

Shire of Tammin

ORDINARY COUNCIL MEETING

AGENDA



NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Shire of Tammin will be held on **Wednesday 26 July 2023** in Council Chambers, 1 Donnan Street Tammin, commencing at **4:00pm**.

A handwritten signature in black ink, appearing to read 'Joanne Soderlund'.

Joanne Soderlund
Chief Executive Officer
19 June 2023

MISSION STATEMENT

"Together with the people of Tammin we will provide leadership, vision and progress to achieve sustainability and growth"

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AGENDA

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President will declare the meeting open at _____ pm.

2. ACKNOWLEDGEMENT TO COUNTRY

We begin today by acknowledging the Ballardong Noongar People as traditional custodians of the land and skies on which we gather, and we pay our respects to their Elders, past, present and emerging.

3. PRESENT / IN ATTENDANCE / LEAVE OF ABSENCE PREVIOUSLY GRANTED / APOLOGIES

Present:

In Attendance:

Leave of Absence previously granted:

Apologies:

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

5. PUBLIC QUESTION TIME

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS

8. DECLARATION OF RELATED PARTY DISCLOSURE IN AGENDA ITEMS

9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

9.1 Ordinary Council Meeting Minutes – 22 June 2023

Officers Recommendation

That the minutes of the Ordinary Council Meeting held on 22 June 2023 be confirmed as a true and accurate record of proceedings.

Moved: Cr

Seconded: Cr

Vote: Simple Majority

Carried/Lost:

10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

12. MATTERS FOR CONSIDERATION – FINANCE

12.1 List of Payments for June 2023

Location:	Shire of Tammin
Applicant:	Administration & Finance Officer
Date:	03/07/2023
Author:	Keira Wirth
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	FIN05
Attachment/s:	Attachment Item 12.1 – Payment List Attachment Item 12.1 - Credit Card Statement

Purpose of Report

For Council to ratify the accounts paid under delegated authority.

Background

The attached List of Accounts paid during the month of June 2023 totaling \$263,395.94 by way of:

Cheque numbers	6826 - 6827	\$2,133.71
Direct debit payments	01/06/23 – 30/06/23	\$9,705.89
Licensing transfers	01/06/23 – 30/06/23	\$2,749.45
Bank fees	01/06/23 – 30/06/23	\$84.00
VISA payments	01/06/23 – 30/06/23	\$4,029.35
EFT payments	EFT 6210 – EFT 6297	\$170,018.36
Salaries and wages	01/06/23 – 30/06/23	\$74,675.18
Total payments	01/06/23 – 30/06/23	\$263,395.94

The Shire of Tammin made the following significant purchases during the month of June 2023:

Centrecourt Renovators & Professional Painting Repairs on Netball court at Donnan Park	\$5,505.50
Landmark Engineering & Design PTY LTD T/A Exteria Street & Park Outfitters Heritage Picnic Shelter for Dog Rest Area as per quote EXTQ12090-A. Gable roof shelter with two columns and integral table setting. Colours specified as per quote. Pickup from Canningvale.	\$6,494.40
Chatfields Tree Nursery Supply and install 3,500 seedlings on the Tammin Southern Link road reserve Planting using 2x staff and Chatfields tree planter	\$8,500.83
Wright Express Australia Pty Ltd (Puma) Fuel charges for the month of May 2023	\$8,577.60
KW & AJ Swann Training for grader operator , including machinery , for maintenance grading and resheet work Maintenance grading on Quatermaine Rd	\$8,662.50
Wheatbelt Plumbing & Gas Home changeroom renovations as per quote 249 all fixtures and fittings.	\$14,221.90
P Manera HOME CHANGE ROOMS Removal of tiles & Remove rubbish Supply and install wall and floor tiles Patch walls Screed shower and floors Waterproof showers Supply channel grate and floor waste	\$31,570.00

Comment

Nil

Financial Implications

All liabilities have been settled in accordance with the Shire of Tammin 2022/2023 Operating Budget.

Policy Implications

Nil

Statutory Implications

Local Government (Financial Management) Regulations 1996

11. Payment of accounts

- (1) A local government is to develop procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and properly authorised use of —
- a) cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained; and
 - b) Petty cash systems.

- (1) A local government is to develop procedures for the approval of accounts to ensure that before payment of an account a determination is made that the relevant debt was incurred by a person who was properly authorised to do so.
- (2) Payments made by a local government —
 - a) Subject to sub-regulation (4), are not to be made in cash; and
 - b) Are to be made in a manner which allows identification of —
 - (i) The method of payment;
 - (ii) The authority for the payment; and
 - (iii) The identity of the person who authorised the payment.
- (3) Nothing in sub-regulation (3) (a) prevents a local government from making payments in cash from a petty cash system.

