



# APPENDICES

## ORDINARY

### COUNCIL MEETING

To Be Held

Wednesday, 25 November 2020  
Commencing at 5.00pm

At

Shire of Dardanup  
ADMINISTRATION CENTRE EATON  
1 Council Drive - EATON

This document is available in alternative formats such as:  
~ Large Print  
~ Electronic Format [disk or emailed]  
Upon request.



RISK ASSESSMENT TOOL									
OVERALL RISK EVENT:		Perth Wildcats preseason game request							
RISK THEME PROFILE:		10 - Management of Facilities, Venues and Events							
RISK ASSESSMENT CONTEXT:		Operational							
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING	
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Failure to sell tickets and café items, resulting in a greater loss.	Minor (2)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Rejection of offer could lead to fractured relationship with Perth Wildcats and a loss of marketing potential.	Minor (2)	Possible (3)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.

# (Appendix ORD: 12.1B)

5th November 2020

Mr Wills Pomare  
Eaton Recreation Centre  
18 Recreation Drive  
Eaton, WA, 6232



INSPIRE & ENTERTAIN  
THROUGH EXCELLENCE

📍 Bendat Basketball Centre  
201 Underwood Ave,  
Floreat WA 6014

✉️ PO Box 455,  
Wembley WA 6913

☎️ (08) 6272 0777

✉️ wildcats@wildcats.com.au

🌐 wildcats.com.au

**34 Consecutive Finals**

**NBL CHAMPIONS**

'90 '91 '95 '00 '10

'14 '16 '17 '19 '20

Dear Wills,

The Perth Wildcats would formally like to request the support of Shire of Dardanup to host an NBL pre-season fixture at Eaton Recreation Centre on a date to be confirmed somewhere between the dates of 14<sup>th</sup> December – 20<sup>th</sup> December 2020, with our preference being Friday the 18<sup>th</sup> December.

We have previously held NBL pre-season fixtures in regional centres including Waroona, Bunbury, Margaret River and Geraldton and feel that hosting a pre-season game in Eaton will attract strong support from the local community and surrounding regions.

In order for us to make the exercise financially viable, we are requesting financial support in the amount of \$20,000 plus GST. In addition to this payment, we will also require the following to be provided at no cost:

- Venue hire and venue running costs
- Event staff (equipment and seating setup & pack down, ticketing, security, concession outlets, parking attendants and cleaning)
- Game equipment including technical support (audio system, shot clocks and scoreboard)
- Three change rooms – one per team plus one for the referees
- One whiteboard in each team change room
- Up to thirteen trestle tables
- 50 general admission tickets and 30 courtside VIP tickets (or alternate VIP tickets)
- Five VIP reserved parking bays
- Eskies and ice as required by teams and game night staff
- The ability for Perth Wildcats to set up and sell merchandise and memberships
- Sandwich platters for both teams and referees
- 50 Gatorade and 4 cartons of water

The Shire of Dardanup will be responsible for all ticket sales and as such will receive all ticket revenue. The Shire of Dardanup will also be entitled to all revenue derived from food and beverage sales. It is recommended that tickets are sold as general admission for a price of \$15.00 per ticket and courtside seating at \$35.00 per ticket.



# (Appendix ORD: 12.1B)

The Perth Wildcats will oversee and be responsible for the following:

- Artwork and promotional material
- Social media and website advertising
- Posters and flyers to advertise at the venue prior to the event
- All travel costs – transport, accommodation, meals, uniforms and staff/player wages
- The official running of the game including game day operations and production
- Game MC, DJ, statisticians, scorers and referees
- Post-game team signing session

We are currently looking to play games in two regional areas of Western Australia during the time periods indicated and already have a commitment from the Adelaide 36er's to be our opponent for the tour.

The Perth Wildcats would value a relationship with the Shire of Dardanup and would be available at your earliest convenience to discuss this further in detail.

I look forward to hearing from you.

Kind Regards,



Anthony Radich  
GM Commercial



INSPIRE & ENTERTAIN  
THROUGH EXCELLENCE

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**34 Consecutive Finals**

**NBL CHAMPIONS**

'90 '91 '95 '00 '10

'14 '16 '17 '19 '20

Perth Wildcats 2017 pre-season fixture layout at Eaton Recreation Centre



RISK ASSESSMENT TOOL									
<b>OVERALL RISK EVENT:</b> Lease – 35 Martin Pelusey Road – Mr Mark Barnes <b>RISK THEME PROFILE:</b> 3 - Failure to Fulfil Compliance Requirements (Statutory, Regulatory) 10 - Management of Facilities, Venues and Events <b>RISK ASSESSMENT CONTEXT:</b> Operational									
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING	
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	Failing to formalise a lease agreement could lead to legal implications Council would be seen in a negative light if we failed to meet our contractual and legislative requirements.	Minor (2)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.

RISK ASSESSMENT TOOL									
<b>OVERALL RISK EVENT:</b> Eaton Boomers- Business Plan- Extension of Time									
<b>RISK THEME PROFILE:</b>		6 - Engagement Practices							
3 - Failure to Fulfil Compliance Requirements (Statutory, Regulatory)									
10 - Management of Facilities, Venues and Events									
<b>RISK ASSESSMENT CONTEXT:</b> Operational									
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD		
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Potential risk to the Club should the club be unable to trade and/or comply with the relevant lease requirements.	Minor (2)	Possible (3)	Moderate (5 - 11)	Not required	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	Potential risk of EBFC non-compliance with Lease Agreement.	Moderate (3)	Possible (3)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Potential risk to the Shire and Club reputation should the club be unable to trade and/or comply with the relevant lease requirements.	Moderate (3)	Possible (3)	Moderate (5 - 11)	Not required	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.



Department of  
**Local Government, Sport  
and Cultural Industries**

Our ref GR-04-00000321  
Enquiries Kent Burton  
Phone (08) 9492 9759  
Email Kent.Burton@dlgsc.wa.gov.au

Mr Andre Schonfeldt  
Chief Executive Officer  
Shire of Dardanup  
PO Box 7016  
EATON WA

Dear Mr Schonfeldt

## **COMMUNITY SPORTING AND RECREATION FACILITIES FUND (CSRFF) OUTCOMES OF APPLICATIONS FOR FUNDING – JULY 2020 SMALL GRANTS ROUND**

I wish to inform you of the outcomes of applications for funding through CSRFF from organisations located within your municipality. Details relating to all applications are outlined below:

<b>Organisation Name</b>	<b>Project Description</b>	<b>Grant approved</b>
Shire of Dardanup	Construction of Eaton pump track	\$20,000

The Department of Local Government, Sport and Cultural Industries (DLGSC) will forward details relating to the conditions of funding and procedures for grant acceptance to all successful applicants. Unsuccessful applicants are encouraged to contact their nearest DLGSC State-wide Manager to discuss the assessment of their project.

The State Government is committed to enhancing the lifestyle of all Western Australians through their participation and achievement in sport and recreation. CSRFF makes a significant contribution to the achievement of this objective.

Thank you for your involvement in the CSRFF process and your Council's commitment to the provision of quality infrastructure for sport and recreation. I look forward to continuing the development of our partnership in the future.

Yours sincerely

**Lisa Fanciulli**  
**Executive Director Infrastructure**

246 Vincent Street Leederville Western Australia 6007  
PO Box 329 Leederville Western Australia 6903  
Telephone 08 9492 9700 Email [info@dlgsc.wa.gov.au](mailto:info@dlgsc.wa.gov.au)  
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**RISK ASSESSMENT TOOL**

**OVERALL RISK EVENT:** Community Sport and Recreation Facilities Funding Grant Acceptance

**RISK THEME PROFILE:**

- 10 - Management of Facilities, Venues and Events
- 13 - Project/Change Management

**RISK ASSESSMENT CONTEXT:** Project

CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL		
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Project exceeds the budget and funding allocation.	Minor (2)	Possible (3)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	There is a possibility of negative public reaction if the new facilities cannot be constructed.	Moderate (3)	Possible (3)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.







RISK ASSESSMENT TOOL									
<b>OVERALL RISK EVENT:</b> Youth Advisory Group <b>RISK THEME PROFILE:</b> 6 - Engagement Practices 12 - Misconduct 14 - Safety and Security Practices <b>RISK ASSESSMENT CONTEXT:</b> Operational									
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING	
HEALTH	Failure to ensure the physical safety of YAG members	Catastrophic (5)	Rare (1)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
HEALTH	Failure to ensure the mental wellbeing of YAG members	Catastrophic (5)	Rare (1)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	Failure to ensure that all people involved directly with the YAG has a Working with Children check.	Moderate (3)	Unlikely (2)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	Failure to ensure the security and privacy of the YAG member's personal information.	Moderate (3)	Possible (3)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	The YAG representation of the Shire of Dardanup to the broader community is poor.	Minor (2)	Possible (3)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Councils representation to young people via the YAG is poor	Insignificant (1)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Council's not endorsing the recommendation to establish a YAG	Minor (2)	Rare (1)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.



CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL		
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING
REPUTATIONAL	Staff not adhering to the Shire of Dardanup Code of Conduct	Minor (2)	Rare (1)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.

# Place and Community Plan 2020-2030

## Community Engagement Summary

September 2020



### Acknowledgement

The Shire of Dardanup acknowledge the Noongar people as the traditional owners of the land upon which the Shire is situated. In doing this, we recognise and respect their continuing culture and contribution they make to the life of this region and pay our respects to their elders, past, present and emerging.

## Contents

<b>1. Introduction</b> .....	3
<b>1.1 Background</b> .....	3
<b>1.2 Purpose of Engagement</b> .....	3
<b>1.3 Purpose of the report</b> .....	3
<b>2. Community Stakeholder Meetings</b> .....	4
<b>2.1 Community Connectedness</b> .....	4
<b>2.2 Partnerships</b> .....	4
<b>2.3 Volunteering</b> .....	5
<b>3. Youth Consultation</b> .....	5
<b>3.1 Improving Transportation</b> .....	6
<b>3.2 Dedicated Youth Facilities</b> .....	6
<b>3.3 Events and Activities</b> .....	7
<b>3.4 Skate Park Development</b> .....	7
<b>3.5 Sport and Recreation</b> .....	7
<b>4. Stakeholder Meetings*</b> .....	8
<b>4.1 Total Participation</b> .....	8
<b>4.2 Demonstrated Community Need</b> .....	8
<b>4.3 Community Connection</b> .....	9
<b>5. Community Advisory Group Meeting</b> .....	9
<b>5.1 Community Connectedness</b> .....	9
<b>5.2 An Accessible and Inclusive Community</b> .....	10
<b>5.3 Engaged Youth</b> .....	10
<b>5.4 A Distinctly Dardanup Community</b> .....	11
<b>6. Vision 2050 Engagement*</b> .....	11

## 1. Introduction

### 1.1 Background

The Shire of Dardanup is developing a 10-year Place and Community Plan that aims to create positive outcomes through connecting and empowering the Shire of Dardanup community. The Plan will inform the priorities and focus areas of the Place and Community team including the programs, projects, and events held within the Shire.

On a broad level, it is envisaged that the plan will aspire to create a community that is:

1. Sustainable and resilient
2. Accessible and inclusive
3. Vibrant and connected
4. Empowered and actively engaged; and
5. Distinctly Dardanup (tourism and culture)

A review of existing plans and strategies as well as community input as outlined below and recent projects such as Dardanup 2050 and the Community Facilities Plans will aid the formation of the plan.

### 1.2 Purpose of Engagement

The purpose of the engagement was to better understand the needs, barriers, aspirations and ideas of the Shire of Dardanup community to ensure they are captured within the plan. The outcomes will help to further define the focus areas, and associated objectives and outcomes of the 10-year Place and Community Plan.

A separate and specific engagement took place with young people aged between 12-24 years within the Shire of Dardanup boundaries. This group was identified as under-engaged with little to no engagement with the Shire over the past five years. Additionally, young people have different channels and methods to be effectively reached. The data collected will inform the plan, while providing a starting point for the building relationships between young people and the Shire.

### 1.3 Purpose of the report

This report has been prepared to summarise the meetings with stakeholders and community groups, along with the results collected from the youth consultation survey and workshops. Large parts of this report comprise the exact words written by participants in this process, collated into like themes and ideas.

## 2. Community Stakeholder Meetings

A series of meetings were arranged with groups of key stakeholders with a focus on community groups, associations and businesses.

The meetings were held over a three month period with stakeholders invited from a broad range of local groups and organisations.

- Chair Yoga attendees (Dardanup)
- Dardanup Knits and Knots Group
- Eaton Senior Citizens
- Eaton Family Centre
- Bethanie Aged Care Home
- Eaton Lions
- Dardanup Lions
- Crooked Brook Forest Association
- Leschenault Scouts
- Dardanup Playgroup

Key themes that were discussed with stakeholders are presented in this section.

### 2.1 Community Connectedness

Stakeholders identified a need to increase the community connectedness through events, activities and projects. This included programs and events for youth as outlined in section 3.3, along with events for families and children that are inclusive of the entire community.

It was highlighted specifically that more programs and activities were required for the senior members of the community as they are often at high risk of social isolation. Some activities included an intergenerational letter writing program, seniors mixed netball, a walking group and exercise programs.

It was raised that a community services directory of local businesses would assist community members getting to know people in their community while supporting local businesses.

### 2.2 Partnerships

A strong theme in the stakeholder meetings was the opportunity for community groups and services to partner with the Shire of Dardanup to deliver events, programs and projects that may have shared objectives and outcomes.

Suggestions from stakeholders included utilising Crooked Brook Forest for events and activities by partnering with the Leschenault Scouts to deliver programing for children and families during the school holidays.

There was also discussion surrounding a partnership between the Shire of Dardanup and Headspace Bunbury to increase the awareness of mental health services for young people in the community. Along with a partnership with Investing in Our Youth to deliver ongoing life skills workshops to youth to prepare them for adulthood.

## **2.3 Volunteering**

A number of stakeholders identified the need to get young people volunteering in clubs and groups to assist in membership retention and to increase their active participation in the community. It was discussed that having young people would assist with providing new and fresh ideas to the clubs and groups, along with providing opportunity for young people to learn lifelong skills from older members.

Supporting this, stakeholders suggested a few ideas on how they may be able to attract younger members including building relationships with young people through attending youth events, making membership more appealing and possible mentor programs with members and young people in the community.

## **3. Youth Consultation**

The Shire of Dardanup delivered a youth consultation over a six week period via a survey and ideas wall on Social Pinpoint along with workshops called 'Pizza Arvos' presented to young people in Burekup, Dardanup and Eaton. During the consultation period, 60 surveys were completed, five ideas were left on the ideas wall and 48 young people attended the workshops.

In addition to the survey and workshops, the Shire also met with a board range of youth related stakeholders over a three month period.

- City of Bunbury Youth Officer
- Shire of Augusta Margaret River Youth Trainee
- City of Busselton Youth Development Supervisor
- Youth Leadership Academy Australia
- Headspace Bunbury

- Investing in Our Youth
- Shire of Capel Community Development Team
- Cassie Fry and Debbie Staub (community members)
- Bunbury Senior High School
- Eaton Community Collage

Key themes that arose throughout the youth consultation period are presented below. Further details of the findings from the Pizza Arvos and surveys are attached in Appendix A.

### **3.1 Improving Transportation**

Feedback from the survey and workshops outlined that transport (33) was one of the biggest barriers for young people, especially those located in the Burekup and Dardanup area due to no public transportation available to travel to surrounding urban areas. There was an overall desire to see a bus service running to Burekup and Dardanup during the school holiday period and on weekends.

The following points were raised by young people in the areas of Burekup and Dardanup about the lack of transportation.

- Many of the youth in their area were too young to use the bus service when the trial was run in 2018 and suggested running another trial period now they and their peers are older.
- Several young people advised that they attended school in Bunbury and felt socially isolated due to a lack of transportation options in their community and were not able to easily connect with friends.

### **3.2 Dedicated Youth Facilities**

Many young people identified the absence of facilities for youth (21) as something they did not like about living in the Shire of Dardanup. Young people advised they would like a space to hangout, connect with others and seek support from local services.

The following points were raised in regards to a youth facility.

- The Shire of Dardanup should create a public facility for young people. Young people are at a busy and overwhelming stage of their life where their emotions, relationships and life in general are changing. A youth facility would be a fantastic addition to the Shire of Dardanup as it gives the youth a place to relax and hang out, bringing out some fun and joy in their busy lives. For example, a large grassy area with things like bean bags, chairs and entertainment.

# (Appendix ORD: 12.5B)

- All the things on this wall can be coordinated and organised by creating a space for young people. They were quite common when I was a teenager and they were very effective in organising things for youth to get involved in.
- Drop in centre for young people supported by the Shire, police, schools and local community groups. Somewhere for the school age children to go have fun! Things that should be included: sport equipment, TV, video games, cooking classes, etc.

## **3.3 Events and Activities**

Every stakeholder group, along with those who completed the survey and attended the workshops provided feedback that more youth dedicated events and activities need to be provided to young people (45) in the Eaton, Burekup and Dardanup areas. Young people suggested that there was little to do in their area on the weekends and during the school holidays, which resulted in them feeling bored (10) and like there was nothing to do in their community.

Young people provided their interests along with ideas for activities, programs and events they would like to see being delivered in their community. There was a particular strong interest in developing a large youth event during Youth Week with a band, markets, skate ramps, amusements and food trucks. Other interested outside of school, study and work are listed in Appendix A.

## **3.4 Skate Park Development**

A strong theme in the workshops in Dardanup and Burekup was the need for new skate parks (46) in Burekup and Dardanup town sites. The young people that attended the sessions noted the current skate parks in Burekup and Dardanup were undesirable and in some cases damaged and outdated. When asked if they would prefer a skate park or pump track, the young expressed a skate park was preferred and their dream skate park would be similar to the one located in Boyanup.

They also advised that they would like lighting at the skate park in Dardanup so they can use the facility after nightfall during the winter months. Along with this, young people would also like to see additional seating provided at the skate parks to provide them with a place to hang out with friends who may be utilising the facility.

## **3.5 Sport and Recreation**

Sport and recreation activities were ranked the highest when young people were asked about their interests outside of school, study and work.

- 49 – Sport and fitness



- 9 – Dance
- 22 – Skateboarding/BMX/ Scooters
- 33 – Outdoor recreation

In addition to this, many young people said skate parks/BMX tracks (24) were their preferred place to hang out, along with sporting facilities (20). Young people from Eaton advised they like to hang out on weekends and during the holidays at the basketball courts located at Lofthouse Park; however, they noted that the courts are small and not sufficient for their needs (5).

During the Burekup workshop, several young people said they like the big oval, the basketball and tennis courts. There was also a similar theme across both Dardanup and Burekup in regards to the young people liking the open space (12) their communities offer.

## 4. Stakeholder Meetings\*

During the consultation period, a series of meetings were arranged with stakeholders including with agencies, State Government and funding bodies.

- LotteryWest
- Department of Culture and the Arts
- Department of Local Government, Sport and Cultural Industries
- APM Communities

Key themes that were discussed with stakeholders are presented in this section.

### 4.1 Total Participation

A key theme during these meetings was increasing the opportunity for total participation of all members of our community by improving and promoting accessibility and inclusivity. This includes accessibility for people with disability, in addition to providing services, programs and facilities that cater to, connect and celebrate gender equity, multiculturalism, aboriginal communities, and other marginalised, disadvantaged or minority groups.

### 4.2 Demonstrated Community Need

All stakeholders agreed, the community must be the driving force behind all projects, and as such all funding applications must have a clearly identified and demonstrated community need. Further to this, they advised applications must consider the *“For the community, with the community”* principal.

## 4.3 Community Connection

Another central theme discussed was creating opportunities for community connectedness, particularly in the wake of COVID-19 and the effects of isolation on our communities. There is a drive to develop and deliver local initiatives that encourage connection within communities and that actively include those that are vulnerable and/or at risk of social isolation.

## 5. Community Advisory Group Meeting

The key focus areas and strategies were presented at the Community Advisory Group on Wednesday 23 September 2020. In attendance were representatives from:

- Eaton Family Centre
- Headspace
- WA Police
- St John of God Hospital
- Bunbury Repertory Club
- Residents

The following key themes were discussed during the meeting.

### 5.1 Community Connectedness

There was an overall desire from the group to see an increase in the connectedness of the community. This included an increase in activities, projects and events that increased the opportunity for members of the community to connect with neighbours, family and friends.

Specifically, the group mentioned developing a two-way mentoring program that focuses on transferring the experiences and skill-sets of one generation to another. Other suggestions also included a volunteering event/expo with a number of organizations and community groups coming together for a “have a go” day and an annual ‘orphans’ Christmas for people isolated from their families.

In addition to this, a number of people from the group identified the need for a community directory to assist the community in locating services, businesses and agencies within the Shire.

## 5.2 An Accessible and Inclusive Community

The group identified outreach programs such as a cross generational bus service and mobile tech programs for seniors as a way to make the community more accessible and inclusive. Many elderly people or people with a disability have difficulties accessing some of the services the Shire has to offer, such as the Be Connected program, due to mobility issues or not being able to leave their homes for health reasons.

They also advised that there is opportunities for the libraries to partner with services and NGOs on educational programs surrounding access and inclusion. In addition, plans for the new library should also include private areas for people with sensory processing disorders or for other members of the community to use to access telehealth appointments and attend to confidential financial matters. One person within the group noted that free and reliable WIFI was vital to providing these services.

It was highlighted specifically that hard copy newsletters would be beneficially for seniors who do not have access to the internet to keep them up-to-date on Council matters. It was proposed that people could opt-in via the rates notice. In addition to this, the representative from Australind Police suggested including a safety article in the newsletter and the existing community news advertisement in the local newspapers to educate elderly people around personal safety.

## 5.3 Engaged Youth

A strong theme throughout the meeting was engaging young people to be more actively involved in the community. The group agreed that young people often support causes and more abstract ideas rather than joining community groups, so therefore it's important to engage youth in causes and ideas they are passionate about. They also suggested the following projects and events they felt would appeal to young people:

- Youth Arts Forum
- Murals by young people
- A youth bus for transportation during the holidays

The group also discussed the importance of attracting 18-25 years olds to move back to the area from Perth after completing study to continue to grow the area.

## 5.4 A Distinctly Dardanup Community

The group discussed the importance of highlighting and promoting the unique place within the Shire of Dardanup as many people aren't aware of what the Shire of Dardanup has to offer. Some suggestions that came from the discussion included:

- Feature 'hidden gems' within the Shire of Dardanup on the website.
- Connect Eaton to Dardanup with the history and heritage
- Increase signage to mark places and trails throughout the Shire
- Information centre at Eaton
- App with trails, walks, etc

## 6. Vision 2050 Engagement\*

The Shire of Dardanup recently undertook community consultation relating to its Vision 2050 Strategy. Some of the themes explored are directly relevant to the Place and Community area of responsibility and should be considered as part of the Place and Community Plan.

The relevant themes from the community and stakeholders meetings are:

- Keeping People Here: Stakeholders identified the need for programs and activities that link isolated people to the community; programs to increase volunteering; and spaces and activities to keep young people entertained. A lack of suitable public transport options for young people particularly in smaller town sites was also noted.
- Community Connectedness: stakeholders identified the need for increased community connectedness including programs for youth and seniors, improved opportunities for young families, and more activities and events that bring the community together. Multi-purpose all-ages civic spaces was identified; as well as inclusivity for all and a stronger focus on Aboriginal engagement and storytelling.
- Tourism: significant events or cultural activities to drive major tourism and support the entire South West region.

Of the 'big ideas' suggested at the community summit, the following objectives and action areas are of relevance:

1. Shared spaces: multi-generational spaces and co-location of places.
2. 24/7 Community: 24/7 access to public libraries and community areas, and home deliveries.

## (Appendix ORD: 12.5B)

3. Youth Leadership and Engagement: building leadership, youth voices consulted for their futures, and encouraging youth involvement.
4. Social Inclusivity: increasing social connection to reduce social isolation and increase health and wellbeing; aboriginal community engagement and shared futures; social inclusivity.
5. Non sport recreation facilities: facilities that are accessible to everyone and accommodate different interests, supporting community groups and inspiring those with a vision to share it.
6. Urban food production: urban community gardens to increase sustainability, teach skills, improve mental health, and bring the community together.



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## YOUTH ADVISORY GROUP

### INSTRUMENT OF APPOINTMENT & TERMS OF REFERENCE

2020



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TABLE OF CONTENTS

1	AIMS .....	1
2	OBJECTIVES .....	1
3	MEMBERSHIP .....	1
4	MEETINGS .....	2
5	QUORUM .....	3
6	DELEGATIONS .....	3
7	CONFLICTS OF INTEREST .....	3
8	CONFIDENTIALITY AND PRIVACY .....	4
9	CODE OF CONDUCT .....	4

## 1 AIMS

The Youth Advisory Group aims to provide advice on developing and implementing youth-related programs, events and activities that achieves the outcomes of the Strategic Community Plan. Along with empowering and supporting young people to develop leadership and advocacy skills that assist youth to be actively involved in their communities.

## 2 OBJECTIVES

The Objectives of the Youth Advisory Group (YAG) are to:

2.1 Act in an advisory capacity on matters relating to youth, with a specific focus on:

- Youth Events and Festivals;
- Youth Programs;
- Youth Art projects;
  - Performing Art
  - Public Art
  - Events
- Youth Engagement and Inclusion
- Youth Connection
- Youth Health and Wellbeing

2.2 Provide advice and make recommendations relating to:

2.2.1 The formulation of a community and Council vision with regards to youth development and empowerment, along with youth events and activities; and

2.2.2 The development and implementation of relevant youth initiatives, programs and events.

2.3 Empower youth to develop leadership and advocacy skills that assist them to be actively involved in their communities.

## 3 MEMBERSHIP

3.1 *Youth Representation*: Membership will be sought from young people aged 12-25 within the Shire of Dardanup. There will be no maximum number of youth representatives on the group.

3.3 *Participating Organisational Representation*: Membership will be sought from the following Organisations:

- Bunbury Senior High School
- Eaton Community Collage
- Headspace Youth Advisory Group



- Sporting groups and clubs
  - Burekup Community
  - Dardanup Community
  - Eaton/Millbridge Community
- 3.4 *Elected Members:* No elected members will be part of the youth advisory group.
- 3.5 *Shire Officers:* The Chief Executive Officer shall appoint an officer to manage the Advisory Group. In normal circumstances, this is the **Place and Community Officer who holds the youth portfolio**. Shire Officers are not members of the Advisory Group and shall not vote.
- 3.6 *Chair:* The position of the Chair will be shared on a rotational basis amongst the young people on the YAG.
- 3.7 *Advisory Group Support:* The relevant Director will arrange for administrative support. Such support will include the preparation and distribution of the agenda, notice of meetings, and recording and distribution of meeting notes. The Advisory Group secretariat is also responsible for arranging the meeting venue, refreshments and coordinating any presentations.
- 3.8 *Specialist Advice:* Individuals and groups may be invited to attend Advisory Group meetings to provide specialist advice. They must not be involved in the decision-making process and cannot vote on any issue.

#### 4 MEETINGS

- 4.1 Youth Advisory Group will meet monthly rotating meeting locations between Eaton, Dardanup and Burekup. Extraordinary meetings may be called by the Place and Community Officer or Place and Community Engagement Manager.
- 4.2 As there are no powers or duty delegated to the Advisory Group the meetings are not open to the public.
- 4.3 Notice of meetings including an agenda shall be given to members at least **5 days** prior to each meeting.
- 4.4 The Place and Community Officer shall ensure that detailed meeting notes of all meetings are kept and shall, not later than **5 days** after each meeting, provide the members with a copy of such meeting notes.
- 4.5 All members of the Advisory Group shall have one vote. If the vote of the members present is equally divided, a coin will be flipped.
- 4.6 Advisory Group members may list matters for consideration by tabling matters at least ten **(10) days** prior to the next meeting with the relevant Place and Community Officer. The Place and Community will be responsible for preparing the Advisory Group Agenda, researching and reporting on those

matters tabled for discussion. It is at the discretion of the Place and Community Engagement Manager as to whether a matter will be included in the Agenda.

- 4.7 Meeting notes will form a record for the Shire of Dardanup, but will not require endorsement by Council. Matters requiring Council consideration will be subject to a separate specific report to be prepared by the appropriate Officer and taken to the next Council meeting. The meeting notes will be presented to Council through the Information Bulletin.

## 5 QUORUM

- 5.1 There will be no quorum as no decisions will be made by the YAG; only recommendations to the Shire.

## 6 DELEGATIONS

- 6.1 The Advisory Group performs an advisory function and does not have any delegated authority.

## 7 CONFLICTS OF INTEREST

- 7.1 All members need to be aware that any conflict of interest needs to be disclosed in writing, to ensure probity is maintained at all times. All previous disclosures of interest will remain listed in the Agenda and will be acknowledged at the start of a meeting, thereby negating to disclose it in writing again.
- 7.2 If a Member discloses a financial or proximity interest in a matter under consideration by the Group, the member should disclose the nature of their interest, and also the extent of that interest.
- 7.3 If a Member discloses a financial or proximity interest in a matter under consideration by the Group and wishes to remain and participate in the meeting, the Member is to inform the Chairperson that the Member intends to remain and participate in the meeting.
- 7.4 The meeting notes shall record the members' disclosure of interests and the extent of the interests. They shall also record the times a Disclosing Member has departed and/or re-entered the meeting and/or is absent from the meeting during the item of interest, or whether they remained and participated in the meeting when considering the matter to which an interest was declared.
- 7.5 If a member is unsure whether they have an interest in a matter, they are encouraged to raise the issue with the relevant Director in attendance at the meeting.

## 8 CONFIDENTIALITY AND PRIVACY

- 8.1 Members of the Advisory Group may have exposure to confidential or personal information and if so they are required to maintain the security of any confidential information and not access, use or remove any information, unless the member is authorised to do so.
- 8.2 At the first meeting of the Advisory Group, a Confidential Agreement will be provided to members for their review and execution.
- 8.3 Members of the Advisory Group will be advised when matters are deemed Confidential by the Chair. Documents provided at the meeting will be identified as Confidential and all confidential documents will be returned to the Chair following the meeting.
- 8.4 Should a member become aware of any unauthorised release or misuse of confidential or personal information, they are advised to contact the relevant Director.
- 8.5 Should a breach of Confidentiality be made by an Advisory Group member, the Chief Executive Officer will remove the respective member from the Advisory Group.
- 8.6 Members are not to speak to the media in their capacity as Advisory Group Members and any comments on social media are to be in their personal capacity and not in their capacity as an Advisory Group Member.

## 9 CODE OF CONDUCT

- 9.1 The relevant Shire of Dardanup Code of Conduct applies to members of the Advisory Group and shall be adhered to during meetings and interactions with Elected Members, staff and the community when acting in the capacity of an Advisory Group member.

RISK ASSESSMENT TOOL									
<b>OVERALL RISK EVENT:</b> Youth Development Programs <b>RISK THEME PROFILE:</b> 6 - Engagement Practices <b>RISK ASSESSMENT CONTEXT:</b> Operational									
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD		
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	An inefficient amount of corporate sponsorship is secured to support the program.	Insignificant (1)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Council selects a youth develop program option that is not supported by young people.	Insignificant (1)	Rare (1)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	There is criticism from the community and past sponsors for discontinuing the Leeuwin Scholarship Program	Minor (2)	Rare (1)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.



