

ORDINARY COUNCIL MEETING

AGENDA

**8:30am Thursday
21 July 2022
Council Chambers**

JULY 2022

SHIRE OF CHAPMAN VALLEY
Jamie Criddle
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!

DISCLAIMER



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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 'Jamie Criddle', is positioned above the printed name and title.

Jamie Criddle
CHIEF EXECUTIVE OFFICER

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ORDER OF BUSINESS

1.0 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS

I would like to acknowledge the traditional owners of the land we are meeting on today, the Naaguja people, and we pay our respects to elders both past, present and emerging.

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.”

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

7.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

7.1 Petitions
Nil

7.2 Presentations
Nil

7.3 Deputations
Nil

8.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

8.1 Ordinary Meeting of Council held on Thursday 16th June 2022

That the Minutes of the Ordinary Meeting of Council held Thursday 16th June 2022 be confirmed as true and accurate.

9.0 ITEMS TO BE DEALT WITH EN BLOC

10.0 OFFICERS REPORTS

10.1

Deputy Chief Executive Officer

10.1 AGENDA ITEMS

10.1.1 Proposed Hosted Accommodation

10.1.1 Proposed Hosted Accommodation

PROPONENT:	D & T Marsh
SITE:	19 (Lot 24) Dolbys Drive, Waggrakine
FILE REFERENCE:	A2016
PREVIOUS REFERENCE:	Nil
DATE:	12 July 2022
AUTHOR:	Deputy Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.1.1	Application		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

Council is in receipt of an application to operate hosted accommodation from the existing residence at 19 (Lot 24) Dolbys Drive, Waggrakine. The application has been advertised for comment and no objections were received. This report recommends conditional approval of the application.

COMMENT

19 (Lot 24) Dolbys Drive, Waggrakine is a 1.3249ha property that contains a 4 bedroom, 3 bathroom residence. The applicant is seeking approval to utilise 2 of the bedrooms at the front of the residence for short stay accommodation.

A copy of the submitted application, including a management statement has been included as **separate Attachment 10.1.1**.

Figure 10.1.1(a) – Location Plan for 19 (Lot 24) Dolbys Drive, Waggrakine

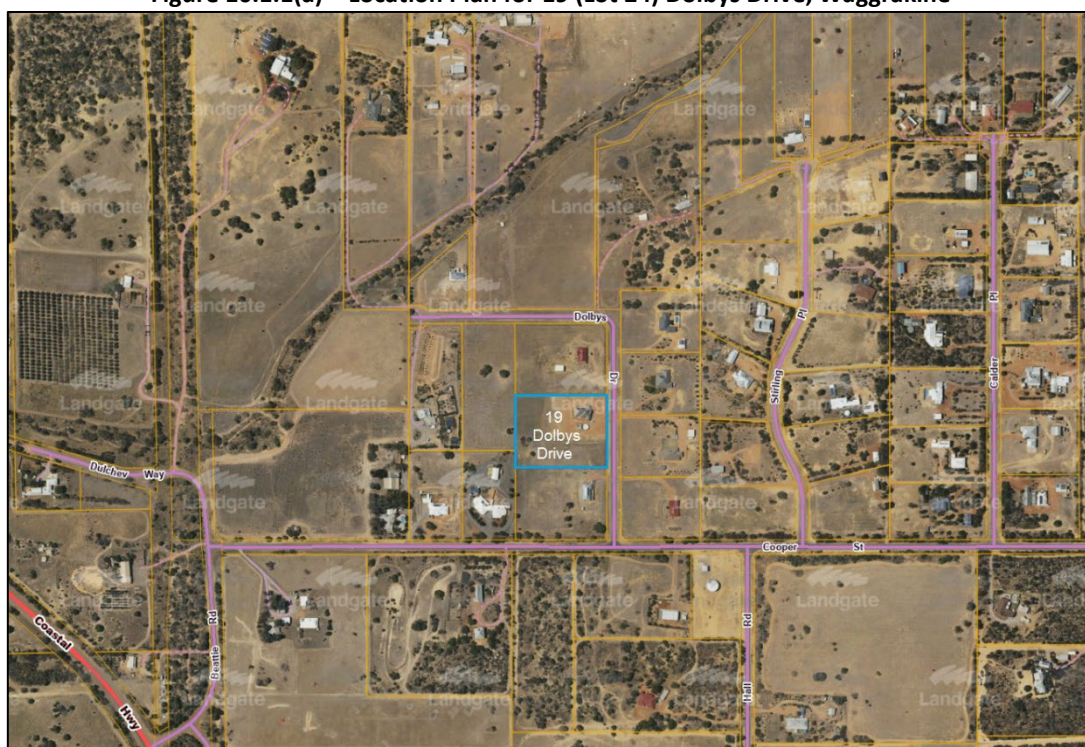


Figure 10.1.1(b) – View of 19 (Lot 24) Dolbys Drive, Waggrakine



It is considered that the application can be supported based on the following:

- the use is primarily ‘residential’ in nature (i.e. it occurs within a dwelling used for habitation);
- the development would not cause an inconsistency in the existing streetscape as the use of the dwelling for short stay accommodation will not require any changes to the external appearance of the residence;
- such developments are generally considered to meet the objectives and requirements of the ‘Rural Residential’ zone;
- the development would be largely ‘self-policing’ as the landowner would be present as the on-site manager, and it is more ‘Holiday House’ type applications where visitors stay in an otherwise empty house that tend to give rise to complaints when people in a holiday-mode can have conflicting behavior patterns to surrounding residents in a work-routine;
- there is the ability for issues that may arise with such developments (e.g. noise, nuisance and parking) to be addressed by a condition of approval whereby Council retains the right to review its approval in the event of complaint being received concerning the operation of the development.

STATUTORY ENVIRONMENT

19 (Lot 24) Dolbys Drive, Waggrakine is zoned ‘Rural Residential 1’ under the Shire of Chapman Valley Local Planning Scheme No.3 (‘the Scheme’) the objectives for which are listed in Table 1 as being:

- *To provide for lot sizes in the range of 1 ha to 4 ha.*
- *To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.*
- *To set aside areas for the retention of vegetation and landform or other features which distinguish the land.”*

The application would be most appropriately addressed under the definition of ‘Hosted Accommodation’ as follows:

“means a dwelling or ancillary dwelling, or a portion thereof, used for the purpose of short-term accommodation, with a permanent resident who is present overnight for the duration of the stay either in the dwelling or ancillary dwelling.”

At present the ‘Hosted Accommodation’ land use definition forms part of the Western Australian Planning Commission’s Draft Position Statement: Planning for Tourism and is under consideration to be entered as a new land use definition in the *Planning and Development (Local Planning Schemes) Regulations 2015* (this review is discussed further in the Strategic Implication section of the report).

The Draft Position Statement notes

“Hosted accommodation in a single house (or ancillary dwelling), grouped or multiple dwelling, which does not exceed a maximum of four adult persons (or one family) and a maximum of two guest bedrooms. This form of short-term rental accommodation is considered low-scale because the host resides on site, can

manage any issues with guests and the tourism/commercial use of the property is incidental to the permanent residential use.

The cap of a maximum of four adult persons (or one family) and a maximum of two guest bedrooms is the same cap currently provided within the model definition of 'bed and breakfast'. The 'bed and breakfast' land use definition is proposed to be deleted from Schedule 1 (Model Provisions) of the LPS Regulations."

In the meantime the land use of 'Bed & Breakfast' is the most comparable means of assessment which is defined under the *Planning and Development (Local Planning Schemes) Regulations 2015* as being:

- (a)
- (b) *"bed and breakfast means a dwelling –*
- (c) *(a) used by a resident of the dwelling to provide short-term accommodation, including breakfast, on a commercial basis for not more than 4 adult persons or one family; and*
- (d) *(b) containing not more than 2 guest bedrooms"*

'Bed & Breakfast' is listed as a an 'A' use in the 'Rural Residential' zone, that is a use that must be advertised for comment prior to determination.

Clause 67 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* lists the following relevant matters in considering a development application:

- "(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area...*
- ...(g) any local planning policy for the Scheme area;...*
- ...(m) the compatibility of the development with its setting including –*
 - (i) the compatibility of the development with the desired future character of its setting; and*
 - (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following –*
 - (i) environmental impacts of the development;*
 - (ii) the character of the locality;*
 - (iii) social impacts of the development;...*
- ...(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;*
- ...(s) the adequacy of –*
 - (i) the proposed means of access to and egress from the site; and*
 - (ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;*
- (t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*
- (u) the availability and adequacy for the development of the following –*
 - (i) public transport services;*
 - (ii) public utility services;*
 - (iii) storage, management and collection of waste;*
 - (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);*
 - (v) access by older people and people with disability;...*
- ...(w) the history of the site where the development is to be located;*
- (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*
- (y) any submissions received on the application...*
- ...(zb) any other planning consideration the local government considers appropriate."*

The Shire has required of previous similar applications that if the owner is preparing a cooked breakfast for the guests then they must register the premises with the Shire under the *Food Act 2008*. However, if the owner provides an uncooked breakfast i.e. tea, coffee, cereal, milk, fruit etc. for the guests, or no breakfast, then this would not incur such a requirement. The Shire has also required that if there is a facility for guests to cook in the premises then a fire blanket and/or a fire extinguisher needs to be provided.

POLICY/PROCEDURE IMPLICATIONS

Schedule 2 Part 2 Division 2 Clauses 3-6 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides for Council to prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area.

Council has prepared Shire of Chapman Valley Local Planning Policy 2.3 – Rural Tourism to guide assessment of applications and a copy of the policy can be viewed at the following link:

https://www.chapmanvalley.wa.gov.au/Profiles/chapmanvalley/Assets/ClientData/Document-Centre/planning/policies/SoCV_LPP_2_3_Rural_Tourism.pdf

Policy 2.3 contains the following objectives:

- “• *To provide for a range of low impact accommodation and other low impact tourist related uses in the rural and rural lifestyle areas of the Shire in a manner that is complementary and sensitive to the agricultural and environmental fabric of the municipality.*
- *To set out the circumstances under which the Local Government may approve low impact tourist development in the rural and rural lifestyle areas of the municipality as provided in the Scheme.”*

It is considered that the proposed application meets with the Policy Statement requirements, as it fronts a sealed road, has access to reticulated water supply, has sufficient area to accommodate all car parking off-street, will have management within the same building, and has sufficient bathrooms provided, and can therefore be supported.

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

The Shire of Chapman Valley Local Planning Strategy identifies the subject area as being located within ‘Precinct 7 – South West’ the vision for which is:

“The planned expansion of the south west area of the Shire, whilst taking into consideration the plans and policies of other local and regional government authorities.”

The Strategy states that the land use of ‘Tourism (low to medium-key)’ is considered appropriate for this precinct area and also identifies the following economic objective:

“7.2.2 Promote tourist related uses/development and encourage agricultural diversification in appropriate areas where there will be no detrimental impact to the surrounding land and existing uses.”

In 2019 the Parliamentary Standing Committee on Economics and Industry held an enquiry into short stay accommodation.

The rapid emergence of on-line booking platforms and the ‘sharing economy’ which utilises peer-to-peer platforms to rapidly connect customers and service providers has created challenges to local government. In particular, platforms that support short stay accommodation offer these services in residential buildings and neighbourhoods that have not been designed to accommodate or provide these services. The Parliamentary Inquiry found that short-term rentals are a genuine income source for some people and are increasingly used by guests, however, there was often inconsistent regulatory requirements and numerous examples of adverse impacts on neighbours and local communities. Planning legislation has not kept pace with this rapid growth, and in the absence of state government guidance about how to manage these services this has resulted in an inconsistent approach across the state which has led to many local governments regulating short stay accommodation through their local planning framework and the *Local Government Act 1995*.

The Standing Committee explored a practical framework for emerging forms of short stay accommodation such as Airbnb, Stayz etc. and their impact on the tourism industry and links between short stay accommodation and rental affordability. The Committee received over 350 submissions from a range of stakeholders, including industry providers, representative bodies and local governments amongst others most of whom supported greater regulation of short stay accommodation and accompanying streamlining of the process (i.e. establishing criteria whereby certain types of low-key short stay accommodation would not require application to be made, and other forms more likely to give rise to land use conflict would be regulated).

The Standing Committee's final report into short stay accommodation '*Levelling the Playing Field – Managing the impact of the rapid increase of Short-Term Rental in Western Australia*' included the following recommendations:

- implement a mandatory state-wide registration scheme;
- require online platforms to display a valid registration number for short term rentals;
- ensure that online platforms be required to provide data on all short-term rental properties listed in Western Australia to the government agency with primary responsibility for the registration scheme;
- establish an information sharing mechanism between state and local government;
- set and impose penalties for non-compliance;
- manage complaints about short term rentals;
- enforce compliance with local government control.

At this time the legislative review remains ongoing with a Draft Position Statement: Planning for Tourism released in December 2021 providing some guidance in relation to the assessment of Hosted Accommodation as follows:

"5.3.2.1 Hosted accommodation

For new schemes, scheme amendments and scheme reviews, local government should incorporate the land use definition for 'hosted accommodation' (refer to Table 1).

To regulate forms of hosted accommodation through the local planning scheme or local planning policy, the following considerations may be relevant:

- *Locational factors which may assist in determining appropriate locations for hosted accommodation within residential areas (refer to the Guidelines for further information).*
- *Suitability of the premises with regards to building design and form.*
- *Minimum car parking requirements.*
- *Servicing requirements, such as access to drinking water and wastewater systems.*
- *Room and guest caps.*
- *Preparation and approval of a management plan.*
- *Time or frequency of use limits.*

Other building or health licensing requirements may also apply outside of the planning system, such as provisions relating to swimming pools, the serving of food, the provision of fire safety equipment and evacuation measures."

Strategic Community Plan/Corporate Business Plan:

The Shire of Chapman Valley Strategic Community Plan was endorsed by Council at its 15 November 2017 meeting. The application can be considered to align with the following strategic goals:

Ref	Objective	Strategy	Action	Timeline
2.1	Build population and business activity through targeted strategies	Support business development	Ensure Planning is in place to encourage business development	Short
2.2	Provide support for business development and local employment	Research mixed land use opportunities	Investigate possible planning improvements	Medium
2.3	Welcome local tourism and participation in regional strategy	Research and develop local tourism plan	Encourage Tourism Operators to establish an Alliance for them to develop and implement a Local Tourism Plan. This must be industry driven, not Shire driven.	Short
2.4	Ensure town planning complements economic development activities	Town Planning Review/Initiatives	Ensure Planning is in place to encourage economic development activities	Medium

CONSULTATION

The proposed land use is listed under the Shire of Chapman Valley Local Planning Scheme as a development that must be advertised for comment.

The Shire therefore wrote to the 15 surrounding landowners (including all Dolbys Drive landowners) on 21 June 2022 providing details of the application and inviting comment upon the proposal prior to 12 July 2022. A sign was also erected on-site advising of the received application and the opportunity for comment and a copy of the application was also placed on the Shire website for viewing.

At the conclusion of the advertising period 1 submission had been received, this expressing indifference to the application with the following comment: *"we are happy for the proposed bed & breakfast to proceed, we support the business if it has the owners also living on the property, our only objection would if it became an AirB&B where the whole house was rented out and no one was around to ensure the peace, best of luck with your new business"*. No objections to the application were received.

