

# ORDINARY COUNCIL MEETING

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## AGENDA

**9:00am Wednesday  
16/06/2021  
Nabawa Chambers**

**June 2021**

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**SHIRE OF CHAPMAN VALLEY**  
*Maurice Battilana*  
**CHIEF EXECUTIVE OFFICER**

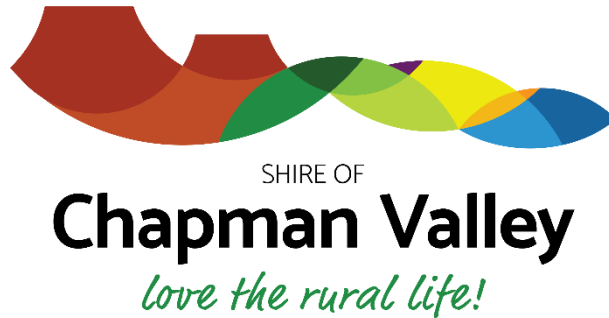
*"A thriving  
community,  
making the  
most of our  
coastline,  
ranges and  
rural  
settings to  
support us  
to grow and  
prosper"*



SHIRE OF  
**Chapman Valley**  
*love the rural life!*

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# 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.

A handwritten signature in black ink, appearing to read "Maurice Battilana".

**Maurice Battilana**  
**CHIEF EXECUTIVE OFFICER**

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## **ORDER OF BUSINESS**

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

### **2.0 ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

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

#### **3.1 Attendees**

#### **3.2 Apologies**

#### **3.3 Previously Approved Leave of Absence (By Resolution of Council)**

### **4.0 PUBLIC QUESTION TIME**

#### **4.1 Response to Previous Public Questions on Notice**

#### **4.2 Public Question Time**

### **5.0 APPLICATIONS FOR LEAVE OF ABSENCE (by Resolution of Council)**

### **6.0 DISCLOSURE OF INTEREST**

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.”

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## **7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS**

### **7.1 Petitions**

### **7.2 Presentations**

### **7.3 Deputations**

## **8.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

### **8.1 Ordinary Meeting of Council held on Wednesday 19 May 2021**

That the Minutes of the Ordinary Meeting of Council held Wednesday 19 May 2021 be confirmed as true and accurate.

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

## **10.0 OFFICERS REPORTS**

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# **10.1**

## **Deputy Chief Executive Officer**

### **10.1 AGENDA ITEMS**

**10.1.1 Potential Disposal – Lots 26 & 27 Chapman Valley Road Nabawa**

**10.1.2 Proposed Subdivision, Howatharra**



### 10.1.1

### Potential Disposal - Lots 26 & 27 Chapman Valley Road, Nabawa

PROPONENT:	Shire of Chapman Valley
SITE:	Lots 26 & 27 Chapman Valley Road, Nabawa
FILE REFERENCE:	103.02, A1336 & A1337
PREVIOUS REFERENCE:	Nil
DATE:	8 June 2021
AUTHOR:	Simon Lancaster, Deputy Chief Executive Officer

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.1.1	Received correspondence		√

#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

The Shire has received an enquiry from the landowners of 3273 (Lot 25) Chapman Valley Road, Nabawa enquiring whether Council would consider selling the adjoining Shire owned Lots 26 & 27. This report recommends that Council proceed with the calling of tenders inviting purchase of Lots 26 & 27 Chapman Valley Road, Nabawa.

Figure 10.1.1(a) – Lots 26 & 27 Chapman Valley Road, Nabawa





## COMMENT

Lots 26 & 27 Chapman Valley Road are vacant, residential zoned lots in the Nabawa townsite located opposite the Shire office. Lot 26 is 808m<sup>2</sup> in area and Lot 27 is 1,034m<sup>2</sup> in area and has a secondary frontage to River Road at the rear of the property.

The adjoining landowners to the north have enquired about the possibility of purchasing Lots 26 & 27. Their intention would be to amalgamate the properties into their Lot 25 to enable the subsequent development of an outbuilding, swimming pool and landscaped garden (the current residence's large footprint upon Lot 25 precludes this).

A copy of the neighbouring landowner's correspondence has been provided as **separate Attachment 10.1.1**.

Given that Lots 26 & 27 are zoned 'Residential' the landowner of Lot 25 (should they be successful in their purchase of Lot 26 & 27) would be required to amalgamate their 3 lots to meet with the requirements of Section 6.6 of the Shire of Chapman Valley Local Planning Policy 1.4 – Outbuildings that does not support outbuildings upon vacant residential land.

The Shire has obtained a quote from a locally based surveyor advising that the cost of amalgamating Lots 25, 26 & 27 would be \$3,401 (GST exclusive) this includes the various \$1,201 statutory fees imposed by the Department of Planning, Lands & Heritage/Landgate.

In the event that the landowner of Lot 25 was the successful purchaser of Lots 26 & 27, the Shire could in consultation with the purchaser, delay the transfer of the land so that rather than the Shire sell Lots 26 & 27 to the purchaser, both parties could jointly lodge the amalgamation application (at the purchaser's expense), and final conveyancing incorporate the transfer of ownership with the amalgamation of the titles and the exchange of the purchase funds. This process would thereby only incur 1 settlement agent action (i.e. the amalgamation of the 3 lots and the assignment of 1 'super' lot to the purchaser) rather than 2 settlement agent actions (i.e. the transfer of Lots 26 & 27 to the purchaser, and the purchaser then undertaking subsequent amalgamation of the titles) which would be at a reduced cost to the purchaser and resolve the issue of an application for a shed being delayed pending finalisation of the amalgamation.

**Figure 10.1.1(b) – Lot dimensions for Lots 26 & 27 Chapman Valley Road, Nabawa**



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In the event that Council considers that's Lots 26 & 27 are surplus to its requirements and wishes to dispose of these assets, then Section 3.58 of the *Local Government Act 1995* dictates that Council has the following 3 options:

- highest bidder at public auction; or
- public tender; or
- private treaty.

Shire staff have provided comment in relation to each of these options as follows.

#### Option 1 - Sale by Public Auction

The Shire has not sought to dispose of land through public auction in recent times, as advice from real estate agents has been that disposal through public auction option does not appear to work well in rural townsite locations such as Nabawa.

Nonetheless should Council wish to pursue this option Shire staff have obtained a quote from a local real estate agent to undertake the running of a public auction for both Lots 26 & 27 and this would cost \$7,000-\$7,500 (inclusive of \$1,000 marketing through photography, signage, online advertising & social media; \$1,000-\$1,500 auctioneer's fee & travel; \$5,000 real estate agent selling fee).

The Shire would also incur further costs through the use of a settlement agent to transfer the land to the new owner(s) and attend to conveyancing, and this would be an incurred cost for all 3 options.

Given the likely sale price of the land (in comparison to the cost of holding an auction) and the uncertainty whether this would be the most effective means of selling the land, the option of holding an auction is not recommended by Shire staff in this instance.

It is also noted that under this method Council must sell to the highest bidder and there may be scenarios whereby Council might instead wish to consider the individual merits of received bids.

#### Option 2 - Sale by Public Tender

The sale of the land through public tender is the option recommended by Shire staff in this instance.

The Shire can under this option undertake the minimum statutory notification requirements or it can also seek to raise awareness of the public tender through additional measures (e.g. placement of sign on-site, extended tender period, notifications on its social media, placement of a notice in both state and local newspapers etc.).

This option is also favoured as it would not attract a real estate agent's selling fee or require the undertaking of a market valuation by a licensed valuer.

It is also noted that under this method Council retains the ability to accept a tender that in its opinion is the most acceptable tender whether or not it is the highest tender (e.g. Council might consider it more prudent to support the amalgamation of the 2 lots with the adjoining property to prevent further habitable buildings being built in this area of the Nabawa townsite that may have potential flood impacts).

The most recent example of Council disposing of land via the means of public tender was when it resolved to dispose of a vacant property in the Nanson townsite at its 20 April 2006 meeting.

#### Option 3 - Sale by Private Treaty:

Council can also consider under Sections 3.58 (3)-(4) of the *Local Government Act 1995* a sale by private treaty.

This can involve either:

- 3(a) Council accepting the received offer from the interested party (provided as **separate Attachment 10.1.1**) and subsequently giving public notice of the proposed disposition and inviting via public notice (counter) submissions to be made to the local government for a period not less than 2 weeks. The most recent example of Council disposing of land via this means was when it resolved to dispose of a property in the Nabawa townsite to the lessee at its 19 August 2009 meeting.

- 
- or
- 3(b) Council engaging a real estate agent to market the lots and upon receipt of an offer(s) subsequently giving public notice of the proposed disposition and inviting via public notice (counter) submissions to be made to the local government for a period not less than 2 weeks. The most recent example of Council disposing of land via this means was when it resolved to dispose of a property in the Yuna townsite at its 20 March 2019 meeting (with subsequent public notice of sale occurring on 12 July 2019 upon receipt of an offer).

Whilst Option 3(b) can through the engagement of a real estate agent potentially generate the greatest level of exposure for the sale of the asset it would also attract a selling agent fee of \$5,000 (based upon sourced quote) and also potentially advertising fees.

Both Options 3(a) and 3(b) will also incur the cost to Council of obtaining a prior valuation from a licensed valuer, and the cost of this work has increased significantly in recent years (cost likely to be \$3,000 based upon recent valuation works) due to almost all licensed valuers previously operating in Geraldton no longer being based in this region.

Given the likely sale price of the land, in comparison to the cost of engaging a licensed valuer for Option 3(a) and a licensed valuer + real estate agent for Option 3(b), these options are not recommended by Shire staff in this instance.

#### STATUTORY ENVIRONMENT

Lot 26 (Volume 323 Folio 95A) & Lot 27 (Volume 323 Folio 96A) Chapman Valley Road, Nabawa (Deposited Plan 38898) have been owned by the Shire of Chapman Valley since 10 February 1970

Lot 26 & 27 are zoned 'Residential R10' under the Shire of Chapman Valley Local Planning Scheme No.3.

Section 3.58 of the *Local Government Act 1995* establishes the means by which Council must dispose of property.

#### *"3.58. Disposing of property*

- (1) *In this section —  
**dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;  
**property** includes the whole or any part of the interest of a local government in property, but does not include money.*
- (2) *Except as stated in this section, a local government can only dispose of property to —*
  - (a) *the highest bidder at public auction; or*
  - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
  - (a) *it gives local public notice of the proposed disposition —*
    - (i) *describing the property concerned; and*
    - (ii) *giving details of the proposed disposition; and*
    - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;**and*
    - (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
  - (a) *the names of all other parties concerned; and*
  - (b) *the consideration to be received by the local government for the disposition; and*
  - (c) *the market value of the disposition —*
    - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*

- 
- (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*
  - (5) *This section does not apply to —*
    - (a) *a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or*
    - (b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or*
    - (c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
    - (d) *any other disposition that is excluded by regulations from the application of this section.*

Regulation 30 under the *Local Government (Functions & General) Regulation 1996* also notes the following:

*“30 Dispositions of property excluded from Act s.3.58*

- (1) *A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.*
- (2) *A disposition of land is an exempt disposition if —*
  - (a) *the land is disposed of to an owner of adjoining land (in this paragraph called the transferee) and —*
    - (i) *its market value is less than \$5 000; and*
    - (ii) *the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;*
  - or*
  - (b) *the land is disposed of to a body, whether incorporated or not —*
    - (i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*
    - (ii) *the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;*
  - or*
  - (c) *the land is disposed of to —*
    - (i) *the Crown in right of the State or the Commonwealth; or*
    - (ii) *a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or*
    - (iii) *another local government or a regional local government;*
  - or*
  - (d) *it is the leasing of land to an employee of the local government for use as the employee's residence; or*
  - (e) *it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or*
  - (f) *it is the leasing of land to a person registered under the Health Practitioner Regulation National Law (Western Australia) in the medical profession to be used for carrying on his or her medical practice; or*
  - (g) *it is the leasing of residential property to a person.*
- (2a) *A disposition of property is an exempt disposition if the property is disposed of within 6 months after it has been —*
  - (a) *put out to the highest bidder at public auction, in accordance with section 3.58(2)(a) of the Act, but either no bid is made or any bid made does not reach a reserve price fixed by the local government; or*
  - (b) *the subject of a public tender process called by the local government, in accordance with section 3.58(2)(b) of the Act, but either no tender is received or any tender received is unacceptable; or*
  - (c) *the subject of State wide public notice under section 3.59(4) of the Act, and if the business plan referred to in that notice described the property concerned and gave details of the proposed disposition including —*
    - (i) *the names of all other parties concerned; and*
    - (ii) *the consideration to be received by the local government for the disposition; and*
    - (iii) *the market value of the disposition as ascertained by a valuation carried out not more than 12 months before the proposed disposition.*

- (2b) Details (see section 3.58(4) of the Act) of a disposition of property under sub regulation (2a) must be made available for public inspection for at least 12 months from the initial auction or tender, as the case requires.
- (3) A disposition of property other than land is an exempt disposition if –
- (a) its market value is less than \$20 000; or
  - (b) it is disposed of as part of the consideration for other property that the local government is acquiring for a consideration the total value of which is not more, or worth more, than \$50 000.”

## POLICY/PROCEDURE IMPLICATIONS

Section 6.6 of the Shire of Chapman Valley Local Planning Policy 1.4 – Outbuildings states that:

*“The development of an Outbuilding on vacant residential land shall not be approved unless the residence has been completed up to, and including, the pouring of a concrete house slab (although variation to this is permitted where the slabs for the residence and outbuilding are poured concurrently).”*

## FINANCIAL IMPLICATIONS

In the event that Council considers that Lots 26 & 27 Chapman Valley Road, Nabawa should be disposed of, it is recommended that the 2021/2022 Budget be drafted to indicate that the funds derived from the sale of either (or both) properties be assigned to the Land Development Reserve. This will enable the income sourced from the sale of vacant Shire residential land to be utilised for future land development or acquisition projects (e.g. portion Lot 1 Richards Road).

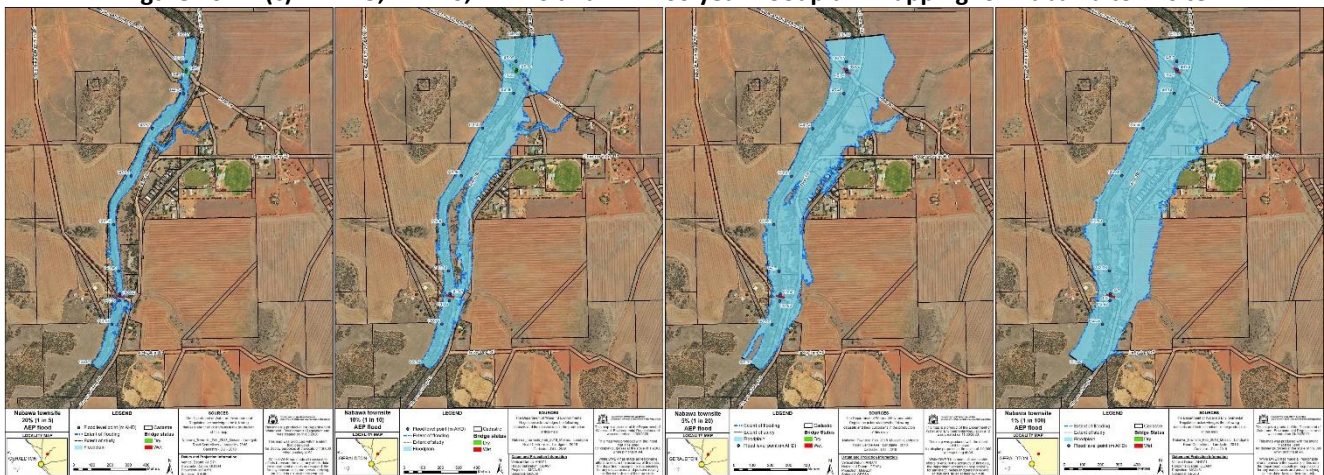
## Long Term Financial Plan (LTFP):

The Shire of Chapman Valley Long Term Financial Plan was endorsed by Council at its 19 July 2017 meeting. It is considered that the disposal of assets deemed surplus to requirements both reduces maintenance and liability to Council but assists in meeting a required Level of Service in the most cost effective manner for present and future community.

## STRATEGIC IMPLICATIONS

The Department of Water & Environmental Regulation’s ‘Chapman River Flood Study – Nabawa and Nanson Townsites’ (2020) identifies that Lots 26 & 27 Chapman Valley Road, Nabawa would be susceptible to flooding by a 1 in 10 year (and above) flood event.

**Figure 10.1.1(c) – 1 in 5, 1 in 10, 1 in 20 and 1 in 100 year floodplain mapping for Nabawa townsite**



Measures such as the raising of finished floor levels for any residences built upon the lots (potentially either through placement of fill and/or stumped house design) to the heights recommended by the Department of Water & Environmental Regulation could be imposed at time of development application to address this issue.

Council might, however, consider it more prudent to support the amalgamation of the 2 lots with the adjoining property to prevent further habitable buildings being built in this area of the Nabawa townsite, noting there are other vacant



residential lots available for people who might be seeking them on the elevated land on Green Drive that are not subject to flood impacts.

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

The Shire of Chapman Valley Strategic Community Plan was endorsed by Council at its 15 November 2017 meeting and it is considered that this Council initiative would accord with the following:

Ref	Objective	Strategy	Action
Community and Lifestyle			
1.1	Nurture the sense of community	Determine a whole of Shire community integration approach	Advocate a sense of community when opportunity arises
Governance and Accountability			
5.2	Be accountable and transparent in managing resources	Asset Management	Review Asset Management Plan regularly and maintain integration with other Strategic Plans within the Shire
5.3	Make informed decisions within resources and areas of responsibility	Council and Shire process formally incorporate integrated plans as references for decision making	Reference Strategic Community Plan, Corporate Business Plan, Asset Management Plan, Long Term Financial Plan and Workforce Plan regularly as part of decision making process

#### **CONSULTATION**

Nil.

#### **RISK ASSESSMENT**

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response

#### **VOTING REQUIREMENTS**

Simple majority required.

#### **STAFF RECOMMENDATION**

That Council resolve to dispose of Lot 26 & 27 Chapman Valley Road, Nabawa via a formal tender process pursuant to Section 3.58(2)(b) of the *Local Government Act 1995* and clause 30(2a)(b) of the *Local Government (Functions and General) Regulations 1996*.



