



Shire of Quairading

Strategic Planning Committee Meeting Minutes

9th October 2018

Disclaimer

Disclaimer

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SHIRE OF QUAIRADING

The Strategic Planning Committee Minutes of Meeting held on Tuesday 9th October 2018 commencing at 5.00 pm.

ITEM 1 OPENING & ANNOUNCEMENTS

The Chairperson opened the Meeting at 5.00 pm.

“Before we start our Meeting, I would like to acknowledge that we are meeting on Noongar land and we pay respect to the original custodians...past, present and future and welcome you all here today for this Meeting”.

ITEM 2 ATTENDANCE AND APOLOGIES

Councillors

Cr B McGuinness	Deputy Shire President/Chairperson
Cr W Davies	Shire President
Cr LR Brown	
Cr JN Haythornthwaite	
Cr J McRae	
Cr TJ Stacey	

Council Officers

Mr GA Fardon	Chief Executive Officer
Mr A Rourke	Executive Manager of Works & Services
Mr RM Bleakley	IPR and Strategic Projects Officer
Mrs J Jurmann	Town Planning Contractor

Apologies

Mrs A Strauss	Executive Officer
Mr AJ Merillo	Executive Manager of Corporate Services
Cr WE Shenton	
Cr PD Smith	

Leave of Absence Previously Granted

Nil.

ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil.

ITEM 4 DECLARATIONS OF INTEREST

Councillors to use pro forma declaration of interest handed to Chief Executive Officer prior to meeting or verbal declaration of interest.

- Declarations of Impartiality Interest – Administration Regulations 1996 Section 34c

Cr Haythornthwaite verbally declared an Impartiality Interest in Item 11.2 Shire of Quairading IT Environment Review.

ITEM 5 CONFIRMATION OF MINUTES AND BUSINESS ARISING

5.1 Confirmation of Minutes – 14th August 2018

RESOLUTION: SP9-18/19

MOVED Cr Haythornthwaite SECONDED Cr Brown

That the Minutes of the Strategic Planning Committee Meeting held on the 14th August 2018 be confirmed as a true and accurate record.

CARRIED 6/0

ITEM 6 REFERRED STRATEGIC PROPOSALS

No matters for consideration.

ITEM 7 ECONOMIC: GROWING ECONOMY & EMPLOYMENT OPPORTUNITIES

No matters for consideration.

ITEM 8 SOCIAL: ACTIVE, HEALTHY, SAFE AND INCLUSIVE COMMUNITY

No matters for consideration.

ITEM 9 BUILT ENVIRONMENT: PLANNING & INFRASTRUCTURE TO MEET THE NEEDS OF THE COMMUNITY

9.1 Draft Quairading Local Planning Scheme No. 3

Meeting Date	9 th October 2018
Responsible Officer	CEO Graeme Fardon
Reporting Officer	Planning Consultant Jacky Jurmann
Attachments	<ol style="list-style-type: none">1. Draft Regional Local Planning Strategy & Maps2. Draft Local Planning Scheme No. 3 & Maps3. Scheme Review Report4. WAPC Scheme Review Report Endorsement5. DPLH Process Flow Charts
Owner/Applicant	Shire of Quairading
Disclosure of Interest	Nil.

MATTER FOR CONSIDERATION

The Committee to consider the draft Shires of Quairading, Cunderdin and Tammin Regional Local Planning Strategy and the draft Quairading Local Planning Scheme No. 3 for recommendation to Council for adoption for advertising purposes.

BACKGROUND

The Shire of Quairading resolved at its Ordinary Meeting held in September 2017 (Resolution: 49-17/18) that Council:

1. "Receive the Review Report of the Quairading Town Planning Scheme No. 2.
2. That the Report to the Western Australian Planning Commission be submitted for their endorsement.
3. Commence the development of the Regional Local Planning Strategy in collaboration with the Shires of Cunderdin and Tammin."

The WAPC endorsed the Scheme Review Report (Attachment 3) and recommendations on 7 December 2017 (Attachment 4).

STATUTORY ENVIRONMENT

The *Planning and Development (Local Planning Schemes) Regulations 2015* require every local government have a local planning scheme and any new scheme prepared to be accompanied by a local planning strategy.

