

## ORDINARY MEETING OF COUNCIL

HELD IN THE COUNCIL CHAMBERS,  
953 SOUTH COAST HIGHWAY, DENMARK  
ON TUESDAY, 18 APRIL 2017.

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# Ordinary Council Meeting

18 April 2017

## DISCLAIMER

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

4.15pm – The Deputy Shire President, Cr Gearon, declared the meeting open.

*Cr Gearon stated that she would like to acknowledge the traditional custodians, the Bibbulmun and Minang people of the land on which we met today, and Cr Gearon also paid her respects to the elders past and present.*

**2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

MEMBERS:

- Cr Ceinwen Gearon (Deputy Shire President)
- Cr Peter Caron
- Cr Jan Lewis
- Cr Janine Phillips
- Cr Rob Whooley

STAFF:

- Mr Bill Parker (Chief Executive Officer)
- Mr Gilbert Arlandoo (Director of Infrastructure Services)
- Mr Cary Green (Director of Finance & Administration)
- Mrs Annette Harbron (Director of Planning & Sustainability)
- Mr Gregg Harwood (Director of Community & Regulatory Services)
- Ms Noni Entwisle (Finance Officer - Accounting)

APOLOGIES:

ON APPROVED LEAVE(S) OF ABSENCE:

- Cr David Morrell (Shire President) (pursuant to Council Resolution No. 050317)
- Cr Mark Allen (pursuant to Council Resolution No. 060317)
- Cr Yasmin Bartlett (pursuant to Council Resolution No. 020217)
- Cr Clem Wright (pursuant to Council Resolution No. 070317)

ABSENT:

VISITORS:

- Members of the public in attendance at the commencement of the meeting: 9
- Members of the press in attendance at the commencement of the meeting: 1

DECLARATIONS OF INTEREST:

Name	Item No	Interest	Nature
Cr Whooley	8.4.2	Impartiality	Cr Whooley has worked with C. Venkatachalam and B. Wong is the father of his son's girlfriend who are both nominees.
Cr Lewis	8.4.2	Impartiality	Cr Lewis is the Vice President for Riding with the Disabled.

**3. ANNOUNCEMENTS BY THE PERSON PRESIDING**

Nil

#### **4. PUBLIC QUESTION TIME**

##### **4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

##### **4.2 PUBLIC QUESTIONS**

In accordance with Section 5.24 of the Local Government Act 1995, Council conducts a public question time to enable members of the public to address Council or ask questions of Council. The procedure for public question time can be found on the wall near the entrance to the Council Chambers or can be downloaded from our website at <http://www.denmark.wa.gov.au/council-meetings>.

Questions from the public are invited and welcomed at this point of the Agenda.

In accordance with clause 3.2 (2) & (3) of the Shire of Denmark Standing Orders Local Law, a second Public Question Time will be held, if required and the meeting is not concluded prior, at approximately 6.00pm.

##### Questions from the Public

##### **4.2.1 Mr Brian Humphries – Dam at Hazelvale Road**

Mr Humphries asked three questions in relation to a dam on Hazelvale Road.

1. Did the extensions to the existing dams require a separate development approval?
2. Did the sedimentation ponds require a separate development approval and how will clean water be discharged to the watercourse?
3. Should contractors be held responsible if they undertook works when a development approval had not been issued?

*The Chief Executive Officer said these questions would be taken on notice and responded to in writing.*

##### **4.3 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

##### **4.4 PRESENTATIONS, DEPUTATIONS & PETITIONS**

In accordance with Section 5.24 of the Local Government Act 1995, Sections 5, 6 and 7 of the Local Government (Administration) Regulations and section 3.3 and 3.13 of the Shire of Denmark Standing Orders Local Law, the procedure for persons seeking a deputation and for the Presiding Officer of a Council Meeting dealing with Presentations, Deputations and Petitions shall be as per Council Policy P040118 which can be downloaded from Council's website at <http://www.denmark.wa.gov.au/council-meetings>.