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 grant formal planning approval for hosted accommodation/bed & breakfast to be operated from the existing residence at 19 (Lot 24) Dolbys Drive, Waggrakine subject to the following conditions:

- 1 Development shall be in accordance with the plans and management statement provided as separate Attachment 10.1.1 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans and management statement shall not be modified or altered without the prior written approval of the local government.
- 2 The approval is issued only to the landowner making initial application and is not transferable to any other person or to any other land parcel. Should there be a change of land ownership in respect of which this planning approval is issued this approval shall no longer be valid (and separate application would be required to be made).
- 3 The development must have the landowner providing an on-site manager role, and the approval is not for a 'Holiday House' development where there is no on-site manager.
- 4 The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product, vehicle parking and manoeuvring or otherwise.
- 5 All parking of vehicles (and trailers) associated with the guests shall be provided for within the property boundary, and the street verge area shall be kept free of such vehicles.
- 6 The installation and subsequent maintenance of any signage shall be to the approval of the local government.
- 7 Should any cooked food be prepared on the premises for guests an application to register a kitchen is required to be lodged with, and approved by, the Shire in accordance with the *Food Act 2008*.
- 8 The sea container upon the property must be painted in a colour, or clad in materials of a colour, that are complementary to the existing development upon the property to the approval of the local government.
- 9 The landowner is to implement and maintain reporting mechanisms for complaints concerning the operation of the development. In the event of a substantiated complaint being received the landowner is required to

demonstrate mitigation response(s) to the approval of the local government. Such response(s) will be treated as conditions of approval/required modifications to the management statement.

Notes

- (a) With regard to condition 7, if the landowner/host is preparing a cooked breakfast for the guests then they will need to register with the Shire under the *Food Act 2008*, however, if the landowner/host is providing an uncooked breakfast i.e. tea, coffee, cereal, milk, fruit etc. for guests, or no breakfast, then this would not incur such a requirement. It is also advised that if there is a facility to cook in the premises then a fire blanket and/or a fire extinguisher needs to be provided.
- (b) With regard to conditions 4 & 9, in the event that a written, author-identified complaint is not adequately managed by the landowner to the satisfaction of the local government, then the Shire Chief Executive Officer may refer the matter to a meeting of Council for its further consideration and determination.
- (c) The applicant is advised that this planning approval does not negate the requirement for any additional approvals which may be required under separate legislation including but not limited to the following where required, Building Code of Australia, *Building Regulations 2012* and *Health Act 1911*. It is the applicant's/landowner's responsibility to obtain any additional approvals required before the development/use lawfully commences.
- (d) Should the applicant be aggrieved by the decision of the Council (in part or whole) there is a right pursuant to the *Planning and Development Act 2005* to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

10.2

Manager of Finance & Corporate Services

10.2 AGENDA ITEMS

- 10.2.1 Financial Management Reports for May and June 2022**
- 10.2.2 Revised Camping Fees**

10.2.1 Financial Management Report

PROPONENT:	Shire of Chapman Valley
SITE:	Shire of Chapman Valley
FILE REFERENCE:	307.00
PREVIOUS REFERENCE:	Nil
DATE:	21 July 2022
AUTHOR:	Dianne Raymond, Manager Finance & Corporate Services

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.2.1(a)	May & June 2022 Financial Management Reports		✓
10.2.1(b)	Confidential List of Accounts May & June 2022		✓

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 2022 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 2022

Long Term Financial Plan (LTFP):

No significant effect on the LTFP

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

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 month of May & June 2022 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

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 Revised Camping Fees

PROPONENT:	Shire of Chapman Valley
SITE:	Shire of Chapman Valley
FILE REFERENCE:	307.00
PREVIOUS REFERENCE:	Nil
DATE:	21 July 2022
AUTHOR:	Dianne Raymond, Manager Finance & Corporate Services

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.2.2(a)	Proposed Tier System Camping Fees		✓
10.2.2(b)	Revised CMP-019 Camp Areas		✓
10.2.2(c)	Proposed Schedule of Fees & Charges 2022-23		✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

An item was presented to the June 2022 Ordinary Meeting of Council for the Proposed Schedule of Fees and Charges for 2022/2023 with the following resolution:

MOVED: Cr Batten

SECONDED: Cr Forth

COUNCIL RESOLUTION

- 1 The proposed 2022/2023 Draft Fees and Charges as presented to Council, with the exception of all caravan and camping fees, be endorsed and included into the 2022/2023 Annual Budget in accordance with the requirements of the Local Government Act, 1995.
- 2 Council request the Tourism & Events Advisory Group review and present all caravan and camping fees to the July Ordinary Council Meeting.

Voting F8/A0

CARRIED

Minute Reference: 06/22-08

Reason for Deviation: Seek alignment of facilities and resources.

COMMENT

Dialogue was opened via email with the Tourism & Events Advisory Group to review a tiered structured fee system based on facilities and services available at all areas covered by Corporate Management Policy CMP-019. Consensus was reached based around the potential uses at each site please refer to attachment 10.2.2(b) for a detailed list of facilities and services available at each site. It was agreed a three tier system would be adequate for the 2022/2023 budget year with Tier 1 being the highest rate, Tier 2 moderate rate and Tier 3 by donation only. The fee structure is provided as below:

Tier 1 - \$15 per person per night; Pensioners \$10

Tier 2 – \$10 per person per night

Tier 3 – Donation

To put this into context the resultant application would be

- Coronation Beach – Tier 1 - \$15 per person per night; Pensioners \$10

- Nanson Showgrounds Tier 2 – \$10 per person per night
- Fig Tree Crossing Reserve Tier 3 – Donation
- Yuna Golf Club Reserve Tier 3 – Donation
- Yuna Hall Tier 3 – Donation
- Nabawa Oval Tier 3 – Donation

STATUTORY ENVIRONMENT

Section 6.16 is the primary piece of legislation under the Local Government Act 1995 that requires fees and charges to be reviewed and adopted as part of the budget process.

6.16. Imposition of fees and charges

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
* *Absolute majority required.*
- (2) A fee or charge may be imposed for the following —
 - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
 - (b) supplying a service or carrying out work at the request of a person;
 - (c) subject to section 5.94, providing information from local government records;
 - (d) receiving an application for approval, granting an approval, making an inspection and issuing a license, permit, authorisation or certificate;
 - (e) supplying goods;
 - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
 - (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.
 * *Absolute majority required.*

6.17. Setting the level of fees and charges

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —
 - (a) the cost to the local government of providing the service or goods;
 - (b) the importance of the service or goods to the community; and
 - (c) the price at which the service or goods could be provided by an alternative provider.
- (2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
- (3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —
 - (a) under section 5.96;
 - (b) under section 6.16(2)(d); or
 - (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.
- (4) Regulations may —
 - (a) prohibit the imposition of a fee or charge in prescribed circumstances; or
 - (b) limit the amount of a fee or charge in prescribed circumstances.

6.18. Effect of other written laws

- (1) If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —
 - (a) determine an amount that is inconsistent with the amount determined under the other written law; or

- (b) charge a fee or charge in addition to the amount determined by or under the other written law.
- (2) A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

6.19. Local government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

- (a) its intention to do so; and
- (b) the date from which it is proposed the fees or charges will be imposed.

POLICY/PROCEDURE IMPLICATIONS

Shire of Chapman Valley 2022/2023 Draft Budget.

FINANCIAL IMPLICATIONS

Shire of Chapman Valley 2022/2023 Schedule of Fees and Charges

Long Term Financial Plan (LTFP):

The effect on the Long-Term Financial Plan will be seen in the ratios for own source revenue when this updated after budget adoption; the current endorsed variable for fees and charges is a 1.35% increase to revenue.

STRATEGIC IMPLICATIONS

Nil

Strategic Community Plan/Corporate Business Plan:

Ref	Objective	Strategy	Action
5.2	Be accountable and transparent in managing resources	Long Term Financial Management	Review Long Tern Financial 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

Input has been sought from all key members of staff and elected members from the Tourism & Events Advisory Group.

RISK ASSESSMENT

The associated risk would be the failure to comply with Local Government Financial Regulations.

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

Absolute Majority

STAFF RECOMMENDATION

That the proposed 2022/2023 Draft Fees and Charges for camping areas as presented below be endorsed and included into the 2022/2023 Annual Budget in accordance with the requirements of the Local Government Act, 1995.

- Tier 1 - \$15 per person per night; Pensioners \$10
- Tier 2 – \$10 per person per night
- Tier 3 – Donation only

10.3

Chief Executive Officer

10.3 AGENDA ITEMS

10.3.1 Strategic Community Plan

10.3.1 Strategic Community Plan

PROPONENT:	Chief Executive Officer
SITE:	Shire of Chapman Valley
FILE REFERENCE:	411.05
PREVIOUS REFERENCE:	Nil
DATE:	16 June 2021
AUTHOR:	Jamie Criddle, Chief Executive Officer

SUPPORTING DOCUMENTS:

Ref	Title	Attached to Report	Under Separate Cover
10.3.1 (a)	SCP for Public Consultation	✓	✓

DISCLOSURE OF INTEREST

Nil

BACKGROUND

The Strategic Community Plan (SCP) represents the highest level of strategic planning undertaken by local governments. It is a legislative requirement as part of the Integrated Planning and Reporting Framework under the Local Government Act 1995.

Its purpose is:

- Ensuring the community is involved in the setting of a long term vision;
- Providing Council with a clear understanding of the community's wellbeing, priorities, aspirations, needs and wants; and
- Guiding the priority setting within the Shires Corporate Business Plan.

The Strategic Community Plan – Chapman Valley 2022 - 2032 is a shared vision that draws on the wisdom of our community. It outlines our community's vision and aspirations for the next 10 years. It is the result of the major review of the Community Strategic Plan 2011-2021.

If endorsed by Council, a public comment period will run from 22 July – 12 August 2021. Once feedback is incorporated, the SCP will go to Council for adoption at the 18 August 2022 Ordinary Meeting of Council.

COMMENT

The document has been subject to a high level of public comment, exceeding our legislative requirements and actively seeking to develop a document which reflects the views of our community and stakeholders.

Once adopted, the next step is operationalisation of the plan through the 4-year Corporate Business Plan.

STATUTORY ENVIRONMENT

Local Government Act 1995

5.56. Planning for the future

(1) A local government is to plan for the future of the district.

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

Local Government (Administration) Regulations 1996

19C. Strategic community plans, requirements for

(1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.

(3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

(4) A local government is to review the current strategic community plan for its district at least once every 4 years.

(5) In making or reviewing a strategic community plan, a local government is to have regard to —

(a) the capacity of its current resources and the anticipated capacity of its future resources; and

(b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and

- (c) demographic trends.
- (6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.
- (7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine whether or not to adopt the plan or the modifications (absolute majority required).
- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

POLICY/PROCEDURE IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil; this item is already budgeted for.

The outcomes of this process will inform the future Corporate Business Plan and budgets.

Long Term Financial Plan (LTFP):

The outcomes of this process will inform the LTFP and budgets

STRATEGIC IMPLICATIONS

Strategic Community Plan/Corporate Business Plan:

The outcomes of this process will inform the future Corporate Business Plan.

CONSULTATION

There has been significant consultation with internal and external stakeholders through the development of this Plan. In addition to providing the opportunity for feedback on the draft strategy, meetings and workshops have been held with the community and internal team representatives.

Presentations and updates were provided to Councillors at the March 2022 and May 2022 Concept Forums.

As a result of feedback received at the May Concept Forum, minor amendments have been incorporated in the attached version

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

That Council:

1. ENDORSE the Strategic Community Plan -Shire of Chapman Valley 2022 - 2032 as a draft for the purpose of public advertising.
2. Give discretion to the Chief Executive Officer to make minor editorial changes to the Strategic Community Plan that does not affect the intent of its content.

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

16.0 CLOSURE



SOURCE DOCUMENTATION



FORM OF APPLICATION FOR PLANNING APPROVAL

(PLEASE COMPLETE ALL BOXES)

OWNER DETAILS:

Name(s): Darryl + Tracy marsh
 Postal Address: 19 Dalbys Drive, Waggrakine Postcode: 6530
 Contact Person: Tracy marsh
 Phone: [REDACTED] Email: [REDACTED]
 Signature: Tracy marsh Date: _____
 Signature: _____ Date: _____

NOTE: The signatures of ALL the owner(s) is required to process this application.

APPLICANT DETAILS: (if different from owner)

Name: as above
 Postal Address: _____ Postcode: _____
 Contact Person: _____
 Phone: _____ Email: _____
 Signature: _____ Date: _____

PROPERTY DETAILS:

Lot/Location No: _____ House/Street No: 19
 Street Name: Dalbys Drive Locality/Suburb: Waggrakine
 Diagram/Plan No: _____ Volume No: _____ Folio No: _____

EXISTING DEVELOPMENT/LAND USE:Nature of any Existing Development/Land Use: Residential Home**PROPOSED DEVELOPMENT/LAND USE:**Description of Proposed Development/Land Use: Attached accomm-
odation (bed 2+3) plus bathroom to be
short term rented through Airbnb-for 1 couple.Approximate Cost: \$5,000Estimated Time of Completion: 1st July, 2022.**REQUIRED INFORMATION & FEES:**

Please refer over for the information required to be submitted with this application and the schedule of fees. This application will not be processed without all required information including payment of the appropriate fee.

OFFICE USE ONLY:

Date Received: _____ Application No: _____

Accepting Officer's Initials: _____ File Number: _____

Required Fee: \$ _____ Date Paid: _____

Proposed Airbnb Accommodation 19 Dolbys Drive, Waggarine

Application to provide short term accommodation (minimum of 2 nights) for 1 couple in area: bedrooms 2 and 3 (see attached plan). Bedroom bed 2 will contain a queen sized bed and room 3 will be set up as a lounge area/kitchenette. The bathroom, toilet and a small outside area would also be available for guests staying. There is plenty of off street parking directly next to the accommodation. We would advertise a check in between 1pm and 9pm and a checkout time of 11am. We propose to advertise this accommodation through Airbnb and the Geraldton Visitors Centre. We would like to commence advertising on 1st July, 2022.

Sunset Haven Short Stay Accommodation Management Statement

Name of Business: Sunset Haven Airbnb

Property Address: 19 Dolbys Drive, Waggrakine WA 6530

Property Owner & Manager of Accommodation: Darryl & Tracy Marsh

Maximum occupancy: 2 adults (not children allowed)

Bedding configuration: 1 x queen bed

Facilities & Carparking:

Short term, weekend accommodation offered generally for 2 -3 nights. Facilities provided: 1 Queen Bedroom, 1 Lounge/dining/kitchen area, 1 bathroom and separate toilet. 2 car parks available adjacent to the building.

Day to Day Management:

Guests will be met by the owner on arrival and handed keys. Owners will be available to assist guests get settled.

Check in will be between 1pm and 9pm and departure time will be before 11am.

Owners will generally on site to ensure guests are quiet and respectful of the surrounding neighbourhood.

On departure keys will be collected by the owners from the guests. Should the owners not be available guests can leave the keys in the key lockbox provided.

All cleaning will be completed by the owners after the guests have departed. Any waste will be included with our normal domestic waste collection.