## 10.1.2

### Proposed Subdivision, Howatharra

PROPONENT:	HTD Surveyors for W, J & M Farrow
SITE:	1010 (Lot 506) Nanson-Howatharra Road, Howatharra
FILE REFERENCE:	A333
PREVIOUS REFERENCE:	09/10-10 & 11/10-18
DATE:	8 June 2021
AUTHOR:	Simon Lancaster, Deputy Chief Executive Officer

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.1.2	Subdivision Application		√

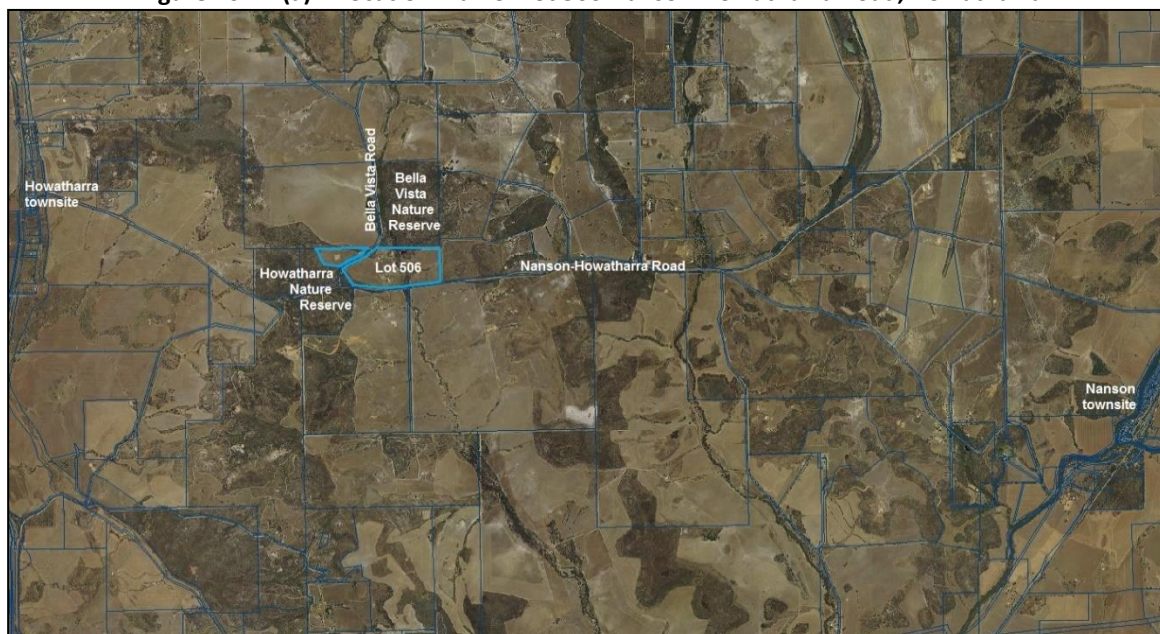
#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

Council is in receipt of correspondence from the Western Australian Planning Commission ('WAPC') seeking comment on an application to subdivide 1010 (Lot 506) Nanson-Howatharra Road, Howatharra into 2 lots. This report recommends that Council conditionally support the application.

Figure 10.1.2(a) – Location Plan of Lot 506 Nanson-Howatharra Road, Howatharra



#### COMMENT

Lot 506 is a 50.6937ha property with an 1.004km frontage along its southern boundary to the sealed Nanson-Howatharra Road and a 452.5m frontage onto the unsealed Bella Vista Road that runs through the property. The property slopes

downward from the 185m contour at its western boundary to the 140m contour at the centre of the property before rising again to the 160m contour on its eastern boundary. Lot 506 is largely cleared excepting for a corridor of remnant vegetation running north-south along a tributary line running though the centre of the property and an area in the south-western corner.

Lot 506 abuts the 42.4859ha Howatharra Nature Reserve to the west, and the 68.9245ha Bella Vista Nature Reserve to the north.

**Figure 10.1.2(b) – Aerial photograph of Lot 506 Nanson-Howatharra Road, Howatharra**



The landowner is seeking to subdivide Lot 506 into 2 lots as follows:

- the 8.5ha area at the western end of Lot 506 that is physically separated from the remainder of the property by Bella Vista Road, and this lot would contain an existing residence; &
- the balance 42.2ha area that is east of Bella Vista Road, that would contain the other residence and existing outbuildings.

The proposed subdivision plan is provided in **Figure 10.1.2(c)** and also within **separate Attachment 10.1.2** along with the applicant's supporting correspondence.

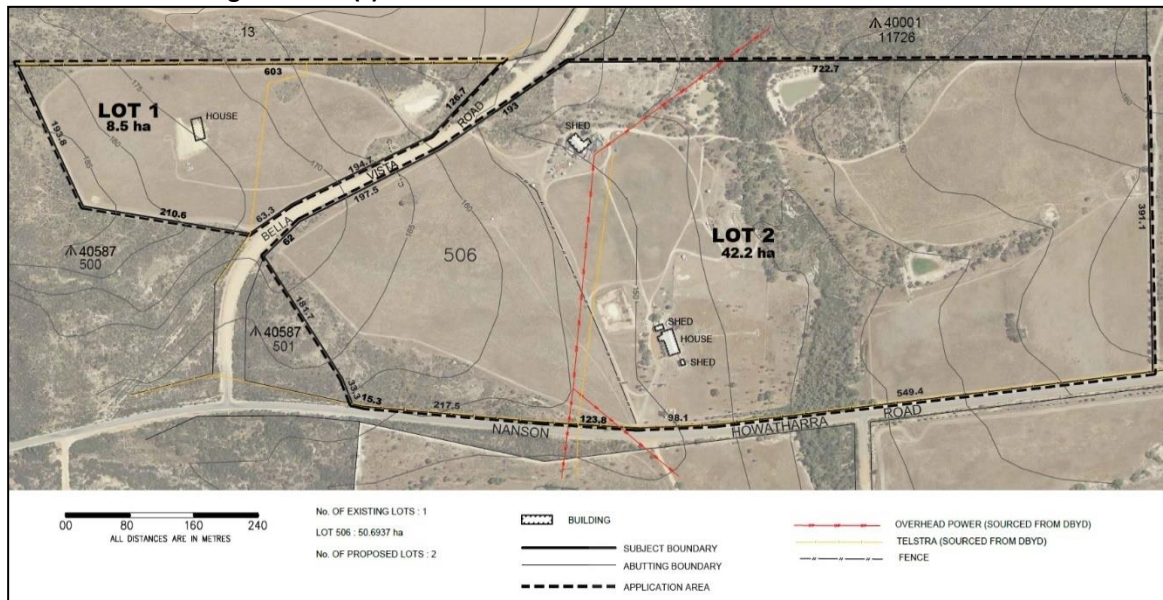
Shire staff raise no objection to the subdivision application based upon the following:

- the subdivision presents no environmental impacts.
- the proposed subdivision boundary is based upon the existing on-ground Bella Vista Road alignment and would not require the removal of remnant vegetation.
- the subdivision presents no heritage impacts.
- the subdivision will assist the family in estate planning and separation of assets with regards to the 2 residences.
- the creation of 1 additional lot will not create additional vehicle movements upon the local road network given there are already 2 existing residences.
- the subdivision proposes no additional vehicle access points.
- the subdivision is consistent with the requirements for a Homestead Lot as contained in the WAPC Development Control Policy 3.4 – Subdivision of Rural Land.



- the subdivision, subject to ongoing adherence to standard bushfire requirements, presents no additional bushfire hazard risk, given there are already 2 existing residences.
- both lots have capacity to maintain water supply through existing dams and roof catchments.
- both lots have capacity to maintain power supply through existing power connection arrangements (grid connection for proposed Lot 2 and solar power/off-grid for proposed Lot 1).

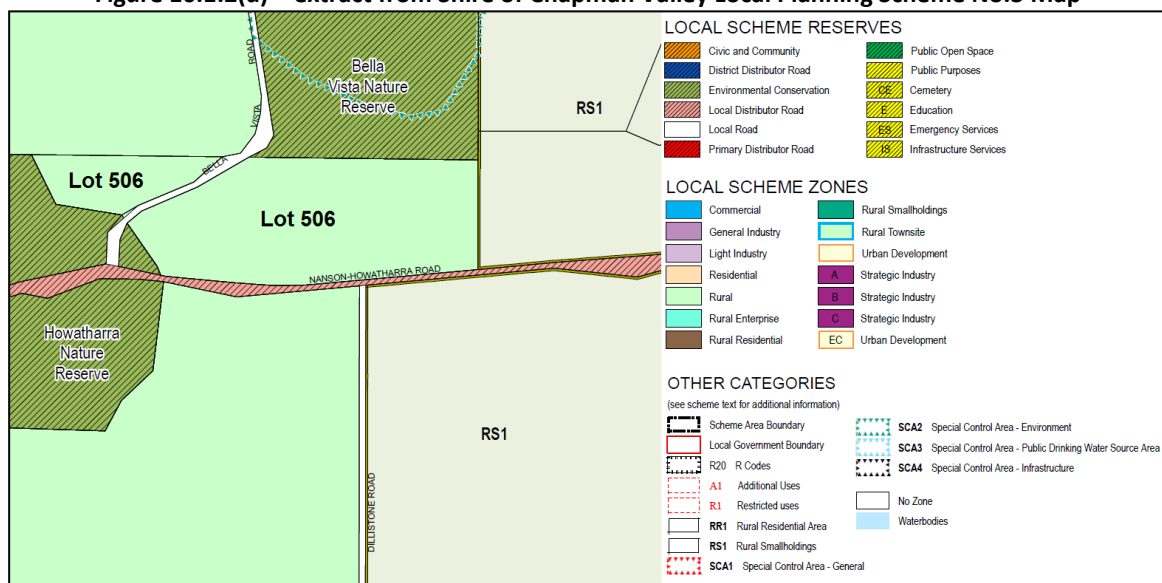
**Figure 10.1.2(c) – Lot 506 Nanson-Howatharra Road Subdivision Plan**



## STATUTORY ENVIRONMENT

1010 (Lot 506) Nanson-Howatharra Road, Howatharra is zoned 'Rural' under Shire of Chapman Valley Local Planning Scheme No.3 ('the Scheme').

**Figure 10.1.2(d) – extract from Shire of Chapman Valley Local Planning Scheme No.3 Map**



The objectives for the 'Rural' zone are listed in Table 1 of the Scheme as being:

- “• To provide for the maintenance or enhancement of specific local rural character.
- To protect broad acre agricultural activities such as cropping and grazing and intensive uses such as horticulture as primary uses, with other rural pursuits and rural industries as secondary uses in circumstances where they demonstrate compatibility with the primary use.
- To maintain and enhance the environmental qualities of the landscape, vegetation, soils and water bodies, to protect sensitive areas especially the natural valley and watercourse systems from damage.
- To provide for the operation and development of existing, future and potential rural land uses by limiting the introduction of sensitive land uses to the Rural zone.
- To provide for a range of non-rural land uses where they have demonstrated benefit and are compatible with surrounding rural uses.”

Section 1.6 ‘Aims of the Scheme’ lists the following considered to be of relevance to this application:

- “(a) Provide for a variety of lifestyle opportunities;
- (b) Provide for a appropriate diversification of agricultural and other economic activities;
- (c) Preserve agriculturally productive land and protect such land from ad hoc fragmentation or incompatible development;
- (d) Protect, preserve and enhance the environment, natural and cultural heritage, and landscape and streetscape values.”

#### **POLICY/PROCEDURE IMPLICATIONS**

The WAPC have the following policies relevant to this application:

- Statement of Planning Policy 2.5 - Rural Planning (‘SPP2.5’);
- Statement of Planning Policy 3.7 - Planning in Bushfire Prone Areas (‘SPP3.7’); &
- Development Control Policy 3.4 - Subdivision of Rural Land (‘DCP 3.4’).

State Planning Policies are prepared and adopted by the WAPC under statutory procedures set out in part 3 of the *Planning and Development Act 2005*. The WAPC and Local Governments should have due regard to the provisions of State Planning Policies when preparing or amending Local Planning Schemes and when making decisions on planning matters. The State Administrative Tribunal is also required to take account of State Planning Policies when determining appeals.

Statement of Planning Policy 2.5 has the following objectives

- “(a) support existing, expanded and future primary production through the protection of rural land, particularly priority agricultural land and land required for animal premises and/or the production of food;
- (b) provide investment security for existing, expanded and future primary production and promote economic growth and regional development on rural land for rural land uses;
- (c) outside of the Perth and Peel planning regions, secure significant basic raw material resources and provide for their extraction;
- (d) provide a planning framework that comprehensively considers rural land and land uses, and facilitates consistent and timely decision-making;
- (e) avoid and minimise land use conflicts;
- (f) promote sustainable settlement in, and adjacent to, existing urban areas; and
- (g) protect and sustainably manage environmental, landscape and water resource assets.”

The WAPC’s Development Control Policies sit within a structure which is established under the State Planning Strategy and Statement of Planning Policy No.1 State Planning Framework. Development Control Policy 3.4 is used by the WAPC as the basis for determining applications for the subdivision of rural land.

DCP3.4 has a general presumption against the subdivision of rural land, however, the application is considered to meet the requirements of the following WAPC Policy provisions:

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*“5      General policy provisions*

*It is the opinion of the WAPC that rural land uses are the highest and best use for rural zoned land. Where an alternative use is proposed, such as residential, the use must be planned in a strategy or scheme and zoned accordingly.*

*When determining subdivision proposals on rural land, the following measures will be applied:*

- (a)    the creation of new or smaller lots will be by exception;*
- (b)    proposals will be considered against strategies and schemes;*
- (c)    adequate buffer distances for sensitive and/or incompatible land uses can be achieved; and*
- (d)    proposals will be assessed against any relevant State planning policies and/or operational policies.*

*6      Circumstances under which rural subdivision may be considered*

*In considering applications under section 6 (a) to (e), the WAPC will consider rural subdivision in the following exceptional circumstances:*

- (a)    to realign lot boundaries with no increase in the number of lots, where the resultant lots will not adversely affect rural land uses;*
- (b)    to protect and actively conserve places of cultural and natural heritage;*
- (c)    to allow for the efficient provision of utilities and infrastructure and/or for access to natural resources;*
- (d)    in the Homestead lot policy area (Appendix 2), to allow for the continued occupation of existing homesteads when they are no longer used as part of a farming operation; and*
- (e)    for other unusual or unanticipated purposes which, in the opinion of the WAPC, do not conflict with this and other relevant policies and are necessary in the public interest.*

*Although the WAPC seeks to minimise the creation of new or smaller rural lots, there are some circumstances where subdivision of rural land may be appropriate in order to promote better land management and achieve environmental, cultural and/or social benefits. These forms of subdivision, which may result in additional dwelling entitlements, are considered to provide incentives for rural subdivision. As such the remainder of this policy outlines the applicable standards for rural subdivision.”*

*“6.6   Homestead lots*

*The creation of Homestead lots is intended to allow primary producers to continue to occupy their dwelling when they cease to farm, and provide settlement opportunities in areas where land fragmentation is limited and unlikely to increase. Homestead lots are to be created in a manner that is consistent with the rural character and landscape of a locality. Homestead lots may be facilitated through boundary rationalisation or the creation of a new lot.*

*Homestead lots may therefore be created to enable an approved existing house on a rural lot to continue to be occupied provided that:*

- (a)    the land is in the DC 3.4 Homestead lot policy area;*
- (b)    the homestead lot has an area between one and four hectares, or up to 20 hectares to respond to the landform and include features such as existing outbuildings, services or water sources;*
- (c)    there is an adequate water supply for domestic, land management and fire management purposes;*
- (d)    the dwelling is connected to a reticulated electricity supply or an acceptable alternative is demonstrated;*
- (e)    the homestead lot has access to a constructed public road;*
- (f)    the homestead lot contains an existing residence that can achieve an appropriate buffer from adjoining rural land uses;*

- 
- (g) a homestead lot has not been excised from the farm in the past;
  - (h) the balance lot is suitable for the continuation of the rural land use, and generally consistent with prevailing lot sizes, where it can be shown that this is consistent with the current farming practices at the property; and
  - (i) the dwelling on a homestead lot must be of a habitable standard and may be required to be certified as habitable by the local government.

*Where there are a number of existing approved dwellings on a rural lot, more than one homestead lot may be considered as a one-off application."*

#### **FINANCIAL IMPLICATIONS**

Nil

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

The Shire of Chapman Valley Long Term Financial Plan was endorsed by Council at its 19 July 2017 meeting. It is not considered that the determination of this application would have impact in relation to the Long Term Financial Plan.

#### **STRATEGIC IMPLICATIONS**

Lot 506 Nanson-Howatharra Road, Howatharra is located within Precinct No.3 – Chapman Valley of the Shire of Chapman Valley Local Planning Strategy (2008) the vision for which is:

*"A diverse range of rural pursuits and incidental tourist developments that complement the sustainable use of agricultural resources."*

Figure 7 of the Local Planning Strategy identifies Lot 506 as 'Proposed Rural Smallholdings (20-40ha)'.

The 50.6937ha Lot 506 could ordinarily be subdivided into 2 equally sized lots that would comply with the 20ha minimum lot size under this strategic direction. However, this form of subdivision would not have regard for the existing land use pattern and built form and the application as lodged instead proposes a subdivision layout of unequal sized lots but is one that displays regard for the existing on-ground alignment of Bella Vista Rod and avoids creating a lot that straddles an existing road.

The Geraldton Region Plan was released in 1999 by the WAPC to provide a framework for the future management, protection and coordination of regional planning. The Region Plan incorporates the Greater Geraldton Structure Plan that was updated in 2011 by the WAPC to account for a number of strategic planning directions. Lot 506 is identified as 'Future Rural Living' upon the Greater Geraldton Structure Plan.

Lot 506 is located within the study area for the WAPC's Moresby Range Management Strategy (2009). The Strategy identifies that the south-eastern portion of Lot 506 forms part of the Moresby Range foot slopes, and that Lot 506 is not within a visually sensitive area. The proposed subdivision will not lead to change or intensification of the use of the land, given it is merely seeking to create separate titles for 2 existing residences.

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

The Shire of Chapman Valley Strategic Community Plan was endorsed by Council at its 15 November 2017 meeting. It is not considered that the determination of this application would have impact in relation to the Strategic Community Plan.

#### **CONSULTATION**

The WAPC is not obliged to undertake any public consultation in its assessment of subdivision applications, but has referred the application to the Shire of Chapman Valley, Department of Biodiversity Conservation & Attractions, Department of Fire & Emergency Services, Department of Mines Industry Regulation & Safety, Water Corporation and Western Power inviting comment.