The Regulations also require local governments to review their local planning schemes every five years with initial review periods for existing schemes prepared under the previous regulations stipulated as follows:

- 2020 – If the scheme is less than five years old (i.e. Gazetted from 19 October 2010 to present).
- 2017 – If the scheme is more than five years old (i.e. Gazetted from 18 October 2010 or older).

The Scheme Review Report received by Council in September 2017 was endorsed by the WAPC and recommends that due to the age of the Scheme and the non-conformance with the new Model Scheme Text, that a new local planning scheme be developed, in conjunction with the development of a regional local planning strategy.

Local Planning Strategy

Part 3 of the Regulations sets out the requirement for a local planning strategy and the approval process, including consultation requirements.

Local Planning Scheme

Part 5 of the *Planning and Development Act 2005* and Part 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* set out the requirements for the development, content, advertising and approval of a new local planning scheme. A flowchart depicting the process has been published by the Department of Planning, Lands and Heritage and has been attached to this report for Council's reference (Attachment 5).

The draft documents have been prepared in accordance with the requirements of the Regulations and the Department of Planning, Land and Heritage's (DPLH) Local Planning Manual.

POLICY IMPLICATIONS

The Shire's Local Planning Policies adopted under the provisions of TPS2 will continue to operate under a transitional clause in LPS3 until such time the review has been completed. It is important that the LPPs are current and consistent with the provisions of LPS3, and represent the needs of the community.

FINANCIAL IMPLICATIONS

The development of the draft documents have been carried out by the Shire's Consultant Planner as part of her contracted duties with the mapping being produced by the DPLH within the existing budgetary allocation.

STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

Built Environment

Objective

Planning and Infrastructure to meet the needs of the community

Strategies

B1: Responsive Land Use Planning

The Local Planning Strategy is the framework for local planning and the strategic basis for local planning schemes. It provides the interface between regional and local planning, and is increasingly being seen by other agencies as the means by which to address economic, resource management, environmental and social issues at a strategic level.

Local Planning Schemes are the principal statutory tool for implementing the local planning strategy and achieving the local government's aims and objectives with respect to the development of its local area. While Schemes deal mainly with land use, development control and infrastructure coordination, they must be developed in the context of the Strategic Framework and the broader environmental, social and economic goals and objectives to ensure consistency.

COMMUNITY CONSULTATION

Statutory Consultation Processes set out in the Regulations apply to Local Planning Strategies and Schemes, including Community Consultation Periods.

RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.

Financial – Risk Matrix Rating is considered as Low as Council has budgeted for the preparation and advertising of the Draft Planning Strategy and the Draft Town Planning Scheme No.3. The Regional Collaborative approach may also achieve Cost savings due to reduction in the duplication of Professional Planning Services over the 3 Shires.

Health – Risk Matrix Rating is considered as Low.

Reputation – Risk Matrix Rating is considered as Low Risk. Council's Reputation could be adversely affected if a contemporary Strategic Landuse Planning Framework is not in place.

Operation – Risk Matrix Rating considered Low as the preparation of the Draft Regional Planning Strategy and Draft Town Planning Scheme is being undertaken by Council's Town Planning

Consultant in consultation with the CEO. Council's existing Town Planning Scheme No.2 remains in effect until the new Town Planning Scheme

Natural Environment – Risk Matrix Rating is considered as Low Risk. Strategy and TP Scheme provides Policy and Recognition of Reserves and Remnant Vegetation Areas.

Overall Risk Rating for the Council will be significantly reduced as a result of an up-to-date strategic land use planning framework upon Adoption and Approval.

COMMENT

Once endorsed the Regional Local Planning Strategy will provide the framework for local planning and the strategic basis for the new local planning schemes. It will provide the interface between State and local planning, and will be seen by government agencies as the means by which to address economic, resource management, environmental and social issues at a strategic level.

The draft Strategy sets out the objectives for future planning and development in the region and includes a broad framework by which to pursue those objectives. The strategy addresses social, environmental, resource management and economic factors that affect, and are in turn affected by, land use and development.

There are two parts to the Strategy in accordance with the recommended format in the DPLH's Local Planning Manual. Part 1 is the Strategy containing the strategic directions and actions. Part 2 contains the Background Information, such as demographics, local issues and various maps.