Fire Management & Emergency:

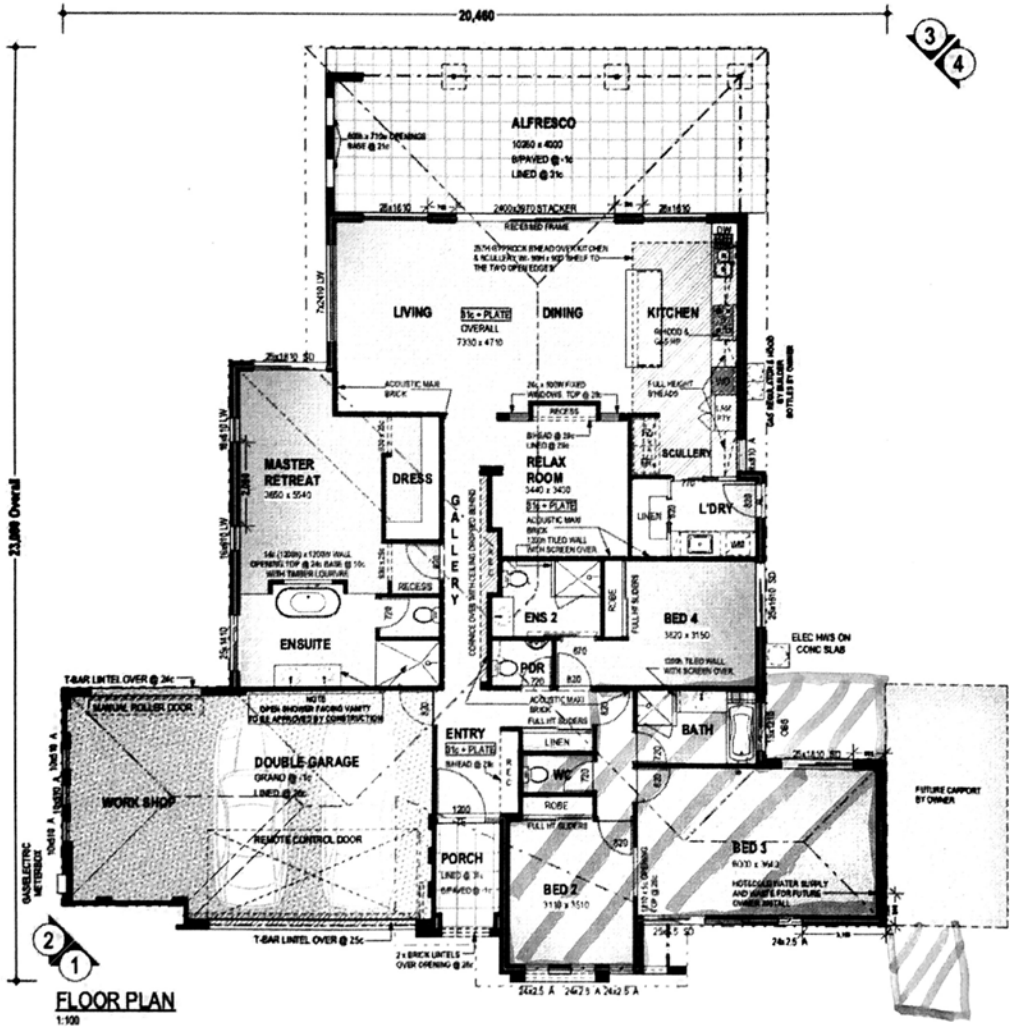
Site plan displayed in accommodation showing exits (accommodation has its own front and rear doors) and evacuation area in the event of an emergency.

Accommodation is fitted with smoke detector and fire extinguisher. Additional emergency information is provided in the "Information" folder provided in the accommodation.

Nuisance, Noise and Complaint Management:

As owners residing under the same roof as the Sunset Haven Airbnb accommodation, we are well placed to act to reduce any disturbance immediately. It is a condition of occupancy, through Airbnb, that guests are not allowed to hold parties. They must be quiet and sensitive to people living on neighbouring properties. Breaches would result in the guests being asked to leave and a refund given. In the unlikely event we receive a complaint from a neighbour obviously we would act to stop any current disturbance and reinforce advance notifications that guests are to occupy the accommodation quietly to avoid disturbing the neighbours. We don't envisage the neighbourhood will be disturbed at all.





Floor Areas		
Floor	Location	Area
Ground floor	HOUSE	268.40
	GARAGE	52.48
	ALFRESCO	43.88
	WORKSHOP	28.94
		393.69 m ²

Roof Area Calculation - Ground Floor			
Floor	Pitch	Area (Flat)	Area (pitched)
Ground floor	12° 0'	20.34	20.80
	25° 37'	302.87	335.91
		323.21 m ²	

Proposed area to be rented through Airbnb Parking (1 vehicle)

Tiered system of Fees & Charges based on facilities and services available –

		Telstra Reception	Public Wi-Fi	Toilets	Showers	Shower facility (BYO water)	Playground	BBQ	Picnic Table	Gazebo/Shelter	Dump point	Power	Drinking water	Bins
no bookings	Coronation Beach – Tier 1 - \$15 per person per night; Pensioners \$10	✓	✓	✓		✓	✓	✓	✓	✓	✓			✓
no bookings	Fig Tree Crossing Reserve Tier 3 – Donation	✓		✓		✓		✓	✓	✓	✓			✓
booking	Yuna Golf Club Reserve Tier 3 – Donation	✓												
no bookings	Yuna Hall Tier 3 – Donation	✓		✓			✓	✓	✓	✓	✓			✓
booking	Nabawa Oval Tier 3 – Donation	✓	✓	✓			✓		✓	✓	✓			✓
booking	Nanson Showgrounds Tier 2 – \$10 per person per night	✓		✓	✓				✓	✓		✓		✓

Online payment system - app required
Website booking module

CMP-019 Camping Areas

MANAGEMENT PROCEDURE No.	CMP-019
MANAGEMENT PROCEDURE	CAMPING AREAS
RESPONSIBLE OFFICER	BUILDING SURVEYOR/PROJECTS OFFICER
PREVIOUS POLICY No.	4.150
RELEVANT DELEGATIONS	6002

OBJECTIVES:

Set guidelines for the areas where camping is allowed within the Shire of Chapman Valley and conditions associated with these locations.

MANAGEMENT PROCEDURE STATEMENT/S:

Coronation Beach – Tier 1 Camp Ground Fees & Charges

This is a Nature Based Park comprising toilets, rubbish collection, shade shelters, unpowered sites and gas barbecue facilities only.

- 1) Maximum of thirty (30) days in one financial year period for all campers;
- 2) All campers (rate payers, non-ratepayers, resident, non-resident, etc.) are required to pay camping fee set by Council.
- 3) No fee payable for children under the age of 16 years only when they are accompanied by an Adult, otherwise normal fees will apply;
- 4) Maximum number of vehicle and campers/vans will be stipulated for each site. The Caretaker may vary this number if safety aspects of the site or reserve are not compromised;
- 5) All other camping conditions stipulated at the camping site or determined by the CEO must be adhered to.
- 6) **NO CAMPFIRE ALLOWED AT ANYTIME;**

Yuna Hall Tier 3 Camp Ground Fees & Charges

- 1) Maximum of two (2) nights – unless otherwise approved by the CEO;
- ~~2) Public Toilet and BBQ facilities available;~~
- ~~3) 2) NO CAMPFIRE ALLOWED AT ANYTIME~~

Fig Tree Crossing Reserve Tier 3 Camp Ground Fees & Charges

- 1) Overnight only – unless otherwise approved by the CEO;
- 2) ~~Public Toilet and BBQ facilities available;~~
- 3) **NO CAMPFIRE ALLOWED AT ANYTIME**

Yuna Golf Club Reserve Tier 3 Camp Ground Fees & Charges

- 1) Maximum of two (2) nights – unless otherwise approved by the CEO
- ~~2) Showers and toilets provided.~~
- ~~3) 2)~~ **NO CAMPFIRE ALLOWED DURING THE RESTRICTED & PROHIBITED BURNING, HARVEST/VEHICLE MOVEMENT AND TOTAL FIRE BAN PERIODS**

Nabawa Oval Tier 3 Camp Ground Fees & Charges

- 1) Maximum of two (2) nights – unless otherwise approved by the CEO
- ~~2) Public Toilet facilities only available;~~
- ~~3) 2)~~ **NO CAMPFIRE ALLOWED AT ANYTIME**

Nanson Showgrounds Tier 3 Camp Ground Fees & Charges

- 1) Maximum of two (2) nights – unless otherwise approved by the CEO
- 2) ~~Public Toilet facilities only available.~~
- 3) **NO CAMPFIRE ALLOWED DURING THE RESTRICTED & PROHIBITED BURNING, HARVEST/VEHICLE MOVEMENT AND TOTAL FIRE BAN PERIODS**

ADDITIONAL EXPLANATORY NOTES:

ADOPTED/REVIEWED/AMENDED (OTHER THAN ANNUAL REVIEW OF ALL PROCEDURES:

Adopted – Council Resolution:	05/04-3
Reviewed/Amended – Council Resolution:	05/15-23; 06/15-18; 03/17-32, 03/20-13

Draft 2022/2023 Fees and Charges

Shire of Chapman Valley
Budget For the Year Ended 30 June 2022
Fees and Charges Effective 1 July 2021



Note increases of 1.35% as per LTFP | all amendments in **RED**

ADMINISTRATION	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Account Enquiries and Requisitions				
Rates Account Enquiry Only (No Requisitions)	\$30.00	\$30.00	Per Lot	GST N/A
Orders And Requisitions Account Enquiry (No Rates)	\$60.00	\$60.00	Per Lot	GST N/A
Rates, Orders And Requisitions Account Enquiry	\$90.00	\$90.00	Per Lot	GST N/A
Instalment Administration Fee	\$9.00	\$9.00	Per Instalment	GST N/A
Instalment Interest Charge	5.50%	5.50%	Upper limit LGA	GST N/A
Penalty Interest On Overdue Rates And Debtors Current	7.00%	7.00%	Upper limit LGA	GST N/A
Administration fee for Debt Clearance confirmation	Cost plus \$25.00	Cost plus \$25.00	Per Assessment	Inc GST
Administration fee for Debt Recovery	\$30.00	\$30.00	Per Assessment	Inc GST
Recovery of Dishonour Fees	Cost plus \$11.00	Cost plus \$11.00	Per item	Inc GST
DFES ESL Penalty Interest	7.00%	7.00%	As per legislation	
Postal Boxes at Shire Office				
Deposit to cover fitting new lock if - keys not handed in	\$64.00	\$64.00	Recover cost as required Per Post Box	GST N/A
Annual fee for use of box - Non Pensioner	\$64.00	\$64.00		Inc GST
Discounted Annual fee - 25% discount based on Seniors Rate Eligibility Criteria	\$48.00	\$48.00	Per Post Box	Inc GST
Discounted Annual fee - 50% discount based on Full Pensioner Rate Eligibility Criteria	\$32.00	\$32.00	Per Post Box	Inc GST
Additional keys - cost recovery plus admin fee \$20	\$0.00	\$0.00	Per Post Box	Inc GST
Copy of Rate Notice - electronic only				
	\$5.00	\$5.00	Per Copy	GST N/A
Library Services				
Lost or damaged materials while on loan	Replacement cost plus 10% admin fee	Replacement cost plus 10% admin fee	Per item	Inc GST
Maps				
Tourism Maps of Shire	Cost Recovery	Cost Recovery	Per Map	Inc GST
	No Charge	No Charge	No Charge	
Heritage Inventory Booklet				
	\$27.50	\$27.50	No Charge	Inc GST
Photocopying				
Black and White	\$0.60	\$0.60	Per A4 sheet	Inc GST
Colour	\$2.05	\$2.05	Per A4 sheet	Inc GST
Black and White	\$1.10	\$1.10	Per A3 sheet	Inc GST
Colour	\$3.18	\$3.15	Per A3 sheet	Inc GST
Council Minutes - Copies				
	\$27.50	\$27.50	Per Copy	Inc GST

ADMINISTRATION		Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Binding					
Softcover		\$7.70	\$7.70	Per Item	Inc GST
Wire Comb		\$5.50	\$5.50	Per Item	Inc GST
Plastic Comb		\$4.40	\$4.40	Per Item	Inc GST
Laminating					
A4 per sheet		\$2.20	\$2.20	Per Item	Inc GST
A3 per sheet		\$2.75	\$2.75	Per Item	Inc GST
Electoral Rolls		\$20.00	\$20.00	Per Roll Owners & Occupiers Only	GST N/A
Faesimiles					
Faxes Sent		\$2.55	\$2.55	Minimum Charge	Inc GST
Faxes Received		\$0.60	\$0.60	Per Sheet	Inc GST
Freedom of Information Charges (as set by FOI Act Regulations 1993)					
				As per current legislation	
Personal Information about the applicant		No Fee	No Fee	No Charge	
Application fee (for non personal information)		\$30.00	\$30.00	Per Application	GST N/A
Charge for time dealing with application		\$30.00	\$30.00	Per Hour or Pro Rata	GST N/A
Access time supervised by staff		\$30.00	\$30.00	Per Hour or Pro Rata	GST N/A
Photocopying staff time		\$30.00	\$30.00	Per Hour or Pro Rata	GST N/A
Photocopy		\$0.20	\$0.20	Per Sheet	Inc GST
Transcribing from tape, film or computer		\$30.00	\$30.00	Per Hour or Pro Rata	GST N/A
Film or computer information		At Cost	At Cost	Cost Recovery	Inc GST
Delivery, packaging and postage		At Cost	At Cost	Cost Recovery	Inc GST
Advance deposit which may be required by an agency under section 18(1) of the Act, expressed as a percentage of the estimated charges which will be payable in excess of the application fee		25%	25%	From Estimated Charges	GST N/A
Further advance deposit which may be required by an agency under section 18(4) of the Act, expressed as a percentage of the estimated charges which will be payable in excess of the application fee		75%	75%	From Estimated Charges	GST N/A
Further advance deposit may be required to meet the charges for dealing with the application.					
For financially disadvantaged applicants with prescribed pensioner concession cards, the charge payable may be reduced by 25% at the CEO's discretion.					