#### **RISK ASSESSMENT**



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 required

## STAFF RECOMMENDATION

That Council advise the Western Australian Planning Commission that it supports the subdivision of Lot 506 Nanson-Howatharra Road, Howatharra (WAPC 160763) as shown upon Drawing No.36620AS2-1-0 (WAPC date stamped 5/5/21) subject to the following conditions:

- 1 A notification, pursuant to Section 165 of the *Planning and Development Act 2005*, is to be placed on the certificates of title of proposed Lots 1 & 2, advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows: *"This land is within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner. Additional planning and building requirements may apply to development on this land."*
- 2 A notification, pursuant to Section 70A of the *Transfer of Lands Act 1893*, is to be placed on the certificates of title of proposed Lot 1. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows: *"A network electricity supply is not available to this lot. If power is required in the future the owner will have to make their own arrangements with the electricity service provider for a suitable connection."*

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# **10.2**

## **Manager of Finance & Corporate Services**

### **10.2 AGENDA ITEMS**

- 10.2.1 Financial Management Report for May 2021**
- 10.2.2 Elected Members 2021/2022 Budget Request**
- 10.2.3 Budget Variation – TC Seroja Expenditure & Revenue**

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### 10.2.1 Financial Management Report for May 2021

PROPONENT:	Shire of Chapman Valley
SITE:	Shire of Chapman Valley
FILE REFERENCE:	307.00
PREVIOUS REFERENCE:	Nil
DATE:	16 June 2021
AUTHOR:	Dianne Raymond, Manager Finance & Corporate Services

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.2.1(a)	May 2021 Financial Management Reports		✓
10.2.1(b)	Confidential List of May 2021		✓

#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

Local Government (Financial Management) Regulations require monthly statements of financial activity to be reported and presented to Council.

#### COMMENT

The financial position at the end of May 2021 are detailed in the monthly management report 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/PROCEDURE IMPLICATIONS

Nil

#### FINANCIAL IMPLICATIONS

As presented in the Financial Management Report for May 2021

#### Long Term Financial Plan (LTFP):

No significant effect on the LTFP

#### STRATEGIC IMPLICATIONS

Nil

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

Ref	Objective	Strategy	Action
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines.

**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. Risk rating is considered 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

**STAFF RECOMMENDATION**

That Council receives the financial management report supplied under separate cover for the months of May 2021 comprising the following:

Statement of Financial Activities with notes

Note 1 – Net Current Assets

Note 2 – Cash & Financial Assets

Note 3 – Receivables

Note 4 – Other Current Assets

Note 5 – Payables

Note 6 – Rate Revenue

Note 7 – Disposal of Assets

Note 8 – Capital Acquisitions

Note 9 – Borrowings

Note 10 – Lease Liabilities

Note 11 – Cash Reserves

Note 12 – Other Current Liabilities

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Note 13 – Operating Grants and Contributions  
Note 14 – Non Operating Grants and Contributions  
Note 15 - Trust Funds  
Note 16 - Explanation of Material Variances

Additional Information

Budget by Program  
Summary of Payments  
Bank Reconciliation  
Credit Card Statement

**10.2.2****Elected Member 2021/2022 Budget Request**

<b>PROPONENT:</b>	Elected Members
<b>SITE:</b>	Shire of Chapman Valley
<b>FILE REFERENCE:</b>	306.00
<b>PREVIOUS REFERENCE:</b>	Nil
<b>DATE:</b>	16 June 2021
<b>AUTHOR:</b>	Dianne Raymond, Manager Finance & Corporate Services

**SUPPORTING DOCUMENTS:**

Ref	Title	Attached to Report	Under Separate Cover
10.2.2(a)	Elected Members Budget Requests		✓

**DISCLOSURE OF INTEREST**

Nil

**BACKGROUND**

Councillors are invited to submit any budget requests for the forthcoming draft budget during April each year. Also, users of Shire owned/controlled facilities were encouraged to put items forward for the Building & Disability Services Committee to consider, which have subsequently been recommended to Council at the March 2021 OCM for budget consideration.

**COMMENT**

Elected Members budget requests have been received from two Councillors; Cr Warr and Cr Humphrey which are provided under separate cover Attachment 10.2.2(a) of which a table of the original request has been inserted below (numbered for reference only and not to be considered as being in any order of priority). Costings for budget submissions were requested via email 19 May 2021 with one response as attached. Other than the historical cost from information to hand for the previous fixed wireless infrastructure to Coronation Beach Wi-Fi project expenditure of \$35,098 staff have not had the opportunity to obtain any costings for the elected members requests with some items being submitted without costings.

Description of Budget Request			Elected Member Estimated Costs
Elected Member		Description of Budget Request	
Cr Warr		Node One Fixed Wireless Internet connection to Yuna Multipurpose Community Centre	\$5,000
		- note Coronation Fixed Wireless cost \$35+k plus monthly plans	
		Repairs to Naraling Hall in readiness for 100 Years (2022)	No cost provided
		2x KVA Gen Set	\$20,000



Cr Humphrey	Weed Management proposal	No cost provided
	<p><b>Problem</b></p> <p>Residents on small land holdings within Chapman Valley need to be made aware of the threat weeds pose to livestock and biodiversity .</p> <p>Recently issues such as; decreased utilisation of park and bridal paths due to weeds, Stock poisonings from golden crown beard</p> <p>Residents and Shire slashing blocks of golden crown beard and walkaway burr after the plant has set seed</p> <p>(increasing weed burden problem) have been observed and this is perhaps due to a lack of knowledge</p>	
	<p><b>Causes</b></p> <p>Some residents are unaware of the threats and need to be made aware and advised on best management strategies.</p> <p>Parks, verges and bridal paths need to set an example for residents.</p>	
	<p><b>Budget submission/Solutions</b></p> <ul style="list-style-type: none"> <li>• Seek advice from an Agronomist to develop a weeds management strategy for both residents and shire controlled areas, including details on;               <ol style="list-style-type: none"> <li>1. Identification of pest plants (including: Golden crown beard, Walkaway burr, Afghan thistle, fleabane and paddy melons... to name a few...)</li> <li>2. Pictures of plant pests</li> <li>3. Plant pest biology</li> <li>4. Management and control options (How, when, why, what)</li> </ol> </li> <li>• Develop a pamphlet on plant pests, management and control (using advice from agronomist) to be sent out in rates notice.</li> <li>• Shire to outline landholder's responsibilities for weed management.</li> <li>• Shire to outline/recognise shire responsibilities for weeds management.</li> <li>• Ensure if chemical control is deemed appropriate; residents are advised on danger and are advised on a suitable place to purchase small quantities of chemicals (Hopefully agronomist linked to agribusiness company).</li> <li>• Once weeds are controlled, initiate seeding program. Seeding program developed by Agronomist .</li> </ul>	

#### STATUTORY ENVIRONMENT

Council adopts the Annual Budget in accordance with the Local Government Act and associated Regulations at which time all items listed in the Draft Budget are considered.

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## POLICY/PROCEDURE IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

The 2021/2022 Draft Budget allocations will be set as per the Council Resolution; however, these can be altered either at this meeting or the meeting when Council considers adopting the 2021/2022 Budget. All elected members items will have an effect on the 2021/2022 Draft Budget with some capital expenditure items, staff have not had the opportunity to obtain estimate costs for any of the items.

### Long Term Financial Plan (LTFP):

Nil

## STRATEGIC IMPLICATIONS

Nil

### Strategic Community Plan/Corporate Business Plan:

Ref	Objective	Strategy	Action
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes	Review current Council and Management policies and formalise update process and timelines.

## CONSULTATION

The Budget process includes Committee meetings (e.g. Buildings, Infrastructure Roads) and consultation with Elected Members and users of Shire owned/controlled facilities with staff to establish a Draft Budget for Council consideration. The budget process also needs to consider the Integrated Planning & Reporting (IPR) documents to ensure the draft presented identifies existing items and any alteration to the long-term planning for the Shire.

## RISK ASSESSMENT

The risk rating varies from Minor to Major dependent on the estimated costs for each item

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
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies

### VOTING REQUIREMENTS

Simple Majority

*(Note: There is no Staff Recommendation provided as this is considered a matter for Elected Member deliberation and determination)*

### COUNCIL RECOMMENDATION

Council endorse the following items presented for further consideration to be included in the 2021/2022 Draft Budget


### 10.2.3

#### Budget Variation - TC Seroja Expenditure & Revenue

PROPONENT:	Chief Executive Officer
SITE:	Shire of Chapman Valley
FILE REFERENCE:	603.05
PREVIOUS REFERENCE:	Nil
DATE:	16 June 2021
AUTHOR:	Dianne Raymond, Manager Finance & Corporate Services

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.2.3(a)	DRFAWA Advice - Urgent clean-up TC Seroja		✓
10.2.3(b)	DFES Letter to Shire of Chapman Valley		✓
10.2.3(c)	DFES Attachment 1		✓
10.2.3(d)	DFES Fact Sheet		✓

#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

Unbudgeted expenditure has occurred due to clean up after TC Seroja. This expenditure was obviously not included in the Adopted or Reviewed 20/21 Budget. Though this event was a declared natural disaster, with some eligible expenditure being covered under the declaration it is considered appropriate to formally resolve to endorse the unbudgeted expenditure incurred and income received for eligible items under the Disaster Recovery Funding Arrangement Western Australia (DRFAWA).

#### COMMENT

The purpose of this report is to seek Council's endorsement for an amendment to the 20/21 Revised Budget to allow for increased revenue and expenditure in relation to TC Seroja. The overall effect on the budget, though at the time of writing the Report is unknown, is expected to be minimal as there will be revenue received for eligible expenditure works under the DRFAWA for this event and most of the ineligible expenditure will be internal plant and labour costs.

Attached is correspondence received from the Department of Fire & Emergency Services regarding eligible clean-up criteria, FAQ, etc.

#### STATUTORY ENVIRONMENT

In accordance with legislative requirements of the Local Government Act, 1995, Section 6.8(1)(b) Council is required to resolve by **Absolute Majority** to incur expenditure from its municipal fund for an additional purpose that is not identified in the Adopted Budget i.e.

*Local Government Act (1995) – Section 6.8. - Expenditure from municipal fund not included in annual budget*

*(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure:*

- (a) is incurred in a financial year before the adoption of the annual budget by the local government;*
- or*
- (b) is authorised in advance by resolution\*; or*
- (c) is authorised in advance by the mayor or president in an emergency.*

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*\* Absolute majority required.*

(1a) In subsection (1):

**additional purpose** means a purpose for which no expenditure estimate is included in the local government's annual budget.

(2) Where expenditure has been incurred by a local government —

- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
- (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

#### **POLICY/PROCEDURE IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

The Staff Recommendation is requesting the endorsement of both revenue and expenditure to reflect expenditure and revenue changes to the 2020/2021 Annual Budget, though no specific amounts are available at this stage.

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

No significant effect on the LTFP

#### **STRATEGIC IMPLICATIONS**

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

Ref	Objective	Strategy	Action
5.3	Make informed decisions within resources and areas of responsibility	Council and Shire process formally incorporate integrated plans as references for decision making	Reference Strategic Community Plan, Corporate Business Plan, Asset Management Plan, Long Term Financial Plan and Workforce Plan regularly as part of decision making process

#### **CONSULTATION**

Not applicable

#### **RISK ASSESSMENT**

The associated risk would be the failure to comply with Local Government Act 1995 and Local Government (Financial Management) Regulations

As previously mentioned, the actual difference between expenditure incurred and revenue received from DRFAWA is unknown, yet it is expected the majority of the shortfall will be own resource costs (e.g. labour, plant, etc.) as most (if not all) external expenditure obtain externally to the Shire own resource operations will be covered by DRFAWA revenue.

Therefore the risk is forecast as being **Minor** to **Moderate**. With any external contract and services expenditure not covered by DRFAWA being absorbed into the expected end of financial year budget surplus.

It must be understood the building, infrastructure, etc. damage covered by insurance is not included as part of the expenditure variation and the excess the Shire will be obliged to cover will be dealt with as separate line item in the 21/22 Budget.

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
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Medical type injuries	\$10,001 - \$50,000	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Lost time injury	\$50,001 - \$150,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$150,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

## VOTING REQUIREMENTS

Absolute Majority

## STAFF RECOMMENDATION

Council endorse the budget variation to accommodate unbudgeted expenditure incurred and DRFAWA revenue received as a result of the effect of Tropical Cyclone Seroja on the Shire of Chapman Valley.

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# **10.3**

## **Chief Executive Officer**

### **10.3 AGENDA ITEMS**

#### **10.3.1 Western Australian Local Government Association – AGM**

### 10.3.1

#### Western Australian Local Government Association - AGM

PROPONENT:	Western Australian Local Government Association (WALGA)
SITE:	Crown Perth
FILE REFERENCE:	404.01
PREVIOUS REFERENCE:	NA
DATE:	16 <sup>th</sup> June 2021
AUTHOR:	Maurice Battilana, Chief Executive Officer

#### SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.3.1(a)	WALGA – Advice of 2021 LG Convention & AGM		✓

#### DISCLOSURE OF INTEREST

Nil

#### BACKGROUND

The Western Australian Local Government Association (WALGA) has advised of the Local Government Convention and Annual General Meeting (AGM) are to be held at the Crown Perth on Monday, 20 and Tuesday, 21 September, with the Opening Welcome Reception being held on the evening of Sunday, 19 September.

The advice states the Convention and AGM will be an in-person meeting with no mention of limitations on numbers at this stage. However; as we are all fully aware, this may be affected by any future COVID pandemic outbreaks in WA.

#### COMMENT

The WALGA is yet to provide a formal Notice outlining guidelines and criteria to be followed when considering a submission for motions to be presented to the AGM. This will be provided to Councillors when received. However, the process in previous years has been as follows and I would anticipate will be similar this year i.e.

- *Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay.*
- *Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums.*
- *Due regard should be given to the timeliness of the motion – will it still be relevant come the Local Government Convention or would it be better handled immediately by the Association?*
- *The likely political impact of the motion should be carefully considered.*
- *Due regard should be given to the educational value to Members – i.e. does awareness need to be raised on the particular matter?*
- *The potential media interest of the subject matter should be considered.*



- *Annual General Meeting motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.*

The WALGA formal Notice is also expected to stipulate the same criteria as previous years i.e.

*As per the Corporate Governance Charter, prior to the finalisation of the agenda, the WALGA President and Chief Executive Officer will determine whether motions abide by the following criteria: Motions will be included in the Business Paper agenda where they:*

- 1. Are consistent with the objects of the Association (refer to clause 3 of the constitution);*
- 2. Demonstrate that the issue/s raised will concern or are likely to concern a substantial number of Local Governments in WA.;*
- 3. Seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;*
- 4. Have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);*
- 5. Are clearly worded and unambiguous in nature;*

*Motions will not be included where they are:*

- 6. Consistent with current Association advocacy/policy positions. (As the matter has previously considered and endorsed by the Association).*

*Motions of similar objective:*

- 7. Will be consolidated as a single item.*

At the time of writing no indication has been received on any proposed Motion(s) to be submitted from the Shire of Chapman Valley to the WALGA AGM. The Shire tends to put item through the Northern Country Zone for WALGA State Council consideration, rather than at the WALGA AGM.

## **STATUTORY ENVIRONMENT**

Not applicable

## **POLICY/PROCEDURE IMPLICATIONS**

Council Corporate Policy (CP006) deals with attendance at events i.e.

<b>POLICY NO</b>	CP-006
<b>POLICY</b>	ATTENDANCE AT EVENTS POLICY
<b>RESPONSIBLE DIRECTORATE</b>	CEO
<b>PREVIOUS POLICY No.</b>	CMP-030
<b>LEGISLATION</b>	Section 5.90A of the Local Government Act 1995
<b>RELEVANT DELEGATIONS</b>	1019

### **1. OBJECTIVES**

- 1.1. To introduce policy to address section 5.90A. of the Local Government Act 1995 Policy for attendance at events*
- 1.2. To provide elected members and staff with consistent guidelines to ensure transparency, relevance, and value for money for ratepayers.*
- 1.3. This Policy does not cover Elected Member Training. Refer to Management Procedure Ref CMP-030: "Elected*

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*Member Training & Professional Development”.*

## **2. POLICY STATEMENTS**

- 2.1. *In developing the Attendance at Events Policy, council needs to actively consider the purpose of and benefits to the community from council members and CEOs attending events. The policy should not be used to intentionally circumvent conflict of interests which may arise from attending events hosted by a provider who will have a significant matter before council. The Attendance at Events policy is to enable council members to attend events as a representative of council without restricting their ability to participate in council meetings.*
- 2.2. *This policy addresses attendance at any events, including concerts, conferences, functions or sporting events, whether free of charge, part of a sponsorship agreement, or paid by the local government. The purpose of the policy is to provide transparency about the attendance at events of council members and the Chief Executive Officer (CEO).*
- 2.3. *Attendance at an event in accordance with this policy will exclude the gift holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before council. Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest. Receipt of the gift will still be required under the gift register provisions.*

## **3. LEGISLATION**

### **3.1. 5.90A. Policy for attendance at events**

*In this section — event includes the following —*

- a) *a concert;*
- b) *a conference;*
- c) *a function;*
- d) *a sporting event;*
- e) *an occasion of a kind prescribed for the purposes of this definition.*

### **3.2. A local government must prepare, and adopt\* a policy that deals with matters relating to the attendance of council members and the CEO at events, including —**

- a) *the provision of tickets to events; and*
- b) *payments in respect of attendance; and*
- c) *approval of attendance by the local government and criteria for approval; and*
- d) *any prescribed matter.*

**\*Absolute majority required.**

### **3.3. A local government may amend\* the policy.**

**\*Absolute majority required.**

### **3.4. When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.**

### **3.5. The CEO must publish an up-to-date version of the policy on the local government’s official website.**

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#### **4. PROVISION OF TICKETS TO EVENTS**

##### **4.1. Invitation**

###### **4.1.1.**

*All invitations or offers of tickets for a council member or CEO to attend an event should be in writing and addressed to the Chief Executive Officer. Invitations made directly to an Elected Member are to be handed to the Chief Executive Officer for action to be taken in accordance with this Policy.*

###### **4.1.2.**

*Any other invitation or offer of tickets not addressed to an Elected Member or the Chief Executive Officer in general is not captured by this policy and must be disclosed in accordance with the gift and interest provisions in the Act.*

###### **4.1.3.**

*A list of events and attendees authorised by the local government in advance of the event is recorded in Attachment A.*

#### **5. APPROVAL OF ATTENDANCE**

*5.1 In deciding on attendance at an event, the Council will consider:*

- a) who is providing the invitation or ticket to the event,*
- b) the location of the event in relation to the local government (within the district or out of the district),*
- c) the role of the council member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,*
- d) whether the event is sponsored by the local government,*
- e) the benefit of local government representation at the event,*
- f) the number of invitations / tickets received, and*
- g) the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.*