In summary however, prior approval of the Presiding Person is required and deputations should be for no longer than 15 minutes and by a maximum of two persons addressing the Council.

Nil.

#### **5. APPLICATIONS FOR FUTURE LEAVE OF ABSENCE**

A Council may, by resolution, grant leave of absence, to a member, for future meetings.

**6. CONFIRMATION OF MINUTES**

**6.1 ORDINARY COUNCIL MEETING**

OFFICER RECOMMENDATION	ITEM 6.1
MOVED: CR CARON	SECONDED: CR PHILLIPS
That the minutes of the Ordinary Meeting of Council held on the 21 March 2017 be confirmed as a true and correct record of the proceedings.	
CARRIED UNANIMOUSLY:5/0	

**6.2 SPECIAL COUNCIL MEETING**

OFFICER RECOMMENDATION	ITEM 6.2
MOVED: CR WHOOLEY	SECONDED: CR PHILLIPS
That the minutes of the Special Meeting of Council held on 28 March 2017 be confirmed as a true and correct record of the proceedings.	
CARRIED UNANIMOUSLY: 5/0	

**6.3 STRATEGIC BRIEFING NOTES**

OFFICER RECOMMENDATION	ITEM 6.3
MOVED: CR CARON	SECONDED: CR WHOOLEY
That the Notes from the Strategic Briefing held on 21 March 2017 be received.	
CARRIED UNANIMOUSLY: 5/0	

**7. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**8. REPORTS OF OFFICERS**

**8.1 Director of Planning & Sustainability**  
Nil

**8.2 Director of Community & Regulatory Services**  
Nil

**8.3 Director of Infrastructure Services**  
Nil

**8.4 Director of Finance & Administration**

<b>8.4.1 FINANCIAL STATEMENT FOR THE MONTH ENDING 28 FEBRUARY 2017</b>
------------------------------------------------------------------------

<b>File Ref:</b>	FIN.1
<b>Applicant / Proponent:</b>	Not applicable
<b>Subject Land / Locality:</b>	Denmark
<b>Disclosure of Officer Interest:</b>	Nil
<b>Date:</b>	4 April 2017
<b>Author:</b>	Steve Broad, Accountant
<b>Authorising Officer:</b>	Cary Green, Director of Finance & Administration
<b>Attachments:</b>	8.4.1 – February Monthly Financial Report

**Summary:**

It is a requirement of the Local Government Act 1995 that monthly and quarterly financial statements are presented to Council, in order to allow for proper control of the Shire’s finances. In addition, Council is required to review the Municipal Budget on a six monthly basis to ensure that income and expenditure is in keeping with budget forecasts. It should be noted that the budget is monitored on a monthly basis in addition to the requirement for a half yearly review.

The attached financial statements and supporting information are presented for the consideration of Elected Members. Council staff welcome enquiries in regard to the information contained within these reports.

**Background:**

In order to prepare the attached financial statements, the following reconciliations and financial procedures have been completed and verified;

- Reconciliation of all bank accounts.
- Reconciliation of the Rates Book, including outstanding debtors and the raising of interim rates.
- Reconciliation of all assets and liabilities, including payroll, taxation and postal services.
- Reconciliation of the Sundry Debtors and Creditors Ledger.
- Reconciliation of the Stock Ledger.
- Completion of all Works Costing transactions, including allocation of costs from the Ledger to the various works chart of accounts.

**Consultation:**

Nil

**Statutory Obligations:**

Local Government Act 1995 Section 5.25 (1)  
Local Government (Financial Management) Regulations 1996

The attached statements are prepared in accordance with the requirements of the Local Government Act 1995.