PROPERTY HIRE	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Venue Hire				
Note: The CEO is to impose bonds on the hire of Council facilities at their discretion				
All Venues Refundable Bond - Events without Liquor	\$530.00	\$530.00	Bonds to be imposed at CEOs discretion	GST N/A
All Venues Refundable Bond - Events with Liquor	\$700.00	\$700.00	Bonds to be imposed at CEOs discretion	GST N/A
All Venues Bond - Long Term Key Bond	\$50.00	\$50.00	Bonds to be imposed at CEOs discretion	GST N/A
Annual Booking Fee - All Community Centres & Halls (Up to 2 uses per week only)	\$586.00	\$586.00	Per Venue Per Annum	Inc GST
Exemptions: Chapman Valley & Yuna Primary School P & C's Refer Statutory Budget Notes	\$0.00	\$0.00	Per Annum	Inc GST
All Venue Hire Local Community Member	\$50.00	\$50.00	Upon supply of proof to evidence either a ratepayer or resident	Inc GST
All Venue Hire Non Local Community Member	\$150.00	\$150.00	Per Venue Per Use	Inc GST
<u>Nabawa Community Centre</u>				
All Venue Hire Non Local Community Member	\$150.00	\$150.00	Per Venue Per Use	Inc GST
All Venue Hire Local Community Member	\$50.00	\$50.00	Upon supply of proof to evidence either a ratepayer or resident	Inc GST
<u>Nabawa Library - Meeting Use Only</u>				
All Venue Hire to Local Community Groups ONLY	\$50.00	\$50.00	Subject to lockable library shelving	Inc GST
<u>Yuna Multipurpose Community Centre</u>				
All Venue Hire Non Local Community Member	\$150.00	\$150.00	Per Venue Per Use	Inc GST
All Venue Hire Local Community Member	\$50.00	\$50.00	Upon supply of proof to evidence either a ratepayer or resident	Inc GST
Main Hall only	\$88.00	\$88.00	per use	Inc GST
Kitchen	\$55.00	\$55.00	per use	Inc GST
Creche/Small Meeting Room	\$44.00	\$44.00	per use	Inc GST
<u>Yuna Hall</u>				
All Venue Hire Non Local Community Member	\$150.00	\$150.00	Per Venue Per Use	Inc GST
All Venue Hire Local Community Member	\$50.00	\$50.00	Upon supply of proof to evidence either a ratepayer or resident	Inc GST

PROPERTY HIRE	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
<u>Nabawa Recreation Centre</u>				
All Venue Hire Non Local Community Member	\$150.00	\$150.00	Per Venue Per Use	Inc GST
All Venue Hire Local Community Member	\$50.00	\$50.00	Upon supply of proof to evidence either a ratepayer or resident	Inc GST
Whole of stadium facilities	\$150.00	\$150.00	per use	Inc GST
Clubrooms (Upstairs area)	\$75.00	\$75.00	per use	Inc GST
Changerooms (1 section only)	\$22.00	\$22.00	per use	Inc GST
Kitchen (downstairs)	\$50.00	\$50.00	per use	Inc GST
Basketball Courts	\$55.00	\$54.00	per use	Inc GST
Oval, Kitchen, Clubroom and Changerooms Hire	\$165.00	\$165.00	per use	Inc GST
<u>Bill Hemsley Park Community Centre</u>				
All Venue Hire Non Local Community Member	\$150.00	\$150.00	Per Venue Per Use	Inc GST
All Venue Hire Local Community Member	\$50.00	\$50.00	Upon supply of proof to evidence either a ratepayer or resident	Inc GST
Whole of facilities	\$150.00	\$150.00	per use	Inc GST
<u>Nanson Showgrounds</u>				
All Venue Hire Non Local Community Member	\$150.00	\$150.00	Per Venue Per Use	Inc GST
All Venue Hire Local Community Member	\$50.00	\$50.00	Upon supply of proof to evidence either a ratepayer or resident	Inc GST
Camping fees as below.				
Bond required as per All Venue Bond above				
Nanson Showgrounds Camping- Chapman Valley Show Carnival	\$275.00	\$275.00	Per Week Maximum stay 2 weeks	Inc GST
Kitchen Hire Exemption - Annual Ram Sale	Exempt	Exempt	Single Use Only	GST N/A
Furniture Hire				
Tables	\$10.00	\$10.00	each	Inc GST
Chairs	\$1.50	\$1.50	each	Inc GST
Portable Shade & 10 Chair Hire	\$127.27	\$110.00	per hire	Inc GST
Recreation Centre Facilities				
LI24 Chapman Valley Football Club	\$1,942.93	\$1,918.00	per annum -subject to change as per management license (reviewed by council annually at budget)	Inc GST
LI25 Chapman Valley Northampton Cricket Club (CVNCC)	\$1,608.64	\$1,588.00	per annum -subject to change as per management license (reviewed by council annually at budget)	Inc GST
Geraldton Regional Cricket Board - fixtures not involving the Chapman Valley Northampton Cricket Team	\$72.94	\$72.00	per game	Inc GST
LI 22 Tennis Club - Nabawa	\$406.21	\$401.00	per annum -subject to change as per management license (reviewed by council annually at budget)	Inc GST
Badminton Club	\$19.25	\$19.00	per use	Inc GST
LI18 Chapman Valley Western Riding Club - Showgrounds Reserve	\$484.21	\$478.00	per annum -subject to change as per management license (reviewed by council annually at budget)	Inc GST
LI13 Chapman Valley Agricultural Society - Showgrounds Reserve	\$484.21	\$478.00	per annum -subject to change as per management license (reviewed by council annually at budget)	Inc GST
LI16 Yuna Multipurpose Community Centre - CABY Management License	\$1,809.22	\$1,786.00	per annum -subject to change as per management license (reviewed by council annually at budget)	Inc GST
LI20 KiteWest Water Sports & Tours	\$586.53	\$579.00	per annum -subject to change as per ground lease -rent review date 1 July each year Expires 30/06/2022	Inc GST
LI23 Chapman Valley Historical Society	\$0.00	\$0.00	per annum -subject to change as per management license Peppercorn on demand expire 21/04/2027	Inc GST
L12 Mens Shed Inc	\$0.00	\$0.00	per annum -subject to change as per management license Peppercorn on demand	Inc GST

PROPERTY HIRE Cont	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Caravan and Camping Fees				
Tier 1 - Camping Fees Coronation Beach - Non Pensioner	\$15.00	\$15.00	Per Person Per Night 1) Maximum of thirty (30) days in one financial year period for all campers	Inc GST
Tier 1 - Camping Fees Coronation Beach - Pensioner	\$10.00	\$10.00	Per Person Per Night 1) Maximum of thirty (30) days in one financial year period for all campers	Inc GST
	No Charge	No Charge	Children Under 16 when accompanied by an adult	GST N/A
Tier 3 Camping Fees Yuna Hall - Non Pensioner	\$0.00	\$0.00	Donation Only 1) Maximum of two (2) nights - unless otherwise approved by CEO	Inc GST
Tier 3 Camping Fees Yuna Hall - Pensioner	\$0.00	\$0.00	Donation Only 1) Maximum of two (2) nights - unless otherwise approved by CEO	Inc GST
Tier 3 - Camping Fees Fig Tree Crossing Reserve - Non Pensioner	\$0.00	\$15.00	Per Person Per Night 1) Overnight only - unless otherwise approved by CEO	Inc GST
Tier 3 - Camping Fees Fig Tree Crossing Reserve - Pensioner	\$0.00	\$10.00	Per Person Per Night 1) Overnight only - unless otherwise approved by CEO	Inc GST
Tier 3 - Camping Fees Yuna Golf Club Reserve - Non Pensioner	\$0.00	\$15.00	Per Person Per Night 1) Maximum of two (2) nights - unless otherwise approved by CEO	Inc GST
Tier 3 - Camping Fees Yuna Golf Club Reserve - Pensioner	\$0.00	\$10.00	Per Person Per Night 1) Maximum of two (2) nights - unless otherwise approved by CEO	Inc GST
Tier 3 - Camping Fees Nabawa Oval Reserve - Non Pensioner	\$0.00	\$15.00	Per Person Per Night 1) Maximum of two (2) nights - unless otherwise approved by CEO	Inc GST
Tier 3 - Camping Fees Nabawa Oval Reserve - Pensioner	\$0.00	\$10.00	Per Person Per Night 1) Maximum of two (2) nights - unless otherwise approved by CEO	Inc GST
Tier 2 - Camping Fees Nanson Showground Reserve - All	\$10.00	\$15.00	Per Person Per Night 1) Maximum of two (2) nights - unless otherwise approved by CEO	Inc GST
Camping Fees Nanson Showground Reserve – Pensioner	\$10.00	\$10.00	Per Person Per Night 1) Maximum of two (2) nights - unless otherwise approved by CEO	Inc GST
Property Leases/licenses				
AG22 E O'Donnell	\$150.00	\$0.00	Legal agreement - license for grazing - \$150 + GST Expires 31/12/2022	Ex GST
AG23 E O'Donnell	\$150.00	\$0.00	Legal agreement - license for grazing - \$150 + GST Expires 31/12/2022	Ex GST
AG24 T Cooper	\$150.00	\$0.00	Legal agreement - license for grazing - \$150 + GST Expires 30/06/2026	Ex GST
LI17 - T Jeffrey	\$1.00	\$0.00	as per license agreement \$1.00 on demand Expire 30/06/2025	Ex GST
Animal Traps -Bond	\$55.00	\$55.00	Hire Agreement	Inc GST

REFUSE CHARGES	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Waste Management Charge - Domestic	\$372.00	\$367.00	per service per annum	GST N/A
Waste Management Charge - Commercial	\$386.00	\$380.00	per service per annum for 1-5 bins	Inc GST
Waste Management Charge - Commercial	\$323.00	\$318.00	per service per annum for 6-14 bins	Inc GST
Waste Management Charge - Commercial	\$284.00	\$280.00	per service per annum 15+ bins	Inc GST
Refuse Site Charges (Non Residents)				
Lawncippings and greenwaste	\$41.00	\$40.00	per m3 (Ute or Trailer load)	Inc GST
Any/all household rubbish (deemed to be generated day to day)	\$49.00	\$48.00	per m3 (Ute or Trailer load)	Inc GST
Building/backyard rubble under 0.4 m3 (approximately 2 wheelbarrows)	\$49.00	\$48.00	per m3 (Ute or Trailer load)	Inc GST
Household oil (under 20 litres)	\$49.00	\$48.00	up to 20 litres	Inc GST
Special Burial (by prior arrangement only):				
Paint containers and medical waste	\$213.00	\$210.00	per m3 for first m3 or less	Inc GST
Crayfish offal or similar	\$213.00	\$210.00	per m3 for first m3 or less	Inc GST
Commercial Items				
General waste	\$49.00	\$48.00	per m3 (Ute or Trailor load)	Inc GST
Syringe containers - first 7 litres	\$29.00	\$28.00	for first 7 litre container	Inc GST
- per litre thereafter	\$14.00	\$13.00	per litre thereafter	Inc GST
Cardboard	\$14.00	\$13.00	per m3 (Ute or trailor load)	Inc GST
PRIVATE WORKS	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Private Works (Includes Operator)				
Grader Hire	\$255.00	\$254.00	per hour	Inc GST
Truck Hire (incl trailer/water tanker or side-tipper if required)	\$303.00	\$302.00	per hour	Inc GST
Light Truck Hire	\$254.00	\$253.00	per hour	Inc GST
Roller Hire - Vibrating	\$218.00	\$218.00	per hour	Inc GST
Backhoe	\$278.00	\$278.00	per hour	Inc GST
Bobcat (Skidsteer) Hire	\$232.00	\$231.00	per hour	Inc GST
Other plant not listed	\$0.00	\$0.00	As quoted by MWS for Private Works	Inc GST
Yellow Sand - Yuna	\$3.00	\$3.00	per cubic meter	Inc GST
Gravel	\$8.00	\$8.00	per cubic meter	Inc GST
Aggregate	\$64.00	\$64.00	per cubic meter	Inc GST
Other	\$0.00	\$0.00	Minimum charge \$100 per truck load plus plant hire rates	
Administration Fee	\$36.00	\$36.00		Inc GST
Labour only - plant operators	\$77.00	\$76.00	per hour	Inc GST
Labour only - senior works staff (Works supervisor/leading hand)	\$102.00	\$102.00	per hour	Inc GST

LAW, ORDER & PUBLIC SAFETY	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Dog Registrations				
			As per current legislation	
Unsterilised Dog 1 Year	\$50.00	\$50.00	Dog Act & Regulations	GST N/A
Unsterilised Dog 3 Years	\$120.00	\$120.00	Dog Act & Regulations	GST N/A
Unsterilised Dog Lifetime	\$250.00	\$250.00	Dog Act & Regulations	GST N/A
Sterilised Dog 1 Year	\$20.00	\$20.00	Dog Act & Regulations	GST N/A
Sterilised Dog 3 Years	\$42.50	\$42.50	Dog Act & Regulations	GST N/A
Sterilised Dog Lifetime	\$100.00	\$100.00	Dog Act & Regulations	GST N/A
Dog kept in approved establishment licensed under s.27	\$200.00	\$200.00	Dog Act & Regulations	GST N/A
Sterilisation Certificate must be produced				
Dog Impounding Fees				
1st Day	\$30.00	\$30.00	For first day	GST N/A
Subsequent Days	\$15.00	\$15.00	per day	GST N/A
Sustenance	\$7.00	\$7.00	per day	GST N/A
Microchip of any impounded dog or cat	\$44.00	\$44.00		Inc GST
Dog Act 1976				
Unregistered Dog	\$200.00	\$200.00	per offence	GST N/A
Dog causing a nuisance	\$200.00	\$200.00	per offence	GST N/A
Dog in a public place without collar	\$200.00	\$200.00	per offence	GST N/A
Owners details and registration tag not on collar	\$200.00	\$200.00	per offence	GST N/A
Dog in a public place without a collar or tag	\$200.00	\$200.00	per offence	GST N/A
Dog not held by a leash in public	\$200.00	\$200.00	per offence	GST N/A
Uncontrolled dog in exercise/ rural area	\$200.00	\$200.00	per offence	GST N/A
Cat Registrations				
			As per current legislation	
Sterilised Male or Female 1 Year	\$20.00	\$20.00	Cat Act & Regulations	GST N/A
Sterilised Male or Female 3 Year	\$42.00	\$42.00	Cat Act & Regulations	GST N/A
Sterilised Male or Female Whole of Life	\$100.00	\$100.00	Cat Act & Regulations	GST N/A
Sterilisation Certificate must be produced				
Cat Impounding Fees				
1st Day	\$28.00	\$28.00	For first day	GST N/A
Subsequent Days	\$11.00	\$11.00	per day	GST N/A

Cat Act 2011				
Unregistered Cat	\$200.00	\$200.00	per offence	GST N/A
Failure to ensure cat is wearing its registration tag in public	\$200.00	\$200.00	per offence	GST N/A
Removing, or interfering with, a cat's registration tag	\$200.00	\$200.00	per offence	GST N/A
Failure to ensure cat is microchipped	\$200.00	\$200.00	per offence	GST N/A
Removing, or interfering with, a cat's microchip	\$200.00	\$200.00	per offence	GST N/A
Failure to ensure cat is sterilised	\$200.00	\$200.00	per offence	GST N/A
Identifying a cat as sterilised that is not	\$200.00	\$200.00	per offence	GST N/A
Transfer of a cat that is not microchipped (and is not exempt)	\$200.00	\$200.00	per offence	GST N/A
Transfer of a cat that is not sterilised (and is not exempt)	\$200.00	\$200.00	per offence	GST N/A
Failure to notify local government or microchip database company of a new owner	\$200.00	\$200.00	per offence	GST N/A
Failure to notify local government or microchip database company of a change of details	\$200.00	\$200.00	per offence	GST N/A
Breeding cats, not being an approved cat breeder	\$200.00	\$200.00	per offence	GST N/A
Cats not to be offered as prizes	\$200.00	\$200.00	per offence	GST N/A
Refusal by alleged offender to give information on request	\$200.00	\$200.00	per offence	GST N/A

Abandoned Vehicles				
Towing/Impounding of Vehicles	Cost Recovery plus 10%	Cost Recovery plus 10%	Cost Recovery plus 10%	
Ranger Attendance	Cost Recovery plus 10%	Cost Recovery plus 10%	Cost Recovery plus 10%	

Fire Prevention				
Fire Prevention Works Infringed Properties	Cost Recovery plus 10%	Cost Recovery plus 10%	Cost Recovery plus 10%	
Ranger Attendance	Cost Recovery plus 10%	Cost Recovery plus 10%	Cost Recovery plus 10%	