August 2020

**Greater Bunbury  
Region Scheme  
Amendment 0059/41  
(Major Amendment)**



Wanju Urban Expansion Area

Amendment Report

Shire of Dardanup

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**Greater Bunbury Region Scheme  
Amendment 0059/41  
(major amendment)**

**Wanju Urban Expansion Area**

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**Amendment Report**

Shire of Dardanup



August 2020

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

Published by the  
Western Australian Planning Commission,  
140 William Street,  
Perth WA 6000

Locked Bag 2506  
Perth WA 6001

GBRS Amendment 0059/41 Amendment Report  
File RLS/0865

Published August 2020

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This document is available in alternative  
formats on application to Communications Services.

## Contents

The Greater Bunbury Region Scheme .....	v
1 Planning objective .....	1
2 Background.....	1
3 Scope and Content of the Amendment.....	2
4 Aboriginal Heritage.....	3
5 Coordination of Region and Local Scheme Amendments.....	3
6 Sustainable Appraisal.....	3
7 Sustainability .....	4
8 Environmental Protection Authority Advice .....	4
9 The Amendment Process .....	4
10 Submissions on the Amendment .....	4
11 Hearings.....	5
12 Modifications to the Amendment .....	5
13 Final Outcome.....	5
14 References.....	6

Figure 1	The amendment as advertised
Appendix A	Notice of environmental assessment
Appendix B	List of detail plans supporting the amendment
Appendix C	Your property and the Greater Bunbury Region Scheme
Appendix D	Preparing a submission and for a hearing presentation
Appendix E	Submission form for this amendment (form 41)



## The Greater Bunbury Region Scheme What it is and how it is amended (Major Amendments)

### Planning Greater Bunbury's future

The most populous area of the South-West Region of Western Australia is the area encompassed by the Greater Bunbury Region Scheme (GBRS). The GBRS covers the City of Bunbury and the Shires of Capel, Dardanup and Harvey.

The Greater Bunbury locality is one of the fastest growing areas in Australia, with a population projected to exceed 100,000 by 2031. As it grows, change must be well planned and well managed.

Provision must be made for future housing, employment opportunities and transport needs to meet this growth. It is also necessary to set aside land for conservation and recreation.

The GBRS provides for this change, and the means by which affected landowners can be compensated for land acquired for regional public purposes.

### What is the Greater Bunbury Region Scheme?

The GBRS is a region planning scheme for land use in the Greater Bunbury area. This area stretches from Lake Preston in the north, Peppermint Grove Beach in the south and east to the Darling Scarp.

The GBRS defines the future use of land, dividing it into broad zones and reservations. It requires local government local planning schemes to provide detailed plans for their part of the region. These schemes must be consistent with the GBRS.

The GBRS uses a set of maps and a scheme text. The scheme text provides planning rules for zones and reservations, which are shown on the maps in different colours and patterns.

This plan has been in operation since November 2007 and provides the legal basis for planning in the Greater Bunbury area.

To plan for changing needs, the GBRS is amended from time to time.

### What is an amendment?

An amendment to the GBRS changes the zoning or reservation of land to allow for a different land use.

When a rezoning or a new reservation is considered, an amendment to the GBRS is advertised to seek comment from the wider community and all levels of government.

The process allows for extensive community consultation and discussion in Parliament before a final decision is made.

### How is the Greater Bunbury Region Scheme amended?

The Western Australian Planning Commission (WAPC) is responsible for keeping the GBRS under review and initiating changes where it is seen to be necessary.

The amendment process is regulated by the *Planning and Development Act 2005*. The amendment proposed in this report is being made under the provisions of section 41 (often referred to as a major amendment).

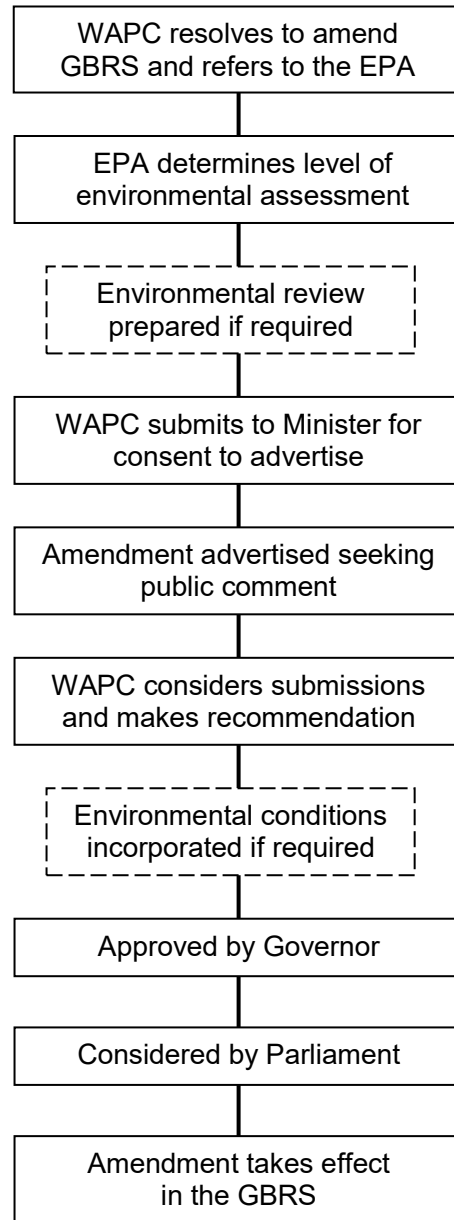
The process of a major amendment to the GBRS includes the following steps:

- Formulation of the amendment by the WAPC.
- Referral of the proposed amendment to the Environmental Protection Authority (EPA) to set the level of environmental assessment. Where the EPA requires an environmental review, this is carried out before the amendment is advertised.
- Consent by the Minister for Planning to call for submissions.

# (Appendix ORD: 12.7A)

- Advertising the amendment for public inspection and inviting submissions. Advertisements are placed in local and statewide newspapers and information is made available on the WAPC's website. Landowners whose property is directly affected by a proposed change are contacted in writing. Where there is an environmental review, this is also made available for comment.
- WAPC receive public submissions over a three month period.
- WAPC considers written submissions. People who have made submissions may, if they wish, also make an oral presentation to a special committee appointed to consider and report on these submissions.
- WAPC reviews the proposed amendment in light of submissions. The amendment may be modified before proceeding.
- Re-advertising for further public submissions may be required by the Minister for Planning if the amendment is substantially modified as a result of submissions.
- Minister presents the amendment with WAPC recommendations to the Governor for approval.
- Placing of the amendment, as approved by the Governor, before each House of State Parliament, where it must remain for 12 sitting days. During this time, the amendment is again on public display with the WAPC's report on submissions.
- In Parliament, a member may introduce a motion to disallow the amendment. If this motion succeeds, the GBRS will not be amended. Otherwise, the amendment becomes legally effective in the GBRS.

The following diagram shows the main steps.



When the GBRS is amended, local planning schemes must also be amended to match the broad zonings and reservations of the GBRS. Affected local governments provide more detailed planning for each area.

Within three months of a GBRS amendment being finalised, an affected local government must initiate an amendment to its local planning scheme.

# (Appendix ORD: 12.7A)

## Zones and reservations

Zones and reservations in the GBRS are broad categories. They are not precisely defined or limited, but the following descriptions are a guide.

### Zones

Urban: to provide for residential development and associated local employment, recreation and open space, shopping, schools and other community facilities.

Urban Deferred: land suitable for future urban development but where there are various planning, servicing and environmental requirements which need to be addressed before urban development can take place.

The WAPC must be satisfied that these issues have been addressed before rezoning to urban.

Regional Centre: the Bunbury central business district within which commercial, civic, cultural, residential, service and administration activities serving the region are located.

Industrial: to provide for manufacturing industry, the storage and distribution of goods and associated uses.

Industrial Deferred: land suitable for future industrial development but where there are various planning, servicing and environmental requirements which need to be addressed before industrial development can take place.

Rural: to provide for the sustainable use of land for agriculture, assist in the conservation and wise use of natural resources including water, flora, fauna and minerals, provide a distinctive rural landscape setting for the urban area and accommodate carefully planned rural living developments.

Private Recreation: to accommodate regionally significant open space and recreation activities in private use.

### Reservations

Land is reserved for community purposes. It may be reserved to protect a resource or to provide areas for infrastructure.

Regional Open Space: to protect the natural environment, provide recreational opportunities, safeguard important landscapes and provide for public access.

Primary Regional Roads: to provide a regional road network to accommodate current and future transport needs on roads declared under the *Main Roads Act 1930*.

Other Regional Roads: to provide a regional road network to accommodate current and future transport needs on roads for which the planning responsibilities are shared between the Commission and local government.

Railways: to provide for the passage of trains, the marshalling, maintenance and storage of rolling stock, and the conveying of the public and freight by rail.

Port Installations: to provide for the current and future expansion needs of the Port of Bunbury.

Waterways: to recognise permanently inundated inland and coastal lands below the high water mark, and existing and proposed water canals.

State Forests: to recognise State forests.

Public Purposes: to provide for other public purposes as denoted on the Scheme Map ie; land for public facilities such as hospitals, high schools, universities, prisons, utilities for electricity, water and treatment of wastewater, commonwealth government and other special uses.

### What if my land is rezoned?

Landowners may find that an amendment seeks to rezone their property, for example from rural to urban or urban deferred.

If the zoning is changed, landowners do not have to change their use of the land or lifestyle.

They can stay as they are or they may set about changing their land use. For instance, some may seek approval to subdivide their land or apply to develop it in some way that suits the new zoning.

The WAPC realises that many people choose their properties because they like them as they are and may not want to change from, for example, a rural-residential lifestyle to an urban area. Others are keen to change the land use.

For these reasons, amendments to the GBRS are advertised so that all affected landowners and anyone else have time to examine the proposals and lodge a submission.

## **What if my land is reserved?**

Land is reserved because it will be needed eventually for a public purpose such as parks and recreation or other regional roads.

If your land is marked for a reservation in an advertised amendment, you can continue to use and enjoy your property. Generally, reserved land can remain in private ownership until it is needed for the purpose for which it is reserved. The WAPC has reservations over many areas of land, which are privately owned.

To protect landowners, there are procedures for acquisition or compensation by the WAPC. These are outlined in Your Property and the Greater Bunbury Region Scheme, a leaflet reproduced at the back of this report and available separately from the Department of Planning, Lands and Heritage.

## **How can my views be heard?**

You can lodge a written submission on the proposed amendment during the advertised period. A submission form is available at the back of this report, from the display locations for this amendment and from the WAPC's website.

People writing submissions may choose also to attend a hearing. This follows the submission period, where you can express your views to a hearings panel.

## **Publications**

In the course of each substantial amendment to the GBRS, information is published under the following titles:

### Amendment report

This document is available from the start of the public submission period of the proposed amendment. It sets out the purpose and scope of the amendment, explains why the proposal is considered necessary and informs people how they can comment.

### Environmental review report

The EPA considers the environmental impact of an amendment to the GBRS before it is advertised. Should the EPA require formal assessment an environmental review is undertaken and that information is made available for comment at the same time as the amendment report.

### Report on Submissions

This publication documents the planning rationale, determination of submissions received and the recommendations for final approval of the amendment made by the WAPC.

### Submissions

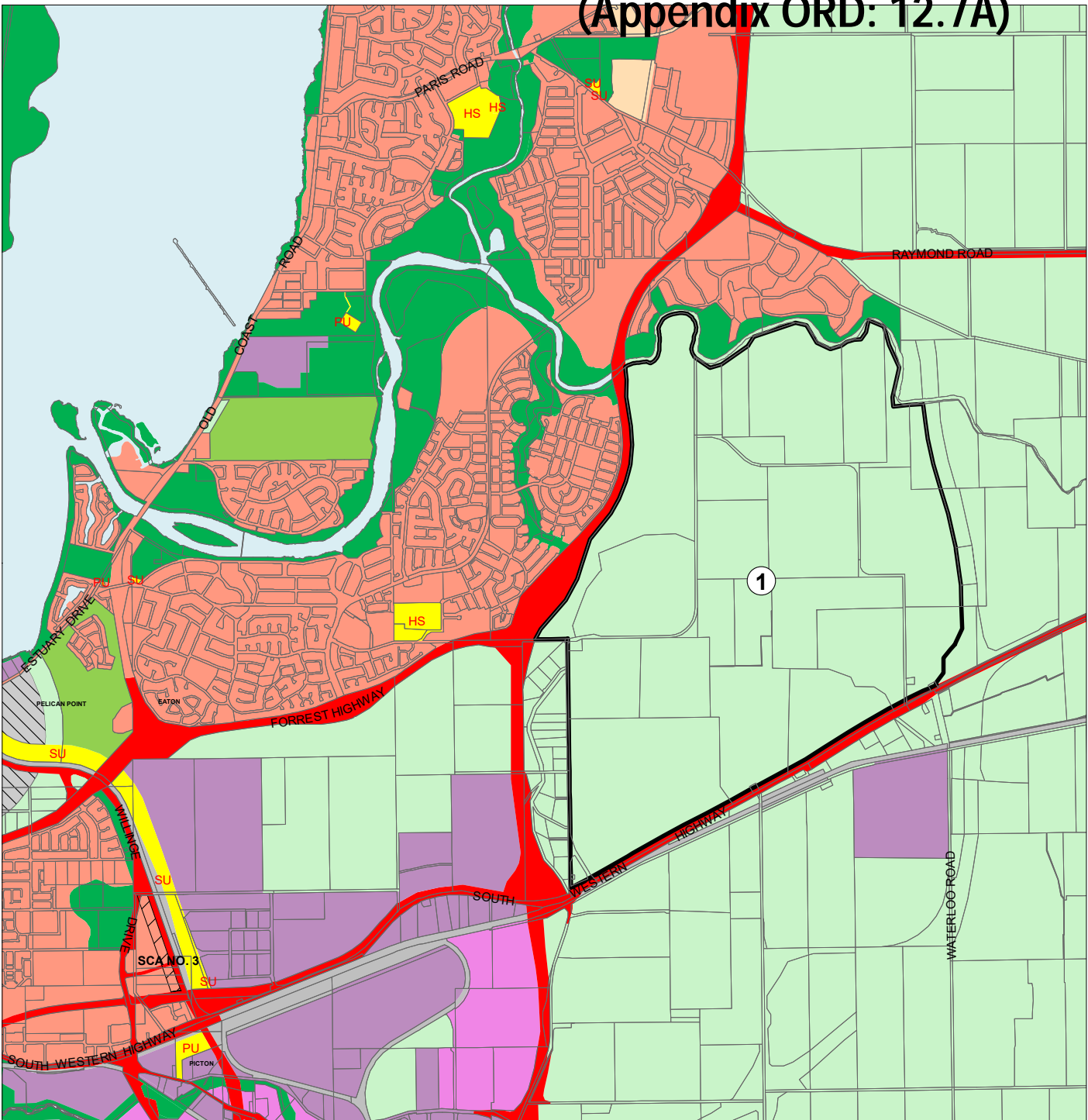
All the written submissions received on the proposed amendment are reproduced as a public record.

### Transcript of Hearings

The hearings procedures are recorded and transcribed. All transcripts are published as a public record.

**Amendment 0059/41**

**Location Plan**



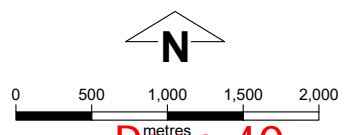
Proposed Amendment to the Greater Bunbury Region Scheme  
Wanju District Structure Plan

Proposed:

**1** rural zone to urban deferred zone

Greater Bunbury Region Scheme Legend

<b>Reserved Lands</b>	<b>Public purposes - denoted as follows:</b>	<b>Zones</b>
Regional open space	<b>A</b> Airport	Urban
Railways	<b>H</b> Hospital	Urban deferred
State forests	<b>HS</b> High school	Regional centre
Waterways	<b>P</b> Prison	Industrial
Port installations	<b>PU</b> Public utilities	Rural
<b>Roads:</b>	<b>SU</b> Special uses	Private recreation
Primary regional roads	<b>TS</b> Technical school	Special control areas
Other regional roads	<b>U</b> University	SCA No. 3 Glen Iris service corridor buffer area





## Greater Bunbury Region Scheme Amendment 0059/41

### Wanju Urban Expansion Area

#### 1. Planning objective

The purpose of this proposal is to amend the Greater Bunbury Region Scheme (GBRS) by rezoning:

- Lots 15, 50, 536, 3251, 1215, 644, 166, 424 (part), 706, 707, 167 (part), 11, 8, 101 and 21 Clifton Road Waterloo;
- Lots 9 (part), 10 (DP 28073) (part), 10 (DP 40650) (part), 12 (part), 70 (part), 1 (part) and 2 (part) South Western Highway, Waterloo; and
- Lots 8, 100 and 4086 Hynes Road, Waterloo,
- Reserve 31541
- Road Reserves for Clifton Road and Barbetti Road and the southern part of Hynes Road
- as shown on Legal Plan No. 3.2754

from the Rural Zone to the Urban Deferred Zone and in order to facilitate future urban developments at the Wanju Urban Expansion Area as anticipated through the *Greater Bunbury Strategy 2013*, the *Greater Bunbury Structure Plan*, the *Wanju District Structure Plan* and the Shire of Dardanup Local Planning Strategy (2015).

#### 2. Background

The Wanju Urban Expansion Area was formally identified in the WAPC endorsed *Greater Bunbury Strategy 2013* following an extensive public consultation and public advertising of the draft Strategy in 2011. It is an area east of the existing suburb of Eaton and the Forrest Highway and represents the major greenfield urban expansion area for Greater Bunbury once the existing greenfield sites of Kingston, Treendale, Millbridge, Parkridge, Eaton, Glen Iris, Tuart Brook and Dalyellup have been largely developed out.

The Department of Planning, Lands and Heritage, in collaboration with the Shire of Dardanup and other Government agencies, has prepared a District Structure Plan for Wanju.

An initial draft *Wanju District Structure Plan* was publicly advertised between April and July 2016 for public comment. The comments were analysed by the then Department of Planning and reported back to the WAPC. Following the realignment of the Bunbury Outer Ring Road (BORR) by Main Roads WA the draft Wanju DSP was revised to take into account the implications of the new BORR alignment on Wanju and this revised draft *Wanju DSP* was published for public advertising between February and April 2019. The comments were again analysed by the Department and reported to the WAPC in October 2019, along with the finalised DSP.

Land uses proposed by the district structure plan include: residential, mixed use /town and local centres, commercial, public purpose – state schools, special use - private schools, public open space, public purpose – emergency services, public purpose – infrastructure services, primary road, and integrator streets.

The DSP was endorsed by the WAPC at its meeting on 30 October 2019. The purpose of the DSP is to set out an informing strategy to guide the vision and desired development and environmental outcomes for urban expansion area, and in doing so, to provide the context and framework for proposed amendments to the GBRS, the Shire of Dardanup's Local Planning Scheme No. 3 (LPS3) and more detailed planning in the form of Local Structure Plans.

The subject land currently supports agricultural uses, primarily grazing. The lots making up the urban expansion are both owned by private owners (16), Western Power (Lot 706 – 40.69 ha), the State Government (Lot 2 – 0.4 ha, and Reserve R1083 – 1.00 ha) and Road Reserves for Clifton Road and Barbetti Road.

### 3. Scope and content of the amendment

Request is made for an amendment to the GBRS for:

- Lots 15, 50, 536, 3251, 1215, 644, 166, 424 (part), 706, 707, 167 (part), 11, 8, 101 and 21 Clifton Road Waterloo;
- Lots 9 (part), 10 (DP 28073) (part), 10 (DP 40650) (part), 12 (part), 70 (part), 1 (part) and 2 (part) South Western Highway, Waterloo; and
- Lots 8, 100 and 4086 Hynes Road, Waterloo,
- Reserve 31541
- Road Reserves for Clifton Road and Barbetti Road and the southern part of Hynes Road
- as shown on Legal Plan No. 3.2754

The subject land is 1134 hectares in area and extends from the southern bank of the Collie River in the north to South West Highway, and from Forrest Highway / Hynes Road in the west to the proposed alignment of the Bunbury Outer Ring Road in the east. The subject land is situated in the locality of Waterloo, some 9 to 13 kms east of the Bunbury CBD. The rural precinct between South Western Highway and the railway line is not included as part of this amendment.

The proposal involves the amendment of the existing zoning of the subject land from the Rural Zone to the Urban Deferred Zone under the GBRS.

The current zoning under both the GBRS and LPS3 covering the subject land does not make provision for the District Structure Plan's vision hence the request for amendments in order to implement components of the District Structure Plan.

The transfer of land from the Urban Deferred zone to an Urban zone may be initiated by either the landowner, the local government or any public authority. Before agreeing to the transfer of land from the Urban Deferred zone to the Urban zone, the WAPC will require evidence, such as a draft Local Structure Plan, that:

- the land is capable of being provided with essential services and agreement has been reached between the developers and service providers with regard to the staging and financing of services;
- planning is sufficiently advanced to depict an acceptable overall design to guide future development;
- the proposed requirements, such as regional roads, open space and public purpose, have been satisfied or provision made for them; and
- any constraints to urban development, including in relation to environmental, hazard and risk issues, can be satisfactorily addressed.

Where there is a proposal to lift the Urban Deferred zoning it will be referred to the local government and relevant State Government agencies for comment. The proposal, with supporting information and justification in accordance with the *Lifting of Urban Deferment Guidelines* will be considered and determined by the WAPC. The assessment of this amendment will further refine the criteria required to lift the Urban Deferment, which will be detailed in the report on submissions to guide future planning.



## 4. Aboriginal Heritage

The *Aboriginal Heritage Act 1972* provides for the protection and preservation of Aboriginal heritage and culture in Western Australia, including places and objects of significance to Aboriginal people, whether previously recorded or not.

The process of rezoning land in a region scheme is not itself directly affected by the *Aboriginal Heritage Act 1972*, as the proposed land use changes are very broad in nature and do not, themselves, physically interfere with the land. The protection of Aboriginal heritage sites is specifically addressed during later stages of the planning process, usually when a local structure plan is being developed.

Nevertheless, in recognising the importance of having reliable Aboriginal information on land and the values attached to it, the proposed amendment will be assessed against the provisions of the *Aboriginal Heritage Act 1972* during the consultation phase of the amendment process. As part of the background to the Wanju DSP an *Ethnographic and Archaeological Heritage Assessment (2014)* was carried out including a comprehensive desktop review to confirm the nature and extent of all Aboriginal sites within the Wanju urban expansion area.

## 5. Coordination of Region and Local Scheme amendments

The Shire of Dardanup's Local Planning Scheme is required to be consistent with the Greater Bunbury Region Scheme. Once the Urban Deferred and subsequent Urban zonings have been approved for the GBRS Local Planning Scheme amendments to LPS3 will be required to ensure consistency with the Greater Bunbury Region Scheme.

## 6. Sustainability appraisal

Under the GBRS, the Wanju DSP area is presently zoned Rural. The Rural zone over the subject land would not permit development of mixed use or residential development, hence amendment of the GBRS is required in order to facilitate the development of such uses.

The proposed amendment on the subject land is considered to be orderly and proper planning as the proposal explored planning solutions in line with the district structure plan.

Strategic planning for the area further is set out in the *Greater Bunbury Strategy 2013*, where higher residential densities, alongside infill development in all areas of existing developed land, are strongly promoted. This provides the opportunity for housing diversity, housing affordability, greater emphasis on walking, cycling and public transport, as well as providing a more attractive urban environment.

The subject land is further flanked by the developed residential areas of Eaton and Millbridge to the west. Detailed planning through the local structure planning for individual precincts will address the level of services provided with regards to reticulated water and sewerage, drainage, underground electricity, telecommunication, access, fill. The Local Structure Plans will need to meet with the requirements set out for each precinct set out in the Wanju District Structure Plan and be accompanied by Local Water Management Strategies which are consistent with the District Water Management Strategy. Where appropriate, they will also need to be consistent with the various background reports including the Landscape Vision Plan.

## 7. Substantiality

The *Planning and Development Act 2005* allows for an amendment to a region planning scheme to be processed as either 'minor' or 'major' amendment, depending on whether the WAPC considers the amendment to be a substantial alteration to a scheme, or not.

The WAPC is of the opinion that this amendment constitutes a substantial alteration to the GBRS having regard to the significant spatial extent of the proposed area for development.

The *Greater Bunbury Strategy* strongly promotes higher residential densities alongside infill development in all areas of existing developed land. This provides the opportunity for housing diversity, housing affordability, urban regeneration and revitalisation, as well as providing a more attractive urban environment. As such it is considered appropriate for this amendment to be processed as a major amendment to the GBRS.

## 8. Environmental Protection Authority advice

The proposed amendment was referred to the EPA for advice on whether environmental assessment would be required.

The EPA has advised that the proposed amendment does not require formal assessment under part IV of the *Environmental Protection Act 1986*. The EPA provided advice and recommendations as shown at Appendix A.

## 9. The Amendment Process

The procedures for amending the GBRS are prescribed by the *Planning and Development Act 2005*.

Section 41 of the *Planning and Development Act 2005* sets out the procedure for processing amendments which the Commission considers a substantial alteration to the Scheme.

A more detailed explanation of this process, entitled '*The Greater Bunbury Region Scheme - What it is and how it is amended*' can be found in the front of this report.

## 10. Submissions on the amendment

The WAPC invites people to comment on the proposed amendment to the GBRS. The amendment is being advertised for public submissions for a period of 90 days from 15 September 2020 to 14 December 2020.

Advertising of the amendment will occur on the Department's website, Shire of Dardanup website and local newspapers.

Copies of the amendment will be available online at the Department's website or available on request.

Written submissions or comments on the amendment should be sent to:

The Secretary  
Western Australian Planning Commission  
Level 6, 61 Victoria Street  
Bunbury WA 6230

and must be received by 5 pm 14 December 2020.

# (Appendix ORD: 12.7A)

All submissions received by the WAPC will be acknowledged.

For your convenience a submission form (Form 41) is contained in this report Appendix E. Additional copies of the form are available on request or on the Department's website: [www.dplh.wa.gov.au](http://www.dplh.wa.gov.au) . You should be aware that calling for submissions is a public process and all submissions lodged will become a public document. All submissions are published and made available when the amendment is tabled in Parliament.

Advice of disclosure and access requirements are shown on side two of the submission form. Before making your submission, it is recommended that you read the information in Appendix D of this report regarding preparing a submission.

## **11. Hearings**

Any person making a written submission has the opportunity to personally present the basis of their submission to a sub-committee of the WAPC. Details required for attending the hearings are on side two of the submission form.

Presentations made to the hearings committee are an extension of the submission process and the transcript of all hearings will become a public document. The transcript is published and made available when the amendment is presented to both Houses of Parliament.

Before completing your submission form, please refer to the information regarding hearings in appendix D of this report.

## **12. Modifications to the amendment**

After considering any comments received from the public and government agencies, the WAPC may make modifications to the amendment.

The recommendations of the WAPC, including any modifications, are published in a report on submissions. Anyone who has made a submission will receive a copy of this document when the amendment is tabled in Parliament. The report will also be available on the WAPC's website [www.dplh.wa.gov.au](http://www.dplh.wa.gov.au)

## **13. Final outcome**

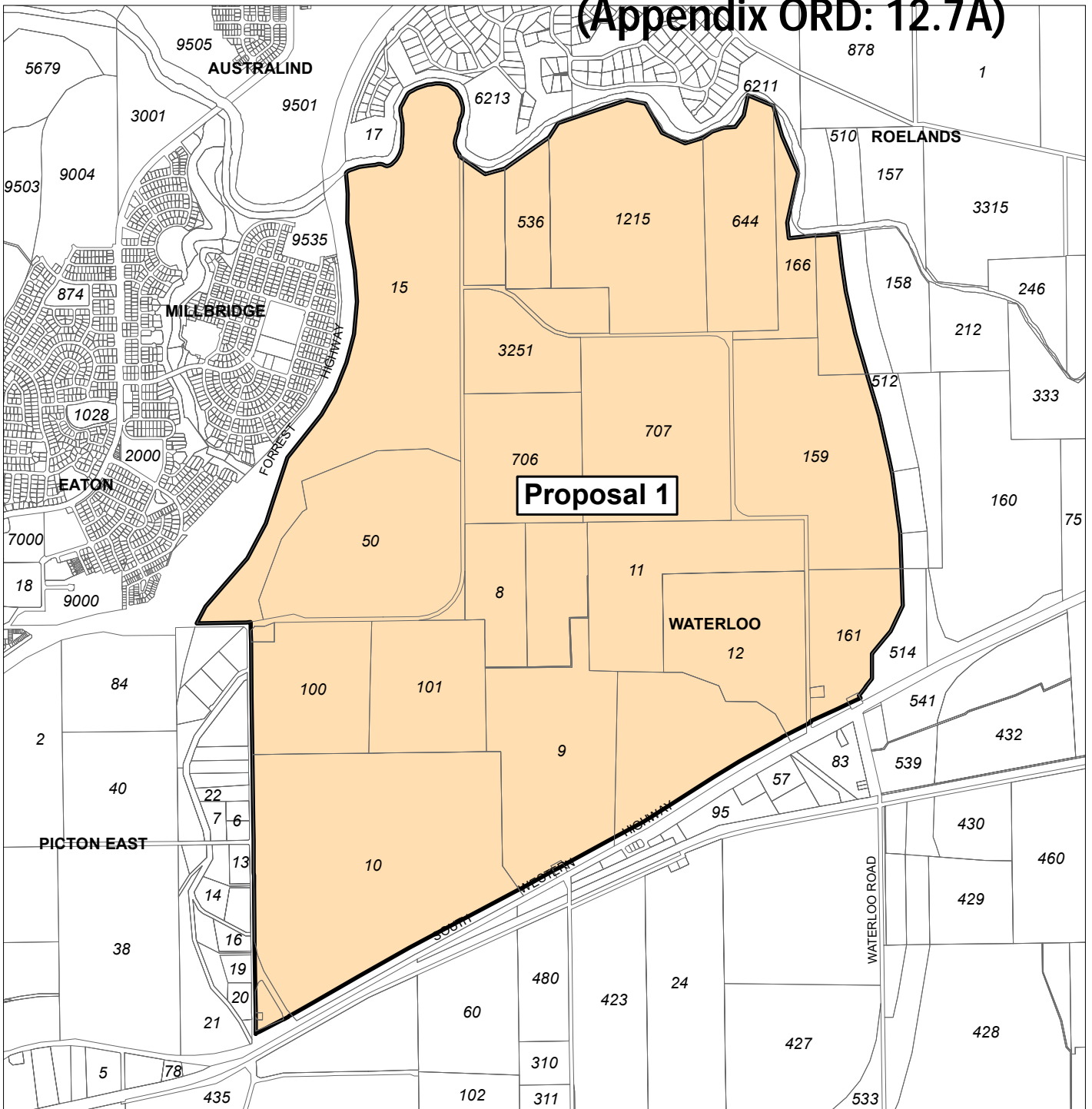
Following consideration by both Houses of Parliament, those who made submissions will be notified of the final outcome, along with all affected landowners.

