan, Long-Term Financial Plan, Asset Management Plan and Workforce Plan. However, the identification of a project within the Strategic Community Plan does not guarantee it will be completed in any given year as circumstances change.

It is considered essential Council remains flexible in its approach to ensure community expectation is balanced with financial responsibility and to achieve this the Strategic Community Plan should be reviewed on a 2 to 4 yearly basis in accordance with Section 19C(4) of the *Local Government (Administration) Regulations 1996*, and the Corporate Business Plan, Long Term Financial Plan, Asset Management Plan be reviewed on an annual rolling basis during the budget preparation phase.

- **Long Term Financial Plan (LTFP):**

The LTFP is directly affected by the Strategic Community Plan.

## STRATEGIC IMPLICATIONS

- **Strategic Community Plan/Corporate Business Plan:**

The Corporate Business Plan, Long-Term Financial Plan and Asset Management Plan are intended to reflect the strategic direction set by the Strategic Community Plan and outline the Shire's 4 year operational and service delivery program.

## CONSULTATION

Council has been progressing the review of its Integrated Strategic Plans with the following being reviewed and endorsed to date:

- Strategic Community & Corporate Business Plans (Desktop Review) – Endorsed at March 2016 OCM (Minute Reference: 03/16- 11)
- Long Term Financial Plan (LTFP) – Endorsed at July 2017 OCM (Min Ref: 07/17-6);
- Asset Management Plan (AMP) - Endorsed at July 2017 OCM (Min Ref: 07/17-6).

In response to legislative requirements, formal community engagement processes to inform the development of the Draft SCP were carried out from April to June 2017. Consultation processes included a survey on the Shire website, distribution of postcards in public venues and businesses, a mail out of survey forms and one-on-one meetings with residents and regional businesses and entities.

Responses received online, at community meetings or by direct engagement were received from just over 12% of the population of the Shire, of whom 89 % were permanent residents. People from the Mid West Development Commission, Geraldton Business Centre and Geraldton Regional Business Association also had input, and the Mid West Development Commission Blueprint 2015 was part of the review. The feedback received was analysed, looking for common issues and aspirations, to develop the key themes to underpin the strategy development in the Draft SCP.

The CEO has also met with relevant Senior Staff to ensure they have had the opportunity to discuss the Draft SCP prior to the Concept Forum and final advertising.

The review process has been facilitated by Marg Hemsley (LG People & Culture).

A copy of the Draft SCP is also provided with this Agenda (**under separate cover**).

As previously mentioned, the Draft Strategic Community Plan was advertised for final public feedback/submissions which are shown at **Attachment 10.3.2(b)**.

## RISK ASSESSMENT

Having Plans, which lack content, integrity and ownership can (and has) result in the Shire being questioned on its future strategic direction. Specifically how this direction is to be resourced.

Council now has integrated its LTFP and AMP with the SCP and will update these plans to reflect and significant changes identified as part of the SCP review, which is reflected in the resolution at the July 2017 OCM i.e.

*Council endorse the reviewed Long Term Financial Plan and Asset Management Plan as presented, with the understanding these Plans are to be reviewed again by Council to reflect:*

- Outcomes of the current review being undertaken of the Shire's Strategic Community Plan and Corporate Business Plan; and***
- Variations to the 2016/2017 endorsed Capital Works Programs (e.g. Roadworks, Plant and Building) as these have and will occur in the future.***

Therefore, in this instance I believe the risk is *insignificant*.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

## VOTING REQUIREMENTS

Simple Majority

*Cr Maluish left chambers at 9.16am*

*Cr Maluish re-entered Chambers at 9.17am*

## STAFF RECOMMENDATION

Council:

- Endorse the revised Strategic Community Plan as presented with the following amendment and request the Chief Executive Officer amend any associated integrated strategic planning document directed affected by this revised Strategic Community Plan (e.g. Corporate Business Plan, Long Term Financial Plan, Asset Management Plan):
  - ~ Remove wording "Ref 2016 Census Data \* Full 2016 data breakdown not available until October 2017" below Tables on Pages 5 and 6.
- Respond to submission(s) received accordingly, thanking them for their participation in the process.

## COUNCIL RESOLUTION

**MOVED: CR HUMPHREY**

**SECONDED: CR FORRESTER**

Council:

- Endorse the revised Strategic Community Plan as presented with the following amendment and request the Chief Executive Officer amend any associated integrated strategic planning document directed affected by this revised Strategic Community Plan (e.g. Corporate Business Plan, Long Term Financial Plan, Asset Management Plan):
  - ~ Remove wording "Ref 2016 Census Data \* Full 2016 data breakdown not available until October 2017" below Tables on Pages 5 and 6.
  - ~ Amend President's message and update photo
- Respond to submission(s) received accordingly, thanking them for their participation in the process.