CEMETERY CHARGES		Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Cemetery					
1	1 Burial - Sinking, exhumation, reopening and closing a grave***	\$ 700.00	\$ 700.00	to a depth of 2.1metres	GST N/A
	Additional sinking ordered in excess of 2.1 metres***	\$ 75.00	\$ 75.00	Each additional 0.3 cubic metres or part thereof	GST N/A
4	Re-sinking and closing any grave***	\$ 700.00	\$ 700.00	For the purpose of second interment or exhumation	GST N/A
***Add 50% to charges above for burials on Saturdays and add 100% for burials on Sundays and Public Holidays					
	Removal of kerbing, tiles, grass, etc	\$42.00	\$42.00	per hour	GST N/A
	Plot reservation (Burial or Niche Wall)	\$285.00	\$285.00	per lot	GST N/A
2	2 Plot Charge (for land where grave is situated)	\$57.00	\$57.00	per lot	GST N/A
	Permission for Exhumation	\$25.00	\$25.00	For exhumation	GST N/A
5	Permission to erect a monument headstone and/or kerbing	\$27.00	\$27.00	Per monument headstone/kerbing	GST N/A
	Interment without specified notice - Extra	\$27.00	\$27.00	Extra for internment without notice	Inc GST
	Interment not in usual hours	\$27.00	\$27.00	Extra for internment without notice	Inc GST
	Single Niche Wall Position Fee	\$175.00	\$175.00	Single position	Inc GST
	Memorial Wall Position Fee	\$116.00	\$116.00	Single position	Inc GST
	Plaque for Niche Wall	\$480.00	\$440.00	Single position	Inc GST
3	3 Funeral Directors fee for conducting funeral within cemetery	\$25.00	\$25.00	Funeral Directors Fee	GST N/A
	Maximum fee paid by each (or any one) Funeral Director shall not in any financial year (1st July to 30th June), exceed the total amount of:	\$100.00	\$100.00	Maximum Funeral Direction Fee	GST N/A

BUILDING & HEALTH	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
BUILDING PERMIT CHARGES - SET BY LEGISLATION NOT BY COUNCIL			Building Act	
			Value/Quantity	
Building Services Levy for building, demolition or occupancy permit because of damage caused by Severe Tropical Cyclone Seroja			Waiver as per Government Gazette 1469 20 April 2021	
Construction Training Fund (CTF) Levy over \$20,000	0.2%x total contract price (inclusive of GST) or \$200 in every \$100,000 worth of project value.	0.2%x total contract price (inclusive of GST) or \$200 in every \$100,000 worth of project value.	Set by legislation	GST N/A
Building Commission Levy (old BRB) under \$45,000	\$61.65	\$61.65	Set by legislation	GST N/A
Building Commission Levy (old BRB) over \$45,000	0.137% of value of work	0.137% of value of work	Set by legislation	GST N/A
Building Permit Application -Certified- Class 1 or 10 s16(1)	0.19% of value of work but not less than \$110.00	0.19% of value of work but not less than \$110.00	Set by legislation	GST N/A
Building Permit Application - Certified -Class 2 to 9	0.09% of value of work but not less than \$110.00	0.09% of value of work but not less than \$110.00	Set by legislation	GST N/A
Building Permit Application - Uncertified	0.32% of value of work but not less than \$105.00	0.32% of value of work but not less than \$105.00	Set by legislation	GST N/A
Demolition Permit Application - Class 1 or Class 10 Residential	\$105.00	\$105.00	Set by legislation	GST N/A
Demolition Permit Application - Class 2 to Class 9 Commercial	\$105.00 for each storey	\$105.00 for each storey	Set by legislation	GST N/A
Application Fee to extend time for Building or Demolition Permit has effect	\$105.00	\$105.00	Set by legislation	GST N/A
Application for an occupancy permit for a completed building s 46	\$105.00	\$105.00	Set by legislation	GST N/A
Application for a temporary occupancy permit for an incomplete building s47	\$105.00	\$105.00	Set by legislation	GST N/A
Application for modification of an occupancy permit for additional use of a building on a temporary basis s48	\$105.00	\$105.00	Set by legislation	GST N/A
Application for a replacement occupancy permit for permanent change of the building's use, classification s 49	\$105.00	\$105.00	Set by legislation	GST N/A
Occupancy Permit or Building Approval cert for rego of strata scheme, plan of re-subdiv s50(1) and (2)Application Unauthorised Work s51(2)	\$11.60 for each Strata Unit covered by the application, but less than \$115.00	\$11.60 for each Strata Unit covered by the application, but less than \$115.00	Set by legislation	GST N/A
Occupancy Permit Application Unauthorised Work s51(2)	0.18% of value of work but not less than \$105.00	0.18% of value of work but not less than \$105.00	Set by legislation	GST N/A
Building Approval Certificate Unauthorised Work s51(3)	0.38% of value of work but not less than \$105.00	0.38% of value of work but not less than \$105.00	Set by legislation	GST N/A
Application to replace an occupancy permit for an existing building s52(1)	\$105.00	\$105.00	Set by legislation	GST N/A
Building Approval Certificate-existing building where unauthorised work has not been done s52(2)	\$105.00	\$105.00	Set by legislation	GST N/A
Application to extend the time during which an occupancy permit or building approval certificate has effect s65(3)(a)	\$105.00	\$105.00	Set by legislation	GST N/A
Application for Approval of Septic Apparatus			Set by legislation	
Issuing of a "Permit to use an Apparatus"			Set by legislation	GST N/A
Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1974			Set by legislation	GST N/A
Meat Inspection			At cost	Ex GST
Itinerant food vendor's license			per annum	GST N/A

BUILDING & HEALTH Cont	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Licenses				
Caravan Park	Set by Legislation	Set by Legislation	per annum	GST N/A
<i>Caravan Parks & Camping Grounds Act 1995</i>				
Swimming pool inspection				
Checked 4 yearly - charge spread over 4 years on rate notice	\$15.00	\$15.00	per annum	GST N/A
Building Reg Clause 53 (a) must not exceed \$57.45 per year				
	\$30.00	\$30.00	per sample taken	Ex GST
Analysis of public & semi public pool water				
	\$30.00 Min	\$30.00 Min	\$30.00 up to 36,000 litres then 80c kL (1,000 litres) thereafter	GST Free
Water from Standpipe				
Swipe Card Bond	\$49.00	\$49.00	Held in trust	GST N/A
Recoverable Water charges from Standpipes & Bores				
Food Act 2008				
	\$50.00	\$50.00	Registration Fee per premises	GST N/A
Development Application				
Note: Ceiling for Planning Fees set by State Government				
- Not more than \$50,000	\$147.00	\$147.00	Development Application	GST N/A
- More than \$50,000 but not more than \$500,000			0.32% of the estimated cost of the development	GST N/A
- More than \$500,000 but not more than \$2.5 million	\$1,700.00	\$1,700.00	.+ 0.257% for every \$1 in excess of \$500,000	GST N/A
- More than \$2.5 million but not more than \$5 million	\$7,161.00	\$7,161.00	.+ 0.206% for every \$1 in excess of \$2.5 million	GST N/A
- More than \$5 million but not more than \$21.5 million	\$12,633.00	\$12,633.00	.+ 0.123% for every \$1 in excess of \$5 million	GST N/A
- More than \$21.5 million	\$34,196.00	\$34,196.00	Development Application	GST N/A
<i>Note - If development has commenced or been carried out:</i>				
an additional amount by way of penalty, that is twice the amount of the fee payable for determination of the application (in addition to the initial application fee)				
Amended Plans				
This applies where a determination is already given by the Shire or where amended plans are submitted and not requested by the Shire				
	66% of the original application fee with a minimum of \$72	66% of the original application fee with a minimum of \$72	66% of the original application fee with a minimum of \$73	GST N/A
Single House - Residential Design Codes				
Performance criteria or Town Planning Scheme variation assessment	\$147 - \$729	\$147 - \$729	\$73 per performance criteria/ Town Planning Scheme variation assessed with a minimum charge of \$147 and a maximum of \$730	Ex GST
Demolition				
Demolition where planning approval is required	\$147.00	\$147.00	per demolition	GST N/A
Home Based Business (including Cottage industry):				
Initial Fee	\$222.00	\$222.00	per application	GST N/A
Renewal Fee	\$73.00	\$73.00	per renewal	GST N/A
<i>Note - If home based business or cottage industry has commenced:</i>				
	an additional amount of \$666 by way of penalty	an additional amount of \$666 by way of penalty		GST N/A

BUILDING & HEALTH Cont	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Application for Change of Use or Alteration or Extension				
Change of use or for alteration or extension or change of a non-conforming use which item 1 does not apply	\$ 294.00	\$ 294.00	Application Change	GST N/A
Note - If change of use or the alteration or extension or change of the non-conforming use has commenced:	an additional amount of \$885 by way of penalty	an additional amount of \$885 by way of penalty		GST N/A
Extension of Current Planning Approval				
Extension of current Planning Approval	\$131.00	\$131.00	per extension	GST N/A
Relocation of Building Envelope				
Relocation of building envelope	\$147.00	\$147.00	per relocation	GST N/A
Development Application for Extractive Industry				
Initial Fee	\$739.00	\$739.00	per application	GST N/A
Note - If development has commenced or been carried out: an additional amount by way of penalty, that is twice the amount of the fee payable for determination of the application (in addition to the initial application fee)				GST N/A
Provision of a subdivision clearance:				
Not more than 5 lots	\$73.00	\$73.00	per lot	GST N/A
More than 5 lots but not more than 195 lots	\$73.00	\$73.00	per lot for first 5 lots then \$35 per lot	GST N/A
More than 195 lots	\$7,393.00	\$7,393.00	max	GST N/A
Town Planning Scheme Amendments-Minor				
* Minor Scheme amendment (ie an amendment that involving only textural changes or rectifies a zoning anomaly) Note: 50%refundable if not advertised	\$3,657.27	\$3,657.27	Total with payments in stages as follows 50% refundable if not advertised	Ex GST
Town Planning Scheme Amendments-Major				
* Major Scheme Amendment (ie. an amendment that involves a zoning change) Note: 50%refundable if not advertised	\$6,706.36	\$6,706.36	Total with payments in stages as follows 50% refundable if not advertised	Ex GST
Structure Plans-Minor				
* Minor Structure Plans, Outline Development Plans, Subdivision Guide Plans or Similar Note: 50% refundable if not advertised	\$3,043.64	\$3,043.64	Total with payments in stages as follows	Ex GST
Modifications to Plans once approval given	\$979.10	\$979.10	Plan modifications	Ex GST
Structure Plans-Major				
Major Structure Plans, Outline Development Plans, Subdivision Guide Plans or Similar (Excluding Oakajee):	\$5,493.64	\$5,493.64	Total with payments in stages as follows	Ex GST
Lodgement of documentation (major)			(50% refundable if not advertised)	Ex GST
Conclusion of advertising for Council adoption (major)			advertising conclusion	Ex GST
Modifications to Plans once approval given	\$1,951.82	\$1,951.82	plan modifications	Ex GST

BUILDING & HEALTH Cont		Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Detailed Area Plan					
Detailed Area Plan		\$847.27	\$847.27	per plan arrangement	Ex GST
Zoning Certificate					
Issue of a Zoning Certificate		\$73.00	\$73.00	per certificate	GST N/A
Section 40 Certificate					
Issue of Section 40 Certificate		\$69.10	\$69.10	per certificate	Ex GST
Planning Advice					
Issue of written planning advice		\$73.00	\$73.00	for written advice	Ex GST
Road/Right-of-Way Closures					
* - Road/R.O.W./P.A.W. requests for closure		\$597.27	\$597.27	per request	Ex GST
Advertising Fee					
On site signage		\$293.64	\$293.64	per sign	Ex GST
Newspaper advertising		\$293.64	\$293.64	per advertisement	Ex GST
Planning Documents					
CD Digital Copy		\$23.64	\$23.64	per copy	Ex GST
Paper Copy		Cost recovery + 10% Administration	Cost recovery + 10% Administration	Cost recovery + 10% Administration	
Inspection					
Pre-strata Inspection		\$298.10	\$298.10	per inspection	Ex GST
<p>NB: All fees are exempt from GST unless otherwise indicated</p> <p>Fee is inclusive of all associated advertising charges</p> <p>A ‘minor’ Town Planning Scheme Amendment is one that involves only textural changes or rectifies a zoning anomaly.</p> <p>A ‘major’ Town Planning Scheme Amendment is one that involves the rezoning of land.</p> <p>Fees are non-refundable unless otherwise stated.</p> <p>Notes:</p> <p>1. Cost Recovery' is calculated on the basis of costs incurred by Council from outside suppliers plus a 10% administration charge.</p> <p>2. At Cost' is calculated on the basis of costs incurred by Council from outside suppliers.</p> <p>3. An additional hourly rate may be levied by Council for Officer's time pursuant to the Town planning Regulations should an excessive work load be incurred.</p> <p>4. Cost may increase in line with increase from supplier.</p>					

PLANNING SERVICES CHARGE - CONTRACT WORKS	Draft Fees & Charges 2022/2023	Endorsed Fees & Charges 2021/2022	Charge Basis	GST
Higher Order Strategic/Statutory Planning Processing and reporting on Schemes & Amendments, Strategies Development Applications & Subdivisions > \$1,000,000, Structure Plans, ODP's, etc				
	\$80.00 per hour	\$80.00 per hour		Ex GST
Lower Order Strategic/Statutory Planning Processing and reporting on Developments & Subdivision Applications < \$1,000,000, Preparation of Local Planning Policies, etc				
	\$80.00 per hour	\$80.00 per hour		Ex GST
Preparation of Minor Scheme Amendments Textural amendments to the Shire Town Planning Scheme				
	\$80.00 per hour	\$80.00 per hour		Ex GST
Telephone/Written Advice (Council Community, Govt Agencies etc) Advice on R Codes, general development standards, subdivision and policy requirements, and other planning matters				
	\$80.00 per hour	\$80.00 per hour		Ex GST
Representation on Appeals Includes telephone, written and in person attendance				
	\$80.00 per hour	\$80.00 per hour		Ex GST
Travel Includes officer time and vehicle costs				
	\$50.00 per hour + \$0.70 per km	\$50.00 per hour + \$0.70 per km		Ex GST
Accommodation General standard to be hotel/motel accommodation inclusive of dinner and breakfast All fees are GST inclusive and charged at 15 minute intervals (except travel and accommodation) Fees to be reviewed annually				
	Arranged by Client	Arranged by Client		
Notes Hypothetically 1 8 hours (1 day pw) x \$80.00 per hour = \$33,280 pa 2 Travel from Geraldton to Mingenew return (3 hours 12 mins - 237km) @ \$50 hour + \$0.70 km = \$325.90 3 Travel from Geraldton to Three Springs return (3 hours 22 mins- 313km) @ \$50 hour + \$0.70 km = \$394.10 4 Travel from Geraldton to Perenjori return (6 hours 38 mins - 439km) @\$50 hour + \$0.70 km = \$638.96 5 Travel from Geraldton to Menziesi return (20 hours 28 mins - 1,752km) @ \$50 hour + \$0.70 km = \$2,276.40				

STRATEGIC COMMUNITY PLAN

2022-2032

**DRAFT FOR
PUBLIC COMMENT**



SHIRE OF

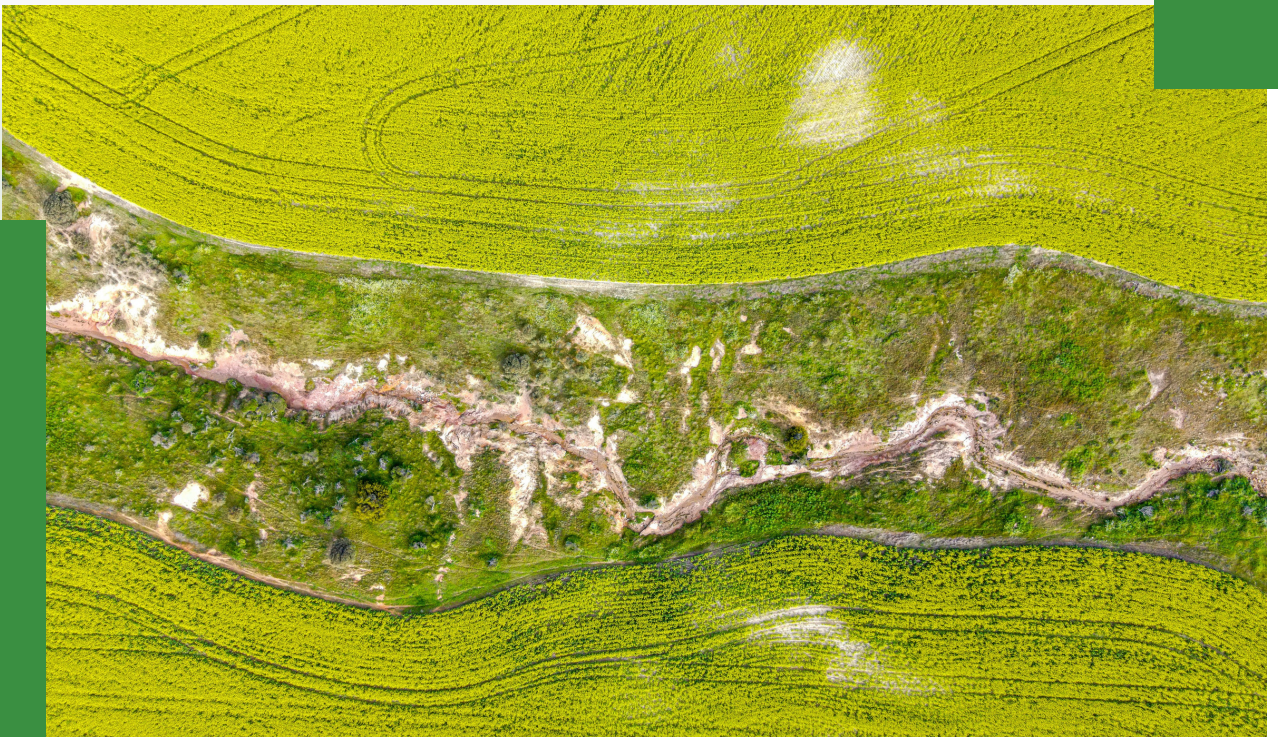
Chapman Valley

love the rural life!