## 14. References

- Wanju District Structure Plan and background reports:  
<https://www.dplh.wa.gov.au/wanju>
- Ethnographic and Archaeological Heritage Assessment, Industrial and Urban Expansion Areas (Big Island Research, 2014):  
[https://www.dplh.wa.gov.au/getmedia/a2f32e39-5eb5-4825-abae-a1f576c2f22e/DSP\\_Draft\\_Wanju\\_Ethnographic\\_and\\_Archaeological\\_Report\\_-\\_Dardanup](https://www.dplh.wa.gov.au/getmedia/a2f32e39-5eb5-4825-abae-a1f576c2f22e/DSP_Draft_Wanju_Ethnographic_and_Archaeological_Report_-_Dardanup)
- DC Policy 1.9 – Amendment to Region Schemes (WAPC, January 2017):  
[https://www.dplh.wa.gov.au/getmedia/0ab32345-7ede-4b3d-90ee-babafcd3d840/DCP\\_1-9\\_-\\_amendment\\_region\\_schemes](https://www.dplh.wa.gov.au/getmedia/0ab32345-7ede-4b3d-90ee-babafcd3d840/DCP_1-9_-_amendment_region_schemes)
- Lifting of Urban Deferment Guidelines (WAPC, November 2019):  
[https://www.dplh.wa.gov.au/getmedia/3457d12f-8b13-40a6-a1ee-53b4f0ce78dc/GD-Lifting\\_of\\_Urban\\_Deferment\\_Guidelines\\_Nov2019](https://www.dplh.wa.gov.au/getmedia/3457d12f-8b13-40a6-a1ee-53b4f0ce78dc/GD-Lifting_of_Urban_Deferment_Guidelines_Nov2019)
- Greater Bunbury Region Scheme:  
<https://www.dplh.wa.gov.au/gbrs>
- Shire of Dardanup Local Planning Strategy (2015):  
<https://www.dardanup.wa.gov.au/planning/structure-plans/local-planning-strategy/>
- Shire of Dardanup Local Planning Scheme No.3:  
<https://www.dplh.wa.gov.au/getmedia/c2cdeacd-b559-4700-b0f8-bbbb4540c433/Dardanup-scheme-text>
- Greater Bunbury Strategy 2013 and Greater Bunbury Structure Plan (WAPC):  
[https://www.dplh.wa.gov.au/getmedia/0597c8b4-73b2-40b3-b934-eec50d265cfd/SWT\\_Greater\\_Bunbury\\_Strategy\\_2013](https://www.dplh.wa.gov.au/getmedia/0597c8b4-73b2-40b3-b934-eec50d265cfd/SWT_Greater_Bunbury_Strategy_2013)
- Greater Bunbury Region Scheme Priority Agricultural Land Policy 2017 (WAPC):  
[https://www.dplh.wa.gov.au/getmedia/a2922ff0-6036-4c3b-b765-84883563d96b/POL-GBRS\\_Priority\\_Agricultural\\_Land\\_Policy\\_2017](https://www.dplh.wa.gov.au/getmedia/a2922ff0-6036-4c3b-b765-84883563d96b/POL-GBRS_Priority_Agricultural_Land_Policy_2017) .

Amendment 0059/41

Figure 1




**Proposed Amendment to Greater Bunbury Region Scheme  
Wanju District Structure Plan**

17 June 2020

Proposal 1

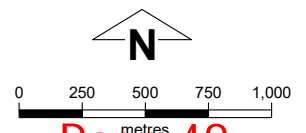
Proposed Amendment:

 Urban deferred zone

Oracle reference no: 3053  
File number: RLS/0865  
Version number: 1



Date: 6/08/2020  
Produced by Data Analytics, Department of Planning, Lands and Heritage, Perth WA  
Base information supplied by Western Australian Land Information Authority SLIP 1096-2018-1



**Appendix A**

**Notice of environmental assessment**





**Environmental Protection Authority**

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Ms Sam Fagan  
The Secretary  
Western Australian Planning Commission  
Locked Bag 2506  
**PERTH WA 6001**

Our Ref: CMS 17859  
Enquiries: Renee Blandin, 6364 6499  
Email: [Renee.Blandin@dwer.wa.gov.au](mailto:Renee.Blandin@dwer.wa.gov.au)

Dear Ms Fagan

**DECISION UNDER SECTION 48A(1)(a)**  
*Environmental Protection Act 1986*

<b>SCHEME</b>	<b>Greater Bunbury Region Scheme 0059/41</b>
<b>LOCATION</b>	<b>Wanju Urban Expansion Area</b>
<b>RESPONSIBLE AUTHORITY</b>	<b>Western Australian Planning Commission</b>
<b>DECISION</b>	<b>Referral Examined, Preliminary Investigations and Inquiries Conducted. Scheme Amendment Not to be Assessed Under Part IV of the EP Act. Advice Given. (Not Appealable)</b>

Thank you for referring the above scheme to the Environmental Protection Authority (EPA).

After consideration of the information provided by you, the EPA considers that the proposed scheme should not be assessed under Part IV Division 3 of the *Environmental Protection Act 1986* (EP Act) but nevertheless provides the attached advice and recommendations. I have also attached a copy of the Chairman's determination of the scheme.

Please note the following:

- For the purposes of Part IV of the EP Act, the scheme is defined as an assessed scheme. In relation to the implementation of the scheme, please note the requirements of Part IV Division 4 of the EP Act.
- There is no appeal right in respect of the EPA's decision to not assess the scheme.



A copy of the Chairman's determination, this letter and the attached advice and recommendations will be made available to the public via the EPA website.

Yours sincerely



**Anthony Sutton**  
**Delegate of the Environmental Protection Authority**  
Executive Director  
EPA Services

3 August 2020

Encl. Chairman's Determination  
Scheme Advice and Recommendations

## ADVICE UNDER SECTION 48A(1)(a) ENVIRONMENTAL PROTECTION ACT 1986

### Greater Bunbury Region Scheme 0059/41 Wanju Urban Expansion Area

**Location:** Various lots within Shire of Dardanup

**Determination:** Scheme Not Assessed – Advice Given (not appealable)

**Determination Published:** 3 August 2020

#### Summary

The Western Australian Planning Commission (WAPC) proposes to rezone 1134 hectares of land in the Shire of Dardanup from 'Rural' to 'Urban Deferred' in the Greater Bunbury Region Scheme (GBRS) to facilitate the future development of the proposed 'Wanju Urban Expansion Area'.

The Environmental Protection Authority (EPA) has considered the scheme amendment in accordance with the requirements of the *Environmental Protection Act 1986* (EP Act). The EPA has based its decision on the documentation provided by the WAPC. Having considered this matter the following advice is provided.

#### 1. Environmental Factors

The EPA has identified the following preliminary environmental factors relevant to this scheme:

- Flora and Vegetation
- Terrestrial Fauna
- Inland Waters
- Social Surroundings

#### 2. Advice and Recommendations regarding Environmental Factors

The EPA considers this GBRS amendment is unlikely to have a significant effect on the environment and does not warrant formal assessment under Part IV of the EP Act. However there are a number of environmental issues which require resolution prior to the initiation and referral of future local planning amendments to the EPA. For this reason, a concurrent rezoning of both the region and local schemes should not be undertaken. The following advice is provided in this context:

##### Flora and Vegetation and Terrestrial Fauna

The EPA notes the amendment area is mostly cleared, but contains some flora, vegetation and terrestrial fauna environmental values.

These values include:

- Poorly represented remnant native vegetation (including Jarrah Marri, and Wandoo) as well as the Threatened Ecological Community (TEC) Banksia Woodlands of the Swan Coastal Plain
- The Department of Biodiversity, Conservation and Attractions (DBCA) reserve to the south of the site contains the TECs 'Herb rich shrublands in claypans' and '*Corymbia*



*calophylla* – *Xanthorrhoea preissii* woodlands and scrublands of the Swan Coastal Plain’.

- Significant fauna habitat including species of black cockatoo, Western Ringtail Possum, Water Rat, Carter’s Freshwater Mussel and various migratory bird species.

Given these values:

- Remaining vegetation should be a priority for retention through the future stages of planning, particularly vegetation along existing roads and river/drainage lines mapped as black cockatoo habitat.
- Development should be located within existing cleared land, or within areas of existing degraded vegetation, where that vegetation is not significant habitat for threatened fauna.
- An updated study including survey for specific locations of suitable breeding trees is recommended prior to development of the local planning scheme amendment.
- The implementation of ecological linkages through the site at the future stages of planning is recommended. Ecological linkages and buffers should protect, retain and enhance the environmental values.

## **Inland Waters**

The amendment area is within the Leschenault Estuary Catchment and is traversed by Millers Creek. The Collie River runs adjacent to the northern boundary.

Development of the site for urban land use has the potential to impact groundwater and surface water quality and pre-development hydrology. Impacts can be managed through buffers to waterways, provision of ecological linkages (including wetland and vegetation retention areas) and implementation of water management planning for the site, as required by structure planning. Water management planning should maintain or improve groundwater and surface quality, with particular regard to be given to the water quality objectives within the *Leschenault Estuary water quality improvement plan* (Department of Water 2012). Maintenance of pre-development hydrology should be considered at various scales as part of future water management planning in consultation with the Department of Water and Environmental Regulation (DWER) South West Region. Consideration should also be given to potential impacts of hydrological changes on TECs. Requirements for buffer distance, riparian vegetation retention and establishment, fencing, floodway setbacks, and stormwater management should be referred to DWER and DBCA where appropriate, as part of the future planning process.

## **Social Surroundings**

The amendment area is adjacent to proposed industrial and strategic minerals resources areas. Industrial development and resource extraction activities may impact sensitive land uses within the amendment area. The EPA’s Guidance Statement No. 3 *Separation Distances between Industrial and Sensitive Land Uses* should be considered to advise decision making on the potential impacts to surrounding land uses and separation distances. Further investigation into the separation distances should be undertaken at the local scheme amendment and structure planning phases.

## **Conclusion**

The EPA concludes the scheme amendment can be managed to meet the EPA’s environmental objectives through existing planning controls at the region scheme level of planning. The EPA further recommends future Shire of Dardanup local planning scheme amendments should contain specific scheme provisions, informed by surveys, to demonstrate

# (Appendix ORD: 12.7A)

how impacts to these values will be avoided and/or managed. Future significant proposals may also require referred to the EPA pursuant to Part IV of the EP Act.



GOVERNMENT OF  
WESTERN AUSTRALIA

S48A Referrals

## Environmental Protection Authority

**Title:** Greater Bunbury Region Scheme 0059/41 Wanju Urban Expansion Area.

**Location:** Various lots within the Shire of Dardanup.

**Description:** The Western Australian Planning Commission proposes to rezone parcels of land in the Shire of Dardanup from 'Rural' to 'Urban Deferred' to facilitate the development of the proposed 'Wanju Urban Expansion Area'.

**Ref ID:** CMS17859

**Date Received:** 07/07/2020                      **Date Sufficient Information Received:** 07/07/2020

**Responsible Authority:** Western Australian Planning Commission

**Contact:** Sam Fagan

**Preliminary Environmental Factors:** Flora and Vegetation, Terrestrial Fauna, Inland Waters, Social Surroundings.

**Potential Significant Effects:** Clearing of vegetation and terrestrial fauna habitat (including threatened communities and species); potential impact on waterways (Millers Creek and Collie River) and groundwater and surface water quality; potential for sensitive land uses to be impacted by noise, dust and odour impacts from surrounding land use.

**Management:** Implementation of ecological linkages to protect environmental values and provide buffers to waterways as depicted in the Wanju District Structure Plan, through site environmental and water management strategies required for structure planning, and through future local planning scheme provisions. Implementation of EPA advice regarding management of environmental impacts. Review at the local planning scheme amendment stage will provide further management of environmental values.

**Determination:** Referral Examined, Preliminary Investigations and Inquiries Conducted. Scheme Amendment Not to be Assessed Under Part IV of EP Act. Advice Given. (Not Appealable)

The EPA has carried out some investigations and inquiries before deciding not to assess this scheme. In deciding not to formally assess schemes, the EPA has determined that no further assessment is required by the EPA. This Determination is not appealable.

Chairman's Initials: 

Date: 29 July 2020

**Appendix B**

**List of detail plans supporting  
the amendment**

# (Appendix ORD: 12.7A)

## Wanju Urban Expansion Area Rezone to Urban Deferred

### Proposed major amendment

Amendment 0059/41

as advertised

3.2754

### Detail plans

1.4663  
1.4666  
1.4697  
1.4699  
1.4700  
1.4705  
1.4707  
1.4708  
1.4715

**Appendix C**

**Your Property and the  
Greater Bunbury Region Scheme**





### Your land is reserved in a Regional Planning Scheme

The Western Australian Planning Commission (WAPC) administers three Regional Planning Schemes (RPS's). The Metropolitan Region Scheme, the Peel Region Scheme and the Greater Bunbury Region Scheme.

RPS's are planning schemes that cover the Perth metropolitan area, the Peel region and the Greater Bunbury region. They classify land into broad zones and reservations. As these regions develop, so the WAPC must amend the RPS's. The RPS's are available for inspection at a local authority office, the Department of Planning, Lands and Heritage and the WAPC.

Zones are large areas identified as being suitable for purposes such as industry (Industrial zone) and residential (Urban zone). Reservations are areas required for public purposes such as school sites, railways, major roads and parks and recreation areas.

Before rezoning or reserving land, the WAPC approaches affected landowners and invites them to make submissions on the changes proposed through the amendment process.

### Your Property and Regional Planning Schemes

The government will ultimately acquire reserved land, but the land can generally remain in private ownership until the government needs it for the public purpose.

There are several options available to the owners of reserved land.

- Retain ownership of your property and continue quiet enjoyment of the property until the government needs it for the public purpose. You may complete any development or subdivision of the property approved before the reservation came into effect.

Under non-conforming use rights, you may continue to use the property for purpose it was legally being used immediately before the reservation came into effect.

- Sell the property on the open market to another person(s). The WAPC recognises that due to the reservation this may be difficult. Subject to acquisition priorities and the availability of funds, the WAPC would be willing to consider purchasing a reserved property if an owner is unable to achieve a private sale on the open market.

- Offer the property for sale to the WAPC. Subject to acquisition priorities and the availability of funds, the WAPC would be willing to consider purchasing a reserved property. The WAPC purchases a property at its current market value ignoring the effect of the reservation. The WAPC obtains two independent valuations to provide it with advice on the value of the property.

- If the WAPC refuses a development application on reserved land, or approves a development application subject to conditions that are unacceptable to the applicant, the applicant can make a Claim for Compensation for Injurious Affection. However, you must be the owner of the property when it was first reserved to be eligible to make a claim.

In such cases, the WAPC may elect to purchase the property instead of paying compensation. The purchase price can be determined by negotiation, by reference to the State Administrative Tribunal or by arbitration.

### Am I entitled to compensation?

If your land is reserved in a RPS and you are the owner of the land when it was first reserved, you may be able to make a Claim for Compensation for Injurious Affection if:

- You wish to sell the property on the open market at a reduced price; **or**
- The WAPC either has refused a development application over the property or has approved a development application over the property subject to conditions that are unacceptable to the applicant.

**How do I claim compensation?**

**1. Private Sale**

If wish to sell the property on the open market at a reduced price, complete a Notice of Intention to Sell form which is available from the Department. The Department will establish the extent of the reservation and forward the Notice to the Board of Valuers.

The Board of Valuers will determine the value of the property as unaffected by the reservation. You may wish to attend the Board's meeting to present any matters you believe are relevant to the value of your property.

Following the Board's decision:

- The Board will advise you of the unaffected value of the property.
- You pay the Board's valuation fee to the Department. The Department will advise you of the affected value of the property. This is the minimum price for which you can sell the property and receive the full amount of compensation. The valuation fee is refundable upon the sale of the property.

- You then arrange the sale of the property (either privately or through an agent). The sale price must not be less than the affected value.

**You (and your agent) must inform prospective purchasers that you are selling the property at a reduced price and that you will be claiming compensation for injurious affection from the WAPC. You must also include a special condition in the Offer and Acceptance.**

- After you sell the property, you make a Claim for Compensation for Injurious Affection for the difference between the sale price and the unaffected value as determined by the Board.

- If the property does not sell within one year of the Board's valuation, you may ask the Board to revalue the property. The sale process is then repeated.

- After the WAPC pays compensation, the WAPC will lodge a Notification on the Certificate of Title to identify that it has paid compensation. Compensation is only payable once.

- Alternatively, you may ask the WAPC to purchase the property, as you have been unable to sell the property privately.

**2. Refused Development**

If the WAPC refused your development application or approved it subject to unacceptable conditions **and** the property is reserved in a RPS, you may make a Claim

for Compensation for Injurious Affection within six months of the WAPC's decision on the application.

In such a case, the WAPC either will pay compensation or may elect to purchase the property instead of paying compensation.

If the WAPC elects to purchase the property, it obtains valuations for the market value of the property as at the date of the election to purchase. The date of valuation is fixed at the date of election to purchase.

**What is compulsory acquisition?**

A situation may arise where the government urgently requires a property for a public purpose and the owner is unwilling to sell the property to the WAPC. In such a case, the government may compulsorily acquire ("resume" or "take") the property for that public purpose.

When the WAPC takes a property, you have the right to make a Claim for Compensation for the land taken. The WAPC will obtain valuations of the taken land and, after checking of the compensation claim, will make you an offer of compensation.

**Should you have any queries about the information in this brochure, please contact the Department's Property Services branch.**

**Appendix D**

**Preparing a submission and  
for a hearing presentation**

# (Appendix ORD: 12.7A)

## Preparing a submission and for a hearing presentation

The WAPC welcomes comment on proposed amendments to the Greater Bunbury Region Scheme (GBRS) from interested individuals, groups and organisations.

### What is a submission?

A submission is a way to express your opinion and provide information. It is an opportunity to explain why the amendment should be supported, withdrawn or modified. Suggestions of alternative courses of action are also welcome.

Making a submission is not the same as voting in an election. The number of submissions received for or against a proposal will not in itself determine the result. Rather, it is the reasoned argument of why a particular thing should or should not be done. Your submission will assist the WAPC in reviewing its planning proposal before proceeding.

Advertised proposals are often modified in response to the public submission process.

### What should I say?

Your comments should focus on the particular issues that arise from the proposed amendment. If there are a number of components in the amendment, please indicate exactly which ones you are addressing.

It is important that you state your point of view clearly and give reasons for your conclusions and recommendations. These may include an alternative approach or other ways for the WAPC to improve the amendment or make it more acceptable. Indicate the source of your information or argument where applicable.

If you prefer not to write your own comments, you may consider joining a group interested in making a submission on similar issues. Joint submissions can increase the pool of ideas and information.

### Before lodging your submission

Please remember to complete the submission form (Form 41 – Appendix E). Include your name and full postal address on side one and information related to the hearings on side two. It is preferred that any attachments be loose rather than bound.

The closing date for submissions and where they should be lodged is shown on Form 41 and in the submissions on the amendment section of the amendment report. To be eligible to make a presentation to the hearing committee, your written submission must be received by the closing date.

Some amendments may be subject to an environmental review. Under these circumstances, the WAPC will forward a copy of any submission raising environmental issues to the EPA.

You should be aware that all submissions lodged with the WAPC are subject to regulations on disclosure and access, and will become a public document. Presentations made to the hearings committee are an extension of the submission process and the transcript of all hearings also becomes a public document.

# (Appendix ORD: 12.7A)

## **Do you want a hearing?**

The *Planning and Development Act 2005* provides the opportunity for people who have made a written submission to personally present the basis of their submission to a sub-committee of the WAPC. You do not have to attend a hearing. The comments presented by you in your submission will be considered in determining the recommendation for the proposed amendment.

Hearings are arranged so that the WAPC can listen to a person, should they wish to explain or expand on their written submission. A hearing is for listening to points of view and planning rationale, it is not a forum of general public debate. In the case of a group, a spokesperson must be appointed to represent the group. The time allocated for a hearing is usually 15 minutes, which includes time for questions the committee may have of the presenter.

The hearings committee is appointed by the WAPC and is usually comprised of two WAPC committee members and one other person with planning knowledge and expertise related to issues raised in submissions.

You may choose to have your presentation conducted in public or private. A public hearing allows other persons, including the media, to attend. In a private hearing only those persons nominated by you and by the hearings committee may attend.

All hearings, public and private, are recorded and transcribed. The transcripts, along with the written submissions, are published as public records. The WAPC recommendations are also published in a report on submissions.

**Appendix E**

**Submission form for this amendment  
(Form 41)**

# (Appendix ORD: 12.7A)

Planning and Development Act 2005  
**Section 41 Amendment (Substantial)**  
Form 41

## Submission

**Greater Bunbury Region Scheme Amendment 0059/41**

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## Wanju Urban Expansion Area

OFFICE USE ONLY

SUBMISSION NUMBER
-------------------

To: Secretary  
Western Australian Planning Commission  
Level 6, 61 Victoria Street  
Bunbury WA 6230

---

Name .....  
(PLEASE PRINT CLEARLY)

Address ..... Postcode .....

Contact phone number ..... Email address .....

**Submission** (Please attach additional pages if required. It is preferred that any additional information be loose rather than bound)

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turn over to complete your submission

# (Appendix ORD: 12.7A)

## Hearing of submissions

Anyone who has made a written submission on the amendment has the opportunity to personally present the basis of their submission to a sub-committee of the WAPC. **You do not have to attend a hearing.** The comments presented by you in this written submission will be considered in determining the recommendation for the proposed amendment.

For information about the submission and hearings process, please refer to the amendment report and in particular Appendix E.

### Please choose one of the following:

**No**, I do not wish to speak at the hearings. (Please go to the bottom of the form and sign)

OR

**Yes**, I wish to speak at the hearings. (Please complete the following details)

**I will be represented by:**

Myself – My telephone number (business hours): .....

**or**

A spokesperson

Name of spokesperson: .....

Contact telephone number (business hours): .....

Postal address: .....

**I would prefer my hearing to be conducted in:**

Public (members from the general public may attend your presentation)

**OR**

Private (only the people nominated by you or the hearings committee will be permitted to attend)

You should be aware that:

- **The Hearings Panel is NOT a decision making body. Information presented at the hearings will be forwarded to the WAPC for consideration in determining the recommendation for the proposed amendment.**
- The WAPC is subject to the *Freedom of Information Act 1992* and as such, submissions made to the WAPC may be subject to applications for access under the Act.
- In the course of the WAPC assessing submissions, or making its report on these submissions, copies of your submission or the substance of that submission, may be disclosed to third parties.
- All hearings are recorded and transcribed. The transcripts of all hearings, along with all written submissions, are presented to the Minister for Planning and published as public records should the Minister approve the proposed amendment. The WAPC recommendations are similarly published in a report on submissions.

### To be signed by person(s) making the submission

Signature ..... Date .....

**Note: Submissions MUST be received by the advertised closing date, being close of business (5pm) on 14 December 2020. Late submissions will NOT be considered.**





August 2020

**Greater Bunbury  
Region Scheme  
Amendment 0060/41  
(Major Amendment)**



**Waterloo Industrial  
Expansion Area**

Amendment Report

Shire of Dardanup

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**Greater Bunbury Region Scheme  
Amendment 0060/41  
(major amendment)**

**Waterloo Industrial Expansion Area**

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**Amendment Report**

Shire of Dardanup



August 2020

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Published by the  
Western Australian Planning Commission,  
140 William Street,  
Perth WA 6000

Locked Bag 2506  
Perth WA 6001

GBRS Amendment 0060/41 Amendment Report  
File RLS/0866

Published August 2020

Internet: [www.dplh.wa.gov.au](http://www.dplh.wa.gov.au)  
Email: [info@dplh.wa.gov.au](mailto:info@dplh.wa.gov.au)  
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This document is available in alternative  
formats on application to Communications Services.

## Contents

The Greater Bunbury Region Scheme .....	v
1 Planning objective .....	1
2 Background.....	1
3 Scope and Content of the Amendment.....	2
4. Aboriginal Heritage.....	3
5. Coordination of Region and Local Scheme Amendments.....	3
6 Sustainability appraisal.....	4
7 Sustainability .....	4
8 Environmental Protection Authority advice .....	4
9 The amendment process.....	5
10 Submissions on the amendment .....	5
11 Hearings.....	5
12 Modifications to the amendment.....	6
13 Final outcome.....	6
14 References.....	6

Figure 1	The amendment as advertised
Appendix A	Notice of environmental assessment
Appendix B	List of detail plans supporting the amendment
Appendix C	Your property and the Greater Bunbury Region Scheme
Appendix D	Preparing a submission and for a hearing presentation
Appendix E	Submission form for this amendment (form 41)

## The Greater Bunbury Region Scheme What it is and how it is amended (Major Amendments)

### Planning Greater Bunbury's future

The most populous area of the South-West Region of Western Australia is the area encompassed by the Greater Bunbury Region Scheme (GBRS). The GBRS covers the City of Bunbury and the Shires of Capel, Dardanup and Harvey.

The Greater Bunbury locality is one of the fastest growing areas in Australia, with a population projected to exceed 100,000 by 2031. As it grows, change must be well planned and well managed.

Provision must be made for future housing, employment opportunities and transport needs to meet this growth. It is also necessary to set aside land for conservation and recreation.

The GBRS provides for this change, and the means by which affected landowners can be compensated for land acquired for regional public purposes.

### What is the Greater Bunbury Region Scheme?

The GBRS is a region planning scheme for land use in the Greater Bunbury area. This area stretches from Lake Preston in the north, Peppermint Grove Beach in the south and east to the Darling Scarp.

The GBRS defines the future use of land, dividing it into broad zones and reservations. It requires local government local planning schemes to provide detailed plans for their part of the region. These schemes must be consistent with the GBRS.

The GBRS uses a set of maps and a scheme text. The scheme text provides planning rules for zones and reservations, which are shown on the maps in different colours and patterns.

This plan has been in operation since November 2007 and provides the legal basis for planning in the Greater Bunbury area.

To plan for changing needs, the GBRS is amended from time to time.

### What is an amendment?

An amendment to the GBRS changes the zoning or reservation of land to allow for a different land use.

When a rezoning or a new reservation is considered, an amendment to the GBRS is advertised to seek comment from the wider community and all levels of government.

The process allows for extensive community consultation and discussion in Parliament before a final decision is made.

### How is the Greater Bunbury Region Scheme amended?

The Western Australian Planning Commission (WAPC) is responsible for keeping the GBRS under review and initiating changes where it is seen to be necessary.

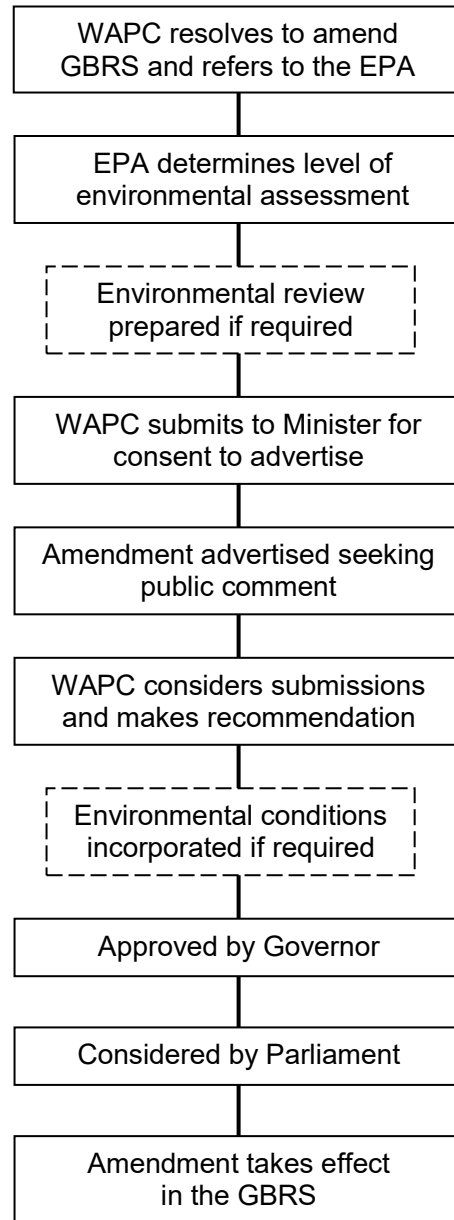
The amendment process is regulated by the *Planning and Development Act 2005*. The amendment proposed in this report is being made under the provisions of section 41 (often referred to as a major amendment).

The process of a major amendment to the GBRS includes the following steps:

- Formulation of the amendment by the WAPC.
- Referral of the proposed amendment to the Environmental Protection Authority (EPA) to set the level of environmental assessment. Where the EPA requires an environmental review, this is carried out before the amendment is advertised.
- Consent by the Minister for Planning to call for submissions.

# (Appendix ORD: 12.7B)

The following diagram shows the main steps.



- Advertising the amendment for public inspection and inviting submissions. Advertisements are placed in local and statewide newspapers and information is made available on the WAPC's website. Landowners whose property is directly affected by a proposed change are contacted in writing. Where there is an environmental review, this is also made available for comment.
- WAPC receive public submissions over a three month period.
- WAPC considers written submissions. People who have made submissions may, if they wish, also make an oral presentation to a special committee appointed to consider and report on these submissions.
- WAPC reviews the proposed amendment in light of submissions. The amendment may be modified before proceeding.
- Readvertising for further public submissions may be required by the Minister for Planning if the amendment is substantially modified as a result of submissions.
- Minister presents the amendment with WAPC recommendations to the Governor for approval.
- Placing of the amendment, as approved by the Governor, before each House of State Parliament, where it must remain for 12 sitting days. During this time, the amendment is again on public display with the WAPC's report on submissions.
- In Parliament, a member may introduce a motion to disallow the amendment. If this motion succeeds, the GBRs will not be amended. Otherwise, the amendment becomes legally effective in the GBRs.

When the GBRs is amended, local planning schemes must also be amended to match the broad zonings and reservations of the GBRs. Affected local governments provide more detailed planning for each area.

Within three months of a GBRs amendment being finalised, an affected local government must initiate an amendment to its local planning scheme.

## Zones and reservations

Zones and reservations in the GBRS are broad categories. They are not precisely defined or limited, but the following descriptions are a guide.

### Zones

Urban: to provide for residential development and associated local employment, recreation and open space, shopping, schools and other community facilities.

Urban Deferred: land suitable for future urban development but where there are various planning, servicing and environmental requirements which need to be addressed before urban development can take place.

The WAPC must be satisfied that these issues have been addressed before rezoning to urban.

Regional Centre: the Bunbury central business district within which commercial, civic, cultural, residential, service and administration activities serving the region are located.

Industrial: to provide for manufacturing industry, the storage and distribution of goods and associated uses.

Industrial Deferred: land suitable for future industrial development but where there are various planning, servicing and environmental requirements which need to be addressed before industrial development can take place.

Rural: to provide for the sustainable use of land for agriculture, assist in the conservation and wise use of natural resources including water, flora, fauna and minerals, provide a distinctive rural landscape setting for the urban area and accommodate carefully planned rural living developments.

Private Recreation: to accommodate regionally significant open space and recreation activities in private use.

### Reservations

Land is reserved for community purposes. It may be reserved to protect a resource or to provide areas for infrastructure.

Regional Open Space: to protect the natural environment, provide recreational opportunities, safeguard important landscapes and provide for public access.

Primary Regional Roads: to provide a regional road network to accommodate current and future transport needs on roads declared under the *Main Roads Act 1930*.

Other Regional Roads: to provide a regional road network to accommodate current and future transport needs on roads for which the planning responsibilities are shared between the Commission and local government.

Railways: to provide for the passage of trains, the marshalling, maintenance and storage of rolling stock, and the conveying of the public and freight by rail.