**Policy Implications:**

Policy P040222 - Material Variances in Budget and Actual Expenditure, relates

*For the purposes of Local Government (Financial Management) Regulation 34 regarding levels of variances for financial reporting, Council adopt a variance of 10% or greater of the annual budget for each program area in the budget, as a level that requires an explanation or report, with a minimum dollar variance of \$10,000.*

*The material variance is calculated by comparing budget estimates to the end of month actual amounts of expenditure, revenue and income to the end of the month to which the financial statement relates.*

*This same figure is also to be used in the Annual Budget Review to be undertaken after the first six months of the financial year to assess how the budget has progressed and to estimate the end of the financial year position.*

*A second tier reporting approach shall be a variance of 10% or greater of the annual budget estimates to the end of the month to which the report refers for each General Ledger/Job Account in the budget, as a level that requires an explanation, with a minimum dollar variance of \$10,000.*

**Budget / Financial Implications:**

There are no significant trends or issues to be reported.

**Strategic & Corporate Plan Implications:**

The report and officer recommendation is consistent with Council's adopted Strategic Plan Objectives and Goals and the Corporate Business Plan Actions and Projects in the following specific ways:

*Governance Objective: The Shire of Denmark provides renowned leadership in sustainability, is effective with both its consultation with its people and its management of its assets, and provides transparent and fiscally responsible decision making.*

**Sustainability Implications:**

➤ **Governance:**

There are no known significant governance considerations relating to the report or officer recommendation.

➤ **Environmental:**

There are no known significant environmental implications relating to the report or officer recommendation.

➤ **Economic:**

There are no known significant economic implications relating to the report or officer recommendation.

➤ **Social:**

There are no known significant social considerations relating to the report or officer recommendation.

➤ **Risk:**

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Not meeting Statutory Compliance	Rare (1)	Moderate (3)	Low (1-4)	Failure to meet Statutory, Regulatory or Compliance Requirements	Accept Officer Recommendation
Financial mismanagement and/or Budget overruns.	Rare (1)	Moderate (3)	Low (1-4)	Inadequate Financial, Accounting or Business Acumen	Control through robust systems with internal controls and appropriate reporting mechanisms

**Comment/Conclusion:**

As at 28 February 2017 total cash funds held total \$13,881,412 (Note 4).

Shire Trust Funds total \$192,636 with the amount of \$176,734 invested for 180 days with the National Bank, maturing 16 June 2017 at the quoted rate of 2.60%.

Reserve Funds (restricted) total \$10,312,426 and \$7,022,571 has been placed on investment for 30 days with the Western Australian Treasury Corporation at the quoted rate of 1.45% and \$2,919,111 has been invested with the National Bank, maturing 28 May 2017 at the quoted rate of 2.50%.

Municipal Funds (unrestricted) total \$3,376,350 with the amount of \$2,550,475 invested with the National Bank, maturing on various dates up to the 26 March 2017 at an average rate of 2.28% (refer note 4 for detail).

Key Financial Indicators at a Glance

The following comments and/or statements provide a brief summary of major financial/budget indicators and are included to assist in the interpretation and understanding of the attached Financial Statements.

- Taking into consideration the adopted Municipal Budget and subsequent mid- year budget review amendments identified (Note 5), the 30 June 2017 end of year position is estimated to be \$0 as per budget projections (Statement of Financial Activity).
- Operating revenue and expenditure is slightly lower than that predicted for 28 February 2017 (Statement of Financial Activity).
- Rates Collection percentage of 89.38% is in keeping with historical collection rates (Note 6).
- The 2016/17 Capital Works Program is 44.81% complete utilising actual year to date figures and total committed cost is 50.95% at 28 February 2017 (Note 12).
- Various transfers to and from Reserve Funds have been made for 2016/17 with the exception of the Parry Beach Camp Ground Reserve as the final transfer amount will not be available until June 2017, depending on specific projects to which these transfers relate.
- Salaries and Wages expenditure is in keeping with budget estimates (not reported specifically in Financial Statement).



Budget Amendments and Variances (Note 5 and 5a)

As detailed in Note 5a.