*5.2 Decisions to attend events in accordance with this policy will be made by simple majority or by the CEO in accordance with any authorisation provided in this policy.*

*5.3 The CEO is authorised to determine matters relating to staff attending conferences, seminars or training (in addition to those listed at Attachment A) that form part of the ongoing operational requirements of the Shire using the considerations as outlined in 5.2 of this policy.*

#### **6. PAYMENTS IN RESPECT OF ATTENDANCE**

*6.1 Where an invitation or ticket to an event is provided free of charge, the local government may contribute to appropriate expenses for attendance, such as travel and accommodation, for events outside the district if the council determine attendance to be of public value.*

*6.2 For any events where a member of the public is required to pay, unless previously approved and listed in Attachment A, the council will determine whether it is in the best interests of the local government for a council member or the CEO or another officer to attend on behalf of the council.*

- 
- 6.3 *If the council determines that a council member or CEO should attend a paid event, the local government will pay the cost of attendance and reasonable expenses, such as travel and accommodation.*
- 6.4 *Where partners of an authorised local government representative attend an event, any tickets for that person, if paid for by the local government, must be reimbursed by the representative unless expressly authorised by the council.*

## ATTACHMENT A – EVENTS AUTHORISED IN ADVANCE

Event Description	Date of event	Approved Attendee/s	Position	Approved contribution	Date of council resolution or CEO authorisation
Western Australian Local Government Association (WALGA) Annual Conference and AGM	Annual Event	President, Deputy President 2 x Elected Members CEO	Elected Members & CEO	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses.  Note: Alcoholic beverages are not covered.	Elected Members – Min Ref:##/##-## Staff – CEO discretion (Clause 5.3)
Northern Country Zone Conferences	Periodical	President, Deputy President Elected Members CEO DCEO	Elected Members & CEO DCEO	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses.  Note: Alcoholic beverages are not covered.	Elected Members – Min Ref:##/##-## Staff – CEO discretion (Clause 5.3)
State Government Budget announcement, launches and other events	Ongoing	President, Deputy President CEO	Elected Members & CEO	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses.  Note: Alcoholic beverages are not covered.	Elected Members – Min Ref:##/##-## Staff – CEO discretion (Clause 5.3)

Event Description	Date of event	Approved Attendee/s	Position	Approved contribution	Date of council resolution or CEO authorisation
WALGA Road Conference	Annual Event	President, Deputy President 2 x Elected Members CEO Manager Works & Svc	Elected Members & CEO Manager Works & Svc	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses.  Note: Alcoholic beverages are not covered.	Elected Members – Min Ref:##/##-## Staff – CEO discretion (Clause 5.3)
Local Government Professionals Annual Conference	Annual Event	CEO DCEO	CEO DCEO	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses.  Note: Alcoholic beverages are not covered.	Staff – CEO discretion (Clause 5.3)
Synergy Soft IT Annual User Group Conference	Annual Event	CEO Manager Finance & Corporate Services	CEO Manager Finance & Corporate Services	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses.  Note: Alcoholic beverages are not covered.	Staff – CEO discretion (Clause 5.3)
Moore Stephens Annual	Annual	CEO	CEO	Registration,	Staff – CEO discretion (Clause 5.3)

Event Description	Date of event	Approved Attendee/s	Position	Approved contribution	Date of council resolution or CEO authorisation
Budget Finance Conferences	Event	Manager Finance & Corporate Services	Manager Finance & Corporate Services	Accommodation, Travel, Meals and other reasonable cost & living expenses.  Note: Alcoholic beverages are not covered.	
Works Supervisors Annual Conference	Annual Event	CEO Manager Works & Svc	CEO Manager Works & Svc	Registration, Accommodation, Travel, Meals and other reasonable cost & living expenses.  Note: Alcoholic beverages are not covered.	Staff – CEO discretion (Clause 5.3)

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It will be noted in the Policy CP-006 where the endorsed attendees at the WALGA AGM are:

- President,
- Deputy President
- 2 x Elected Members
- CEO
- Staff – CEO discretion

The following Corporate Management Procedure is also relevant:

MANAGEMENT PROCEDURE No.	CMP-035
MANAGEMENT PROCEDURE	WALGA AGM AND NORTHERN COUNTRY ZONE DELEGATES -
RESPONSIBLE OFFICER	CHIEF EXECUTIVE OFFICER
PREVIOUS POLICY/PROCEDURE No.	9.150
RELEVANT DELEGATIONS	1019

**OBJECTIVES:**

*Give authority to Elected Member representatives at both the WALGA AGM and the Northern Country Zone of WALGA to vote on issues at their discretion.*

**MANAGEMENT PROCEDURE STATEMENT/S:**

*Delegates elected as representatives to the WALGA AGM and, Northern Country Zone (NCZ) are given the authority to vote on issues in the best interest of the Shire of Chapman Valley, rather than having to bring such issues back to Council first for direction.*

*If delegates believe a specific item does require a decision of Council and are not prepared to vote on such items until Council has first discussed this specific matter they will abstain from voting on these grounds and put forward a motion that the matter “lay on the table” until each individual Local Government Authority has had the opportunity to consider the item of concern.*

*The authorisation given to Council representatives will not: -*

- *Commit the Local Government Authority to any expenditure; or*
- *Be extended to a situation where such a matter requires a specific decision of Council in accordance with any form of legislation*

WALGA will also request names of two Voting Delegates and two Proxy Voting delegates. It is considered appropriate the President & Deputy President (if both attending) be the Voting Delegates with the two other Elected Members attending being the Proxy Voting delegates. The CEO will only act as a Voting/Proxy Voting Delegate in the event there is not enough Elected Members present to fill these positions

**FINANCIAL IMPLICATIONS**

Council budgets annual for attendances at the WALGA Conference and AGM in accordance with Policy.



## STRATEGIC IMPLICATIONS

Ref	Objective	Strategy
5.1	Ensure governance and administration systems, policies and processes are current and relevant	Review policy categories and set ongoing accountability for review processes

## CONSULTATION

Formal notification received from WALGA and a subsequent phone call made to WALGA regarding in-person meeting and attendee numbers.

## RISK ASSESSMENT

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

## STAFF RECOMMENDATION

Council:

1. Endorse the following priority list of attendees for the 2021 Western Australian Local Government Association's Annual General Meeting and Local Government Convention to be held in Perth in accordance with Corporate Policy CP-006:
  1. President (Voting Delegate);
  2. Deputy President (Voting Delegate);
  3. Cr \_\_\_\_\_; (Proxy Voting Delegate);
  4. Cr \_\_\_\_\_; (Proxy Voting Delegate) and
2. The Chief Executive Officer (or his delegate) to attend the Western Australian Local Government Association's Annual General Meeting in accordance with Corporate Policy CP-006 .

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

**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**

**15.1 Code of Conduct**

**16.0 CLOSURE**



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## SOURCE DOCUMENTATION

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DATE	26 MAY 2021
FILE	103.02 A13364 A1337
RECORD	CR 2117869

N & C Philippa  
3273 Chapman Valley Road  
NABAWA WA 6532

Simon Lancaster  
Acting Chief Executive Officer  
Shire of Chapman Valley

24<sup>th</sup> May 2021

Dear Simon,


We would like to make an offer to the Shire to purchase the two blocks of land, south of our house.

If the Shire is happy to sell them, we would like to offer \$7,500 for each block.

At this stage, if successful, our intentions would be to place our existing block, and these two, on the one title. We would then proceed to fence it with a reconstituted limestone fence and build a three-bay shed, swimming pool and garden on the land.

We thank you for your consideration.

Kind regards,



Nick & Chrissy



Viewland Pty Ltd atf the Hilson Trading Trust t/a Hille Thompson & Delfos  
ABN: 30 982 363 197



24 Durlacher St, Geraldton  
PO Box 820, GERALDTON WA 6531  
Ph: (08) 9921 3111  
Email: [htdsurveys@htds.com.au](mailto:htdsurveys@htds.com.au)  
Website: [www.htds.com.au](http://www.htds.com.au)

**Our Ref: 366-20**  
**Enquiries: Brad Collard**

20<sup>th</sup> April 2021

Midwest Region - Planning Manager (Statutory Planning)  
Department of Planning, Lands and Heritage  
Locked Bag 2506  
PERTH WA 6001

Dear Sir/Madam

**Proposed Subdivision: Lot 506 Nanson - Howatharra Road, Howatharra**

The attached application proposes to subdivide lot 506 to create 2 lots. It is proposed to create a "Homestead Lot" which contains an existing dwelling to separate it from the existing farming operations carried out on the remainder of the subject land which will form a balance rural lot.

As outlined below it is considered that the proposed Homestead Lot satisfies the requirements as outlined under clause 6.6 of Development Control Policy 3.4 – Subdivision of Rural Land (DCP 3.4):

- The subject land is located within the local government boundary of the Shire of Chapman Valley which is designated as being a Homestead Lot policy area in Appendix 2 of DCP 3.4.
- The proposed Homestead Lot has an area of 8.5 hectares. The lot has been configured to contain the existing dwelling and is the western severance of lot 506 which is currently bisected by Bella Vista Road.
- The proposed Homestead Lot contains tanks to capture rainwater off the dwelling which provide an adequate water supply for domestic, land management and fire management purposes. The Homestead Lot also contains a small dam which may provide water for land management purposes.
- The existing dwelling is serviced by a battery storage solar power system which makes it entirely self-sufficient. It isn't intended or desired to connect this lot to a reticulated electricity supply.
- The proposed Homestead Lot will have access to Bella Vista Road which is a constructed public road.

- The proposed homestead lot boundaries largely follow existing fencing which effectively delineate the homestead lot from the surrounding rural lot and Bella Vista Road provides an effective buffer between the dwelling and the adjoining rural land uses.
- The proposed balance rural lot of 42.2 hectares would be suitable for continuation of the current rural use. The proposed subdivision would have negligible impact on the existing farming operations as the area to be taken up by the homestead lot isn't currently used as part of the farming operations.

Portions of the subject land are classified as bushfire prone areas under the Department of Fire and Emergency Services Map of Bushfire Prone Areas.

A Bushfire Attack Level Assessment/Bushfire Management Plan in accordance with State Planning Policy 3.7 has been omitted from this subdivision application based on the following:

The proposed subdivision does not:

- Result in the intensification of development (or land use);
- Result in an increase of residents or employees;
- Involve the occupation of employees on site for any considerable amount of time; or
- Result in an increase to the bushfire threat

If you (or any of the referral agencies) have any queries or require any further information please do not hesitate to contact this office.

Yours faithfully



Brad Collard  
**Director**  
brad@htds.com.au

WESTERN



AUSTRALIA

REGISTER NUMBER

**506/DP70136**DUPLICATE  
EDITION**1**

DATE DUPLICATE ISSUED

**23/3/2012**VOLUME  
**2786**FOLIO  
**626**

# RECORD OF CERTIFICATE OF TITLE

## UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

*BGRoberts*  
REGISTRAR OF TITLES



### LAND DESCRIPTION:

LOT 506 ON DEPOSITED PLAN 70136

### REGISTERED PROPRIETOR: (FIRST SCHEDULE)

MARK EDWARD RYDER FARROW  
WENDY ANNE FARROW  
AS JOINT TENANTS IN 1/2 SHARE  
JEFFREY CHARLES FARROW  
IN 1/2 SHARE  
ALL OF RMB 10, 189 HOWATHARRA ROAD, CHAPMAN VALLEY  
AS TENANTS IN COMMON

(AF L888956 ) REGISTERED 22/3/2012

### LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS: (SECOND SCHEDULE)

1. H531251 MORTGAGE TO COMMONWEALTH BANK OF AUSTRALIA REGISTERED 22/8/2000.
2. H760090 MORTGAGE TO COMMONWEALTH BANK OF AUSTRALIA REGISTERED 28/5/2001.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.  
\* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.  
Lot as described in the land description may be a lot or location.

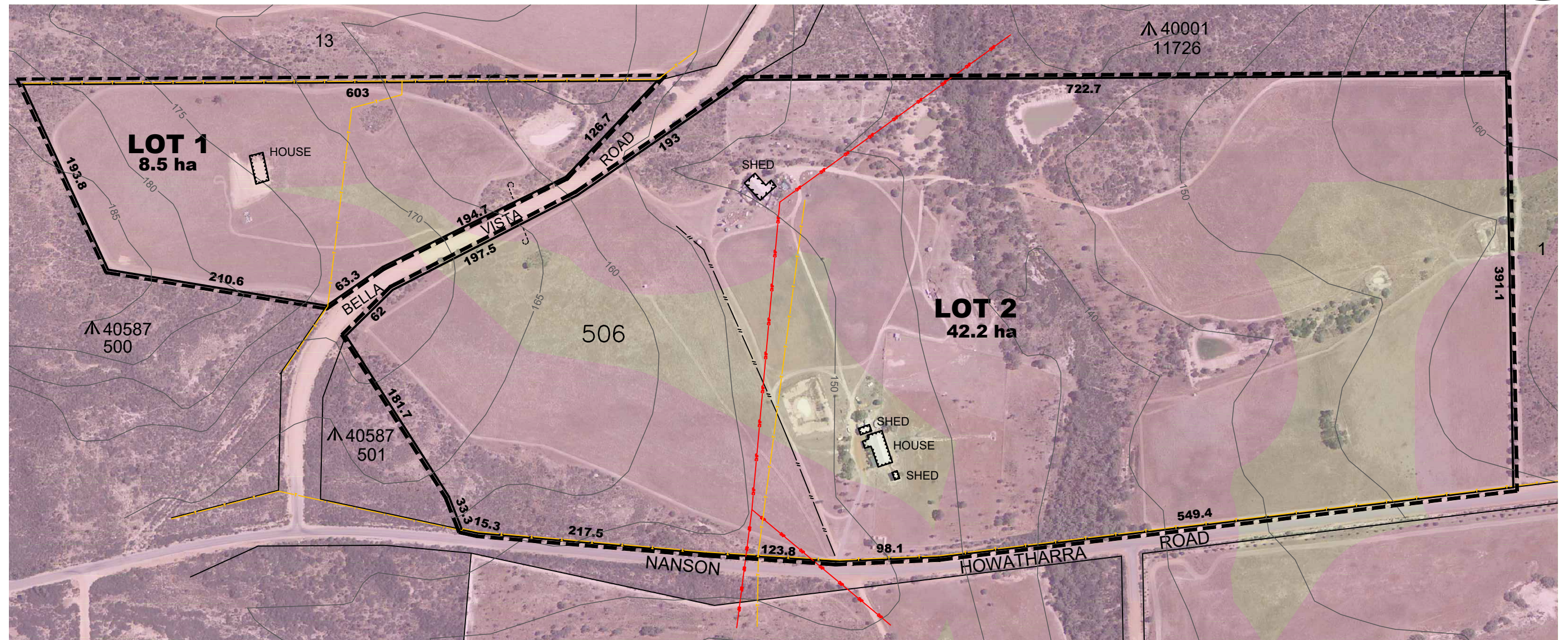
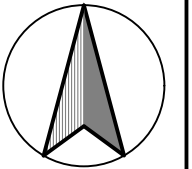
-----END OF CERTIFICATE OF TITLE-----

### STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: DP70136  
PREVIOUS TITLE: 2660-98  
PROPERTY STREET ADDRESS: 1010 NANSON-HOWATHARRA RD, HOWATHARRA.  
LOCAL GOVERNMENT AUTHORITY: SHIRE OF CHAPMAN VALLEY





#### EXPLANATORY NOTE

THIS PLAN WAS PREPARED TO ACCOMPANY AN APPLICATION TO THE WESTERN AUSTRALIAN PLANNING COMMISSION FOR APPROVAL TO SUBDIVIDE THE LAND DESCRIBED IN THE PLAN AND IS NOT TO BE USED FOR ANY OTHER PURPOSE OR BY ANY OTHER PERSON. HILLE, THOMPSON & DELFOS ACCEPT NO RESPONSIBILITY FOR ANY LOSS OR DAMAGE CAUSED TO ANY PERSON WHO MAY RELY ON THE INFORMATION ON THIS PLAN FOR A PURPOSE FOR WHICH IT WAS NOT INTENDED.

THE SERVICES SHOWN ON THIS PLAN HAVE BEEN PLOTTED FROM THE RECORDS OF THE RELEVANT AUTHORITIES. PRIOR TO ANY DEMOLITION, EXCAVATION OR CONSTRUCTION ON THE SITE, THE RELEVANT AUTHORITIES SHOULD BE CONTACTED.