Port Installations: to provide for the current and future expansion needs of the Port of Bunbury.

Waterways: to recognise permanently inundated inland and coastal lands below the high water mark, and existing and proposed water canals.

State Forests: to recognise State forests.

Public Purposes: to provide for other public purposes as denoted on the Scheme Map ie; land for public facilities such as hospitals, high schools, universities, prisons, utilities for electricity, water and treatment of wastewater, commonwealth government and other special uses.

### What if my land is rezoned?

Landowners may find that an amendment seeks to rezone their property, for example from rural to urban or urban deferred.

If the zoning is changed, landowners do not have to change their use of the land or lifestyle.

They can stay as they are or they may set about changing their land use. For instance, some may seek approval to subdivide their land or apply to develop it in some way that suits the new zoning.

The WAPC realises that many people choose their properties because they like them as they are and may not want to change from, for example, a rural-residential lifestyle to an urban area. Others are keen to change the land use.

For these reasons, amendments to the GBRS are advertised so that all affected landowners and anyone else have time to examine the proposals and lodge a submission.

### **What if my land is reserved?**

Land is reserved because it will be needed eventually for a public purpose such as parks and recreation or other regional roads.

If your land is marked for a reservation in an advertised amendment, you can continue to use and enjoy your property. Generally, reserved land can remain in private ownership until it is needed for the purpose for which it is reserved. The WAPC has reservations over many areas of land, which are privately owned.

To protect landowners, there are procedures for acquisition or compensation by the WAPC. These are outlined in Your Property and the Greater Bunbury Region Scheme, a leaflet reproduced at the back of this report and available separately from the Department of Planning, Lands and Heritage.

### **How can my views be heard?**

You can lodge a written submission on the proposed amendment during the advertised period. A submission form is available at the back of this report, from the display locations for this amendment and from the WAPC's website.

People writing submissions may choose also to attend a hearing. This follows the submission period, where you can express your views to a hearings panel.

## **Publications**

In the course of each substantial amendment to the GBRS, information is published under the following titles:

### Amendment report

This document is available from the start of the public submission period of the proposed amendment. It sets out the purpose and scope of the amendment, explains why the proposal is considered necessary and informs people how they can comment.

### Environmental review report

The EPA considers the environmental impact of an amendment to the GBRS before it is advertised. Should the EPA require formal assessment an environmental review is undertaken and that information is made available for comment at the same time as the amendment report.

### Report on Submissions

This publication documents the planning rationale, determination of submissions received and the recommendations for final approval of the amendment made by the WAPC.

### Submissions

All the written submissions received on the proposed amendment are reproduced as a public record.

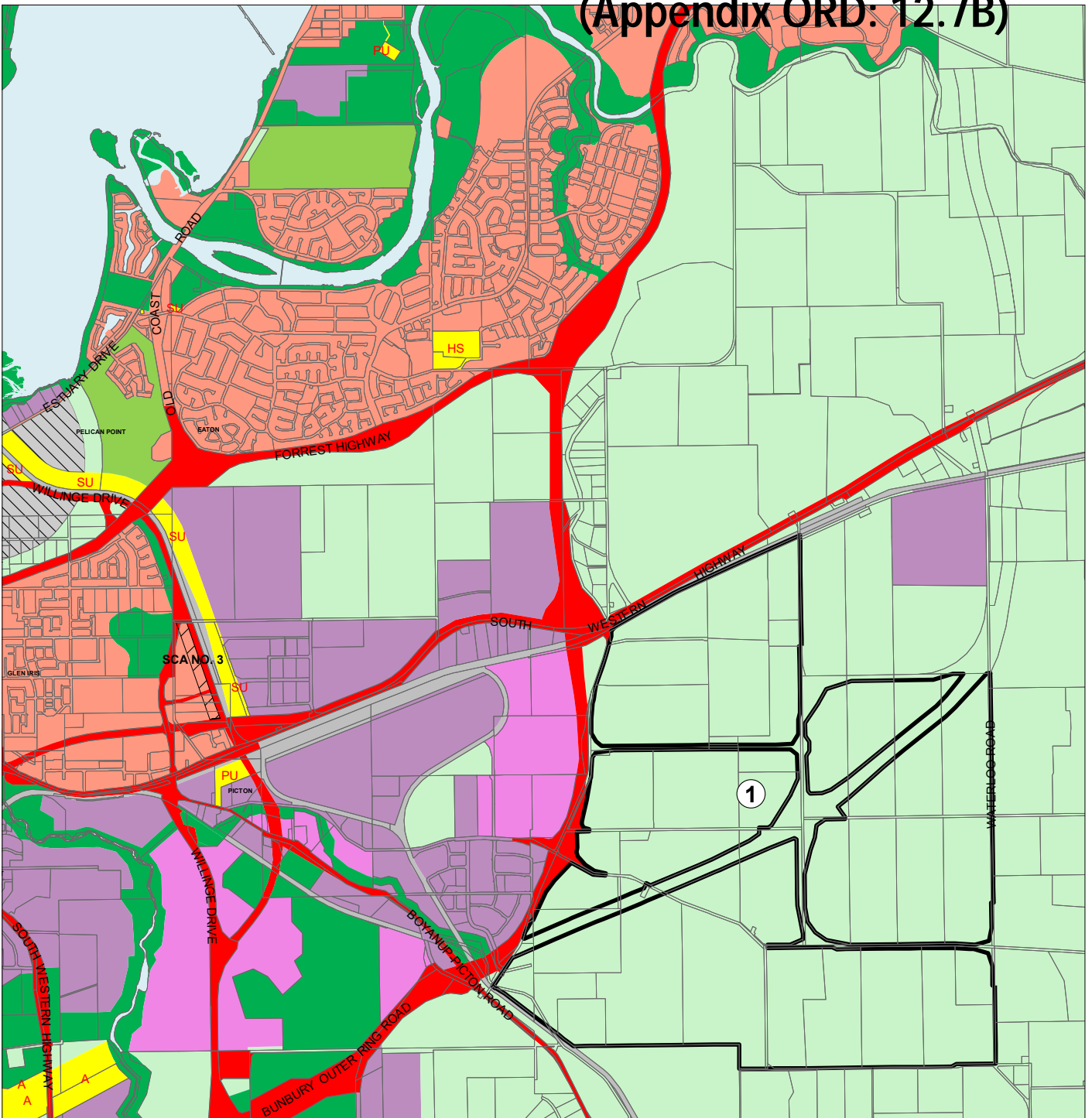
### Transcript of Hearings

The hearings procedures are recorded and transcribed. All transcripts are published as a public record.



**Amendment 0060/41**

**Location Plan**



Proposed Amendment to the Greater Bunbury Region Scheme  
Waterloo District Structure Plan

Proposed:

**1** rural zone to industrial deferred zone

Greater Bunbury Region Scheme Legend

Reserved Lands		Public purposes - denoted as follows:		Zones	
	Regional open space		A Airport		Urban
	Railways		H Hospital		Urban deferred
	State forests		HS High school		Regional centre
	Waterways		P Prison		Industrial
	Port installations		PU Public utilities		Rural
	Primary regional roads		SU Special uses		Private recreation
	Other regional roads		TS Technical school		Special control areas
			U University		

SCA NO. 3 Glen Iris service corridor buffer area



## Greater Bunbury Region Scheme Amendment 0060/41

### Waterloo Industrial Expansion Area

#### 1. Planning objective

The purpose of this proposal is to amend the Greater Bunbury Region Scheme (GBRS) by rezoning:

- Lots 100 (part), 101, 102, 60 Blawearly Close, Waterloo;
- Lots 63 (part), 1 (part), 58 (part), 4 (part), 5 (part), 608 (part), 4 (part), 5 (part), 5277 Martin-Pelusey Road, Waterloo/Paradise;
- Lots 50, 530, 531, 273 Copplestone Road, Paradise;
- Lots 3 (P 232800) (part), 9, 2, 1 (D 42562), 66, 5 (part), 6 (part), 3 (D38550) (part), 10 (part), 11, 12, 13 (part), 8 (part), 4 (part), 1 (D83598) (part), 98, 99 (part) Harris Road, Paradise;
- Lots 1, 35 (part), 7 (part) Bell Road, Waterloo;
- Lots 311 (part), 310, 480 Wireless Road, Waterloo;
- Lots 19 (part), 20 (part), 21 (part), 22 (part) St Helena Road, Waterloo;
- Reserve R35707 (part); and
- Road Reserves for Bell Road, Copplestone Road, Harris Road, Blawearly Close, Wireless Road, St Helena Road and Damiani-Italiano Road;
- as shown on Plan No. 3.2755.

from the Rural Zone to the Industrial Deferred Zone and in order to facilitate future Industrial developments at the Waterloo Industrial Expansion Area as anticipated through the *Industry 2030 Greater Bunbury Industrial Land and Port Access Planning (2000)*, *Greater Bunbury Strategy 2013*, the *Greater Bunbury Structure Plan*, the *Waterloo District Structure Plan* and the Shire of Dardanup Local Planning Strategy (2015).

#### 2. Background

The Waterloo Industrial Expansion Area was originally identified in the *Industry 2030 Greater Bunbury Industrial Land and Port Access Planning (2000)* which was the subject of a full public consultation process. It was then formally identified in the Western Australian Planning Commission (WAPC) endorsed *Greater Bunbury Strategy 2013* following extensive public consultation and advertising of the draft Strategy in 2011. It was also identified in the South West Economic and Employment Lands Study as the preferred site for the agri-food processing area if one was to be established in the South West. The area is located east of the existing industrial area known as Picton South. It is located south of the Perth-Bunbury rail line and is bounded on the west by Martin-Pelusey Road and Waterloo Road to the east and Copplestone Road and Damiani-Italiano Road to the south. The area was selected due to its proximity to major highways, rail infrastructure and being located 12 km from the Bunbury Port.

The Department of Planning, Lands and Heritage (the Department), in collaboration with the Shire of Dardanup and other Government agencies, has prepared a District Structure Plan for Waterloo.

An initial draft *Waterloo District Structure Plan (DSP)* was publicly advertised between April and July 2016 for public comment. The comments were analysed by the then Department of Planning and a report provided to the WAPC. Following the realignment of the Bunbury Outer Ring Road (BORR) by Main Roads WA the draft Waterloo DSP was revised to take into account the implications of the new BORR alignment on Waterloo and the revised draft

# (Appendix ORD: 12.7B)

*Waterloo DSP* was published for public advertising between February and April 2019. The comments were again analysed by the Department and a report provided to the WAPC in October 2019, along with the finalised DSP.

Land uses proposed by the DSP include light industry, general industry, service commercial, a special use area designated for rail related activities, agricultural food processing area, public purpose – infrastructure services, primary road, and integrator streets.

The DSP was endorsed by the WAPC at its meeting on 30 October 2019. The purpose of the DSP is to set out an informing strategy to guide the vision and desired development and environmental outcomes for industrial expansion area, and in doing so, to provide the context and framework for proposed amendments to the GBRS, the Shire of Dardanup's Local Planning Scheme No. 3 (LPS3) and more detailed planning in the form of Local Structure Plans.

The subject land currently supports agricultural uses, primarily hay production and grazing. The lots making up the industrial expansion area are owned by private owners (42), the State Government (Reserve R35707) and Road Reserves for Bell Road, Wireless Road, St Helena Road, Harris Road, Blawearly Close, Copplestone Road, and Damiani-Italiano Road.

### **3. Scope and content of the amendment**

Request is made for an amendment to the GBRS for

- Lots 100 (part), 101, 102, 60 Blawearly Close, Waterloo;
- Lots 63 (part), 1 (part), 58 (part), 4 (part), 5 (part), 608 (part), 4 (part), 5 (part), 5277 Martin-Pelusey Road, Waterloo/Paradise;
- Lots 50, 530, 531, 273 Copplestone Road, Paradise;
- Lots 3 (P 232800) (part), 9, 2, 1 (D 42562), 66, 5 (part), 6 (part), 3 (D38550) (part), 10 (part), 11, 12, 13 (part), 8 (part), 4 (part), 1 (D83598) (part), 98, 99 (part) Harris Road, Paradise;
- Lots 1, 35 (part), 7 (part) Bell Road, Waterloo;
- Lots 311 (part), 310, 480 Wireless Road, Waterloo;
- Lots 19 (part), 20 (part), 21 (part), 22 (part) St Helena Road, Waterloo;
- Reserve R35707 (part); and
- Road Reserves for Bell Road, Copplestone Road, Harris Road, Blawearly Close, Wireless Road, St Helena Road and Damiani-Italiano Road;
- as shown on Plan No. 3.2755.

The amendment does not include the reservation for the Bunbury Outer Ring Road at this stage. This will be the subject of a separate amendment in the future once the final alignment, detailed design and land acquisition is finalised.

The subject land is approximately 1350 hectares in area and is immediately located south of Perth to Bunbury rail line and is bounded on the west by Martin-Pelusey Road and Waterloo Road to the east, and Copplestone Road and Damiani-Italiano Road to the south. The subject land is situated in the locality of Waterloo and Paradise, is 14 km east of the Bunbury CBD. The brickyard in the north-east corner of the site on Waterloo Road has not been included as the site is already zoned Industrial.

The proposal involves the amendment of the existing zoning of the subject land from the Rural Zone to the Industrial Deferred Zone under the GBRS.

# (Appendix ORD: 12.7B)

The current zone under both the GBRS and LPS3 covering the subject land does not make provision for the future uses as prescribed in the DSP hence the request for amendments in order to implement components of the structure plan.

The transfer of land from the Industrial Deferred zone to an Industrial zone may be initiated by either the landowner, the local government or any public authority. Before agreeing to the transfer of land from the Industrial Deferred zone to the Industrial zone, the WAPC will require evidence, such as a draft Local Structure Plan, which ensures:

- the land is capable of being provided with essential services and agreement has been reached between the developers and service providers with regard to the staging and financing of services;
- planning is sufficiently advanced to depict an acceptable overall design to guide future development, by means of an endorsed structure plan (WAPC and LG);
- the proposed industrial development is in accordance with endorsed strategic planning framework;
- the regional requirements have been satisfied or provisions made for them; and
- any constraints to industrial development, including in relation to environmental, hazard and risk issues, can be satisfactorily addressed.

Where there is a proposal to lift the Industrial Deferred zoning, it will be referred to the local government and relevant State Government agencies for comment. The proposal, with supporting information and justification in accordance with the *Lifting of Industrial Deferment Guidelines* will be considered and determined by the WAPC. The assessment of this amendment will further refine the criteria required to lift the Industrial Deferment, which will be detailed in the report on submissions to guide future planning.

## 4. Aboriginal Heritage

The *Aboriginal Heritage Act 1972* provides for the protection and preservation of Aboriginal heritage and culture in Western Australia, including places and objects of significance to Aboriginal people, whether previously recorded or not.

The process of rezoning land in a region scheme is not itself directly affected by the *Aboriginal Heritage Act 1972*, as the proposed land use changes are very broad in nature and do not, themselves, physically interfere with the land. The protection of Aboriginal heritage sites is specifically addressed during later stages of the planning process, usually when a local structure plan is being developed.

Nevertheless, in recognising the importance of having reliable Aboriginal information on land and the values attached to it, the proposed amendment will be assessed against the provisions of the *Aboriginal Heritage Act 1972* during the consultation phase of the amendment process. As part of the background to the Waterloo DSP an *Ethnographic and Archaeological Heritage Assessment (2015)* was carried out including a comprehensive desktop review to confirm the nature and extent of all Aboriginal sites within the Waterloo industrial expansion area.

## 5. Coordination of Region and Local Scheme amendments

The Shire of Dardanup's Local Planning Scheme is required to be consistent with the GBRS. Once the Industrial Deferred and subsequent Industrial zonings have been approved for the GBRS, local planning scheme amendments to LPS3 will be required to ensure consistency with the GBRS.

## 6. Sustainability appraisal

Under the GBRS, the Waterloo DSP area is presently zoned Rural. The Rural zone over the subject land would not permit development of industrial uses proposed by the DSP hence amendment of the GBRS is required in order to facilitate the development of such uses.

The proposed amendment on the subject land is considered to be orderly and proper planning as the proposal explored planning solutions in line with the DSP. This provides the opportunity to determine the type and location of development, orderly roll out of services, ensures the internal road network conforms to WAPC policy in industrial areas, both local level and district level water management issues are addressed in a timely manner, detailed design of drainage reserves and green spaces, and provides appropriate screening from the BORR.

Strategic Planning for the area further comes under both the *Industry 2030 Greater Bunbury Industrial Land and Port Access Planning (2000)* and the *Greater Bunbury Strategy 2013* where a variety of industrial and employment land activities are proposed.

The subject land is located immediately south of the proposed residential area of Wanju and in close proximity to the established residential areas of Eaton, Millbridge and Treendale. It abuts the Picton South Industrial area to the west. The purpose of the land is to provide employment opportunities in close proximity to the residential areas east of the Bunbury CBD. Detailed planning through the local structure planning for individual precincts will address the level of services provided with regards to reticulated water and sewerage, drainage, underground electricity, telecommunication, access, and fill.

## 7. Substantiality

The *Planning and Development Act 2005* allows for an amendment to a region planning scheme to be processed as either 'minor' or 'major' amendment, depending on whether the WAPC considers the amendment to be a substantial alteration to a scheme, or not.

The WAPC is of the opinion that this amendment constitutes a substantial alteration to the GBRS having regard to the significant spatial extent of the proposed area for development.

The *Industry 2030 Greater Bunbury Industrial Land and Port Access Planning (2000)* and the *Greater Bunbury Strategy* strongly promote a range of industrial activities as evidenced by the following employment activities proposed: light industry, general industry, service commercial, a special use area designated for rail related activities and an area for agricultural food processing.

The *South West Regional Planning and Infrastructure Framework (2015)* recommended that there is a supply of industrial and business development land in appropriate locations which are serviced with reticulated services with appropriate communications, transport and waste services infrastructure. As such it is considered appropriate for this amendment to be processed as a major amendment to the GBRS.

## 8. Environmental Protection Authority advice

The proposed amendment was referred to the EPA for advice on whether environmental assessment would be required.

The EPA has advised that the proposed amendment does not require formal assessment under part IV of the *Environmental Protection Act 1986*. The EPA provided advice and recommendations as shown at Appendix A.



## 9. The Amendment Process

The procedures for amending the GBRS are prescribed by the *Planning and Development Act 2005*.

Section 41 of the *Planning and Development Act 2005* sets out the procedure for processing amendments which the WAPC considers a substantial alteration to the Scheme.

A more detailed explanation of this process, entitled '*The Greater Bunbury Region Scheme - What it is and how it is amended*' can be found in the front of this report.

## 10. Submissions on the amendment

The WAPC invites people to comment on the proposed amendment to the GBRS. The amendment is being advertised for public submissions for a period of 90 days from 15 September 2020 to 14 December 2020.

Advertising of the amendment will occur on the Department's website, Shire of Dardanup website, the Government Gazette and in the local newspapers.

Copies of the amendment will be available online at the Department's website or available on request.

Written submissions or comments on the amendment should be sent to:

The Secretary  
Western Australian Planning Commission  
Level 6, 61 Victoria Street  
Bunbury WA 6230

and must be received by 5 pm 14 December 2020.

All submissions received by the WAPC will be acknowledged.

For your convenience a submission form (Form 41) is contained in this report Appendix E. Additional copies of the form are available on request or on the Department's website: [www.dplh.wa.gov.au](http://www.dplh.wa.gov.au). You should be aware that calling for submissions is a public process and all submissions lodged will become a public document. All submissions are published and made available when the amendments are tabled in Parliament.

Advice of disclosure and access requirements are shown on side two of the submission form. Before making your submission, it is recommended that you read the information in Appendix D of this report regarding preparing a submission.

## 11. Hearings

Any person making a written submission has the opportunity to personally present the basis of their submission to a sub-committee of the WAPC. Details required for attending the hearings are on side two of the submission form.

Presentations made to the hearings committee are an extension of the submission process and the transcript of all hearings will become a public document. The transcript is published and made available when the amendment is presented to both Houses of Parliament.

Before completing your submission form, please refer to the information regarding hearings in appendix D of this report.

## 12. Modifications to the amendment

After considering any comments received from the public and government agencies, the WAPC may make modifications to the amendment.

The recommendations of the WAPC, including any modifications, are published in a report on submissions. Anyone who has made a submission will receive a copy of this document when the amendment is tabled in Parliament. The report will also be available on the WAPC's website [www.dplh.wa.gov.au](http://www.dplh.wa.gov.au)

## 13. Final outcome

Following consideration by both Houses of Parliament, those who made submissions will be notified of the final outcome, along with all affected landowners.

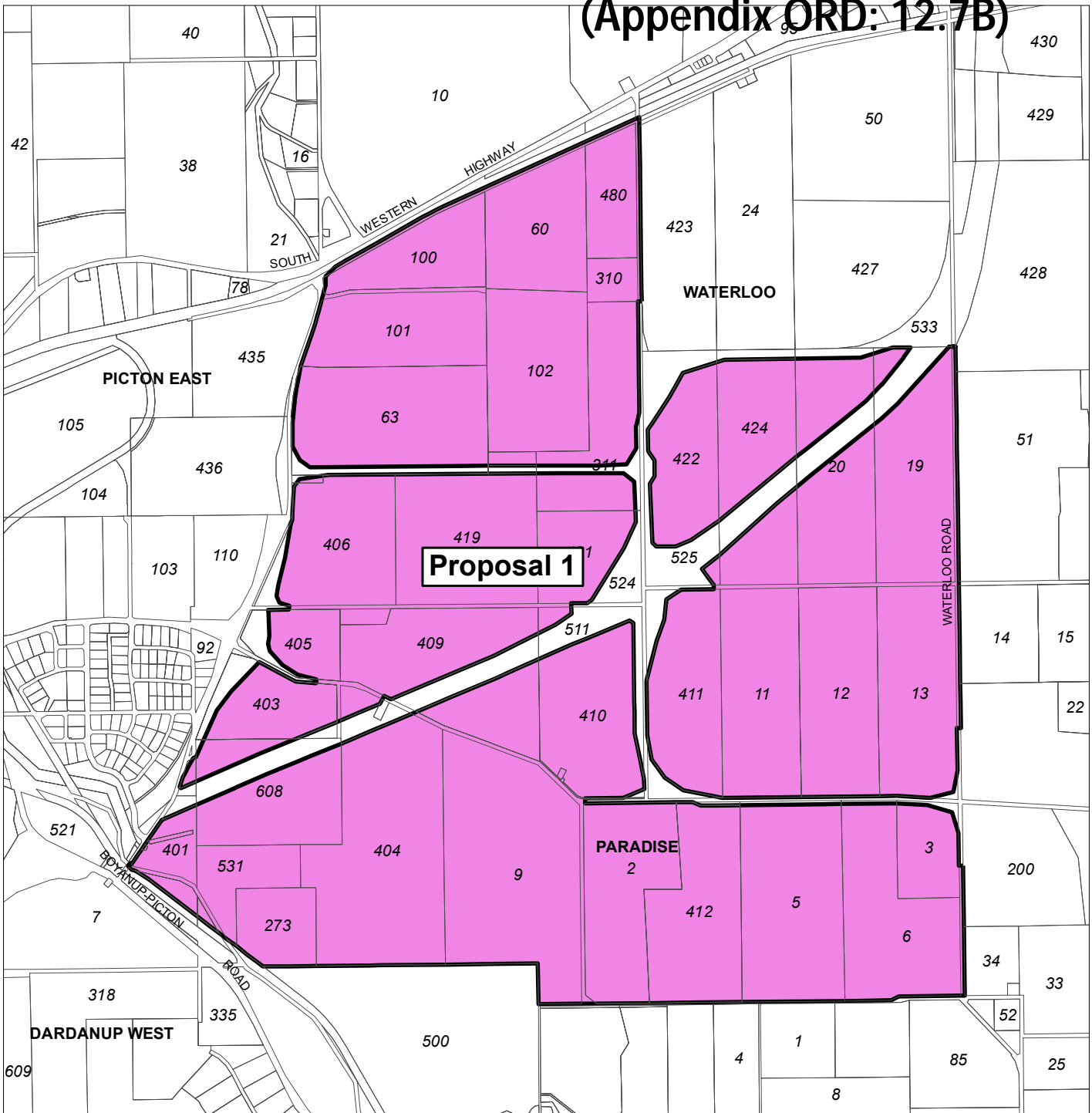
## 14. References

- Waterloo District Structure Plan and background reports:  
<https://www.dplh.wa.gov.au/waterloo>
- Ethnographic and Archaeological Heritage Assessment, Industrial and Urban Expansion Areas (Big Island Research, 2014):  
[https://www.dplh.wa.gov.au/getmedia/a2f32e39-5eb5-4825-abae-a1f576c2f22e/DSP\\_Draft\\_Wanju\\_Ethnographic\\_and\\_Archaeological\\_Report\\_-\\_Dardanup](https://www.dplh.wa.gov.au/getmedia/a2f32e39-5eb5-4825-abae-a1f576c2f22e/DSP_Draft_Wanju_Ethnographic_and_Archaeological_Report_-_Dardanup)
- DC Policy 1.9 – Amendment to Region Schemes (WAPC, January 2017):  
[https://www.dplh.wa.gov.au/getmedia/0ab32345-7ede-4b3d-90ee-babafcd3d840/DCP\\_1-9\\_-\\_amendment\\_region\\_schemes](https://www.dplh.wa.gov.au/getmedia/0ab32345-7ede-4b3d-90ee-babafcd3d840/DCP_1-9_-_amendment_region_schemes)
- Lifting of Urban Deferment Guidelines (WAPC, November 2019):  
[https://www.dplh.wa.gov.au/getmedia/3457d12f-8b13-40a6-a1ee-53b4f0ce78dc/GD-Lifting\\_of\\_Urban\\_Deferment\\_Guidelines\\_Nov2019](https://www.dplh.wa.gov.au/getmedia/3457d12f-8b13-40a6-a1ee-53b4f0ce78dc/GD-Lifting_of_Urban_Deferment_Guidelines_Nov2019)
- Greater Bunbury Region Scheme:  
<https://www.dplh.wa.gov.au/gbrs>
- Shire of Dardanup Local Planning Strategy (2015):  
<https://www.dardanup.wa.gov.au/planning/structure-plans/local-planning-strategy/>
- Shire of Dardanup Local Planning Scheme No.3:  
<https://www.dplh.wa.gov.au/getmedia/c2cdeacd-b559-4700-b0f8-bbbb4540c433/Dardanup-scheme-text>
- Greater Bunbury Strategy 2013 and Greater Bunbury Structure Plan (WAPC):  
[https://www.dplh.wa.gov.au/getmedia/0597c8b4-73b2-40b3-b934-eec50d265cfd/SWT\\_Greater\\_Bunbury\\_Strategy\\_2013](https://www.dplh.wa.gov.au/getmedia/0597c8b4-73b2-40b3-b934-eec50d265cfd/SWT_Greater_Bunbury_Strategy_2013)
- South West Regional Planning and Infrastructure Framework (2015)  
[https://www.dplh.wa.gov.au/getmedia/bdfd8af3-b37e-4a60-b193-d4c9c086574c/SWT\\_South\\_West\\_Regional\\_Planning\\_and\\_Infrastructure\\_Framework\\_Part\\_Ahttps://www.dplh.wa.gov.au/getmedia/664fa002-1a8f-46d3-8d8a-970a5a876397/SWT\\_South\\_West\\_Regional\\_Planning\\_and\\_Infrastructure\\_Framework\\_Part\\_B](https://www.dplh.wa.gov.au/getmedia/bdfd8af3-b37e-4a60-b193-d4c9c086574c/SWT_South_West_Regional_Planning_and_Infrastructure_Framework_Part_Ahttps://www.dplh.wa.gov.au/getmedia/664fa002-1a8f-46d3-8d8a-970a5a876397/SWT_South_West_Regional_Planning_and_Infrastructure_Framework_Part_B)
- Greater Bunbury Region Scheme Priority Agricultural Land Policy 2017 (WAPC):  
[https://www.dplh.wa.gov.au/getmedia/a2922ff0-6036-4c3b-b765-84883563d96b/POL-GBRS\\_Priority\\_Agricultural\\_Land\\_Policy\\_2017](https://www.dplh.wa.gov.au/getmedia/a2922ff0-6036-4c3b-b765-84883563d96b/POL-GBRS_Priority_Agricultural_Land_Policy_2017) .



Amendment 0060/41

Figure 1



**Proposed Amendment to Greater Bunbury Region Scheme  
Waterloo District Structure Plan**

17 June 2020

Proposal 1

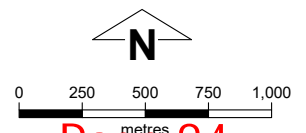
Proposed Amendment:

 Industrial deferred zone

Oracle reference no: 3054  
File number: RLS/0866  
Version number: 2



Date: 6/08/2020  
Produced by Data Analytics, Department of Planning, Lands and Heritage, Perth WA  
Base information supplied by Western Australian Land Information Authority SLIP 1096-2018-1



**Appendix A**

**Notice of environmental assessment**



**Environmental Protection Authority**

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Ms Sam Fagan  
The Secretary  
Western Australian Planning Commission  
Locked Bag 2506  
PERTH WA 6001

Our Ref: CMS 17858  
Enquiries: Renee Blandin, 6364 6499  
Email: [Renee.Blandin@dwer.wa.gov.au](mailto:Renee.Blandin@dwer.wa.gov.au)

Dear Ms Fagan

**DECISION UNDER SECTION 48A(1)(a)**  
*Environmental Protection Act 1986*

<b>SCHEME</b>	Greater Bunbury Region Scheme 0060/41 Waterloo Industrial Expansion Area
<b>LOCATION</b>	Various lots within the Shire of Dardanup
<b>RESPONSIBLE AUTHORITY</b>	Western Australian Planning Commission
<b>DECISION</b>	Referral Examined, Preliminary Investigations and Inquiries Conducted. Scheme Amendment Not to be Assessed Under Part IV of the EP Act. Advice Given. (Not Appealable)

Thank you for referring the above scheme to the Environmental Protection Authority (EPA).

After consideration of the information provided by you, the EPA considers that the proposed scheme should not be assessed under Part IV Division 3 of the *Environmental Protection Act 1986* (EP Act) but nevertheless provides the attached advice and recommendations. I have also attached a copy of the Chairman's determination of the scheme.

Please note the following:

- For the purposes of Part IV of the EP Act, the scheme is defined as an assessed scheme. In relation to the implementation of the scheme, please note the requirements of Part IV Division 4 of the EP Act.
- There is no appeal right in respect of the EPA's decision to not assess the scheme.

A copy of the Chairman's determination, this letter and the attached advice and recommendations will be made available to the public via the EPA website.

Yours sincerely



**Anthony Sutton**  
**Delegate of the Environmental Protection Authority**  
Executive Director  
EPA Services

3 August 2020

Encl. Chairman's Determination  
Scheme Advice and Recommendations



## ADVICE UNDER SECTION 48A(1)(a) ENVIRONMENTAL PROTECTION ACT 1986

### Greater Bunbury Region Scheme 0060/41 Waterloo Industrial Expansion Area

**Location:** Various lots within Shire of Dardanup

**Determination:** Scheme Not Assessed – Advice Given (not appealable)

**Determination Published:** 3 August 2020

#### Summary

The Western Australian Planning Commission (WAPC) proposes to rezone 1350 hectares of land in the Shire of Dardanup from 'Rural' to 'Industrial' in the Greater Bunbury Region Scheme (GBRS) to facilitate the development of the proposed 'Waterloo Industrial Expansion Area'.