**Voting Requirements:**

Simple majority.

OFFICER RECOMMENDATION	ITEM 8.4.1
MOVED: CR WHOOLEY	SECONDED: CR CARON
That with respect to Financial Statements for the month ending February 2017, Council;	
1. Receive the Financial Reports, incorporating the Statement of Financial Activity and other supporting documentation.	
2. Endorse the Accounts for Payment for February 2017 as listed.	
CARRIED UNANIMOUSLY: 5/0	

**8.4.2 APPOINTMENT OF COMMUNITY MEMBERS TO THE SPORT AND RECREATION PLAN WORKING GROUP**

<b>File Ref:</b>	A3035
<b>Applicant / Proponent:</b>	Shire of Denmark
<b>Subject Land / Locality:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	Nil
<b>Date:</b>	7 April 2017
<b>Author:</b>	Damian Schwarzbach, Manager of Recreation & Youth Services
<b>Authorising Officer:</b>	Cary Green, Director of Finance & Administration
<b>Attachments:</b>	8.4.2a – Terms of Reference 8.4.2b – Community member nominations

**Summary:**

Council are requested to appoint three (3) community members to the Shire of Denmark Sport and Recreation Plan Working Group.

**Background:**

At the 21 February 2017 Ordinary Meeting of Council, Council resolved the following (Resolution No: 090217)

*That with respect to the Shire of Denmark Sport and Recreation Plan, Council:*

1. *Accept the Department of Sport and Recreation CSRFF small grant for \$13,927*
2. *Endorse the Terms of Reference in Attachment 8.4.2*
3. *Establish a Shire of Denmark Sport and Recreation Plan Working Group in accordance with the Terms of Reference in Attachment 8.4.2*
4. *Nominate Councillor Lewis and Councillor Allen to the Working Group and Councillor Bartlett as a Proxy Member*
5. *Invite the McLean Park User Group to nominate their representative*
6. *Invite the Department of education to nominate their representative*
7. *Invite the Department of Sport and Recreation to nominate their representative*
8. *Advertise for a minimum of 14 days seeking three (3) community members to serve on the Working Group.*

Membership of the Working Group will include a total of 11 members comprising;

- Cr Lewis and Cr Allen (voting rights)
- Consultant (no voting rights)
- Director of Finance and Administration (voting rights)
- Manager of Recreation and Youth Services (voting rights)

- McClean Park User Group Representative (voting rights)
- Representative from the Department of Education (voting rights)
- Representative from the Department of Sport and Recreation (no voting rights)
- 3 x Community Representatives (voting rights)

**Consultation:**

The Officer has considered the requirement for consultation and/or engagement with persons or organisations that may be unduly affected by the proposal and considered Council's Community Engagement Policy P040123 and the associated Framework.

The formation of the Shire of Denmark Sport and Recreation Plan Working Group will allow consultation with representatives of the community and relevant stakeholders. The scope of works for the external consultant will include a detailed consultation strategy.

Vacancies for Community representatives were advertised for a minimum period of 14 days in the Denmark Bulletin, on the Shire website and notice boards with selection and appointment to be made by Council. After the public advertising period, five (5) nominations were received.

Below is a list of the community member nominations received.

- Mark Blowers
- Christine Venkatachalam
- Katy Pierce
- Daniel Robson
- Bernie Wong

**Statutory Obligations:**

There are no known statutory obligations.