Acknowledgment of Country

The Shire of Chapman Valley would like to respectfully acknowledge the Naaguja peoples who are the traditional owners and first people of the land on which we stand.

We would like to pay our respect to the elders past, present and emerging for they hold the memories, the traditions, the culture and hopes of the Naaguja peoples.



Shire of Chapman Valley

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President's Message



Welcome to our 2022 Strategic Community Plan for the Shire of Chapman Valley

This Plan will serve as a key planning and decision tool, and it clearly outlines the Community's strategic priorities

and vision to advance Chapman Valley for the next ten years and beyond.

The original plan was adopted by Council in 2017, and this review was scheduled to commence in 2021, when Cyclone Seroja left a trail of destruction across our community, and the state of Western Australia was still dealing with the COVID 19 pandemic.

The focus of the Shire of Chapman Valley turned to what needed to be done immediately to support the community and postponed the commencement of this review. As we build back better after these events, we note the lasting impacts on our community as reflected in their views and feedback.

The Plan was developed in consultation with community and key stakeholders. It conveys "what matters most to community". My thanks go to the members of our community who played a vital role in providing the input and ideas via workshops, one to one meeting, and responding to our surveys on our website, and postcards. Your response gave Elected Members valuable insights into community needs and aspirations for the future.

This plan centres on social, economic, health and lifestyle, and environmental pillars under effective accountable governance. We will continue to work with the community on the ongoing development and implementation of plans as we remain focused on our vision of a thriving community, making the most of our coastline, ranges, and rural settings to support us to grow and prosper.

Our aim is to ensure an ongoing and aligned effort in maintaining and improving assets and infrastructure appropriately to meet the needs of our diverse communities, as well as seeking opportunities to enhance lifestyle and community wellbeing. Achieving success of identified aspirations will rely on working closely with the community, local businesses, regional bodies, other local government authorities, State and Federal Governments, as well as the private sector.

Funding and resourcing for strategic development is always uncertain and fluctuating, which does not allow for exact planning and timing. You can be assured Council and staff will be working to maximise opportunities to progress the strategic goals and objectives.

I encourage all to take an interest in contributing to our exciting and vibrant future.

Kirrilee Warr
Shire President

Strategic Context

Strategic Community Planning Context

Our strategic community plan, (SCP) is a Council visionary document for the next 10 years, based on community input and research to ensure our future is sustainable. While acknowledging this does not endorse all outcomes to be delivered, the plan will guide our decisions over the next 10 years. The Corporate Business Plan (CBP) identifies what we hope to achieve in the shorter term and the steps we will take towards our vision. This will enable us and the Community to review and monitor our progress towards achieving our identified needs and community aspirations.



Management and delivery

The Shire President and Councillors provide strong leadership and represent the shire on many regional committees and forums to ensure the best outcomes possible for the community of Chapman Valley. The CEO leads a strong team of staff in the areas of governance, corporate administration, building, planning, community development, ranger services, road construction and maintenance as well as gardening crews, cleaners and a caretaker at Coronation Beach who maintain the day-to-day operations of the shire.

PROFILE: SHIRE OF CHAPMAN VALLEY

The Shire has a proud history since it was established as the Upper Chapman Road board in 1901. It was not until 1960, under the Local Government Act, the board became known as the Shire of Chapman Valley. The Shire offices were established in Nabawa.

The Council consists of eight elected members who bring with them knowledge from each section of our community, from the residential and lifestyle areas near the coast through to the Chapman Valley and further inland to Yuna.

The peri-urban area local areas located in the south-west corner of the shire are the fastest growing areas, offering residents the opportunity to live a semi-rural lifestyle close to the ocean and the neighboring city facilities.

Population and Economy

The local economy has been primarily based on broad acre farming and smaller diversified farming lots. There is limited retail and commercial industry. The area in general provides an attractive place and lifestyle choice for small hobby farms, tourist attractions and cottage industries.

The western region of the Shire is developing as a peri-urban settlement with a mixture of rural residential blocks and small acreage. The future economic viability of the Shire of Chapman Valley will be strongly influenced by population retention and growth, availability of funding to support facilities, asset development and a close relationship/ partnership with stakeholders in regional development, which have been considered in the Plan. Information relating to the regional economy is available at Midwest Development Commission website www.mwdc.wa.gov.au

2021 CENSUS:



- People: 1556, Males: 51.8%, Females: 48.2%, Aboriginal and/or Torres Strait Islander people: 4.8% of the population



- Couple family without children: 50%, Couple family with children: 42%, One parent family: 8.7%, Other family: 1.2%



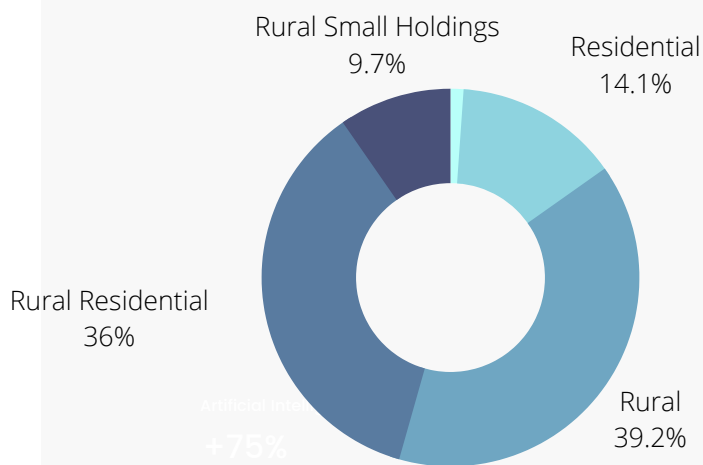
- Median Age: 44



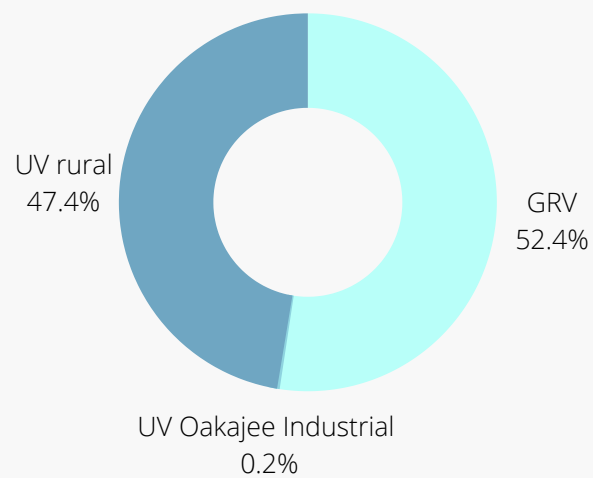
- Occupied private dwellings 84.2%

2021 Property Statistics

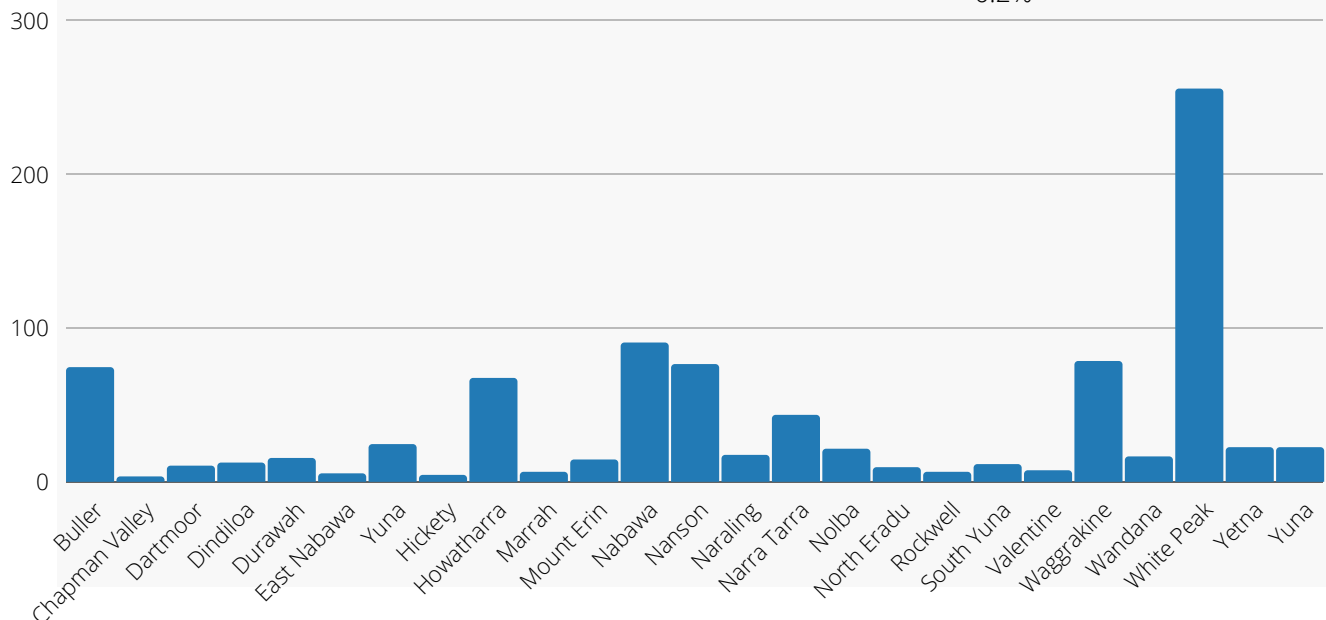
Properties by Rate Code 2021



Chapman Valley Rateable Properties



Properties per Location



Related Plans and Strategies

When making strategic decisions the Council are required by legislation to ensure alignment with State Government plans and aim to complement other local government and regional plans and strategies. Examples are listed below.

Chapman Valley
Local Planning Strategy

Moresby Range
Management Plan

CV Coastal Management
Strategy and Action Plan

Chapman Valley
Public Health Plan

Buller Structure Plan

Oakajee Industrial Estate
Structure Plan

Mills Lookout Plan
(under development)

Nabawa Townsite
Revitalisation Plan

Moresby Range
Management Strategy

Wokarena Heights
Structure Plan

Dolbys Drive
Structure Plan

Midwest Development
Commission – Regional
Blueprint

Greater Geraldton & other
Regional/ Local Structure
Plans

State and Federal
Government and Agency
Plans

Shire Services

Maintenance of Public and Community Buildings and Sporting Facilities
Town Planning
Building Surveyor Services
Environmental Health Services
Waste Management Services
Road and Infrastructure Maintenance and Construction Services
Ranger Services
Community Development
Weed Management (spraying service)
Rates and Finance services
Public Library Service
Government Service Agency

Developing the Strategic Community Plan

Development

The Shire, in partnership with community and stakeholders, has developed a shared vision, goals and outcomes. In the initial stages of development, research was undertaken to ensure our Council make informed decisions for our local community. This includes ongoing review of the Commonwealth and State Government plans, and long-term demographic changes and impacts, risks and challenges facing our community, to ensure we are a sustainable and growing community. Community feedback is critical to understand our identity in building our shared vision, and to provide the opportunity to develop key areas of need, opportunity, and priority.

Workshop Purpose

- To impart the details of Integrated Planning Framework history and explain the framework and the links to long term financial planning and budgeting, asset development and management, and, to ensure the Shire has the capacity and capability to deliver the services and functions of the Shire.
- To identify the elements of living in the Shire that were particularly valued by participants,
- To give participants the opportunity to discuss their aspirations or concerns while hearing and appreciating others' divergent points of view.

Community Engagement

Community engagement surveys and workshop outcomes were recorded to guide decision making. Postcard surveys were mailed to residents upon request and placed in local areas. An online survey with the same set of questions was available on the Shire's website. A total of 64 people responded to the surveys.

Structure

The structure of the community consultation workshops was consistent in the context of the information provided and participant discussions.

- To encourage people to work in groups using a forward-thinking approach, looking 10 years into the future for desires and aspirations for their community.
- To capture key concepts and ideas from the groups for the vision statement and strategic priorities.
- To determine key priorities with an informal voting system in workshops and by discussion in meetings to identify the community's priority areas for consideration or action.
- To determine community priorities for the next four years for Council to consider in decision making.
- To determine key priorities with an informal voting system in workshops and by discussion in meetings to identify the community's priority areas for consideration or action.

Community Feedback

Rather than asking people to provide a wish list of needs and aspirations, the aim was to bring their attention to the breadth of issues, opportunities and aspirations across the Shire. Participants were also informed strategic decision making must always take affordability and jurisdiction into account. As initially expected, the meetings and workshops' focus varied on the location of the gathering.

A total of 42 people attended the workshops.

Issues & Challenges



Keep Independent Rural Lifestyle



Sporting and Social Infrastructure



Ageing in place- Services & Housing



Population & Housing opportunities



Retain local services & facilities



Floods, Fire, Storms, Weeds



Reliable power, water, internet



Tourism, businesses, Transport

Population maintenance and growth to ensure schools stay open. Supported volunteers can manage burnout and maintain social connectivity and activities across the Valley.



COMMUNITY VISION, ASPIRATIONS AND KEY THEMES

The vision and aspirations were supported, and the following key themes emerged from the community consultation processes.

Our Aim

To maintain and build population while ensuring financial and asset management is robust to allow for effective service delivery as an independent shire participating in the growth of the region.

Our Shire and Community will:

- Value our past and embrace our future;
- Experience a safe and peaceful place to work, live or visit;
- Enhance the Valley lifestyle with an area specific approach to community development;
- Ensure ongoing sustainability through affordable development and informed decision making; and
- Welcome local tourism activities and encourage participation in regional tourism strategies.

Vision: "A thriving and diverse community, embracing our coastline, ranges and rural settings to support growth and prosperity, while enjoying our peaceful and quiet lifestyle."

The Strategic Community Plan responds to three questions:

- Where are we now? • Where do we want to be? • How do we get there?