The Environmental Protection Authority (EPA) has considered the scheme amendment in accordance with the requirements of the *Environmental Protection Act 1986* (EP Act). The EPA has based its decision on the documentation provided by the WAPC. Having considered this matter the following advice is provided.

#### 1. Environmental Factors

The EPA has identified the following preliminary environmental factors relevant to this scheme:

- Flora and Vegetation
- Terrestrial Fauna
- Inland Waters
- Social Surroundings

#### 2. Advice and Recommendations regarding Environmental Factors

The EPA considers this GBRS amendment is unlikely to have a significant effect on the environment and does not warrant formal assessment under Part IV of the EP Act. However there are a number of environmental issues which require resolution prior to the initiation and referral of future local planning amendments to the EPA. For this reason, a concurrent rezoning of both the region and local schemes should not be undertaken. The following advice is provided in this context:

##### Flora and Vegetation and Terrestrial Fauna

The EPA notes the amendment area is mostly cleared, but contains some flora, vegetation and terrestrial fauna environmental values.

The amendment area contains native vegetation which is the Threatened Ecological Community (TEC) Banksia Woodlands of the Swan Coastal Plain, habitat for threatened species of black cockatoo, and vegetation of the Guildford complex, which has only 5.87% of its pre-european extent remaining. Given these values:

- Remaining vegetation should be a priority for retention through the future stages of planning, specifically vegetation and fauna habitat within and along road reserves such as Wireless, Bell and Martin Pelusey Roads.

- Development should be located within existing cleared land, or within areas of existing degraded vegetation, where that vegetation is not significant habitat for threatened fauna.
- An updated study including survey for specific locations of suitable breeding trees is recommended prior to development of the local planning scheme amendment.
- The implementation of ecological linkages through the site through the future stages of planning is recommended. Ecological linkages and buffers should protect, retain and enhance the environmental values.

The retention of the TEC 'Herb rich shrublands in claypans' and '*Corymbia calophylla* – *Xanthorrhoea preissii* woodlands and scrublands of the Swan Coastal Plain' on Lot 310 Wireless Road for conservation purposes is also strongly supported.

## **Inland Waters**

The amendment area is part of the Leschenault Estuary Catchment. The Ferguson River runs adjacent to the southern boundary.

Development of the site for industrial land use has the potential to impact groundwater and surface water quality and pre-development hydrology. Impacts can be managed through buffers to waterways and implementation of water management planning for the site, as required by structure planning. Water management planning should maintain or improve groundwater and surface quality, with particular regard to be given to the water quality objectives within the *Leschenault Estuary water quality improvement plan* (Department of Water 2012). Maintenance of pre-development hydrology should be considered at various scales as part of future water management planning in consultation with the Department of Water and Environmental Regulation (DWER) South West Region. Consideration should also be given to potential impacts of hydrological changes on TECs. Requirements for buffer distance, riparian vegetation retention and establishment, fencing, floodway setbacks, and stormwater management should be referred to DWER and DBCA where appropriate, as part of the future planning process.

## **Social Surroundings**

Land use activity within the proposed 'Industrial' zone may impact surrounding sensitive land uses (including the proposed Wanju urban development to the north of the amendment area). The EPA's Guidance Statement No. 3 *Separation Distances between Industrial and Sensitive Land Uses* should be considered to advise decision making on the potential impacts to surrounding land uses and separation distances. Further investigation into the separation distances should be undertaken at the local scheme amendment and structure planning phases.

## **Conclusion**

The EPA concludes the scheme amendment can be managed to meet the EPA's environmental objectives through existing planning controls at the region scheme level of planning. The EPA further recommends future Shire of Dardanup local planning scheme amendments should contain specific scheme provisions, informed by surveys, to demonstrate how impacts to these values will be avoided and/or managed. Future significant proposals may also require referred to the EPA pursuant to Part IV of the EP Act.





GOVERNMENT OF  
WESTERN AUSTRALIA

S48A Referrals

## Environmental Protection Authority

**Title:** Greater Bunbury Region Scheme 0060/41 Waterloo Industrial Expansion Area.

**Location:** Various lots within the Shire of Dardanup.

**Description:** The Western Australian Planning Commission proposes to rezone 1350 hectares of land in the Shire of Dardanup from 'Rural' to 'Industrial to facilitate the development of the proposed 'Waterloo Industrial Expansion Area'.

**Ref ID:** CMS17858

**Date Received:** 07/07/2020                      **Date Sufficient Information Received:** 07/07/2020

**Responsible Authority:** Western Australian Planning Commission

**Contact:** Sam Fagan

**Preliminary Environmental Factors:** Flora and Vegetation, Terrestrial Fauna, Inland Waters, Social Surroundings.

**Potential Significant Effects:** Clearing of vegetation and terrestrial fauna habitat (including threatened communities and species); potential impact on waterways (Ferguson River) and groundwater and surface water quality; potential noise, dust and odour impacts on surrounding sensitive land use.

**Management:** Implementation of ecological linkages to protect environmental values as depicted in the Waterloo District Structure Plan, through site environmental and water management strategies required for structure planning, and through future local planning scheme provisions. Implementation of EPA advice regarding management of environmental impacts. Review at the local planning scheme amendment stage will provide further management of environmental values.

**Determination:** Referral Examined, Preliminary Investigations and Inquiries Conducted. Scheme Amendment Not to be Assessed Under Part IV of EP Act. Advice Given. (Not Appealable)

The EPA has carried out some investigations and inquiries before deciding not to assess this scheme. In deciding not to formally assess schemes, the EPA has determined that no further assessment is required by the EPA. This Determination is not appealable.

Chairman's Initials:

Date: 29 July 2020



**Appendix B**

**List of detail plans supporting  
the amendment**

**Waterloo Industrial Expansion Area  
Rezone to Industrial Deferred Zone**

**Proposed major amendment**

**Amendment 0060/41**

**3.2755**

**Detail plans**

- 1.4707
- 1.4741
- 1.4742
- 1.4743
- 1.4744
- 1.4745
- 1.4746

**Appendix C**

**Your Property and the  
Greater Bunbury Region Scheme**



### Your land is reserved in a Regional Planning Scheme

The Western Australian Planning Commission (WAPC) administers three Regional Planning Schemes (RPS's). The Metropolitan Region Scheme, the Peel Region Scheme and the Greater Bunbury Region Scheme.

RPS's are planning schemes that cover the Perth metropolitan area, the Peel region and the Greater Bunbury region. They classify land into broad zones and reservations. As these regions develop, so the WAPC must amend the RPS's. The RPS's are available for inspection at a local authority office, the Department of Planning, Lands and Heritage and the WAPC.

Zones are large areas identified as being suitable for purposes such as industry (Industrial zone) and residential (Urban zone). Reservations are areas required for public purposes such as school sites, railways, major roads and parks and recreation areas.

Before rezoning or reserving land, the WAPC approaches affected landowners and invites them to make submissions on the changes proposed through the amendment process.

### Your Property and Regional Planning Schemes

The government will ultimately acquire reserved land, but the land can generally remain in private ownership until the government needs it for the public purpose.

There are several options available to the owners of reserved land.

- Retain ownership of your property and continue quiet enjoyment of the property until the government needs it for the public purpose. You may complete any development or subdivision of the property approved before the reservation came into effect.

Under non-conforming use rights, you may continue to use the property for purpose it was legally being used immediately before the reservation came into effect.

- Sell the property on the open market to another person(s). The WAPC recognises that due to the reservation this may be difficult. Subject to acquisition priorities and the availability of funds, the WAPC would be willing to consider purchasing a reserved property if an owner is unable to achieve a private sale on the open market.

- Offer the property for sale to the WAPC. Subject to acquisition priorities and the availability of funds, the WAPC would be willing to consider purchasing a reserved property. The WAPC purchases a property at its current market value ignoring the effect of the reservation. The WAPC obtains two independent valuations to provide it with advice on the value of the property.

- If the WAPC refuses a development application on reserved land, or approves a development application subject to conditions that are unacceptable to the applicant, the applicant can make a Claim for Compensation for Injurious Affection. However, you must be the owner of the property when it was first reserved to be eligible to make a claim.

In such cases, the WAPC may elect to purchase the property instead of paying compensation. The purchase price can be determined by negotiation, by reference to the State Administrative Tribunal or by arbitration.

### Am I entitled to compensation?

If your land is reserved in a RPS and you are the owner of the land when it was first reserved, you may be able to make a Claim for Compensation for Injurious Affection if:

- You wish to sell the property on the open market at a reduced price; **or**
- The WAPC either has refused a development application over the property or has approved a development application over the property subject to conditions that are unacceptable to the applicant.

**How do I claim compensation?**

**1. Private Sale**

If wish to sell the property on the open market at a reduced price, complete a Notice of Intention to Sell form which is available from the Department. The Department will establish the extent of the reservation and forward the Notice to the Board of Valuers.

The Board of Valuers will determine the value of the property as unaffected by the reservation. You may wish to attend the Board's meeting to present any matters you believe are relevant to the value of your property.

Following the Board's decision:

- The Board will advise you of the unaffected value of the property.
- You pay the Board's valuation fee to the Department. The Department will advise you of the affected value of the property. This is the minimum price for which you can sell the property and receive the full amount of compensation. The valuation fee is refundable upon the sale of the property.

- You then arrange the sale of the property (either privately or through an agent). The sale price must not be less than the affected value.

**You (and your agent) must inform prospective purchasers that you are selling the property at a reduced price and that you will be claiming compensation for injurious affection from the WAPC. You must also include a special condition in the Offer and Acceptance.**

- After you sell the property, you make a Claim for Compensation for Injurious Affection for the difference between the sale price and the unaffected value as determined by the Board.

- If the property does not sell within one year of the Board's valuation, you may ask the Board to revalue the property. The sale process is then repeated.

- After the WAPC pays compensation, the WAPC will lodge a Notification on the Certificate of Title to identify that it has paid compensation. Compensation is only payable once.

- Alternatively, you may ask the WAPC to purchase the property, as you have been unable to sell the property privately.

**2. Refused Development**

If the WAPC refused your development application or approved it subject to unacceptable conditions **and** the property is reserved in a RPS, you may make a Claim

for Compensation for Injurious Affection within six months of the WAPC's decision on the application.

In such a case, the WAPC either will pay compensation or may elect to purchase the property instead of paying compensation.

If the WAPC elects to purchase the property, it obtains valuations for the market value of the property as at the date of the election to purchase. The date of valuation is fixed at the date of election to purchase.

**What is compulsory acquisition?**

A situation may arise where the government urgently requires a property for a public purpose and the owner is unwilling to sell the property to the WAPC. In such a case, the government may compulsorily acquire ("resume" or "take") the property for that public purpose.

When the WAPC takes a property, you have the right to make a Claim for Compensation for the land taken. The WAPC will obtain valuations of the taken land and, after checking of the compensation claim, will make you an offer of compensation.

**Should you have any queries about the information in this brochure, please contact the Department's Property Services branch.**

**Appendix D**

**Preparing a submission and  
for a hearing presentation**

# (Appendix ORD: 12.7B)

## Preparing a submission and for a hearing presentation

The WAPC welcomes comment on proposed amendments to the Greater Bunbury Region Scheme (GBRS) from interested individuals, groups and organisations.

### What is a submission?

A submission is a way to express your opinion and provide information. It is an opportunity to explain why the amendment should be supported, withdrawn or modified. Suggestions of alternative courses of action are also welcome.

Making a submission is not the same as voting in an election. The number of submissions received for or against a proposal will not in itself determine the result. Rather, it is the reasoned argument of why a particular thing should or should not be done. Your submission will assist the WAPC in reviewing its planning proposal before proceeding.

Advertised proposals are often modified in response to the public submission process.

### What should I say?

Your comments should focus on the particular issues that arise from the proposed amendment. If there are a number of components in the amendment, please indicate exactly which ones you are addressing.

It is important that you state your point of view clearly and give reasons for your conclusions and recommendations. These may include an alternative approach or other ways for the WAPC to improve the amendment or make it more acceptable. Indicate the source of your information or argument where applicable.

If you prefer not to write your own comments, you may consider joining a group interested in making a submission on similar issues. Joint submissions can increase the pool of ideas and information.

### Before lodging your submission

Please remember to complete the submission form (Form 41 – Appendix E). Include your name and full postal address on side one and information related to the hearings on side two. It is preferred that any attachments be loose rather than bound.

The closing date for submissions and where they should be lodged is shown on Form 41 and in the submissions on the amendment section of the amendment report. To be eligible to make a presentation to the hearing committee, your written submission must be received by the closing date.

Some amendments may be subject to an environmental review. Under these circumstances, the WAPC will forward a copy of any submission raising environmental issues to the EPA.

You should be aware that all submissions lodged with the WAPC are subject to regulations on disclosure and access, and will become a public document. Presentations made to the hearings committee are an extension of the submission process and the transcript of all hearings also becomes a public document.

## (Appendix ORD: 12.7B)

### **Do you want a hearing?**

The *Planning and Development Act 2005* provides the opportunity for people who have made a written submission to personally present the basis of their submission to a sub-committee of the WAPC. You do not have to attend a hearing. The comments presented by you in your submission will be considered in determining the recommendation for the proposed amendment.

Hearings are arranged so that the WAPC can listen to a person, should they wish to explain or expand on their written submission. A hearing is for listening to points of view and planning rationale, it is not a forum of general public debate. In the case of a group, a spokesperson must be appointed to represent the group. The time allocated for a hearing is usually 15 minutes, which includes time for questions the committee may have of the presenter.

The hearings committee is appointed by the WAPC and is usually comprised of two WAPC committee members and one other person with planning knowledge and expertise related to issues raised in submissions.

You may choose to have your presentation conducted in public or private. A public hearing allows other persons, including the media, to attend. In a private hearing only those persons nominated by you and by the hearings committee may attend.

All hearings, public and private, are recorded and transcribed. The transcripts, along with the written submissions, are published as public records. The WAPC recommendations are also published in a report on submissions.



**Appendix E**

**Submission form for this amendment  
(Form 41)**

# (Appendix ORD: 12.7B)

Planning and Development Act 2005  
**Section 41 Amendment (Substantial)**  
Form 41

## Submission

Greater Bunbury Region Scheme Amendment 0060/41

## Waterloo Industrial Expansion Area

OFFICE USE ONLY

SUBMISSION NUMBER

To: Secretary  
Western Australian Planning Commission  
Level 6, 61 Victoria Street  
Bunbury WA 6230

SUBMISSION NUMBER
-------------------

Name .....  
(PLEASE PRINT CLEARLY)

Address ..... Postcode .....

Contact phone number ..... Email address .....

**Submission** (Please attach additional pages if required. It is preferred that any additional information be loose rather than bound)

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**turn over to complete your submission**

# (Appendix ORD: 12.7B)

## Hearing of submissions

Anyone who has made a written submission on the amendment has the opportunity to personally present the basis of their submission to a sub-committee of the WAPC. **You do not have to attend a hearing.** The comments presented by you in this written submission will be considered in determining the recommendation for the proposed amendment.

For information about the submission and hearings process, please refer to the amendment report and in particular Appendix E.

### Please choose one of the following:

**No**, I do not wish to speak at the hearings. (Please go to the bottom of the form and sign)

OR

**Yes**, I wish to speak at the hearings. (Please complete the following details)

**I will be represented by:**

Myself – My telephone number (business hours): .....

**or**

A spokesperson

Name of spokesperson: .....

Contact telephone number (business hours): .....

Postal address: .....

**I would prefer my hearing to be conducted in:**

Public (members from the general public may attend your presentation)

**OR**

Private (only the people nominated by you or the hearings committee will be permitted to attend)

You should be aware that:

- **The Hearings Panel is NOT a decision making body. Information presented at the hearings will be forwarded to the WAPC for consideration in determining the recommendation for the proposed amendment.**
- The WAPC is subject to the *Freedom of Information Act 1992* and as such, submissions made to the WAPC may be subject to applications for access under the Act.
- In the course of the WAPC assessing submissions, or making its report on these submissions, copies of your submission or the substance of that submission, may be disclosed to third parties.
- All hearings are recorded and transcribed. The transcripts of all hearings, along with all written submissions, are presented to the Minister for Planning and published as public records should the Minister approve the proposed amendment. The WAPC recommendations are similarly published in a report on submissions.

### To be signed by person(s) making the submission

Signature ..... Date .....

**Note: Submissions MUST be received by the advertised closing date, being close of business (5pm) on 14 December 2020. Late submissions will NOT be considered.**

Our Ref: [STP-R0631354](#)

BS:db

☎: 9724 0349

[brenton.scambler@dardanup.wa.gov.au](mailto:brenton.scambler@dardanup.wa.gov.au)

9 May 2019

The Wanju and Waterloo DSP Consultation  
Department of Planning, Lands and Heritage  
6th Floor, Bunbury Tower  
61 Victoria Street  
BUNBURY WA 6230

Attn: Mr Brod Meredith

Dear Mr Meredith

**RE: SUBMISSION ON THE DRAFT WANJU AND WATERLOO INDUSTRIAL PARK DISTRICT  
STRUCTURE PLANS**

I refer to the call for submissions in regards to the draft District Structure Plans for Wanju and Waterloo Industrial Park, which closes on the 10 May 2019. The Shire of Dardanup hereby provides its submission in regards to the Plans.

First and foremost, the Shire of Dardanup wishes to acknowledge the work undertaken by the Department of Planning, Lands & Heritage, and its collaborative approach on the project, working closely with the Shire of Dardanup and other government departments, such as the Department of Water. The draft Plans are the outcome of this process and are testament to the great working relationships that exist between our organisations.

The Shire of Dardanup wishes to express its strong support for both District Structure Plans. In review and further consideration of the draft documents, the Shire provides the following comments as part of its submission of support.

1. *Consideration of Smart Technologies into the Wanju Urban Area*

The Shire notes and supports the Wanju DSP statement that for the development “to be a success as a modern, twenty first century living and working environment it will need to embrace the emerging new technology”. The Shire believes that this is an important aspect of the development and requests that further information be included as to how this will be implemented or achieved within the development. It is therefore requested that the DPLH gives consideration to introducing, through the DSP, specific design requirements and objectives for Local Structure Plans, Subdivision and any subsequent Local Development Plans in regard to requiring the implementation of the “Smart Cities” objectives.

## 2. *Infrastructure Coordination*

It is noted that the Wanju and Waterloo DSPs have considered infrastructure coordination. The success of the development will require that extensive planning and consideration be given to the coordination and roll out of key infrastructure items. The Shire holds concerns regarding the coordination of key infrastructure items such as the provision of the district road and drainage networks, the necessary relocation of power infrastructure, the provision of scheme water services, and the barriers and risks that the provision of such infrastructure may bring to the development.

The Shire holds the view that the DPLH should ensure through the DSP and subsequent Region Scheme amendment processes that key infrastructure items are planned for, and are able to be delivered in a coordinated manner. In this regard, the Shire requests that the DPLH ensure that land developers will be able to provide and coordinate the necessary key infrastructure required to deliver both Wanju and Waterloo prior to endorsing any subsequent Region Scheme Amendments or Local Structure Plans.

## 3. *Opportunities for Sustainable Water Sources – Reclamation and Reuse*

The Shire notes that a substantial amount of consideration has been provided to the provision of water sourcing for the Wanju and Waterloo DSPs. In this regard, it is also noted that opportunities for the provision of infrastructure to enable water recycling and reclamation, and then the reuse of such water for industrial processes or via a '3rd' or 'Purple Pipe' have been included as recommendations and is not a mandatory requirement for development within the DSPs. The Shire is aware of the limited opportunity to access groundwater sources throughout the Wanju and Waterloo areas, and requests that, in an effort to reduce the reliance on scheme water sources, the DSPs should mandate the use of alternative and sustainable water solutions (such as wastewater reclamation and reuse, the collection, storage and reuse of rain water, and the requirement for a '3rd' or 'Purple Pipe' system). The DCP's should identify the use of alternative and sustainable water sources within areas of POS (specifically in the localities of Eaton, Wanju and Waterloo) and within the new residential and industrial developments.

## 4. *Development Contribution Plans*

The Shire would like to emphasise the critical importance of timing for the preparation of the Developer Contribution Plans for both Wanju and Waterloo. The research and preparation required for the DCPs include long-term evaluation of the infrastructure, developing concept plans (architects, landscape designers) and design elements that can be evaluated and priced by quantity surveyors and engineers. The DCPs must be robust and defensible as they will be open to scrutiny and testing by landowners, developers, and potential appeals through the State Administrative Tribunal and potential courts of law.

In this regard, the forecast is that Wanju land will be required by 2021. Therefore the DCP needs to be drafted and approved by the Department of Planning as soon as possible in order to provide certainty to prospective developers and landowners as to the overall costs of developing the land. Given the considerable costs and complexities involved in the preparation of DCPs, the Shire requests financial and/or staff support from the State Government for the preparation of such plans for Wanju and Waterloo. The Shire would also actively seek to establish a working group with the DPLH and Department of Regional Development for input into the preparation of the DCP's for Wanju and Waterloo.

### 5. *Staging of the Development Front*

The Shire acknowledges the work carried out in regards to the staging of development in Wanju. The Shire believes that the DSP would benefit with further work in regards to the initial development staging. The development staging plan provided in the Wanju DSP outlines the development of the area commencing in the southern most precinct, adjacent to South Western Highway. By commencing the development front in this southern location it will segregate the new residents of Wanju from the existing services and facilities within the Eaton area. The Shire is concerned that this will place pressure on establishing (and or replicating) new services and facilities early on in the development, or require the new residents to travel to access essential services such as shopping, medical and education. In respect to the above, it is the opinion of the Shire that consideration should be given to the development front for the Wanju area commencing in the western precincts located adjacent to Forrest Highway. This would allow for the use of existing services and facilities in Eaton by new residents in Wanju.

### 6. *Timing of Amendments to the Greater Bunbury Region Scheme*

In consideration of the matters raised above, the Shire believes that the timing of amendments to the Greater Bunbury Region Scheme (GBRS) in respect to the Wanju and Waterloo DSP areas is of great significance. Given the anticipated timing of adoption of the DSPs (anticipated adoption towards the end of 2019), there is a risk that a number of matters raised in the Shire's submission may not be considered and/or included. If this were to occur and the DSPs are adopted ahead of the above matters being finalised, there is the likelihood that pressure to amend the GBRS will follow. In this respect, the Shire requests that the DPLH works closely with the Shire when considering rezoning amendments to the GBRS for the Wanju and Waterloo DSP areas.

In conclusion, the Shire of Dardanup wishes to emphasise its strong support for both draft District Structure Plans and trust that the comments provided in this submission will be considered through the consultation process. Please be advised that the comments provided in this submission have been prepared by Shire staff and will be presented for

## (Appendix ORD: 12.7C)

formal adoption by the Council on the 15 May 2019. Confirmation of Council adoption will be provided in writing following the meeting.

In the meantime, should you wish to discuss or clarify any of the matters above, please do not hesitate to contact Manager Development Services Mr Brenton Scambler by telephone on 97240349 or email on [brenton.scambler@dardanup.wa.gov.au](mailto:brenton.scambler@dardanup.wa.gov.au).

I would like to thank you again for your cooperation throughout the process to date and congratulate the State Government on its proactive approach.

Yours sincerely

**MR ANDRÉ SCHÖNFELDT**  
Chief Executive Officer

RISK ASSESSMENT TOOL									
<b>OVERALL RISK EVENT:</b>		Making a submission on the Greater Bunbury Region Scheme Amendments							
<b>RISK THEME PROFILE:</b>		6 - Engagement Practices							
<b>RISK ASSESSMENT CONTEXT:</b>		Operational							
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING	
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	By not making a submission Council could be seen as having no opinion on the amendments.	Insignificant (1)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.



# (Appendix ORD: 12.8A)

Our Ref: [GRT-0190299](#)  
RQ: tm  
☎: 9724 0386  
[roberta@dardanup.wa.gov.au](mailto:roberta@dardanup.wa.gov.au)

12 April 2016

Maria Fitzgerald  
Australian Red Cross  
PO 2276  
BUNBURY WA 6230

Dear Maria

**RE: ALEXANDER POAD'S BEQUEST - AGREEMENT**

Please find enclosed the endorsed agreement between the Shire of Dardanup and the Australian Red Cross for the distribution of funds for the Alexander Poad bequest.

If you require further information, please contact Robert Quinn on 9724 0386 or by email [records@dardanup.wa.gov.au](mailto:records@dardanup.wa.gov.au).

Yours sincerely

**MR ROBERT QUINN**  
Manager Development Services

Enc: Beneficiary Agreement – Shire of Dardanup and Australian Red Cross Society



21ST OCTOBER 2020

Unit DARDANUP

THAT THE DARDANUP RED CROSS FUNDS OF \$60,000 BE REALLOCATED TO THE NEW DARDANUP CENTRAL FIRE BRIGADE BUILDING ON THE WELLS RECREATION PARK.

THE BALANCE OF \$30,000 PLUS ANY INTEREST THAT HAS ACCRUED, TO BE HELD IN TRUST BY THE SHIRE FOR FUTURE CONSIDERATION BY RED CROSS IN CONSULTATION WITH THE SHIRE.

THE PROPOSED BUILDING, BE DEDICATED BY WAY OF A PLAQUE, TO ALEXANDER ROAD IN RECOGNITION OF HIS BEQUEST TO THE RED CROSS FOR THE BENEFIT OF THE DARDANUP COMMUNITY.

BY UNANIMOUS AGREEMENT -

*A. B. Harris*

*J. McGill*

*Pam Harris*

*G. A. Wells*

*K. Palmer*

*Sen. S. Taylor*

RISK ASSESSMENT TOOL									
<b>OVERALL RISK EVENT:</b> Allocation of Funds – Alexander Poad Bequest <b>RISK THEME PROFILE:</b> 1 - Asset Sustainability Practices 6 - Engagement Practices <b>RISK ASSESSMENT CONTEXT:</b> Project									
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD		
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Failure to approve expenditure to enable site works for the Dardanup Central Bushfire Volunteer Brigade Redevelopment will cause capital grant funding to be forfeited.	Moderate (3)	Unlikely (2)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Failure to approve expenditure to enable site works for the Dardanup Central Bushfire Volunteer Brigade Redevelopment will leave Council seen in a negative light.	Moderate (3)	Unlikely (2)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.

RISK ASSESSMENT TOOL							
<b>OVERALL RISK EVENT:</b> Government Funding – New Apprentices and Trainees in the South West <b>RISK THEME PROFILE:</b> 2 - Business and Community Disruption 5 - Employment Practices							
<b>RISK ASSESSMENT CONTEXT:</b> Strategic							
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL	
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Not giving consideration to the opportunity to receive subsidy funding for new apprentices and trainees.	Minor (2)	Rare (1)	Low (1 - 4)	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	Staffing shortages in the Rates area could impact the service delivery to ratepayers.	Insignificant (1)	Rare (1)	Low (1 - 4)	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	Not seeking Council's endorsement of changes to the Workforce Plan.	Minor (2)	Rare (1)	Low (1 - 4)	Not required.	Not required.	Not required.
REPUTATIONAL	Council's reputation could be viewed negatively for not taking up the opportunity for funding and building a pipeline of skilled works to support sustained economic recovery following on from impacts from COVID-19	Minor (2)	Rare (1)	Low (1 - 4)	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.

RISK ASSESSMENT TOOL									
<b>OVERALL RISK EVENT:</b>		Designated Area Migration Agreement (DAMA) – DAR Representative							
<b>RISK THEME PROFILE:</b>		4 - Document Management Processes 6 - Engagement Practices							
<b>RISK ASSESSMENT CONTEXT:</b>									
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD		
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	By not agreeing to the act as the Designated Area Representative (DAR) it may be difficult to secure the DAMA within the timelines.	Minor (2)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.

## 7.1 DESIGNATED AREA MIGRATION AGREEMENT

*Shire of Dardanup*

### Recommendation

**That the South West Country Zone of WALGA support the establishment of a DAMA across the South West region and requests individual local government to consider contributing towards a 5 year MOU to support the implementation of the DAMA through a Designated Area Representative body (DAR), which is still to be determined.**

### In Brief

DAMAs provide flexibility for states, territories and/or regions to respond to their specific economic and labour market needs within a formal agreement with the Commonwealth that is authorised by the Minister.

DAMAs are designed to provide solutions to Australian businesses where there are skills gaps and shortages that cannot be met by the Australian market by allowing 'endorsed' employers to sponsor a broader range of overseas workers than is available under the standard temporary and permanent visa program.

A regional overview would investigate background information about the region, outlining characteristics specific to the area including;

- Economic information, skill gaps and shortages, demographics, employer information, labour market overview;
- Community information including infrastructure and housing, health and education services; and
- Details of any future industry and labour market trends that are relevant

Currently a number of local businesses within the Bunbury Geographe region funded the background study to be undertaken in which to identify the skill shortages and likely trends across the region. The project will be auspiced by the Bunbury Geographe Chamber of Commerce and Industry on behalf of the private sector. It is understood that BGCCI has appointed Noelene Murray from Perdaman as per the quote and scope of works included in Attachment 1.

It is understood that the Private sector is not able to be the Designated Area Representative and enter into the DAMA agreement directly with the Federal Government. The DAR should be a relevant local or regional government agency. The Private sector is therefore seeking support from local governments to, once the study is complete, auspice and undertake the DAR role.

It is expected that the DAR role would include 0.5 FTE to service the entire South West during the course of the 5 year agreement. It is intended that the person employed would actively engage with the private sector to understand skill shortages within individual businesses during the period of time and also actively engage with the labour market, locally, interstate and internationally to attract employees to the region as per the DAMA.

The benefits of a DAMA is set out in Attachment 1. It should be noted however that this will not provide relief in the short term, but are likely to provide some assistance to employers over the next 5 years. This will coincide with a number of major projects including the delivery and expansion of local projects such as:

1. The Bunbury Outer Ring Road;
2. Greenbushes; and
3. Albermarle

## (Appendix ORD: 12.10B)

The Federal Government has launched an initiative outlined in Attachment 2 to support particularly support to farmers seeking seasonal workers in the short term.

The costs associated with the DAR would primarily be the employee costs associated. It is expected that this position would attract a base salary in the order of \$40,000 as 0.5 FTE and additionally would also likely require a vehicle. Total employee costs is therefore expected to be in the order of \$50,000 per annum plus a vehicle or running costs. It is further expected that some of these costs would be offset by a fee for service whereby local employers would pay a fee to the DAR for placements and specific services.

Local governments within the SWALGA zone are requested to consider providing support towards this initiative with total annual costs estimated at \$60,000 this would require \$5,000 per local government if each of the 12 contributed. Feedback from the CEO's group indicated that the Cities of Busselton and Bunbury were both willing to seek contributions from their Councils to the value of \$7,500 each to allow smaller local governments – Nannup and Boyup Brook to have reduced contributions of \$2,500 each. It is understood that each Local governments will consider their respective contributions in due course.

### Attachment (if applicable)

1. Quotation and Scope of Works (Perdaman)
2. Benefits of Designated Area Migration Agreements (DAMA)
3. Media Release – Seasonal Labour Solutions for Farmers 15.10.2020



DAMA- Company  
Specific Oct 2020.JR.