**Policy Implications:**

The Shire's Organisation Procedure OP040105: Project Management or Working Groups of Committees establishes the need for Working Groups and requirements of the Presiding Member as per the following:

*"This procedure applies whenever the Council or a Council Officer determines that a Project Management Group (PMG) or Working Groups (WG) is desired to establish or oversee a consultancy or project wherever such a group has one or more elected members on that group.*

*To maximise the probability of Council support for the recommendations or outcomes of a consultancy project, officers that create or setup a PMG or WG, Steering Committee or Working Group, are to ensure that wherever such a group has one or more elected members on that group, that an elected member is appointed as the Chair. Under no circumstances should an officer of the Council be in a position of Chair.*

*Minutes or notes of agreed outcomes and attendances of these groups should always be taken by a Council Officer and retained on file."*

**Budget / Financial Implications:**

There are no known financial implications upon either the Council's current Budget or Long term Financial Plan in accepting community nominations to the Working Group.

**Strategic & Corporate Plan Implications:**

The report and officer recommendation is consistent with Council's adopted Strategic Plan Objectives and Goals and the Corporate Business Plan Actions and Projects in the following specific ways:

### Strategic Community Plan

*Recreation: ...monitor all forms of recreational and cultural facilities and services, and take careful account of the level of community support for those in determining the improvements or new facilities to be supported together with their relative contribution to personal and community well-being.*

*SOCIAL OBJECTIVE - Denmark's communities, people and places are connected and creative, vibrant and dynamic, healthy and safe.*

*Youth: ...encourage opportunities, employment and facilities for young people, and aims to involve them in decisions made within the community.*

*Funding: ...be fiscally responsible and seek to develop both safe income generating assets and the maximisation of external funding.*

*GOVERNANCE OBJECTIVE: The Shire of Denmark provides renowned leadership in sustainability, is effective with both its consultation with its people and its management of its assets, and provides transparent and fiscally responsible decision making.*

### Corporate Business Plan

1.10.22 *Review and develop a revised conceptual Master Plan for the McLean Oval.*

4.4.6 *Support strategic alliances, community groups, stakeholder forums and advisory committees that assist the Shire in policy development and service planning.*

#### **Sustainability Implications:**

##### ➤ **Governance:**

There are no known significant governance considerations relating to the report or officer recommendation.

##### ➤ **Environmental:**

There are no known significant environmental implications relating to the report or officer recommendation.

##### ➤ **Economic:**

Implementation of the final Sport and Recreation Plan's recommendations may require future allocation in Council's Municipal Budget and/or external funds obtained through grants.

##### > **Social:**

Council has recognised the significant community value of organised competitive sport and less formal passive and active recreational activities.

The positive social interaction between members, as well as the health benefits derived from the physical exercise of active participation in sport and recreation result in a sense of personal well-being / good health in each member and, collectively, within the community.

Community members on Council Working Groups provide an important 'community' perspective on Council functions, service provisions and strategic direction and an additional conduit between the Council and the community.

➤ **Risk:**

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council not appoint community members to the Working Group	Rare (1)	Minor (2)	Low (1-4)	Not Meeting Community expectations	Accept Officer Recommendation

**Comment/Conclusion:**

Cr Lewis, the Director of Finance and Administration and the Manager Recreation and Youth Services met to review the nominations received, in order to provide Council with their recommendation of the three community members for the working group.

The recommendation of community members to Council was made with the following objectives in mind;

- Background in structured sport e.g. Committee member of club, active involvement in community sporting groups;
- Interest in non-structured activities e.g. Walking, Mountain Bike riding, surfing etc;
- Overall view of planning for facilities and services to meet the needs of the community into the future.

Copies of the nominations are attached (refer Attachment 8.4.2b).

**Voting Requirements:**

Simple majority.