The draft local planning scheme has been prepared using the Model Provisions in Schedule 1 of the Regulations, which aims to provide State-wide uniformity of definitions, land uses, zones, reserves and mapping.

Points of difference between TPS2 and LPS3 include:

- Conversion of zone names to accord with the Model Provisions and introduction of new zones, including Urban and Industrial Development, Light Industry and Rural Enterprise zones;
- Significant expansion of the land uses in the Zoning Table and the land use definitions in Part 6 to minimise proposals for land uses not listed and to provide better guidance for applicants and landowners;
- Review of land use permissibility and levels of permissibility in all zones;
- Application of density codes to all residential zoned land, which will provide an improved regulatory framework to control the population density by outlining the type and amount of residential dwellings that can be built on particular land size;
- Introduction of provisions to modify the R-Codes relating to dual density zones and construction of outbuildings;
- Review of the development standards for non-residential areas;
- Introduction of structure planning requirements for urban and industrial development zones;
- Introduction of urban and industrial development zones to identify suitable development land to cater for future population and employment needs; and

The new mapping has been produced by DPLH to meet the requirements of the Regulations, including zone labels, colours and acronyms.

It is worth noting that the current Planning Reform initiated by the Minister for Planning recently may result in changes to the Shire's new planning framework. However, the DPLH have recommended continuing progression of any local planning reviews that are substantially progressed and any changes resulting from the Planning Reform can be incorporated at a later date through the basic amendment process. A similar approach was adopted by DPLH in 2015 following the introduction of the new local planning schemes regulations.

EXECUTIVE SUMMARY

- The Shire of Quairading Town Planning Scheme No. 2 (TPS2) was originally gazetted on 31 August 1993 and review was required in 2017.
- To date, seven scheme amendments have been gazetted to Council's TPS2, including an Omnibus Amendment (Scheme Amendment No. 3) in 2003, which updated numerous provisions of the Scheme and could be considered a substantial review of the Scheme in the context of the current Review requirements.
- The Quairading Townsite Expansion Strategy was adopted in June 2008 as an interim measure to provide guidance for the future development and expansion of the Quairading Townsite until such time a local planning strategy was prepared. (It should be noted that prior to the introduction of the Regulations, there was no requirement for local governments to prepare a Local Planning Strategy.)
- The Shires of Quairading, Cunderdin and Tammin have agreed on a collaborative approach to prepare a Regional Local Planning Strategy acknowledging the common issues facing the rural areas.
- A new local planning scheme has been developed for each Shire based on the Model Provisions with minor variations, where appropriate to address local needs.
- Each Shire will be required to consider and adopt the documents prior to requesting WAPC certification and advertising.

OFFICER RECOMMENDATION

The Strategic Planning Committee recommend to Council to adopt the Draft Shires of Quairading, Cunderdin and Tammin Regional Local Planning Strategy and the Draft Quairading Local Planning Scheme No. 3 for advertising purposes.

The Draft Local Planning Strategy Document and the Draft Town Planning Scheme document were reviewed by the Committee and Council's Town Planner noted the minor Drafting amendments and retention of Rural Residential Zoning on Avon Lots 832 and 833 Weir Road, as requested by the Meeting for inclusion in the Documents to be presented to Full Council.

Shires of Quairading, Cunderdin and Tammin Draft Regional Local Planning Strategy

RESOLUTION: SP10-18/19**MOVED Cr Davies SECONDED Cr Haythornthwaite**

That the Strategic Planning Committee recommend to Council that: -

Council Adopt the Shires of Quairading, Cunderdin and Tammin Draft Regional Local Planning Strategy in accordance with Part 3 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

CARRIED 6/0

Advertise the Draft Quairading Local Planning Scheme No.3

RESOLUTION: SP11-18/19**MOVED Cr Haythornthwaite SECONDED Cr Davies**

That the Strategic Planning Committee recommend to Council that: -

Council advertise the Draft Quairading Local Planning Scheme No.3 in accordance with clause 21 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

CARRIED 6/0

ITEM 10 NATURAL ENVIRONMENT: TO PRESERVE & SUSTAIN OUR NATURAL ENVIRONMENT

No matters for consideration.