[Regulation 11 amended in Gazette 31 Mar 2005 p. 1048.]

12. Payments from municipal fund or trust fund

- (1) A payment may only be made from the municipal fund or the trust fund —
 - a) If the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
 - b) Otherwise, if the payment is authorised in advance by a resolution of the council.
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

[Regulation 12 inserted in Gazette 20 Jun 1997 p. 2838.]

13. Lists of accounts

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - a) The payee's name;
 - b) The amount of the payment;
 - c) The date of the payment; and
 - d) Sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - a) For each account which requires council authorisation in that month —
 - (i) The payee's name;
 - (ii) The amount of the payment; and
 - (iii) Sufficient information to identify the transaction; and
 - b) The date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub-regulation (1) or (2) is to be —
 - a) Presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - b) Recorded in the minutes of that meeting.

Strategic Plan & Corporate Business Plan Implications

Civic Leadership Strategies

Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome 6.1 Strong governance and leadership, demonstrating fair and equitable community values

6.1.1 Deliver sustainable governance through transparent and robust policy and processes

6.1.2 Undertake the civic duties of Council with the highest degree of ethics

Outcome 6.2 An efficient and effective organisation

6.2.1 Ensure sound long-term financial management and deliver value for money

6.2.2 Provide community leadership and lobby Federal and State Government to strengthen service provision within the Shire. Explore diverse income streams including grants

Officers Recommendation

That Council, pursuant to Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to payments made from municipal funds for the period 1 June 2023 to 30 June 2023 totaling \$263,395.94 as contained in attachments 12.1.

Municipal Fund payments totaling \$263,395.94 detailed:

Cheque numbers	6826 - 6827	\$2,133.71
Direct debit payments	01/06/23 – 30/06/23	\$9,705.89
Licensing transfers	01/06/23 – 30/06/23	\$2,749.45
Bank fees	01/06/23 – 30/06/23	\$84.00
VISA payments	01/06/23 – 30/06/23	\$4,209.35
EFT payments	EFT 6210 – EFT 6297	\$170,018.36
Salaries and wages	01/06/23 – 30/06/23	\$74,675.18

Moved: Cr

Seconded: Cr

Vote: Simple Majority

Carried/Lost:

12.2 Financial Management Report for the month of June 2023

Location:	Shire of Tammin
Applicant:	Manager of Finance and Corporate Services
Date:	12 July 2023
Author:	Racheal King
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment Item 12.2 - June 2023 Monthly Financial Report

Purpose of Report

For Council to receive the Monthly Financial Statement.

Background

Enclosed is the Monthly Financial Report for the month of June 2023 inclusive of the Statement of Financial Activity, Current Ratios and Capital Expenditure Report.

Comment

Rates were issued on 5 August 2022 with payments due in full by 12 September 2022. Payment arrangements have been made with rate payers if required 94.08% of rates have been received as of 30 June 2023. Capex projects and maintenance works are underway.

Financial Implications

There are currently no financial implications as income and expenditure is in accordance with Budget. Amendments will be made at Budget review in terms of Grant Income and Expenditure.

Statutory Implications

Local Government (Financial Management) Regulations 1996

34. Financial activity statement report — s. 6.4

*(1A) In this regulation — **committed assets** means revenue unspent but set aside under the annual budget for a specific purpose.*

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

- a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
- b) *budget estimates to the end of the month to which the statement relates;*
- c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
- d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- e) *the net current assets at the end of the month to which the statement relates.*

(2) *Each statement of financial activity is to be accompanied by documents containing —*

- a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
- b) *an explanation of each of the material variances referred to in sub regulation (1)(d); and*
- c) *such other supporting information as is considered relevant by the local government.*

(3) *The information in a statement of financial activity December be shown —*

- a) *according to nature and type classification; or*
- b) *by program; or*
- c) *by business unit.*

(4) *A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —*

- a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- b) *recorded in the minutes of the meeting at which it is presented.*

Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Policy Implications

Council resolved that in accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* a variance percentage of 10% or \$10,000, whichever is greater, be adopted for reporting material variances.