*Cr Whooley declared that he has worked with C. Venkatachalam and that B. Wong is the father of his son's girlfriend and as a consequence there may be a perception that his impartiality on this matter may be affected. Cr Lewis declared that she is the Vice President for Riding for the Disabled and as a consequence there may be a perception that her impartiality on this matter may be affected. Cr Whooley and Cr Lewis declared that they will consider this matter on its merits and vote accordingly.*

OFFICER RECOMMENDATION	ITEM 8.4.2
MOVED: CR LEWIS	SECONDED: CR CARON
That with respect to the Shire of Denmark Sport and Recreation Plan Working Group, Council appoint the following community members;	
<ol style="list-style-type: none"> <li>1. Bernie Wong</li> <li>2. Dan Robson</li> <li>3. Katy Pierce</li> </ol>	
CARRIED UNANIMOUSLY: 5/0	

## 8.5 Chief Executive Officer

### 8.5.1 APPOINTMENT OF ELECTED MEMBERS TO THE LOWER GREAT SOUTHERN ALLIANCE

<b>File Ref:</b>	LGSA
<b>Applicant / Proponent:</b>	Not applicable
<b>Subject Land / Locality:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	Nil
<b>Date:</b>	7 April 2017
<b>Author:</b>	Bill Parker, Chief Executive Officer
<b>Authorising Officer:</b>	Bill Parker, Chief Executive Officer
<b>Attachments:</b>	Nil

#### **Summary:**

The Shire of Denmark is requested to appoint three (3) representatives, plus a proxy delegate, to the Lower Great Southern Alliance (LGSA). It is requested that Council appoint the Shire President, two Councillors and a proxy delegate.

The functionality of this structure will be reviewed in October 2017 in line with the Local Government Elections and the number of representatives could be reduced if it is considered appropriate at that time.

#### **Background:**

Representation for each local government participating in the Lower Great Southern Alliance has previously consisted of the Mayor or Shire President.

#### **Consultation:**

The Officer has considered the requirement for consultation and/or engagement with persons or organisations that may be unduly affected by the proposal and considered Council's Community Engagement Policy P040123 and the associated Framework and believes that no additional external/internal engagement or consultation is required.

#### **Statutory Obligations:**

An absolute majority is required pursuant to section 5.10 (1) of the Local Government Act 1995.

#### **Policy Implications:**

There are no policy implications.

#### **Budget / Financial Implications:**

Council will be responsible for the cost of travel and accommodation (if required), noting the meetings are all held in the local regional area. Each local government is responsible for catering costs (when required) when the meetings are held at their respective location.

#### **Strategic & Corporate Plan Implications:**

The report and officer recommendation is consistent with Council's adopted Strategic Plan Objectives and Goals and the Corporate Business Plan Actions and Projects in the following specific ways:

#### Strategic Community Plan

*ECONOMIC OBJECTIVE - Denmark's economy is diverse and vibrant - its primary industries of tourism and agriculture rely on and enjoy natural and other assets that are sensibly managed and promoted.*

*GOVERNANCE GOAL - Co-operation & Community Input: ...acknowledge that it also has a regional role, and endeavours to work collaboratively with neighbouring local governments, the State Government and external organisations, whilst remaining responsive to the voice of its own community.*

**Corporate Business Plan**

- 3.7.6 *Finalise the Destination Marketing Strategy and Tourism Development Strategy in partnership with Alliance Partners and relevant tourism bodies.*
- 4.4.1 *Actively work with neighbouring Councils on a regional approach to relevant Local Government issues.*
- 4.4.3 *Liaise with neighbouring Councils and appropriate Government departments on the development of a Regional Economic Development Strategy.*

**Sustainability Implications:**

➤ **Governance:**

There are no known significant governance considerations relating to the report or officer recommendation.

➤ **Environmental:**

There are no known significant environmental implications relating to the report or officer recommendation.

➤ **Economic:**

There are no known significant economic implications relating to the report or officer recommendation.

➤ **Social:**

There are no known significant social considerations relating to the report or officer recommendation.

➤ **Risk:**

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
That Council not appoint representatives.	Unlikely (2)	Moderate (3)	Moderate (5-9)	Inadequate Engagement - Community / Stakeholders / Crs	Accept Officer Recommendation

**Comment/Conclusion:**

The LGSA is an alliance of the City of Albany, and Shires of Denmark and Plantagenet developed under a Memorandum of Understanding in July 2015.

