



APPENDICES

ORDINARY MEETING

To Be Held

Wednesday, 27 June 2018
Commencing at 5.00pm

At

Shire of Dardanup
ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

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DIAGRAM A





15 May 2018

Our Ref: 01-006-02-0003RB:RNB

Mr Mark Chester
Chief Executive Officer
Shire of Dardanup

Dear Mark

Request for Comment on Waste Levy Discussion Paper

WALGA is currently reviewing its Policy Statement on the Waste Levy and I am writing to seek your comment on the attached Discussion Paper. The WALGA Waste Levy Policy Statement was last reviewed in 2009. This review occurred in response to a substantial increase in the Waste Avoidance and Resource Recovery Levy (the Levy) and a diversion of funds away from strategic waste management activities.

There have been a number of changes to the Levy since the 2009 review of the Policy Statement. These changes include a schedule of Levy increases, a move away from charging different Levies for inert and putrescible waste, a State Waste Strategy and the Auditor General's Report on the Implementation of the State Waste Strategy. The Minister has also requested that the Waste Authority undertake an economic analysis of the Levy. These factors present the sector with an opportunity to discuss and reaffirm, or amend, the sectors Policy position on the Waste Levy.

The Municipal Waste Advisory Council has developed the attached Discussion Paper outlining key issues for consideration by the sector. This Paper reviews the Policy Statement, providing background information on the current situation, then discusses each section of the Policy Statement and identifies if there is a need for change. The Discussion Paper was included in the most recent round of State Council Papers for discussion at the Zone level.

WALGA would appreciate your feedback on the Levy Discussion Paper by **25 May 2018**. For more information, please contact Rebecca Brown, Manager, Waste and Recycling on 9213 2063 or email rbrown@walga.asn.au

Yours sincerely

Ricky Burges
Chief Executive Officer



Discussion Paper

Review of the WALGA Waste Levy Policy Statement 2009

December 2017

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Status of this Paper

This Paper has been prepared by the Municipal Waste Advisory Council (MWAC) for the Western Australian Local Government Association (the Association). MWAC is a standing committee of the Association with delegated authority to represent the Association in all matters relating to solid waste management. MWAC's membership includes the major Regional Councils (waste management), and a number of Local Governments. This makes MWAC a unique forum through which all the major Local Government waste management organisations cooperate.

Local Government feedback on the Discussion Paper is requested by **COB Friday 25 May 2018**.

1.0 Executive Summary

The Waste Avoidance and Resource Recovery Levy (the Levy) is an economic instrument which has the potential to incentivise waste diversion from landfill and fund strategic waste management initiatives. The Levy operates in a complex environment and is not the only mechanism which should be relied upon to achieve these outcomes.

Local Government has long argued that the Levy should only be expended on strategic waste management initiatives. However, this is currently not the case – with only 25% of funds allocated to the Waste Avoidance and Resource Recovery Account (WARR Account). Given the current fiscal environment, it is unlikely that this situation will change in the near future. Therefore, it is vital that the 25% of Levy funds that are allocated to the WARR Account are expended on strategic waste management initiatives – not the core operational activities of the Department of Water and Environmental Regulation.

This Paper reviews the WALGA Waste Levy and Strategic Waste Funding Policy Statement. The Paper first provides background information on the current situation regarding the Levy, then discusses each section of the Policy Statement and identifies if there is a need for change.

The sections discussed are:

1. Basis for Local Government support for the Levy
2. Application of the Levy to waste generated in the non-metropolitan area
3. Rationale for the Levy
4. Differential Levies
5. Basis for Setting Levy rates
6. Administration of the Levy
7. Funding Scope
8. New Section: Regulation of the Levy

Proposed changes to the Policy Statement are included in Appendix 1.

2.0 Background

The Waste Levy Policy Statement was last reviewed in 2009. This review occurred in response to a substantial increase to the Levy and a diversion of funds away from strategic waste management activities.

The WARR Levy intends to discourage waste to landfill, with a portion of it (not less than 25%) provided to the WARR Account for activities related to the management, reduction, recycling, monitoring or measurement of waste. The Levy is therefore partially a hypothecated tax, in that the revenue raised is earmarked for a specific purpose.

While economists are cautious around the use of earmarked taxes due to the rigidities they impose on the Government's budget, there can be a case for hypothecation in some circumstances. One of the benefits of hypothecation is that it leads to a closer alignment between those who benefit from a service, and those which fund it, as well as providing a signal to the taxpayer about the true cost of funding the particular service. A further benefit (at least, in theory), is that hypothecation imposes a hard budget constraint on the Government. These factors can lead to a level of taxation and spending that is more closely aligned with the public's preferences and that is less subject to the political whims of Governments.

However, if the hypothecated tax only partly funds the services with the remainder covered by general government revenue, these benefits are diluted. This is a key issue for the WARR Levy. With only a proportion of the tax being used for waste services, and further investment needed to assist WA to meet the targets in the State Waste Strategy, taxpayers do not receive a clear signal about the true cost of these activities.

There have been a number of changes to the Levy since the last review of the Policy Statement occurred. The most significant include the introduction of a five year schedule of Levy increases, the introduction of the State Waste Strategy and the Auditor General's Report on the Implementation of the State Waste Strategy. There has also been a move away from charging different levies on putrescible and inert wastes. In the 2018/19 Financial Year, the Levy for both types of waste will be \$70/tonne. No increases to the Levy are scheduled after this date, with the Regulations stating that the Levy will remain at this level from 2019 onwards. However, it is worth noting that the Minister has requested that the Waste Authority undertakes an economic analysis of the Levy. These factors present the sector with an opportunity to discuss and reaffirm, or alternatively amend, its collective position on the Levy.

2.1 Waste Levy Application

The *Waste Avoidance and Resource Recovery Levy Act 2007* (WARRL Act) was enacted to impose a Levy on certain wastes. A similar Levy was previously raised under the *Environmental Protection Act 1986*. The Levy applies to waste collected or landfilled in the metropolitan area. In 2009, the WARR and WARRL Acts were amended to change how funds were distributed. Of the Levy funds raised, at least 25% must now be paid into the WARR Account, which is administered by the Waste Authority. The remaining 75% of funds raised through the Levy goes to consolidated revenue.

Funds from the WARR Account are to be applied in line with s80 of the WARR Act 2007:

- (1) Moneys held in the WARR Account are to be applied, in a manner that is consistent with the current business plan or as may be approved by the Minister —*
- (a) to fund programmes relating to the management, reduction, reuse, recycling, monitoring or measurement of waste; and*
 - (b) to fund the preparation, review and amendment of the waste strategy, waste plans under Part 4 and extended producer responsibility schemes and the implementation of that strategy and those plans and schemes; and*
 - (c) in payment of the costs of administering the WARR Account (including the costs of collecting levies and penalties and support and evaluation services); and*
 - (d) to fund the services and facilities referred to in section 36(1)(da); and*
 - (e) in payment of the other costs of the administration and enforcement of this Act, including the remuneration of members of the Waste Authority.*

2.2 Waste Levy Funds

Upon its establishment in 2008, a balance of \$11 million was transferred into the WARR Account from its predecessor, the Waste Management and Recycling Account. From 1 July 2008 to 30 June 2016, the WARR Account received \$108 million in Levy payments, and \$9 million in interest and other income.

Concern over the use of WARR Account funds has been repeatedly raised by Local Government. Of the approximately \$117 million funds paid into the WARR Account during the 1 July 2008 to 30 June 2016 period, \$98 million was distributed. As of June 2016, unexpended funds exceeded \$30 million.

It is worth noting that the Waste Authority, Waste Authority Services Unit, Waste Wise Schools, Keep Australia Beautiful WA and any other construct of the Department of Water and Environmental Regulation that delivers waste related administrative or regulatory activities is also now funded from the WARR Account. According to the Office of the Auditor General (2016):

DER [now DWER] receives approximately \$7 million annually from the WARR Account for purposes such as levy and compliance inspections, administrative support and policy and legislative review. The Waste Authority has sought, but has not received from DER, a detailed breakdown to show that the moneys from the WARR Account for DER administration, compliance and policy have been expended on Waste Authority functions.

In the 2014-15 Financial Year, only 62% of budgeted WARR Account funds were distributed. For the 2015-16 Financial Year, this dropped to 58% of budgeted items. Overwhelmingly, expenditure was directed towards the activities of the Department. Many of the external parties that received funds, had to submit competitive grant applications that aligned with the limited priorities of the Waste Authority.

Projects from the 2015-16 Business Plan that did not expend allocated funds include the Better Bins Engagement Program and Local Government Waste Plans. Other significant projects where only a portion of allocated funds were spent, include the Recycled C&D Market Development Program and the Better Bins Program. In the Association's Submission on the Auditor General's Report, it was identified that the cause of these issues

was a lack of timely decision making by the Minister, the Department of Environment Regulation and the Waste Authority.

2.3 Effectiveness

Applying a Levy on waste to landfill is intended to achieve several outcomes. By increasing the cost of landfill, alternative diversion practices become financially attractive. A Levy also raises funds that can be invested back into strategic waste management initiatives. The Levy has been effective at raising funds, but as noted, a large proportion of these funds have either gone to consolidated revenue or remain unspent.

Inert Material

There is clear evidence that the January 2015 Levy increase (approx. \$8 to \$40/tonne) has driven the diversion of inert material away from landfill. In the 2016 review of the Strategy, the Auditor General commented that 2015 landfill figures had reduced 86%, when compared with 2014 figures. The average amount of inert waste disposed to landfill declined from 266,860 tonnes per quarter in 2014 to 36,930 tonnes per quarter in 2015. This equates to a reduction of over 900,000 tonnes per year. Unfortunately, it is not so clear where this material has been diverted to. Both the regulator (DWER) and industry are concerned that material has been stockpiled, illegally dumped, used as 'fill,' and/or diverted away from the metropolitan area.

Putrescible waste

There has not been such a dramatic diversion of putrescible waste following the January 2015 Levy increase. The Local Government Census for the 2015/16 Financial Year reported a 38% recovery rate for municipal solid waste in the metropolitan area, an increase of 2% on the previous year. Whereas the 2015/16 Recycling Activity Report showed a recovery rate of 36% for municipal solid waste in the metropolitan area, a decrease of 4% from the previous year. The latter figure resulted in negative media for Local Government, as the impression was given that Local Government was not recycling as much as it could. In reality, the Recycling Activity Report did not capture information from all recycling operators, and could well have missed material recycled by Local Government.

Local Government has consistently argued that Levy funds must be reinvested back into waste diversion initiatives in order for it to be effective. A limited reinvestment of Levy funds, coupled with the constant downward pressure on Local Government rates, has meant there are fewer funds available to spend on improving waste management outcomes. Table 1 shows that the 2015 targets in the Waste Strategy were not achieved (Office of the Auditor General, 2016).

Table 1: Baseline, Diversion Targets and recovery rates for Commercial & Industrial, Construction & Demolition and Municipal Solid Waste.

Material Type	Strategy Baseline (2009/10)	2015 Diversion Target	Result – 2015/16
C&I	46%	55%	52%
C&D	29%	60%	42%
MSW (metro)	36%	50%	40%
MSW (regional centres)	15%	30%	24%

2.4 Compliance

Alternative disposal options for inert material have clearly become financially attractive following the increase to the Levy. For the Levy to be effective, it is vital that the waste industry is monitored to ensure it is compliant with relevant legislation. At the time of the Levy increase, Local Government requested that resources were allocated to strengthen compliance efforts for the Levy and illegal dumping. Unfortunately these resources were not immediately allocated, which has led to substantial concerns about material being transported outside the metropolitan area for disposal – without paying the Levy. Local Government has also reported increases in illegal dumping. The Department of Water and Environmental Regulation in recent times has substantially increased the resources allocated to Levy compliance and illegal dumping, however this effort will need to be sustained – and proven to be effective – before Local Government confidence in the Department's regulatory approach is restored.

3.0 Items for Discussion

MWAC has reviewed the current Policy Statement and requests sector comment on the following issues. Additional comments from Local Governments on the Waste Levy Policy Statement are also welcomed. The key issues for comment include:

1. Basis for Local Government support for the Levy
2. Application of the Levy to waste generated in the non-metropolitan area
3. Rationale for the Levy
4. Differential Levies
5. Basis for Setting Levy rates
6. Administration of the Levy
7. Funding Scope
8. New Section: Regulation of the Levy

Each section includes the current Policy Statement position, commentary about the need for a change/revision and the proposed change. It should be noted that the Policy Statement provides comment with respect to the existing Waste Levy and how it operates.

1. Basis for Local Government support for the Levy

Current Policy - Conditional support for Waste Levy

Continuing Local Government support for the Levy is subject to the provision (on an ongoing basis) of robust evidence, made available to the public, demonstrating the Levy is achieving its broad objectives, and on a number of conditions regarding the Levy's operation and the application of Levy funds.

A. Support for a Levy that is hypothecated to strategic waste management activities: Local Government strongly opposes the application of the Levy to non-waste management related activities, such as funding State Government core activities. Local Government supports funds from the Levy being applied to strategic waste management activities.

Comment

Local Government support of the Levy is conditional on:

- Provision of evidence that the Levy is effective
- The Levy hypothecation to strategic waste management activities.

In relation to evidence that the Levy is effective, data accuracy continues to be an ongoing issue. When consulting on proposed amendments to the WARR Act, the then DER

commented that "In 2012–13 approximately one in five organisations identified as being involved in recycling waste did not respond to the Recycling Activity Report survey." Conversely, over 90% of Local Governments are reporting their waste management data. The limited degree of reporting from the private sector undermines the evidence base used to measure the Levy's effectiveness. Questions have been raised on the amount of inert material that is currently stockpiled. In this instance it is clear that the Levy has diverted waste from landfill, but effective action to ensure market development has not occurred.

Currently 75% of the Levy is directed to State Government general revenue. 25% of Levy funds are directed to the WARR Account. While it is Local Government's strong preference that all funds generated from the Levy are used to support strategic waste management initiatives, it is unlikely that this will occur in the near future.

Case for change?

Both of the expectations outlined in the current Policy Statement remain relevant. Open and transparent reporting on the effectiveness of the Levy and expenditure on strategic waste management initiatives is still required. The key issue is how both of these factors have been practically managed by the Government.

Question: Should the Policy Statement be amended to focus only on the portion of the Levy that is allocated to the WARR Account?

2. Application of the Levy to waste generated in the non-metropolitan area

Current Policy - There is no support for the Levy to be applied to licensed landfills outside the metropolitan area.

Application of the Levy to licensed landfills outside the metropolitan area would prove to be a significant logistical and financial impost on Local Government landfill operators and potentially have severe environmental impacts. Levy application in these areas could increase the frequency of illegal dumping and provide a disincentive to the regionalisation of landfills.

Comment

As noted in the Background section of this Discussion Paper, there have been a number of regulatory challenges associated with the increase to the Levy. For example, larger amounts of waste are now transported to the non-metropolitan area, increasing the regulatory requirements and costs of operating non-metropolitan landfills. Applications for new landfills are predominately from outside the metropolitan area and may have different environmental controls required to those located on, or near, the Swan Coastal Plain. The State's current fiscal environment could mean the Government will seek to increase revenue by applying the Levy to a broader geographic area. This section of the Discussion Paper is intended to inform debate. Feedback is sought from Local Government to inform the Association's position.

1. Case against applying the Levy to the non-metropolitan area

There are a range of rationales for why the Levy should not be applied to the non-metropolitan area, including:

- Current expenditure of the Levy
- Range of considerations associated with resource recovery decisions
- Equity of outcome
- Complexity of regulation.

Current Expenditure

Currently, Local Governments must collect the Levy on behalf of State Government. Of the Levy funds collected, 75% funds the general functions of the Government. Of the 25% of the Levy allocated to waste management, only a relatively small proportion is spent on Programs that support Local Government. Given there is currently very limited funding and reinvestment back into Local Government waste management programs, the sector is right to question what benefit an increase would bring. It is likely that the application of the Levy to Regional Centres would result in an increase to rates. If the Levy was to be applied at the same level as the metropolitan area, rates could increase by between 2% to 5.9% (Table 2). This means Local Government would potentially have to increase rates to cover the cost of the Levy or scale back services in other areas to minimise the impacts on rates. Table 2 provides some examples of the cost impact that the Levy could have in Regional Centres. Another approach is the Levy could just be applied to certain regions, which would then not impact the entire non-metropolitan area.

Table 2: Application of the Levy to Regional Centres and potential rate increases.

Regional Centres	Total rates + WARR levy revenue (\$)	% increase
Albany	\$34,057,810	4.1
Broome	\$21,593,285	3.3
Bunbury	\$35,164,866	3.5
Busselton	\$40,441,536	3.3
Carnarvon	\$4,885,433	4.7
Greater Geraldton	\$42,645,842	3.3
Kalgoorlie-Boulder	\$24,098,420	5.9
Karratha	\$38,913,861	2.0
Wyndham East Kimberley (Kununurra)	\$10,491,848	4.2
Mandurah	\$73,734,112	4.6
Port Hedland	\$25,692,371	2.0

Decisions about Resource Recovery

Local Government decisions on the type of resource recovery activity they will undertake are informed by a number of considerations. For example, the cost of waste management options, the type of services that a community wants, as well as available landfill space. The majority of the non-metropolitan area has kerbside recycling services, despite landfill presenting a cheaper waste management option. Food and Garden Organics collection services have also been introduced by some Local Governments. For example, Bunbury, Capel, Collie, and Donnybrook-Balingup, with the Bunbury Harvey Regional Council. This system was provided in response to community demand, and enables these Local Governments to meet the current Waste Strategy diversion targets for 2020.

Equity of outcome

Fees and charges are frequently raised in one area and spent in another. The Federal Assistance Grants for non-metropolitan Local Governments is one example of such an approach. The aim of this Grants Program is to level the playing field and ensure all Australians achieve the same basic level of service provision. Unfortunately Waste Management is not covered by this Program. The Policy Statement already includes a section to show when it is appropriate for funds from the Levy to be expended in the non-metropolitan area (Inter-regional Transfer of Funds).

Complexity of Regulation

There are two approaches to applying the Levy in the non-metropolitan area. The first is to apply the full Levy, and another is to apply a differential Levy. While the latter approach has been used in other States, it could result in a number of complications if applied in WA. Victoria has differential levies for metropolitan and regional areas, with the regional Levy approximately half that of the metropolitan area. NSW uses a similar approach, albeit with a far higher Levy. The Levy for the metropolitan area is \$138.20 (2017/18), with the Levy in the non-metropolitan area \$79.60 per tonne. Applying the full Levy to the non-metropolitan area would avoid this complexity, but would not take into account the different capacity to pay the Levy in the metropolitan versus the non-metropolitan area.

2. Case for applying the Levy to the Non-Metropolitan area

There could also be a range of rationales for expanding the Levy into the non-metropolitan area, such as:

- Raising additional funding for waste management activities (25% of the Levy is allocated to this)
- Promoting the business case for increased resource recovery in the non-metropolitan area
- Equity - currently the Levy is only paid for metropolitan waste but can be expended in regional areas
- Simplifying the regulation of the Levy.

Raising Additional Funding

An initial analysis indicates that the application of the Levy to the non-metropolitan area will raise an estimated \$17,466,000. This represents a 25% increase in revenue raised through the WARR Levy, bringing the total to \$87,466,000. It equates to an estimated cost of \$84.89 per household. This calculation is based on the average waste disposed of per household in 2015/16¹. As 25% of the Levy is allocated to the Waste Avoidance and Resource Recovery Account, this could mean an additional \$4.36M for waste management projects and programs.

Business Case for Resource Recovery

Currently in some regional areas landfill costs are relatively low and do not necessarily provide a strong economic driver for diversion of waste. This is particularly significant for the more remote regional centres where costs to recover and potentially transport material for recycling are significant. With an increased cost of landfill it would build the business case for diversion of waste from landfill and resource recovery. As with the metropolitan Local

¹ Fact Sheet 7: Domestic waste generation and recovery per household per capita (undated). Available from www.wasteauthority.wa.gov.au

Governments, there would need to be reinvestment of the Levy to fund waste reduction initiatives.

Equity

Currently the Levy is only paid by those in the metropolitan area, however the non-metropolitan area benefits from funding for the WARR Account for certain programs. To promote a more equitable outcome all areas should pay the Levy. One Waste Authority Program, the Recycled Construction Products Program, is only open to metropolitan Local Governments. It could be argued that if the non-metropolitan area was to pay the Levy they could then access all Programs undertaken by the Waste Authority.

Simplify Regulation

By looking at waste it is not readily identifiable as metropolitan or non-metropolitan waste. There is a degree of regulatory complexity associated with requiring the Levy to be paid on metropolitan waste only. If the Levy was applied to all waste, wherever it was generated or landfilled, avoidance of the Levy would be much more difficult and regulation of the Levy more straightforward.

Question: Should the Policy Statement be amended to support the application of the Levy to non-metropolitan areas, and if so, under what circumstances should application of the Levy be considered?

3. Rationale for the Waste Levy

Current Policy – Rationale for the Waste Levy

A clear rationale for the Levy is essential for assessing the appropriateness of all policy decisions which relate to the Levy, such as how it is charged, the rate applied and where the money is spent.

Primarily for raising strategic funds: The primary rationale for the Levy is that it provides a means of generating secure funding for strategic activities in waste management. For the purposes of the Levy, appropriate strategic activities must be identified by a current State Waste Strategy.

Alternative rationale/s: Where State Government identifies an alternative rationale for the Levy, Local Government will only support the alternative rationale to the extent it agrees that the alternative rationale is valid.

State Government rationale/s to be clarified and supported: State Government must clearly state, explain, justify and publicly communicate the rationale/s for applying the Levy, particularly if the State Government intends to apply the Levy to non-metropolitan regions.

Comment

The current Policy Statement identifies that the primary rationale for the Levy should be to secure funding for strategic waste management activities, which are identified in an agreed State Waste Strategy. The Policy Statement notes that other rationales may be considered, based on evidence.