AERIAL PHOTO WAS SOURCED FROM LANDGATE


CONTOURS SOURCED FROM ESINET (WATER CORP)

ALL BUILDINGS / STRUCTURES TO BE RETAINED







No. OF EXISTING LOTS : 1

LOT 506 : 50.6937 ha

No. OF PROPOSED LOTS : 2

 BUILDING

 BUSHFIRE PRONE AREAS

-  SUBJECT BOUNDARY
-  ABUTTING BOUNDARY
-  APPLICATION AREA
-  OVERHEAD POWER (SOURCED FROM DBYD)
-  TELSTRA (SOURCED FROM DBYD)
-  FENCE

DEPARTMENT OF PLANNING, LANDS  
AND HERITAGE

DATE  
05-May-2021

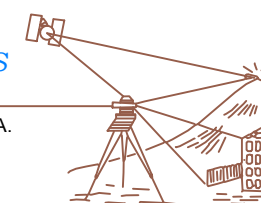
FILE  
160763

00 80 160 240  
ALL DISTANCES ARE IN METRES

SURVEYED BY:	LC	9/10/20
DRAWN BY:	SL	15/10/20
CHECKED BY:	LC	3/11/20
APPROVED BY:		

AREA FILE: 1775  
CONT. INT'VAL: 5 m  
V DATUM: AHD  
H DATUM: MGA94z50  
FIELD Bk: TSC3#6

**HTD**  
**SURVEYORS & PLANNERS**  
**HILLE, THOMPSON & DELFOS**  
24 Durlacher Street, GERALDTON W.A.  
PHONE: (08) 9921 3111  
EMAIL: [htdsurveys@htds.com.au](mailto:htdsurveys@htds.com.au)  
WEBSITE: <http://www.htds.com.au>



CLIENT:	JEFFREY FARROW		
LOT 506 on DP 70136			
<b>PROPOSED FREEHOLD SUBDIVISION</b>			
NANSON-HOWATHARRA ROAD, HOWATHARRA - SHIRE OF CHAPMAN VALLEY			
SCALE 1 : 4000 ALL DISTANCES IN METRES	SHEET SIZE A3	DWG No.	36620AS2-1-0

0	15/10/20	ORIGINAL ISSUE	SL
REVISIONS			





## Application for Approval of Freehold or Survey Strata Subdivisions

Lodgement ID: 2021-221350

Your Reference 366-20  
 Location of Subject Property Nanson - Howatharra Road, Howatharra  
 No. of applicants 1  
 Are you applying on your own behalf? Yes  
 Are you the primary applicant? Yes  
 Do you have consent to apply from all landowners? Yes  
 Lodgement Type Subdivision  
 Submitted by Brad Collard  
 Email htdsurveys@htds.com.au



## About the land

Number of current lots on the land	1	Total number of proposed lots on the land including balance lots	2
Drainage Reserves	0	Public Access Ways	0
Recreation Reserves	0	Right of Ways	0
Road Reserves	0	Road Widening	0
Number of fee paying lots	2	Number of fee exempt lots	0

## What is the proposed use/development?

<b>Proposed Use</b>	<b>Lot size</b>	<b>Number of Lots</b>	
Rural	5 HA - 10 HA	1	
Rural	Over 25 HA	1	
<b>Local Government</b>	Shire Of Chapman Valley	<b>Existing dwellings</b>	Yes
<b>Is common property proposed</b>	No		

## Applicants

## Primary applicant (1)

<b>Is the applicant a company/organisation?</b>	Yes	<b>Is the applicant a landowner?</b>	No
<b>Name/Company</b>	Hille Thompson & Delfos	<b>ABN / ACN</b>	30982363197
<b>Email</b>	htdsurveys@htds.com.au	<b>Phone number</b>	99213111
<b>Address</b>			
<b>Street address</b>	Po Box 820 24 Durlacher Street	<b>Town / Suburb or City</b>	Geraldton
<b>State</b>	WA	<b>Post Code</b>	6531
<b>Country</b>	AUSTRALIA	<b>OR Non-Australian Address, P.O. Box, &amp; etc</b>	N/A

## Certificate of Title Details

## Lots with certificate (1)

<b>Volume</b>	2786	<b>Folio</b>	626
<b>Lot Number</b>	506	<b>Plan Number</b>	DP70136
<b>Total land area</b>	50.6937	<b>Land Area Units</b>	Hectares
<b>Reserve number (if applicable)</b>	N/A	<b>No. of landowners</b>	3
<b>Is the Landowners name different to that shown on the Certificate of Title?</b>			No

## Landowners

## Landowner (1)

<b>Full name</b>	Mr Mark Farrow	<b>Company / Agency</b>	N/A
<b>ACN / ABN</b>	N/A	<b>Landowner type</b>	Registered Proprietor/s
<b>Address</b>			
<b>Street address</b>	1010 Nanson-Howatharra Road	<b>Town / Suburb or City</b>	Howatharra
<b>State</b>	WA	<b>Post code</b>	6532
<b>Country</b>	AUSTRALIA	<b>OR Non-Australian Address, P.O. Box, &amp; etc</b>	N/A

**Landowner (2)**

<b>Full name</b>	Mrs Wendy Farrow	<b>Company / Agency</b>	N/A
<b>ACN / ABN</b>	N/A	<b>Landowner type</b>	Registered Proprietor/s
<b>Address</b>			
<b>Street address</b>	1010 Nanson-Howatharra Road	<b>Town / Suburb or City</b>	Howatharra
<b>State</b>	WA	<b>Post code</b>	6532
<b>Country</b>	AUSTRALIA	<b>OR Non-Australian Address, P.O. Box, &amp; etc</b>	N/A

**Landowner (3)**

<b>Full name</b>	Mr Jeffrey Farrow	<b>Company / Agency</b>	N/A
<b>ACN / ABN</b>	N/A	<b>Landowner type</b>	Registered Proprietor/s
<b>Address</b>			
<b>Street address</b>	1010 Nanson-Howatharra Road	<b>Town / Suburb or City</b>	Howatharra
<b>State</b>	WA	<b>Post code</b>	6532
<b>Country</b>	AUSTRALIA	<b>OR Non-Australian Address, P.O. Box, &amp; etc</b>	N/A

**Subdivision detail**

<b>Number of dwellings</b>	2	<b>Dwelling retained</b>	Yes
<b>Dwelling description</b>	N/A		
<b>Number of outbuildings/structures</b>	3	<b>Structure/s retained</b>	Yes
<b>Other description</b>	N/A		
<b>Structure description</b>	N/A		
<b>Is a battleaxe lot/s proposed?</b>			No
<b>Does plan show the width and length of the access leg, the area of the access leg and total area of the rear lot</b>			Not applicable
<b>Has the land ever been used for potentially contaminating activity</b>			No
<b>Does the land contain any sites that have been classified under the Contaminated Sites Act 2003</b>			No
<b>Does the land contain any sites that have been reported or required to be reported under the Contaminated Sites Act 2003</b>			No
<b>Is the land located in an area where site characteristics or local knowledge lead you to form the view that there is a significant risk of acid sulfate soils in this location</b>			No
<b>Is this application to be assessed under the Liveable Neighbourhoods policy and is supporting documentation attached?</b>			No
<b>Is the development with in a Bushfire Prone Area?</b>			N/A
<b>Are there any dewatering or drainage works proposed to be undertaken</b>			No
<b>Is excavation of 100 cubic metres or more of soil proposed</b>			No
<b>If yes did the Acid Sulfate Soils investigation indicate acid sulfate soils were present</b>			No
<b>Is a Termination Proposal Attached</b>			No
<b>Is a Strata Company Resolution Attached</b>			No

**Fee & Payment**

<b>Fee amount</b>	\$3,487.00	<b>Payment Type</b>	By Anyone
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**Attachments**

<b>Attachment name</b>	<b>Attachment type</b>
1. 36620AS2-1-0-5.pdf	Subdivision Plan
2. Certificate of Title 2786-626 1010 Nanson-Howatharra Road_ HOWATHARRA 6532-1.pdf	Certificate of Title
3. Form_1A_CheckList - Lot 506 Nanson-Howatharra Rd-7.pdf	Required Information about the Proposal
4. Letter of Consent - M_ W _ J Farrow-2.pdf	Authorised Letter of Consent
5. Letter of Consent - M_ W _ J Farrow-3.pdf	Authorised Letter of Consent
6. Letter of Consent - M_ W _ J Farrow-4.pdf	Authorised Letter of Consent
7. WAPC application - Lot 506 Nanson - Howatharra Rd_ Howatharra-6.pdf	Subdivision Report/s

Perth	Albany	Bunbury	Geraldton	Mandurah
140 William Street	PO Box 1108	Sixth Floor	Regional Planning and Strategy	Unit 2B
Perth	Albany	Bunbury Tower	Office 10	11-13 Pinjarra Road
Western Australia, 6000,	Western Australia, 6330	61 Victoria Street	209 Foreshore Drive	Mandurah
Locked Bag 2506 Perth, 6001		Bunbury	Geraldton	Western Australia, 6210
		Western Australia, 6230	Western Australia, 6530	
Tel: (08) 6551 9000	Tel: (08) 9892 7333	Tel: (08) 9791 0577	Tel: (08) 9960 6999	Tel: (08) 9586 4680
Fax: (08) 6551 9001	Fax: (08) 9841 8304	Fax: (08) 9791 0576	Fax: (08) 9964 2912	Fax: (08) 9581 5491

## Required information about the proposal

An application may not be accepted and will be returned to the applicant with the submitted fee if the requirements are incorrect or incomplete.

## General information required for all applications

1. Subdivision plans are based on an accurate and up-to-date feature survey that includes existing ground levels relative to AHD or topography of the subject lot/s. A feature survey is not required for amalgamation approval. ☐ Yes
2. Relevant copies of the subdivision plans and supporting documentation or accompanying information are attached. ☐ Yes
3. The subdivision plan is capable of being reproduced in black and white format. ☐ Yes
4. The subdivision plan is drawn to a standard scale (ie 1:100, 1:200, 1:500, 1:1000) at A3 or A4. ☐ Yes
5. All dimensions on the subdivision plan are in metric standard. ☐ Yes
6. The north point is shown clearly on the subdivision plan. ☐ Yes
7. The subdivision plan shows all lots or the whole strata plan (whichever is applicable). ☐ Yes
8. The subdivision plan shows all existing and proposed lot boundaries. ☐ Yes
9. The subdivision plan shows all existing and proposed lot dimensions (including lot areas). ☐ Yes
10. The subdivision plan shows the lot numbers and boundaries of all adjoining lots. ☐ Yes
11. For battleaxe lots, the subdivision plan shows the width and length of the access leg, the area of the access leg and the total area of the lot. ☐ Yes ☐ n/a (battleaxe lot not proposed)
12. The subdivision plan shows the name/s of existing road/s. ☐ Yes
13. The subdivision plan shows the width of proposed road/s. ☐ Yes ☐ n/a (no road proposed)
14. The subdivision plan shows all buildings and/or improvements, including driveways and crossovers (including setbacks) which are to be retained, or removed. ☐ Yes ☐ n/a (land is vacant)
15. The subdivision plan shows all physical features such as watercourses, wetlands, significant vegetation, flood plains and dams. ☐ Yes ☐ n/a (land does not contain such features)
16. The subdivision plan shows all electrical, sewer and water infrastructure. For on-site sewage disposal, the indicative disposal areas for wastewater distribution are to be shown. ☐ Yes

## 17. Additional information required in the case of applications for residential infill subdivision within existing residential zoned areas

Applications which propose to create two or more residential lots in existing residential areas must show all existing features (in addition to item 16 above) located in the road reserve/s adjoining the subject land and all existing improvements on the subject land and including:

- driveways and crossovers
- kerb lines
- manholes
- bus stops
- gully pits
- boundary setbacks for dwelling/s to be retained
- fencing
- street trees
- water supply
- swimming pools
- pedestrian paths
- retaining walls
- telecommunication pillars
- electricity transmission lines and poles
- sewer, water and electricity connections
- on-site sewage disposal systems, including treatment and wastewater disposal areas

## 18. Additional information required in the case of an application for termination

- Has a copy of the outline of termination proposal been attached ☐ Yes
- Has a copy of the strata resolution in support of this proposal been attached ☐ Yes

The WAPC has published a guide to applications and fees to assist applicants preparing to submit applications. The guide and other information about the planning system is available online:

[www.dplh.wa.gov.au](http://www.dplh.wa.gov.au)

## Transport impacts

Transport Impact Statements and Transport Impact Assessments are required to determine the likely transport impact of a proposal. Information to assist proponents is available on the DPLH website at [www.dplh.wa.gov.au/policy-and-legislation/state-planning-framework/fact-sheets,-manuals-and-guidelines/transport-impact-assessment-guidelines](http://www.dplh.wa.gov.au/policy-and-legislation/state-planning-framework/fact-sheets,-manuals-and-guidelines/transport-impact-assessment-guidelines)

1. Are there 10 - 100 vehicle trips in the subdivision's peak hour? ☐ Yes ☐ No  
If yes, a transport impact statement is to be provided
2. Are there more than 100 vehicle trips in the subdivision's peak hour? ☐ Yes ☐ No  
If yes, a transport impact assessment is to be provided.

## Access to/from right-of-way or private road

Access is to be provided from an existing right of way or private road. ☐ Yes ☐ No

If you indicate 'yes', you must provide a copy of the plan or diagram of survey on which the subject right-of-way was created to confirm its exact width and whether a right of access exists. Right of access may be an easement under section 167A of the *Transfer of Land Act 1893*, an implied easement for access or other arrangement.

## Road and rail noise

Is the proposal within the trigger distance of a strategic transport route as defined by *State Planning Policy 5.4*? ☐ Yes ☐ No

## Contaminated sites

Information to assist applicants to respond to the following questions is on the Department of Water and Environmental Regulation (DWER) website at [www.der.wa.gov.au/your-environment/contaminated-sites](http://www.der.wa.gov.au/your-environment/contaminated-sites).

1. Has the land ever been used for a potentially contaminating activity? ☐ Yes ☐ No  
Appendix B of Assessment and Management of Contaminated Sites (DWER Contaminated sites guidelines) lists potentially contaminating industries, activities and land uses. The list is not exhaustive.  
If yes, please attach details of the activities/uses.
2. Does the land contain any site or sites that have been classified under the *Contaminated Sites Act 2003*? ☐ Yes ☐ No
3. Does the land contain any site or sites that have been reported or are required to be reported under the *Contaminated Sites Act 2003*? ☐ Yes ☐ No

## If you indicated 'yes' to question 2 or 3 you must provide a Basic Summary of Records (BSR)

Where a BSR is not available from the public Contaminated Sites Database, the form requesting a BSR from DWER is available online at [www.der.wa.gov.au/your-environment/contaminated-sites/57-forms](http://www.der.wa.gov.au/your-environment/contaminated-sites/57-forms) or by calling DWER on 1300 762 982.

If a BSR is not available, a copy of the letter from DWER notifying the applicant that the site or the sites are under assessment must be provided, followed by the BSR when available.

Is a BSR or letter from DWER attached? ☐ Yes ☐ No

## Information requirements for Liveable Neighbourhoods

Subdivision applications proposing to create 20 or more lots on greenfield and urban infill sites will be assessed against the requirements of Liveable Neighbourhoods.

Such applications should be supported by documentation addressing the relevant criteria of Liveable Neighbourhoods, as identified in the application guidelines within the policy document.

Is this application to be assessed under the Liveable Neighbourhoods policy and is supporting documentation attached? ☐ Yes ☐ No

## Acid sulfate soils

Is the land located in an area where site characteristics or local knowledge lead you to form the view that there is a significant risk of disturbing acid sulfate soils at this location? ☐ Yes ☐ No

## Bushfire Prone Areas

Is all, or a section of the subdivision in a designated bushfire prone area? ☐ Yes ☐ No

If 'yes', has a BAL Contour Map been prepared; and

If the BAL Contour Map indicates areas of the subject site as BAL-12.5 or above, has a Bushfire Management Plan been provided with the application? ☐ Yes ☐ No

If NA is selected and the proposal is in a designated bushfire prone area then a statement advising why SPP 3.7 does not apply should be included. ☐ n/a

## On-site sewage disposal

Is on-site sewage disposal proposed? ☐ Yes ☐ No

If yes, proposals for on-site sewage disposal should be accompanied by a site and soil evaluation as per the Government Sewerage Policy. ☐ n/a (Greater than 4ha)

Has a site and soil evaluation been provided? If no, then a statement is to be provided as to why an evaluation has not been provided.

Information on preparing site and soil evaluations may be found on the Department of Health's website <https://ww2.health.wa.gov.au/~media/Files/Corporate/general%20documents/water/Wastewater/Site-Soil-Evaluation.pdf>

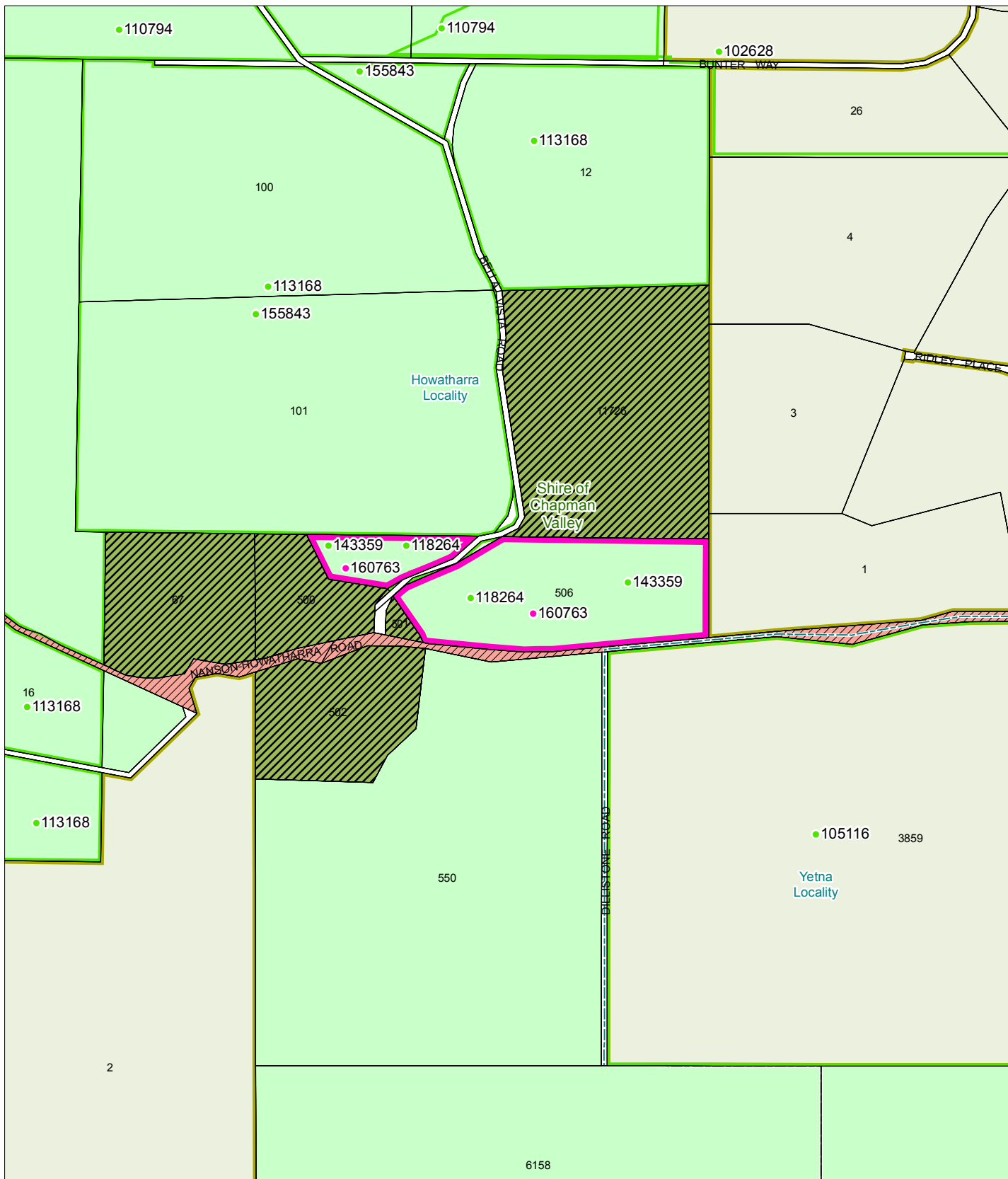
## Survey Strata Title lots

Is strata title subdivision proposed? ☐ Yes ☐ No

If yes, either the plan of subdivision or accompanying servicing plan is to show the indicative internal sewer and water connections to each lot.