Recognising the need for formalisation, a strategic planning and governance process commenced in February 2017 and is almost complete.

The change in the representation of partners has been proposed for the interim to increase transparency for our partner members until the process is duly formalised.

Consultation sessions involving Elected Members of participating local governments have provided the basis for the direction and structure being developed.

The final full governance and strategy documentation for the LGSA will be submitted to a future Council meeting for endorsement.

**Voting Requirements:**

Absolute majority.

OFFICER RECOMMENDATION	ITEM 8.5.1
MOVED: CR CARON	SECONDED: CR PHILLIPS
That Council appoint the following Council Delegates to represent the Shire of Denmark on the Lower Great Southern Alliance;	
Shire President, Cr David Morrell (Delegate)	
Councillor, Jan Lewis (Delegate)	
Councillor, Peter Caron (Delegate)	
Councillor, Rob Whooley (Proxy Delegate)	
CARRIED UNANIMOUSLY: 5/0	

**8.5.2 LOWER GREAT SOUTHERN GROWTH PLAN PARTNERSHIP – MEMORANDUM OF UNDERSTANDING**

<b>File Ref:</b>	LGSA
<b>Applicant / Proponent:</b>	Lower Great Southern Alliance
<b>Subject Land / Locality:</b>	Not applicable
<b>Disclosure of Officer Interest:</b>	Nil
<b>Date:</b>	7 April 2017
<b>Author:</b>	Bill Parker, Chief Executive Officer
<b>Authorising Officer:</b>	Bill Parker, Chief Executive Officer
<b>Attachments:</b>	8.5.2 – Memorandum of Understanding

**Summary:**

Albany has been selected as one of five regional cities participating in Stage 2 of the Regional Centres Development Plan (RCDP) process. Albany has extended an invitation to the Alliance partners (Shires of Denmark and Plantagenet) to participate in the process of ‘growing’ economic development in the Alliance area.

To commence this process, Council is being asked to endorse a Memorandum of Understanding and authorise the Shire President and Chief Executive Officer to execute the relevant documentation.

**Background:**

The State Planning Strategy 2050 sets out Western Australia’s network of regional centres and sub-regional centres. The RCDP Framework addresses the 20 centres in the network that are recognised and supported through the Regional Centres, SuperTowns and Pilbara Cities initiatives as the most strategically important to the State’s economy and regional communities.

The RCDP Program was developed by the State Government to realise the economic potential and create a flourishing community in Western Australia’s strategic regional centres. The RCDP establishes strategic economic partnerships known as Growth Plan Partnerships (GPP) and supports the preparation of economic development plans known as Growth Plans.

The regional centres under the Regional Centres and Pilbara Cities initiatives are Albany, Bunbury, Busselton, Broome, Carnarvon, Geraldton, Kalgoorlie, Karratha, Kununurra, Mandurah and Port Hedland. The sub-regional centres under the SuperTowns initiative are Boddington, Collie, Esperance, Jurien Bay, Katanning, Manjimup, Margaret River, Morawa and Northam.

Albany has been selected as one of five regional cities participating in Stage 2 of the RCDP process. In December 2016, funding of \$8.5 million was announced to commence round two of the RCDP Program, with the allocation being shared between Albany, Busselton, Kununurra, Mandurah and Carnarvon to complete a strategic plan for industry development and investment attraction.

Albany has extended an invitation to the Alliance partners (Denmark and Plantagenet) to participate in the process of developing and implementing a plan for the Alliance area. A Growth Plan is a regional centre level socio-economic development strategy that aims to;

1. Strengthen the strategic position of a centre;
2. Enable effective partnerships between the private and public sectors;
3. Respond innovatively to challenges; and
4. Translate visions and aspirations into investment, jobs and prosperity.

Growth Plans are therefore not just a set of documents, but a coordinated set of partnerships, aligned plans and strategic actions that will enable long run development and encourage the attraction of investment.