Feedback from the sector indicates the current price of landfill, including the cost of the Levy, is beginning to provide a business case to change waste management practices. However, significant investment is required to make large scale changes. The Better Bins Program provides up to \$30 per household to Local Governments that move to a three bin system. This is only a fraction of the cost associated with such a service change, and may not be enough of an incentive to encourage Local Governments to progress this option.

The rationale of raising funds for waste management activities is undermined if funds are not spent. While the Waste Authority may budget for funds to be expended, there have been a number of cases where this has not occurred. One significant example is the Recycled Construction Products Program, with \$10 million allocated for market development. The Program was launched in September 2015 and only a very small amount of funds have been expended.

Case for Change?

It is proposed that an additional point be added to this section of the Policy Statement:

- Any funds raised for, and allocated to, strategic waste management activities must be expended in a timely manner.

4. Differential Levies

Current Policy – Differential Levies

Local Government supports the use of different levy rates between putrescible and inert wastes and considers that other distinctions might be considered such as commercial vs domestic, vs contaminated (including Hazardous waste).

Differential Levy for residual waste resulting from resource recovery facilities: Local Government supports the application of a reduced Levy to residual waste produced by facilities whose primary purpose is resource recovery. This is consistent with the Levy rationale for supporting strategic waste activities; whilst maintaining an economic driver to reduce residual waste.

Comment

The Levy regime has moved away from using a differential Levy as a price signal. Currently, the full Levy amount is applied to residual waste from resource recovery facilities. Recent discussions with Local Government have highlighted there are two views as to whether a differential Levy should be applied to residual materials from resource recovery operations:

View 1: The full levy should be applied to residuals: the application of the Levy drives innovation and encourages a more efficient approach to resource recovery.

Additionally, it reduces the administrative burden on both operators and the Department.

View 2: A differential rate should be applied: for instances where the limits of affordable technology have been reached and/or a State Government policy decision inhibits further landfill diversion.

Case for Change?

As the current Levy regime no longer includes a differential Levy and the Department is still working to implement the Levy, it is suggested that the section of the Policy Statement on Differential Levies is removed.

5. Basis for Setting Levy rates

Current Policy – Basis for Setting Levy Rates

Consistent with its views regarding the appropriate rationale for the Waste Levy, Local Government considers that the rate of the Waste Levy should be set by reference to a well defined set of criteria. The criteria which Local Government would support are:

- Capacity to fund the State Waste Strategy*
- Capacity to achieve stated objectives*
- Capacity to pay the Levy*

Comment

A five year schedule of Levy increases has been introduced in the Regulations. Some Local Governments have expressed support for this initiative, as it provides a degree of certainty in making decisions on services and infrastructure. It is proposed that this section of the Policy Statement be amended to include a five year rolling schedule of Regulated Levy increases to assist Local Governments in planning for any future Levy increases.

Case for Change?

Capacity to Plan: To ensure Local Government can plan and budget for changes to the Levy, and has a firm basis from which to develop business cases on changes to services, at least a five year rolling schedule for the Levy is required.

6. Administration of the Levy

Current Policy - Administration by Dedicated Waste Agency

Consistent with MWAC's Position Paper on Preferred Structures for Waste Management in Western Australia (Sept 2001), Local Government support for the Levy is predicated on the funds raised being administered by an independent statutory body.

Comment

The Waste Authority is not currently functioning as an independent Statutory Authority. The WALGA Policy Statement on Waste Management Legislation will soon be reviewed. Pending this review, Local Government's support for a dedicated waste agency could change. Therefore it is recommended that this section is removed from the Policy Statement.

Case for change?

It is proposed that this section of the Policy Statement is removed.

7. Funding Scope

Current Policy – Funding Scope

The scope of activities and projects able to be funded through the Waste Levy must recognise differences in regional priorities. Such recognition should include acknowledgement that activities of high priority in urban areas may justifiably be ascribed secondary priority in many rural and regional rural areas.

Comment

In June 2017 MWAC adopted funding principles which outlines Local Government expectations regarding State Government funding programs that support waste management activities. These funding principles are that State Government funding programs should:

1. Provide adequate funding and support for Regional Councils, non-metropolitan and metropolitan Local Governments: This recognises the different needs of Local Governments and Regional Councils based on the geographic location, waste generation rate, population and range of services.
2. Reflect the targets and priorities within the State Waste Strategy: Local Government invests \$279M annually (2014/15 Local Government Census) on waste management related activities, providing a range of waste management services to the community. Local Government considers the Levy should be spent on the State Waste Strategy priorities and targets.
3. Fully fund and acknowledge the life-cycle costs of infrastructure and services: Grant schemes have not traditionally considered the full cost of projects. In particular, the funding of continuous service delivery. Local Government supports funding programs

that demonstrate a commitment to continuous funding for service delivery, as opposed to short-term funding for infrastructure only. In developing funding Programs, the existing contribution of Local Government to waste management activities should be recognised and requirements for co-contribution limited.

4. Facilitate the development and implementation of Product Stewardship Schemes: For waste management to be sustainable in the long term, the onus of responsibility for management of products at end of life needs to shift. The design of products, which ultimately become waste, is controlled by the companies that manufacture them. Local Government considers that a range of Product Stewardship Schemes are essential to ensure producers have more responsibility for end of life product management – both financial and physical.

The review of the Policy Statement provides an opportunity to incorporate these principles into the Policy Statement. The full explanation for the principles is provided in the [Local Government Funding Principles: Waste Management](#).

Case for Change?

It is suggested that this section be amended as follows:

The scope of activities and projects able to be funded through the Waste Levy must recognise differences in priority. Local Government expects State Government funding programs that support waste management activities to:

1. Provide adequate funding and support for Regional Councils, non-metropolitan and metropolitan Local Governments
2. Reflect the targets and priorities within the State Waste Strategy
3. Fully funds and acknowledges the life-cycle costs of infrastructure and services
4. Facilitate the development and implementation of Product Stewardship Schemes.

8. New Section: Regulation of the Levy

NEW Policy Position: Regulation of the Levy

Without effective regulation, the Levy's ability to raise funds and act as an economic instrument to reduce waste to landfill is negated. The Levy needs to be supported by a comprehensive regulatory regime for both licenced premises and other sites undertaking waste management activities.

The Levy currently applies to all waste generated, or landfilled, in the Perth metropolitan area (as defined by the Perth Metropolitan Planning Scheme). Some waste from the Perth metropolitan area is now disposed outside of this region. By accepting this material, operators of facilities must pay the Levy, and have a greater level of risk and regulatory burden.

Concern has been expressed by Local Government and the waste industry that commercial waste management operators may be avoiding the Levy by transporting waste for processing and final disposal in the non-metropolitan area. The current Policy Statement is silent on the issue of how the Levy is regulated. This issue has emerged as a vital component of the Levy's effectiveness. To address this, it is proposed that an additional section is added to the Policy.

In other jurisdictions, different approaches have been used in an attempt to address this issue. In NSW, a proximity principle was adopted where it became an offence to transport waste generated in NSW more than 150km from the place of generation, unless the waste was transported to one of the two nearest lawful disposal facilities to the place of generation. This approach attempted to "address the environmental and human health impacts in NSW

associated with the unnecessary transportation of waste over long distances and ensure local communities play an active role in waste management by taking greater responsibility". However, as has been publically reported in August 2017, there have been some challenges with implementing this approach.

Case for change?

A new section of the Policy Statement is proposed, titled *Regulation of the Levy*. Without effective regulation, the Levy's ability to raise funds and act as an economic instrument to reduce waste to landfill is negated. The Levy needs to be supported by a comprehensive regulatory regime for both licenced premises and other sites.

4.0 References

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Legislation

Environmental Protection Act 1986

Waste Avoidance and Resource Recovery Act 2007

Waste Avoidance and Resource Recovery Levy Act 2007

Waste Avoidance and Resource Recovery Regulations 2007

5.0 Appendix 1

Waste Levy Policy Statement

Status of this Policy Statement

This Policy Statement has been prepared by the Municipal Waste Advisory Council and adopted by the Western Australian Local Government Association. The Municipal Waste Advisory Council is a standing committee of the WA Local Government Association with delegated authority to represent the Association in all matters relating to solid waste management.

The Municipal Waste Advisory Council has been formed through collaboration with Regional Councils who are not ordinary members of the WA Local Government Association. The resulting body effectively represents the views of all Local Government bodies responsible for waste management in Western Australia.

Policy Statements adopted by the WA Local Government Association represent a consolidated viewpoint from local government and may differ from the positions adopted by individual member organisations. The Municipal Waste Advisory Council and the WA Local Government Association will strive to promote this Policy Statement and to act consistently with its contents. Individual Local Governments and Regional Councils are encouraged to support them in this but are not bound by the document.

Policy Statements adopted by the WA Local Government Association are reviewed and new Policy Statements are developed regularly. The latest WA Local Government Association Policy Statements can be obtained from the website: www.wastenet.net.au

In-line with standard MWAC policy, this policy statement will be reviewed at least every 2-years subsequent to this; with any significant developments acting to instigate an earlier review.

The Municipal Waste Advisory Council's member organisations are:

City of Geraldton-Greenough
Eastern Metropolitan Regional Council
Mindarie Regional Council
Rivers Regional Council
Southern Metropolitan Regional Council
Western Australian Local Government Association
Western Metropolitan Regional Council

Policy Statement on the Waste Levy

Title:	Municipal Waste Advisory Council Policy Statement on the Waste Levy <i>"A Policy Statement to enunciate the Local Government position on Levies charged on the weight or volume of waste received at licensed premises and the application of those funds to waste management activities."</i>
Statement of Policy:	<p>1. Context This policy statement has been developed in a context which includes the following constraints, intentions and insights:</p> <ul style="list-style-type: none"> a. Coverage of consensus views In line with the MWAC Policy Development Framework, this Policy Statement is intended to cover issues where there is substantial commonality of views within Local Government. b. Ongoing work in absence of Consensus Where this commonality of views is absent, MWAC will work to explore and communicate the issues and perspectives and seek to reach consensus. c. Limited Lifespan This Policy Statement will be reviewed again within two years subsequent to its endorsement; with any significant developments acting to initiate an earlier review. d. Alternative mechanisms are recognised A range of alternative instruments could be used to capture funding for waste management that use waste generating behaviour as the fundamental criterion for contribution to the funds. These could include levies directly upon waste sent to landfill, ESL (Environmental Services Levy) style levies, and advance disposal fees. The potential advantages of some of these instruments over aspects of the Waste Levy instrument are recognised. e. Policy Statement speaks to Existing Mechanism This Policy Statement provides comment with respect to the existing Waste Levy. Hence certain comments should be taken to reflect upon this particular method of implementation rather than acceptance of the principle of taxing waste generation per se. <p>2. Conditional support for Waste Levy Continuing Local Government support for the Levy is subject to the provision (on an ongoing basis) of robust evidence, made available to the public, demonstrating the Levy is achieving its broad objectives, and on a number of conditions regarding the Levy's operation and the application of Levy funds.</p> <ul style="list-style-type: none"> a. Support for a Levy that is hypothecated to strategic waste management activities Local Government strongly opposes the application of the Levy to non-waste management related activities, such as funding State Government core activities. Local Government supports funds from the Levy being applied to strategic waste management activities. b. There is no support for the Levy to be applied to waste received at licensed premises whose primary purpose is resource recovery Local Government strongly opposes the application of the Levy to waste delivered to licensed premises which have, as a primary purpose, resource recovery (such as materials recovery facilities (MRFs), green waste processing facilities and alternative waste treatment (AWTs) facilities). Local Government will consider the appropriateness of the Levy being applied to waste delivered to other types of licensed premises (for example mine dumps) on a case-by-case basis. c. There is no support for the Levy to be applied to licensed landfills outside the metropolitan area

	<p>Application of the Levy to licensed landfills outside the metropolitan area would prove to be a significant logistical and financial impost on Local Government landfill operators and potentially have severe environmental impacts. Levy application in these areas could increase the frequency of illegal dumping and provide a disincentive to the regionalisation of landfills.</p> <p>3. Rationale for the Waste Levy</p> <p>A clear rationale for the Levy is essential for assessing the appropriateness of all policy decisions which relate to the Levy, such as how it is charged, the rate applied and where the money is spent. In addition, any funds raised for, and allocated to, strategic waste management activities must be expended in a timely manner.</p> <ul style="list-style-type: none"> a. Primarily for raising strategic funds The primary rationale for the Levy is that it provides a means of generating secure funding for strategic activities in waste management. For the purposes of the Levy, appropriate strategic activities must be identified by a current State Waste Strategy. b. Alternative rationale/s Where State Government identifies an alternative rationale for the Levy, Local Government will only support the alternative rationale to the extent it agrees that the alternative rationale is valid. c. State Government rationale/s to be clarified and supported State Government must clearly state, explain, justify and publicly communicate the rationale/s for applying the Levy, particularly if the State Government intends to apply the Levy to non-metropolitan regions. <p>4. Inter-regional Transfers of Funds</p> <p>The application of Levy funds to projects in areas where the Levy is not raised may be acceptable to Local Government where there is a justified business case consistent with the State Waste Strategy. In determining that the transfer of funds from levy-paying residents to fund waste management projects outside their community is justified, the State Government should consider whether projects have the capacity to deliver substantial benefits to the State in terms of environmental impacts and efficiencies.</p> <p>5. Local Government Claim on Funds</p> <p>A fixed proportion of monies collected from Local Government should be made available to Local Government on a first call basis in the form of project money to support the objectives of the State Waste Strategy. Currently, under Section 4 (2 d) of the Waste Avoidance and Resource Recovery Levy Act 2007, Local Government can claim "reimbursement of administrative costs incurred by the person, organisation or licensee collecting the levy".</p> <p>6. Basis for Setting Levy Rates</p> <p>Consistent with its views regarding the appropriate rationale for the Waste Levy, Local Government considers that the rate of the Waste Levy should be set by reference to a well defined set of criteria. The criteria which Local Government would support are:</p> <ul style="list-style-type: none"> a. Capacity to fund the State Waste Strategy It is necessary that the Levy rate(s) is/are set such that the annual objectives identified under the State Waste Strategy can be funded. Local Government recognises that total annual expenditures may sometimes exceed and at other times fall below the total revenues raised by the Levy. It is also appropriate that funds from Consolidated Revenue be used to achieve State Government objectives.
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	<p>b. Capacity to achieve stated objectives The State Government may indicate that it will use the Levy to achieve objectives other than the generation of funds for strategic activities. If so, then the State Government must give valid reasons to show how a change in the Levy will support those objectives before Local Government would support the use of Levy funds. For instance, State Government may consider that at a higher rate, the Levy will discourage landfilling of some waste types, but this belief should be supported with something more than anecdotal evidence and also demonstrate that there would not be other financial imposts on Local Government such as an increase in illegal dumping that would need to be cleaned up.</p> <p>c. Capacity to pay the Levy The State Government must take into account the capacity of Local Governments and their communities to pay the Levy. This capacity to pay the levy is affected by social, economic and political constraints.</p> <p>d. Capacity to Plan To ensure Local Government can plan and budget for changes to the Levy, and has a firm basis for business cases to change service provision, at least a 5 year rolling schedule for the Levy is required.</p> <p>7. Funding from the Levy The scope of activities and projects able to be funded through the Waste Levy must recognise differences in regional priorities. Local Government strongly supports funding programs that:</p> <ol style="list-style-type: none"> 1. Provide adequate funding and support for Regional Councils, non-metropolitan and metropolitan Local Governments 2. Reflect the targets and priorities within the State Waste Strategy 3. Fully funds and acknowledges the life-cycle costs of infrastructure and services 4. Facilitate the development and implementation of Product Stewardship Schemes. <p>8. Regulation of the Levy Without effective regulation, the Levy's ability to raise funds and act as an economic instrument to reduce waste to landfill is negated. The Levy must be supported by a comprehensive regulatory regime for both licenced premises and other sites.</p>
Date of Adoption	2005 Amended February 2008 Amended November 2009
Associated Policies:	Policy Statement on Waste Management Legislation (2004) Policy Statement on Extended Producer Responsibility (June 2008)
Definitions	<p>ESL style levies The <u>Emergencies Services Levy</u> (ESL) raises funds to pay for the operations of the Fire and Emergency Services Authority and is charged against landholders. The ESL is calculated as the Gross Rental Value of the property multiplied by the rate applicable to that region of the state. Regions of WA have been divided into categories based on the level of emergency services available in those regions. The rate is higher in regions which enjoy a higher level of emergency services.</p> <p>Resource Recovery Resource recovery is defined as any waste management operation that diverts a waste material from the waste stream and which results in a certain product with a potential economic or ecological benefit. Resource recovery mainly refers to the following operations:</p> <ul style="list-style-type: none"> • material recovery, i.e. recycling • energy recovery, i.e. re-use a fuel • biological recovery, e.g. composting

	<ul style="list-style-type: none"> • re-use. <p>State Waste Strategy The State Waste Strategy refers to the <i>Western Australian Waste Strategy 'Creating the Right Environment'</i>.</p> <p>The Waste Levy References to "the Waste Levy" are references to the <i>Waste Avoidance and Resource Recovery Levy (WARRL) Act 2007</i>. The existing Levy is charged on the basis of tonnes of waste received at Metropolitan landfill sites plus tonnes of Metropolitan waste received at non-Metropolitan landfill sites.</p>
End of Policy Statement	

**SW LOCAL GOVERNMENTS - REGIONAL WASTE FACILITIES
CONTRIBUTION TO PROJECT OFFICER FOR 12 MONTHS**

(Appendix ORD: 12.3)

LOCAL GOVERNMENT	2017/18 RATES '000		\$
Augusta - Margaret River	23,184		\$13,221
Boyup Brook	2,658		\$1,516
Bridgetown - Greenbushes	4,361		\$2,487
Bunbury	37,294		\$21,267
Busselton	43,785		\$24,969
Capel	11,490		\$6,552
Collie	5,925		\$3,379
Dardanup	11,927		\$6,801
Donnybrook - Balingup	4,537		\$2,587
Harvey	19,525		\$11,134
Manjimup	9,090		\$5,184
Nannup	1,584		\$903
TOTAL	175,360		\$100,000

**NOTE: RATE INCOME INCLUDES TOTALS FROM GRV, UV & MINIMUM RATES RAISED.
SPECIFIED AREA RATES, DISCOUNTS, INTERIMS & ADJUSTMENTS HAVE BEEN EXCLUDED FROM THE
ABOVE TOTALS.**



Hon Alannah MacTiernan MLC
Minister for Regional Development; Agriculture and Food;
Minister Assisting the Minister for State Development; Jobs and Trade

Our ref: 64-07647

Cr Michael Bennett
Shire President
Shire of Dardanup
1 Council Drive
EATON WA 6232
michael.bennett@dardanup.wa.gov.au

Dear Cr Bennett,

ECONOMIC DEVELOPMENT PLAN COLLIE AND BUNBURY REGIONS (EDPCB)
- INVITATION TO PARTICIPATE IN THE REFERENCE GROUP

I invite the Shire of Dardanup, being a key stakeholder in the region, to nominate a representative to participate on the Reference Group for the Economic Development Plan for the Collie and Bunbury Regions (EDPCB).

The EDPCB is a State Government initiative aimed at promoting economic growth and job opportunities in the region.

A Ministerial Steering Committee supported by a Secretariat comprising of key Government advisers and agencies, led by the Department of Primary Industries and Regional Development (South West Development Commission) will be responsible for the development of the Plan.

To support this work, an Industry Reference Group is being established to take an active role to the scoping, development and proposed implementation of the Plan, through regular and ongoing engagement with the Secretariat. This engagement aims to give Reference Group members the opportunity to contribute to the project scope and relevant work stream activities (direct input and feedback).

The inaugural meeting will provide an overview of the EDPCB process to date, outline Reference Group engagement processes and provide an opportunity ask questions and provide feedback.

The first meeting of the Reference Group is scheduled for 3:00 to 4:30pm on 22 June 2018 at the South Regional TAFE – Collie Campus, 43 Wittenoom Street, Collie.