Strategic Plan & Corporate Business Plan Implications

Civic Leadership Strategies

Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome 6.1 Strong governance and leadership, demonstrating fair and equitable community values

- 6.1.1 Deliver sustainable governance through transparent and robust policy and processes
- 6.1.2 Undertake the civic duties of Council with the highest degree of ethics

Outcome 6.2 An efficient and effective organisation

- 6.2.1 Ensure sound long-term financial management and deliver value for money
- 6.2.2 Provide community leadership and lobby Federal and State Government to strengthen service provision within the Shire. Explore diverse income streams including grants

Officers Recommendation

That Council, pursuant to the *Local Government (Financial Management) Regulations 1996* adopt the Monthly Financial Report as contained in attachment 12.2 for the period ending 30 June 2023 comprising;

- a) Statement of Financial Activity
- b) Note 1 to Note 12

Moved: Cr

Seconded: Cr

Vote: Simple Majority

Carried/Lost:

12.3 Sponsorship Request – IDFA Sponsorship Request

Location:	Shire of Tammin
Applicant:	IDFA
Date:	10 July 2023
Author:	Racheal King
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment Item 12.3 - Request Email 10 July 2023 Attachment Item 12.3 – IDFA Flyer

Purpose of Report

For Council to determine a sponsorship request from the IDFA (Immune Deficiencies Foundation Australia).

Background

A request has been received from the IDFA asking if the Shire would sponsor show passes for an event they are holding in Kalgoorlie for disadvantaged, special needs and underprivileged children.

Comments

An email from the Project Administrator, Diane Ivic was received on the 10 July 2023 asking if the Shire would consider sponsoring show passes for children in need at their 2023 Kalgoorlie Circus Quirkus Show.

Consultation

Nil

Statutory Implications

Local Government Act, 1995

6.8. Expenditure from municipal fund not included in annual budget

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
 - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the mayor or president in an emergency.

* *Absolute majority required.*

(1a) In subsection (1) —

additional purpose means a purpose for which no expenditure estimate is included in the local government’s annual budget.

(2) Where expenditure has been incurred by a local government —

(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

Notwithstanding s 6.8 1(a), provision is made in the Shire’s annual budget for Donations and Contributions for instances such as this request.

Policy Implications

N/A

Financial Implications

The Shire has proposed a budgeted amount of \$2,750 for donations & contributions in FY2023/24. An number of Options for Sponsorship are available, ranging from \$120 to \$600.

Risk Implications

Nil

Strategic Implications

Social /Community Strategies

Grow and sustain the population through planned provision of services. Maintain the sense of community, which is inclusive and welcoming for all.

Voting Requirements

Simple Majority

Recommendation

That Council agree to provide _____ in sponsorship to the IDFA for the Show Passes.

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: ___/___

12.4 Adoption of 2023/24 Annual Budget

Location:	Shire of Tammin
Applicant:	Manager of Finance and Corporate Services
Date:	20 July 2023
Author:	Racheal King
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment Item 12.4 – FY24 Statutory Budget Attachment Item 12.4 – FY24 Capital Expenditure Attachment Item 12.4 – FY24 Fees and Charges

Proposal/Summary

To consider and adopt the Annual Budget including the required rate in the dollar, minimum rates, discounts, interim charges and interest and penalty interest rates for the 2023/24 financial year.

Background

A copy of the draft 2023/24 Budget, prepared in accordance with the requirements of the Local Government Financial Management Regulations 1996 is attached.

Council at its road inspection on 12 May 2023, discussed priority road work requirements to be included in the 2023/24 budget and capital expenditure program. Furthermore, discussion on Asset Management identified building and plant requirements. These priorities have now been presented in a statutory format for formal adoption.

Council, at its budget workshop on 22 June discussed the proposed expenditures for the 2023/24 capex projects. At the workshop on 22 June, the proposed rates modelling was taken to Council and the workshop saw the fees and charges presented to Council. All subject to final adjustment to reflect actual outcomes for the current year's budget.

Comment

The Budget allows for a 4.0% increase for general rates for both GRV and UV valued properties and a 4.0% increase to the minimum rates.

The projected net current assets for the financial year ended 30 June 2023 will total \$0.00, i.e. a balanced budget.

Consultation

Megan Shirt – ACCWEST
Glen Nordsvan – ACCWEST

Statutory Implications

Local Government Act 1995 - Sect 6.2

6.2. Local government to prepare annual budget

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

** Absolute majority required.*

- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —
 - (a) the expenditure by the local government; and
 - (b) the revenue and income, independent of general rates, of the local government; and
 - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
 - (a) particulars of the estimated expenditure proposed to be incurred by the local government; and
 - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
 - (i) the amount it is estimated will be yielded by the general rate; and
 - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;and
 - (c) the fees and charges proposed to be imposed by the local government; and
 - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and
 - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and
 - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
 - (g) such other matters as are prescribed.
- (5) Regulations may provide for —
 - (a) the form of the annual budget; and
 - (b) the contents of the annual budget; and
 - (c) the information to be contained in or to accompany the annual budget.

[Section 6.2 amended: No. 49 of 2004 s. 42(8) and 56.]

[Section 6.2 modified: SL 2020/57^{1M}.]

6.13. Interest on money owing to local governments

- (1) Subject to any other written law, a local government may resolve* to require a person to pay interest at the rate set in its annual budget on any amount of money (other than rates and service charges) which —
 - (a) that person owes to the local government; and
 - (b) has been owed for the period of time referred to in subsection (6).