**Voting 7/0  
CARRIED  
Minute Reference: 11/17-5**

*Reason for Deviation from Staff Recommendation: Council required the newly elected Shire President to be included as part of the President's Message within the document.*

	Respondent	Submission Description	Staff Comments
1	Nicole Batten	Census updated info to fill current gaps.	<p>Census data in draft SCP are the latest figures from the 2016 Census.</p> <p>Not sure what “<i>current gaps</i>” is referring to.</p> <p>Tables on Pages 5 &amp; 6 do state: “...<i>Full 2016 data breakdown not available until October 2107</i>”, which perhaps should be removed or reworded to reflect the data was relevant at the time of publication.</p> <p><u><i>Recommended Action:</i></u> Update 2016 Data if available. However; do not delay adoption of the SCP until such data is available. Otherwise remove notation below Tables on Pages 5 &amp; 6.</p>
2	Nicole Batten	Plans and Strategies – Are the Nanson and Yuna Townscape Plan too old to include as references?	<p>The Table (on Page 7) are examples only and the list is not intended to be exhaustive.</p> <p><u><i>Recommended Action:</i></u> Inform respondent Council believes to Draft SCP adequately covers this area and no amendment is recommended.</p>
3	Nicole Batten	Gaps in current strategies – CV Shire Economic Strategy. (pg 13 or 14). This could be perhaps one way of assisting development and support in local economy and attract funds to develop a more detailed way forward to help support and development businesses. Especially if Oakajee is back on the radar.	<p>Strategies listed under the <i>Economic Development and Business Attraction</i> section of the Draft SCP have been designed to ensure planning and processes are in place to be in readiness for any possible proposal.</p> <p>It was considered throughout the development process of the Draft SCP that a majority of developments will be market driven and our role as a LGA is to be prepared and to encourage industry operators to drive development in their specific areas (e.g. Tourism Operators Alliance).</p> <p>Development at Oakajee Industrial Estate is still at the concept/dialogue stage.</p> <p>Development at the Estate will be driven by the State and likely to be subject to conditions under a State Act, not determined by the Shire.</p> <p>The Draft SCP has consciously not been linked to developments at the</p>

			<p>Oakajee Industrial Estate as a possible future economic driver over the life of the Plan due to the ongoing uncertainty of developments at the Estate at any time in the future.</p> <p><u>Recommended Action:</u> Inform respondent Council believes to Draft SCP adequately covers this area and no amendment is recommended.</p>
4	Nicole Batten	<p>Another gap is perhaps communication. It's not mentioned anywhere that a more coordinated approach, as well as policies, could assist with bringing communities (internal and external) together as well as assist with Council transparency. The new brand, website and Facebook should be included to ensure it is utilised effectively and help ensure it continues to grow and be interactive.</p>	<p>Improved digital telecommunications has a strong presence throughout the Draft SCP.</p> <p>If this comment is referring to the communication processes/procedures of the Shire to the Community, then this is obviously different to the improvement of digital telecommunications (though they are interrelated).</p> <p>Strategies under the <i>Community and Lifestyle</i> section of the Draft SCP do refer to nurturing the sense of community and determining a whole of community integrated approach. This could lead to the development of a Community Communication Strategy if this is the direction of Council to Staff.</p> <p>The new brand has been developed and introduced for the purpose promoting the district.</p> <p><u>Recommended Action:</u> Inform respondent Council believes to Draft SCP adequately covers this area and no amendment is recommended.</p>
5	Nicole Batten	<p>Environment – (pg 15) There is no mention of Biosecurity which is a major focus for the State Govt as well as rural landholders in CV and surrounding areas. There is a local Northern Biosecurity Group located in CV (currently undergoing incorporation as its own entity) which is there to support biosecurity activities. By mentioning Biosecurity in the Plan, it provides the opportunity to attract investment of either resources or funds.</p>	<p>Council has been conscious of not being the lead agency in regards to landcare, natural resource management and biosecurity matters. This does not mean the Shire does not support such activities, rather the feeling is this is not the core business of local government.</p> <p>The establishment of the Northern Biosecurity Group within the Shire is fully supported by Council, yet needs to be industry (not Shire) driven.</p> <p>The position taken by Council of the Draft SCP being more focussed on the areas we can be involved in as</p>

			<p>being actionable areas. Whilst also taking on an encouragement and advocacy role only for those areas the local government is not primarily responsible for or focussed on.</p> <p>The feeling was the previous SCP put unrealistic expectations on the Shire in areas where the local government had no jurisdiction, placing the Shire into a situation of condoning the <i>cost-shifting</i> practices of the State &amp; Commonwealth tiers of government.</p> <p><u>Recommended Action:</u> Inform respondent Council believes to Draft SCP adequately covers this area and no amendment is recommended.</p>
6	Nicole Batten	Photo's – Perhaps the Shire has a more vibrant collection of photos to use throughout the plan.	<p>Image preferences will always vary.</p> <p><u>Recommended Action:</u> No further action required.</p>

**11.0 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

The President agreed to permitting a late item of urgent business regarding unsuccessful nominations for the October 2017 Shire Elections.

**COUNCIL RESOLUTION**

**MOVED: CR ROYCE**

**SECONDED: CR MALUISH**

Council write to the unsuccessful nominees in the October 2017 Ordinary Elections congratulating them on their participation and thanking them for their interest.

**Voting 7/0  
CARRIED  
Minute Reference: 11/17-5**

**13.0 DELEGATES REPORTS**

Nil

**14.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

- i. The President advised he considered it appropriate to invite the immediate past President John Collingwood and Mrs. Sue Collingwood to lunch at the next Ordinary Council meeting scheduled for 13 December 2017. This invitation is to formally recognise the excellent service John has given to the Council and community for over 22 years as an Elected Member of the Shire.

**15.0 MATTERS FOR WHICH MEETING TO BE CLOSED TO MEMBERS OF THE PUBLIC**

Nil

**16.0 CLOSURE**

The Chairman thanked the Elected Members and Staff for their attendance and closed the meeting at 10.14am.