Please forward your nominations and provide confirmation of attendance at Reference Group meeting the by close of business, Wednesday 20 June 2018 to:

RSVP to

Ms Christine Mitcheson

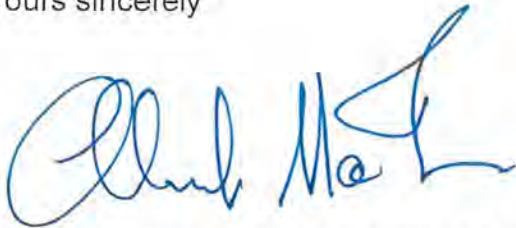
Project Officer - Collie

South West Development Commission

T: 08 9734 2322

E: christine.mitcheson@swdc.wa.gov.au

Yours sincerely



**HON ALANNAH MACTIERNAN MLC
MINISTER FOR REGIONAL DEVELOPMENT; AGRICULTURE AND FOOD;
MINISTER ASSISTING THE MINISTER FOR STATE DEVELOPMENT,
JOBS AND TRADE**

12 JUN 2018

(Appendix ORD: 12.7)

RFT-F0115515 - ASSESSMENT OF PRICES SUBMITTED

All prices include GST

DA005	2015 Holden Colorado		Available Budget (Net):		\$24,466 Including GST		Service Life:		5 Years		
Dealer	Make	Model	Supply Only	Supply with Trade	Trade	Purchase Only	Delivery	2018 Trade	Running Cost PA	Changeover - Resale + Future Costs	Changeover + Future Costs
Bunbury Toyota	Toyota	Hilux Workmate	\$43,926	\$23,676	\$20,250	\$20,250	30/09/2018	\$24,100	\$2,672	\$9,186	\$33,286
South West Vehicle Group	Ford	Ranger XL	\$46,385	\$27,385	\$19,000	\$19,000	30 Days	\$20,200	\$2,486	\$14,615	\$34,815
South West Vehicle Group	Mitsubishi	Triton GLX	\$38,955	\$19,955	\$19,000	\$19,000	30 Days	\$17,800	\$2,361	\$8,960	\$26,760
Bunbury Auto Group	Mitsubishi	Triton GLX	\$35,375	\$11,375	\$24,000	\$24,000	2 Weeks	\$17,800	\$2,361	\$5,380	\$23,180
Bunbury Holden						\$20,000					
TCUW501	2014 Hyundai Santa Fe		Available Budget (Net):		\$24,016 Including GST		Service Life:		4 Years		
Dealer	Make	Model	Supply Only	Supply with Trade	Trade	Purchase Only	Delivery	2018 Trade	Running Cost PA	Current + Future Costs	Changeover + Future Costs
Bunbury Subaru	Subaru	Outback 2.5i	\$35,100	\$23,100	\$12,000	-	30/06/2018	\$21,800	\$2,704	\$12,116	\$33,916
Bunbury Toyota						\$11,000					
South West Vehicle Group						\$11,000					
Bunbury Auto Group						\$11,000					
Bunbury Holden	Holden	Equinox LTZ AWD	\$37,605	\$23,105	\$14,500	\$7,000	30/06/2018	\$16,000	\$2,331	\$16,429	\$32,429
DA9295	2014 Hyundai Santa Fe		Available Budget (Net):		\$24,466 Including GST		Service Life:		4 Years		
Dealer	Make	Model	Supply Only	Supply with Trade	Trade	Purchase Only	Delivery	2018 Trade	Running Cost PA	Current + Future Costs	Changeover + Future Costs
Bunbury Subaru	Subaru	Forester 2.5i-L	\$32,000	\$10,000	\$22,000	-	30/06/2018	\$17,600	\$3,279	\$5,516	\$23,116
Bunbury Toyota	Toyota	RAV4 GX AWD	\$32,537	\$10,537	\$22,000	\$22,000	30/09/2018	\$17,100	\$3,020	\$5,517	\$22,617
South West Vehicle Group	Nissan	X-Trail ST 4WD	\$32,300	\$10,300	\$22,000	\$22,000	30 days	\$17,100	\$2,587	\$3,548	\$20,648
Bunbury Auto Group						\$20,000					
Bunbury Holden						\$20,000					
DA9376	2015 Subaru XV 2.0i		Available Budget (Net):		\$24,466 Including GST		Service Life:		5 Years		
Dealer	Make	Model	Supply Only	Supply with Trade	Trade	Purchase Only	Delivery	2018 Trade	Running Cost PA	Current + Future Costs	Changeover + Future Costs
Bunbury Subaru						\$13,050					\$0
Bunbury Toyota	Toyota	Hilux Workmate	\$43,926	\$30,926	\$13,000	\$13,000	30/09/2018	\$24,100	\$2,672	\$20,136	\$44,236
South West Vehicle Group	Ford	Ranger XL	\$46,385	\$34,385	\$12,000	\$12,000	30 Days	\$20,200	\$2,486	\$25,565	\$45,765
South West Vehicle Group	Mitsubishi	Triton GLX	\$38,955	\$26,955	\$12,000	\$12,000	30 Days	\$17,800	\$2,361	\$19,910	\$37,710
Bunbury Auto Group	Mitsubishi	Triton GLX	\$35,375	\$23,375	\$12,000	\$12,000	2 Weeks	\$17,800	\$2,361	\$16,330	\$34,130
Bunbury Holden						\$13,000					
DA329	2014 Subaru Forester		Available Budget (Net):		\$24,466 Including GST		Service Life:		4 Years		
Dealer	Make	Model	Supply Only	Supply with Trade	Trade	Purchase Only	Delivery	2018 Trade	Running Cost PA	Current + Future Costs	Changeover + Future Costs
Bunbury Subaru	Subaru	Forester 2.5i-L	\$32,000	\$18,000	\$14,000	\$14,050	30/06/2018	\$17,600	\$3,279	\$13,516	\$31,116
Bunbury Toyota	Toyota	RAV4 GX AWD	\$32,537	\$18,537	\$14,000	\$14,000	30/09/2018	\$17,100	\$3,020	\$13,517	\$30,617
South West Vehicle Group	Nissan	X-Trail ST 4WD	\$32,300	\$18,300	\$14,000	\$14,000	30 Days	\$17,100	\$2,587	\$11,548	\$28,648
Bunbury Holden						\$12,000					
008DA	2015 Hyundai Santa Fe		Available Budget (Net):		\$24,016 Including GST		Service Life:		4 Years		
Dealer	Make	Model	Supply Only	Supply with Trade	Trade	Purchase Only	Delivery	2018 Trade	Running Cost PA	Current + Future Costs	Changeover + Future Costs
Bunbury Subaru	Subaru	Outback 2.5i	\$35,100	\$11,100	\$24,000	-	30/06/2018	\$21,800	\$2,704	\$116	\$21,916
Bunbury Toyota						\$24,000					
South West Vehicle Group						\$20,000					
Bunbury Auto Group						\$22,000					
Bunbury Holden	Holden	Equinox LTZ AWD	\$37,605	\$23,105	\$14,500	\$22,000	30/06/2018	\$16,000	\$2,331	\$16,429	\$32,429
DA613	2012 Holden Captiva		Available Budget (Net):		\$24,466 Including GST		Service Life:		4 Years		
Dealer	Make	Model	Supply Only	Supply with Trade	Trade	Purchase Only	Delivery	2018 Trade	Running Cost PA	Current + Future Costs	Changeover + Future Costs
Bunbury Toyota						\$6,000					
South West Vehicle Group						\$7,500					

3.2 RESPONSE

The following checklist has been provided to assist you with your submission. Where it is necessary to provide additional information please ensure that all documents are clearly marked with the relevant Attachment title to assist the evaluation panel with their assessment.

(NOTE: All pages within Part 3 are to be completed and returned to the Principal as they form part of your Expression of Interest).

3.2.1 Qualitative Criteria

Before responding to the following qualitative criteria, Respondents must note the following:

- ~ All information relevant to your answers are to be contained within your response to each criterion;
- ~ Respondents are to assume that the Evaluation Panel has no previous knowledge of your organisation, its activities or experience;
- ~ Respondents are to provide full details for any claims, statements or examples used to address the qualitative criteria; and
- ~ Respondents are to address each issue outlined within a qualitative criterion.

<p>A) Benefit To The Community (Business Profile)</p> <p>Describe the community benefits of your trading activities and address the following information in an attachment and label it "Benefit To The Community":</p> <p>(a) Outline of the business profile and operations (what is being offered/sold?).</p> <p>(b) Rates/prices and proposed days/times of operation are to be provided.</p> <p>(c) Details of all activities/products that will be available to the public.</p>	<p>"Business Profile"</p>	<p>Tick if attached</p> <p><input checked="" type="checkbox"/></p>
<p>B) Experience Of The Trader</p> <p>Describe your experience in providing/selling similar trading activities. Respondents must, as a minimum, address the following information in an attachment and label it "Relevant Experience":</p> <p>(a) Provide details of trading history including other Local Government areas where trade has been conducted;</p> <p>(b) Provide scope of the Respondent's history of involvement in the proposed trading activity ; and</p> <p>(c) Demonstrate competency and proven track record of trading activity.</p>	<p>"Relevant Experience"</p>	<p>Tick if attached</p> <p><input checked="" type="checkbox"/></p>

<p>C) Appearance and Quality of the Operation and Equipment</p> <p>Respondents should provide (as a minimum) information relating to proposed trading activity including:</p> <ul style="list-style-type: none"> (a) Details of equipment/vehicles to be used (photos are desirable); (b) Details of ancillary equipment to be used (i.e. tables, chairs etc.); (c) Details of the number of employee(s); (d) Space required to conduct trading activities (a scaled layout plan is desirable). <p>Supply details as an attachment and label it "Operation and Equipment".</p>	<p>"Operation and Equipment"</p>	<p>Tick if attached</p> <p><input checked="" type="checkbox"/></p>
<p>D) Safety and Risk Management Measures Implemented by the Trader</p> <p>Respondents should identify risks associated with the proposed activities and detail the process(es) they intend to mitigate those risks to ensure the safety of employees, customers and other users of the Foreshore. Areas that you may wish to cover include:</p> <ul style="list-style-type: none"> (a) A demonstrated understanding of the trading activity and the associated risks; (b) An understanding of the potential risks from operating at the subject location; (c) A Strategy or Management Plan to address any potential risks; (d) Evidence that the risk management measures can be implemented; (e) Any contingency measures or back up of resources including personnel (where applicable); <p>Supply details and provide an outline of your proposed safety management in an attachment labelled "Safety and Risk Management".</p>	<p>"Safety and Risk Management"</p>	<p>Tick if attached</p> <p><input checked="" type="checkbox"/></p>



Shire of Dardanup
Expression of Interest
Eaton Foreshore Mobile Traders

7 June 2018

The trading activity and associated risks	Strategies to address any potential risks	Evidence that the risk management measures can be implemented	Any contingency measures or back up of resources including personnel (where applicable)
Accidents: burns	<ul style="list-style-type: none"> Use oven gloves when handling hot food 	This forms current work practices	If severe burns occur, service will be stopped
Accidents: cuts	<ul style="list-style-type: none"> Use food safety gloves when slicing food Ensure a fully stocked first aid kit is in the trailer 		If severe cuts cannot be contained service will be stopped
Fire in trailer	<ul style="list-style-type: none"> Ensure all electrical items are checked and tagged as current In the event of a fire, ensure safety blanket and fire extinguisher are available. Ensure mobile phone is available for emergency situations. 		No contingency plan, service to be stopped if there is a fire
Generator fire	<ul style="list-style-type: none"> Ensure fire extinguisher is available Ensure mobile phone is available for emergency situations. 		Service stopped – generator replaced for next service
Affects of adverse weather conditions (hail, lightning, snow, flood and wind damage) on vehicles	<ul style="list-style-type: none"> Have a policy where service is not offered during severe weather conditions (severe weather warnings issued by the Bureau of Meteorology). Drive to the conditions. 		If adverse weather is present but not warned, assess risk the weather poses to food, vehicle, public and operator and cancel service where necessary.
Road vehicle accidents	<ul style="list-style-type: none"> Drive to the conditions. Do not drive above 100kph with trailer in 110kph speed limited areas. Ensure mobile phone is available for emergency situations. 		
The potential risks from operating at the subject location	Strategies to address any potential risks	Evidence that the risk management measures can be implemented	Any contingency measures or back up of resources including personnel (where applicable)
Affects of adverse weather conditions (hail, lightning, snow, flood and wind damage)	<ul style="list-style-type: none"> Have a policy where service is not offered during severe weather conditions (severe weather warnings issued by the Bureau of Meteorology). Ensure mobile phone is available for emergency situations. 	This forms current work practices	If adverse weather conditions occur during service, assess the risk to public, operator, food and vehicles and stop service where necessary.

The potential risks from operating at the subject location	Strategies to address any potential risks	Evidence that the risk management measures can be implemented	Any contingency measures or back up of resources including personnel (where applicable)
Pests present in trailer or surrounds	<ul style="list-style-type: none">• If there are any insects i.e. (bees, wasps, ants) that enter the trailer whilst at the location, stop service and attempt to remove them.	This forms current work practices	If this cannot be done, stop service and call pest control for help.
Working alone: Robbery	<ul style="list-style-type: none">• Keep cash locked and away from the public eye.• Have a fitted cash tin which cannot be easily taken.• Ensure mobile phone is available for emergency situations.	This forms current work practices	In the event of a robbery, hand over the money and report to police
Working alone: Physical violence or abuse	<ul style="list-style-type: none">• Ensure mobile phone is available for emergency situations.• Phone the police if there is a situation which looks like it could get out of hand.• Do not get involved – call the police instead	This forms current work practices	Take the perpetrators details down and report to the Police afterwards



Shire of Dardanup

Expression of Interest

Eaton Foreshore Mobile Traders

7 June 2018

Respondent's Offer – Qualitative Criteria

A) Benefits to the Community (Business Profile)

Benefit to the Community

The Healthy Alternative (WA) is a small food mobile business based in Donnybrook offering consumers in the South West of Western Australia healthy food options at various venues.

The business is certified as a healthy food business by the WA School Canteen Association and also won the Healthiest Food Stall at the recent South West Multicultural Festival in February 2018. (see next page)

The benefits The Healthy Alternative (WA) provide is to provide reasonably priced healthy food that is not readily available in stores, supermarkets or cafes in the vicinity of the trading area. The healthy options provided are gluten-free, dairy-free and sugar-free as well as preservative free. There are Summer and Winter menu options. They provide good nutrition, help maintain a healthy balance of weight and, overall contribute to a person's overall health by reducing the risk of chronic disease.

Business Profile and Operations

The Healthy Alternative (WA) has been operating for just over 12 months. During this time, I have attended a number of events in the South West including SkyFest 2018, The Multicultural Festival, the Donnybrook Markets, the Bunbury Markets, the Tree Art Safari, Eaton Festival, Donnybrook Apple Festival, Mother's Day Eco Market (Stirling Street Arts Centre).

Primarily, the food trailer is a 1-man operation as it is small (total of 2.85m in length) and can fit in most markets stalls that are allocated.

Products that will be available to the public

Primarily the food van offers *smoothies* (generally a breakfast or lunch time option) which are thick, cold beverages made from blended ice, pureed raw fruit (and sometimes vegetables) blended with almond milk, yogurt or water with additional choices such as oats, nuts, seeds, tahini, peanut butter, honey, acai, maca and spirulina powder. Most of these foods have been recognised by nutritionists as essential to a person's general healthy maintenance and upkeep. If I were successful in this EOI, I would also consider offering fresh juices to the public.

Other food offered are:

- All-year-round snacks offered are muffins and choc bomb balls.
- In the Summer, the Healthy Alternative (WA) also offers vegan-style salads, falafels and frittatas
- In the Winter, cinnamon quinoa porridge, chai and herbal tea, hot soup and bread, falafels, frittatas and baked beans are offered.

There is no meat products used in this service.

Supporting Healthy Choices



The Healthy Alternative



is a certified healthy food vendor

Valid to

31 August 2018



Rates / prices and proposed days/times of operation

Rates:

Smoothies	\$8
Smoothie Bowls	\$12
Muffin sundaes	\$6
Muffin	\$4
Choc Bomb Balls	\$2
Salad or baked beans with falafel or frittata	\$8
Cinnamon Quinoa Porridge	\$8
Hot soup & bread	\$8
Ice tea, herbal tea, chai tea, water	\$6

In Winter I would propose to operate on a Saturday or Sunday afternoon from 1.30pm until 4.30pm. In the Summer (from November onwards) I would like to offer services from Wednesday through to Friday from early morning until after lunch. I would like to reserve weekends for events and markets then.



Shire of Dardanup
Expression of Interest
Eaton Foreshore Mobile Traders

7 June 2018

Respondent's Offer – Qualitative Criteria

Appearance and Quality of the Operation and Equipment

Details of equipment / vehicles to be used

I would be using a food trailer which is 2.85m long. See pictures on the next page.
The trailer itself has a fitted fridge which has a small freezer, hot water system and 2 sinks.
Other equipment used is ancillary.

Details of ancillary equipment to be used

Ancillary equipment within the trailer is:

Microwave
Milk warmer
Hot drinking water container
Soup / hot pot holder
Eftpos machine
Various jars of nuts, seeds etc.
Esky
Engel fridge / freezer

Ancillary equipment external to the trailer is:

40L drinking water tank attached externally to the trailer
Portable generator
2 tables
4 chairs
External umbrella shade fitted to the trailer when stationery
A3 signage
Trestle table and water container to wash glasses, bowls, cutlery etc

Details of the number of employees

1 owner / operator

Space required to conduct trading activities

3 metres x 2 metres



Safety and Risk Management Measures Implemented by the Trader

The trading activity and associated risks	Strategies to address any potential risks	Evidence that the risk management measures can be implemented	Any contingency measures or back up of resources including personnel (where applicable)
Food Contamination	<p>Take applicable food safety precautions for the food on offer (no dairy or meat provided)</p> <p>Ensure safe food practices are followed:</p> <ul style="list-style-type: none"> • Protect food at all times during storage, processing, transport and display • Hot water and suitable sanitisers to clean utensils, equipment and services • Single use towels available with extra kept on board trailer • Fridges that are big enough and powerful enough to keep food at 5°C or lower and keep frozen foods frozen • Keep foods that are subject to degradation in fridge or freezer • Shire approved and registered food business (ensures checks have been undertaken where the food is prepared) • Hand washing facilities – thoroughly wash and dry hands before handling food using warm running water and soap • Do not handle food if ill • Use of food safe gloves • Tie hair back • Floors, walls and benches that can easily be cleaned • Keep food contact surfaces such as benches, utensils and containers clean and sanitary • Good light and ventilation • Safe disposal of waste 	All items listed have been implemented in current work practices	<ul style="list-style-type: none"> • If hot water fails – service will be terminated until this issue is fixed. • If water runs out, service will be terminated until this issue is fixed • If generator fails – service will be terminated until this issue is fixed <p><i>This could mean the end of service for the day or just for the time to take for it to be fixed.</i></p>
Pests present in trailer	<ul style="list-style-type: none"> • Ensure the trailer is kept clean at all times. • Do not store food in the trailer when it is not in use. • Bomb clean trailer after each service and before the next service. 	This forms current work practices	If pests are present at the location see below
Accidents: slips, trips and falls	<ul style="list-style-type: none"> • Ensure floors are not slippery or items which could cause trips are kept either off the floor or not in the walkway • Wear non-slip shoes • Ensure service is not rushed • Ensure mobile phone is available for emergency situations. 		If surfaces becoming too slippery during service, close service, clean up and then reopen service.



Shire of Dardanup
Expression of Interest
Eaton Foreshore Mobile Traders

7 June 2018

Respondent's Offer – Qualitative Criteria

Experience of the Trader

Relevant Experience / Trading History

Respondent's history of involvement in the proposed trading activity

Demonstrate competency and proven track record of trading activity

As the owner of the business, I am a qualified Food Safety Auditor to ISO 22000 and have experience with food businesses developing and implementing their food safety management system and HACCP plans.

The Healthy Alternative (WA) has been operating for just over 12 months.

As stated previously, the food trailer is small and therefore only requires 1 person to operate it. As the owner of the business I have been the only person operating it.

During this time, I have attended a number of events in the South West including SkyFest 2018, The Multicultural Festival, the Donnybrook Markets, the Bunbury Markets, the Tree Art Safari, Eaton Festival, Donnybrook Apple Festival, Mother's Day Eco Market (Stirling Street Arts Centre).



Shire of Dardanup
Expression of Interest
Eaton Foreshore Mobile Traders

7 June 2018

Respondent's Offer – Qualitative Criteria

e) The appropriateness of activity / business having regard to pedestrian, patron and vehicular safety within the area

As I understand, the area allocated will be off the road in a designated parking area which will be safe for pedestrians, patrons and other vehicles.

My mobile food business is a small trailer that will easily fit into this allocated area without causing any difficulty to pedestrians, patrons and other vehicles.

f) The appropriateness of the activity / business having regard to the purpose for which the land is reserved, used or zoned

I believe the land is a Shire Reserve, to offer healthy snacks and smoothies to those people accessing the reserve should only compliment any activities of recreation taking place there.

g) The potential impacts (i.e. parking, traffic, noise etc) of the trading activity on nearby residences and landowners

There should be very little impact on nearby residences and landowners should The Healthy Alternative WA be awarded this trading licence.

There is an allocated parking are for the business, which I should easily fit into, and the generator used is of very low volume and is used regularly at the Bunbury Markets. The Bunbury Markets is also in a residential area and, as far as I am aware, there have been no noise complaints registered.

h) The availability of ablution facilities if required for the trading activity

Availability of ablution facilities would not have a great impact on my services offered.

i) The extent to which previous trading permits have been utilised, if applicable.

I have previously used day permits with the Shire of Capel at Peppermint Grove Beach and Boyanup earlier in 2018 with a lot of success. I only applied for the permits in February 2018 and requested day permits for March and April 2018. These were fully utilised.



The trading activity and associated risks	Strategies to address any potential risks	Evidence that the risk management measures can be implemented	Any contingency measures or back up of resources including personnel (where applicable)
Accidents: burns	<ul style="list-style-type: none"> Use oven gloves when handling hot food 	This forms current work practices	If severe burns occur, service will be stopped
Accidents: cuts	<ul style="list-style-type: none"> Use food safety gloves when slicing food Ensure a fully stocked first aid kit is in the trailer 		If severe cuts cannot be contained service will be stopped
Fire in trailer	<ul style="list-style-type: none"> Ensure all electrical items are checked and tagged as current In the event of a fire, ensure safety blanket and fire extinguisher are available. Ensure mobile phone is available for emergency situations. 		No contingency plan, service to be stopped if there is a fire
Generator fire	<ul style="list-style-type: none"> Ensure fire extinguisher is available Ensure mobile phone is available for emergency situations. 		Service stopped – generator replaced for next service
Affects of adverse weather conditions (hail, lightning, snow, flood and wind damage) on vehicles	<ul style="list-style-type: none"> Have a policy where service is not offered during severe weather conditions (severe weather warnings issued by the Bureau of Meteorology). Drive to the conditions. 		If adverse weather is present but not warned, assess risk the weather poses to food, vehicle, public and operator and cancel service where necessary.
Road vehicle accidents	<ul style="list-style-type: none"> Drive to the conditions. Do not drive above 100kph with trailer in 110kph speed limited areas. Ensure mobile phone is available for emergency situations. 		
The potential risks from operating at the subject location	Strategies to address any potential risks	Evidence that the risk management measures can be implemented	Any contingency measures or back up of resources including personnel (where applicable)
Affects of adverse weather conditions (hail, lightning, snow, flood and wind damage)	<ul style="list-style-type: none"> Have a policy where service is not offered during severe weather conditions (severe weather warnings issued by the Bureau of Meteorology). Ensure mobile phone is available for emergency situations. 	This forms current work practices	If adverse weather conditions occur during service, assess the risk to public, operator, food and vehicles and stop service where necessary.