DAMA benefits.pdf



MR - Seasonal  
Labour Solutions.pc

# (Appendix ORD: 12.10B)

## Background

At a meeting on Wednesday 14 October with Nola Marino and a number of industry representatives, the industry representatives had sought a quote from Noelene Murray from Perdaman, a migration specialist who was also present at the meeting.

After the meeting Nola Marino confirmed with Rob Skipsey the chairman of the Bunbury Geographe Chamber of Commerce and Industry (BGCCI) that BGCCI will coordinate the funds and appoint Perdaman to undertake the following work:

<b>Stage One</b> Strategy session to determine DAMA parameter and outcomes	Strategy session with all Shires to determine key objectives and components of the key agreement. Submission and final report from session.
<b>Stage Two</b> Preliminary consultations with the Department of Home Affairs	Initial meetings with the DAMA section of the Department of Home Affairs and appropriate Ministers and political operatives to ensure enough political support and a strong business case to progress negotiations for the agreement.
<b>Stage Three</b> Preparation of submissions for Labour Agreement	Collation of documents, stakeholder consultations and lodgement of submissions to the Department of Home Affairs. This will be a detailed and significant undertaking involving multiples agencies and bodies. This will need to happen for each Shire in order for them to access the agreement.
<b>Stage Four</b> Further lobbying, consultations and negotiations for Labour Agreements	Further negotiations to finalise the Labour Agreement with the Department of Home Affairs and other relevant Stakeholders.

**So it does not appear that we as local governments will need to fund the initial study and establishment, but are requested to participate and coordinate the process.**



## (Appendix ORD: 12.10B)

### Comment

After the work is complete a local government or regional body will need to become the Designated Area Representative (DAR). The DAR's role is to provide ongoing administrative support for the visa applications from employers for the five year term of the DAMA. This will require according to Perdaman Global Services a 0.5 FTE in the first instance and should be a local person that understands the area and can support the local governments and industry.

RISK ASSESSMENT TOOL									
<b>OVERALL RISK EVENT:</b> Local Roads and Community Infrastructure Program – Project Nominations <b>RISK THEME PROFILE:</b> 8 - Errors, Omissions and Delays 13 - Failure to Fulfill Compliance Requirements (Statutory, Regulatory) 15 - Supplier and Contract Management 13 - Project/Change Management									
<b>RISK ASSESSMENT CONTEXT:</b> Project									
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING	
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Project nominations are not eligible for funding for part or all of the amount requested and are not approved.	Moderate (3)	Possible (3)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Project(s) cost more than the approved amount.	Moderate (3)	Likely (4)	High (12 - 19)	Monitor expenditure and if projections show exceedance then amend project amounts and/or project list to suit.	Insignificant (1)	Likely (4)	Low (1 - 4)	
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	Program conditions are not met resulting default on funding agreement.	Major (4)	Possible (3)	High (12 - 19)	Ensure that the projects nominated can meet the guidelines and monitor conditions.	Major (4)	Unlikely (2)	Moderate (5 - 11)	
REPUTATIONAL	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.

RISK ASSESSMENT TOOL									
<b>OVERALL RISK EVENT:</b>		Setting of Council Meeting Dates 2021							
<b>RISK THEME PROFILE:</b>		3 - Failure to Fulfil Compliance Requirements (Statutory, Regulatory)							
<b>RISK ASSESSMENT CONTEXT:</b>		Operational							
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING	
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	No compliance with the Local Government Act 1995 and Regulations could lead to penalties being imposed on the Shire.	Minor (2)	Likely (4)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Non-compliance will impact on the Shires business reputation	Minor (2)	Possible (3)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.

2021 - OCM MONTHLY MEETING PLANNER

JANUARY		FEBRUARY		MARCH		APRIL		MAY		JUNE		JULY		AUGUST		SEPTEMBER		OCTOBER		NOVEMBER		DECEMBER	
1	FRI	1	MON	1	MON	1	THU	1	SAT	1	TUE	1	THU	1	SUN	1	WED	1	FRI	1	MON	1	WED
	New Years Day				Labour Day													Place AG					Audit & Risk
2	SAT	2	TUE	2	TUE	2	FRI	2	SUN	2	WED	2	FRI	2	MON	2	THU	2	SAT	2	TUE	2	THU
3	SUN	3	WED	3	WED	3	SAT	3	MON	3	THU	3	SAT	3	TUE	3	FRI	3	SUN	3	WED	3	FRI
			Topic AG		Audit & Risk Place AG		Good Friday															Topic AG	
4	MON	4	THU	4	THU	4	SUN	4	TUE	4	FRI	4	SUN	4	WED	4	SAT	4	MON	4	THU	4	SAT
5	TUE	5	FRI	5	FRI	5	MON	5	WED	5	SAT	5	MON	5	THU	5	SUN	5	TUE	5	FRI	5	SUN
					Topic AG		Easter Monday																
6	WED	6	SAT	6	SAT	6	TUE	6	THU	6	SUN	6	TUE	6	FRI	6	MON	6	WED	6	SAT	6	MON
7	Thu	7	SUN	7	SUN	7	WED	7	FRI	7	MON	7	WED	7	SAT	7	TUE	7	THU	7	SUN	7	TUE
					GAS 2pm Audit & Risk 3pm						Western Australia Day		Place AG									Place AG	
8	FRI	8	MON	8	MON	8	THU	8	SAT	8	TUE	8	THU	8	SUN	8	WED	8	FRI	8	MON	8	WED
9	SAT	9	TUE	9	TUE	9	FRI	9	SUN	9	WED	9	FRI	9	MON	9	THU	9	SAT	9	TUE	9	THU
									Topic AG		Topic AG												
10	SUN	10	WED	10	WED	10	SAT	10	MON	10	THU	10	SAT	10	TUE	10	FRI	10	SUN	10	WED	10	FRI
					IPC																		LEMC
11	MON	11	THU	11	THU	11	SUN	11	TUE	11	FRI	11	SUN	11	WED	11	SAT	11	MON	11	THU	11	SAT
12	TUE	12	FRI	12	FRI	12	MON	12	WED	12	SAT	12	MON	12	THU	12	SUN	12	TUE	12	FRI	12	SUN
									LEMC BFAC														
13	WED	13	SAT	13	SAT	13	TUE	13	THU	13	SUN	13	TUE	13	FRI	13	MON	13	WED	13	SAT	13	MON
																							Agenda Forum
14	THU	14	SUN	14	SUN	14	WED	14	FRI	14	MON	14	WED	14	SAT	14	TUE	14	THU	14	SUN	14	TUE
15	FRI	15	MON	15	MON	15	THU	15	SAT	15	TUE	15	THU	15	SUN	15	WED	15	FRI	15	MON	15	WED
																							OCM
16	SAT	16	TUE	16	TUE	16	FRI	16	SUN	16	WED	16	FRI	16	MON	16	THU	16	SAT	16	TUE	16	THU
17	SUN	17	WED	17	WED	17	SAT	17	MON	17	THU	17	SAT	17	MON	17	TUE	17	SUN	17	WED	17	FRI
18	MON	18	THU	18	THU	18	SUN	18	TUE	18	FRI	18	SUN	18	WED	18	SAT	18	MON	18	THU	18	SAT
19	TUE	19	FRI	19	FRI	19	MON	19	WED	19	SAT	19	MON	19	THU	19	SUN	19	TUE	19	FRI	19	SUN
									Place AG														
20	WED	20	SAT	20	SAT	20	TUE	20	THU	20	SUN	20	TUE	20	FRI	20	MON	20	WED	20	SAT	20	MON
21	THU	21	SUN	21	SUN	21	WED	21	FRI	21	MON	21	WED	21	SAT	21	TUE	21	THU	21	SUN	21	TUE
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27	WED	27	SAT	27	SAT	27	TUE	27	THU	27	SUN	27	TUE	27	FRI	27	MON	27	WED	27	SAT	27	MON
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29	FRI	29	MON	29	MON	29	THU	29	SAT	29	TUE	29	THU	29	SUN	29	WED	29	FRI	29	MON	29	WED
30	SAT	30	TUE	30	TUE	30	FRI	30	SUN	30	WED	30	FRI	30	MON	30	THU	30	SAT	30	TUE	30	THU
31	SUN	31	WED	31	WED	31	MON	31	MON	31	THU	31	SAT	31	TUE	31	SUN	31	SUN	31	SUN	31	FRI

<b>RISK ASSESSMENT TOOL</b>									
Failing to monitor the financial performance can increase the risk of a negative impact on the Shire's financial position. Non-compliance with legislative requirement could result in a qualified audit.									
RISK THEME PROFILE:									
3 - Failure to Fulfil Compliance Requirements (Statutory, Regulatory)									
RISK ASSESSMENT CONTEXT: Operational									
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING	
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.	Moderate (3)	Unlikely (2)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	Non-compliance with the legislative requirements that results in a qualified audit.	Minor (2)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Non-compliance that results in a qualified audit can lead stakeholders to question the Council's ability to manage finances effectively.	Insignificant (1)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.



## Monthly Financial Report

For the Period

1 July 2020 to 31 October 2020

### TABLE OF CONTENTS

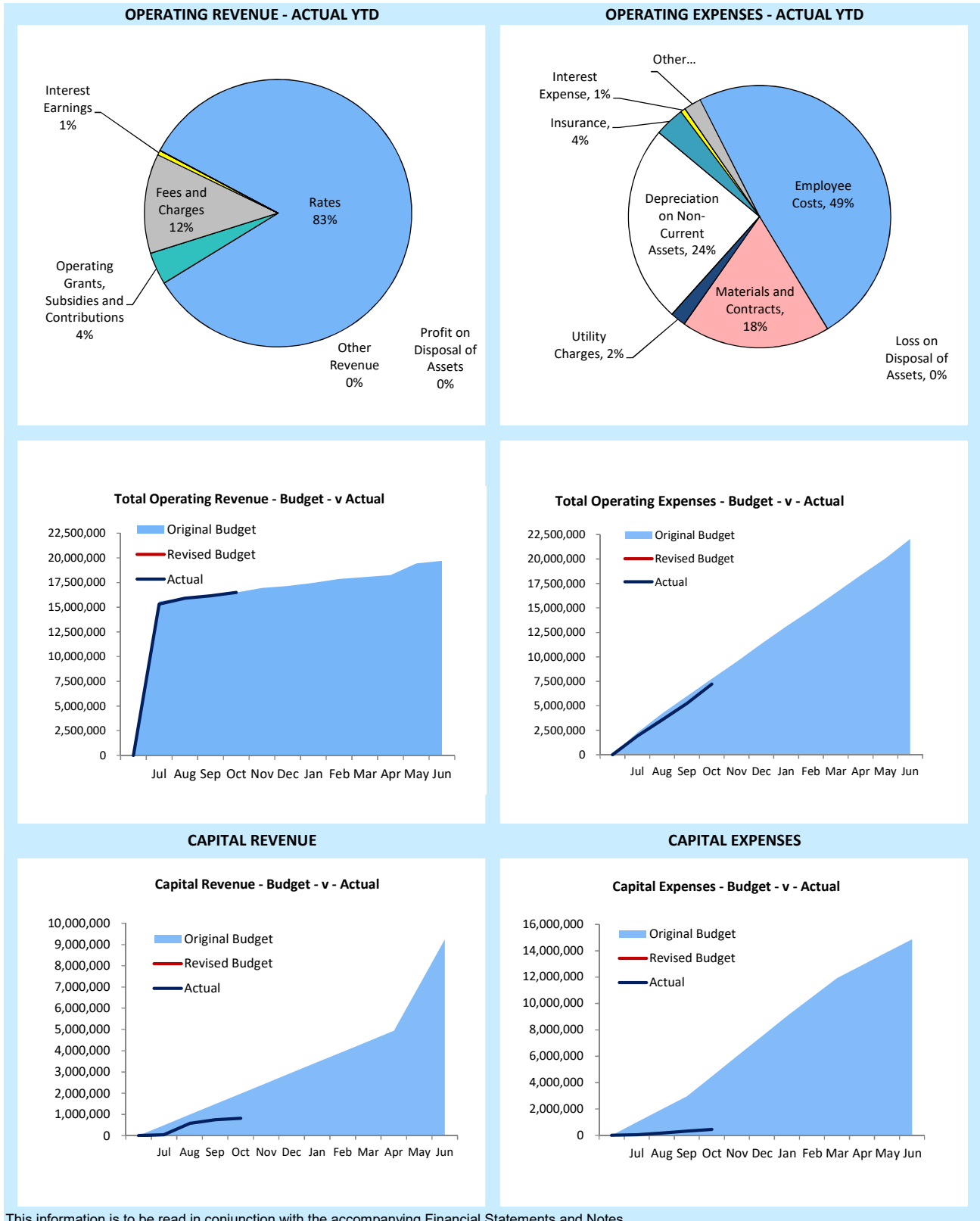
	Page
Information Summary Graphs	2
Statement of Financial Activity by Program	3
Net Current Assets	5
Statement of Comprehensive Income by Nature and Type	6
Note 1 Statement of Objectives, Programs and Activities	7
Note 2 Explanation of Material Variances in the Statement of Financial Activity	8
Note 3 Trust Fund	10
Note 4 Municipal Liabilities	10
Note 5 Reserve Accounts	11
Note 6 Statement of Investments	12
Note 7 Accounts Receivable - Rates and Sundry Debtors	14
Note 8 Salaries and Wages	14
Note 9 Rating Information	15
Note 10 Information on Borrowings	16
Note 11 Budget Amendments	17

# (Appendix ORD: 12.13B)



## Monthly Financial Report For the Period Ended 31 October 2020

### SUMMARY GRAPHS



This information is to be read in conjunction with the accompanying Financial Statements and Notes



# (Appendix ORD: 12.13B)



## Statement of Financial Activity by Program For the Period Ended 31 October 2020 (Covering 4 months or 33% of the year)

Sch	2020/21	2020/21	2020/21	2020/21	Variance Y-T-D	Variance Y-T-D	2020/21	2019/20	
	Adopted Budget \$	Revised Budget \$	Y-T-D Revised Budget \$	Y-T-D Actual \$	Actual to Revised Budget \$	Actual to Revised Budget %	Forecast \$	Last Year Actual \$	
<b>OPERATING ACTIVITIES</b>									
<b>Revenue</b>									
Governance	4	28,800	28,800	9,592	2,991	(6,601)	(68.8%)	28,800	5,720
General Purpose Funding	3	15,659,482	15,659,482	13,884,925	13,790,458	(94,467)	(0.7%)	15,373,707	15,495,427
Law, Order, Public Safety	5	474,905	674,345	499,988	341,299	(158,689)	(31.7%) ▲	674,345	596,148
Health	7	2,150	2,150	712	2,577	1,865	261.9%	2,150	27,713
Education and Welfare	8	6,000	6,000	332	0	(332)	(100.0%)	6,000	7,205
Community Amenities	10	1,484,654	1,484,654	1,396,401	1,414,647	18,246	1.3%	1,484,654	1,526,710
Recreation and Culture	11	1,374,782	1,374,782	579,419	709,609	130,190	22.5% ▲	1,374,782	2,404,911
Transport	12	396,841	435,548	224,387	129,301	(95,086)	(42.4%) ▼	435,548	173,095
Economic Services	13	97,348	152,348	59,098	57,331	(1,767)	(3.0%)	152,348	94,232
Other Property and Services	14	173,800	173,800	57,920	48,189	(9,731)	(16.8%)	173,800	1,387,070
<b>Total Operating Revenue</b>		<b>19,698,762</b>	<b>19,991,909</b>	<b>16,712,774</b>	<b>16,496,401</b>	<b>(216,373)</b>	<b>(1.3%)</b>	<b>19,706,134</b>	<b>21,718,231</b>
<b>Operating Expenses</b>									
Governance	4	(1,210,103)	(1,210,103)	(467,195)	(335,042)	132,153	28.3% ▲	(1,210,103)	(1,186,604)
General Purpose Funding	3	(511,688)	(511,688)	(134,936)	(126,563)	8,373	6.2%	(511,688)	(331,323)
Law, Order, Public Safety	5	(1,619,329)	(1,818,769)	(650,206)	(556,052)	94,154	14.5% ▲	(1,818,769)	(1,710,879)
Health	7	(540,920)	(540,920)	(199,012)	(186,462)	12,550	6.3%	(540,920)	(547,380)
Education and Welfare	8	(784,183)	(784,183)	(294,754)	(292,628)	2,126	0.7%	(834,183)	(750,714)
Community Amenities	10	(2,845,397)	(2,845,397)	(925,435)	(805,468)	119,967	13.0% ▲	(2,845,397)	(2,641,373)
Recreation & Culture	11	(7,597,856)	(7,636,563)	(2,655,815)	(2,490,595)	165,220	6.2% ▲	(7,636,313)	(7,739,832)
Transport	12	(6,218,251)	(6,218,251)	(2,108,452)	(2,190,543)	(82,091)	(3.9%)	(6,218,251)	(5,878,151)
Economic Services	13	(513,473)	(568,473)	(222,390)	(169,921)	52,469	23.6% ▲	(568,473)	(469,137)
Other Property and Services	14	(233,368)	(233,368)	(209,250)	(66,759)	142,491	68.1% ▲	(233,368)	(237,410)
<b>Total Operating Expenditure</b>		<b>(22,074,568)</b>	<b>(22,367,715)</b>	<b>(7,867,445)</b>	<b>(7,220,034)</b>	<b>647,411</b>	<b>8.2%</b>	<b>(22,417,466)</b>	<b>(21,492,803)</b>
<b>Net Operating Activities</b>		<b>(2,375,806)</b>	<b>(2,375,806)</b>	<b>8,845,329</b>	<b>9,276,367</b>	<b>431,038</b>	<b>(4.9%)</b>	<b>(2,711,331)</b>	<b>225,428</b>

(continued next page)

# (Appendix ORD: 12.13B)



## Statement of Financial Activity by Program For the Period Ended 31 October 2020 (Covering 4 months or 33% of the year)

	2020/21 Adopted Budget \$	2020/21 Revised Budget \$	2020/21 Y-T-D Revised Budget \$	2020/21 Y-T-D Actual \$	Variance Y-T-D Actual to Revised Budget \$	Variance Y-T-D Actual to Revised Budget %	2020/21 Forecast \$	2019/20 Last Year Actual \$
<b>Net Operating Activities (from previous page)</b>	<b>(2,375,806)</b>	<b>(2,375,806)</b>	<b>8,845,329</b>	<b>9,276,367</b>	<b>431,038</b>	<b>4.9%</b>	<b>(2,711,331)</b>	<b>225,428</b>
<b>ADJUSTMENTS OF NON CASH ITEMS</b>								
(Profit)/Loss on Asset Disposals	0	0	0	0	0	0.0%	0	(1,048,762)
Accruals	0	0	0	0	0	0.0%	0	41,521
Fair value adjustment to financial assets	0	0	0	0	0	0.0%	0	(1,153)
Movement in contract liabilities associated with restricted cash	(2,310,010)	(2,310,010)	0	0	0	0.0%	(2,310,010)	2,411,684
Contra Repayment of Prefunded Infrastructure	0	0	0	0	0	0.0%	0	0
Depreciation on Assets	5,289,647	5,289,647	1,763,192	1,763,212	20	0.0%	5,289,647	5,253,788
<b>Adjusted Net Operating Activities</b>	<b>A 603,831</b>	<b>603,831</b>	<b>10,608,521</b>	<b>11,039,579</b>	<b>431,058</b>	<b>4.1%</b>	<b>268,306</b>	<b>6,882,507</b>
<b>INVESTING ACTIVITIES</b>								
<b>Revenue</b>								
Non-operating grants, subsidies & contributions	9,243,071	10,344,071	2,343,004	813,248	(1,529,756)	(65.3%) ▼	10,344,071	2,242,144
Proceeds from Disposal of Assets	257,969	257,969	85,984	0	(85,984)	(100.0%) ▼	257,969	1,333,892
<b>Total Capital Revenue</b>	<b>9,501,040</b>	<b>10,602,040</b>	<b>2,428,988</b>	<b>813,248</b>	<b>(1,615,740)</b>	<b>(66.5%)</b>	<b>10,602,040</b>	<b>3,576,036</b>
<b>Expenditure</b>								
Land & Buildings	(5,430,586)	(5,970,586)	(1,795,520)	(76,872)	1,718,648	95.7% ▲	(6,270,586)	(212,472)
Infrastructure Assets - Road / Bridges / Paths	(7,717,902)	(8,414,902)	(2,324,130)	(264,859)	2,059,271	88.6% ▲	(8,414,903)	(3,072,051)
Infrastructure Assets - Parks & Gardens	(677,156)	(677,156)	(225,696)	(112,652)	113,044	50.1% ▲	(677,156)	(426,819)
Vehicles	(940,438)	(940,438)	(313,476)	0	313,476	100.0% ▲	(940,438)	(325,321)
Plant & Equipment	0	0	0	0	0	0.0%	0	0
Furniture & Fittings	(112,993)	(112,993)	(37,652)	0	37,652	100.0% ▲	(112,993)	(130,794)
<b>Total Capital Expenditure</b>	<b>(14,879,075)</b>	<b>(16,116,075)</b>	<b>(4,696,474)</b>	<b>(454,383)</b>	<b>4,242,091</b>	<b>90.3%</b>	<b>(16,416,076)</b>	<b>(4,167,458)</b>
<b>Net Capital Activities</b>	<b>B (5,378,035)</b>	<b>(5,514,035)</b>	<b>(2,267,486)</b>	<b>358,865</b>	<b>2,626,351</b>	<b>115.8%</b>	<b>(5,814,036)</b>	<b>(591,422)</b>
<b>FINANCING ACTIVITIES</b>								
<b>Revenue</b>								
Proceeds from New Loans	750,000	750,000	0	0	0	0.0%	750,000	0
Self Supporting Loans - Principal Recoups	0	0	0	0	0	0.0%	0	0
Transfers from Reserves	8,659,832	8,795,832	393,066	838,565	445,499	113.3% ▼	9,145,832	3,827,660
<b>Total Financing Revenue</b>	<b>9,409,832</b>	<b>9,545,832</b>	<b>393,066</b>	<b>838,565</b>	<b>445,499</b>	<b>(113.3%)</b>	<b>9,895,832</b>	<b>3,827,660</b>
<b>Expenditure</b>								
Repayment of Loans	(250,116)	(250,116)	(130,534)	(123,403)	7,131	5.5%	(250,116)	(279,748)
Principal element of finance lease payments	(119,658)	(119,658)	(50,730)	(94,850)	(44,120)	(87.0%) ▼	(119,658)	(148,176)
Transfers to Reserves	(4,428,917)	(4,428,917)	0	(180,297)	(180,297)	(100.0%) ▼	(4,374,207)	(9,621,071)
<b>Total Financing Expenditure</b>	<b>(4,798,691)</b>	<b>(4,798,691)</b>	<b>(181,264)</b>	<b>(398,550)</b>	<b>(217,286)</b>	<b>(119.9%)</b>	<b>(4,743,981)</b>	<b>(10,048,995)</b>
<b>Net Financing Activities</b>	<b>C 4,611,141</b>	<b>4,747,141</b>	<b>211,802</b>	<b>440,015</b>	<b>228,213</b>	<b>(107.7%)</b>	<b>5,151,851</b>	<b>(6,221,335)</b>
<b>FUNDING SOURCES</b>								
Surplus/(Deficit) July 1 B/Fwd	D 382,052	382,052	382,052	474,501	92,449	24.2% ▲	474,501	404,751
<b>CLOSING FUNDS (A+B+C+D)</b>	<b>218,988</b>	<b>218,988</b>	<b>8,934,889</b>	<b>12,312,960</b>	<b>3,378,071</b>	<b>(37.8%)</b>	<b>80,621</b>	<b>474,501</b>

### KEY INFORMATION

▲ ▼ Indicates a significant variance between Year-to-Date (YTD) Revised Budget and YTD Actual data as per the adopted materiality threshold.

▲ indicates a positive impact on the surplus/deficit position. ▼ indicates a negative impact on the surplus/deficit position.

Refer to Note 2 for an explanation of the reasons for the variance.

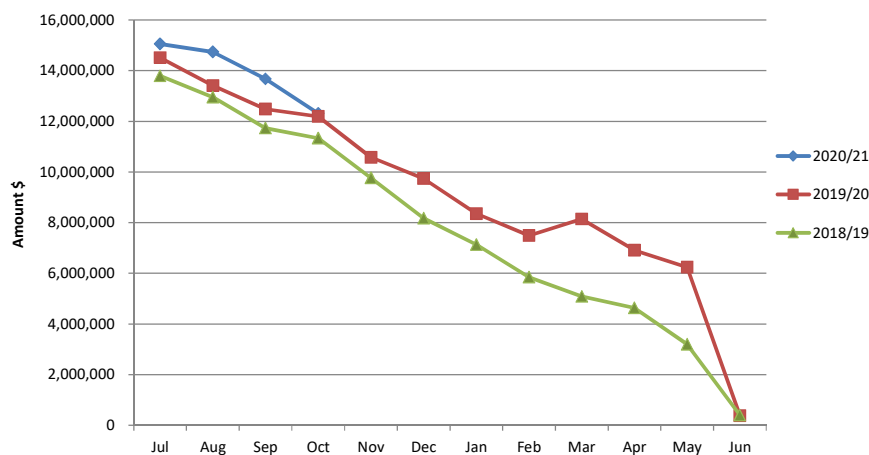
This statement to be read in conjunction with the accompanying Financial Statements and Notes



**Statement of Financial Activity by Program  
For the Period Ended 31 October 2020  
NET CURRENT ASSETS**

Note	Year to Date Actual 31-Oct-2020 \$	Same Time Last Year Actual 31-Oct-2019	Last Year Closing 30 June 2020 \$
<b>Represented By:</b>			
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents	31,109,918	24,586,792	25,645,523
Rates Debtors Outstanding	5,414,848	5,754,433	396,109
Pensioner Rates Rebate	13,073	12,706	5,998
Sundry Debtors	145,775	185,694	781,928
Accrued Revenue	18,832	62,729	42,807
Prepaid Expenses	0	0	7,446
Goods & Services Tax / BAS Refund	125,848	85,322	280,631
Other Receivables	(73,941)	79,942	0
Inventories - Materials	11,917	5,047	11,917
Inventories - Trading Stock - Recreation Centre	7,310	8,430	7,310
<b>Current Assets</b>	<b>36,773,579</b>	<b>30,781,095</b>	<b>27,179,669</b>
<b>LESS CURRENT LIABILITIES</b>			
<b>Payables:</b>			
Sundry Creditors	(735)	(60)	(1,049,612)
Goods & Services Tax / BAS Payable	0	0	
Other Payables	(494,346)	(499,006)	(446,392)
Municipal Bonded Liabilities	(761,419)	(778,860)	(741,314)
Contract Liabilities	(4,862,895)	0	(2,692,896)
Prepaid Revenue - Rates / PPL	(186,559)	(145,802)	(685,142)
Accrued Interest on Debentures	(33,404)	(37,523)	(33,404)
Accrued Salaries & Wages	0	0	(96,114)
Other Accrued Expenses	0	0	(10,768)
Borrowings - Debentures	(126,712)	(131,062)	(250,116)
<b>Provisions:</b>			
Staff Leave Provisions	(1,437,008)	(1,272,697)	(1,437,008)
<b>Current Liabilities</b>	<b>(7,903,079)</b>	<b>(2,865,010)</b>	<b>(7,442,765)</b>
<b>Net Current Assets</b>	<b>28,870,500</b>	<b>27,916,085</b>	<b>19,736,904</b>
Less: Restricted Assets / Reserve Funds	(21,547,148)	(15,850,891)	(22,205,416)
Add: Current - Borrowings	126,712	131,062	250,116
Add: Current - Contract Liabilities held in Reserve accounts	4,862,895		2,549,271
Add: Current - Contract Liabilities - Leases			143,625
<b>CLOSING FUNDS / NET CURRENT ASSETS (per previous page)</b>	<b>12,312,960</b>	<b>12,196,256</b>	<b>474,501</b>

**Liquidity Over The Year**



# (Appendix ORD: 12.13B)



**Statement of Comprehensive Income by Nature or Type  
For the Period Ended 31 October 2020  
(Covering 4 months or 33% of the year)**

	2020/21 Adopted Budget \$	2020/21 Revised Budget \$	2020/21 Y-T-D Revised Budget \$	2020/21 Y-T-D Actual \$	Variance Y-T-D Actual to Revised Budget \$	Variance Y-T-D Actual to Revised Budget %	2020/21 Forecast \$	2019/20 Last Year Actual \$
<b>Revenue</b>								
Rates	13,839,284	13,839,284	13,781,855	13,767,604	(14,251)	0.1%	13,813,140	13,716,704
Grants, Subsidies & Contributions	2,680,137	2,879,577	923,407	644,582	(278,825)	30.2%	2,758,702	3,496,488
Fees and Charges	2,730,279	2,730,279	1,816,867	1,986,542	169,675	(9.3%)	2,730,279	2,866,180
Interest Earnings	420,971	420,971	152,391	91,138	(61,253)	40.2%	282,215	512,789
Other Revenue	28,091	28,091	7,022	6,535	(487)	0.0%	28,091	24,685
	<u>19,698,762</u>	<u>19,898,202</u>	<u>16,681,542</u>	<u>16,496,401</u>	<u>(185,141)</u>	<u>1.1%</u>	<u>19,612,427</u>	<u>20,616,846</u>
<b>Expenses</b>								
Employee Costs	(10,505,383)	(10,505,383)	(3,596,141)	(3,525,456)	70,685	2.0%	(10,505,383)	(10,592,989)
Materials and Contracts	(4,881,097)	(5,119,244)	(1,844,841)	(1,330,414)	514,427	27.9%	(5,119,244)	(4,175,275)
Utility Charges	(552,620)	(552,620)	(184,084)	(137,049)	47,035	25.6%	(552,620)	(574,897)
Depreciation on Non-current Assets	(5,289,647)	(5,289,647)	(1,763,192)	(1,763,212)	(20)	(0.0%)	(5,289,647)	(5,253,788)
Interest Expense	(97,965)	(97,965)	(43,931)	(44,150)	(219)	(0.5%)	(97,965)	(117,813)
Insurance	(310,774)	(310,774)	(225,033)	(266,627)	(41,594)	(18.5%)	(310,774)	(316,060)
Other	(403,066)	(458,066)	(198,880)	(153,125)	45,755	23.0%	(507,816)	(333,679)
	<u>(22,040,552)</u>	<u>(22,333,700)</u>	<u>(7,856,102)</u>	<u>(7,220,034)</u>	<u>636,068</u>	<u>8.1%</u>	<u>(22,383,450)</u>	<u>(21,364,501)</u>
<b>Operational Surplus / (Deficit)</b>	<b>(2,341,790)</b>	<b>(2,435,498)</b>	<b>8,825,440</b>	<b>9,276,367</b>	<b>450,927</b>	<b>(5.1%)</b>	<b>(2,771,023)</b>	<b>(747,655)</b>
Grants & Contributions for the Development of Assets	9,243,072	10,344,071	2,343,004	813,248	(1,529,756)	(65.3%)	10,344,071	2,647,334
Profit on Asset Disposals	0	0	0	0	0	0.0%	0	1,048,762
Loss on Asset Disposals	0	0	0	0	0	0.0%	0	0
Fair Value Adjustment to Financial Assets	0	0	0	0	0	0.0%	0	0
	<u>9,243,072</u>	<u>10,344,071</u>	<u>2,343,004</u>	<u>813,248</u>	<u>(1,529,756)</u>	<u>65.3%</u>	<u>10,344,071</u>	<u>3,696,096</u>
<b>NET RESULT</b>	<b>6,901,282</b>	<b>7,908,573</b>	<b>11,168,444</b>	<b>10,089,615</b>	<b>(1,078,829)</b>	<b>9.7%</b>	<b>7,573,048</b>	<b>2,948,441</b>
<b>Other Comprehensive Income</b>								
Changes on Revaluation of Non-Current Assets	0	0	0	0	0	0.0%	0	0
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>6,901,282</b>	<b>7,908,573</b>	<b>11,168,444</b>	<b>10,089,615</b>	<b>(1,078,829)</b>	<b>9.7%</b>	<b>7,573,048</b>	<b>2,948,441</b>

# (Appendix ORD: 12.13B)



## Notes to the Statement of Financial Activity For the Period Ended 31 October 2020

### 1. PROGRAMS / ACTIVITIES

In order to discharge its responsibilities to the community, the Shire has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision and for each of its broad activities/programs.