If applicable, easements are to be shown.

Information on the water and sewer detail for survey-strata lots to be shown can be found on the Department of Mines, Industry Regulation and Safety website: [www.commerce.wa.gov.au/publications/plumbers-technical-note-services-survey-strata-lots-0](http://www.commerce.wa.gov.au/publications/plumbers-technical-note-services-survey-strata-lots-0)



## Location Plan for: Subdivision Application

This data is to be used only for the processing of a  
Subdivision Application

Application Number: **160763**

Decision: **Outstanding**

Printed: **5/05/2021**



Produced by Data Analytics,  
Department of Planning, Lands and Heritage, Perth WA

Base information supplied by  
Western Australian Land Information Authority SLIP 1180-2020-1

### Application Status

- Approved
- Outstanding

### Existing LPS Zones and Reserves

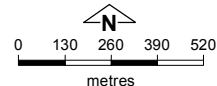
- Environmental conservation reserve
- Local distributor road
- Local road
- Rural
- Rural smallholdings

### Easements and Referrals

### Region Scheme Reserves

### Localities & Local Government Boundaries

- Local government boundary
- Locality





2021/2022 Annual Budget  
Councillor Requests

Description of Works	Estimated Costs
Node 1 Fixed wireless connection to YCC	?

Requested By: Cr Warr Gne

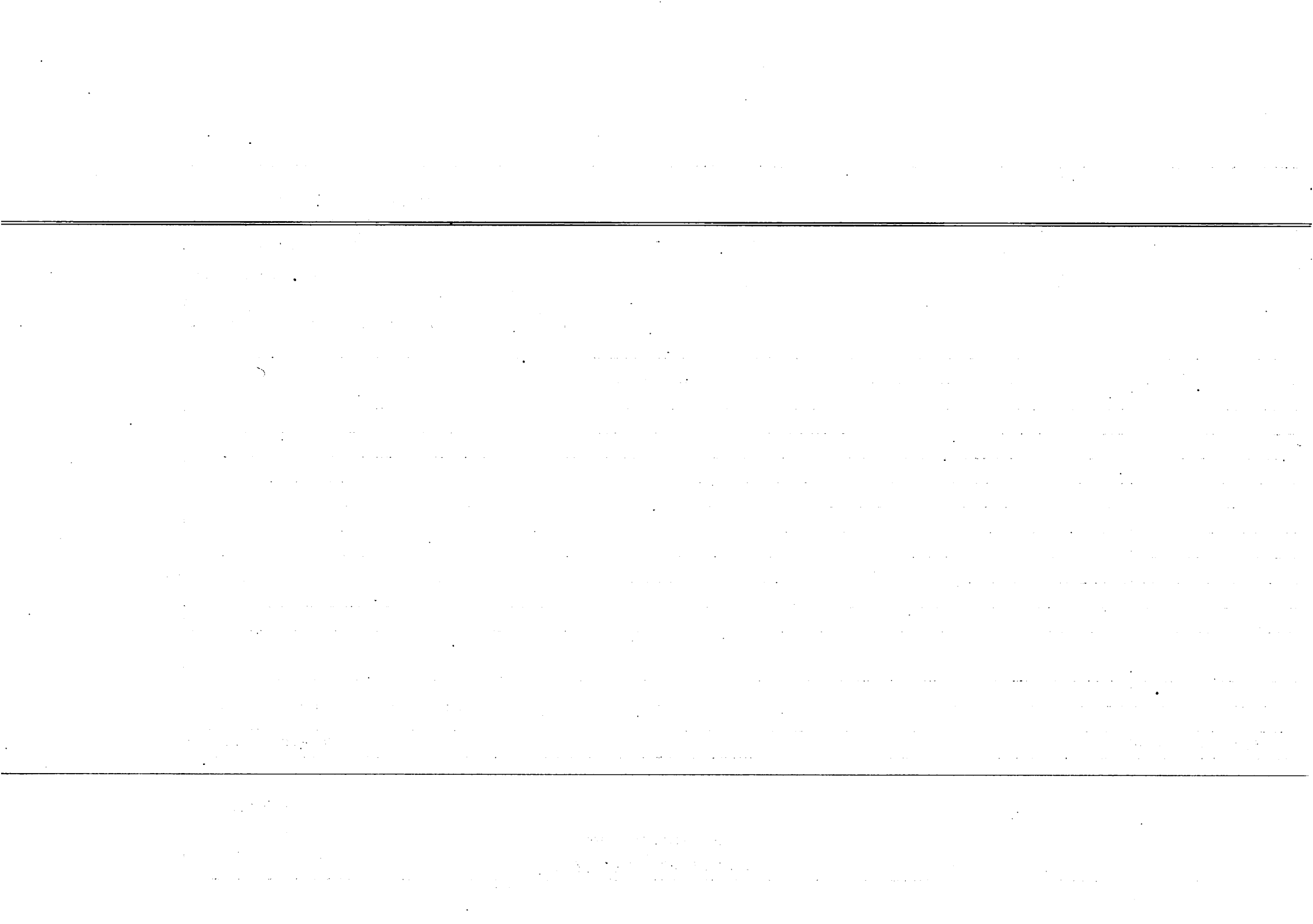
**OFFICE USE ONLY**

Officer Assigned To: \_\_\_\_\_

Costing Confirmed: Y / N

Account/ Job # Allocated Against: \_\_\_\_\_

Please Return to Di Raymond by 3<sup>rd</sup> May 2021







## 2021/2022 Annual Budget

### Councillor Requests

Description of Works	Estimated Costs
Repairs to Nardling Hall in readiness for 100 years (2022)	?

Requested By: Cr Warr ghe

#### OFFICE USE ONLY

Officer Assigned To: \_\_\_\_\_

Costing Confirmed: Y / N

Account/ Job # Allocated Against: \_\_\_\_\_

Please Return to Di Raymond by 3<sup>rd</sup> May 2021

1. The first part of the report is a general introduction to the subject of the study. It discusses the importance of the study and the objectives of the research. It also provides a brief overview of the methodology used in the study.

2. The second part of the report is a detailed description of the methodology used in the study. It discusses the data sources, the data collection methods, and the data analysis methods. It also provides a brief overview of the results of the study.

3. The third part of the report is a detailed description of the results of the study. It discusses the findings of the study and the implications of the findings. It also provides a brief overview of the conclusions of the study.

4. The fourth part of the report is a detailed description of the conclusions of the study. It discusses the findings of the study and the implications of the findings. It also provides a brief overview of the conclusions of the study.

5. The fifth part of the report is a detailed description of the conclusions of the study. It discusses the findings of the study and the implications of the findings. It also provides a brief overview of the conclusions of the study.

6. The sixth part of the report is a detailed description of the conclusions of the study. It discusses the findings of the study and the implications of the findings. It also provides a brief overview of the conclusions of the study.

7. The seventh part of the report is a detailed description of the conclusions of the study. It discusses the findings of the study and the implications of the findings. It also provides a brief overview of the conclusions of the study.





# Budget Proposal

## Chapman Valley Shire – Weed management proposal

### Problem

Residents on small land holdings within Chapman Valley need to be made aware of the threat weeds pose to livestock and biodiversity.

Recently issues such as; decreased utilisation of park and bridal paths due to weeds, Stock poisonings from golden crown beard, Residents and Shire slashing blocks of golden crown beard and walkaway burr after the plant has set seed (increasing weed burden problem) have been observed and this is perhaps due to a lack of knowledge.

### Causes

Some residents are unaware of the threats and need to be made aware and advised on best management strategies.

Parks, verges and bridal paths need to set an example for residents.

### Budget submission/Solutions

- Seek advice from an Agronomist to develop a weeds management strategy for both residents and shire controlled areas, including details on;
  1. Identification of pest plants (including: Golden crown beard, Walkaway burr, Afghan thistle, fleabane and paddy melons... to name a few...)
  2. Pictures of plant pests
  3. Plant pest biology
  4. Management and control options (How, when, why, what)
- Develop a pamphlet on plant pests, management and control (using advice from agronomist) to be sent out in rates notice.
- Shire to outline landholder's responsibilities for weed management.
- Shire to outline/recognise shire responsibilities for weeds management.
- Ensure if chemical control is deemed appropriate; residents are advised on danger and are advised on a suitable place to purchase small quantities of chemicals (Hopefully agronomist linked to agribusiness company).
- Once weeds are controlled, initiate seeding program. Seeding program developed by Agronomist.

**From:** [Cr Kirrilee Warr](#)  
**To:** [Dianne Raymond](#); [Cr Anthony Farrell](#); [Cr Beverley Davidson](#); [Cr Darrell Forth](#); [Cr Nicole Batten](#); [Cr Peter Humphrey](#); [Cr Trevor Royce](#)  
**Cc:** [Simon Lancaster](#)  
**Subject:** Re: Elected Members Budge Requests  
**Date:** Friday, 21 May 2021 2:47:42 PM  
**Attachments:** [image001.png](#)

---

Hi Di

I would think approx. \$5000 max to cover infrastructure and install. Was there a quote completed approx 12 months ago when we looked at Corro/Nanson?

Cheers

Kirra

---

**From:** Dianne Raymond <finance1@chapmanvalley.wa.gov.au>  
**Sent:** Wednesday, May 19, 2021 8:59 PM  
**To:** Cr Anthony Farrell <crfarrell@chapmanvalley.wa.gov.au>; Cr Beverley Davidson <crdavidson@chapmanvalley.wa.gov.au>; Cr Darrell Forth <crforth@ShireofChapmanValley.onmicrosoft.com>; Cr Ian Maluish; Cr Kirrilee Warr <crwarr@chapmanvalley.wa.gov.au>; Cr Nicole Batten <crbatten@ShireofChapmanValley.onmicrosoft.com>; Cr Peter Humphrey <crhumphrey@chapmanvalley.wa.gov.au>; Cr Trevor Royce <crroyce@chapmanvalley.wa.gov.au>; Maurice Battilana <ceo@chapmanvalley.wa.gov.au>  
**Cc:** Simon Lancaster <dceo@chapmanvalley.wa.gov.au>  
**Subject:** Elected Members Budge Requests

Hi Crs Warr & Humphrey,

Thank you for the budget request items for 2021/2022 Draft Budget.

Could I ask you to allocate some estimated costing figures to the request please. Even if you are unsure of what the cost will be, could you indicate up to a value you are proposing the shire should allocate in the draft budget.

Many thanks and kind regards

Di

**Dianne Raymond | MANAGER FINANCE & CORPORATE SERVICES**



Address 3270 Chapman Valley Road | Nabawa | WA | 6532  
Mailing Address PO Box 1 | Chapman Valley Road | Nabawa | WA | 6532  
[www.chapmanvalley.wa.gov.au](http://www.chapmanvalley.wa.gov.au) | email [finance1@chapmanvalley.wa.gov.au](mailto:finance1@chapmanvalley.wa.gov.au)

phone (08) 9920 5011 | fax (08) 9920 5155

*Disclaimer by the Shire of Chapman Valley: -*

*This email is private and confidential. If you are not the intended recipient, please advise us by return email immediately, and delete the email and any attachments without using or disclosing the contents in any way. The views expressed in this email are those of the author, and do not represent those of the Shire of Chapman Valley unless this is clearly indicated.*



*please consider the environment before printing this email.*

# Urgent waste and debris clean-up following STC Seroja

Following STC Seroja there is waste and debris which present an immediate risk to individuals and communities.

Under the DRFAWA Category A and B assistance measures have been activated and the included LGs/agencies can be reimbursed for urgent clean-up activities if the appropriate evidence is provided

Local governments and state agencies (LGs/agencies) can remove and manage disaster related waste and debris from residential properties and essential public assets, including roads and schools.

There are templates available for all clean-up works which clearly identify the information required. Works listed below can be undertaken by contractors and/or an LG or agency's own resources.

## Removal of debris from residential properties to make them safe and habitable (Category A)

- Activities covered include removal of disaster related debris from residents' homes so the home can be safely accessed and is habitable.
- It does not include non-essential debris from the residential block.
  - If, as a direct result of the eligible disaster, hazardous material that is located immediately beyond the residential block is causing potential health and safety risks for the residents it is also eligible to be removed.
- Eligible costs may include service providers being engaged to undertake debris removal activities, debris transportation and disposal.
- Normal time costs for a LG's/agency's own resources are not eligible, however extraordinary costs such as overtime may be claimed.
- Photographic evidence of impacts to demonstrate the need for work is required.
- Detailed descriptions identifying the urgent clean-up activities undertaken on invoices/supporting documentation are required.
- Appropriate financial evidence must be provided to support claimed activities (see Evidence required to make a claim).

## Removal of debris from eligible roads and associated road corridors and other eligible essential public assets (Category B)

The removal of branches and debris from essential public assets, including eligible roads, public school grounds and public hospitals following an eligible disaster can be undertaken as an Emergency Works clean-up activity.



### Key points:

- Assets must be defined as an essential public asset (EPA), in accordance with the DRFA and guidelines.
- The clean-up activities must be completed within 3 months of the date of the event, or from the date the EPA becomes safely accessible.
- Activities must be undertaken to restore the asset to a safe and habitable/trafficable state.
- Eligible costs may include service providers engaged to undertake debris removal activities.
- Normal time costs for LG/agency resources diverted to these Emergency Works clean-up activities may be eligible.
- Evidence of the debris/damage will be required. Post-disaster photos are required, however alternative evidence options may include:
  - a certified statement supported by road closure reports,
  - evidence of Police/SES/local government traffic management and make-safe activities,
  - local media regarding the event,
  - evidence from local government vehicles/trucks and rubbish tips demonstrating the emergency activities or utility companies undertaking make-safe activities.
- Information required to support claimed costs includes:
  - asset names
  - asset locations and descriptions
  - description of the damage/debris
  - description of the clean-up activity
  - activity start and end dates and
  - a cost breakdown by asset.

### Areas not covered by this urgent waste and debris clean-up assistance

Under Category A and B assistance, the following areas are not covered by this urgent clean-up assistance:

- Public areas, playgrounds, parks, recreational facilities
- Small businesses
- Primary producer properties (beyond the immediate vicinity of any residences)

As a matter of urgency, the State government is working with the Commonwealth to assess the impact of this event and identify any additional assistance required to support the impacted local government areas, including small businesses and primary producers.

It is highly recommended that LGs/agencies collect evidence of any clean-up conducted in areas not included under the Category A and B assistance. Should additional assistance be activated for this event, these clean-up costs may be eligible.

There will be further communication to LGs/agencies should additional assistance become available.

### **Evidence required to make a claim**

Claims must be able to demonstrate that the eligible event resulted in the need for the assistance measure.

Submitted claims should include all of the following:

- Completed 'Claim Template'
- Evidence of the debris/damage to demonstrate works were required – photographs with date and location
- Completion photos of works undertaken (for emergency works on roads)
- Financial evidence requirements:
  - Remittance advices related to the expenditure or general ledger or transaction reports showing all expenditure being claimed.
  - Timesheets for LG/agency own resources being claimed.
  - Compliant tax invoices for all purchases, clearly detailing the goods/services provided and date of supply and all the supporting evidence.
- Asset related evidence for essential public asset clean-up, as highlighted above:

### **More information and advice**

The full suite of DRFAWA fact sheets and other related documents are available on the DFES website ([www.dfes.wa.gov.au](http://www.dfes.wa.gov.au)).

If you have any questions or need additional support, contact the Disaster Recovery Funding team at [drfawa@dfes.wa.gov.au](mailto:drfawa@dfes.wa.gov.au).



Our Ref: D06527; 21/096740  
Your Ref:

Mr Maurice Battilana  
Chief Executive Officer  
Shire of Chapman Valley  
PO Box 1  
NABAWA WA 6532

Dear Mr Battilana

## **CHANGES AND POINTS OF CLARIFICATION TO THE DISASTER RECOVERY FUNDING ARRANGEMENTS WESTERN AUSTRALIA**

As you will be aware, the Commonwealth's Disaster Recovery Funding Arrangements (DRFA) were implemented on 1 November 2018. Western Australia's application of the arrangements is referred to as the Disaster Recovery Funding Arrangements Western Australia (DRFAWA).

Since the DRFAWA commenced there has been a process of ongoing review by both the State and Commonwealth governments. Following discussions and further guidance from the Commonwealth, advice from both State and Commonwealth auditors, lessons learnt and feedback from stakeholders, the following changes and points of clarification have been identified;

- The process to establish the cost estimate for essential public asset reconstruction works has been reconfigured.
- Only eligible costs against the approved cost estimate will be reimbursed.
- Local governments must be diligent in their management of contractors/consultants (contractors) engaged for DRFAWA related works, as not all contractor costs may be eligible for reimbursement.
- Expenditure incurred by contractors to complete damage assessments can only be claimed where an essential public asset has been confirmed as damaged and reconstruction works are required.
- Pre-disaster condition and function information for an essential public asset is essential to support the eligibility requirements of the DRFAWA. Existing local government asset data should be the starting point for this information.

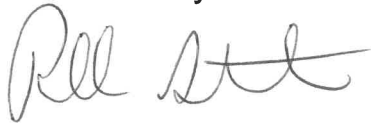
Attachment 1 provides further details regarding these changes to DRFAWA processes and points of clarification that will apply to all eligible disaster events activated from AGRN951 (Tropical Low and Associated Flooding 28 January – 8 February 2021) onwards.

It is acknowledged that understanding the requirements of the DRFAWA can be challenging. The DRFAWA team will work with local governments support them as they navigate through the requirements under the arrangements.

I have also attached the DRFAWA Guiding Principles as Attachment 2.

If you require any further information or wish to discuss any of the items raised in this letter, Attachment 1 or Attachment 2, please call me on (08) 9395 9374 to discuss or contact the DFES Disaster Recovery Funding Team at [drfawa@dfes.wa.gov.au](mailto:drfawa@dfes.wa.gov.au).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Robbie Stainton', with a stylized flourish at the end.

**Robbie Stainton**  
**Manager Disaster Recovery Funding**

25 May 2021

## **Attachment 1**

### **CHANGES AND POINTS OF CLARIFICATION TO THE DISASTER RECOVERY FUNDING ARRANGEMENTS WESTERN AUSTRALIA**

#### **Use and engagement of consultants**

- Not all contractor/consultant (contractor) costs are eligible for reimbursement under the DRFAWA:
  - It is critical that where contractors are engaged, local governments ensure the works undertaken are eligible and an appropriate level of due diligence is undertaken in engaging and managing the contractors.
  - Costs incurred must be reasonable and appropriate. Not all costs associated with contractors are eligible and ineligible costs will remain the responsibility of the local government.