** Absolute majority required.*

- (2) A resolution under subsection (1) is to be included in the annual budget.
- (3) The rate of interest that may be set by the local government under this section is not to exceed the rate for the time being prescribed as the maximum rate of interest that may be set for the purposes of this section.
- (4) Where a local government imposes interest under subsection (1) on any outstanding amount of money the local government is not to also impose an additional charge in relation to that amount.
- (5) Accrued interest is, for the purpose of its recovery, taken to form part of the money owed to the local government on which it is charged.
- (6) A local government is not to impose interest on any amount of money under subsection (1) until the money has been owed to the local government for the period of time set by the local government in its annual budget (not being less than 35 days) after the date which is stated on the relevant account for payment as being the date the account was issued.
- (7) Regulations may provide for the method of calculation of interest.

[Section 6.13 modified: SL 2020/57^{1M}.]

6.34. Limit on revenue or income from general rates

Unless the Minister otherwise approves, the amount shown in the annual budget as being the amount it is estimated will be yielded by the general rate is not to —

- (a) be more than 110% of the amount of the budget deficiency; or
- (b) be less than 90% of the amount of the budget deficiency.

6.45. Options for payment of rates or service charges

- (1) A rate or service charge is ordinarily payable to a local government by a single payment but the person liable for the payment of a rate or service charge may elect to make that payment to a local government, subject to subsection (3), by —
 - (a) 4 equal or nearly equal instalments; or
 - (b) such other method of payment by instalments as is set forth in the local government's annual budget.
- (2) Where, during a financial year, a rate notice is given after a reassessment of rates under section 6.40 the person to whom the notice is given may pay the rate or service charge —
 - (a) by a single payment; or
 - (b) by such instalments as are remaining under subsection (1)(a) or (b) for the remainder of that financial year.

- (3) A local government may impose an additional charge (including an amount by way of interest) where payment of a rate or service charge is made by instalments and that additional charge is, for the purpose of its recovery, taken to be a rate or service charge, as the case requires, that is due and payable.
- (4) Regulations may —
- (a) provide for the manner of making an election to pay by instalments under subsection (1) or (2); and
 - (b) prescribe circumstances in which payments may or may not be made by instalments; and
 - (c) prohibit or regulate any matters relating to payments by instalments; and
 - (d) provide for the time when, and manner in which, instalments are to be paid; and
 - (e) prescribe the maximum amount (including the maximum interest component) which may be imposed under subsection (3) by way of an additional charge; and
 - (f) provide for any other matter relating to the payment of rates or service charges.

[Section 6.45 modified: SL 2020/57^{1M}.]

Policy Implications

As adopted at 25 June 2020 Ordinary Council Meeting - Policy 3.8 – COVID-19 Financial Hardship Policy

Financial Implications

Will establish the revenue and expenditures for the financial year ended 30 June 2024.

Strategic Implications

COVID-19 pandemic has had minor impact on the Shires Long Term Financial Plans and or its Strategic Community Plan, the 2023/24 budget continues to reflect current priorities, subject to further review during 2023/24.

Officers Recommendation

That Council adopts the Shire of Tammin 2022/23 Annual Budget as presented

1. *Pursuant to the provisions of Sections 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, Council adopt the Municipal fund budget as contained in the attachments of the agenda inclusive of;*
 - a. *Statement of Comprehensive income by Nature and Type*
 - b. *Statement of comprehensive income by program*
 - c. *Statement of cash flows of the Statutory Budget*
 - d. *Rate Setting Statement of the Statutory Budget*
 - e. *Note to and forming part of the budget*
 - f. *Budget program schedule as detailed in attachments*

2. *Adopt a minimum rate for the 2022/23 year at:*
 - Unimproved Value \$633.00*
 - Gross Rental Value \$633.00*
 - Mining Tenement \$633.00*

3. *Adopt a 4.0% rate increase for the 2023/24 financial year.*

4. *Adopt, in accordance with section 6.13 of the Local Government Act 1995, a penalty interest rate of 7.0% is applicable to any amount of money owing to the local government, (other than rates or service charges) with interest calculated from the due date, which is 35-days from the date of issue shown on the account for payment, subject to:*
 - a. *This interest rate cannot be applied to an excluded person who is one considered by the Shire of Tammin to be suffering financial hardship as a consequence of COVID-19 pandemic.*

5. *Imposes, in accordance with section 6.45(3) of the Local Government Act 1995, an additional charge of \$5.00 and interest rate of 5.5%, applicable to rate and service charge instalment arrangements, subject to:*
 - a. *This additional charge and interest rate cannot be applied to an excluded person, as defined as suffering financial hardship as a consequence of COVID-19 pandemic in accordance with Council Policy 3.8 – Financial Hardship Policy.*