#### COMMUNITY VISION

*Provide effective leadership in encouraging balanced growth and development of the Shire while recognising the diverse needs of the community.*

PROGRAM NAME	OBJECTIVE	ACTIVITIES
GENERAL PURPOSE FUNDING	To collect revenue to allow for the provision of services	Rates, general purpose government grants and interest revenue.
GOVERNANCE	To provide a decision making process for the efficient allocation of scarce resources.	Includes the activities of members of Council and the administration support available to Council for the provision of governance of the District. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific Council services.
LAW, ORDER, PUBLIC SAFETY	To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local-laws relating to the fire prevention, animal control and protection of the environment, and other aspects of public safety including emergency services.
HEALTH	To provide services to achieve community and environmental health.	Maternal and infant health facilities, immunisation, meat inspection services, inspection of food outlets, noise control and pest control services.
EDUCATION AND WELFARE	To provide services to children, youth, the elderly and disadvantaged persons.	Pre-school and other education services, child minding facilities, playgroups, senior citizens' centres.
COMMUNITY AMENITIES	To provide services required by the community.	Rubbish collection services, operation of refuse site, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemeteries and public conveniences.
RECREATION AND CULTURE	To establish and effectively manage infrastructure and resources which help the social well being of the community.	Maintenance of halls, civic buildings, river banks, recreation centre and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library and other cultural facilities.
TRANSPORT	To promote safe, effective and efficient transport services to the community.	Construction and maintenance of streets, roads, bridges, footpaths, cycle ways, parking facilities, traffic control and depot. Cleaning of streets and maintenance of street trees, street lighting, etc.
ECONOMIC SERVICES	To help promote the shire and its economic wellbeing.	Tourism and area promotion, building control, provision of rural services including weed control and vermin control, standpipes.
OTHER PROPERTY & SERVICES	To monitor and control Council's overheads operating accounts.	Private works operations, plant repairs and operations costs, engineering operation costs.



**Notes to the Statement of Financial Activity  
For the Period Ended 31 October 2020**

**2. EXPLANATION OF MATERIAL VARIANCES IN THE STATEMENT OF FINANCIAL ACTIVITY BY PROGRAM**

The material variances adopted by the Shire of Dardanup for reporting in the 2020/21 year is 5% or \$25,000, whichever is the greater. All variances are between Year-to-Date Actual and Year-to-Date Revised Budget values.

Sch	2020/21 Y-T-D Revised Budget	2020/21 Y-T-D Actual	Variance to Y-T-D Revised Budget	Variance to Y-T-D Revised Budget	Variance to Y-T-D Revised Budget	Timing / Permanent	Material Variance - Explanation
<b>OPERATING ACTIVITIES</b>							
<b>Revenue</b>							
4	9,592	2,991	(6,601)	(68.8%)			
3	13,884,925	13,790,458	(94,467)	(0.7%)	Permanent	\$53,000 lower interest on investments, \$29,000 less LGGC financial assistance & local roads grant	
5	499,988	341,299	(158,689)	(31.7%)	Permanent	Permanent: \$10,000 grant for animal welfare in emergencies, Timing: \$24,000 grants for fire prevention activities.	
7	712	2,577	1,865	261.9%			
8	332	0	(332)	(100.0%)			
10	1,396,401	1,414,647	18,246	1.3%			
11	579,419	709,609	130,190	22.5%	Timing	\$10,000 reimbursements from sporting club, \$119,000 higher revenue from recreation centre - programs, café, court hire and memberships.	
12	224,387	129,301	(95,086)	(42.4%)	Timing	\$80,000 contributions to road works and signage not yet received.	
13	59,098	57,331	(1,767)	(3.0%)			
14	57,920	48,189	(9,731)	(16.8%)			
	<b>16,712,774</b>	<b>16,496,401</b>	<b>(216,373)</b>	<b>(1.3%)</b>			
<b>Operating Expenses</b>							
4	(467,195)	(335,042)	132,153	28.3%	Timing	Lower costs to date for: elected members fees and activities \$38,000, audit fees \$16,000, legal expenses \$10,000, public relations & receptions \$18,000, consultants \$22,000 and general administration \$20,000	
3	(134,936)	(126,563)	8,373	6.2%			
5	(650,206)	(556,052)	94,154	14.5%	Timing	\$90,000 lower costs to date for fire mitigation activities (grant funded)	
7	(199,012)	(186,462)	12,550	6.3%			
8	(294,754)	(292,628)	2,126	0.7%			
10	(925,435)	(805,468)	119,967	13.0%	Timing	Lower operating costs to date - \$20,000 tip operations, \$24,000 bulk waste collections, \$11,000 environmental expenses, \$56,000 town planning administration.	
11	(2,655,815)	(2,490,595)	165,220	6.2%	Permanent	Permanent: \$28,000 rec centre equipment reclassified from capital. Timing: Lower operating costs to date - \$104,000 parks and gardens maintenance, \$57,000 community donations, events & festivals.	
12	(2,108,452)	(2,190,543)	(82,091)	(3.9%)	Timing	Higher costs for road maintenance during the winter period.	
13	(222,390)	(169,921)	52,469	23.6%	Timing	Lower costs to date for tourism donations \$17,000, building control \$14,000.	
14	(209,250)	(66,759)	142,491	68.1%	Timing	Lower costs for: public works overhead \$76,000, plant operating costs \$33,000, public works consultants \$11,000, workers compensation payments \$8,000, accrued wages costs \$9,000.	
	<b>(7,867,445)</b>	<b>(7,220,034)</b>	<b>647,411</b>	<b>(8.2%)</b>			
	<b>8,845,329</b>	<b>9,276,367</b>	<b>431,038</b>	<b>4.9%</b>			
<b>ADJUSTMENTS OF NON CASH ITEMS</b>							
(Profit)/Loss on Asset Disposals							
	0	0	0	0.0%			
Depreciation on Assets							
	1,763,192	1,763,212	20	0.0%			
	<b>10,608,521</b>	<b>11,039,579</b>	<b>431,058</b>	<b>4.1%</b>			

(continued next page)

Notes to the Statement of Financial Activity  
For the Period Ended 31 October 2020

2. EXPLANATION OF MATERIAL VARIANCES IN THE STATEMENT OF FINANCIAL ACTIVITY BY PROGRAM (continued)

	2020/21 Y-T-D Revised Budget \$	2020/21 Y-T-D Actual \$	Variance to Y-T-D Revised Budget \$	Variance to Y-T-D Revised Budget %	Timing / Permanent	Material Variance - Explanation
Adjusted Net Operating Activities (from previous pa	10,608,521	11,039,579	431,058	4.1%		
<b>INVESTING ACTIVITIES</b>						
<b>Revenue</b>						
Non-operating grants, subsidies & contributions	2,343,004	813,248	(1,529,756)	(65.3%)	▼ Timing	Grants and contributions not yet claimed for 2020/21 capital projects - \$131,000 Waterloo fire brigade shed, \$54,000 Eaton jetty upgrade, \$70,000 skate park, \$256,000 MRWA road project & black spot program, \$602,000 Eaton Drive (JTFS funds), \$110,000 tourism signage & Gnomesville toilets.
Proceeds from Disposal of Assets	85,984	0	(85,984)	(100.0%)	▼	
<b>Total Capital Revenue</b>	<b>2,428,988</b>	<b>813,248</b>	<b>(1,615,740)</b>	<b>(66.5%)</b>		
<b>Expenditure</b>						
Land & Buildings	(1,795,520)	(76,872)	1,718,648	95.7%	▲ Timing	No significant construction commenced on 2020/21 building projects - BFB stations, skate park, Eaton Bowling Club, Eaton administration/library building, Eaton Oval clubrooms.
Infrastructure Assets - Road / Bridges / Paths	(2,324,130)	(264,859)	2,059,271	88.6%	▲ Timing	Little work completed to date on road upgrade and renewal projects apart from Pile Road upgrade.
Infrastructure Assets - Parks & Gardens	(225,696)	(112,652)	113,044	50.1%	▲ Timing	No significant works to date on parks and reserve projects apart from Eaton boat ramp upgrade.
Vehicles	(313,476)	0	313,476	100.0%	▲ Timing	No vehicles purchased to date.
Plant & Equipment	0	0	0	0.0%		
Furniture & Fittings	(37,652)	0	37,652	100.0%	Permanent	\$28,000 recreation centre gym equipment re-allocated to operating expense - individual items are below \$5,000 threshold value for recognition as assets.
<b>Total Capital Expenditure</b>	<b>(4,696,474)</b>	<b>(454,383)</b>	<b>4,242,091</b>	<b>(90.3%)</b>		
<b>Net Capital Activities</b>	<b>(2,267,486)</b>	<b>358,865</b>	<b>2,626,351</b>	<b>(115.8%)</b>		
<b>FINANCING ACTIVITIES</b>						
<b>Revenue</b>						
Transfers from Reserves	393,066	838,565	445,499	113.3%	▼ Timing	Funds for heritage walk trail on Colлие River foreshore to be transferred at completion of project
<b>Total Financing Revenue</b>	<b>393,066</b>	<b>838,565</b>	<b>445,499</b>	<b>113.3%</b>		
<b>Expenditure</b>						
Repayment of Loans	(130,534)	(123,403)	7,131	5.5%		
Transfers to Reserves	0	(180,297)	(180,297)	(100.0%)	▼ Timing	Interest earned on Reserve investments, developer contributions to works received from new subdivision approvals (offset by corresponding revenue).
<b>Total Financing Expenditure</b>	<b>(181,264)</b>	<b>(398,550)</b>	<b>(217,286)</b>	<b>119.9%</b>		
<b>Net Financing Activities</b>	<b>211,802</b>	<b>440,015</b>	<b>228,213</b>	<b>107.7%</b>		
<b>FUNDING SOURCES</b>						
Surplus/(Deficit) July 1 B/Fwd	382,052	474,501	92,449	24.2%	▲ Permanent	Improved financial position after draft financial statements for 2019/20 completed. Surplus amount is subject to audit review.
<b>CLOSING FUNDS (A+B+C+D)</b>	<b>8,934,889</b>	<b>12,312,960</b>	<b>3,378,071</b>	<b>37.8%</b>		



# (Appendix ORD: 12.13B)



## Notes to the Statement of Financial Activity For the Period Ended 31 October 2020

### 3. TRUST FUNDS

Funds held at reporting date over which the Shire has no control and which are not included in the financial statements are as follows:

NAME	BALANCE 1 JULY	RECEIPTS	INTEREST	PAYMENTS	ADJUSTMENTS (TRANSFERS)	CLOSING BALANCE
	\$	\$	\$	\$	\$	\$
Tourism WA for Ferguson Valley Project	172,736.03	0.00	0.00	0.00	0.00	172,736.03
Public Open Space	786,192.56	16,500.00	0.00	0.00	0.00	802,692.56
Accrued Interest	0.00	0.00	134.54	0.00	0.00	134.54
Plus: Outstanding Creditors	0.00	0.00	0.00	0.00	0.00	0.00
Less: Outstanding Debtors	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL</b>	<b>958,928.59</b>	<b>16,500.00</b>	<b>134.54</b>	<b>0.00</b>	<b>0.00</b>	<b>975,563.13</b>

### 4. MUNICIPAL LIABILITIES

Funds held at reporting date for bonds and deposits not required to be held in the Trust Fund and classified as restricted to recognise that they are owed to developers/hirers and others. These are now classified as Municipal Liabilities as follows:

	BALANCE 1 JULY	RECEIPTS	INTEREST	PAYMENTS	ADJUSTMENTS (TRANSFERS)	CLOSING BALANCE
	\$	\$	\$	\$	\$	\$
<b>Retention Bonds</b>						
Ardross Estate Pty Ltd	45,590.02	0.00	0.00	0.00	0.00	45,590.02
Parkridge Group	51,384.53	0.00	0.00	0.00	0.00	51,384.53
South West Waste	10,777.36	0.00	0.00	0.00	0.00	10,777.36
Henty Brooke Estate	9,699.37	0.00	0.00	0.00	0.00	9,699.37
D Maher	8,186.85	0.00	0.00	0.00	0.00	8,186.85
Clifton Partners	347.34	0.00	0.00	0.00	0.00	347.34
Cristopher West Consultants	9,998.04	0.00	0.00	0.00	0.00	9,998.04
Burra98 Unit Trust	11,214.04	0.00	0.00	0.00	0.00	11,214.04
NTC Pty Ltd	779.33	0.00	0.00	0.00	0.00	779.33
Dale Thompson	2,078.72	0.00	0.00	0.00	0.00	2,078.72
Barry Garvey	3,540.62	0.00	0.00	0.00	0.00	3,540.62
Civil Tech	32,158.31	0.00	0.00	0.00	0.00	32,158.31
Westgate Property Group	18,375.50	0.00	0.00	0.00	0.00	18,375.50
Cleary Estate	3,132.42	0.00	0.00	0.00	0.00	3,132.42
Little Meadow Pty Ltd	15,631.53	0.00	0.00	0.00	0.00	15,631.53
Winterfall Nominees Pty Ltd	4,111.16	0.00	0.00	0.00	0.00	4,111.16
Thomas Fields Pty Ltd	30,868.39	0.00	0.00	0.00	0.00	30,868.39
Holland Loop Pty Ltd	17,644.12	0.00	0.00	0.00	0.00	17,644.12
Terrence J Coman	8,384.63	0.00	0.00	0.00	0.00	8,384.63
Garvey Road Pty Ltd	36,393.21	0.00	0.00	0.00	0.00	36,393.21
Burekup Developments Pty Ltd	4,700.36	0.00	0.00	0.00	0.00	4,700.36
Ardross Group of Companies		9,705.66	0.00	0.00	0.00	9,705.66
<b>Total - Retention Bonds</b>	<b>324,995.85</b>	<b>9,705.66</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>334,701.51</b>
<b>Extractive Industry Rehabilitation Bonds</b>						
L G Davidson	1,290.20	0.00	0.00	0.00	0.00	1,290.20
M Denholm	845.24	0.00	0.00	0.00	0.00	845.24
S Catalano	1,340.36	0.00	0.00	0.00	0.00	1,340.36
Bunbury Agricultural Society	2,387.88	0.00	0.00	0.00	0.00	2,387.88
D Busher	1,282.84	0.00	0.00	0.00	0.00	1,282.84
Valli & Co	2,600.14	0.00	0.00	0.00	0.00	2,600.14
Charles Hull Contracting	7,603.41	0.00	0.00	0.00	0.00	7,603.41
J & P Group	135,809.01	0.00	0.00	0.00	0.00	135,809.01
<b>Total - Extractive Industries Bonds</b>	<b>153,159.08</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>153,159.08</b>
<b>Specified Projects</b>						
Dardanup Central Bushfire Station Refurbishment - Red Cross - A Poad Bequest	93,776.15	0.00	0.00	0.00	0.00	93,776.15
Wells Recreation Ground Refurbishment/Expansion - Red Cross - A Poad Bequest	53,139.81	0.00	0.00	0.00	0.00	53,139.81
<b>Total - Specified Projects</b>	<b>146,915.96</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>146,915.96</b>
<b>Sundry Deposits</b>						
Unclaimed Monies	1,683.92	0.00	0.00	0.00	0.00	1,683.92
Bunbury Wellington Group of Councils	37,164.30	3,500.00	0.00	0.00	0.00	40,664.30
Cristal - Paint the Shire REAd project	5,030.01	0.00	0.00	0.00	0.00	5,030.01
<b>Total - Sundry Deposits</b>	<b>43,878.23</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>47,378.23</b>
<b>Key Bonds</b>	272.68	120.00	0.00	0.00	0.00	392.68
<b>Hire Bonds</b>	2,330.00	1,800.00	0.00	(300.00)	0.00	3,830.00
<b>Kerb Bonds</b>	75,041.91	0.00	0.00	0.00	0.00	75,041.91
<b>TOTAL</b>	<b>746,593.71</b>	<b>15,125.66</b>	<b>0.00</b>	<b>(300.00)</b>	<b>0.00</b>	<b>761,419.37</b>

# (Appendix ORD: 12.13B)



## Notes to the Statement of Financial Activity For the Period Ended 31 October 2020

### 5. RESERVES - CASH BACKED

All reserves are supported by cash and cash equivalents and are restricted within equity as Reserves - cash backed.

NAME	BALANCE 1 JULY	RECEIPTS	INTEREST	PAYMENTS	ADJUSTMENTS (TRANSFERS)	CLOSING BALANCE
	\$	\$	\$	\$	\$	\$
<b><i>Council Restricted</i></b>						
Executive & Compliance Vehicles Reserve	243,184.02	0.00	0.00	0.00	0.00	243,184.02
Plant & Engineering Equipment Reserve	924,036.04	0.00	0.00	0.00	0.00	924,036.04
Eaton Recreation Centre - Equipment Reserve	280,102.25	0.00	0.00	0.00	0.00	280,102.25
Building Maintenance Reserve	1,783,239.12	0.00	0.00	0.00	0.00	1,783,239.12
Employee Relief Reserve	234,383.81	0.00	0.00	0.00	0.00	234,383.81
Employee Leave Entitlements Reserve	21,186.62	0.00	0.00	0.00	0.00	21,186.62
Refuse Site Environmental Works Reserve	83,833.42	0.00	0.00	0.00	0.00	83,833.42
Information Technology Reserve	504,179.04	0.00	0.00	0.00	0.00	504,179.04
Roadwork Construction & Major Maintenance Reserve	587,710.55	0.00	0.00	0.00	0.00	587,710.55
Accrued Salaries Reserve	433,352.06	0.00	0.00	0.00	0.00	433,352.06
Tourism Reserve	11,718.35	0.00	0.00	0.00	0.00	11,718.35
Recycling Education Reserve	61,264.57	0.00	0.00	0.00	0.00	61,264.57
Road Safety Programs Reserve	26,644.63	0.00	0.00	0.00	0.00	26,644.63
Council Land Development Reserve	21,057.89	0.00	0.00	0.00	0.00	21,057.89
Carried Forward Projects Reserve	3,291,189.81	0.00	0.00	0.00	0.00	3,291,189.81
Election Expenses Reserve	7,017.23	0.00	0.00	0.00	0.00	7,017.23
Town Planning Consultancy Reserve	97,705.92	0.00	0.00	0.00	0.00	97,705.92
Parks & Reserves Upgrades Reserve	676,804.61	0.00	0.00	0.00	0.00	676,804.61
Strategic Planning Studies Reserve	128,885.07	0.00	0.00	0.00	0.00	128,885.07
Pathways Reserve	315,889.37	0.00	0.00	0.00	0.00	315,889.37
Asset / Rates Revaluation Reserve	328,666.34	0.00	0.00	0.00	0.00	328,666.34
Refuse & Recycling Bin Replacement Reserve	54,644.89	0.00	0.00	0.00	0.00	54,644.89
Sale of Land Reserve	4,566,488.23	0.00	0.00	0.00	0.00	4,566,488.23
Storm Water Reserve	157,848.01	0.00	0.00	0.00	0.00	157,848.01
	<b>14,841,031.85</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,841,031.85</b>
<b><i>Statute Restricted</i></b>						
Contribution to Works Reserve	670,642.44	67,257.55	0.00	0.00	0.00	737,899.99
Eaton Drive - Access Construction Reserve	154,824.78	23,811.74	0.00	0.00	0.00	178,636.52
Eaton Drive - Scheme Construction Reserve	914,153.40	18,291.54	0.00	0.00	0.00	932,444.94
Fire Control Reserve	11,535.50	0.00	0.00	0.00	0.00	11,535.50
Collie River (Eaton Drive) Bridge Construction Reserve	1,564,304.17	8,555.60	0.00	0.00	0.00	1,572,859.77
Unspent Grants Reserve	3,795,446.83	0.00	0.00	838,564.75	0.00	2,956,882.08
Swimming Pool Inspection Reserve	4,488.00	0.00	0.00	0.00	0.00	4,488.00
Unspent Specified Area Rate - Bulk Waste Collection Reserve	80,609.91	0.00	0.00	0.00	0.00	80,609.91
Unspent Specified Area Rate - Eaton Landscaping Reserve	127,172.20	0.00	0.00	0.00	0.00	127,172.20
Wanju Developer Contribution Plan Unspent Loan Reserve	0.00	0.00	0.00	0.00	0.00	0.00
Dardanup Expansion Developer Contribution Plan Reserve	41,206.57	0.00	0.00	0.00	0.00	41,206.57
	<b>7,364,383.80</b>	<b>117,916.43</b>	<b>0.00</b>	<b>838,564.75</b>	<b>0.00</b>	<b>6,643,735.48</b>
Interest	0.00	0.00	74,965.48	0.00	0.00	74,965.48
Less: Outstanding Debtors	0.00	(12,585.00)	0.00	0.00	0.00	(12,585.00)
<b>TOTAL</b>	<b>22,205,415.65</b>	<b>105,331.43</b>	<b>74,965.48</b>	<b>838,564.75</b>	<b>0.00</b>	<b>21,547,147.81</b>

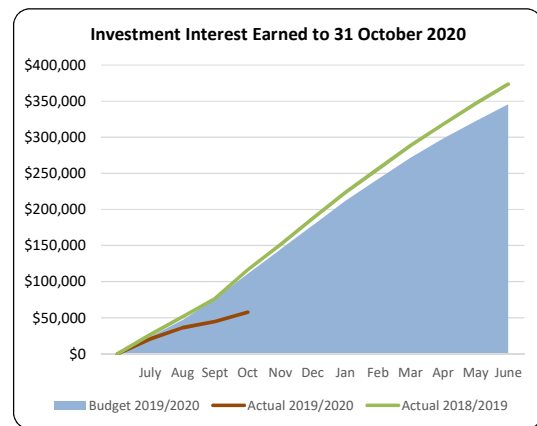
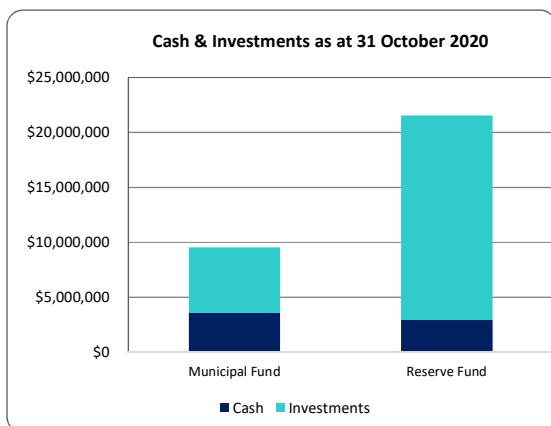
# (Appendix ORD: 12.13B)



## Notes to the Statement of Financial Activity For the Period Ended 31 October 2020

### 5. STATEMENT OF INVESTMENTS

BANK	TYPE	AMOUNT	RATE	DAYS	COMMENCEMENT	MATURITY	ESTIMATED INTEREST	INTEREST CREDITED 2020-2021
<b>MUNICIPAL FUND</b>								
CBA	Municipal Fund Bank Account	\$ 3,558,910.15	0.05%				\$148.29	\$3,198.34
NAB	Term Deposit	\$ 1,000,000.00	0.67%	273	9/2020	6/2021	\$5,011.23	
WBC	Term Deposit	\$ 1,000,000.00	0.69%	123	10/2020	2/2021	\$2,325.21	
WBC	Term Deposit	\$ 1,000,000.00	0.68%	212	10/2020	5/2021	\$3,949.59	
ANZ	Term Deposit	\$ 2,000,000.00	0.75%	94	10/2020	1/2021	\$3,863.01	
ANZ	Term Deposit	\$ 1,000,000.00	0.76%	183	10/2020	4/2021	\$3,810.41	
		<u>\$ 9,558,910.15</u>					<u>\$5,159.52</u>	<u>\$3,198.34</u>
<b>TRUST FUND</b>								
CBA	Trust Fund Bank Account	\$ 921,866.93	0.05%				\$38.41	\$175.84
		<u>\$ 921,866.93</u>					<u>\$38.41</u>	<u>\$175.84</u>
<b>RESERVE FUND</b>								
CBA	Reserve Bank Account	\$ 2,946,851.92	0.05%				\$122.79	\$1,527.11
AMP	Term Deposit	\$ 1,100,000.00	0.80%	365	8/2020	8/2021	\$8,800.00	\$17,709.04
NAB	Term Deposit	\$ 1,500,295.89	0.80%	356	8/2020	8/2021	\$11,706.42	\$11,465.75
NAB	Term Deposit	\$ 1,000,000.00	0.62%	273	9/2020	6/2021	\$4,637.26	
NAB	Term Deposit	\$ 1,000,000.00	0.72%	365	9/2020	9/2021	\$7,200.00	
NAB	Term Deposit	\$ 1,000,000.00	0.62%	181	9/2020	3/2021	\$3,074.52	
WBC	Tailored Term Deposit	\$ 4,000,000.00	0.80%	365	8/2020	8/2021	\$32,000.00	
WBC	Term Deposit	\$ 1,000,000.00	0.70%	184	8/2020	2/2021	\$3,528.77	
WBC	Term Deposit	\$ 1,000,000.00	0.68%	243	10/2020	6/2021	\$4,527.12	
WBC	Term Deposit	\$ 1,000,000.00	0.69%	123	10/2020	2/2021	\$2,325.21	
ANZ	Term Deposit	\$ 3,000,000.00	0.82%	367	10/2020	10/2021	\$24,734.79	
ANZ	Term Deposit	\$ 3,000,000.00	0.76%	183	10/2020	4/2021	\$11,431.23	
		<u>\$ 13,547,147.81</u>					<u>\$32,466.46</u>	<u>\$30,701.90</u>
<b>Total Interest Received</b>								<u><u>\$34,076.08</u></u>





Notes to the Statement of Financial Activity  
For the Period Ended 31 October 2020

5. STATEMENT OF INVESTMENTS (continued)

**Total Funds Invested**

Total Funds Invested as at Reporting Date -

Municipal Fund Investment Portfolio	\$ 6,000,000.00
Trust Fund Investment Portfolio	\$ -
Reserve Fund Investment Portfolio	\$ 18,600,295.89
	<u>\$ 24,600,295.89</u>

**Investment Policy - Portfolio Risk Exposure**

Council's investment policy provides a framework to manage the risks associated with financial investments.

Portfolio - Terms of Maturity

Limits are placed on the term to maturity thereby reducing the impact of any significant change in interest rate markets and to provide liquidity.

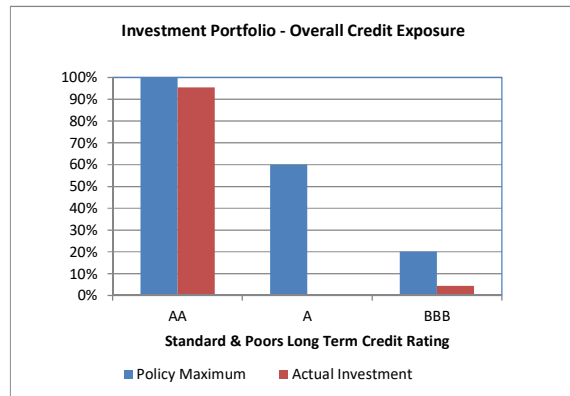
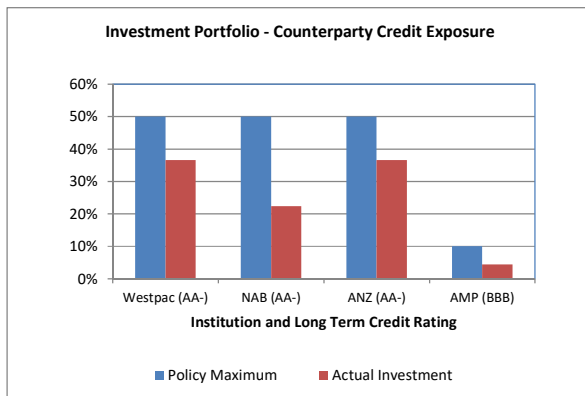
Counterparty Credit Exposure

Exposure to an individual authorised deposit-taking institution (ADI) counterparty will be restricted by their credit rating so that single entity exposure is limited.

Overall Credit Exposure

To control the credit quality on the entire portfolio, limits are placed on the percentage exposed to any particular credit rating category.

The following charts demonstrate the current portfolio diversity and risk compliance with the policy framework.



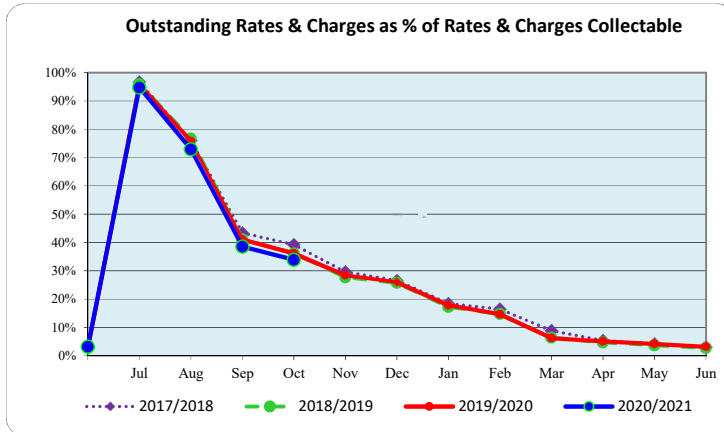


**Notes to the Statement of Financial Activity  
For the Period Ended 31 October 2020**

**7. Accounts Receivable as at 31 October 2020**

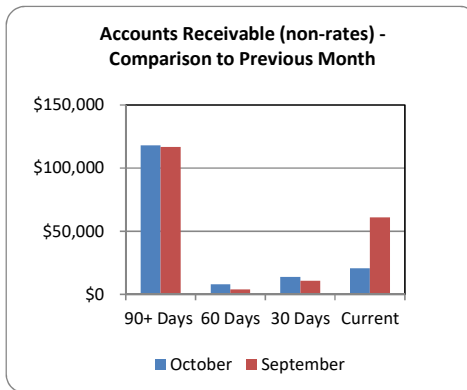
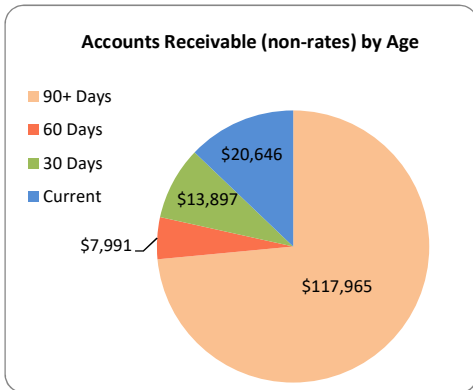
**Rates and Charges Outstanding**

2020/21 annual rates were raised on 16 July 2020 and were due for payment by 10 September 2020. As at the reporting date, total outstanding rates and charges (including pensioner deferred rates) is \$5,533,003. This equates to 33.86% of rates and charges collectable and is at an improved ratio to recent years. It is the objective of management to achieve less than 4% of rates and charges outstanding by 30 June.