#### **Damage assessment process**

- Damage assessment costs can only be claimed on damaged essential public assets:
  - Damage assessment costs can only be claimed where the essential public asset (EPA) is identified and can be evidenced as being directly damaged by the eligible event and eligible reconstruction works are required.
  - Local governments should provide clear guidance to contractors to minimise their risk of ineligible inspection costs.

#### **Supporting evidence requirements**

- Pre-disaster condition information is a DRFAWA requirement.
  - If there is inadequate pre-disaster condition information for an EPA to support the evidence requirements of the DRFAWA, any expenditure related to that EPA will be deemed ineligible, e.g. damage pick-up costs.
- Pre-disaster function information is a DRFAWA requirement.
  - A local governments asset register information is the starting point for all pre-disaster function information.
  - Asset function information can be updated through the damage-pick up process, however if a local government has insufficient function information, contact needs to be made with the DRFAWA team to determine what process may be followed to obtain this information and the eligibility of costs that may be incurred.

#### **Cost estimate and procurement**

There are changes to how the Cost Estimate for Essential Public Asset Reconstruction works are to be developed, reviewed and approved.

- The assurance review undertaken by MRWA will initially focus on the scope of works developed by the local government. This initial assurance review will be

completed prior to the assessment of the proposed estimated reconstruction costs.

- Applicable procurement processes must be followed by asset owners to develop the estimated reconstruction costs for the scope of works, using one or more of the following options:
  - available historical data of actual costs (that can be verified and are appropriate to the region),
  - supplier quotes,
  - existing panel contracts,
  - a competitive tender process.
- This is a significant change from the current system where the cost estimate is established prior to works being procured.
- Documentation will be required by the DRFAWA team to confirm that appropriate procurement processes have been followed.
- The DRFAWA team will advise MRWA of the approved cost estimate.

Once the estimated reconstruction costs have been assessed and are considered appropriate, the cost estimate can be approved.

- The local government *approved cost estimate* is the base construction and project management cost, with an allowance for contingency, cost escalation (if required) and is approved at the P50 risk level.
- It is recommended that contracts are not awarded until the cost estimate has been approved.
- Reimbursement of eligible expenditure
  - Actual eligible expenditure can be reimbursed up to the value of the *approved cost estimate*.
  - If a project's cost is forecast to exceed the approved cost estimate, the DRFAWA team must be notified in advance and evidence must be submitted that clearly identifies the risks identified that will result in the increased costs.
  - Should the actual eligible costs incurred exceed the P90 (Total Project Cost Estimate), as calculated in the Cost Estimate Template, reimbursement of cost above the P90 will only be considered where evidence of special circumstances can be provided.
  - Please refer to the contingency fact sheet or cost estimate template for more detail on the P50 costs.

<https://www.dfes.wa.gov.au/recovery/Pages/Recovery-Resources.aspx>

# FACT SHEET

## DRFAWA: Guiding principles

The Disaster Recovery Funding Arrangements Western Australia (DRFAWA) provides financial assistance following natural disaster events or terrorist acts.

DRFAWA provides specific relief and recovery measures, however not all recovery activities are funded.

Below are guiding principles to assist with understanding the DRFAWA. These principles do not replace the DRFAWA primary document, which takes precedence.

### 1. **Asset owners are ultimately responsible**

- Asset owners are wholly responsible for the financial, operational and technical delivery of restoration projects.
- Asset owners will only be reimbursed for expenditure that meets the requirements of the DRFAWA.
- Asset owners can contract out works, engage consultants or employ independent supervisors and project managers, however the local government or state government agency is wholly responsible for the project.

### 2. **The DRFAWA reimburses eligible costs for damaged essential public assets to be returned to their pre-disaster function**

- Pre-disaster function means restoring the asset so that it operates as it did before the disaster event. It must be restored using the same/similar materials and to the same dimensions and layout.
- Be aware that expenditure may be deemed ineligible for reimbursement under the DRFAWA, if the works result in an essential public asset exceeding its pre-disaster function.
- If it is not possible to restore an essential public asset to its pre-disaster function, or if asset owners want to make any changes to the pre-disaster function, they must contact and discuss with DFES prior to starting works.

### 3. **Ensure individual and community assistance is provided and essential public assets are restored in a cost-effective manner**

- Normal business-as-usual rules and practices apply when procuring goods and services, noting that exemptions may apply when emergency situations are authorised by the appropriate Accountable Authority.
- All expenditure submitted for reimbursement under the DRFAWA will be reviewed to determine if it is eligible. In the event ineligible costs are found,

# FACT SHEET

these costs will be the responsibility of the local government or state agency.

- Evidence of impact and expenditure is required to support all claims.

## More information and advice

The full suite of DRFAWA fact sheets and other related documents are available on the DFES website ([www.dfes.wa.gov.au](http://www.dfes.wa.gov.au)).

If you have any questions or need additional support, contact the Disaster Recovery Funding team at [drfawa@dfes.wa.gov.au](mailto:drfawa@dfes.wa.gov.au).



# LEADING THE **WAY**

## Information and Registration

WA Local Government Convention  
Sunday, 19 – Tuesday, 21 September 2021  
Crown Perth

PRESENTED BY



PARTNERED SERVICE



PRINCIPAL SPONSOR





# EVENT PARTNERS



## Partnered Service

LGIS is proud to partner with WALGA at the WA Local Government Convention. The Convention provides a wonderful opportunity for everyone across the sector to come together, share experiences and network.

As the Local Government mutual indemnity Scheme, our members are at the heart of everything we do. We're proud to have stood with our members for over 25 years protecting your communities, organisations and people.

We understand the Local Government industry, its purpose, the risks involved, and our ultimate philosophy of working with you to deliver the best outcome for your communities.

We're also proactive we don't just wait for claims to happen - through our comprehensive Scheme risk program we're dedicated to working with members to manage their risk.

The team at LGIS look forward to seeing all of our members and exploring how we can support you.



## Principal Sponsor

Civic Legal is proud to be the principal sponsor of the WA Local Government Convention again this year. We always look forward to catching up with you to hear your stories and to learn more about the issues Local Governments are facing.

Civic Legal has its roots in Local Government. Our specialist Local Government lawyers are passionate about working out the best solutions for Local Governments in all areas of Local Government law.

Drop by our booth to find out more, and to chat with our team. We can help you with complex contracts, leases, employment law matters, planning, litigation, SAT appeals, governance or any other issues your Local Government may face.

Enjoy the conference, and see you soon!

Best regards

**Anthony Quahe**  
Managing Principal

## Supporting Sponsor



## Convention Breakfast Sponsor



## Coffee Cart Sponsors





# AN INVITATION

**It is my pleasure to invite all Elected Members, Chief Executive Officers and Senior Managers to attend the 2021 WA Local Government Convention, scheduled for Sunday, 19 – Tuesday, 21 September at Crown Perth.**



The theme for the 2021 Local Government Convention is Leading the WAY: Looking Forward, Looking Back, taking place against the backdrop of generational change for the sector with reform of the Local Government Act on the horizon.

Additionally, 2020 and 2021 has seen an unprecedented level of uncertainty experienced in areas such as local and international politics; the economy; the environment, together with the ongoing impact and evolving nature of the COVID-19 pandemic. The Convention program has been developed to specifically support and encourage Local Government representatives.

We are pleased to welcome the Honourable Julie Bishop as our Opening Keynote Speaker, and Australian of the Year – Ms Grace Tame, has agreed to deliver the Closing Keynote Speech.

The event will commence with the AGM, followed by a day and a half of plenary and concurrent sessions. These sessions will discuss both contemporary and controversial topics, while the overarching conference format provides opportunity to converse, debate, discuss and share ideas in a welcoming and professional forum.

There is also an opportunity to register for one of the optional field trips scheduled for Wednesday, 22 September.

A significant contingent of industry suppliers will be on display in the trade exhibition to demonstrate their latest products to the Local Government sector. I encourage you to take this once a year opportunity to meet with these suppliers and be updated on what is currently available.

Finally, I would like to express appreciation for the valuable support provided by our Partnered Service – LGIS and Principal Sponsor – Civic Legal. I also wish to thank our Supporting Sponsor; the Department of Local Government, Sport & Cultural Industries and our other sponsors, Ventia, Synergy and Credit Solutions.

I look forward to seeing you in September.

A handwritten signature in black ink that reads 'Tracey Roberts'.

**Mayor Tracey Roberts JP**  
President

# ABOUT THE EVENT

## Who should attend?

The WA Local Government Convention is presented specifically for those engaged in the Local Government sector.

The conference sessions aim to support and inform Mayors, Presidents, Elected Members and Chief Executive Officers. Additional attendance by Executive Directors and other senior managers is also highly recommended. Available options include full conference participation and daily registration.

## Optional events

### Monday, 20 September

Australian Local Government Women's Association (ALGWA) AGM and Breakfast (\$70pp)  
Convention Gala Dinner at Optus Stadium (\$165pp)

### Tuesday, 21 September

Convention Breakfast with Jelena Dokic (\$95pp)  
PHAIWA Local Government Policy Awards and Breakfast –  
For more information or to register for this breakfast, please visit [www.phaiwa.org.au](http://www.phaiwa.org.au)

### Wednesday, 22 September

Field Trip: Bushmead Estate (\$70)  
Field Trip: Construction Training Fund (\$70)  
WALGA Forum on Aboriginal Engagement and Reconciliation

## Partner Program

The Partner Program offers an interesting range of options for accompanying guests, including a full day tour to Fremantle. Social networking functions include the Opening Welcome Reception on Sunday evening and the Gala Dinner on Monday evening.

## Elected Member training

WALGA Training has scheduled a selection of its Elected Member training opportunities prior and post-Convention for your convenience.

- **Friday, 17 September**  
[Developing Specifications for Excellence](#)
- **Wednesday, 22 September**  
[CEO Performance Appraisals](#)
- **Wednesday, 22 & Thursday, 23 September**  
[Recovery Coordinators Course for Local Government](#)

More information on WALGA Training opportunities can be found in the [WALGA Training Directory](#) or on [WALGA Training Website](#).

## 2021 #shoWcAse in Pixels Competition

#shoWcAse in PIXELS is an annual exhibition of artwork from Local Governments, displayed on the iconic 45-metre high digital tower at the heart of Yagan Square in Perth City.

As one of the State's largest ongoing community arts projects, the event is widely acknowledged as being one of the most colourful and vibrant displays throughout the year.

The art competition was held in this format for the first time in 2019, which saw art submissions created from recycled products, wall murals and large-scale canvasses.

Artwork will be displayed in Yagan Square from Monday, **6 September** to Sunday, **26 September**, at 12:00pm each day (subject to changes by Yagan Square).



2019 Overall Winner – Shire of Meekatharra

# KEYNOTE SPEAKERS



## Hon Julie Bishop

**The Honourable Julie Bishop served as Australia's Minister for Foreign Affairs from 2013 until her resignation in 2018. She was the first female to hold the role as well as the first female Deputy Leader of the Liberal Party, serving for 11 years.**

As Foreign Minister, Ms Bishop was responsible for strengthening Australia's key strategic and economic relationships with Ministerial responsibility for more than 5000 departmental staff, 110 overseas missions as well as government agencies Australian Secret Intelligence Service and Australian Centre for International Agriculture Research.

In 2014, she led the international response to the downing of Malaysian Airlines flight MH17 over Ukraine, and was awarded the Commander of the Order of Merit of the Netherlands Ministry of Foreign Affairs.

Under her leadership, the 2017 Foreign Policy White Paper was developed, providing a comprehensive policy framework for the next decade; and the New Colombo Plan was established, enabling Australian undergraduates to live, study and work in the Indo-Pacific region. Within five years more than 40,000 students have participated in the Plan.

In a political career spanning over 20 years, Julie also served as Minister for Education, Science and Training, Minister for Women's Issues and Minister for Ageing.

Prior to entering politics, Ms Bishop was Managing Partner of the law firm Clayton Utz in Perth.

In 2020 Julie was awarded a Fisher Family Fellowship for the Future of Diplomacy Project at Harvard Kennedy School Belfer Centre for Science and International Affairs. In 2021 Julie was awarded the Kissinger Fellowship at the McCain Institute of International Leadership at Arizona State University. In 2021 Julie was appointed by the UK Government to the G7 Equality Advisory Council (GEAC).

Julie is the Chancellor of Australian National University, chair of Telethon Kid's Institute, Chair of The Prince's Trust Australia, member of the international advisory boards of Afiniti and the Human Vaccines Project and is the Patron of Shooting Stars – an education programme for young Aboriginal girls.

She has also established a boutique advisory firm, Julie Bishop and Partners.



## Hon Jason Clare MP

**Shadow Minister for Regional Services, Territories and Local Government;  
Housing and Homelessness**

Jason is a member of the Australian Parliament where he represents the seat of Blaxland in Western Sydney.

He was a Minister in the Rudd and Gillard Labor Governments, where he served as Minister for Home Affairs, Minister for Justice, Minister for Defence Materiel and Cabinet Secretary.

Jason is currently the Shadow Minister for Housing and Homelessness, Shadow Minister for Regional Services, Territories and Local Government.

He has also served as Shadow Minister for Communications, Shadow Minister for Trade and Investment and Shadow Minister for Resources and Northern Australia.

Jason's most important job though is being Louise's husband and Jack's dad.

## Hon Mark Coulton MP

**Federal Minister for Regional Health, Regional Communications and Local Government**

Mark was first elected to the House of Representatives for the seat of Parkes, New South Wales, in 2007. He has since been re-elected in 2010, 2013, 2016 and 2019.

On 6 February 2020, Mark was sworn-in as the Minister for Regional Health, Regional Communications and Local Government.

During his time in the Federal Parliament, Mark has also held the positions of Deputy Speaker of the House of Representatives, National Party's Chief Whip, Shadow Parliamentary Secretary for Ageing and the

Voluntary Sector, Shadow Parliamentary Secretary for Water and Conservation and Shadow Parliamentary Secretary for Regional Development and Emerging Trade Markets.

Prior to his election to the House of Representatives, Mark was the Mayor of Gwydir Shire Council from 2004 until 2007.

Mark has an extensive agricultural background having spent 30 years as a farmer and grazier. Mark and his wife Robyn owned and operated a mixed farming system growing cereal crops and running beef cattle.







## Anthony De Ceglie

**Three-time Walkley Award winner and Editor-in-Chief of West Australian Newspapers**

He first started his career as a cadet journalist in regional WA with the *Collie Mail* before becoming a journalist and sub editor at the *Mandurah Mail*.

Anthony previously worked as a reporter with *The Sunday Times* before becoming chief of staff and deputy editor of the newspaper and its website *Perth Now*.

During a secondment to New York in 2011, Anthony helped to launch the iPad newspaper *The Daily* before moving to Sydney to work for *The Daily Telegraph*.

In January 2019 he was appointed senior editor of *The West Australian*, becoming editor in chief in December that same year.

In addition to responsibility for *The West Australian*, *The Weekend West*, *The Sunday Times*, [thewest.com.au](http://thewest.com.au) and [perthnow.com.au](http://perthnow.com.au) and the company's 19 regional publications, Anthony has overseen the successful integration of the Community Newspaper Group and Regional Newspapers and the launch of digital subscriptions on the [west.com.au](http://west.com.au)

## Hon Pru Goward

**The Honourable Pru Goward is a former Cabinet minister, Sex Discrimination Commissioner and was a pioneering television reporter with the ABC.**

Pru has a long history of promoting women's rights, driving reform and getting it done and has frequently challenged institutional bullying and harassment.

Since leaving politics, Pru is a Professor of Social Interventions and Policy at Western Sydney University, a board member of Anglicare, a regular newspaper columnist, and a diversity and discrimination expert who has recently reviewed sexual misconduct for ministerial staff in the NSW Government and the NSW Supreme Court.

Her outstanding career as a senior government official and government minister saw reforms in Family Law and more recently child protection, social and affordable housing and urban planning.

With her drive, New South Wales overhauled the State Government's approach to domestic violence and is the only Australian state or territory to witness a decline in assault rates.

Prior to this, Pru was Australia's Sex Discrimination Commissioner for six years, promoting the landmark introduction of paid maternity leave, now a national entitlement. She also oversaw Australia's first statistically valid sexual harassment survey which continues to be the benchmark for governments and business and reported on the state of work-life balance for men and women in Australia. Pru was also the commissioner responsible for age discrimination.

As a senior current affairs reporter with the Australian Broadcasting Corporation for 19 years, Pru was ABC Television's first female correspondent, the inaugural presenter of Radio National Breakfast and the recipient of a prestigious Walkley Award for her courageous television profile of organized crime figure George Freeman.

She has authored *A Business of Her Own* and has co-authored a biography of John Howard.

*Hon Pru Goward appears by arrangement with Saxton Speakers Bureau*





## Greg Hire

### Founder, A Stitch in Time

As the former Perth Wildcats Vice-Captain, Greg Hire undoubtedly made a huge impact on basketball, however it could be argued his greatest contribution to our State is the work he is doing off the court. A championship player with both the Wanneroo (now Joondalup) Wolves in the State Basketball League, and the Perth Wildcats in the NBL, Hire was named 2018 Western Australian of the Year (Youth) for his efforts as an advocate for youth mental health. Hire grew up around domestic violence, drugs, alcohol, depression and a lack of positive role models and is heavily involved in community and youth sporting activities and other initiatives that aim to combat mental illness and youth suicide.

Greg played for the Perth Wildcats from 2010 until 2019; accumulating 243 games, winning four NBL Championships as Vice-Captain and recently has represented Australia at the World Cup in 3 on 3 Basketball, winning a Gold Medal at 2020 Asia Cup. As the founder of charity A Stitch in Time, his passion and efforts are now transpiring off the court in the work he is doing in the mental health space.

## Paul Kelly

### Editor-at-Large, The Australian

Paul Kelly is currently the Editor-at-Large at *The Australian*. He was previously Editor-in-Chief and he writes on Australian politics, public policy and international affairs.

Paul has covered Australian governments from Gough Whitlam to Scott Morrison and is a regular television commentator on Sky News. He is the author of nine books including *The Hawke Ascendancy*, *The End of Certainty* and *The March of Patriots*. His most recent book, *Triumph and Demise* covered the Rudd-Gillard era.

Paul has been a Fellow at the Kennedy School of Government at Harvard University and a Fellow at the Menzies Centre, King's College, London.







## Glenn Mitchell

**Glenn is a former leading ABC sports broadcaster. During his 20 years with ABC Sport in Perth he became a familiar voice around the country with his commentaries on international and domestic cricket and AFL football.**

He also commentated at four Olympic Games (Atlanta, Sydney, Athens and Beijing), and three Commonwealth Games.