6. *Imposes by absolute majority, in accordance with section 6.51(1) of the Local Government Act 1995, an interest rate of 7.0% applicable to overdue and unpaid rate and service charges including Emergency Services Levy, subject to:*
 - a. *This interest rate cannot be applied to an excluded person, as defined in the Local Government (COVID – 19 Response) Ministerial Order 2020 that has been determined by the Shire of Tammin as suffering financial hardship as a consequence of the COVID 19 pandemic.*

7. *Adopt a rate in the dollar of 0.010313 cents for the Unimproved Valuation rating in 2023/24. (2022/23 - Rate in the dollar of 0.012395 cents for the Unimproved Valuation)*

8. *Adopt a rate in the dollar of 0.130762 cents for the Gross Rental Valuation rating in 2023/24. (2022/2023 - Rate in the dollar of 0.130762 cents for the Gross Rental Valuation)*

9. Adopt, in accordance with s6.16 of the Local Government Act, 1995, the attached Schedule of Fees & Charges for 2023/24.

10. That rate incentives prizes be offered to ratepayers for early payment of rates within 35 days at no cost to Council.

11. Council offers ratepayers the following payment options for 2023/24 and an administration charge of \$5.00 be applied to each rate reminder notice:

- Payment in Full: 7 September 2023
- Four instalments:
 - 1st Instalment 25% due 7 September 2023
 - 2nd Instalment 25% due 6 November 2023
 - 3rd Instalment 25% due 5 January 2024
 - 4th Instalment 25% due 5 March 2024

12. That a 2.00% discount for prompt payment be applied, if all rates and charges appearing on the rates notice, including arrears are paid in full within 35 days of issue of the rates assessment notice.

13. That in accordance with Regulation section 34(5) of the Local Government (Financial Management) Regulations 1996 a variance percentage of 10% or \$10,000, whichever is greater, to be used to report material variances in the statement of financial activity for the 2021/22 financial reporting period.

14. That Council, pursuant to section 5.98(1)(b) of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopt the following meeting attendance fees for elected members:

- President \$3,735 annual allowance
- Councillors \$3,735 annual allowance
- Travel \$100 per member, per annum

That Council, pursuant to section 5.98(5) of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

- President \$8,000

That Council, pursuant to section 5.98A of the Local Government Act 1995 and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the meeting attendance fees:

- Deputy President \$2,000

Moved: Cr _____ Seconded: Cr _____

Vote: Absolute Majority Carried/Lost: ___/___

13 MATTERS FOR CONSIDERATION – ADMINISTRATION

13.1 Rates Exemption – Application for Exemption – Catholic Church

Location:	N/A
Applicant:	Shire of Tammin
Date:	22 June 2023
Author:	Manager of Finance & Corporate Services
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment Item 13.1 – Rates Exemption Application – Catholic Church Attachment Item 13.1 – Rates exemption Register

Proposal/Summary

To seek Council approval to grant a Rates Exemption for the Catholic Church for the below assessments.

Assessment Number	Address
1152	34-36 Shields St
1014	32 Shields St
1013	30 Shields St

The Catholic Church currently own the property and were previously granted a Rates Exemption due to religious exemption Place of worship, convent under the *Local Government Act 1995 Section 6.26(2)(d)*.

Background

Recently the Shire undertook a Rate Exemption review of existing ratepayers receiving exemptions as required by the *Local Government Act 1995*. The Shire is required to periodically review properties (within a maximum period of three years) previously classified as exempt to ensure that the use of land still qualifies as used for religious purposes.

Following this review, we have received an application from the Catholic Church for a Rates Exemption under a religious exemption.

Comment

Currently the Catholic Church has had an exemption based on religious grounds since ownership of the property. Currently the property is used for Church services on a monthly basis as well as funerals, fellowship and prayer.

The stated grounds of use, does meet the religious exemption basis under the *Local Government Act 1995 Section 6.26(2)(d)*.

Council, by not approving the application for rate exemption may be required to defend its decision if the matter were to be appealed by the applicant to the State Administrative Tribunal and legal costs may be incurred as a result.

Consultation

WALGA and Other Local Governments

Policy Implications

Nil

Financial Implications

The property assessment is currently rateable and the total loss of revenue for the full financial year would be \$1,519.45. Exempt properties are still required to pay the Emergency Services Levy and rubbish collection charges.