From the feedback received from the community the following themes and objectives have been compiled to give guidance to decision making over the life of this Strategic Community Plan. These themes outline where we want to be, and the Corporate Business Plan will include strategies to progress through these objectives. Strategies and timelines will be determined, resourced where practicable, and progress and outcomes monitored.

KEY THEMES



Strategic Themes:



1. Community, Health & Lifestyle

- 1.1 Nurture the sense of community and unity across the Shire, while supporting towns and their volunteers in local issues
- 1.2 Address identified ageing population issues
- 1.3 Strengthen our role in regional partnerships and advocacy for continuity of local services/ facilities
- 1.4 Maintain and enhance safety and security in the Shire
- 1.5 Maximise health and lifestyle outcomes through environmental and public health strategies



2. Economy & Population

- 2.1 Build population and business activity through targeted strategies
- 2.2 Provide support for business development and local employment
- 2.3 Embrace local tourism and regional strategies and trails
- 2.4 Ensure town planning compliments economic and business development, population retention and growth strategies
- 2.5 Develop marketing plan to promote Chapman valley as place to live, work or visit



3. Environment & Sustainability

- 3.1 Preserve and protect the natural environment and address environmental risks as they arise
- 3.2 Maintain the rural identity of the Shire
- 3.3 Build the green canopy of the Shire's town areas
- 3.4 Address weed and vermin control
- 3.5 Fire mitigation and control



4. Physical & Digital Infrastructure

- 4.1 Develop, manage, and maintain built infrastructure
- 4.2 Manage and maintain roads, drainage, and other essential infrastructure assets
- 4.3 Aspire to robust communication and digital infrastructure in the Shire through strong partnerships and alliances
- 4.4 Advocate for improved power networks



5. Governance & Accountability

- 5.1 Ensure governance and administration systems, policies and processes are current and relevant
- 5.2 Be accountable and transparent while managing human and physical resources effectively
- 5.3 Make informed decisions within resources and areas of responsibility
- 5.4 Ensure robust processes and guidelines for development

COMMUNITY HEALTH & LIFESTYLE

Strategies and Actions		Timeline	Responsibility	2022 Status	Desired Status
Objective 1.1 Nurture the sense of community throughout the Shire while maintaining / supporting the differing residential groups and volunteers					
Strategy: Development of plans and strategies relevant to emerging population needs					
1.1.1	Review existing plans and develop new plans as required	Ongoing	CEO & DCEO	Monitor existing plans to ensure they remain current & pursue funding opportunities should they arise	Policies & Plans remain relevant & implemented as funding becomes available
Strategy: Determine a whole of Shire community integration approach					
1.1.2	Seize opportunities to promote a sense of community	Ongoing	Councillors, Staff & Community	High – Rural Areas Low – Other Areas	Higher than existing levels
Strategy: Identify all volunteers and determine their support needs					
1.1.3	Administrative and community development support, resources & programs	Short term	CEO and Staff	Numbers reducing and indications of burnout among volunteers and groups	Volunteer numbers and support for admin and activities is increase and burnout reduces
Objective 1.2 Address identified ageing population issues					
Strategy: Advocate for current and future services and housing needs					
1.2.1	Review level of need and range of services or accommodation needed	Medium	Councillors, Staff & Community	Ageing population in parts and availability of suitable accommodation limited	People can age in place and access relevant services
Objective 1.3 Strengthen our role in regional partnerships and advocacy for continuity of local services/ facilities					
Strategy: Maintain close relationships with neighbouring shires and regional bodies					
1.3.1	Participate in and advocate for regional resources sharing and cross-boundary cooperation	Ongoing	Councillors & Staff	Continue to explore and participate in regional resource sharing where this is of benefit to the Shire & community	Increased resource sharing to deliver services
Strategy: Engage in conversations related to the provision of essential and desired services for Chapman Valley residents and visitors					
1.3.2	Participate in and advocate for regional resource sharing and cross-boundary cooperation	Ongoing	Councillors & Staff	Ongoing. Planning for services and resources to be shared with several LGAs	Increased resource sharing to deliver services
Objective 1.4 Maintain and enhance community safety and security					
Strategy: Maintain safe roads and infrastructure					
1.4.1	Continue annual review of Road Hierarchy, Roadworks Program, and Plant Replacement Program. Advocate for continual improvement of Shire & State owned road infrastructure	Ongoing	Councillors & Staff	Good planning and review structure	Improved planning. Continual improvement of road infrastructure
Strategy: Enhance community and property security					
1.4.2	Encourage improved communications and security across the Shire	Ongoing	Councillors, Staff & Community	SMS Rural Watch service & Community Network	Improved security
Objective 1.5 To maximise health and lifestyle outcomes through environment and public health strategies					
Strategy: To adopt an integrated approach to the provision of services to address the wider health and wellbeing of the community					
1.5.1	To develop and adopt a public health plan for the Shire of Chapman Valley	Short term	Councillors CEO and Staff	Health Plan development in progress	There is a plan for public health that will support strategies and projects

ECONOMY & POPULATION

Strategies and Actions		Timeline	Responsibility	2022 Status	Desired Status
Objective 2.1 Build population and business activity with targeted strategies					
Strategy: Support business development, lifestyle changes and short/ term accommodation					
2.1.1	Ensure Planning is in place to encourage business development. Facilitate collaborative approach to attract staff within communities	Short	Councillors, CEO & DCEO	Solid and appropriate Planning is in place.	Retain and improve where necessary
Objective 2.2: Provide support for business development and local employment					
Strategy: Research mixed land use opportunities					
2.2.1	Investigate possible planning improvements	Medium	Councillors, CEO & DCEO	Solid and appropriate Planning is in place.	Retain and improve where necessary
Strategy: Consider business start-up incentives					
2.2.2	Investigate possible planning improvements	Medium	CEO & DCEO	Planning in place	Planning retained and enhanced if needed
Strategy: Build on digital network development in the Valley					
2.2.3	Continue advocating for improvements to digital infrastructure	Short	Councillors & CEO	Mobile Phone and internet services improved	Continue advocating for improvements to existing digital infrastructure and communication channels
Objective 2.3: Embrace local tourism & regional strategies and trails					
Strategy: Research a local tourism plan/initiatives & integrate with regional tourism plans					
2.3.1	Work with local tourism network and regional groups to enhance opportunities and visitor numbers	Short	Tourism Operators, Community organisations CEO & CDO	Working with Tourism Operators/Community organisations to develop more regular events	Established Plan owned and implemented by Tourism Operators.
Strategy: Explore support needed by local tourism industries					
2.3.2	Facilitate assistance for local tourism operators	Short	Tourism Operators, CEO & Community Development Officer	Assistance for local events, new ideas i.e. Backroads bike race	Support for tourism operators
Strategy: Seek opportunities to establish more recreational trails in the Shire for local population and visitors					
2.3.3	Determine potential trail sites and carry out feasibility studies that include types of users, costs, and environmental risks	Short	CEO and DCEO and Regional partners	Reviews of potential sites and feasibility studies to be considered such as Moresby Ranges & Coronation Beach	More trails established and promoted to community and visitors
Objective 2.4: Ensure town planning scheme allows for economic development / population retention / growth					
Strategy: Town Planning review for residential land, aged care facilities or business / industrial development opportu					
2.4.1	Ensure planning is in place to encourage economic dev. activities, owned and rental accommodation and short stay opportunities	Medium	Councillors, CEO & DCEO	Solid and appropriate planning is in place	Retain and improve growth opportunities where indicated
Objective 2.5: Develop marketing plan to promote Chapman Valley as place to live, work or visit					
Strategy: To develop and resource physical and digital marketing resources to promote Chapman valley as a tourist or day trip destination or for lifestyle changing relocations					
2.5.1	Determine strategy and key success indicators and seek skills and capacity in a short-term project to deliver on expectations	Short	Council, CEO and Staff	Limited marketing resources in the Shire	Chapman Valley is well promoted, widely acknowledged as a destination, with visitor and population numbers increasing

ENVIRONMENT & SUSTAINABILITY

Strategies and Actions		Timeline	Responsibility	2022 Status	Desired Status
Objective 3.1 Protect & nurture the Natural Environment					
Strategy: Manage the impact of waste, water, weeds, vermin, and human activities on the Environment					
3.1.1	To develop a risk management plan for known tourist trails and hotspots	Short	CEO and Staff	Identifying key hotspot locations and Investigate funding for installation of CCTV systems	Mitigation strategies in place for fragile natural areas of the Shire
3.1.2	Investigate possible planning improvements	Medium	CEO & Manager of Works	No further action to date. CCTV coverage appears to be addressing illegal issues	Improved controls and monitoring. May not need to be a manned site
Objective 3.2: Maintain the rural identity of the Shire					
Strategy: Develop western peri-urban environment in context to rural lifestyle					
3.2.1	Ensure Planning is in place to encourage peri-urban development activities.	Ongoing	Councillors, CEO & DCEO	Solid and appropriate Planning is in place	Retain and improve where necessary
Strategy: Ensure recreational, tourism activities on lifestyle blocks have minimal impact on sustainable farming					
3.2.2	Ensure Planning is in place to encourage tourism activities or lifestyle blocks, acknowledging WAPC Policies and State direction on protecting prime agricultural land	Ongoing	Councillors, CEO & DCEO	Solid and appropriate Planning is in place	Retain and improve where necessary
Objective 3.3: Build the green canopy of the Shires towns public facilities and rural areas					
Strategy: To increase the green canopy in building applications, facility development or upgrades, and incentive schemes to get more trees planted					
3.3.1	Commit to planning and planting of shade trees in towns and public buildings and facilities encourage residents to plant shade trees on their properties	Medium	Council, CEO Staff and Residents	Desire from the Community for more shade trees	Increased number of trees in towns and on rural properties
Objective 3.4: Manage the impact of waste, water, weed and vermin control on the environment					
Strategy: Continue to review and allocate resources to control declared weeds and vermin control on Shire owned/controlled land. And encourage landowners to manage their environmental issues					
3.4.1	Develop a weed and vermin education and management plan and resource plan implementation	Short	CEO & Manager of Works	Current resource allocations adequate for declared weeds. Not in place for nuisance weeds	Resource allocation appropriate to the level of control considered appropriate for weeds (declared and/or nuisance)
Strategy: Address weed and vermin control					
3.4.2	Lobby responsible agencies and departments and to control weeds and vermin on their properties	Ongoing	Council & CEO	Improving controls in place	Improved controls introduced by external agencies, departments, and landowners
Objective 3.5: Fire mitigation and control					
Strategy: Monitor and manage water supply and quality					
3.5.1	Advocate Water Corporation to continue to manage and monitor water supply and quality	Long	Council	Monitor and supply in place	Retain supply and monitoring
Strategy: Install renewable initiatives on new and existing buildings					
3.5.2	Encourage landowners to install renewable initiative to new and existing buildings. Shire to lead by example	Long	Council and CEO	Advocacy role only	Increase take-up of rainwater tanks, solar panels installed on new and existing buildings

PHYSICAL & DIGITAL INFRASTRUCTURE

Strategies and Actions		Timeline	Responsibility	2022 Status	Desired Status
Objective 4.1 Develop, manage, and maintain built infrastructure					
Strategy: Asset Management Plan					
4.1.1	Review Asset Management Plan regularly and maintain integration with other Strategic Plans within the Shire	Ongoing	Council, CEO, Manager Finance & Corporate Services	Plans up to date and in place	Retain level and improve where necessary.
Strategy: Development Projects					
4.1.2	Review Strategic Community Plan to identify possible development projects	Medium	Council CEO & Manager Works & Services (MWS)	Plans up to date and in place	Retain level and improve where necessary.
Objective 4.2: Manage and maintain roads, drainage, and other essential infrastructure					
Strategy: Capital Road Works Programs					
3.2.1	Review Road Hierarchy and 10 Year Road Works Program/ Widen roads and improve storm drainage where practicable	Ongoing	Council and CEO & MWS	Plans up to date and in place	Retain level and improve where necessary
Strategy: Plant Replacement Programs					
3.2.2	Review Plant Replacement Program	Ongoing	Council and CEO & MWS	Plans up to date and in place	Retain level and improve where necessary
Objective 4.3: Aspire to develop robust communication and digital infrastructure in the Shire					
Strategy: Ongoing engagement with infrastructure and service providers					
4.3.1	Continue advocating for improvements to existing infrastructure and introduction of new infrastructure for digital communications wherever practicable	Ongoing	Councillors & CEO	Good progress with mobile phone towers. Still requiring battery backups for power outages	Mobile Phone and internet services at an acceptable level wherever it can be facilitated
Objective 4.4: Advocate for improved power networks					
Strategy: To liaise and advocate with Western Power to strengthen power infrastructure in the Shire					
3.4.1	Determine number and length of power outages in Chapman Valley and explore potential for alternative power supplies into the future	Ongoing	Councillors & CEO	Frequent Power outages in some areas	Reliable power sources in the Valley wherever practicable

GOVERNANCE & ACCOUNTABILITY

Strategies and Actions		Timeline	Responsibility	2022 Status	Desired Status
Objective 5.1 Ensure governance and administration systems, policies and processes are current and relevant					
Strategy: Review policy categories and set ongoing accountability for review processes					
5.1.1	Review current Council and Management policies and formalise update process and timelines	Short	Councillors & Staff	Governance and management policies are reviewed by Council annually	Clear separation between Council and Management Policies. Monitoring and review carried out with relevant topic expertise
Objective 5.2 Be accountable and transparent while managing human and physical resources effectively					
Strategy: Asset Management					
5.2.1	Review Asset Management Plan regularly and maintain integration with other Strategic Plans within the Shire	Ongoing	Council, CEO & Manager Finance & Corporate Services	Plans up to date and in place	Retain level and improve where necessary
Strategy: Long Term Financial Management					
5.2.2	Review Long Term Financial Plan regularly and maintain integration with other Strategic Plans of the Shire	Ongoing	Council, CEO & Manager Finance & Corporate Services	Plans up to date and in place	Retain level and improve where necessary
Strategy: Workforce Planning					
5.2.3	Review Workforce Plan WFP regularly and maintain integration with other Strategic Plans of the Shire	Ongoing	Council, CEO & Manager Finance & Corporate Services	Plans up to date and in place	Retain level and improve where necessary
Strategy: Effectively Engage and communicate with the community					
5.2.4	Implement Community Communication plan/ Stakeholder Engagement policy	Ongoing	CEO, Manager Finance, Corporate Services, CDO, external consultants	Continual website upgrades, consider external media consultants	Maintain and improve communications with community
Strategy: To ensure all residents can be engaged in communication and issue notifications, especially those not on social media.					
5.2.5	Consultation with the community to determine best methods of delivering information or addressing issues across the Shire	Short, Ongoing	CEO and Staff	Communication online and through social media can be exclusive to those who don't use those mediums.	Communication is delivered to the community in a manner appropriate to the methods they can receive
Objective 5.3 Make informed decisions within resources and areas of responsibility					
Strategy: Council and Shire process formally incorporate integrated plans as references					
5.3.1	Reference SCP, CBP, Asset AMP, LTFP and WP regularly as part of decision-making process	Ongoing	CEO & all Senior Staff	Plans up to date and in place	Retain level and improve where necessary
Strategy: Regular and relevant briefings to Elected Members					
5.3.2	Continue with Staff Information Reports and Concept Forum Sessions with Council	Ongoing	CEO & all Senior Staff	Reports in place and referenced at monthly Council meeting	Retain and improve where necessary
Objective 5.4 Ensure robust process for economic and infrastructure development					
Strategy: Town Planning Review/ Initiatives					
5.4.1	Ensure Planning is in place to encourage economic development activities	Short	Councillors, CEO & DCEO	Solid and appropriate Planning is in place	Retain and improve where necessary

Going Forward

Funding the Plan

The Council has endorsed the revised Long Term Financial Plan (LTFP) and Asset Management Plan (AMP). The LTFP underpins decision making to ensure strategies and projects resulting from the Strategic Planning processes can be reviewed against the long-term sustainability and timeliness for affordable delivery.