One of the ABC's senior cricket commentators, Glenn broadcast over 110 Tests and One Day Internationals, covering overseas tours against Sri Lanka, India, Pakistan, England and New Zealand.

But all through this period, Glenn was a sufferer of mental illness and in early 2011 he descended into a highly depressive state that resulted in him inexplicably resigning his dream position at the ABC and making an attempt on his own life. After overcoming his personal demons and reshaping his life, Glenn now aims to try and prevent others from enduring the torturous path he did by candidly speaking about his own journey.

*Glenn Mitchell appears by arrangement with Cheri Gardiner & Associates*

## Grace Tame

**After being raped and sexually abused by her maths teacher when she was just 15 years old, Grace Tame has spent the last 10 years turning her traumatic experience into being an advocate for survivors of child sexual abuse and a leader of positive change.**

Recognising the injustice of Tasmania's gag order that prevented survivors from self-identifying publicly, Grace offered her story to the #LetHerSpeak campaign created by Nina Funnell, along with the stories of 16 other brave survivors. In 2019, she finally won the court order to speak out under her own name, making her the state's first female child sexual abuse survivor to do so.

Now, 26 and based in Hobart, Grace is dedicated to eradicating child sexual abuse in Australia, and supporting the survivors of child sexual abuse.

Her focus is around enabling survivors to tell their stories without shame, educating the public around the process and lasting effects of grooming and working with policy and decision-makers to ensure we have a federal legal system that supports the survivors, not just perpetrators.

She is also a passionate yoga teacher, visual artist, and champion long-distance runner, having won the 2020 Ross Marathon in a female course record time of 2:59:31.

Grace is the 2021 Australian of the Year.





## Liam Bartlett

**60 Minutes reporter, host of Radio LPR's morning program, award winning broadcaster and journalist**

Having spent nearly 30 years working in Australian media, Liam is one of Perth's highest profile journalists and public broadcasters.

With a Bachelor of Economics from the University of Western Australia, he has held a series of high profile positions across all three major platforms – television, radio and print. His roles have included hosting the State-based 7.30 Report on ABC TV,

news anchor at STW Channel Nine in Perth, reporting for the Nine Network's Melbourne bureau of A Current Affair, columnist and feature writer for News Limited through the Sunday Times and the host of prime-time talkback shifts on Radio 6PR and 720 ABC Perth.

*Liam Bartlett appears by arrangement with Cheri Gardiner & Associates*

## Convention Breakfast – Jelena Dokic

**Jelena Dokic has had a storied and well-documented life and tennis career both on and off the tennis court. She started playing tennis when she was six years old and very quickly became the national champion in multiple age groups. However, the war erupted in former Yugoslavia and the family was forced to escape twice. Jelena and her family were refugees before settling in Australia when she was 11 years old.**

In 1998, as a 15-year-old, Jelena won the US Open junior title and the French Open doubles title. She became number 1 junior in the world in 1998 and also made a Fed Cup debut the same year winning both her singles matches and becoming the youngest player ever to represent Australia in the Fed Cup.

In early 1999, still only 15 she won the Hopman Cup for Australia partnering Mark Philippoussis and also reached the 3rd round of the Australian Open at 15. Later that year at the age of 16, she caused one of the biggest upsets in tennis history beating world number 1 Martina Hingis as a qualifier. It still remains the only time a world number 1 has lost to a qualifier at Wimbledon. She went on to reach the quarter-finals of Wimbledon that year and it catapulted Jelena to prominence on the world stage.

In 2001 Jelena won her first WTA singles title in Rome. She went on to win two more titles that year and reach the top 10 in the world at the age of 18. At the age of 19 she reached world number 4.

After a string of injuries and a battle with depression, Jelena made a comeback to tennis in 2008 and had an incredible run at the 2009 Australian Open,

reaching the quarterfinals and also winning her first WTA title in nine years in Kuala Lumpur. Jelena's latter part of her career was riddled with injury and illness which forced her to retire early.

Jelena has penned the best-selling autobiography *Unbreakable*, a book which details her career and her life. In the book, she details the struggles of being a refugee, dealing with poverty, racism, bullying, and discrimination. She also talks about the physical and emotional abuse she suffered for over 20 years at the hands of her father which started when she was just six years old.

Jelena now pours her efforts into commentary and TV work for Channel 9, Fox Sports and Tennis Australia. She does work for multiple radio stations and she regularly writes columns.

*Jelena Dokic appears by arrangement with ICMJ*



# THE PROGRAM

## SUNDAY, 19 September (pre-conference)

2:30pm – 6:00pm	Delegate Service Desk open for Convention Registration
3:00pm – 5:00pm	<b>Mayors and Presidents' Forum</b> (separate registration – by invitation only)
5:00pm – 6:30pm	<b>Opening Welcome Reception</b> A welcoming space to network your way through an evening of food, beverages, music and friendly conversation. Included in Full Delegate Registration.

## Monday, 20 September

7:00am	Delegate Service Desk open for Convention Registration
7:00am – 8:30am	<b>ALGWA (WA) AGM and Breakfast (\$70)</b> Register online via Delegate Registration. Other enquiries to Cr Karen Wheatland, City of Melville – 0401 335 642 or <a href="mailto:CrKaren.Wheatland@melville.wa.gov.au">CrKaren.Wheatland@melville.wa.gov.au</a>
7:30am – 8:45am	<b>Breakfast with Heads of Agencies</b> This breakfast is for Mayors, Presidents and CEOs only and invitations will be sent directly. Sponsored by Aware Super.
9:00am – 12:45pm	<b>WALGA Annual General Meeting</b> (includes recognition of Honours Award recipients)
12:45pm – 1:45pm	Lunch for AGM attendees
12:45pm – 1:45pm	<b>2021 Honour Awards Lunch</b> (by invitation only)
1:50pm – 3:00pm	<b>Opening Keynote Speaker: The Honourable Julie Bishop</b>
3:00pm – 3:40pm	Afternoon Tea
3:40pm – 5:00pm	<b>Local Government, a Federal Perspective</b> <b>Hon Mark Coulton MP</b> , Minister for Regional Health, Regional Communications and Local Government <b>Hon Jason Clare MP</b> , Shadow Minister for Regional Services, Territories and Local Government; Housing and Homelessness Moderated by <b>Liam Bartlett</b>
6:30pm – 11:00pm	<b>Gala Dinner, Optus Stadium (\$165)</b> Put aside business for the night and enjoy a stunning view, food, drinks and dancing Includes announcement of #shoWcAse in Pixels winners

## Tuesday, 21 September

7:00am	Delegate Service Desk open for Registration
7:00am – 8:45am	<b>PHAIWA Local Government Policy Awards and Breakfast</b> For more information or to register for this breakfast, please visit <a href="http://www.phaiwa.org.au">www.phaiwa.org.au</a>
7:30am – 8:45am	<b>Convention Breakfast with Jelena Dokic</b> (\$95)
8:50am	<b>Minding Your Mental Health</b> – Panel Discussion Aboriginal and non-Aboriginal mental health is an issue that all Australians need to confront to offer genuine support and care for those affected and to help mitigate risks in workplaces and interactions. Local Government in particular, with its role as a major employer and provider of community services, needs to continuously explore how mental health issues manifest and evolve to best inform their options in responding.  <b>Hon Pru Goward</b> , former Cabinet Minister <b>Greg Hire</b> , Founder, A Stitch in Time <b>Glenn Mitchell</b> , former leading ABC sports broadcaster
10:00am	<b>State and Federal Political Insights</b> A conversation centred on the political landscape including the current State Government's performance following the recent State Government Election and an overview of Federal Government initiatives, emerging critical issues and the media response.  <b>Paul Kelly</b> , Editor-at-Large, <i>The Australian</i> <b>Anthony De Ceglie</b> , Editor-in-Chief, <i>The West Australian</i>
10:40am – 11:15am	Morning Tea

11:15am

**CONCURRENT SESSIONS****Recovery from Emergencies in WA**

Western Australia communities have been hit hard by emergencies in 2021. In February, a fire ignited in the Wooroloo area in the Shire of Mundaring. The blaze rapidly escalated to a level 3 fire, burning for almost a week and crossing two Local Government areas, destroying 86 homes and causing widespread damage.

In April, Tropical Cyclone Seroja made landfall between Kalbarri and Port Gregory. Winds of up to 170 kilometres an hour left a trail of destruction over 35,000 square kilometres of Western Australia. Throughout 10 Local Government areas; it destroyed homes, businesses, resorts, sheds, fences and water stations, leaving thousands of people homeless and without power and communication for extended periods.

Whilst Local Government has the legislative responsibility for recovery, the scale and significance of both of these recovery effects, has seen the State appoint a State Recovery Controller for each of these events to lead the whole of government approach to recovery efforts.

During this session, we will hear the experience of those involved and learn about how they managed the unique challenges of these extensive recovery efforts.

**Governance: Roles & Responsibilities**

The purpose and intent of the Local Government Act 1995 is to provide efficient and effective good governance to communities. Inherent in this purpose and intent is the separation of powers principle which, as Parliament considered when the Act was introduced in 1993, stated '...there will be clear specifications of the roles of key players ... to promote efficiency ...and to avoid conflicts caused by uncertainty...".

The question of separation of powers remains a focus of Local Government advocacy and has featured in the Final Report of the Local Government Review Panel, Report of the Inquiry into the City of Perth and Select Committee into the Local Government Final Report.

This session will examine why this remains a topic of interest to the sector, scenarios that led to commentary in recent Reports and how proposals for improvements in role clarity will foster efficient and effective Local Government.

**Elected Members:****Champions of economic resilience and community prosperity**

As community leaders and key decision makers, Elected Members have an important role to play in supporting local economic development and prosperity. This session provides a valuable opportunity to get exclusive access to Economic Development Australia's (EDA's) new economic development education and training program and will cover important topics such as:

- principles for economic development planning
- leading recovery and building resilience for your community; and
- being an Economic Development Champion - promoting economic prosperity for your community

Economic Development Australia (EDA) is the national peak body for economic development professionals.

## Tuesday, 21 September (continued)

12:45pm – 1:40pm Lunch

1:40pm

### CONCURRENT SESSIONS

#### **Bushfire Volunteers**

Western Australians in rural and pastoral areas rely heavily on Bush Fire Brigade volunteers to keep them safe from the threat of fire. Local Governments are responsible for administering and training the 19,500 volunteers in 565 bushfire brigades around the State.

This session will provide the latest information on volunteer workplace health and safety obligations, training opportunities and the changing landscape in attracting and retaining bushfire volunteers.

#### **Local Government Audits**

The WA State Government amended legislation and regulations to provide for the Auditor General to be responsible for undertaking Local Government audits effective from 1 July 2018. The Office of the Auditor General (OAG) phased in over three years the responsibility for undertaking the audits previously carried out by Local Government appointed commercial contract auditors.

This session will provide information on the:

- Experience of initial three years of financial audits
- Lessons learnt from the OAG perspective
- OAG perspective on Local Government financial statutory provisions
- Expectations for future auditing
- Overview of Local Government Performance Audits and future focus

#### **Waste Avoidance and the impact of the Waste Export Bans**

In WA, the majority of material that is recycled through the kerbside recycling bin is exported for reprocessing and use in new products. That's all set to change with the introduction of export bans for plastic, paper and cardboard. As of 1 July 2021, mixed plastic, which is about 4% of what is collected through the kerbside recycling bin, will no longer be able to be exported and will be reprocessed locally. While this is a good outcome in relation to increasing transparency of where material goes, it is likely to have a financial impact on the costs of kerbside recycling.

This session will outline the impact of the export bans, the local processing options being developed and ultimately the best thing that Local Government and the community can do with waste – avoid it completely.

3:10pm– 3:45pm Afternoon Tea

3:45pm

**Closing Speaker: Grace Tame**

4:45pm

Official Close of the 2021 Local Government Convention



## Wednesday, 22 September (post-conference)

8:30am

Delegate Service Desk open

9:00am – 11:30am

### **Field Trip: Bushmead Estate, Shaped by Nature (\$70)**

Bushmead Estate, 16 km east of Perth's CBD, is a new land development located in the City of Swan that has placed the pristine natural bushland at the forefront of design, with every household connected to the bush. The development which will eventually be home to around 950 new dwellings aims to minimise the environmental footprint and places high importance on the retention of trees within the development. Bushmead is also one of the few estates in Western Australia to have received 6-Leaf EnviroDevelopment Accreditation, ensuring sustainable living for residents.

The land developer, Cedar Woods, will discuss the sustainability features of the estate and the process involved around tree retention from planning to construction, and participants will view a development shaped by the natural site features and experience the parks and walking trails of this unique community.

Includes bus transfers from Crown Perth and Morning Tea.

9:00am – 12:00pm

### **Field Trip: Construction Futures Centre (\$70)**



Construction Training Fund (CTF) is a government statutory authority creating a skilled Western Australian construction workforce. It collects a training levy, helps pay for training, conducts research, showcases training and career opportunities and makes a contribution to building our communities. It also operates an interactive venue, the Construction Futures Centre in Belmont, designed to educate school aged children, young adults and others to consider the many job options on offer within the industry.

Join this tour to explore a range of virtual and augmented reality technologies, artefacts, videos, games and static displays that offer a unique insight into the scope of WA's building and construction industry.

Includes bus transfers from Crown Perth and Morning Tea.

9:30am – 3:00pm

### **WALGA Forum on Aboriginal Engagement and Reconciliation**

Hear from State Government on key Native Title Settlements in WA, and learn from Local Governments about the process of commencing Reconciliation Action Plans (RAPs) through to embedding reconciliation activities as core business. Join Traditional Owners and Aboriginal leaders for a round-table yarn on opportunities and barriers experienced by local Aboriginal communities, and the positive impact Local Government can make. The program will cover Aboriginal engagement methods, employment and economic opportunities, cultural awareness and interpretation, and traditional ecological knowledge in landcare.

Separate registration - [CLICK HERE](#) for more information



# PARTNER ACTIVITIES

Registration is required for all activities – prices include GST. Please contact WALGA for more information should your partner be interested in attending a particular conference session.

## SUNDAY, 19 September

### Fremantle Tour

8:30am – 4:00pm \$175

Departing Crown Perth at 8:30am we make our way to Fremantle where you will be taken on a private tour of Fremantle Prison. Following the tour, we will replenish ourselves with a two-course lunch at the National Hotel. From there we do a short walking tour of Fremantle before heading back to Crown Perth via train.

**Please note:** We recommend comfortable walking shoes for this tour.

**Includes:** Coach transfer, morning tea, tour of Fremantle Prison, Lunch at the National Hotel, walking tour, return train to Crown Perth and Guide

(Minimum 15 – maximum 20)

### Opening Welcome Reception

5:00pm – 6:30pm \$85

## MONDAY, 20 September

### Shaken not Stirred Cocktail Course

2:00pm – 4:00pm \$90

Get ready to have fun and learn how to make cocktails! Held at Crown Perth, your Cocktail Master will teach you insider mixologist techniques and fun facts about each cocktail. All you have to do is sip and enjoy while the demonstrations are given and the ingredients for the next cocktail are prepared.

**Includes:** 2-hour cocktail course

(Minimum 15 maximum 35)

### Convention Gala Dinner at Optus Stadium

6:30pm – 11:00pm \$165

## TUESDAY, 21 September

### Breakfast with Jelena Dokic

7:30am – 8:45am \$95

### Optus Stadium Tour and Morning Tea

8:30am – 11:30am \$70

This private tour presents an exclusive opportunity to explore Optus Stadium. It will be followed by morning tea at the gorgeous City View Café.

**Please note:** We recommend comfortable walking shoes for this tour and a reasonable level of fitness as there is a lot of walking involved.

**Includes:** Guide, Morning Tea and Private Tour of Optus Stadium.

(Minimum 12 – maximum 20)

### Matagarup Bridge Climb and Zip

12:30pm – 4:00pm \$175

Dare if you will, to climb Matagarup Bridge and Zip down. Afterwards we will have celebratory drinks and nibbles at The Camfield Tavern.

**Includes:** Matagarup Bridge Zip & Climb Adventure for 2 hours, Drinks & Nibbles and Guide

(Minimum 8 – maximum 16)

# GENERAL INFORMATION

## ONLINE CONVENTION REGISTRATIONS

Visit [www.walga.asn.au/lgc21](http://www.walga.asn.au/lgc21) to complete your registration online

Full Delegate fees cover the daily conference program, lunches, refreshments, and the Opening Reception on Sunday, 19 September. The Convention Gala Dinner on Monday evening and Convention Breakfast on Tuesday morning are optional, and a ticket fee applies.

## Convention Fees

Prices are per person and are all inclusive of GST.

Deadline for all Registrations is  
**Wednesday, 1 September 2021**

### Convention Registration

Full Delegate	\$1,200
WALGA Life Members	Complimentary
Corporate	\$1,500

### Optional Extras

ALGWA AGM and Breakfast (Monday)	\$70
Gala Dinner at Optus Stadium (Monday)	
Delegates/Exhibitors/Partners	\$165
Life Members and their partners	\$95
Convention Breakfast with Jelena Dokic (Tuesday)	\$95

### Partners/Guests

Opening Reception (Sunday)	\$85
Lunch (Monday/Tuesday)	\$50
Partner Tours	Individual tour fees as listed

Please contact WALGA for more information should your partner like to attend a particular conference session.

## Changes to your registration

You can modify your online booking at any time before the close of registrations. Once you have completed your registration, an email with your confirmation number will be emailed to you. Click on the link and enter your confirmation number to make any changes or additions to your reservation.

**Registration cancellations** must be advised **in writing** prior to the deadline date of **Wednesday, 1 September**. Thereafter full fees are payable. Alternatively, a registration may be transferred to another member of the Council.

## Special Requirements

Special dietary requirements, mobility or any other special needs should be indicated when registering – WALGA will use its best endeavours to meet these requests.

## Accommodation

Hotel information is available at [www.walga.asn.au/lgc21](http://www.walga.asn.au/lgc21). Reservations are to be made direct with hotel. Please note that city hotels have limited guest parking so please clarify these arrangements when booking.

## Crown Perth Parking

There is a range of free, paid, undercover and open car parks at Crown Perth; including over 3000 free parking bays available across the property plus 50 accessible ACROD parking bays.

To view the Crown Perth Parking Map, please [CLICK HERE](#). Access to Crown Perth is also available via train (Armadale & Thornlie Lines), bus (Great Eastern Highway) and taxi/ride share.

Information in this brochure is correct at time of printing but may be subject to change



## ENQUIRIES

Ulla Prill, Event Manager | T 08 9213 2043 | E [registration@walga.asn.au](mailto:registration@walga.asn.au)

PRESENTED BY



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