11.1 Strategic Planning Committee – Annual Review and Terms of Reference

Meeting Date	9 th October 2018
Responsible Officer	CEO Graeme Fardon
Reporting Officer	CEO Graeme Fardon
Attachments	Strategic Planning Committee – Terms of Reference (Current) & Draft Reviewed Terms of Reference
Owner/Applicant	Strategic Planning Committee
Disclosure of Interest	Nil.

MATTER FOR CONSIDERATION

1. Committee to conduct an Annual Committee Performance Review.
2. Review of Membership and Terms of Reference for 2019.

BACKGROUND

Council established the two Standing Committee’s in October 2018

Council determined when establishing the two Standing Committee’s that at least once per year, Committee review its own performance, membership and Terms of Reference to ensure it is operating at a maximum effectiveness and recommend changes its considers necessary to the Council for approval.

As this is the last Ordinary Meeting of the Strategic Planning Committee in 2018, it is appropriate to conduct a review of the Committee and to review the Terms of Reference for the next 12-month period.

STATUTORY ENVIRONMENT

Local Government Act 1960 Section 5.8

Authority for Council to establish a Committee

Local Government (Administration) Regulations 1996

Conduct of Council Meetings and Committee Meetings – including Calling of meetings

POLICY IMPLICATIONS

Committee’s Current Terms of Reference adopted by Council on 30th November 2017

The Terms of Reference have been reviewed by the CEO and Executive Officer and is submitted for Committee consideration and Recommendation to Council.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

Governance Objective: Strong governance and community engagement

ITEM	OUTCOMES AND STRATEGIES
G1.1	Continual improvement in IPR, transparency and accountability
G4	Sound Organisation
G4.3	Ensure optimum organisational capacity and efficiency

COMMUNITY CONSULTATION

N/A

RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.

Financial – Risk Matrix Rating is considered as Low.

Health – Risk Matrix Rating is considered as Low.

Reputation – Risk Matrix Rating is considered as Low Risk. Risk is mitigated through having a Structured and orderly Management of Council's Committees.

Operation – Risk Matrix Rating considered Low, as Committee Structure normal part of Council's Governance Model.

Natural Environment – Risk Matrix Rating is considered as Low Risk.

COMMENT/ EXECUTIVE SUMMARY

- Committee established by Council in October 2017 for a 2-year term coinciding with the Election Cycle.
- All Councillors are Members of the Strategic Planning Committee.
- Committee to Review its Performance in the first Year of its Operation.
- Draft of Reviewed Terms of Reference to be considered by Committee before Recommendation to Council.

OFFICER RECOMMENDATION

RESOLUTION: SP12-18/19

MOVED Cr Davies SECONDED Cr McRae

That the Strategic Planning Committee recommend to Council that: -

Council adopt the reviewed Strategic Planning Committee Terms of Reference.

CARRIED 6/0

Cr Haythornthwaite verbally declared an Impartiality Interest with Item 11.2 Shire of Quairading IT Environment Review.

11.2 Shire of Quairading IT Environment Review

Meeting Date	9 th October 2018
Responsible Officer	CEO Graeme Fardon
Reporting Officer	CEO Graeme Fardon
Attachments	Focus Networks – IT Audit Report Extract
Owner/Applicant	Shire of Quairading
Disclosure of Interest	Nil.

MATTER FOR CONSIDERATION

IT Audit Report prepared by Focus Networks and Progression of Priority Matters raised by the Consultants.

BACKGROUND

The Shire recently engaged Focus Networks to conduct an IT Audit Review to ascertain the Shire's current IT environment. The report indicated that the Shire had 6 (six) high priority, and 2 (two) medium and 10 (ten) low priority areas to be completed within the next 12 months.

Representatives of Focus Networks briefed Councillors and Senior Staff on the Findings and their Recommendations prior to the September 2018 Ordinary Council Meeting.

A Copy of the Full IT Audit Report has been emailed to Councillors on the 28th September 2018.

Council's existing IT Support Provider, PCS has been offered the opportunity to comment on the Findings of the IT Audit Report. To date, a response has not been received from PCS.

STATUTORY ENVIRONMENT

Information and Communications Technology (ICT) - Strategic Framework

- The Department of Local Government and Communities Information Technology Framework will be utilised as a baseline to develop the Shire of Quairading's ICT Strategic Plan and IT DR Plan.

Integrated Planning and Reporting Framework and Guidelines – September 2016.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Council has budgeted \$45,889 in GL0742 for IT Expenses for the 2018/2019 Year.