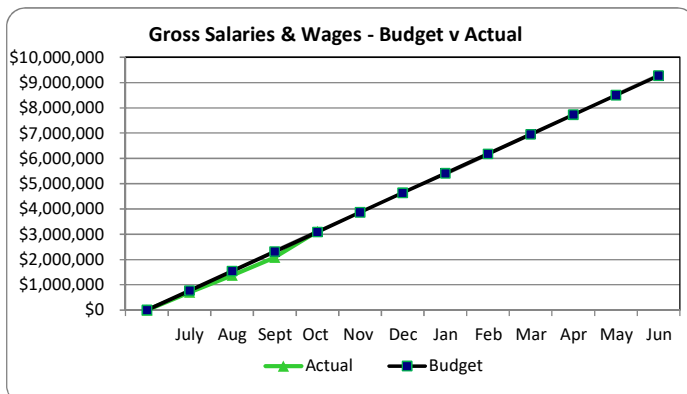
**Sundry Debtors Outstanding (non-rates)**

As at the reporting date, the total outstanding Sundry Debtors amount to \$160,585. \$80,159 relates to State Government contribution to Eaton Recreation centre for school shared use of facilities. The Education Department has raised enquiries about some of the details of the contribution invoice and officers are working to resolve these as soon as possible. Other debts outstanding in excess of 90 days are currently under review and it is likely a significant portion of these will be written off due to being uneconomical to recover.



**8. Salaries and Wages to 31 October 2020**

At the reporting date, total salaries and wages expenditure is \$3,117,134 (33.6%) of the annual budget of \$9,273,727 for the 2020/21 financial year).





Notes to the Statement of Financial Activity  
For the Period Ended 31 October 2020

9. RATING INFORMATION

RATE TYPE	Rate in \$	Number of properties	Rateable value \$	2020/21 Budget rate revenue \$	2020/21 Budget interim rates \$	2020/21 Budget back rates \$	2020/21 Budget total revenue \$	2020/21 Actual total revenue \$	2019/20 Actual total revenue \$	2019/20 Budget total revenue \$
<b>Differential general rate or general rate</b>										
<b>Gross rental valuations</b>										
General Rates - GRV: Residential	0.100662	3,152	56,779,220	5,746,655	0	0	5,746,655	5,715,510	5,620,662	5,620,662
General Rates - GRV: Commercial	0.100662	59	14,495,740	1,428,025	0	0	1,428,025	1,459,170	1,369,549	1,369,549
General Rates - GRV: Industrial	0.100662	68	7,586,727	763,695	0	0	763,695	763,695	757,975	757,975
General Rates - GRV: Small Holding	0.100662	336	7,599,124	765,545	0	0	765,545	764,943	806,389	806,389
General Rates - GRV: Interim and Back Rates	0.100662	0	0	0	91,144	0	91,144	17,140	91,938	124,249
<b>Unimproved valuations</b>										
General Rates - UV: Broad Acre Rural	0.006259	491	274,608,000	1,718,765	0	0	1,718,765	1,718,315	1,709,026	1,709,026
General Rates - UV: Mining	0.006259	0	0	0	0	0	0	0	0	0
General Rates - UV: Interim and Back Rates	0.006259	0	0	0	0	0	0	0	0	0
<b>Sub-Totals</b>		4,106	361,068,811	10,422,685	91,144	0	10,513,829	10,438,773	10,355,539	10,387,850
<b>Minimum payment</b>										
<b>Gross rental valuations</b>										
General Rates - GRV: Residential	1,547.50	1,651	21,331,732	2,554,923	0	0	2,554,923	2,554,923	2,571,945	2,571,945
General Rates - GRV: Commercial	1,547.50	7	61,400	10,833	0	0	10,833	10,833	10,833	10,833
General Rates - GRV: Industrial	1,547.50	47	590,450	72,733	0	0	72,733	72,732	80,470	80,470
General Rates - GRV: Small Holding	1,547.50	85	682,270	131,538	0	0	131,538	131,538	111,420	111,420
General Rates - GRV: Interim and Back Rates	1,547.50	0	0	0	0	0	0	0	0	0
<b>Unimproved valuations</b>										
General Rates - UV: Broad Acre Rural	1,547.50	119	17,457,460	184,153	0	0	184,153	184,152	208,913	208,913
General Rates - UV: Mining	1,547.50	18	399,256	27,855	0	0	27,855	27,855	30,950	30,950
General Rates - UV: Interim and Back Rates	1,547.50	0	0	0	0	0	0	0	0	0
<b>Sub-Totals</b>		1,927	40,522,568	2,982,035	0	0	2,982,035	2,982,033	3,014,531	3,014,531
<b>Discounts/concessions/write-off</b>										
Total amount raised from general rates		6,033	401,591,379	13,404,720	91,144	0	13,495,864	13,420,806	13,370,070	13,402,381
Specified area rates							(5,000)	(2,578)	(1,016)	(5,000)
<b>Total rates</b>							13,490,864	13,418,228	13,369,054	13,397,381
							350,000	349,376	347,651	344,800
							13,840,864	13,767,604	13,716,705	13,742,181





Notes to the Statement of Financial Activity  
For the Period Ended 31 October 2020

10. INFORMATION ON BORROWINGS

Debtenture Repayments

Particulars	Loan No.	Principal Opening Balance 01 July 2020		New Loans 2020/21		Principal Repayments 2020/21		Interest Repayments 2020/21		Principal Outstanding 30 June 2021	
		Actual	Adopted Budget	Actual	Adopted Budget	Actual	Adopted Budget	Actual	Adopted Budget	Actual	Adopted Budget
<b>Community Amenities</b>											
Wanju/Waterloo Industrial Park	New	0	750,000	0	0	0	0	0	0	0	750,000
Developer Contribution Plans											
<b>Recreation and Culture</b>											
Eaton Recreation Centre	59	280,690		(43,410)	(88,117)	(8,238)	(16,870)	237,280	192,573		
Glen Huon Oval Club Rooms	69	965,470	0	(20,391)	(41,174)	(18,537)	(43,234)	945,079	924,296		
<b>Transport</b>											
Depot Land	66	503,104	0	(29,019)	(58,628)	(10,238)	(23,169)	474,085	444,476		
<b>Economic Services</b>											
Gravel Pit Land - Panizza Road	61	90,549	0	(11,765)	(23,901)	0	(5,805)	78,784	66,648		
<b>Other Property and Services</b>											
Administration Building Extensions	65	123,303	0	(18,817)	(38,296)	(4,334)	(8,887)	104,486	85,007		
		1,963,116	0	750,000	(250,116)	(41,347)	(97,965)	1,839,713	2,463,000		

All debtenture repayments are financed by general purpose revenue.



Notes to the Statement of Financial Activity  
For the Period Ended 31 October 2020

11. BUDGET AMENDMENTS

Amendments to the original budget since budget adoption. Surplus/(Deficit)

GL/JOB Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Revised Budget Running Balance
				\$	\$	\$	\$
<b>Budget Adoption</b>							
<b>Permanent Changes</b>							
0521502	Opening surplus adjustment		Opening Surplus		92,449		218,987
	DFES Mitigation Activity Fund grant to reduce bushfire risk	29/07/20 - 212-20	Operating Revenue	189,440			311,436
0511503	Bushfire Risk Management Plan - treatments to mitigate bushfire	29/07/20 - 212-20	Operating Expense			(189,440)	272,729
J11221	Pratt Road Reserve maintenance - erosion repairs	26/08/20 - 231-20	Operating Expense		38,707	(38,707)	311,436
1221507	Disaster Recovery Grant	26/08/20 - 231-20	Operating Revenue		450,000		761,436
0522501	LGGs capital grant to replace Dardanup Central BFB station	30/09/20 - 261-20	Non-operating Revenue		90,000		851,436
0522503	Donation of bequeathed estate for Dardanup Central BFB	30/09/20 - 261-20	Non-operating Revenue			(540,000)	311,436
J05022	Building construction - Dardanup Central BFB station	30/09/20 - 261-20	Asset Acquisition		55,000	(55,000)	256,436
1318004	Economic Development - Designated Area Migration Agreement	30/09/20 - 267-20	Operating Expense			(250,000)	311,436
J12306	Contributions to Designated Area Migration Agreement	30/09/20 - 274-20	Operating Revenue			(276,000)	61,436
J12306	Renewal - Bridge 3678 - Pile Road	30/09/20 - 274-20	Asset Acquisition			(136,000)	(214,564)
J12303	Renewal - Bridge 3658 - Ferguson Road	30/09/20 - 274-20	Asset Acquisition				175,436
J12310	Renewal - Bridge 4821 - Martin Pelusey Road	30/09/20 - 274-20	Asset Acquisition				311,436
1221504	Grant revenue Transport - Special Projects	30/09/20 - 274-20	Non-operating Revenue	526,000			259,936
0341003	Transfer from Reserve - Unspent Grants	30/09/20 - 274-20	Reserve Transfer	136,000			276,436
J12909	Ferguson Road Survey and Design	30/09/20 - 275-20	Asset Acquisition			(52,500)	311,436
J12907	Project preliminaries expenditure - reduced budget	30/09/20 - 275-20	Asset Acquisition		17,500		311,436
1221503	Grant revenue - Regional Road Group	30/09/20 - 275-20	Non-operating Revenue		35,000		321,436
0523502	Grant revenue - Animal Welfare Plan	28/10/20 - 288-20	Operating Revenue		10,000		311,436
0513503	Grant expenditure - animal control	28/10/20 - 288-20	Operating Expense			(10,000)	311,436
				<b>1,547,647</b>	<b>(1,547,647)</b>		

RISK ASSESSMENT TOOL									
OVERALL RISK EVENT: Failing to monitor the financial performance can increase the risk of a negative impact on the Shire's financial position. Non-compliance with legislative requirement could result in a qualified audit.									
RISK THEME PROFILE: 3 - Failure to Fulfil Compliance Requirements (Statutory, Regulatory)									
RISK ASSESSMENT CONTEXT: Operational									
CONSEQUENCE CATEGORY	RISK EVENT	PRIOR TO TREATMENT OR CONTROL			RISK ACTION PLAN (Treatment or controls proposed)	AFTER TREATMENT OR CONTROL			RESIDUAL RISK RATING
		CONSEQUENCE	LIKELIHOOD	INHERENT RISK RATING		CONSEQUENCE	LIKELIHOOD	RESIDUAL RISK RATING	
HEALTH	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
FINANCIAL IMPACT	Not monitoring ongoing financial performance would increase the risk of a negative impact on the financial position.	Moderate (3)	Unlikely (2)	Moderate (5 - 11)	Not required.	Not required.	Not required.	Not required.	Not required.
SERVICE INTERRUPTION	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.
LEGAL AND COMPLIANCE	Non-compliance with the legislative requirements that results in a qualified audit.	Minor (2)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
REPUTATIONAL	Non-compliance that results in a qualified audit can lead stakeholders to question the Council's ability to manage finances effectively.	Insignificant (1)	Unlikely (2)	Low (1 - 4)	Not required.	Not required.	Not required.	Not required.	Not required.
ENVIRONMENT	No risk event identified for this category.	Not Required - No Risk Identified	N/A	N/A	Not required.	Not required.	Not required.	Not required.	Not required.



# MINUTES

## LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING

Held

11 November 2020

At

Shire of Dardanup  
ADMINISTRATION CENTRE EATON  
1 Council Drive - EATON

This document is available in alternative formats such as:  
~ Large Print  
~ Electronic Format [disk or emailed]  
Upon request.

**TABLE OF CONTENTS**

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

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

    2.1 Attendance ..... 2

    2.2 Apologies..... 2

**3. PETITIONS/DEPUTATIONS/PRESENTATIONS..... 2**

**4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING..... 2**

**5. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED ..... 3**

**6. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN..... 3**

**7. DECLARATION OF INTEREST ..... 3**

**8. REPORTS FROM OFFICERS AND COMMITTEE MEMBERS..... 3**

    8.1 Title: Update Report from Shire of Dardanup..... 3

    8.2 Title: Agency Reports – Various..... 8

**9. NEW BUSINESS OF AN URGENT NATURE ..... 11**

**10. CLOSURE OF MEETING..... 11**

**Committee Members:**

- Cr. M T Bennett - Elected Member - Chairperson
- Cr. P Perks - Elected Member
- Cr. S Gillespie – Elected Member
- Coordinator Emergency & Ranger Services – Staff
- Representative – WA Police (Deputy Chairperson)
- Representative – Department of Communities
- Representative – Department of Agriculture & Food WA
- Representative – Department of Biodiversity, Conservation & Attractions
- Representative – Department of Health
- Representative – Main Roads WA
- Representative – Department of Fire & Emergency Services – Fire
- Representative – Department of Fire & Emergency Services – Natural Hazards
- Representative – Public Transport Authority
- Representative – Water Corporation
- Representative – Western Power
- Representative – Aqwest
- Representative – St Johns Ambulance WA
- Representative – Telstra Australia
- Representative – Australian Railroad Group
- Representative – ATCO Gas
- Observer - District Emergency Management Advisor – SW Office of Emergency Management (OEM)

## COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

## DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."



**SHIRE OF DARDANUP**

**MINUTES OF THE SHIRE OF DARDANUP LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON WEDNESDAY 11 NOVEMBER 2020, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 10.00AM.**

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

The Chairperson, Cr. M T Bennett to declare the meeting open, welcome those in attendance and refer to the Acknowledgement of Country; Emergency Procedure; the Disclaimer and Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

*Acknowledgement of Country*

*The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region by recognising the strength, resilience and capacity of Wardandi people in this land.*

*Affirmation of Civic Duty and Responsibility*

*Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.*

*Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.*

*The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.*

*Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.*

*Emergency Procedure*

*In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the Assembly Area points located to the western side of the front office car park near the skate park and gazebo where we will meet (and complete a roll call).*

## 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

### 2.1 Attendance

Cr Michael Bennett	-	Shire President (Chairperson)
Cr Carmel Boyce	-	Elected Member (Proxy)
Senior Sgt Paul Williams	-	Australind Police
Mr Vik Cheema	-	Department of Fire & Emergency Services
Mr Peter Stewart	-	Department of Fire & Emergency Services
Ms Roma Boucher	-	Department of Communities
Mr Dave Smith	-	Main Roads WA
Paul Sanderson	-	Eaton Lions Club
Mrs Erin Hutchins	-	Coordinator – Emergency & Ranger Services

### 2.2 Observer

Mr Murray Connell	-	Manager Development Services
Mrs Gaylene Godfrey	-	PA - Director Sustainable Development
Ms Melissa Howard	-	Emergency Management Officer

### 2.2 Apologies

Cr Patricia Perks	-	Elected Member
Cr Stacey Gillespie	-	Elected Member
Mr Luke Botica	-	Director Infrastructure
Mr Kal Falcone	-	A/Manager Operations
Ms Sharon Hutchins	-	Department of Communities
Mr John Carter	-	Department of Fire & Emergency Services

## 3. PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

## 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### OFFICER RECOMMENDED RESOLUTION & LOCAL EMERGENCY MANAGEMENT COMMITTEE RESOLUTION

LEM 04-20    MOVED -    Mrs Erin Hutchins    SECONDED -    Cr C Boyce

**THAT the Minutes of the Local Emergency Management Committee Meeting held on 12 August 2020, were confirmed as true and correct.**

CARRIED

**5. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

None.

**6. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

None.

**7. DECLARATION OF INTEREST**

*Discussion:*

*The Chairperson asked all those present if there were any Declarations of Interest to be made.*

*There were no Declarations of Interest made.*

**8. REPORTS FROM OFFICERS AND COMMITTEE MEMBERS**

8.1 Title: Update Report from Shire of Dardanup

*Reporting Department: Sustainable Development Directorate  
Reporting Officer: Mrs Erin Hutchins - Coordinator Emergency & Ranger Services  
Legislation: Local Government Act 1995  
Emergency Management Act 2005*

- Acronyms & Terms

There have been no amendments or additions to the emergency management list of acronyms or terms.

- Confirmation of LEMA Contact Details and Key Stakeholders

An electronic copy of the Shire of Dardanup LEMA contact and key stakeholder details is available upon request.

It is requested that any changes to contact and key stakeholders details are notified as soon as possible to the Shire of Dardanup via records@dardanup.wa.gov.au.

- Committee Membership & Resources

There are no new membership requests at this time.

- Exercises that Tested the LEMA

A LEMC exercise will be facilitated by the District Emergency Management Advisor (DEMA) SW to prepare for the upcoming fire season. The exercise aims to test the remote connectivity during a simulated bushfire event between the Incident Controller and Incident Support Group members via Microsoft Teams.

The discussion exercise will be facilitated via Microsoft Teams. To participate in the LEMC exercise, LEMC members will require an electronic device (laptop/phone/tablet) with access to the internet, microphone, and speakers.

The exercise will be scheduled for **11 November 2020 at 2.00pm**.

- *Joshua–Crooked Brook Rural Urban Interface (RUI) Exercise*

The Shire of Dardanup Local Bushfire Brigades and the Department of Fire and Emergency Services (DFES) will be participating in a Rural Urban Interface (RUI) exercise in the community of Crooked Brook.

- *Aim*

The aim of the exercise is for the Local Bush Fire Brigades to gain a better understanding of the Crooked Brook community, which may assist in improved protection of the community during a bushfire. The exercise will also provide some information to the individual members of the community of the level of preparedness of their properties.

- *Exercise Objectives*

- Assess properties in the locality of Crooked Brook to determine whether they are defensible or not defensible;
- Inform and educate BFB crews on RUI principles and application;
- Inform and educate local residents on how to be fully prepared for bushfire;
- Provide advice and assistance to local residents on Fire Chat, Bushfire Planning Toolkit and DBCA Burn Program; and
- Awareness of the SOP 3.5.8 and Field Guide.

The exercise will be scheduled for 14 November 2020.

- Sub-Committees or Working Groups - Nil to report.
- Projects Undertaken - Nil to report.
- Key Achievements - Nil to report.
- Local Training Needs or Opportunities - Nil to report.
- Funding Opportunities

– *Animal Welfare in Emergencies (AWE) Grant*

WALGA in partnership with the Department of Primary Industries and Regional Development (DPIRD) delivered a small grants program to build resilience to the impact of emergencies on animal welfare through capacity building activities in WA Local Government areas. The Shire took advantage of the program and made application for \$11,000 grant funding to review, test and promote the Shires Animal Welfare Support Plan. The Shire has been successful in its application.

The Shire planned a three step project to review, test and promote the Shires current, but out of date, Animal Welfare Plan (AWP). It is anticipated that by undertaking a review process with key local stakeholders, that incorporates a desktop exercise, will assist in the development of comprehensive and robust arrangements that support the Shire's Local Emergency Management Arrangements in the coordination of animal welfare services before, during and after an emergency.

AWP 'Review' intends to;

- Provide a framework and control structure to manage animals in an emergency that allows for staggered scaling up of response and recourses in line with the scale and severity of the emergency and its impacts;
- Incorporate an 'All Hazards' approach to all species for a wide range of emergency situations that are likely to impact on the welfare of domestic pets, livestock and wildlife.; and
- Outline the processes for inter-agency cooperation at all stages of the emergency management cycle including preparedness, prevention (mitigation), response and recovery.

AWP 'Desktop Exercise' will be developed using the 'SMART Approach' and intends to;

- Increase understanding of roles and responsibilities within the AWP in an emergency scenario context;
- Identify weaknesses and test solutions in a controlled, safe environment to enhance capability and contribute to improvements; and
- Develop networks and build support between local animal welfare organisations and government agencies to ensure effective implementation of the AWP.

AWP 'Community Engagement Plan' intends to;

- Inform and empower the community to exercise choice and take responsibility for their animals before, during and after and emergency.; and
- Promote disaster preparedness and the planning tools available to assist individuals, families and businesses to better prepare themselves, their pets and livestock.

– *DFES Water Tank Initiative*

Through the State Government's WA Recovery Plan, DFES was provided \$2.0 million over two years (2020/21 & 2021/22) for the provision of water tanks at existing bush fire facilities (not funded through Emergency Services Levy (ESL) collections). The additional funding is intended for bush fire brigades (BFB's) located in high bushfire risk areas that do not already have a water tank. The Shire took advantage of the funding and has made application for tanks at a number of our brigades. Successful Local Governments will be advised accordingly.

- Incident Support Group Activations/ Incidents - Nil to report.

- Emergency Risk Management Processes/Treatment Strategies

The Shire is continuing mitigation activities to identified areas at risk of bushfire throughout the 2020-2021 financial year utilising successful Mitigation Activity Funding (MAF).

- Post Incident / Exercise Reports - Nil to report.
- Completion of Annual and Preparedness Report Capability Survey- Nil to report.
- Seasonal Review – Fire Season Preparedness

Refer DFES representative report.

- Seasonal Review – Storm Season Preparedness – Nil to report
- Status of Local Emergency Management (Recovery) Arrangements (LEMA)
- Status of Local Emergency Management (Recovery) Arrangements (LEMA)

*Note: This item was withdrawn from the Committee for discussion. DFES will provide feedback to the Shire for further review.*

The Shire of Dardanup LEMA was adopted by Council at its Ordinary Council meeting held 1 April 2016. A full review is due in 2021.

– *Bushfire Response Plan*

The Shire of Dardanup Bush Fire Response Plan (BFRP) was adopted by the Bush Fire Advisory Committee (BFAC) on 14 October 2014 and Council on 5 November 2014. A review was required with the aim to ensure a strong bush fire response capability for the protection of lives and property within the Shire as well as to guide the brigades in bush fire operations and ensure the response is coordinated to enhance community safety and an environment in which residents can feel safe. The BFRP is a support plan for the Local Emergency Management & Recovery Arrangements.

Following a review by Shire Officers in conjunction with the Department of Fire & Emergency Services (DFES), an updated plan was presented at the October BFAC meeting. The BFAC Committee supported the revised BFRP and is now presented to the LEMC for consideration

Following the BFAC meeting in October, further comments from DFES were received in regards to Appendix H – Industrial / Infrastructure Risk Register. The advice from DFES was to remove the following premises for the Risk Register

- Caltex Dardanup Garage
- Caltex Eaton Fair

A copy of the Bush Fire Response Plan with the above amendment is provided (Appendix LEMC 8.1) to LEMC for consideration.

Should LEMC endorse the plan, along with the above amendments it is recommended that this be brought back to the next BFAC meeting for BFAC endorsement.



## OFFICER RECOMMENDED RESOLUTION

THAT the Local Emergency Management Committee:

1. Acknowledges the Council endorsed Shire of Dardanup Bush Fire Response Plan (Appendix LEMC 8.1),
2. Notes advice from DFES that supports the removal of:
  - *'Caltex Dardanup Garage'*
  - *'Caltex Eaton Fair'*from the Industrial/Infrastructure Risk Register.
3. Recommends that Shire of Dardanup Bush Fire Response Plan be updated to remove the facilities under 2 above and is presented to the State Emergency Management Committee for endorsement.
4. Recommends that the Shire of Dardanup Bushfire Advisory Committee, consider the above recommended amendment from DFES to the Shire of Dardanup Bush Fire Response Plan and further scrutinise the plan to ensure the risk register is up to date.

*ITEM WITHDRAWN*

## 8.2 Title: Agency Reports – Various

<i>Reporting Department:</i>	<i>Various</i>
<i>Reporting Officer:</i>	<i>Various</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i> <i>Emergency Management Act 2005</i>

(In the interest of time efficiency report to be accepted as presented, not read aloud at the meeting)

### Background

Each agency is invited to provide the meeting with a report of their activities for the benefit of the committee.

#### ◇ **Office of Emergency Management – Vik Cheema**

##### **State**

##### *Funding:*

The AWARE grant round for 2020-21 opened at 12 noon Monday 2 November 2020 and closes at 12 noon Friday 11 December 2020.

The All West Australians Reducing Emergencies (AWARE) program aims to enhance WA's Emergency Management arrangements by investing in capacity building and preparedness activities at a local level. Each round of AWARE sets priority categories to be addressed via a competitive grant round.

The current agreement sets out to distribute \$230,000 to WA local governments via a competitive grant round to projects that fall into one or more of the following categories:

- Furthering the emergency risk management process.
- Facilitating capability-based exercises.
- Assisting in reviewing Local Emergency Management Arrangements (LEMA).
- Delivering emergency management training.
- Hosting or facilitating emergency management events or forums.

Local governments are encouraged to submit individual or joint applications.

For further information please see the following link: <https://semc.wa.gov.au/funding/aware>.

##### **District – South West**

South West District Emergency Management Committee (DEMC) met on 13 October 2020. Highlights of the meeting are:

- COVID-19 current status and preparedness update from the WACHS.
- Bushfire Season Preparedness briefings.
- Increased tourism and travellers to the SW region.
- Agency briefs/updates.
- Bushfire CRC Season Outlook.

##### **Local**

A series of LEMC exercises to test the Incident Support Group (ISG) meeting arrangements will be facilitated across the SW region. The exercise schedule is as follows:

LEMC	Exercise Date
Nannup	Wednesday 4 Nov – 3pm
Dardanup	Wednesday 11 Nov 2pm
Bridgetown-Greenbushes	Tuesday 17 Nov 5.30pm
Collie	Wednesday 24 Nov 9am
Donnybrook Balingup	Tuesday 24 Nov 9am
Boyup Brook	Wednesday 25 Nov 10am
Bunbury	Thursday 26 Nov 9.30am
Augusta Margaret River	Tuesday 26 Nov 4.30pm
Busselton	Tuesday 1 Dec 3pm
Capel	Wednesday 2 Dec 10am
Harvey	N/A
Manjimup	TBC

◇ **Department of Communities - Roma Boucher**

I have recently attended our Emergency Services Unit conference in Northam with presentations and topics of interest being:

- Emergency Management in the Wheatbelt;
- DC/Community Services restructure and strategic direction; meeting Geraldine Carlton, recently appointed DC Executive Director EM - Welfare Emergency Controller;
- Workshop – Contemporary Emergency Welfare Preparedness;
- BOM presentation by Bradley Santos and Rob Lawry – Severe Weather/Floods;
- Workshop - Management of Welfare Centres (CoVid-19 lens);
- Planning and tasking for the coming season; and
- Exercise – Burning Ring of Fires.

Recently there have been two items released by the SW OASG

- CoVid-19 Welfare Centre Guidelines (Appendix LEMC 8.2A) – an interim document to provide guidance to our staff and other key agencies in managing welfare centres, whilst mitigating COVID-19 risks to the community and in preparation for this summer season.
- South West Local COVID-19 Annexure (Appendix LEMC 8.2B) – to be read in conjunction with the guidelines referred above and relative to each Local Government (LG). Each LG is asked to provide individual information to the annexure and seeking key information in the areas of population, vulnerable groups, health services, critical supplies, emergency accommodation, access, communications arrangements, cultural considerations and risk analysis that may impede welfare provision for this area.

I wrote to the 12 SW LG's on 13 August and 14 October requesting a review of the pre-determined welfare centres in relation to COVID-19 physical distancing requirements, i.e. capacity figures for both 2m<sup>2</sup> (short term) and 4m<sup>2</sup> (overnight or longer). When the information is available and in preparation for the summer season, I am required to update the local welfare plans and the State Welfare Centre database. **Note: the latter database is available to WA Police and Hazard Management Agencies.** It would also be helpful to have a copy of any COVID Safety Plan Certificates issued for your facilities; together with any advice as to whether you have partitioning/barriers that could be utilised to section areas, separate entry/exit points etc. Kind thanks to Mel Howard for assisting with this task.

◇ **Department of Fire & Emergency Services – Peter Stewart**

*High Threat Period*

DFES are in the final stages of preparation for the High Threat Period (HTP). This normally starts on the first Thursday of December.

The HTP will see the State Duty Roster include the Level Three Pre-Formed Teams (L3 PFT). This is a multi-agency Level Three IMT and support.

The SW Region will also implement their HTP Roster which incorporates the Regional Duty Coordinator (RDC), On Call Operations Officer and an Administration Support on call 24/7. Additional teams (particularly for Level 2 incidents) are stood up On Call based on the risk at that time (usually weather based).

Several Pre-Season forums and workshops have already commenced with others planned for the near future. DFES SW and Lower South West regions have a planned multi-agency forum scheduled for Thursday 3 December. This will include DBCA and WA Police Force.

*High Fire Season Fleet Appliances*

DFES SW region are awaiting on the arrival of seven light tankers and four 2.4/3.4 Tankers. These will include a light tanker stationed at each of the Eaton Australind VFRS and Dardanup West BFB stations.

The arrival of these appliances is dependent upon the end of the state's Northern fire season.

*State Aerial Firefighting Fleet*

The following information outlines the State aerial firefighting aircraft types and bases for their service period for the 2020-2021 southern bush fire season.

**Jandakot Airport:**

- 1 November 2020, available daily 0900-1800hrs
  - 2 x 2 HELITAKS
  - 1 x Air Attack Supervision (AAS)
  - 1 x 2 FIREBIRD helicopter (utility, all-hazards response)
  - 1 x FIREBIRD helicopter (Air Intel)
  - 1 x Linescanner

- 1 December 2020, available daily 0900-1800hrs
  - 2 x HELITAKs

- Commencement date To Be Advised (DBCA), available daily 0600-1800hrs
  - 2 x Fixed wing water bombers
  - 1 x Light fixed wing (AAS)
  - 1 x Helicopter (AAS)

**Serpentine Airfield:**

- 20 December 2020, available daily 0900-1800hrs
  - 1 x Aircrane High Volume HELITAK

**Bunbury Airport:**

- Commencement date To Be Advised (DBCA), available daily 0600-1800hrs
  - 2 x Fixed wing water bombers
  - 1 x Light fixed wing (AAS)
  - 1 x Helicopter (AAS)

**Busselton Airport:**

- 15 December 2020, available daily 0900-1800hrs
  - 2 x 2 HELITAKS

### *Seasonal Outlook*

The BOM have released their seasonal outlook for November to January. Access to this forecast is available via this link - <http://www.bom.gov.au/climate/outlooks/#/overview/video>

- Increased chance of cooler than average day time temperatures with an increased chance of warmer night time temperatures.
- Increased chance of above average rainfall.

#### ◇ **WA Police – Senior Sgt Paul Williams**

WAPol (Australind) are still supplying one officer to Kalgoorlie to assist with the hard border. Otherwise it is business as normal in addition to the daily checks of residents undergoing self quarantine.

#### ◇ **Main Roads WA**

Main Roads are resource poor due to the economic stimulus packages and the number of roadwork projects currently being undertaken. There maybe a slower response time than normal if resources are needed during the fire season for this reason.

## **9. NEW BUSINESS OF AN URGENT NATURE**

None.

## **10. CLOSURE OF MEETING**

The Chairperson advised that the date of the next Local Emergency Management Committee Meeting is **to be confirmed**. The meeting will be at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Chairperson declared the meeting closed at 10.54 am.