The potential risks from operating at the subject location	Strategies to address any potential risks	Evidence that the risk management measures can be implemented	Any contingency measures or back up of resources including personnel (where applicable)
Pests present in trailer or surrounds	<ul style="list-style-type: none"> If there are any insects i.e. (bees, wasps, ants) that enter the trailer whilst at the location, stop service and attempt to remove them. 	This forms current work practices	If this cannot be done, stop service and call pest control for help.
Working alone: Robbery	<ul style="list-style-type: none"> Keep cash locked and away from the public eye. Have a fitted cash tin which cannot be easily taken. Ensure mobile phone is available for emergency situations. 	This forms current work practices	In the event of a robbery, hand over the money and report to police
Working alone: Physical violence or abuse	<ul style="list-style-type: none"> Ensure mobile phone is available for emergency situations. Phone the police if there is a situation which looks like it could get out of hand. Do not get involved – call the police instead 	This forms current work practices	Take the perpetrators details down and report to the Police afterwards

PS ref: 5723

20 April 2018

Chief Executive Officer
Shire of Dardanup
Via email: records@dardanup.wa.gov.au

Attention: Planning Services

Dear Sir,

**LOT 1108 (2) RECREATION DRIVE, EATON
APPLICATION FOR APPROVAL TO COMMENCE DEVELOPMENT**

Planning Solutions acts on behalf of Citygate Properties Pty Ltd, the registered proprietor of Lot 1108 (2) Recreation Drive, Eaton (**subject site**). We are pleased to present this application for development approval for a minor extension and carpark upgrades for the Eaton Fair Shopping Centre on the subject site.

With regard to the above, please find enclosed:

1. Shire's Application for Development Approval Form 110 and Checklist, signed by applicant and owner.
2. A copy of the Certificate of Title applicable to the subject site.
3. A copy of the development plans depicting the proposed development.

We have calculated the Shire's application fee to be \$7,376 as per the Shire's Schedule of Planning Fees 2017-18. We respectfully ask that upon receipt of this application the Shire contacts Mr Michael Prosser on 9725 0716 to arrange the prompt payment of the application fee.

The following submission discusses various matters pertaining to the proposal, including:

- Site details.
- Proposal.
- Town planning considerations.

1. SITE DETAILS

1.1. Legal Description

The subject site is legally described as "Lot 1108 on Deposited Plan 402590", being the whole of the land contained within Certificate of Title Volume 2883 and Folio 48. The subject site has a total area of 60,444m². Refer **Appendix 1** for a copy of the Certificate of Title.

1.2. Context

The subject site is within the municipality of the Shire of Dardanup in the suburb of Eaton, approximately 10km east of the Bunbury city centre.

The subject site is widely surrounded by residential, aged persons accommodation (retirement villages and residential care facilities), service commercial, administrative and recreational land uses. It is bounded to the west by Eaton Drive, to the south by Recreation Drive, and by Council Drive to the remaining boundaries.

1.3. Land use and topography

The subject site is developed with the Eaton Fair Shopping Centre, which comprises two supermarkets, a discount department store and other speciality retail tenancies totalling over 15,000m² net lettable area, restaurants, fast food outlets, a small tavern, office, showroom, fuel convenience store, and 12 multiple dwellings. Approved extensions to the Shopping Centre include a 372-seat cinema. The Shopping Centre is open 24 hours per day (Kmart). At-grade and deck car parking are provided on the subject site and there is also on-street car parking located in the adjacent Recreation Drive and Council Drive reserves.

The subject site and surrounding areas are generally flat.

2. PROPOSAL

The proposal seeks a minor extension the Eaton Fair Shopping Centre to provide two new tenancies to the southern frontage of the existing building near the Coles supermarket, and associated carpark upgrades. Specifically, the proposal comprises the following:

- A new 512m² tenancy (**eastern tenancy**) on the ground floor located to the east of the 'Coles mall' entry, and with its main entry and some shopfront glazing to the west elevation. This tenancy will be used as a medical centre trading under the name "South West Maternity and Family Practice" and includes nine consulting rooms (eight consultants plus a special consult), a small pathology collection centre, nurses' station, procedure rooms, administration and amenities, reception and waiting area.
- A new 533m² tenancy (**western tenancy**) on the ground floor located to the east of the 'main street mall' entry and west of the 'Coles mall' entry, and with shopfront glazing provided to the west, south and east elevations. A tenant has not yet been secured for this tenancy and approval is sought for any/all of the following uses:
 - Amusement parlour
 - Art & craft studio and sales
 - Civic use
 - Consulting rooms
 - Convenience store
 - Dry cleaning premises
 - Fast food outlet
 - Lunch bar
 - Office
 - Public amusement
 - Restaurant/café
 - Shop (including pharmacy)
- The eastern and western tenancies to be separated by a 7m wide covered walkthrough linking with the 'Coles mall' entry. An extension to the shopping centre with two new tenancies to the southern frontage of the building, separated by a walkthrough.
- A 2.4m wide awning external to the western and southern elevations.

- New paving and landscaping to the areas external to the proposed tenancies, including the forecourt on the western side of the western tenancy.
- A 5.0m wide, 2.2m high digital advertising screen on the southern façade of the eastern tenancy.
- Decked car parking on top of the walkthrough and the western and eastern tenancies.
- Various modifications to the ground floor carpark on the southern side of the Shopping Centre, including the addition of shade sails to increase the total number of shaded bays car parking bays to 115.

Refer **Appendix 2** for a copy of the plans depicting the proposed development.

3. TOWN PLANNING CONSIDERATIONS

3.1. Greater Bunbury Region Scheme

The subject site is zoned 'Urban' under the provisions of the Greater Bunbury Region Scheme (**GBRS**). The purpose of the Urban zone under the GBRS is:

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

The proposed development is consistent with the definition of the Urban zone and may be approved accordingly.

3.2. Shire of Dardanup Town Planning Scheme No. 3

The subject site is subject to the provisions of the Shire of Dardanup Town Planning Scheme No. 3 District Scheme (**TPS3**). The provisions of TPS3 are supplemented by Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions)*. Where there is any inconsistency between a provision of TPS3 and a provision of the Deemed Provisions, the deemed provision prevails.

3.2.1. Use class and permissibility

The subject site is zoned 'Development' pursuant to the provisions of the Shire of Dardanup Town Planning Scheme No. 3 District Scheme (**TPS3**). The objective of the Development zone under TPS3 is:

To provide for the orderly planning of large areas of land through a comprehensive Structure Plan which is able to respond to changing circumstances throughout the developmental stages of the area.

The Zoning Table contained in Appendix I of TPS3 indicates the uses permitted in the various zones shown on the Zoning Table. Pursuant to the Zoning Table, all uses in the Development Zone are a '#' use, which in a footnote to the Zoning Table means the permitted uses in that zone are as marked on Scheme Plans or Structure Plans or as stated in Appendix 4 or 5.

The '#' footnote is inconsistent with clause 43(1) of the Deemed Provisions. A structure plan cannot zone land or assign land use permissibility; all it can do is indicate, as a matter of strategic planning, the planned future zoning of the site (refer *Amherst Developments Pty Ltd and City of Gosnells [2017] WASAT 16* at [20]). It follows that TPS3 does not prescribe land use permissibility in the Development zone and the Shire can contemplate any land use under TPS3.

Consideration of the proposed land uses is contained in the Amendment 194 and the Eaton Fair Activity Centre Plan (ACP) sections below.

3.2.2. Development Standards

The following development standard and requirements apply to the proposed development under TPS3.

Car Parking

Clause 4.1.1 of TPS3 provides that car parking is to be provided in accordance with the Development Table of TPS3 and, where the land is zoned Development, as varied by a structure plan.

The proposed development will result in a loss of 41 car parking bays in the ground level to accommodate the proposed tenancies and paved forecourt. Reconfiguration and adjustments to the ground level have resulted in an additional 37 car parking bays plus 4 motorcycle parking bays being provided, and a further 18 new car parking bays are provided on the deck level above the western tenancy. The result is a net gain of 18 car (including motorcycle) parking bays.

An ambulance bay is also provided adjacent to the eastern tenancy.

The following table depicts the car parking required under TPS3 for the proposed development:

Table 1 – car parking requirement

Proposed use	Calculation	No bays required
Western tenancy (assume 533m ² NLA shop)	1 space for every 20m ² NLA (as per ACP)	27
Medical centre (9 consulting rooms and 5 staff)	4 spaces for every consulting room, plus 1 space for every employee	41
Total		68

Based on the above, there is an on-paper shortfall of 50 car parking bays pursuant to TPS3.

While it is not part of this application, the owner intends to acquire additional land to the east of Hungry Jacks and develop a carpark with an additional 91 car parking bays, which will be available for use by customers and staff of the Shopping Centre (this is shown indicatively on the development plans included at **Appendix 2**). The Shire has entered into an agreement with Citygate Properties Pty Ltd for the acquisition of the land required for the car parking, which we understand is conditional upon final approval being granted to Amendment 194. Given the approval of Amendment 194 is imminent, we consider the construction of the 91 car parking bays is reasonably certain. The construction of the 91 car parking bays would result in an on-paper surplus of 41 car parking bays.

Further, it is intended a detailed parking analysis will be undertaken and provided to the Shire at the time of making an application for the major extension to the Shopping Centre.

There also appears to be an excess supply of car parking at the Eaton Fair Shopping Centre. Aerial photography evidence indicates the car parking at the Shopping Centre is underutilised, particularly on the upper-level deck. Refer **Figure 1**.



Figure 1 – Aerial photograph of the Eaton Fair Shopping Centre, taken on Friday 29 December 2017 (at around 1:30pm by our own estimate) (source: Nearmap)

Given the apparent surplus of car parking bays not being used at the Shopping Centre and the future plans to construct a further 91 bays on the site, we consider it is reasonable and appropriate to grant approval to the development.

Tree planting areas in carparks

Clause 4.1.4 of TPS3 provides that:

Where the maximum dimension of any open car parking area exceeds twenty metres in length or width, one car parking space in every ten shall be used for garden and tree planting to provide visual relief and so long as the garden and tree planting areas shall be maintained in good order, those car parking spaces shall be included in calculations as car parking and not as landscaping.

The proposed development includes the installation of shade structures in the ground-level carpark. Given the existing treed bays may interfere with the shade structures, existing tree planting areas in the carpark will be converted to regular car parking bays. Four new tree planting areas will be provided at the western edge of the parking aisles.

The shade structures provide shade for users of the carpark. The shade structures are considered to replicate the intent of clause 4.1.4 of TPS3 by providing improved amenity for people who use the carpark, and in this respect the proposed shade structures and additional tree planting areas warrant approval.

Signage

Clause 4.4.1 of the TPS3 states the maximum size of signs, notices and advertising devices is set down in Appendix II – Development Table of TPS3; there is, however, no details on signage included in the Development Table. There is no local planning policy relating to advertisements. Further, the Shire's Signs, Hoardings and Bill Posting Local Law was repealed by notice published 7 December 2007. Accordingly, there are no specific standards or requirements relating to advertisements applicable to the Shire of Dardanup.

Accordingly, all advertisements shall be considered against the general objectives of TPS3 as follows:

- a) *to zone the Scheme Area for the purposes in the Scheme described;*
- b) *to secure the amenity, health and convenience of the Scheme Area and the inhabitants thereof;*
- c) *to make provisions as to the nature and location of buildings and the size of lots when used for certain purposes;*
- d) *the preservation of places of natural beauty, of historic buildings and objects of historical and scientific interest; and*
- e) *to make provision for other matters necessary or incidental to town planning and housing.*

It is proposed to erect a 11.0m² digital advertising screen on the southern façade of the eastern tenancy, facing the carpark. This screen will be used to display promotional material associated with the Shopping Centre. Given its location, the screen will not have an impact on the amenity of any adjoining property. It is therefore considered the screen warrants approval.

General appearance of buildings

Clause 4.8.1 of TPS3 requires that:

No person shall without the written approval of the Council erect a building which by virtue of colour or type of materials, architectural style, height or bulk, ornamental or general appearance, has an exterior design which is out of harmony with existing buildings or the landscape character of the area.

The proposed tenancies are designed to complement the existing Shopping Centre and the development warrants approval accordingly.

3.3. Amendment 194 to TPS3

On 20 March 2018 the Western Australian Planning Commission (**WAPC**) advised the Minister for Planning has considered Amendment 194 to TPS3 and requested specified modifications are to be made and resubmitted for the Minister's approval. The modifications have since been made and at the time of writing Amendment 194 was being reviewed by the WAPC for resubmission to the Minister. Final approval of Amendment 194 can be considered both certain and imminent.

The relevant portion of the subject site will be rezoned to District Centre under Amendment 194; the District Centre is a new zone to be introduced with the following objectives:

- *To designate land for future development as an activity centre.*
- *To provide a basis for future detailed planning in accordance with the structure planning or activity centre planning provisions of this Scheme or any relevant Activity Centres State Planning Policy.*

The following land uses (amongst others) will be 'P' (permitted) in the District Centre zone:

- | | |
|--------------------------------|--------------------|
| ○ Amusement parlour | ○ Fast food outlet |
| ○ Art & craft studio and sales | ○ Lunch bar |
| ○ Civic use | ○ Office |
| ○ Consulting rooms | ○ Public amusement |
| ○ Convenience store | ○ Restaurant/café |
| ○ Dry cleaning premises | ○ Shop |

Accordingly, upon the gazettal of Amendment 194 the western tenancy may be used for any of the above land uses without further development approval being obtained.

Medical centre will be a 'D' use in the District Centre zone, meaning the use is not permitted unless the local government exercises its discretion and grants development approval. A medical centre use is consistent with the ACP (refer below), and accordingly the medical centre use warrants approval.

The gazettal of Amendment 194 should not be seen as a prerequisite to the approval of the proposed development; as described further above discretion currently exists for approval of any use in the Development zone pursuant to the current provisions of TPS3.

3.4. Eaton Fair Activity Centre Plan

On 5 October 2017 and pursuant to clause 38(1) of the Deemed Provisions, the WAPC granted approval to the ACP. The ACP adopts a precinct-based approach to the planning of the ACP area, and the proposed tenancies are located in the Core Precinct of the ACP.

Table 2 sets out the guiding principles and objectives and development standards of the ACP that apply to the proposed development, and a response to those objectives and requirements.

Table 2 – Objectives and requirements of ACP

ACP objective / requirement	Response	Complies
3.1 Guiding principles and objectives		
a) <i>To create an active focus for the community with a diversity of land uses which generate both day and evening activity and promote and contribute to the achievement of a vibrant and diverse Town Centre which achieves economic, social and environmental sustainability.</i>	The extension to the Shopping Centre provides additional floorspaces for uses which promotes additional activity and contributes to the overall social and economic sustainability of the centre.	✓
b) <i>To allow appropriate businesses to locate and develop in close proximity to the established Eaton urban area for the convenience of its residents.</i>	The additional floorspace promotes local businesses.	✓
c) <i>Encourage high standards of 'Main Street' streetscape, urban design and built form.</i>	The western tenancy is designed with shopfront glazing fronting the 'main street'.	✓
d) <i>Provide efficient vehicle access and circulation with pedestrian focus and priority.</i>	The development retains the main pedestrian pathway movements through the centre.	✓
e) <i>Encourage development with a high level of passive surveillance of public and private spaces in accordance with crime prevention through environmental design principles.</i>	The design includes substantial areas of glazing to assist in passive surveillance of publicly-accessible areas.	✓
f) <i>A legible and interconnected network of publicly accessible internal streets being provided to maximise permeability throughout the EFAC and provide functional public transport outcomes at grade with the street.</i>	The development retains the main pedestrian pathway movements through the centre.	✓
g) <i>Development designed to be accessible for residents, employees and visitors of all ability levels.</i>	Yes.	✓
h) <i>All areas of the EFAC will be seamlessly connected to the surrounding urban area by a safe and convenient pedestrian and cycle network.</i>	The development retains the main pedestrian pathway movements through the centre.	✓
i) <i>Development to address and activate the public realm to create a safe and comfortable environment that encourages social interaction and passive surveillance.</i>	The design includes substantial areas of glazing to assist in passive surveillance of publicly-accessible areas.	✓
j) <i>The EFAC will provide for an inclusive, healthy, and engaged community with a high level of access to social infrastructure and community services and facilities.</i>	The proposed medical centre provides essential health services for local residents.	✓
k) <i>The EFAC will deliver infrastructure and essential services in a timely manner to support the future population and meet community needs.</i>	The proposed extension will ensure there is space available to accommodate growth in demand for retail or community spaces.	✓
l) <i>Residential development is encouraged in the EFAC.</i>	Not applicable.	✓
3.2 General development standards		
3.2.1 Landscaping		
<i>All developments shall incorporate waterwise plants in landscaping.</i>	Can be conditioned.	✓

ACP objective / requirement	Response	Complies
3.3 Core Precinct		
3.3.1 Objective		
<i>The objective of the Core Precinct is to provide the main retail functions of the EFAC in conjunction with retail, food, entertainment and office uses and associated car parking, centred around a north-south pedestrian spine linking the timed bus stops on Recreation Drive with a town square at the northern periphery of the Core Precinct.</i>	Yes. The development respects and retains the main north-south pedestrian spine through the centre.	✓
3.3.2 Preferred uses		
<i>The following land uses are preferred in the Core Precinct:</i> <ul style="list-style-type: none"> • Shop/retail • Eating and drinking • Entertainment • Medium-high density residential • Office • Health service 	The proposed land uses are consistent with the preferred land uses in the Core Precinct. Specifically, the proposed medical centre use is consistent with the preferred use for 'health service'.	✓
3.3.3 General development requirements		
a) <i>A minimum 8% landscaping being provided, comprising both 'hard' brick paved pedestrian areas and 'soft' landscaped areas, with the calculation including the adjoining road reserve (verge) areas.</i>	Noted. There is no change to the overall area of landscaping provided.	✓
b) <i>All existing vegetation in the Eaton Drive road reserve shall be retained.</i>	Yes.	✓
c) <i>A nil setback shall apply to all development fronting the shared access way on the northern edge of the Core Precinct. A greater setback may be considered on individual merit.</i>	Not applicable.	✓
d) <i>There are to be no buildings in the Core Precinct within 10 metres of the Civic and Community Precinct boundary and any existing sightlines and access as of 15 April 2016 are not to be unreasonably impeded.</i>	Not applicable.	✓
e) <i>Loading, servicing, bin and material storage areas, including air conditioners, compressors and other similar machinery, shall be screened from view from streets and public areas by an enclosure in the style and material of the associated building.</i>	Yes.	✓
f) <i>Roof mounted mechanical equipment and air conditioners, if required, shall generally be screened from view by the roof form or through the use of parapet walls.</i>	None proposed.	✓
g) <i>All buildings, streets, access ways, paths and car parking areas shall be well lit to encourage safe use after hours with no light spill into adjoining residential areas.</i>	Yes.	✓
h) <i>Security bollards shall not conflict with pedestrian flow and security shutters upon all buildings (if required) shall be retractable.</i>	Yes.	✓
i) <i>All internal thoroughfares should be appropriately designed so as to sustain high levels of pedestrian movement and permeability.</i>	The development retains the main pedestrian pathway movements through the centre.	✓

ACP objective / requirement	Response	Complies
j) <i>Crime prevention through environmental design principles shall be incorporated into all development.</i>	The design includes substantial areas of glazing to assist in passive surveillance of publicly-accessible areas.	✓
k) <i>All drainage shall be restricted to pre-development flows. Should the proponent wish to increase the rate of outflow from the site the Shire's stormwater network shall be upgraded at the proponent's cost.</i>	Not applicable.	✓
l) <i>The R-AC1 density code shall apply to residential development in the Core Precinct.</i>	Not applicable.	✓
m) <i>The car parking standards in Table 1 shall apply to the Core Precinct.</i>	Refer Table 1 above.	✓
n) <i>The reciprocal (shared) use of all car parking spaces within the Core Precinct, the Frame Precinct, and adjoining road reserves is encouraged subject to the applicant adequately demonstrating the potential of land uses and car parking bays to provide for reciprocal (shared) use.</i>	Noted.	✓
o) <i>Development is to be consistent with the Master Plan and associated development plans as required in Section 4.1.</i>	The proposed development presents a minor departure from the master plan at Appendix 1 of the ACP. This is acceptable; section 5.1.1 of Part 2 of the ACP notes the master plan presents just one way in which the EFAC could be developed. The purpose of the master plan was not to lock in a certain development outcome, but rather to guide the overall development of the centre. Further a decision-maker is not bound by the ACP (clause 43(1) of the Deemed Provisions). The proposed development is not inconsistent with the master plan and it warrants approval accordingly.	Discretion required

In addition to the above, sections 4.1, 4.2, 4.3, 4.4 and 4.5 of the ACP provides a series of requirements (including a "plan", reserve rationalisation, transport impact assessment and parking strategy) to be undertaken prior to development of the Core or Frame Precincts. In this respect the nature of the information required is not consistent with the scale of development that is proposed. What is being proposed is a minor extension to an existing Shopping Centre within the existing footprint of the Shopping Centre. The ACP requirements are better addressed as part of a major expansion of the Shopping Centre incorporating the Frame Precinct. There would be not benefit that could be derived by enforcing the ACP requirements for additional information as part of this application. Clause 43(1) of the Deemed Provisions provides that:

A decision-maker for an application for development approval or subdivision approval in an area that is covered by an activity centre plan that has been approved by the Commission is to have due regard to, but is not bound by, the activity centre plan when deciding the application. [emphasis added]

The Shire has discretion to approve the application without attending to the additional information requirements of the ACP, and it is appropriate to do so having regard to the individual merits of this application.

The application addresses all relevant and reasonable requirements of the ACP and warrants approval accordingly.

4. CONCLUSION

It is considered the proposal should be favourably determined, on individual merit, recognising the proposal simply seeks to add two new tenancies to the Eaton Fair Shopping Centre. The proposed development is consistent with TPS3, Amendment 194 and the ACP.

We therefore respectfully request the application for development approval be considered on its merits and favourably determined under Council discretion.

Should you have any queries or require further clarification in regard to the proposal, please do not hesitate to contact the writer.