The Budget Allocation comprised as follows: -

- IT Vision Annual Licence and User Costs \$20,000
- IT Support and Maintenance (Hardware and Software) \$8,349
- IT Upgrades (extra User Licences and Modules) \$15,000
- Minor IT Purchases \$2,540

To date, Council has expended \$35,758

Administration has identified that \$5,700 remains of the IT Upgrades allocation and \$5,228 remains for IT Support Services allocation for the balance of the 2018/2019 Year.

Committee will need to consider the Findings and Recommendations of the IT Audit Report.

Indicative Costs for Priority IT Work have been provided by Focus Networks however these will need to be tested in the Marketplace to ensure sound Procurement Procedures are adhered to.

Committee will also need to consider the benefit of a formal IT Service Agreement for the future.

In addition to the identified Core Priority Areas, Focus Networks have subsequently provided Management with indicative Costings for the following works, which are both listed as Lesser Priority by Focus Network: -

Strategic IT Plan \$ \$3,465 excl. GST

Disaster Recovery Plan \$ 4,950 excl. GST

It is noted that Focus Network have listed Lesser Priority Work for proceeding within the next 12 Months, meaning that the abovementioned Strategy and Plan could be funded in the 2019/2020 Financial Year.

An ongoing ICT Budget will need to be formulated as part of the IT Strategy to address the identified and future ICT needs of the organisation.

STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

Governance Objective: Strong governance and community engagement

ITEM	OUTCOMES AND STRATEGIES
G1.1	Continual improvement in IPR, transparency and accountability
G4	Sound Organisation
G4.3	Ensure optimum organisational capacity and efficiency

COMMUNITY CONSULTATION

N/A

RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.

Financial – Risk Matrix Rating is considered as Moderate due to Trading Losses / Service Disruptions and possible Fraudulent activities that could occur if the IT Systems are breached. Risk can be mitigated by addressing the matters raised in the IT Audit Report and for the future through the development of the Strategic IT Plan.

Health – Risk Matrix Rating is considered as Low.

Reputation – Risk Matrix Rating is considered as Moderate Risk. Risk can be mitigated through addressing the High Priorities listed by Focus Networks.

Operational – Risk Matrix Rating considered Moderate. Business Operations could be significantly interrupted or compromised if IT Systems are breached or fail. Recent examples of Ransomware impacting on nearby Local Government IT Systems highlights the importance of the recommended Security Upgrades being undertaken.

Natural Environment – Risk Matrix Rating is considered as Low Risk.

COMMENT/ EXECUTIVE SUMMARY

- Information is a strategic resource that underpins the key functions and decision making processes of a local government. The way information is managed, including the technology used to support it, is central to local government practices. Alongside its physical, human and financial resources, a local government must manage its information and systems in a way that enables services to be delivered that best meet community needs and the priorities set by Council.

Emerging trends and technologies (Social Media, Smart Phones and Devices, Cloud Computing, Online Services - to name a few) present local government both challenges and opportunities in managing Information and Communications Technology systems and resources, and how future ICT services are delivered.

- Focus Networks IT Audit Report highlighted the following core IT areas that the organisation needs to address based on level of priority over the next 12 months.

High Priority – Timeframe: 3 months

- (1) Internet Gateway
- (2) Antivirus
- (3) IT support
- (4) ISP Links
- (5) Backups
- (6) Domain

Medium Priority – Timeframe: 6 months

- (1) Windows Updates
- (2) Local Area Network

Low Priority – Timeframe: 12 months

- (1) Servers
- (2) Storage
- (3) Computer Room
- (4) Strategic IT Plan
- (5) UPS
- (6) Printing
- (7) IT DR Plan
- (8) Corporate Applications
- (9) Desktops/Laptops
- (10) IP Telephony.

OFFICER RECOMMENDATION

IT Environment Review Report

RESOLUTION: SP13-18/19

MOVED Cr Haythornthwaite SECONDED Cr Brown

That the Strategic Planning Committee recommend to Council that: -
The Officer's Report on "IT Environment Review" be received.