Strategic Implications

Civic Leadership Strategies

Our Councilor's and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome

- 6.1 Strong governance and leadership, demonstrating fair and equitable community values
- 6.1.1 Deliver sustainable governance through transparent and robust policy and processes

Officers Recommendation

That Council, by Simple Majority, pursuant to *Section 6.26(2)(d) of the Local Government Act 1995* resolves to:

- Approve a rates exemption to the Catholic Church on the properties being

Assessment Number	Address
1152	34-36 Shields St
1014	32 Shields St
1013	30 Shields St

- on the basis they are being used exclusively for a religious purpose; and
- Approve the exemptions to take effect from the date of application being 22 May 2023, and to remain in force for a period of 3 years.

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: __/__

13.2 Rates Exemption – Application for Exemption - CWA

Location:	N/A
Applicant:	Shire of Tammin
Date:	19 July 2023
Author:	Manager of Finance & Corporate Services
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment Item 13.2 – Rates Exemption Application – CWA Attachment Item 13.1 – Rates exemption Register

Proposal/Summary

To seek Council approval to grant a Rates Exemption for the CWA for the below assessment.

Assessment Number	Address
347	36 Walston Street

The CWA currently own the property and were previously granted a Rates Exemption due to a charitable purposes exemption under the *Local Government Act 1995 Section 6.26(2)(g)*.

Background

In May 2023 the Shire undertook a Rate Exemption review of existing ratepayers receiving exemptions as required by the *Local Government Act 1995*. The Shire is required to periodically review properties (within a maximum period of three years) previously classified as exempt to ensure that the use of land still qualifies as used for charitable purposes.

Following this review, we have received an application from the CWA for a Rates Exemption under a charitable exemption.

Comment

Currently the CWA has had an exemption based on charitable grounds since ownership of the property. Currently the property is used for CWA meetings on a monthly basis.

The stated grounds of use meets the charitable purpose under the *Local Government Act 1995 Section 6.26(2)(g)*.

Council, by not approving the application for rate exemption may be required to defend its decision if the matter were to be appealed by the applicant to the State Administrative Tribunal and legal costs may be incurred as a result.

Consultation

Policy Implications

Nil

Financial Implications

The property assessment is currently rateable and the total loss of revenue for the full financial year would be \$1,395.88. Exempt properties are still required to pay the Emergency Services Levy and rubbish collection charges.

Strategic Implications

Civic Leadership Strategies

Our Councilor’s and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome

- 6.1 Strong governance and leadership, demonstrating fair and equitable community values
- 6.1.1 Deliver sustainable governance through transparent and robust policy and processes

Officers Recommendation

That Council, by Simple Majority, pursuant to *Section 6.26(2)(g) of the Local Government Act 1995* resolves to:

- Approve a rates exemption to the CWA on the property being

Assessment Number	Address
347	36 Walston Street

- on the basis they are being used exclusively for a charitable purpose; and
- Approve the exemptions to take effect from the date of application being 19 July 2023, and to remain in force for a period of 3 years.

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: __/__

13.3 Rates Exemption – Application for Exemption – Anglican Church

Location:	N/A
Applicant:	Shire of Tammin
Date:	20 July 2023
Author:	Manager of Finance & Corporate Services
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment Item 13.3 – Rates Exemption Application – Anglican Church Attachment Item 13.3 – Rates Exemption Application – Anglican Church Supporting documentation Attachment Item 13.1 – Rates exemption Register

Proposal/Summary

To seek Council approval to grant a Rates Exemption for the Anglican Church/Perth Diocesan for the below assessment.

Assessment Number	Address
1155	10 McLaren Street

The Anglican Church/Perth Diocesan currently own the property and were previously granted a Rates Exemption due to religious exemption Place of worship, convent under the *Local Government Act 1995 Section 6.26(2)(d)*.

Background

In May 2023 the Shire undertook a Rate Exemption review of existing ratepayers receiving exemptions as required by the *Local Government Act 1995*. The Shire is required to periodically review properties (within a maximum period of three years) previously classified as exempt to ensure that the use of land still qualifies as used for religious purposes.

Following this review, we have received an application from the Anglican Church/Perth Diocesan for a Rates Exemption under a religious exemption.

Comment

Currently the Anglican Church/Perth Diocesan has had an exemption based on religious grounds since ownership of the property. Currently the property is used for a place of public worship.

The stated grounds of use meets the religious purpose under the *Local Government Act 1995 Section 6.26(2)(d)*.

Council, by not approving the application for rate exemption may be required to defend its decision if the matter were to be appealed by the applicant to the State Administrative Tribunal and legal costs may be incurred as a result.

Consultation

WALGA and Other Local Governments

Policy Implications

Nil

Financial Implications

The property assessment is currently rateable and the total loss of revenue for the full financial year would be \$1,274.93. Exempt properties are still required to pay the Emergency Services Levy and rubbish collection charges.