**Consultation:**

The Officer has considered the requirement for consultation and/or engagement with persons or organisations that may be unduly affected by the proposal and considered Council’s Community Engagement Policy P040123 and the associated Framework and believes that no additional external/internal engagement or consultation is required. Consultation will occur when the plan is being developed.

**Statutory Obligations:**

There are no statutory obligations associated with this item however the development of the Growth Plan is aligned to the key strategy of guiding regional development. The development of the Growth Plan has a strong relationship with the Shire’s Strategic Community Plan that is currently being reviewed.

Figure 1 - Key strategies guiding regional development





**Policy Implications:**

There are no policy implications.

**Budget / Financial Implications:**

There are no known financial implications upon either the Council's current Budget or Long Term Financial Plan. The program is fully funded by the State Government.

**Strategic & Corporate Plan Implications:**

The report and officer recommendation is consistent with Council's adopted Strategic Plan Objectives and Goals and the Corporate Business Plan Actions and Projects in the following specific ways:

Strategic Community Plan

*Economic Objective - Denmark's economy is diverse and vibrant - its primary industries of tourism and agriculture rely on and enjoy natural and other assets that are sensibly managed and promoted.*

Employment: Participation through the MOU in the Growth Plan procedure will support the identification of the key economic drivers and make provision for the development, implementation and advocating for policies that will provide and assist viable and acceptable employment opportunities for residents and ratepayers.

Corporate Business Plan

3.3.1 *Promote the district as a successful business destination and encourage business development.*

3.3.6 *Facilitate the attraction of value adding and compatible new industries to the region.*

**Sustainability Implications:**➤ **Governance:**

The MOU outlines the roles and responsibilities of all signatories involved in this collaboration. The Shire President will represent the interests of the Shire of Denmark on the Growth Plan Partnership and the CEO will have a position on the Project Control group.

➤ **Environmental:**

There are no known significant environmental implications relating to the report or officer recommendation.

➤ **Economic:**

The development of the growth plan is essentially the development of an Economic Development Strategy. Once implemented, the plan will facilitate economic development within the region.

➤ **Social:**

There are no known significant social considerations relating to the report or officer recommendation.

➤ **Risk:**

Note: The MOU is not intended to be a legal document. It is an administrative document that seeks to ensure mutually beneficial working arrangements and to clarify the relationship between the parties to this MOU in view of their responsibilities under the Local Government Act 1995 and other relevant legislation.

Risk	Risk Likelihood (based on history and with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Reputational risk may result if the MOU is not supported.	Unlikely (2)	Minor (2)	Low (1-4)	Inadequate Engagement - Community / Stakeholders / Crs	Accept Officer Recommendation.

**Comment/Conclusion:**

It is recommended the Officer’s recommendation is supported.

**Voting Requirements:**

Simple majority.

OFFICER RECOMMENDATION	ITEM 8.5.2
MOVED: CR CARON	SECONDED: CR LEWIS
That Council endorse the Lower Great Southern Growth Plan Partnership Memorandum of Understanding, as presented in attachment 8.5.2, and authorise the Shire President and Chief Executive Officer to execute the Memorandum of Understanding.	
CARRIED UNANIMOUSLY: 5/0	

**9. COMMITTEE REPORTS & RECOMMENDATIONS**

Nil

**10. MATTERS BEHIND CLOSED DOORS**

Nil

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

**12. CLOSURE OF MEETING**

4.35pm – *There being no further business to discuss the Deputy Shire President, Cr Gearon, declared the meeting closed.*

The Chief Executive Officer recommends the endorsement of these minutes at the next meeting.

Signed: \_\_\_\_\_  
*Bill Parker – Chief Executive Officer*

Date: \_\_\_\_\_

These minutes were confirmed at a meeting on the \_\_\_\_\_.

Signed: \_\_\_\_\_  
*(Presiding Person at the meeting at which the minutes were confirmed.)*