CARRIED 6/0

Chief Executive Officer be authorised to obtain ICT Quotations

RESOLUTION: SP14-18/19

MOVED Cr Brown SECONDED Cr Davies

That the Strategic Planning Committee recommend to Council that: -

The Chief Executive Officer be authorised to obtain Quotations through the Procurement Processes to address the High and Medium Priority Core Areas identified in the IT Audit Report.

CARRIED 6/0

ICT Quotation findings be presented to Council for Budget Review purposes

RESOLUTION: SP15-18/19

MOVED Cr Davies SECONDED Cr Stacey

That the Strategic Planning Committee recommend to Council that: -

The Findings of the Executive Staff be presented to Council for Budget Review purposes.

CARRIED 6/0

IT Audit Report – August 2018 Low Priority Core Areas / Issues be listed for the 2019/2020 Draft Budget

RESOLUTION: SP16-18/19

MOVED Cr Brown SECONDED Cr Stacey

That the Strategic Planning Committee recommend to Council that: -

The Low Priority Core Areas / Issues be listed for the 2019/2020 Draft Budget.

CARRIED 6/0

11.3 Strategic Planning Committee Dates for 2019

Meeting Date	9 th October 2018
Responsible Officer	CEO Graeme Fardon
Reporting Officer	CEO Graeme Fardon
Attachments	Nil
Owner/Applicant	Shire of Quairading
Disclosure of Interest	Nil.

MATTER FOR CONSIDERATION

Draft schedule of Meeting Dates the Strategic Committee Meetings for the 2019 Calendar year.

BACKGROUND

Council is required to set its meeting dates for the next Calendar year. Committee to determine its Meeting dates in line with Council Meeting Calendar for 2019.

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 5.25(g)

Local Government (Administration) Regulations 1996

12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —
 - (a) the ordinary council meetings; and
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,

are to be held in the next 12 months

Committee Meeting dates need only be advertised if the Committee has Delegated Authority from Council to make a decision on any matter.

POLICY IMPLICATIONS

Setting of Committee Meeting Dates - within Committee's Terms of Reference.

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

Governance Objective: Strong governance and community engagement

ITEM	OUTCOMES AND STRATEGIES
G1.1	Continual improvement in IPR, transparency and accountability
G4	Sound Organisation
G4.3	Ensure optimum organisational capacity and efficiency

COMMUNITY CONSULTATION

Nil – No Statutory Requirement to publicise the Committee Meeting dates

RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.

Financial – Risk Matrix Rating is considered as Low.

Health – Risk Matrix Rating is considered as Low.

Reputation – Risk Matrix Rating is considered as Low Risk.

Operation – Risk Matrix Rating considered Low. Committee Meetings to be aligned with Council Meeting Calendar and considered normal Operations of Council and Management.

Natural Environment – Risk Matrix Rating is considered as Low Risk.

COMMENT/ EXECUTIVE SUMMARY

- Committee to determine its Meeting Schedule for the next 12 Months.
- As no Delegation Authority has been given by Council to Committees, statutory advertising of Committee Meeting dates is not required.
- Meeting Schedule based on format of Committee and Council Meetings introduced in 2018.
- Noting that the Committees may determine to hold additional Committee/Forums as and when required.

OFFICER RECOMMENDATION

RESOLUTION: SP17-18/19

MOVED Cr Davies SECONDED Cr Haythornthwaite

That the Strategic Planning Committee recommend to Council that: -

Council support the following Strategic Planning Committee Meeting schedule for 2019: -

February	Tuesday, 12 th
April	Tuesday, 9 th
August	Tuesday, 13 th
October	Tuesday, 15 th

CARRIED 6/0

11.4 Secondary Freight Route Project

Meeting Date	9 th October 2018
Responsible Officer	CEO Graeme Fardon
Reporting Officer	CEO Graeme Fardon
Attachments	WSFR Briefing Note – August 2018
Owner/Applicant	Wheatbelt South Regional Road Group
Disclosure of Interest	Nil.

MATTER FOR CONSIDERATION

Request from the Wheatbelt South Regional Road Group (WBS RRG) for all Local Governments to support the next phase of the Planning & Design for the Secondary Freight Route Submission and to make a \$6,000 Contribution.

BACKGROUND

The Wheatbelt Secondary Freight Route Network comprises an estimated 4,400 of Local Government managed roads that connect with State and National Highways to provide access for heavy vehicles in the Wheatbelt region.