Yours faithfully,



**ROSS UNDERWOOD
ASSOCIATE**

180420 5723 DA Letter.docx

APPENDIX 1

CERTIFICATE OF TITLE

WESTERN



AUSTRALIA

REGISTER NUMBER 1108/DP402590	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF CERTIFICATE OF TITLE UNDER THE TRANSFER OF LAND ACT 1893

VOLUME
2883FOLIO
48

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

REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 1108 ON DEPOSITED PLAN 402590

REGISTERED PROPRIETOR: (FIRST SCHEDULE)

CITYGATE PROPERTIES PTY LTD OF UNIT 10, BLOCK C, HOMEMAKER CENTRE, 42 STRICKLAND STREET, BUNBURY

(AF N087073) REGISTERED 10 AUGUST 2015

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

1. *L759007 EASEMENT TO SHIRE OF DARDANUP FOR DRAINAGE PURPOSES - SEE DEPOSITED PLAN 402590 AS CREATED ON DEPOSITED PLAN 400910, REGISTERED 14.10.2011.
2. *M736965 EASEMENT TO SHIRE OF DARDANUP FOR DRAINAGE PURPOSES - SEE DEPOSITED PLAN 402590 AS CREATED ON DEPOSITED PLAN 400910, REGISTERED 14.8.2014.
3. *M736966 EASEMENT TO SHIRE OF DARDANUP FOR DRAINAGE PURPOSES - SEE DEPOSITED PLAN 402590 AS CREATED ON DEPOSITED PLAN 400910, REGISTERED 14.8.2014.
4. *H555693 CAVEAT BY WOOLWORTHS LTD AS TO PORTION ONLY, LODGED 20.9.2000.
5. *H734460 LEASE TO WOOLWORTHS LTD OF LEVEL 5, 540 GEORGE STREET, SYDNEY, NEW SOUTH WALES, AS TO PORTION ONLY, EXPIRES: SEE LEASE, REGISTERED 1.5.2001.
- *J018950 EXTENSION OF LEASE H734460, REGISTERED 13.9.2004.
6. *J018949 LEASE TO WOOLWORTHS LTD OF LEVEL 5, 540 GEORGE STREET, SYDNEY, NEW SOUTH WALES EXPIRES: SEE LEASE, AS TO PORTION ONLY, REGISTERED 13.9.2004.
7. *J107260 CAVEAT BY WOOLWORTHS LTD AS TO PORTION ONLY, LODGED 3.12.2004.
8. *J107261 CAVEAT BY WOOLWORTHS LTD AS TO PORTION ONLY, LODGED 3.12.2004.
9. *J718864 CAVEAT BY WOOLWORTHS LTD AS TO PORTION ONLY, LODGED 28.4.2006.
10. *J787737 LEASE TO WOOLWORTHS LTD OF LEVEL 5, 540 GEORGE STREET, SYDNEY, NEW SOUTH WALES, EXPIRES: SEE LEASE, AS TO PORTION ONLY, REGISTERED 15.6.2006.
11. *M480959 CAVEAT BY KMART AUSTRALIA LTD AS TO PORTION ONLY LODGED 3.12.2013.
12. *M613445 CAVEAT BY COLES SUPERMARKETS AUSTRALIA PTY LTD AS TO PORTION ONLY LODGED 22.4.2014.
13. *M943851 CAVEAT BY THE COFFEE CLUB (PROPERTIES) PTY LTD AS TO PORTION ONLY LODGED 13.5.2015.
14. *EASEMENT BURDEN CREATED UNDER SECTION 167 P. & D. ACT FOR ELECTRICITY PURPOSES TO ELECTRICITY GENERATION CORPORATION SEE DEPOSITED PLAN 402590
15. *N087074 EASEMENT TO SHIRE OF DARDANUP FOR PUBLIC ACCESS PURPOSES REGISTERED

END OF PAGE 1 - CONTINUED OVER

RECORD OF CERTIFICATE OF TITLE

REGISTER NUMBER: 1108/DP402590

VOLUME/FOLIO: 2883-48

PAGE 2

16. 10.8.2015.
*N087075 MORTGAGE TO NATIONAL AUSTRALIA BANK LTD REGISTERED 10.8.2015.

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

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

STATEMENTS:

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

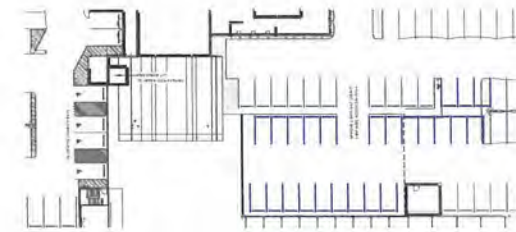
SKETCH OF LAND: DP402590.
PREVIOUS TITLE: 2741-281, 2849-50, 2848-932.
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AREA: SHIRE OF DARDANUP.

NOTE 1: DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING
N87075

APPENDIX 2

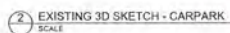
DEVELOPMENT PLANS

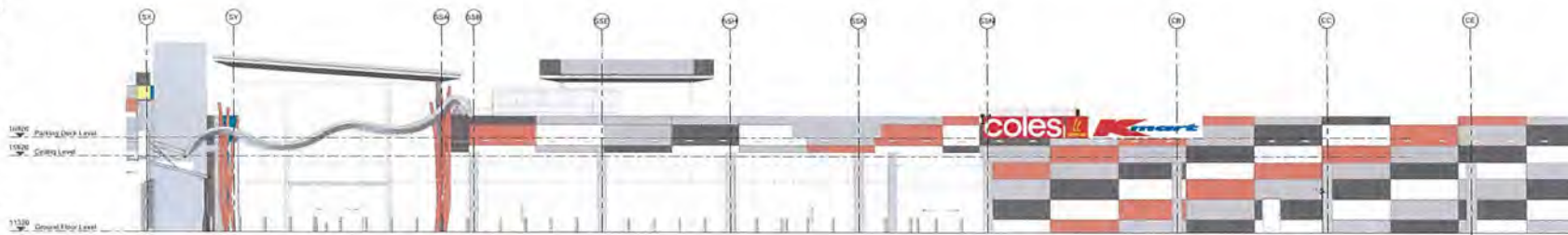




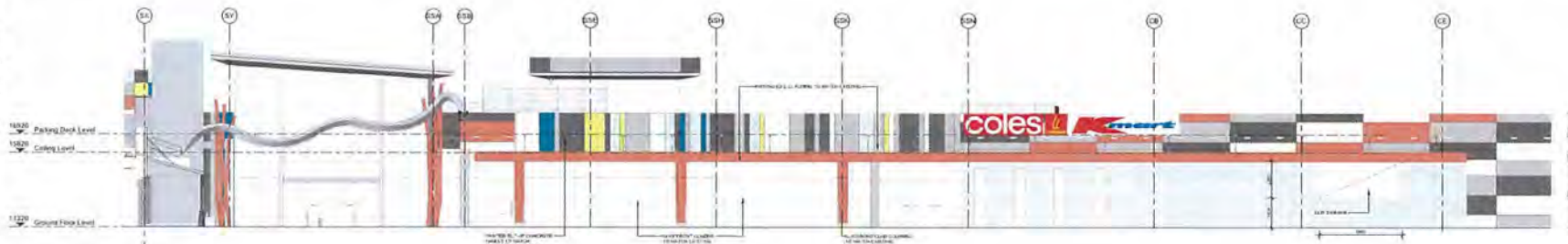
2 PROPOSED UPPER DECK CAR PARKING AREA
SCALE 1/300

1 PROPOSED CARPARKING AREA & SHADE SAILS
SCALE 1:300

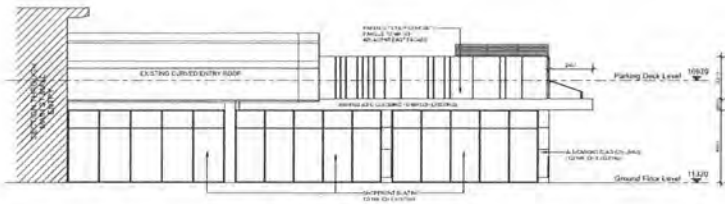




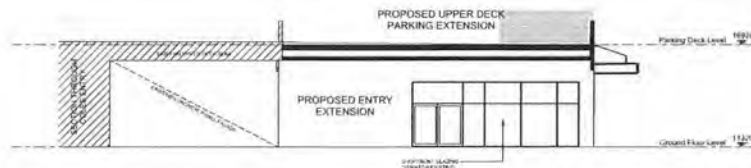
1 EXISTING SOUTH ELEVATION
SCALE: 1/100



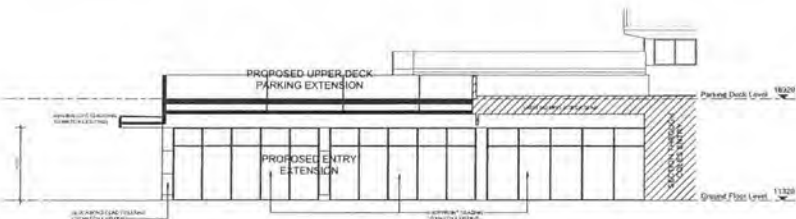
2 PROPOSED SOUTH ELEVATION
SCALE: 1/160



3 PROPOSED WEST ELEVATION (PAVED FORECOURT)
SCALE: 1/100



4 PROPOSED WEST ELEVATION (COLES ENTRY)
SCALE: 1"=100'



5 PROPOSED EAST ELEVATION (COLES ENTRY)
SCALE: 1/100



DATE	12/12/12	PROJECT	NEW MEDICAL CENTRE
DRAWN	JF	CHECKED	JF
DATE	12/12/12	PROJECT	NEW MEDICAL CENTRE
DRAWN	JF	CHECKED	JF



PROPOSED FLOOR PLAN FOR
 NEW MEDICAL CENTRE AT
 EATON SHOPPING CENTRE - BUNBURY

DA FLOOR PLAN			
DATE	12/12/12	PROJECT	NEW MEDICAL CENTRE
DRAWN	JF	CHECKED	JF
DATE	12/12/12	PROJECT	NEW MEDICAL CENTRE
DRAWN	JF	CHECKED	JF

A0-DA-2



**APPLICATION FORM
TO KEEP THREE (3) OR MORE CATS**
Appendix 1 - Cat Policy - Dev 36
FORM 113

**Part 1 Applicants Details**

Name

MARILYN LEE

Daytime Contact Phone Number

9728 0861

Mobile Phone

Postal Address

4/11 TRUSTY PLACE DARDANUP

Email Address

Are you the Legal Owner of the cats in question?

☒ Yes☐ No, please ensure you also complete Parts 4 & 5**Part 2 Proposed Cats to be Kept**

	Breed	Sex	Colour	Age	Name	Registration No	Local Government
1	MOGGY	M	GREY	18	MOUSIE	LT04863	GERALDTON
2	L/H PART PERSIAN	F	BLACK	7	CADDLES	LT04864	GERALDTON
3	L/H PART PERSIAN	F	BLACK	7	FLUFFY	LT04927	GERALDTON
4							
5							
6							

Part 3 Property details of Application to Keep Three (3) or More Cats

Lot No

Street No

Street Name

4

11

TRUSTY PLACE

Suburb

DARDANUP

Part 4 Owner of cats (ONLY complete if the Applicant is NOT the legal owner of the cats)

Owner Name

MARILYN LEE

Daytime Contact Phone Number

9728 0861

Mobile Phone

Postal Address

4/11 TRUSTY PLACE DARDANUP

Email Address

Part 5 Ongoing ownership of cats (ONLY complete if the Applicant is NOT the legal owner of the cats)

(Appendix ORD. 12.18A)

Will the cats be returned to the owner as described in Part 4?

☐ NO☐ YES, please provide return date below:

Return Date

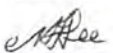
Part 6 Please provide justification for applying to keep three (3) or more cats

I have 3 cats Mousie, who is 18 years old, blind he may not survive the winter if it is as severe as last winter. Then I will only have the 2 black cats, Buddles & Stuffy which will be within your by-laws as owning just 2 cats + 1 dog.

Part 7 Declaration

I certify that the details on this application are true and correct (false or misleading information may affect my application). I understand that completion of this form does not constitute automatic approval of my application.

Signature of Applicant



Date

29/3/2018

Part 8 Return form to

Shire of Dardanup
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0000
Email: records@dardanup.wa.gov.au



Shire of Dardanup

Title: Property inspection – Application to
keep more than 2 cats
Address: Unit 4/11 Trusty Place, Dardanup

Time: 2.00pm
Date: 24/4/2018
Photographs taken by: Ranger JFF

Photo 1



Comment: Mousey

Photo 2



Comment: Fluffy

Photo 3



Comment: Cuddles



Title: Property inspection – Application to
keep more than 2 cats
Address: Unit 4/11 Trusty Place, Dardanup

Time: 2.00pm
Date: 24/4/2018
Photographs taken by: Ranger JFF

Photo 5



Comment: Litter tray

Photo 6



Comment: Water dispenser



**CONSENT/OBJECTION FORM
TO KEEP THREE (3) OR MORE CATS**
Appendix 2 - Cat Policy - Dev 36

SHIRE OF DARDANUP
RECEIVED
15 MAY 2018
Date stamp

FORM 114

Part 1 Personal Details

Name

IRS BERNICE DEPIAZZI

Daytime Contact Phone Number

9728 1034

Mobile Phone

Postal Address

PO Box 204

DARDANUP 6236

Email Address

depiazzi@westnet.com.au

Part 2 Property Address of Application to Keep Three (3) or More Cats

Lot No

Street No

Street Name

Suburb

Part 3 Consent/Objection

It is hereby advised that I:

(Please tick 1 box ONLY)

☐

DO NOT OBJECT

☒

OBJECT

to the application to keep three (3) or more cats at the property as described in Part 2 of this form, for the following reasons:-

I feel three cats = one dog in a small home without any lawn or garden at the back, is asking for trouble. Already I have seen a cat jump the fence and explore my garden and then hops back. Digging up my vegetable garden makes me cross.

Signature

IRS Depiazz

Date

14/5/18

Part 4 Return form to

Shire of Dardanup
Ranger Services
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0355
Email: records@dardanup.wa.gov.au



**CONSENT/OBJECTION FORM
TO KEEP THREE (3) OR MORE CATS**
Appendix 2 - Cat Policy - Dev 36



FORM 114

Part 1 Personal Details

Name

ALAN COOPER

Daytime Contact Phone Number

Mobile Phone

0498 688 644

Postal Address

UNIT 1 11 TRUSTY PLACE
DARDANUP 6236

Email Address

Part 2 Property Address of Application to Keep Three (3) or More Cats

Lot No

Street No

Street Name

UNIT 4 11 TRUSTY PLACE

Suburb

DARDANUP 6236

Part 3 Consent/Objection

It is hereby advised that I:

(Please tick 1 box ONLY)

☐

DO NOT OBJECT

☒

OBJECT

to the application to keep three (3) or more cats at the property as described in Part 2 of this form, for the following reasons:-

ALONGSIDE MY UNIT THERE BIRDS IN
THE NATURE STRIP.
THEY ESCAPE ALL THE TIME FROM
UNIT 4 AND UNIT 2.
WHEN THEY GET OUT THEY SHIT
IN EVERYONES GARDEN.
I DON'T BELIEVE THEY ARE GOOD PET OWNERS.

Signature

A Cooper

Date

Part 4 Return form to

Shire of Dardanup
Ranger Services
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0355
Email: records@dardanup.wa.gov.au



**CONSENT/OBJECTION FORM
TO KEEP THREE (3) OR MORE CATS**
Appendix 2 - Cat Policy - Dev 36

FORM 114

SHIRE OF DARDANUP
RECEIVED

30 MAY 2018

Name: [Signature]
Date stamp

Part 1 Personal Details

Name

Patricia Rockliff

*This letter was not received
until 25-5-18*

Daytime Contact Phone Number

97280204

Mobile Phone

Postal Address

PO Box 356, Dardanup
(Unit 3, 11 Trusty Place, Dardanup)

Email Address

everlastingcrochet@bigpond.com

Part 2 Property Address of Application to Keep Three (3) or More Cats

Lot No

Unit 3

Street No

11

Street Name

Trusty Place

Suburb

Dardanup

Part 3 Consent/Objection

It is hereby advised that I:

(Please tick 1 box ONLY)

☐

DO NOT OBJECT

☒

OBJECT

to the application to keep three (3) or more cats at the property as described in Part 2 of this form, for the following reasons:-

- ① When they get out, they jump the fence and dig in neighbours gardens.
- ② We have a lot of birds here and cats like to catch birds. Next door to these units, there is a park and the birds, including wrens, nest here. I've even seen a kingfisher/honey eater, and I certainly don't want them caught by a cat.
- ③ When I moved here, I paid a lot of money →

Signature

Pg Rockliff

Date

30-5-18

Part 4 Return form to

Shire of Dardanup
Ranger Services
1 Council Drive/PO Box 7016
EATON, WA 6232

Phone: (08) 9724 0355
Email: records@dardanup.wa.gov.au

to have my entire back yard enclosed with
netting/mesh, to keep my cat enclosed.
I choose to be a responsible cat owner
and I think everyone else should, be
as well.



**CONSENT/OBJECTION FORM
TO KEEP THREE (3) OR MORE CATS**
Appendix 2 - Cat Policy - Dev 36



FORM 114

Part 1 Personal Details

Name

HELEN MULLEN

Daytime Contact Phone Number

Mobile Phone

0421 954 674

Postal Address

611 TRUSTY PLACE
DARDANUP

Email Address

Part 2 Property Address of Application to Keep Three (3) or More Cats

Lot No

Street No

Street Name

Suburb

Part 3 Consent/Objection

It is hereby advised that I:

(Please tick 1 box ONLY)



DO NOT OBJECT



OBJECT

to the application to keep three (3) or more cats at the property as described in Part 2 of this form, for the following reasons:-

Signature

H Mullen

Date

19/5/18

Part 4 Return form to

Shire of Dardanup
Ranger Services
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0355
Email: records@dardanup.wa.gov.au



CONSENT/OBJECTION FORM TO KEEP THREE (3) OR MORE CATS

Appendix 2 - Cat Policy - Dev 36

FORM 114



Part 1 Personal Details

Name

Valerie von Wallisen

Daytime Contact Phone Number

1728 0850

Mobile Phone

Postal Address

PO Box 327
DARDANUP

Email Address

Part 2 Property Address of Application to Keep Three (3) or More Cats

Lot No

4

Street No

11

Street Name

TRUSTY PLACE

Suburb

DARDANUP

Part 3 Consent/Objection

It is hereby advised that I:

(Please tick 1 box ONLY)



DO NOT OBJECT



OBJECT

to the application to keep three (3) or more cats at the property as described in Part 2 of this form, for the following reasons:-

ALL THESE CATS DO NOT LEAVE THE INSIDE OF UNIT 4 THEY ARE HOUSE CATS ONLY THE MALE CAT IS 19 YEARS OLD & THE TWO FEMALE CATS ARE 6/7 YEARS OLD SO THEY HAVE BEEN HOUSE TRAINED. THEREFORE I HAVE NO OBJECTIONS TO MRS LEE KEEPING HER 3 CATS. ALL 3 ARE MICROCHIPPED REGISTERED & DEBA

Signature

Valerie von Wallisen

Date

10/5/18

Part 4 Return form to

Shire of Dardanup
Ranger Services
1 Council Drive/PO Box 7016
EATON WA 6232

Phone: (08) 9724 0355
Email: records@dardanup.wa.gov.au

SHIRE OF DARDANUP**MINUTES OF THE SHIRE OF DARDANUP RESPONSIBLE CAT OWNERSHIP WORKING GROUP MEETING HELD ON THURSDAY, 24 MAY 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 9.30AM.****1 OPENING**

Chairperson Cr. P R Perks opened the meeting and welcomed those in attendance at 9.35am.

2 RECORD OF ATTENDANCE & APOLOGIES**2.1 Attendance**

Cr Patricia Perks	Elected Member – Chairperson
Cr Carmel Boyce	Elected Member [11.10am]
Mr Steve Potter	Manager Development Services [10.45am]
Mrs Kristy Hitchens	Communications Officer – Media
Mrs Peta Nolan	Executive Governance Officer

Observer

Ms Lee Holben	Manager Community Services
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2.2 Apologies

Mr Nigel Lyon	Acting Principal Parks & Environmental Supervisor
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3 MINUTES OF PREVIOUS MEETING**3.1 Responsible Cat Ownership Working Group Meeting Held 2 May 2018****RESPONSIBLE CAT OWNERSHIP WORKING GROUP RESOLUTION**

RCOWG 04-18 MOVED - Cr. C N Boyce SECONDED - Mr. S Potter

THAT the Minutes of the Responsible Cat Ownership Working Group Meeting held on 2 May 2018, be confirmed as true and correct with no corrections.

CARRIED

4 PRESENTATION

Senior Ranger, Mr Murray Halden presented the relevant sections of the Cat Act 2011 to the Responsible Cat Ownership Working Group.

Discussion

Mr Halden provided a main summary of the Legislation that the Shire is required to work with:-

- The Cat Act was introduced in 2011 to promote and encourage responsible ownership and management of cats;
- Cats older than 6 months must be registered. Local vets have advised that they will not sterilise a kitten until it is 6 months old.
- Owners must ensure that the cat is micro-chipped. Kittens can be micro-chipped at 12 weeks. There are some exemptions in the Act whereby a vet can exempt a cat from micro-chipping (e.g. due to age or ill health).
- A cat must be sterilised at the age of 6 months and then registered. There can be difficulties when determining whether a cat is over 6 months of age.
- In essence, the Shire has no ability to undertake compliance activities until a cat is 6 months old.
- Transfer of ownership of cats was discussed as an area of concern as an unsterilised, unregistered cat can be transferred between owners under current legislation if it is less than 6 months of age.

5 REPORTS

5.1 Outcomes of Action 02-18 & Action 03-18 - Cat Sterilisation Program

Reporting Officer: Mr Murray Halden – Senior Ranger

Officer Comment

The following actions were endorsed at the Responsible Cat Ownership Working Group meeting held on 2 May 2018:-

ACTION 02-18:

Manager Development Services, Mr Steve Potter to undertake the review of the rebate offered under the cat sterilisation program with the possibility of a higher rebate for female sterilisation to be considered.

ACTION 03-18:

Manager Development Services, Mr Steve Potter - Investigate the possibility of making an arrangement with the local Veterinary Clinics for a reduced Cat Sterilisation charge for residents of the Shire of Dardanup as part of a Shire initiated program for responsible cat ownership.