Strategic Implications

Civic Leadership Strategies

Our Councilor’s and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome

- 6.1 Strong governance and leadership, demonstrating fair and equitable community values
- 6.1.1 Deliver sustainable governance through transparent and robust policy and processes

Officers Recommendation

That Council, by Simple Majority, pursuant to *Section 6.26(2)(d) of the Local Government Act 1995* resolves to:

- Approve a rates exemption to the CWA on the property being

Assessment Number	Address
1155	10 McLaren Street

- on the basis they are being used exclusively for a charitable purpose; and
- Approve the exemptions to take effect from the date of application being 20 July 2023, and to remain in force for a period of 3 years.

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: ___/___

13.4 New Policy – Amended Procurement Policy

Location:	N/A
Applicant:	Shire of Tammin
Date:	22 June 2023
Author:	Manager of Finance & Corporate Services
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment Item 13.4– Amended Procurement policy Attachment Item 13.4 – Current Procurement policy

Proposal/Summary

This item brings an amended Procurement Policy before Council and seeks a Council resolution to replace the current Procurement policy.

Background

Each shire is required under the Local Government Act (Functions and General) Regulations 1996 s.11.A to adopt a purchasing policy. The Shire currently has a purchasing policy that sets out how purchasing is to be undertaken and the relevant purchasing thresholds and quotation requirements.

Comment

Both the existing policy and the new amended policy are attached to this item. Following feedback from our recent Interim Audit, we have lowered the verbal quotation limit to \$10,000, in line with the Auditor recommendations and the industry standards.

All other purchasing threshold ranges have all been reviewed and are currently in line with the WALGA template policy with the exception of the verbal quotation limit.

Consultation

WALGA and other WA Local Governments

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Civic Leadership Strategies

Our Councilor's and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome

6.1 Strong governance and leadership, demonstrating fair and equitable community values

6.1.1 Deliver sustainable governance through transparent and robust policy and processes

Outcome

6.2 An efficient and effective organisation

6.2.1 Ensure sound long-term financial management and deliver value for money

Officers Recommendation

That Council, by Simple Majority, pursuant to Section 3.18 of the *Local Government Act 1995 (WA)* resolves to amend the Shire of Tammin Purchasing Policy.

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: ___/___

13.5 Updated Equal Employment Opportunity Plan

Location:	Shire of Tammin
Applicant:	Administration
Date:	17 July 2023
Author:	Racheal King
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	EEO Management Plan 2023

Proposal/Summary

For Council to adopt the Equal Employment Opportunity Management Plan dated 17 July 2023.

Background

Council previously adopted an Equal Employment Opportunity Management Plan, dated 25 July 2019, in accordance with Section 145(1) of the Equal Employment Opportunity Act 1984 (*EEO Act*). The EEO is required to be reviewed on an annual basis which has required a small number of changes,

Comments

Section 145(1) of the Equal Employment Opportunity Act 1984 (*EEO Act*) requires public authorities to prepare and implement an Equal Employment Opportunity (EEO) Management Plan.

For a range of reasons employees belonging to diversity groups may experience inequitable access to public employment. The preparation and implementation of EEO management plans by public authorities is the means by which this inequitable access is addressed.

In accordance with the *EO Act*, plans must include the following provisions:

- a process for the development of EEO policies and programs [section 145(2)(a)]
- strategies to communicate the EEO policies and programs [section 145(2)(b)]
- methods for the collection and recording of workforce diversity data [section 145(2)(c)]
- processes for the review of personnel practices to identify possible discriminatory practices [section 145(2)(d)]
- the inclusion of goals and targets to determine the success of the EEO management plan [section 145(2)(e)]
- strategies to evaluate the EEO policies and programs [section 145(2)(f)]
- a process to review and amend the EEO management plan [section 145(2)(g)]
- the delegation of implementation, monitoring and review responsibilities. [section 145(2)(h)].

To meet the requirements under the EO Act public authorities must submit their EEO management plan and any further amendments of the Plan to the Director of Equal Opportunity in Public Employment (DEOPE) as soon as practicable once it has been prepared and endorsed.

Consultation

WALGA
Other Local Governments

Statutory Implications

WA Equal Opportunity Act 1984

Policy Implications

Policy 8.6 – Equal Employment Opportunity -implementation of an Associated Management Plan

Financial Implications

Nil

Strategic Implications

Delegations Register is to enable the effective and efficient implementation of Council’s instructions, adopted annual budget, and legislative and local law obligations.

Recommendation 9.5

That Council:

1. Adopt the Equal Employment Opportunity Management Plan dated 17 July 2023 as an attachment to its existing Policy 8.6; and,
2. Update its Policy Manual accordingly.