The combined Regional Road Groups have been working on this project since mid-2016. The project stemmed from considerable work undertaken by both Wheatbelt South and Wheatbelt North Regional Road Groups in looking at their road networks with the objective of seeking to improve connectivity through the RRG funding and State and Local Government Road Projects. This Mapping Phase initially commenced in 2014 and both the RRG's together with Main Roads and WALGA quickly identified that improving the connectivity across the Wheatbelt was a major project that would bring significant economic benefit to the Agricultural Region.

A Working Group was formed and Regional Development Australia (Wheatbelt) via then Executive Officer Ms. Juliet Grist assisted the Group to obtain initial funding to further progress this as a regional road project and in due course be submitted to the Federal Government's Infrastructure Australia to be added to their priority List.

In 2017 all Councils were approached by the WBS RRG (and WBN RRG) seeking support for the next Phase of the Project and seeking a Funding Commitment of \$20,000 per Council as default funding if no other sources of funding were identified and received.

Council had previously resolved (Motion No 145-16/17) at its March 2017 Ordinary Council Meeting:-

- Council considers that there are a number of "Project Risks" (including the possible lack of integration between State and Local Government Freight Planning Projects) that need to be addressed by the Wheatbelt Councils, Wheatbelt Main Roads and Regional Development Australia Wheatbelt Inc to ensure that a Stronger Project Submission can be presented to the Federal Government's "Building Better Region Fund".*
- Council provide "In Principle" Support for the "Secondary Freight Route Project" however Council advise that it is not in a position to provide a Financial Commitment (Draft Budget for 2017/2018) at this time.*

Council advised that Chairperson of the WBS RRG of Council's decision on the 4th April 2017.

Since this time there has not been a Call upon Councils for Funding Commitment or Payment of monies however, there has been considerable "in kind" work by the 42 Wheatbelt Councils and their Staff to identify and estimate costs for Improvement Projects on the identified Local Government managed roads.

Council's Executive Manager of Works has contributed to this body of work.

At the Wheatbelt South Regional Road Group meeting held Thursday 26th July 2018, it was resolved that each Council be requested to again reaffirm support for the Project and to allocate \$6,000 towards to the Secondary Freight Route Project to undertake detailed planning and design works to enable a Level 4 Infrastructure Australia submission to be prepared.

The basis of this request is contained within the WBS RRG Briefing Note – August 2018 which is attached to the Report.

STATUTORY ENVIRONMENT

Nil.

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

Funding Request or Commitment was not known at the time Council and Staff were conducting Workshops for the 2018/2019 Draft Budget or the preparation of the Final Budget for Adoption.

Council has currently no funds budgeted for this project however it is considered that the Funding request can be accommodated within the forthcoming Budget Review.

Council budgeted \$78,320 in GL 3653 for this year’s Direct Grant however the State Government has reinstated the previous Funding levels and Council has received \$127,291 in the current year, representing increased income of \$48,971.

Further Council has received an additional \$68,021 in FAGS Funding over the Income budgeted for in GL 0233. The various is due to a larger Pool of Funds being directed to WA Local Governments than originally indicated by the WA Local Government.

STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027

Governance Objective: Strong governance and community engagement

ITEM	OUTCOMES AND STRATEGIES
G2	Strengthened Advocacy and Partnerships
G2.1	Partnerships with and advocacy to Federal and State Government to strengthen service provision within the Shire

COMMUNITY CONSULTATION

Nil.

RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.

Financial – Risk Matrix Rating is considered as Low. Funding source has been identified by the Chief Executive Officer.

Health – Risk Matrix Rating is considered as Low.

Reputation – Risk Matrix Rating is considered as Low Risk. There is strong Regional Local Government support for this Strategic Project to progress further.

Operation – Risk Matrix Rating considered Low.

Natural Environment – Risk Matrix Rating is considered as Low Risk.