Mr Halden has contacted local and neighbouring Veterinary Clinics and the sterilisation costs and further information will be provided by him at the meeting for the Working Group's discussion and consideration. At this time consideration will need to be given to changes for the 2018/2019 Budget deliberations.

It is also suggested that consideration be given to the development of a promotional campaign to complement the delivery and timing of the Cat Sterilisation program.

Discussion:

Mr Halden tabled a report outlining the information from the telephone research undertaken with local vet clinics. The report provided vet clinic costs for sterilisation and possible subsidy options for consideration.

Manager Development Services, Mr Steve Potter advised that the end of financial year is approaching and it is unlikely that projects will commence to spend this year's budget. The current operational budget for the 2017/2018 financial year is \$9,990 consisting of a budget allocation of \$5,250 and the rolling over of unspent 2016/17 funds of \$4,740. Mr. Potter advised that \$4,740 (rolled over from 2016/2017) will be retained in reserve in 2018/2019. Remaining unspent 2017/18 funds will be absorbed into surplus at the end of the 2017/18 financial year, however the draft 2018/2019 Budget indicates a further \$5,250 for the Cat Management Program. If adopted by Council, this will result in \$9,990 being available for the 2018/19 financial year.

Mr Halden advised that the Dog Act allows for the Shire to waive the registration fee for dogs however we need to ensure this can occur under the Cat Act 2011 for cats.

ACTION 07-18:

Mr Murray Halden to investigate whether the waiving of registration fees will comply with the Cat ACT 2011.

Cr. C N Boyce would like to recommend that in the future the Shire considers partnerships with neighbouring local governments to prepare for the timing of promotional offers on an annual basis across the region.

There was general discussion about providing a subsidy promotion for a short period of time (e.g. 30 - 60 days) whereby residents receive an incentive to sterilise, microchip and register their cats.

Communications Officer – Media, Mrs Kristy Hitchens suggested that for marketing purposes there could be a nominated subsidy for sterilisation and micro chipping which represents a percentage of what you normally pay, with the view to presenting a promotion package.

Cr. P R Perks commented that it is also important to capture the micro-chipping and registration of cats.

Mr S Potter also suggested a percentage reduction offer for sterilisation, micro-chipping and registration could be considered. Consideration be given to 50% of the Vets' fee with a cap on the budget.

The following items were discussed amongst the group:-

- The idea of the promotional campaign to be a partnership promotion between participating vet clinics and the Shire;
- Discussion to be held with the local vet clinics with regard to the process of administering a promotional campaign and the collection of sterilisation details;
- All agreed to support local vet clinics;
- There is a possibility to contact the vet clinics to negotiate an agreeable price for all local vet clinics.

Mr S Potter indicated that for budget considerations the following amounts are an example of the amount of cats that could be sterilised for a specified cost:-

Cat Rebate

30 males x \$75 =	\$2,250
30 females x \$125 =	\$3,750

Total	\$6,000
-------	----------------

Feral Cat Program

Monitoring of Millars Creek	\$1,200
-----------------------------	---------

Mr Halden advised that the Shire gets a considerable number of community comments about the issues with stray cats in Millars Creek. The monitoring will provide evidence based data.

Cr. C N Boyce advised Millars Creek is only one area with feral cat issues. There are other areas for consideration such as Pratt Road and other reserves.

Mr Halden suggested we wait until we have a planned program for the monitoring, including promotions and then release the promotions in a timely manner.

There was discussion surrounding the timing of the Cat Sterilisation Promotion. It was agreed that a well planned strategy for the promotion of the program is likely to be more readily accepted and successful. The vets should also be approached with a well planned program with the view to an ongoing partnership. The vets may also provide advice regarding the timing of sterilisation.

Mrs K Hitchens suggested the campaign could be called "60 cats in 60 days" or "30 cats in 30 days" and the amount can be tracked as a promotional campaign.

It was agreed that the limit of cat rebates per family should be two cats as owning more cats requires Shire approval.

The members are keen to commence the programs as soon as possible however it was acknowledged that time is required for Council to endorse the rebate structure, staff to prepare the campaign and for negotiations to be arranged with vet clinics.

In the meantime Mrs K Hitchens advised that the Cat Hero Program covers a wide range of promotions of responsible cat ownership and can be recommenced within the normal Shire promotional program.

ACTION 08-18:

Communications Officer, Mrs K Hitchens to recommence promotions of the Cat Hero Program.

In summary, the purpose of the campaign is to connect with cat owners in the Shire and promote responsible cat ownership. It is anticipated that the cat sterilisation, micro-chipping and registration campaign will be one element of a broader promotional campaign which will also include:-

1. Continuing to promote the Cat Hero Program which includes many elements of Responsible Cat Ownership;
2. Promoting partnerships and developing programs with local vet clinics;
3. Commencing the Feral Cat Program with monitoring of Millars Creek and gather evidence based data; and
4. Further programs to be developed.

It was acknowledged that the Shire currently has limited knowledge about cat ownership and the overall campaign will initiate a greater connection with the cat owner community.

Cr. C N Boyce stated that the campaign should be run as a trial program this year and then it is recommended that research should be undertaken to roll out a more regional program in partnership with neighbouring local governments.

Cr. P R Perks advised that she felt it was not necessary to have a percentage rebate and the Shire should promote a standard rebate rate.

Note: Manager Development Services, Mr S Potter left the meeting [10.45am].

RESPONSIBLE CAT OWNERSHIP WORKING GROUP RESOLUTION

RCOWG 5-18 MOVED - Cr. C N Boyce SECONDED - Mr. M Halden

THAT the Working Group recommends that Council endorses a program to offer a promotional campaign to residents, for a subsidy of sterilisation, micro chipping and registration fees as follows:-

- a) A male sterilisation up to \$75.00.
- b) A female sterilisation up to \$125.00.
- c) Micro chipping subsidy of \$10.00.
- d) A subsidy of a maximum of two cats per family.
- e) A budget limit allowance of \$6,600.

CARRIED

5.2 Workshop Session – Prioritisation & Time Management of Actions

Reporting Officer: Mrs Peta Nolan – Executive Governance Officer

Officer Comment

It is suggested that the Responsible Cat Ownership Working Group consider Action Items 04-18, 05-18, 06-18 in the table below and prioritise these items into short, medium and long term priorities.

Note: Cr. C N Boyce left the meeting [11.10am]

PENDING ACTIONS:

ACTION#	MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS
RCOWG 01-18	02-05-18	Executive Governance Officer - Mrs Peta Nolan	<p>THAT the RCOWG recommend that Council adopt the Terms of Reference for the Responsible Cat Ownership Working Group, as appended (Appendix RCOWG: 5.1) with the following amendment.</p> <p><i>Replace the following item in the Working Group 'Objectives -Specific':</i></p> <p>a) Review existing levels of compliance of responsible cat ownership, with:</p> <p>a) Review existing levels of compliance with the Cat Act 2011 and other relevant legislation within the Shire of Dardanup.</p>	To be considered at the Council Meeting on 30 May 2018.	Pending
01-18		Manager Development Services - Mr Steve Potter	Investigate whether it is appropriate to amend the title of the budget line item from the 'Cat Sterilisation Program' to the 'Cat Management Program' to more accurately reflect the terms of reference of the Working Group.	To be tabled for consideration in the Budget deliberations for the 2018-2019 Financial Year. This item has been referred to Finance for their attention.	Pending
02-18		Manager Development Services - Mr Steve Potter	Undertake the review of the rebate offered under the cat sterilisation program with the possibility of a higher rebate for female sterilisation to be considered.	Addressed in Agenda Item 5.1 of this Agenda.	
03-18		Manager Development Services - Mr Steve Potter	Investigate the possibility of making an arrangement with the local Veterinary Clinics for a reduced Cat Sterilisation charge for residents of the Shire of Dardanup as part of a Shire initiated program for responsible cat ownership.	Addressed in Agenda Item 5.1 of this Agenda.	

ACTION#	MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS
04-18		Manager Development Services – Mr Steve Potter	Investigate the possibility of a free sterilisation and registration month for cats owned by Shire of Dardanup residents to promote the uptake of compliance with the Cat Act 2011. Details of the program to be reported back to the Working Group.	Subsidised rate rather than 'free' sterilisation being considered.	
05-18		Manager Development Services – Mr Steve Potter	Investigate the extent of the free cat trade on the internet and social media within the Shire of Dardanup.	Initial investigations have indicated no evidence of a free cat trade within the Shire of Dardanup, however this will continue to be monitored.	
RCOWG 2-18		Executive Governance Officer – Mrs Peta Nolan	THAT the RCOWG recommend that Council authorises the engagement of a contractor to undertake a two week cat monitoring program of Millars Creek up to a cost of \$1200 (ex GST) from the Cat Sterilisation Program, General Ledger: 05 1 3013	To be considered at the Council Meeting on 30 May 2018.	Pending
06-18		Manager Development Services – Mr Steve Potter	Investigate surrounding local governments and agencies to identify opportunities for best practice in cat management to include: <ul style="list-style-type: none"> • Partnerships between local governments; • Partnerships between local governments and agencies involved in animal rescue/ welfare; and • Initiatives undertaken by local governments to address cat management issues. 	To be investigated over the longer term.	Pending
RCOWG 2-18		Executive Governance Officer – Mrs Peta Nolan	THAT the RCOWG recommend that Council endorses the formal appointment of the Manager Community Services, Ms Lee Holben to the Responsible Cat Ownership Working Group.	To be considered at the Council Meeting on 30 May 2018.	Pending

Discussion:

ACTION 04-18:

The Free Sterilisation, Micro Chipping and Registration Campaign was deemed as a short term project to be referred to Council at its Meeting to be held on 27 June 2018.

ACTION 05-18:

The Free Cat Trade investigation is ongoing and considered to be a long term project.

ACTION 06-18:

This Action involves two strategies:

- a) Research of best practice – to commence immediately and worked on over time*
- b) Local Government Partnerships – was deemed as a project for the Long Term once the initial projects have been completed.*

There was further discussion regarding the need to consider and make further recommendations to Council regarding the ongoing annual cat sterilisation rebate (as per the previous budget arrangements).

ACTION 08-18:

Manager Development Services, Mr S Potter to investigate the budget options of an ongoing rebate for cat sterilisation, considering the expenditure for the recommended Cat Sterilisation, Micro chipping and Registration Campaign and Feral Cat Monitoring Program, with the view to increasing the rebate amount in the future.

6. CLOSURE OF MEETING.

The next Cat Ownership Working Group meeting to be held Thursday 28 June 2018, commencing at 9.00am at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the meeting closed at 11.25am.

SHIRE OF DARDANUP**MINUTES OF THE SHIRE OF DARDANUP EATON SKATE PARK, ERC COURTS AND CAR PARK WORKING GROUP MEETING HELD ON WEDNESDAY, 30 MAY 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 1.00PM.****1 OPENING**

Chairperson, Cr Carmel Boyce opened the meeting at 1.00pm and welcomed those in attendance.

2 RECORD OF ATTENDANCE & APOLOGIES**2.1 Attendance**

Cr Carmel Boyce	-	Councillor (Chairperson)
Cr Janice Dow	-	Councillor (Proxy)
Cr Patricia Perks	-	Councillor
Mr Mark Chester	-	Chief Executive Officer
Mr Luke Botica	-	Director Engineering & Development Services
Mr Phil Anastasakis	-	Director Corporate and Community Services
Mr Ben Jordan	-	Manager Eaton Recreation Centre
Mr Mick Saunders	-	Manager Assets
Mr James Reilly	-	Project Development Engineer

Observer

Mr Michael Prosser	-	Citygate Properties
Cr Danny Harris	-	Councillor
Cr James Lee	-	Councillor [1.04PM]

2.2 Apologies

Cr Michael Bennett	-	Shire President
Ms Lee Holben	-	Manager Community Services

3 MINUTES OF PREVIOUS MEETING**4.1 Eaton Skate Park, ERC Courts And Car Park Working Group Meeting Held 14 February 2018****EATON SKATE PARK, ERC COURTS AND CAR PARK WORKING GROUP COMMITTEE RESOLUTION**

ESPCP 01-18 MOVED - Cr Patricia Perks SECONDED - Mr Luke Botica

THAT the Minutes of the Eaton Skate Park, ERC Courts And Car Park Working Group Meeting held on 20 February 2018, be confirmed as true and correct subject to no corrections.

CARRIED

4 REPORTS

4.1 Review of Potential Skate Park Sites

Reporting Officer: Mr Ben Jordan – Recreation Centre Manager

Background

At the meeting of the Eaton Skate Park, ERC Courts and Car Park Working Group held 14 February 2018 the following was determined:

The working group discussed in length the report and the possible options available for the location of a new Skate Park including the Pratt Road area near Eaton oval. These options were;

1. *Triangle parcel of land on the eastern side of Glen Huon Oval (between football and softball, below the two proposed outdoor courts);*
2. *Area to the north/northeast of the new Glen Huon Playground (near proposed carpark location). This would require use of a portion of the proposed car park;*
3. *Vacant land parcel to the south of the Eaton Recreation Centre carpark;*
4. *Land parcel located near Hands Avenue, other side of Eaton Drive, and*
5. *Pratt Road, Eaton Oval.*

Staff would investigate the five options and provide a summary of positives and negatives for each location and report back to the Chief Executive Officer by Wednesday 14 March 2018.

The following detail was presented to the Chief Executive Officer and is now being presented to the Working Group for further discussion and acceptance in order to establish a recommendation to move forward with the project planning.

Officer Comment

- Potential Sites SWOT Analysis

A staff sub working group consisting of Mrs Lee Holben - Manager Community Services, Mr Phil Anastasakis - Director Corporate & Community Services; Mr James Reilly – Project Development Engineer and Mr Ben Jordan – Recreation Centre Manager, conducted a site analysis of the five potential/proposed locations with the findings presented as a SWOT analysis.

Eaton Skate Park Site SWOT Analysis

Proposed Area 1.

Triangle parcel of land on the eastern side of Glen Huon Oval (between football and softball, below the two proposed outdoor courts);



Strengths

- There is sufficient land to create a significantly sized facility.
- The site is in the Glen Huon precinct
- An existing Car park at ERC and Softball Club rooms is available to service parent visitors.
- There is access to ERC facilities during opening hours (toilets, drinking fountain, and kiosk).

Weaknesses

- The site is located off the footpath/road, and although on the Glen Huon oval, is tucked to the side of the Recreation Centre.
- There is reduced passive surveillance from passers-by.
- Potential security issues around the area at night.
- Although there is access to facilities at ERC, it is limited on the weekends/public holidays relative to ERC opening hours and closed events to the general public.
- The site is slightly separated from the town Centre
- Is located on grassed space that could potentially be utilised for sports/ECC/warm ups etc., especially when trying to reduce wear on the oval playing surface (note; if two courts are located adjacent to ERC courts this will also have the same impact).

Opportunities

- There is the potential to run programs which could lead to an increase in retail sale items at ERC.
- Youth and children could make use of the skate park while parents/siblings watch/participate in activities on the oval or recreation centre.
- Potential to combine construction elements with potential ERC courts (some shared retaining?)
- Could be potentially used in ERC programming.

Threats

- The site location could attract unsavoury youths after hours to/around ERC and ECC.
- Potential to impact ERC customer parking availability.
- Close to ERC crèche outdoor area which youths could be attracted to break into, or conflict with during school holiday/crèche opening times.
- Potential additional ground works cost due to the site condition.
- Parents can't supervise their children from the vehicles which may limit parents bringing children (conversely could result in parents being more engaged while children at the park).
- Potentially be in the driving zone from softball.

Proposed Area 2.

Area to the north/northeast of the new Glen Huon Playground (near proposed carpark location). (Refer to Appendix ESCCWG 4.1); This would require use of a portion of the proposed car park



Strengths

- The site is close to the town Centre and new Library facility.
- The area has good passive surveillance.
- Parking to be located nearby, with the skate park potentially visible from the parking area.
- Would form part of an inclusive site for the whole family when linked with the existing new playground.
- A water fountain and picnic facilities already exist on the site.

Weaknesses

- Would require reducing the size of the planned car park to service the football oval and playground.
- The site would be limited to approximately 750m² to the north of the playground.

- May bring unsavoury youths/language in close proximity to parents and younger children on the playground
- Potential for skate park users to overrun the playground footpaths and picnic areas as part of their track/exercise area creating conflict.
- Would require toilet facilities to support (note: current playground also requires facilities which would be a shared resource.
- Lighting the skate park may require the playground to be lit also in order to prevent dark spots, or by community demand due to the skate park being done.

Opportunities

- Youth and children could make use of the skate park while parents/siblings watch/participate in activities on the oval, visit the new library and/or Shire office or shopping centre.
- Toilets could be incorporated into the new Shire building with an external entry to support playground and skate park.
- CCTV could be incorporated into the new Shire building to watch over the skate park and playground
- Night lighting the skate and playground area could increase usage/access to the playground area for families.

Threats

- Potentially be in the driving zone from softball games (softball has plans to address - already an issue for playground/picnic area.
- Car park could potentially become unavailable during oval match day events.

Proposed Area 3.

Vacant land parcel to the south of the Eaton Recreation Centre carpark;

**Strengths**

- Located on transport route, not too far out of the Town Centre.
- Sufficient space available.
- Surrounded by existing car parking and path network.

Weaknesses

- Limited passive surveillance, particularly out of school hours.
- Is in close proximity to homes and retirement accommodation.
- Brings youth to the college area out of hours, potential security concerns.
- Increased distance to access toilet and kiosk facilities at ERC, also dependant on ERC opening hours for access.
- Site identified as expansion for ERC/ECC car park.

Opportunities

- Could be incorporated into college activities.

Threats

- Potential to impact ERC customer parking availability during peak times.

Proposed Area 4.

Land parcel located near Hands Avenue, other side of Eaton Drive

**Strengths**

- Is located in close proximity to the town Centre.
- Land has limited alternate use (once road realignment occurs).

Weaknesses

- Site is close to residential homes.
- There is limited passive surveillance.
- Would require crossing Eaton Drive to access from the town centre, and although lights are planned, there is significant potential that youths will venture straight over Eaton Drive at the closest point and not access the lights.
- Would require toilets, drinking fountains and other associated facilities.

Opportunities

- Could utilise trees for natural shade

Threats

Proposed Area 5.

Pratt Road, Eaton Oval – Near Cricket nets.

**Strengths**

- Significant area available, potential adjacent options.
- Car Parking available at cricket club rooms.
- Relative close proximity to retail outlets.
- Access to toilets at foreshore playground.

Weaknesses

- Away from the town Centre - not central to Eaton's population.
- Potential issues with proximity to cabin park residents.
- Loss of an asset in the town centre to occupy youths who meet centrally or are attracted to the activity in and around the shopping centre and recreation centre.
- Being isolated from the major activity area could raise security concerns for some users/parents.
- Limited passive surveillance.

Opportunities

- Youth and children could make use of the skate park while parents/siblings watch/participate in activities on the oval.

Threats

- Potential to be underutilised as could require parents to drop children off rather than being able to make their own way there.

In addition to completing the SWOT analysis the sub group also ranked the sites as preferred locations, taking into consideration;

- The constraints;
- Accessibility;
- Additional services required in support of; and
- The ability of the sites to be able to provide an inclusive, safe and enjoyable park for the community.

The assessment of the staff sub working group was that the preferred location for the relocated skate park is the site to the north/adjacent to the new playground on Glen Huon Oval (Option 2 in the SWOT table).

The major elements that led to this determination were;

- its proximity to the Town Centre and therefore accessibility to the whole community;
- the significant level of passive surveillance offered to/at the site;
- the ability to integrate the skate park with the playground creating an activity zone for the whole family; and
- the potential to link services and facilities with the future Shire building and town square, (i.e. incorporating toilet facilities and placing CCTV cameras on the Shire building to overlook the park, programming events, etc.).

It was felt that not only could a good facility be built in this location, it would achieve high levels of usage, with children and youth being able to easily access the area by themselves and/or around other family activities on the oval, recreation centre, Shire offices or shopping centre precinct.

In discussion with Troy Jones, Department for Sport and Recreation Manager South West, the location received his in-principle support, with a prominent site (presence in the community and passive surveillance) and linkage with playgrounds being two significant factors they recognise with skate park developments. The playground site isn't isolated or tucked away therefore, there is less likelihood of antisocial behaviour which along with an accessible location encourages greater family participation.

The major consideration with the playground site is that the construction of the skate park would require a compromise in the size of the car park originally planned for the area. With the skate park sharing the site, this would reduce the space of the car park to approximately 600m² or 22 bays. Despite the reduction, it is felt that the end resultant capacity of the car park coupled with the existing parking at the football pavilion, space/bays available at the softball diamond number two car park (yet to be sealed), and the new parking bays to be located in front of the future Shire building, there will be sufficient parking for the needs of all concerned.

The total area available for the skate park at this site is approximately 1,050m², and by reference the existing skate park is approximately 450m², therefore the new site allows for significant growth in the size of the facility to increase the range of options for all users. Consideration was given to extending the site further behind the playground, however it was felt this may be impacted or impact activities on the oval and therefore instead a section of path incorporating different elements for interaction could be run behind the playground. This path would provide a fun element for youth/children traveling to and from the park, connecting with the footpath leading back to Recreation Drive and the retail outlets on the south eastern side of Eaton Fair.

The second ranked site by the sub working group was the triangle shaped parcel of land located on the eastern side of Glen Huon Oval between the Eaton Recreation Centre, the AFL oval and softball field (Option 1. in the SWOT table).

The positives of this site are;

- It maintains relative close proximity to the town centre;
- Has access to ERC facilities such as toilets, drinking fountain and kiosk during Centre opening hours; and
- There is a significant sized parcel of land to utilise.

The main negatives for this site however, relate to it being;

- Slightly isolated from passive surveillance and the car park;
- Could potentially have a negative safety/security impact on the immediate area;
- The site does have limited linkage with the town square and playground thus would create separate activity zones instead of one inclusive area; and
- There is the consequence of losing more grassed space which could potentially be utilised for load sharing (primarily AFL off the game surface), team warm ups, or programming/use on the oval.