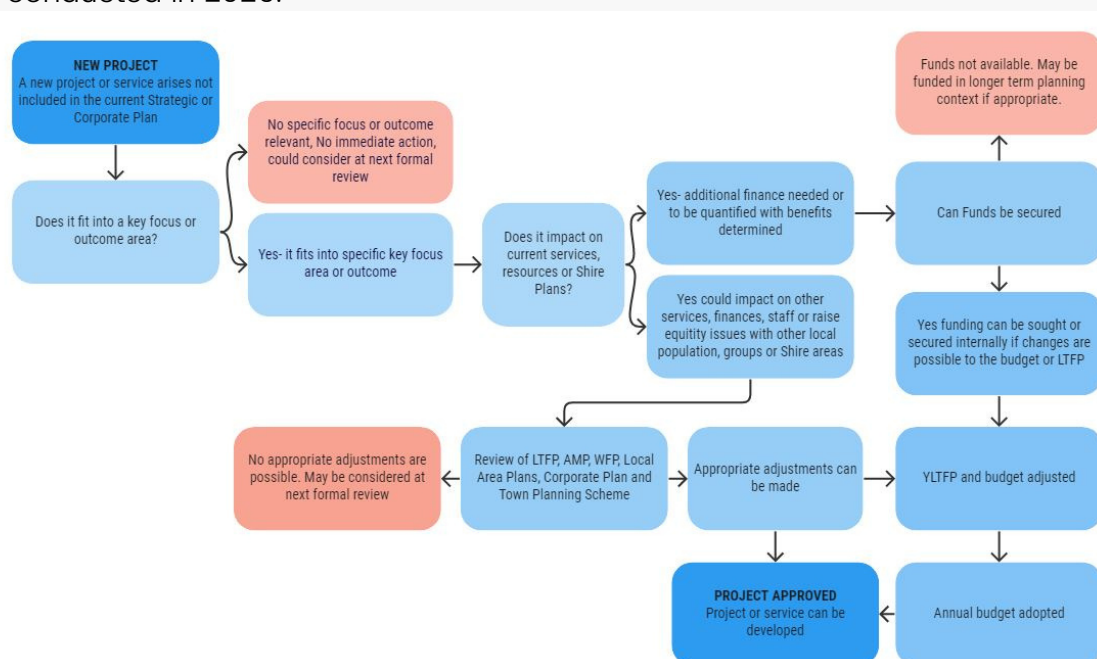
Reviewing the Plan

The SCP Actions against the Plan will be monitored through the Corporate Business Plan reporting framework on a six-monthly basis and the Council will be kept informed on progress and outcomes. The community will be formally informed on progress and outcomes through the Annual Report. This Strategic Community Plan will undergo a desktop review in 2024 as is required under legislation, and a full community re – engagement process will be conducted in 2026.

Adapting to Changing Needs

In consulting with the community, desires and aspirations for the Towns and localities of the Shire were heard and acknowledged. These are dependent on population growth, funding availability, affordability or Council having jurisdiction. Priorities and resources are planned accordingly. This Strategic Plan is reviewed every four years, with internal review / adjustment by Council two years into each four-year cycle. New needs and aspirations may arise between planning timeframes.

The IPR Framework is not so inflexible that new ideas cannot be considered, but the timing for Council to consider new requests or ideas is prior to the annual budget review. The response to such requests will go through a formal decision-making process as outlined in the flowchart below. This will ensure the implications of the new idea, project or service are known before final decisions are made.



Appendix One: Community Feedback

Priority areas from postcards and survey. What one thing would you most like to see achieved in the next 4 years:



- A clean estate,
- Just general looking after the town and community,
- Shop,
- Stability with local roadside postal service,
- The school having more kids & not closing,
- Waterpark,
- Ways to evolve and incorporate various demographics,



- Assist in the promotion of tourism businesses (and businesses as a whole) that will ultimately bring more money into the Shire,
- Finalise the Coronation Beach Master Plan and align with the Coastal Management plan,
- Improve road conditions, food-based business opened in Yuna,
- Incentives for people to build in Nabawa,
- Increase the services available by further sharing personnel/processes with the neighbouring Shire of Northampton,
- More families moving into the community with opportunities to grow and build the community,
- More industry for the valley,
- Nanson revitalisation project,
- Smaller building blocks and 3 phase power,
- Telstra improving their power backup, and Western Power improving their ability to reconnect power within a shorter timeframe. Chapman Valley Road upgrade locked in. Ability and opportunity for new people to buy build or rent in rural parts of Chapman Valley. Consider new areas to open up like Urawa. Investigate opening up large lifestyle blocks.
- Visitor Centre, community resource centre developed,



- A by-law introduced that forbids people to abandon vehicles on their land and leave them to become rust heaps overgrown with weeds. These are an eyesore, an environmental hazard, and a haven for vermin such as mice and snakes. Perhaps have a one-month amnesty, then hit them hard with fines,
- A greening CV program especially the semi-rural areas with close housing,
- Beautifying of verges,
- Better integrated rabbit and weed control in White Peak,
- Clear bridle paths. Wind breaks via tree planting, rabbit control,
- Community tree plantings,
- Eradication of the Walkaway Burr,
- Fix the bridle trails,
- Much better weed control especially at Bill Hemsley Park,
- No more weeds,
- Pest control (rabbits/weeds),
- Shire and owners maintaining weeds and Shire making sure bridleways are regularly mowed,
- Structured program for eradication of Walkaway Burr,
- Trails improved to encourage leisure and physical activity around Park Falls,
- Weed and rabbit population is under control,
- Weed Management Plan,
- Weeds controlled and bridle paths maintained,

Appendix One: Community Feedback

Priority areas from postcards and survey. What one thing would you most like to see achieved in the next 4 years



- A block of toilets so the travelers can use.
- Speed limit changed on the Nanson-Howatharra Rd. Close to NWCH to 60,
- A decent bitumen road from Geraldton to Nabawa. It is still a bumpy goat track and getting bumpier,
- Backup generator for communications tower,
- Better roads and drainage in Parkfalls,
- Bike paths / foot paths to make the roads safe and people to be able to ride into Geraldton – down to the Drummonds path or along Eliza Shaw and David Road/Hall Road etc. so it is safe to ride push bikes through Parkfalls,
- Community battery – Upkeep of footpaths,
- Cricket and football training facilities built at Bill Hemsley Park,
- Electronic charging stations for vehicles,
- Equestrian facilities at Bill Hemsley Park,
- Geraldton-Northampton bypass completed,
- Improved mobile service,
- Improved road maintenance,
- Improved Sporting / Training facilities at BHP or Maintenance and upgrade of utility services eg power and water would be brilliant,
- Improvements to local roads where usage warrants,
- Mains water for Nanson and Nabawa,
- More growth in our community, with shops, playgrounds, and school,
- More parks, places to walk, verges eg near Cooper St, bicycle lanes,
- No more power outages – Much better communication,
- Power supply needs to be reliable,
- Reliable mobile coverage to the Nanson area,
- Retirement Units,
- Shade sails at park,
- Shade sails at the Bill Hemsley Park over the play equipment,
- Some 10 to 20 acre blocks – Get some population backs – community facilities for people (teenagers),
- Stability of power supply,
- Training Oval at Bill Hemsley Park to assist with retention of CV Sporting Clubs in the community,
- Visitor Centre and community resource centre developed,
- Water mains,
- Widening of Chapman Valley Road near Naraling,



- A welcoming caretaker at Coronation Beach,
- Chapman Valley does not amalgamate with the City of Geraldton,
- Enforcement of building and town planning regulations, living in sheds to be stopped lowers the standards of the area
- Funding for people interested in being a member on a local committee but don't feel confident to do so as they lack the skills (ie leadership, financial),
- I think the Shire do an amazing job, just continue doing that,
- Not much to change. I like how things are done out here at the moment. I feel the council is in good hands,
- Spend our rates in our area (White Peak),
- Updated visibility. The area is looking tired and dated,

Appendix One:

Workshop 1: Bill Hemsley Park

Priority areas from workshops held across the Shire in February 2022.

Voting Priority	Timeline	Outcomes (Shading relates to relevant Strategic Theme)
General Priority		
1	2022	No more people living in sheds
3	2022	Peaceful, safe and neighbourhood services
1	2022	Form a new community group
1	2022	Bringing community together ideas: create area in park for dogs (fenced off) eg dog park Woorree
1	2026	Greater Equine opportunities
1	2026	To continue Community Spirit
1	2026	Bus service – Local to Geraldton - whole Shire
1	1	2026 Community transport service (volunteer or other opportunity /services) to assist people who temporarily can't drive.
1	2031	Natural style footpaths and cycleways to keep the rural feel.
	1	2031 Communication between Shire Residents
1	2026	More showcasing of how great the area actually is.
1	2026	Planning for future services of pharmacy, doctor clinics, schools, shops etc in CV north of Geraldton
1	2031	Tourism- Walking Riding Bile trails etc
	2022	Dolby Creek maintenance and weed control et cetera still needs attention
2	2022	Maintaining of property in Park Falls - Individuals and Shire's Responsibility
1	3	2022 Weed and Rabbit control very important
3	2022	Mowing is not caught seeds etc just respread
2	2022	Information for new residents as to what and how to maintain a rural property – pamphlets / information sessions and follow up. ie burn controls, weed control, feral animals, baiting, firebreaks
3	2022	Better storm drainage control – Brown Lane etc and vermin
1	2022	Issues that concern, straying dogs, rabbits, weeds, overstocking. Get better at disseminating information regarding issues
1	2022	Invasive weeds and growing problem in some areas. Most understand and assist and control, and on Roadside verges
1	2022	Increase native plants to assist erosion – water and wind. Fruit trees could be an option on BHP (edible plants or trees)
1	2026	Recycling
1	2026	Local Volunteer Fire Brigade
1	2026	See people take more responsibility for their own property through improved education
1	2026	Block sizes our perfect size (e.g. 1 Ha) for freedom and open space, animals, rural lifestyle. Horses can become a problem with Park Falls soil type and creates problems. Attention needs to be paid to determine suitability of land blocks for horses and other animals dust control mechanisms and management
1	2022	Hall and gardens playground
4	2022	Well-kept roads and good shire staff
1	2026	Improve and upgrade BHP add facilities eg shade sails, mini skate park footy goals and cricket nets
1	2026	Boat ramp at Buller
1	1	2026 Reform / re-instate bridle paths to prior state so people can actually use them – obsolete at the moment
3	2026	Private maintenance opportunity for small local groups ie men's shed provide that as paid service, or BHP has own men's shed.
1	2026	Consider bridle path as a trail link network including footbridge over Dolby Creek, a major asset.
2	2022	Lack of communication in Shire by Shire
1	2022	Address traffic issues particularly Eliza Shaw Drive speedsters
1	5	2026 Better storm drainage and Chapman Valley not to be amalgamated
2	2	2026 More regular gardening services not 'hit and miss' or ad hoc
	4	2026 Do not want CV to become part of COGG

Appendix One:

Workshop 1: Nabawa

Priority areas from workshops held across the Shire in February 2022.

Voting Priority	Timeline	Outcomes (Shading relates to relevant Strategic Theme)
General Priority		
2	2022	Tennis clubs cricket clubs golf clubs, rec clubs
1	2022	Access to the river - picnics Nanson – Howatharra
3	1	2022 Hemp Farm Trial
2	2	2026 More activities – community events smaller/ intimate rural lifestyle program - Shire initiated BHP potential for CVFC plus CVNCC
4	2026	Services provided – 'live in place' - silver chain – understanding service provider policies – virtual village /telehealth
1	2026	Another community event not the show – Shire advocacy
5	2026	Art trail. More public art
2	2026	Activate community facilities. Need input from community on what facilities can be better used for – who and how. All facilities that bring people together is worth exploring of opportunities
1	2026	CRC-Connect people to services, not necessarily needing more services to visit CV (not overlooked) Be the central hub-Library etc.
1	2022	2.5 Acre Lifestyle Blocks
2	2026	Explore opportunities for families to live, work, and play. Advocate for CV.
	2	2022 Opportunity to access to environment for public via – trail network / with signage, education & protection
1	2026	Moresby Range Eco tourism
	2026	Environment – Moresby Ranges
4	2026	Giant nature playground
2	4	2022 Water supply to Nanson / Nabawa Township
1	2022	Accommodation – Chalets, cabins, caravan park, Nanson
		Show Grounds
2	2022	Tele-health facilitator
1	2022	Reliable Power – Solar
1	3	2022 Maintain and enhance telecommunication – backup systems –
		Mobile comms and internet capabilities
1	2022	Water supply for fire services; tanks - more of them to access.
1	1	2026 Water supplied to housing by mains
3	2026	Power off grid/ new technologies/ trial projects
1	2026	Retirement village in CV
2	2026	Amalgamation

Appendix One:

Workshop 1: Yuna

Priority areas from workshops held across the Shire in February 2022.

Voting Priority	Timeline	Outcomes (Shading relates to relevant Strategic Theme)
General Priority		
2	2022	Grant opportunities to have form of service, shop, café, place to go in Yuna. Yuna still a long way from Nabawa to get out of the house and socialise It would be beneficial to the community and make it more appealing to potential employees and significant others. Another employment opportunity for Yuna residents
3	2022	Act, belong, commit. – Shire to sign
3	2022	Each group buys into a percent of the investment community chest overarching organisation to own assets
1	2022	YCC Hub to bring people together for Social and Business
2	2022	Show casing our community online to attract more people. Eg Shire face book page, staff local events. Local people - QR signage
2	2022	Merging groups CADY, YFIG, play group. Paid administrator
1	2022	Mail delivery twice a week. Parcel delivery to door Shire pick up after hours from locked boxes. Bigger PO box.
4	2026	Use YCC as a hub for larger Shire / Regional events. Eg gravel road bike races, camping clubs, etc
2	2026	Active community groups and calendar (paid admin for these) The hub used for community opportunities and external interest
1	2026	Monthly community (Yuna) social night w/w out tennis etc. Visitors welcome
1	2026	Kids events – connection – external kids in (provide locally)
3	2026	Volunteer drain
2	2022	Attract more population
3	2022	More pop-up opportunities/businesses may be seasonal
1	2026	Still have a school and have an accessible (by community) pool
1	2026	Widened CV Road, improved power supplies Maintained phone and internet networks
1	2026	Investigation / development of connector roads into CV
1	2022	Goal posts on one end of the Yuna oval
2	2022	Continual improvement and upgrades of Show grounds facilities. 10,000 plus visitors/ year for one day. Showcases the Valley. Tele communications and road entry access and egress
2	2022	Maintain current facilities in Yuna
1	2022	Roads and maintenance – major arterial roads
1	2022	Mobile and internet, backup power for 24 hours
1	2022	Keep maintenance of roads, widening to keep safer between Nabawa and Yuna
1	2031	White Peak Road extended through to Yetna
1	2031	Downhill Mountain bike trail
1	2031	Pump track Yuna, Nabawa, BHP
1	2031	Cricket nets for training
3	2031	Not to lose Public Buildings
2	2022	Electronic Trailer Signage (Owned by Shire)