COMMENT/ EXECUTIVE SUMMARY

- The last 2½ years has seen considerable work undertaken by all 42 LG's and the Working Group to get the Wheatbelt Secondary Freight Route Project to a point where constructive and positive meetings are being held with the State Government, Federal Government, Infrastructure Australia, Freight & Logistics Council WA, CBH and other key stakeholders.
- The Working Group has estimated that up to \$5.0M is required to fund the preparation of the Stage 4 Infrastructure Priority List Submission and the following Funding Model has been proposed: -
 - Planning Cost of \$5M, being 1% of the Estimated Overall Cost of Road Improvements
 - Federal Government contribute \$3.5M
 - State Government contribute \$1.25M
 - Local Government to contribute \$250K (being \$6K from 42 LGA's).
- It is considered that sufficient progress has now achieved on likely Funding Models to address Councils previous concerns raised with the WBS RRG in April 2017.
- Council provided "in principle" support for the Secondary Freight Route Project.
- \$6,000 Funding Commitment being sought from each Council.
- Funding Application for the Federal Government's Building Better Regions Program will be submitted in the coming months.
- WBS RRG advises that all other Wheatbelt Councils have now provided indication of their Support and Funding commitment.
- CEO has identified Funding to accommodate the \$6,000 Request without detriment to Council's Budget.

It is recommended that Council reaffirms their commitment to the Wheatbelt Secondary Freight Project by committing \$6,000 in the 2018/2019 budget as a co-contribution for the funding application that will be submitted over the next few months.

OFFICER RECOMMENDATION

RESOLUTION: SP18-18/19

MOVED Cr Davies SECONDED Cr Brown

That the Strategic Planning Committee recommend to Council that: -

1. The Officers Report on the "Secondary Freight Routes Project" be received;
2. Council supports the Strategic intent of the Secondary Freight Routes Project;
3. Council supports the Funding Commitment Request of \$6,000 per Council to co-fund the development of the Secondary Freight Route Project Business Case, subject to a successful Building Better Regions Program Application for Federal Government Funding.
4. Council provide for the \$6,000 in the November 2018 Budget Review
5. Authorises the Chief Executive Officer to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to further develop the Secondary Freight Project.

CARRIED 6/0

ITEM 12 COUNCILLOR'S FUTURE PROPOSALS

Cr Brown

Cr Brown queried the current status and the future of the PTA (ex-Valley Ford) land adjoining McLennan Street.

The CEO provided a brief overview/history of the Site and Council's communications with the PTA.

The Meeting considered merit in revisiting the proposal to have the Site Soil tested.

RESOLUTION: SP19-18/19

MOVED Cr Brown SECONDED Cr McRae

That the Strategic Planning Committee recommend to Council that: -

Council authorise the Chief Executive Officer to obtain an updated Quotation for the Soil Testing for the PTA (ex-Valley Ford) Site for the next Council Meeting.

CARRIED 6/0

Cr McRae

Cr McRae commented that PTA may agree to share the Cost of the Soil Testing if approached by CEO.

Cr McRae also requested a report on the demonstration of the Culvert Cleaner

Cr Davies commented that the demonstration machine had not performed satisfactorily.

The issue was not discussed further at this Meeting and would be followed up at Council.

Cr Haythornthwaite

Nil.

Cr Davies

Nil.

Cr Stacey

Cr Stacey queried the planned Strategy for the Sports Lighting and Shade Sails Infrastructure and highlighted the importance of Council communicating with the Community and Clubs on the respective issues and on the planned remedial treatment, once determined.

Cr McGuinness

Cr McGuinness commended Staff on the refurbishment of the Town Entry Signs and queried on the timing of further improvement to Directional and Tourist Signage in Town.

Mr Rourke provided information on the design of the additional Tourist Layby Signage in the Main Street, which has been submitted to Main Roads WA for approval. These signs will be ordered and erected as soon as approval is granted.

The CEO commented on a Grant Fund Application being submitted for \$10,000 to supplement Council's Tourist/Directional Signage Budget Allocation.

Cr McGuinness queried the status of New Banners for the banner poles in the Main Street. The CEO confirmed that this had been listed as a Future Project by the Grants Team.

ITEM 13 NEXT MEETING DATE

The next Strategic Planning Committee Meeting is scheduled to take place on Tuesday 12th February 2019, commencing at 5.00 pm at the Council Chambers, 10 Jennaberring Road, Quairading.

ITEM 14 CLOSURE

There being no further business, the Chairman closed the Meeting at 6.35 pm.

I certify the Minutes of the Strategic Planning Committee Meeting held on 9th October 2018 were confirmed on 12th February 2019 as recorded on Resolution No. _____

Confirmed..... 12/02/2019