The remaining three sites where ranked equally, all being considered not desirable options primarily due to their impact on local residents, and/or accessibility concerns from traffic and/or the location affecting users (significantly children) getting to and from the sites.

The SWOT analysis and playground site recommendation were presented to the Shire's Development Control Unit (DCU) for discussion. Officer comments arising from the DCU suggested that the resultant parking area from the development of the skate park at the playground site would be sufficient for the needs of the area given the existing and future planned parking.

Concern was raised for major events at Glen Huon Oval (such as a WAFL or preseason AFL game attracting 12,000 spectators) however, with an event such as this, a parking management plan would need to be developed that would potentially provide a parking alternative away from the oval with spectators being transported to the town centre.

Should the playground site be the desired location, it will require a development application to be prepared and submitted to the Council for assessment. Officers would advertise the matter publicly prior to a report being prepared and presented to Council for determination with the approval process likely to take approximately 8 weeks.

Officer Recommendation

To progress this project, the working group are encouraged to recommend a preferred placement of the future skate park to Council. With this recommendation, Council can then instruct staff to begin the process of preparing and advertising the development application for community consideration.

With the Skate Park site determined, the working group will then have clear understanding of the impact the skate park location may have in the decision making for the remaining projects - ERC Courts & Parking.

Note: Mr Michael Prosser, Citygate Properties joined the meeting [1.01pm].

Discussion:

The working group discussed the size and the fencing of the proposed area, together with the future lighting options for the skate park.

Note: Cr. J Lee joined the meeting [1.04pm].

Further discussion was undertaken on the funding of the project and the Chief Executive Officer, Mr Mark Chester provided the working group with information on the funding breakup, including the Shires contribution together with possible grant funding opportunities through the Department of Sport and Recreation Community Grants fund and Lotterywest.

Cr Perks queried the construction time frame and requested if it was possible that the construction phase of the project overlap between the establishment of the new skate park and the decommissioning of the old one.

Chief Executive Officer, Mr Mark Chester advised that the construction of the new skate park is proposed to be undertaken prior to the future developments of the area.

**EATON SKATE PARK, ERC COURTS AND CAR PARK WORKING GROUP
COMMITTEE RESOLUTION**

ESPCP 02-18 MOVED - Cr Janice Dow SECONDED - Cr Patricia Perks

THAT the Eaton Skate Park, ERC Courts and Car Park Working Group recommend to Council that:

- 1. The site located between the Football pavilion and new playground on Glen Huon Reserve be identified as the preferred location for the future skate park as indicated in Appendix ESCCPWG 4.1.**
- 2. Council instructs the Chief Executive Officer to commence the development application process for the site, including a modified car park and skate park.**

CARRIED

5. CLOSURE OF MEETING.

The next Eaton Skate Park, ERC Courts and Car Park Working Group is to be advised.

There being no further business the meeting closed at 1.27pm.



SHIRE OF DARDANUP**MINUTES OF THE SHIRE OF DARDANUP EATON BOWLING CLUB REDEVELOPMENT WORKING GROUP MEETING HELD ON FRIDAY, 1 JUNE 2018, AT EATON BOWLING & SOCIAL CLUB, COMMENCING AT 11.00AM.****1 OPENING**

Acting Chief Executive Officer, Mr Luke Botica opened the meeting at 11.05am and welcomed those in attendance.

2 RECORD OF ATTENDANCE & APOLOGIES**2.1 Attendance**

Cr Tyrrell Gardiner	Elected Member [11.10am]
Cr Carmel Boyce	Elected Member
Mr Les Brook	President – Eaton Bowling and Social Club Inc
Mr Paddy Papalia	Vice President - Eaton Bowling and Social Club Inc
Mrs Anne Whyatt	Vice President - Eaton Bowling and Social Club Inc
Mr Kerry Edwards	Secretary - Eaton Bowling and Social Club Inc
Mr Luke Botica	Director Engineering & Development Services / Acting Chief Executive Officer
Mr Phil Anastasakis	Director Corporate & Community Services
Mr James Reilly	Project Development Engineer
Mrs Cecilia Muller	Principal Planning Officer
Mrs Peta Nolan	Executive Governance Officer

2.2 Apologies

Mr Mark Chester	Chief Executive Officer
Mr Clayton White	Department of Local Government, Sport and Cultural Industries
Steve Potter	Manager Development Services

2.3 Observer

Cr Mick Bennett	Shire President
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3 ELECTION OF CHAIRPERSON & DEPUTY CHAIRPERSON**3.1 Election of Chairperson**

Nominations for the position of Chairperson are to be given to the Acting Chief Executive Officer who will be the Presiding Officer for the election [forms available from the Presiding Officer].

The position of Chairperson will expire on the October 2019 being the date of the next ordinary election Local Government Act 1995 2.28(2) Item 12.

The nominee is to accept the nomination to the position of Chairperson.

If more than one person is nominated, voting is to be conducted by secret ballot, with the candidate that receives the greater number of votes being elected.

Discussion:

Cr. Tyrrell Gardiner was nominated for the position of Chairperson by Cr. C N Boyce. In his absence Cr. C N Boyce advised that Cr. T Gardiner had expressed that he would accept the nomination.

As there were no other nominations Cr. T Gardiner was declared as Chairperson.

Acting Chief Executive Officer, Mr Luke Botica continued to Chair the meeting in the absence of Cr. T Gardiner.

3.2 Election of Deputy Chairperson

Nominations for the position of Deputy Chairperson are to be given to the Chairperson in writing [forms available from the Presiding Officer].

The position of Deputy Chairperson will expire in October 2019 being the date of the next ordinary election Local Government Act 1995 2.28(2) Item 12.

The nominee is to accept the nomination in writing to the position of Deputy Chairperson.

If more than one person is nominated, voting is to be conducted by secret ballot, with the candidate that receives the greater number of votes being elected.

Discussion:

Mr Paddy Papalia was nominated for the position of Deputy Chairperson by Mr Kerry Edwards. Mr P Papalia accepted the nomination.

As there were no other nominations Mr P Papalia was declared as Deputy Chairperson.

DECLARATION

Following due process as per Section 5.12 and Schedule 2.3 of the Local Government Act 1995 the following people are declared:

Cr. Tyrrell Gardiner - Chairperson

Mr. Paddy Papalia - Deputy Chairperson

of the Eaton Bowling Club Redevelopment Working Group

5 REPORTS

5.1 Terms of Reference

Reporting Officer: Mrs Peta Nolan – Executive Governance Officer

Officer Comment

The Terms of Reference for the working group is appended at (Appendix RCOWG: 5.1). The Objectives and Outcomes of the working group are as follows:

Council has established this Working Group to develop the project scope and designs for the redevelopment of the Eaton Bowling Club Building and report to the Eaton Sports Committee.

Note: Cr. T Gardiner joined the meeting and assumed the Chair [11.10am]

EATON BOWLING CLUB REDEVELOPMENT WORKING GROUP RESOLUTION

EBCRWG MOVED - Cr. C N Boyce SECONDED - Mr Les Brookes
01-18

THAT the Eaton Bowling Club Redevelopment Working Group [EBCRWG] recommend that Council adopt the Terms of Reference for the EBCRWG:

*INSTRUMENT OF APPOINTMENT & TERMS OF REFERENCE - 2018
EATON BOWLING CLUB REDEVELOPMENT WORKING GROUP*

1. INTRODUCTION

The Council of the Shire of Dardanup (the "Council") establishes this working group under the powers given in Section 5.8 of the Local Government Act 1995, the working group to be known as the Eaton Bowling Club Redevelopment Working Group, (the "Working Group").

The Council appoints to the Working Group those persons to be members of the Working Group by resolution of Council. Membership of the Working Group shall, unless otherwise specified, be for a term ceasing on the day prior to local government elections are held. Council may appoint members for a further term at the next available meeting following the elections.

The Working Group shall operate through Council in accordance with provisions of the Local Government Act 1995, local laws and the policies of the Shire of Dardanup and this Instrument.

Where employees of the Shire are to be members of the Working Group, the Council resolution to establish the Working Group is to state the number of officers and that the officers are to have equal voting rights at the Working Group meetings.

2. NAME

The name of the Working Group is the "Eaton Bowling Club Redevelopment Working Group".

3. OBJECTIVES - GENERIC

The following objectives are generic to all Council committees or working groups:

- a) *To consider, advise and assist the local government in performing specified functions or fulfilling required responsibilities within its district;*
- b) *Where appropriate, to liaise with relevant agencies and other persons in the development, review and testing of Council policy and strategic objectives;*
- c) *To carry out research and other activities as directed by the Council or prescribed by the regulations; and*
- d) *To fulfil the objectives and/or undertake the specific tasks as a Committee of Council specified in Section 4 – Committee Objectives - Specific.*

(Details of tasks to be endorsed by Council by resolution when the committee is established or as amended from time to time).

4. COMMITTEE OBJECTIVES - SPECIFIC

Council has established this Working Group to develop the project scope and designs for the redevelopment of the Eaton Bowling Club Building and report to the Eaton Sports Committee.

5. MEMBERSHIP

If at a meeting of Council to make an appointment to a working group:-

- a) *The Council resolves to nominate no more than four elected members as members for the working group for a period of two years or until the next ordinary Council election, the four elected members shall be members of the working group.*

The elected members forming part of the working group are:

- *Cr. C N Boyce;*
- *Cr. T Gardiner*

- b) *The Council resolves to nominate four members from the Eaton Bowling and Social Club Inc.*

The members forming part of the working group are:

- *Club President,*
- *Club Vice-President x 2*
- *Club Secretary*

The Eaton Bowling and Social Club Inc. President, or a nominated proxy, to represent the Club on the Eaton Sports Committee.

- c) *The Council has not resolved to nominate any deputy members to the working group.*
- d) *The Council resolves to appoint officers to the working group then the Chief Executive Officer is to nominate the officers; the officers nominated shall be non - voting advisory members of the working group as follows:-*

- *Director Engineering & Development Services – Mr Luke Botica*
- *Director Corporate & Community Services – Mr Phil Anastasakis*

- *Manager Development Services – Mr Steve Potter*
- *Project Development Engineer – Mr James Reilly*
- *Manager Community Services – Ms Lee Holben*
- *Executive Governance Officer – Peta Nolan*

- e) *A member retains membership of the committee until; the person no longer holds office by virtue of which the person became a member, the person resigns, the working group is disbanded, the local government removes the person from office; or the next election date.*

6. PRESIDING MEMBER

The Working Group shall appoint a Presiding Member to conduct its business in accordance with the provisions of Schedule 2.3. The Presiding Member shall ensure that minutes of the proceedings are kept and that business is conducted in accordance with the Shire of Dardanup Standing Orders. The CEO or delegated nominee will attend the first meeting to conduct the election of the Presiding Member or at a subsequent meeting if a new Presiding Member is to be elected.

7. MEETINGS

- 7.1 *The Working Group shall meet as business relevant to the working group dictates or as resolved by the Working Group.*
- 7.2 *Notice of meetings including an agenda shall be given to members at least 3 days prior to each meeting.*
- 7.3 *The Presiding member shall ensure that detailed minutes of all meetings are kept and shall, not later than 5 days after each meeting, provide the members and Council with a copy of such minutes.*
- 7.4 *The minutes of the meeting are to be included in the next available ordinary meeting of Council agenda through an Officer's Report, where consideration of the recommendations will be included; where there are no recommendations the minutes are to be included in the Council agenda to be received by Council.*
- 7.5 *All members of the Working Group shall have one vote. If the vote of the members present are equally divided, the person presiding is to cast a second vote.*

8. QUORUM

Quorum for a meeting shall be at least 50% of the number of voting offices, whether vacant or not. A decision of the Working Group does not have effect unless it has been made by a simple majority.

9. DELEGATED POWERS

9.1 General Powers

The Working Group has the power to co-opt persons to attend the Working Group meetings from time to time to assist the Working Group in its functions, but does not have the power to appoint members to the Working Group. Co-opted persons do not have voting rights.

The Working Group shall seek the advice of the Chief Executive Officer prior to co-opting persons to assist the working group. The Chief Executive Officer

shall be responsible for advising the co-opted persons of the invitation and the reasons for the invitation in writing.

9.2 Specific Powers

The Working Group has no specific powers under the Local Government Act and is to advise and make recommendations to Council only through an Officer's Report.

10. TERMINATION OF WORKING GROUP

Termination of the Working group shall be:

10.1 *in accordance with the Local Government Act 1995; or*

10.2 *at the direction of Council; or*

10.3 *on the specified date.*

11. AMENDMENT TO THE INSTRUMENT OF APPOINTMENT AND DELEGATION

This document may be altered at any time by the Council on the recommendation of the Working Group, or by Council after giving 14 days' notice to the Working Group.

12. WORKING GROUP DECISIONS

Working Group decisions shall not be binding on Council in any circumstance.

13. HISTORY OF COUNCIL RESOLUTION ESTABLISHING THE WORKING GROUP

The Council Working Group was established by resolution 11-18 of the Shire of Dardanup Ordinary Meeting of Council held on the 24 January 2018.

14. OFFICER(S) RESPONSIBLE FOR MANAGEMENT OF THE WORKING GROUP

The Chief Executive Officer shall appoint an officer relative to the Working Group's Terms of Reference to manage the working group. In normal circumstances this is the Director Engineering & Development Services.

The appointed officer shall provide the secretarial support through his/her Service Area.

CARRIED

5.2 Project Summary Discussion

Reporting Officer: Mr James Reilly – Project Development Engineer

The Project Summary is attached at (Appendix EBCRWG 5.2) for information.

RECEIVED

5.3 Building Location Discussion

Reporting Officer: Mr James Reilly – Project Development Engineer

Officer Comment

The Project Summary identifies three potential locations for the new building.

Option 1 shows the building closer to the river on Pratt Road. If this is the preferred option traffic modelling and extensive community consultation will be required to determine if this is an acceptable option.

Options 2 and 3 will have the building fully contained within the reserve and progression to concept plan development can occur once a scope of works has been agreed.

Discussion:

Club Secretary, Mr K Edwards asked the Shire staff how long Option 1 would take to complete. Project Development Engineer, Mr James Reilly advised that it would take some time to undertake traffic studies and community consultation to consider the road closures. He suggested that the Committee would need to allow for a minimum of twelve months for the planning, design and approvals for the project. Mr J Reilly advised there would not be additional costs for traffic studies and these studies would be included in other projects currently requiring traffic studies in the area.

Acting Chief Executive Officer, Mr Luke Botica explained the concept of the road closure proposal. He advised that there is currently a large number of vehicles travelling along Pratt Road at high speeds. The Shire receives regular complaints about this road. Another option for traffic to travel into Eaton is via Hamilton Road. The thinking behind the proposal is if the Shire were to divert traffic to Hamilton Road via Foster Street and Eagle Crescent, Pratt Road could then be closed. This needs traffic modelling and will have benefits for the area. The proposed section for closure would be between Foster Street and Bobbin Street.

The closure of Pratt Road will allow for the Bowling Club to move closer to the River. Some development ideas include the opportunity for a restaurant/café in the development. In the Eaton Foreshore Master Plan there is a café restaurant in the plan for the long term, however this site is in a floodway and therefore may not be the ideal spot.

Mr L Botica advised that there is an opportunity for the Shire, in partnership with the Eaton Bowling Club, to consider turning the Bowling Club into something bigger.

Mr L Botica also advised that under the Land Administration Act there is a process. Once Council considers and endorses the idea, the Minister for Lands then needs to approve the proposal. This process can be a lengthy process possibly greater than 12 months.

Cr. M Bennett stated that since Mick Murray has given two million for a community hub he is supporting a facility that is a multi-purpose. He advised

not to get too focused on residents who may not support the concept as there will also be others who will support the project.

Cr. M Bennett advised that, in the long term, Estuary Drive may be closed so consideration of the future is recommended.

Mr K Edwards advised that it is very appealing to have river views and the proposal of Option 1 should be considered.

Cr. M Bennett advised that whilst the road closure and development planning is occurring work can start on the design of the building. He also advised that the Council budget and its decision making process for the project will also need time to allow for financial considerations.

Club Treasurer, Mr Paddy Papalia advised that the building is getting very run down, quickly, so it is preferable to move on the planning as soon as possible.

Mr L Botica also advised that the road does not need to be closed to get the building closer to the river, although this would be preferable. Another option is to raise the building and move it closer to the road.

Principal Planning Officer, Mrs Cecilia Muller advised that from a planning perspective, the northern boundary of the road would be the limit to moving the building closer to the river.

Mr J Reilly advised that the Geotechnical study reported that one metre of fill would be required to improve the ground conditions for the new building.

Club President Mr Les Brook advised that he does not believe a building refurbishment is an option for consideration. Club Vice President, Mrs Anne Wyatt agreed and advised that club members are aware that there will not be a refurbishment.

Cr. C N Boyce asked, if the road could not be closed, are there other traffic calming options that could be considered. Mr L Botica advised that there are options to narrow the road and install traffic calming treatments.

Following further discussion it was agreed that Option 1, as outlined above is the preferred option.

Mrs C Muller advised that from a planning point of view, if the road is closed there will need to be a Development Application for the project which will take 60-90 days. Applications could potentially be run concurrently.

Mr L Botica advised that the traffic modelling would be the first stage and the Shire will commence this in conjunction with the other projects in the area.

ACTION 1-18:

Director Engineering & Development Services, Mr L Botica to arrange for the traffic modelling for the Eaton Bowling Club Redevelopment to be undertaken.

The next meeting agenda item would be to commence the building design. There was further discussion about the building design and cost considerations. Mr J Reilly advised that the softball building cost \$1.75 million which included a commercial kitchen, bar, function room, toilets etc. Prior to the next meeting the working group will need to consider the size of the building and their requirements. A visit to the softball facility can be arranged for interested Bowling Club Members.

Mr J Reilly also advised that the design of the Halls Head Bowling Club Facility as provided in the Project Summary is estimated to be at a cost of approximately \$4.25 million. It was agreed that the Halls Head design is ideal however could be reduced in size to suit financial considerations.

It was noted that there is no additional funding to the \$2 million grant at this stage.

Mr P Papalia advised that he believed that the Club would not want any size smaller than the current building. Mr J Reilly advised that the same size building would cost approximately \$3 million.

Director Corporate & Community Services, Mr Phil Anastasakis advised that Clubs can take out self-supporting loans and this may be an option for the Bowling Club. Mr L Brook advised that a self-supporting loan is not a preferred option for the Club at the moment. They would prefer to explore other options of funding.

Mr P Anastasakis advised that Shire staff could enquire about funding options for this project. He also advised that generally funding agencies support facilities that are multi-purpose.

ACTION 2-18:

Director Corporate & Community Services, Mr P Anastasakis investigate additional funding options for the Eaton Bowling Club Redevelopment Project.

There was discussion about multi-purpose opportunities for the Eaton Bowling Club. These included a recent application received from the Bunbury Electric Car Club which would bring in approximately eighty additional members. There are other groups that could use the facility also and the Club is currently sourcing these opportunities.

Currently, the Bootscooters use the facilities and this group consists of fifty members.

Mr L Brook advised that membership would increase with improvements to the building and, with improvements in accommodation at the caravan park, this would complement any competitions the club may hold.

Mrs A Whyatt advised that there are multiple opportunities for larger bowling events, including zone events and competitions. There are also events that occur such as the National Police Competition who do like a country venue.

Mr P Papalia asked how the Club should go about requesting funding from Council. Cr. M Bennett advised that Council is looking to raise the standard of community facilities within the Shire. This building would be considered as part of this Council program.

5.4 Project Timeline Discussion

Reporting Officer: Mr James Reilly – Project Development Engineer

Officer Comment

Following discussion regarding the Building Location at Item 5.2, it is suggested that the group discusses the project timeline.

Discussion:

As discussed previously, Mr L Botica advised that traffic modelling would commence as the first stage of planning.

Whilst this is being undertaken it was agreed that members would work on planning for the design of the building.

The working group would need to allow twelve to eighteen months for the planning and development phase of the project.

ACTION 3-18:

Eaton Bowling Club members to visit the Eaton Softball Club Facility and work on their requirements for the building design to be discussed at the next meeting.

6. CLOSURE OF MEETING.

The next Eaton Bowling Club Building Redevelopment Working Group meeting to be held Thursday 26 July 2018, commencing at 9.30am at the Eaton Bowling Club.

There being no further business the meeting closed at 11.51am.

SHIRE OF DARDANUP

MINUTES FOR THE SHIRE OF DARDANUP ROADWISE COMMITTEE MEETING HELD ON THURSDAY 7 JUNE 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 3.30 PM.

1	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS
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The Chairperson, Mr Ken Lowth, declared the meeting open at 3.30pm, welcomed those in attendance and referred 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

Mr Ken Lowth	Chairperson
Cr Peter Robinson	Elected Member
Cr James Lee	Elected Member
Cr Janice Dow	Elected Member [4.27pm]
Cr Patricia Perks	Elected Member
Mr Luke Botica	Director Engineering & Development Services
Mr John Herbert	Main Roads WA
Mr Cedric Getley	South West Cycling Community
Mrs Peta Nolan	Executive Governance Officer

Observers

Ms Nicky Smith	Regional Road Safety Adviser
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2.2 Apologies

Mrs Jill Cross	Community Member
Mr Sam Stubbs	Engineering Technical Officer
Ms Caitlyn Bassett	Main Roads WA

3. PETITIONS/DEPUTATIONS/PRESENTATIONS

3.1 School Drug Education & Road Aware Program

Ms Lisa Gartrell from School Drug Education and Road Aware (SDERA) will present the SDERA program to the Committee.

Note: Mrs Gartrell was unable to attend and make the presentation.

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4.1 Roadwise Committee Meeting Held 5 April 2018

OFFICER RECOMMENDED RESOLUTION & ROADWISE COMMITTEE RESOLUTION

RW 07-18 MOVED - Cr. P R Perks SECONDED - Cr. P Robinson

THAT the Minutes of the Roadwise Committee Meeting held on 5 April 2018, be confirmed as true and correct subject to no corrections.

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

None.

8 REPORTS OF OFFICERS AND COMMITTEES

8.1 Title: Safe Road Use - School Road Safety Education

Executive Governance Officer – Mrs Peta Nolan Comment

At its last meeting the Committee discussed the large number of programs provided to schools by other organisations and there remained the question as to what role the Committee could play in the promotion of road safety in schools and that further discussion would be had once the SDERA presentation was heard.

It has been some time since all local schools have been contacted regarding the Dardanup Roadwise Program and it is suggested that correspondence is forwarded to the schools advising of the Roadwise Committee and its functions.

OFFICER RECOMMENDED ACTION

The Committee continue to work with SDERA and encourage the participation of the SDERA program in local schools.

OFFICER RECOMMENDED ACTION

Executive Governance Officer, Mrs Peta Nolan write to the local schools advising of the Dardanup Roadwise Committee and its functions and advising that the Committee is available to assist schools where possible and as requested.

Discussion

Executive Governance Officer, Mrs P Nolan advised that she believed that Lisa Gartrell was on leave and therefore has not been able to be contacted. Mrs P Nolan suggested that the Committee continue to work with SDERA and wait for the opportunity for the SDERA presentation to arise in the future.

Mrs P Nolan advised that it had been some time since the Roadwise Committee contacted local schools and therefore it was suggested that a letter be written to the schools outlining the Roadwise Committee and its functions.

There was general discussion about the contents of the letter to ensure that there is clarity of the availability of Roadwise to assist mainly as a capacity building program for schools.

Regional Road Safety Adviser, Mrs N Smith advised that the Roadwise program has school resources, eg. there is a safety guidelines kit around parking and schools. It was also suggested that we advise the schools of our School representative in Bev Fortescue from the Dardanup Primary School.

ACTION 05-18

The Committee continue to work with SDERA and encourage the participation of the SDERA program in local schools.

ACTION 06-18

Executive Governance Officer, Mrs Peta Nolan write to the local schools advising of the Dardanup Roadwise Committee and its functions.

8.2 Title: Roadwise Road Safety Advisor – South West Report

Please find attached the report provided by the Roadwise Road Safety Advisor (Appendix RW: 8.2)

For Information.

Discussion:

Regional Road Safety Officer, Mrs Nicola Smith, advised that the current fatalities total is 15 for the South West Region.

Mr Ken Lowth queried the statistics asking why there are no statistics available for the 2016 and 2017 years. Mrs N Smith advised that WALGA can only report on the information that is available to them and this data is not available.

Mrs N Smith tabled the flyer for the 2018 Local Government Road Safety Awards and encouraged Dardanup to nominate. She advised the nomination could be a local government or a Roadwise Committee project. Nominations close on Friday 27 July 2018.

8.3 Title: Closure of Harris Road to Cyclists

As advised to the Committee by email the above matter was considered by Council at its meeting held on 9 May 2018, whereby it was resolved [Res 120-18] -

"THAT Council:

- 1. Does not proceed with the proposed closure of Harris Road to cyclists.*
- 2. Acknowledges that the upgrade of Harris Road is being progressed through the Regional Road Group and the Shire's Forward Capital Works Programs.*
- 3. As an interim safety measure, installs shared road use signs on Harris Road similar in style to those installed on Ferguson Road, to be installed at the Shire Boundary and at the Martin Pelusey Road intersection.*
- 4. Request Main Roads WA to review the speed limit on Harris Road.*
- 5. Request that cyclists ride single file on Harris Road."*

Governance Officer – Mrs Peta Nolan Comment

Correspondence has recently been forwarded to Main Roads WA to request a review of the speed limit on Harris Road. The Committee will be notified of the outcomes following the receipt of a response.

A design of the draft shared road use sign has been prepared and is attached at (Appendix RW: 8.3)

OFFICER RECOMMENDED ACTION

As per the Council Resolution Item 3, with the design as approved by the Roadwise Committee, that the shared road use signs be fabricated and installed on Harris Road.

Discussion

Main Roads WA representative, Mr John Herbert advised that there are new forms for local governments to complete when requesting a reduction in the speed zone to Main Roads WA.

Mr Cedric Getley advised that on the morning of the Council Meeting when Harris Road was discussed he undertook a personal traffic audit of vehicles on Harris Road. He advised that one thing that he did notice is that most of the trucks were travelling no more than 60km/h on this road.

Cr. P Robinson asked Mr C Getley if he had any concerns for the safety of cyclists. Mr C Getley advised that there is no concern from cyclists about speed on this section of Harris Road. He advised that the real concern for safety is not within the Shire of Dardanup boundary.

Cr. P R Perks suggested that we ask the City of Bunbury to place extra signage on Harris Road within their boundary. Mr C Getley agreed and advised that he believes the initial signage should be at the Picton Road end

of Harris Road. Mr L Botica suggested that the Council pays for two signs and provide one sign to the City of Bunbury to install.

There was general discussion about the wording of the signage. Cr. J Dow requested that consideration be given to decreasing the amount of text. She suggested to delete the words Harris Road.

Mr L Botica advised that the cost for the signage will not be excessive and will be similar size to the Ferguson Valley Shared Use signage.

Mr C Getley suggested that the single file only be placed on the top to "grab" attention. Then on the next line there should be the shared used with the key users.

The Committee acknowledged that the law says cyclists can ride two abreast and therefore the signage would be an advisory sign not a regulatory sign.

Cr. P R Perks also stated that she believes that the sign should also address the truck drivers and other road users, not just focus on the cyclist's behaviour.

It was agreed that the final sign would state the following in order of lineage:

- Vehicle Graphics
- Shared use area
- (bicycle graphic) Single File Please (bicycle graphic)

ACTION 07-18

As per the Council Resolution Item 3, with the design as approved by the Roadwise Committee, that the shared road use signs be fabricated and installed on Harris Road. Director Engineering & Development Services, Mr L Botica work with City of Bunbury for the sign to be installed within the City of Bunbury boundary at the commencement of Harris Road.

At this time, Cr. J Lee raised concerns about the change in speed limits on the Forrest Highway. Note: This item was referred for discussion to Item 10.

Mr C Getley asked if there was any progress with investigating the electronic warning signs for vehicles to be aware that cyclists are using the road. He advised that when entering the road cyclists hit a switch with their hand as they cycle past to recognize that there is a cyclist currently using the road. Busselton are proposing a trial of a similar device.

ACTION 07-18

Director Engineering & Development Services, Mr L Botica to investigate the feasibility of the provision of electronic warning signs for cyclists on Harris Road.

8.4 Title: Roadwise Strategic Action Plan8.4.1 Road Safety Messages – Update*ROADWISE STRATEGIC PLAN ACTION 02-18:*

Mrs. J Cross to liaise with Mrs. N Smith and the Shire Variable Message Board Bookings Officer to collate a series of messages and make a booking for one week of every month to promote road safety through the variable message board on an ongoing basis,

Governance Officer – Mrs Peta Nolan Comment

Mrs Jill Cross and Mrs Nicky Smith have worked together with Shire staff to complete this action and the below messages have been included in a graphic design and trialled on the Variable Message Board.

- | | |
|-------------------------------------|-------------------------------|
| • Give bald tyres the flick | • Belt up and survive |
| Check your tread so you don't slip! | We want you alive! |
| • M8 The Call Can W8 | • We want to see your bike |
| Distracted Drivers are Dangerous! | So flick on your light! |
| • Don't drink and drive | • Fatigue is fatal |
| If you want to stay alive! | Drowsy drivers die! |
| • Reduce your speed | • Stick to the speed limit |
| So you don't push up weeds! | Slow down and enjoy the ride! |

Double Demerits notifications have also been included in the list.

To enhance the effectiveness of each message it has been suggested that a Communications Plan Calendar be prepared for the promotion of one of the abovementioned messages per month, and that a multi-media approach be undertaken with complimentary articles on the Shire's website and social media.

OFFICER RECOMMENDED ACTION

That Regional Road Safety Officer, Mrs Nicola Smith work with Mrs Jill Cross and Shire Staff on a Communications Plan Calendar for implementation.

Discussion:

Cr. J Lee commented that the messages turn over quite quickly and it is difficult to read and comprehend each message. It was suggested to leave each message on for a longer period of time. He also suggested to keep the fonts simple and straight forward.

ACTION 08-18

That Regional Road Safety Officer, Mrs Nicola Smith work with Mrs Jill Cross and Shire Staff on a Communications Plan Calendar for implementation.

8.4.2 Slow Down Consider Our Kids Bin Stickers

ROADWISE STRATEGIC PLAN ACTION 03-18:

Cr. J Dow to provide Slow Down Consider Our Kids stickers to the River Valley Primary School for surrounding residents.

Governance Officer – Mrs Peta Nolan Comment

Cr. J Dow has advised that she is currently working on this project with the River Valley Primary School however there has been some delay in the uptake of the program. Cr. Dow will continue to work on this project.

Discussion

Cr. J Dow advised that currently the stickers have not been installed and that she will continue to work on this project in the Burekup community.

There was extensive discussion regarding the various ways to distribute the stickers.

Mrs P Nolan advised that to ensure the stickers were distributed and applied effectively the state wide program suggests that a planned approach is implemented when selecting locations and applying the stickers. eg. stickers placed on multiple bins along a street and on the bins as per the dimensions. There are also methods of promoting the program within the community to raise awareness to complement the campaign.

Cr. P R Perks advised that she can speak with Cassie Fry from the Burekup community to see if she can assist with the campaign.

Mrs N Smith confirmed that it is good advice to do an awareness raising activity.

Cr. P Robinson suggested that Cr. J Dow approach the the Principal of the school for assistance.

8.4.3 Shire Fleet Safety

ROADWISE STRATEGIC PLAN ACTION 04-18:

Executive Governance Officer, Mrs. P Nolan to provide the Fleet Safety Kit to the Roadwise Committee for their consideration.

The Fleet Safety Kit has been provided to Committee Members by email.

ROADWISE STRATEGIC PLAN ACTION 05-18:

Executive Governance Officer, Mrs. P Nolan to refer information to relevant shire staff for Policy consideration.

Information regarding the Fleet Safety Policy and the Fleet Safety Kit has been forwarded to the Shire's Human Resources staff and the Senior OSH Co-ordinator for consideration.

For information.

Discussion:

Mrs N Smith advised that WALGA has developed the kit that provides best practice examples in this area. It has several principles to the program and available for the Shire of Dardanup to consider.

Mr Ken Lowth advised he has experienced where local governments have vehicles equipped with first aid kits, fire extinguishers and no mobile use signs etc. Mrs N Smith advised that each local government can implement some or all elements of the program.

8.5 Title: Review of the Geometry - Russell Road Rail Reserve Request – ARC Infrastructure.

See Roadwise Action RW03/18 in the Action Sheet below for actions to date.

Director Engineering & Development Services – Mr Luke Botica Comment

An Interface Agreement is currently in place between Arc Infrastructure (previously Brookfield Rail), MRWA and the Shire of Dardanup which outlines the responsibilities of each of the parties at a level crossing.

ARC Infrastructure has advised that the Shire is the Road Manager for Russell Road, and therefore responsible for the roadway. As the Road Manager for Russell Road, the Shire is responsible for the roadway, so in turn these proposed widening works.

Should the Shire wish to progress with the widening of the Russell Road level crossing, Arc will require a design for the proposed works showing the Scope of Works required within 3m of the rail line. Following receipt of this design, Arc would then prepare a costing for the Shire based on the Scope of Works.

The widening of the crossing and its approaches will require the works to be designed, estimated, include the involvement of ARC Infrastructure (in the immediate vicinity of the rail line) and then programming into the Shire's forward plans.

It should be noted that the Shire will be improving the roadside by extending an existing stormwater pipe and building out the embankment to accommodate a gravel roadside shoulder. Warning signage would also improve road safety at this crossing. This work will be undertaken as part of the Shire's road maintenance budget and can be undertaken at a relatively low cost compared to the full redesign and widening of the roadway.

It is suggested that the shoulder works and signage be undertaken initially and its effectiveness monitored. Should there still be safety concerns at the location, the Committee may then wish to nominate the location for a Road Safety Audit and subsequent application to the Black Spot Program to be arranged through the Shire.

Discussion:

It was agreed that as this project will be incorporated in the works program there was no further need for discussion at a Roadwise Committee level.

8.6 Title: Trial -WALGA Courtesy Speed Display Board

The Courtesy Speed Display Board was operational at Hamilton Road and Pratt Road between Friday 4 May 2018 and Monday 21 May 2018. The results for the Hamilton Road speed display board are attached at (Appendix RW: 8.6). Due to technical issues the Pratt Road radar failed and data was not available.

Overall the speed display boards were well received and prompted discussion both in person and on the Shire's Facebook page. Positive results were captured on Hamilton Road, which has a 50km speed limit, with the average speed for V1 (leading up to the board) being 49.3km/h and V2 (after the board) being 45.8km/h with an average reduction of 3.5km/h over the 54,748 registered vehicles.

This trial was deemed to be a success and the courtesy speed display boards are considered to be a useful road safety tool in reducing speed on hot spot roads. There are currently only two of the WALGA boards that are shared across the entire state which makes it difficult to provide this program on an ongoing basis. It has been estimated that the cost of two boards is approximately \$12,000 (ex GST). Several local governments across Australia have purchased and use the speed display boards.

It has been advised that currently the grants for this program are not available through the Community Road Safety Grants Program however there may be other opportunities to obtain funding should the Shire wish to pursue to purchase of some speed display boards.

Director Engineering & Development Services – Mr Luke Botica Comment

It is recommended that the Committee consider the purchase of two speed display boards and that options for funding are investigated for this purpose. The Shire's Community Development section can be requested to assist in sourcing suitable grant programs to fund the initiative.

OFFICER RECOMMENDED ACTION:

That Director Engineering & Development Services, Mr Luke Botica arrange for research to be undertaken into the types of Speed Display Boards available and funding options available for this program.

Note: Cr. J Dow left the meeting [4.27pm]

Discussion:

Mr L Botica advised that the Courtesy Speed Display Boards would be very effective on an ongoing basis. He advised that places like Eaton Drive, towards the bridge, would benefit from ongoing use of the signs. Opportunities for funding are not that simple but there will be investigations into possible funding sources.

Cr. J Lee advised that he was interested in the reduction of the speed shown in the statistics.

ACTION 09-18:

Director Engineering & Development Services, Mr Luke Botica arrange for research to be undertaken into the types of Speed Display Boards available and funding options available for this program.

8.7 Title: Dardanup Road Wise Committee Action Sheet

RW RES#	MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS
RW06/17	14-12-17	Luke Botica	Council write to Main Roads WA and request a reduction to the speed limit along Waterloo Road in the vicinity of Harris Road to Ferguson Road from 100kph to 80kph.	Endorsed by Council on 24-02-2018 Email/data sent to MRWA 23-02-18 Shire Staff met MRWA staff on site Awaiting report from MRWA	Current
	10-08-17	Shire Officers	Write to Main Roads to give the Committees support for a reduction of the speed limit on Boyanup-Picton Road.	Response received from MRWA requesting supportive data. Correspondence sent to the Equestrian Centre requesting that they forward evidence for MRWA. To date no data received in response to this correspondence.	Pending
RW02/18	08-02-18	Shire Officers	That Council write to Main Roads WA and requests:- Consideration be given to installing a right turning lane on the South West Highway (southbound) into Hynes Road; and Consideration be given to installing a right turning lane on the South West Highway (northbound) into Martin Pelusey Road.	Endorsed by Council 07-03-18 MRWA advised they do not typically install right turn lanes unless there is a high rate of rear-end crashes. Crash history shows Hynes Road has had no rear-end crashes in the last 5 years and Martin-Pelusey has only had 2, not enough to warrant further investigations. Future construction of the Bunbury Outer Ring Road should alleviate any road safety issues you feel are at these sites.	Complete
RW03/18	08-02-18	Shire Officers	Council write to Arc Infrastructure to request a review of the geometry of the section of Russell Road that lies within the rail reserve.	Endorsed by Council 07-03-18 Letter sent to ARC 07-05-2018 Response received from ARC 18-05-2018 See Agenda Item 8.5	Current
RW04/18	08-02-18	Nicola Smith Roadwise	Council approve the provision of a Trial Motorcycle and Scooter Education session; with funding being sourced from the South West Capacity Building Fund (Roadwise program); and requests support and attendance by the WALGA Regional Road Safety Advisor.	Endorsed by Council 07-03-18 This program is being co-ordinated through the Shire's Community Services in conjunction with Regional Road Safety Officer, Nicola Smith.	Current

RW RES#	MEETING DATE.	PERSON RESPONSIBLE	ACTION	OUTCOME	STATUS
ACT 02/18	08-02-18	Sam Stubbs Shire Engineering Technical Officer	Shire Officers to report to the next meeting about the outcomes of the trial of the Courtesy Speed Display Board.	Courtesy Speed Display Board was delivered on 24-04-2018. The trial has been undertaken. See Item 8.6.	Complete
ACT 03/18	08-02-18	Caitlyn Bassett	To follow up correspondence sent from the Shire to Main Roads WA regarding changes in the traffic light filter at Eaton Drive and Recreation Drive.	Email received from MRWA 22-02-2018. Main Roads WA advised they are investigating the options to change the signals as there had been severally traffic incidents at this intersection. Alan Roberts is currently getting quotations for the options.	Current
ACT 04-18	08-02-18	Luke Botica	To provide updates to the Committee regarding the Council resolution to prohibit cyclists on Harris Road from Boyanup Picton Road to Martin Pelusey Road until road widening works are completed on that road, in the interests of safety.	Advertisement in SW Times 08-03-18 Letters sent to key stakeholders 06-03-18 Public Notices on Notice Board Submissions close 06-04-18 for Council Meeting 09-05-18 See Agenda tem 8.3	Current

Discussion:

RW06/17 – Reduction in Speed Waterloo Road – Mr J Herbert advised that the traffic data provided by the Shire indicates that the appropriate speed limit in the vicinity of the 'curves' on Waterloo Road would be 90 km/h. However, given that there is no crash data to support claims that the current speed zoning of 100 km/h is inappropriate, it may be difficult to get this one up. If the Shire wants Main Roads to proceed with an application for a reduction to 90 km/h, the Shire will need to indicate that it concurs with the proposed speed zoning, and complete and return the request form.

Mr L Botica stated that the Shire's preference was 80km/h.

ACT of 10-08-17 - Reduction of the speed limit on Boyanup-Picton Road – Mrs P Nolan advised that she contacted Cathy Hanley from the Equestrian Centre to seek an update on their evidence gathering with regard to safety concerns along Boyanup – Picton Road. Mrs Hanley advised that she had raised the issue at the Equestrian Centre Committee meeting and the members reconfirmed their concerns verbally at the meeting, however, she has not received any written reports of evidence to date. She will continue to work with the Committee and will report back to Roadwise if any evidence based data is received. Mrs P Nolan advised that the Shire will be undertaking a traffic count of Garvey Road in the near future and that the Shire will await further information from the Equestrian Club.

Cr. P Robinson advised that there is quite a bit of concern by residents. The trucks coming along Boyanup-Picton Road are causing a risk to traffic entering from Garvey Road. Mr J Herbert advised that Main Roads WA can take traffic data. Mr L Botica advised that he believes Main Roads WA already has data. Mr J Herbert advised that information about near misses can also assist with decision making.

Mr Ken Lowth advised that he has had experience where it took a triple fatality to get the speed limit decreased.

RW 04/18 – Trial Motorcycle and Scooter Education – Mr N Smith advised that work is in progress. She is waiting to hear back from the facilitator who is currently away. The plan is for the event to be held in September/October around the school holiday dates.

ACT 03/18 – Change to Eaton Drive Traffic Lights – Mr J Herbert advised that Main Roads WA has been developing new procedures/processes for Councils seeking to modify traffic control signals, and these have now been released. Council will be required to request the change, provide amended drawings and fund any works associated with this. Information will be forwarded to the Shire should the Shire wish to proceed.

Cr. J Lee recommended to mark this item complete as no further action required by the Committee.

ACT 04-18 – Closure of Harris Road to Cyclists – Mr C Getley requested that the Roadwise Committee start a trial promotional campaign that encourages motorists to give a friendly toot at 150 metres behind when approaching a cyclists. He acknowledges that this is a brave approach, however, he believes it would be very effective into the future, particularly with the move toward quieter electric vehicles. The concept would be that if, as a motorist,

you would like cyclists to keep to the left you give a toot to alert them of your presence. He advised that cyclists have difficulty in hearing cars coming from behind.

Cr. P Robinson advised that he has spoken to cyclists who have suggested the same. Cr. P Robinson trialled whether the cyclist could hear him approaching on a local road and witnessed that the cyclist ahead of him had no idea that he was driving behind them. He feels this would be a good idea and would support this trial.

Mr L Botica suggested that the Shire contact Police and get their views on the concept from a Road Traffic Act and Law enforcement perspective. Mrs N Smith advised that she would recommend that we get some advice from the Police and the Road Safety Council.

There was further discussion about the idea and the need to build a campaign around the concept. All key stakeholder groups would need to be consulted.

ACTION 10-18:

Director Engineering & Development Services, Mr L Botica initiate investigations into the concept of a 150m campaign with initial correspondence to the WA Police, South West Traffic Co-ordinator, Snr Sgt David Hurdle requesting comments about the Road Traffic Act and law enforcement implications of the concept.

9. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

10. NEW BUSINESS OF AN URGENT NATURE

Cr. J Lee requested that Main Roads WA consider making the speed limit consistent along the Forrest Highway. Mr J Herbert advised that highways where there are side roads attract a lower speed.

It was discussed that from the Boulevard to Paris Road on the Forrest Highway the speed is 80km/h. From the Boulevard to Eaton Drive is 100km/h. Mr J Herbert advised that because there are intersections and traffic lights it is 80km/h. Once traffic passes these areas there is then no interruption to the highway and therefore the speed limit is 100km/h.

Cr. J Lee requested that consideration be given to making the speed limit 80km/h throughout.

11. MATTERS BEHIND CLOSED DOORS

None.

12. CLOSURE OF MEETING.

The Chairperson advises that the date of the next Roadwise Committee Meeting will be Thursday 2 August 2018, commencing at 3.30pm at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Chairperson declared the meeting closed at 4.57pm.