Moved: Cr _____

Seconded: Cr _____

Vote – Simple Majority

Carried/Lost ___/___

14. MATTERS FOR CONSIDERATION – BUILDING & HEALTH

Nil

15. MATTERS FOR CONSIDERATION – TOWN PLANNING

15.1 Proposed Transfer of Land under the South West Native Title Settlement

Location:	Various
Applicant:	Department of Planning, Lands and Heritage
Date:	20/07/2023
Author:	Chief Executive Officer
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	

Proposal/Summary

For Council to consider the proposed transfer of land under the South West Native Title Settlement, and provide feedback to the Department of Planning, Lands and Heritage.

Background

The South West Native Title Settlement (Settlement) is a landmark native title agreement reached between the State Government (State) and the six Noongar Agreement Groups. The six requisite Indigenous Land Use Agreements (ILUAs) were conclusively registered, leading to the Settlement commencing on 25 February 2021 after some years of delay. The Settlement recognises the Agreement Groups as the Traditional Owners of the south west of Western Australia, while resolving native title in exchange for a negotiated package of benefits. The area subject to the Settlement is depicted in the attached map.

A key negotiated benefit is the delivery of a 320,000 hectare Noongar Land Estate, in accordance with the Noongar Land Base Strategy. The Noongar Land Estate will contain up to 300,000 hectares of land transferred in reserve or leasehold, and up to 20,000 hectares of land transferred in freehold. The Landholding Body for all land transferred is the Noongar Boodja Land Sub Pty Ltd, which will hold and manage the land in the Noongar Land Estate in consultation with the soon to be established Noongar Regional Corporations. All land will be used and managed in line with Noongar cultural, social and economic aspirations for the benefit of generations to come.

For more information on the Settlement, please refer to the Department of the Premier and Cabinet website: <https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/south-west-native-title-settlement>.

Over the next five years, the Department of Planning, Lands and Heritage (Department) will progress selected land parcels through to transfer under the Settlement, subject to all necessary consultation and approvals with stakeholders. Land eligible for inclusion in the Noongar Land Estate includes:

- unallocated Crown land;
- unmanaged reserves;
- land owned or held by the Aboriginal Lands Trust / Aboriginal Affairs Planning Authority; and
- land owner or held by State agencies or Local Government Authorities, at the discretion of the State agency or Local Government Authority.

A key part of the process being followed by the Department involves the referral of land under consideration for inclusion in the Noongar Land Estate to relevant State agencies and Local Government Authorities.

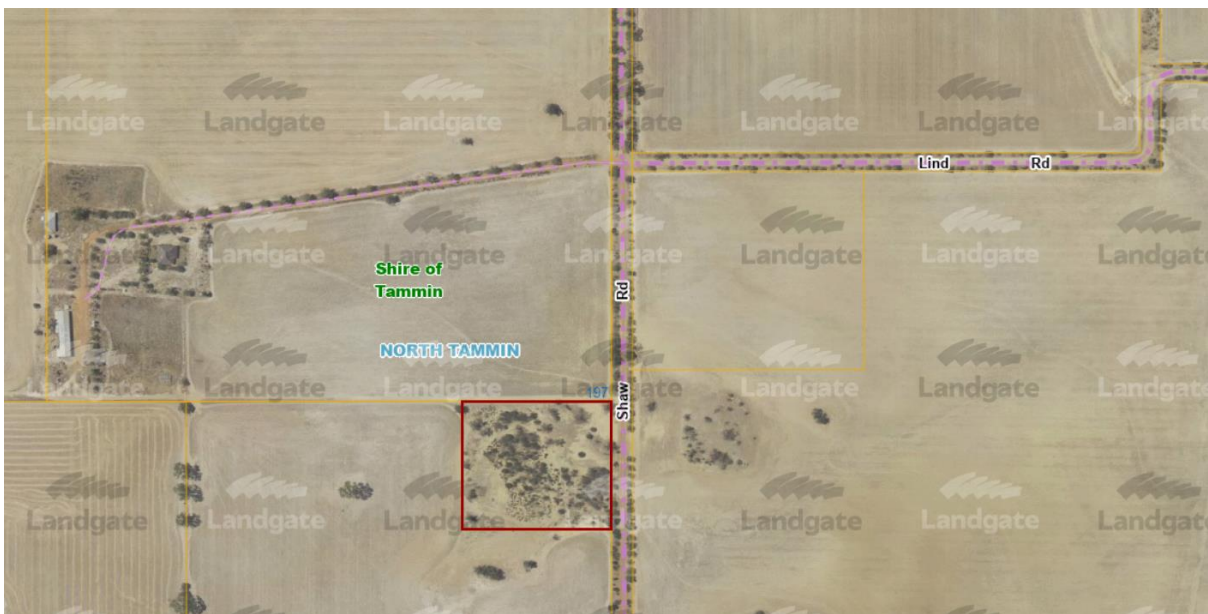
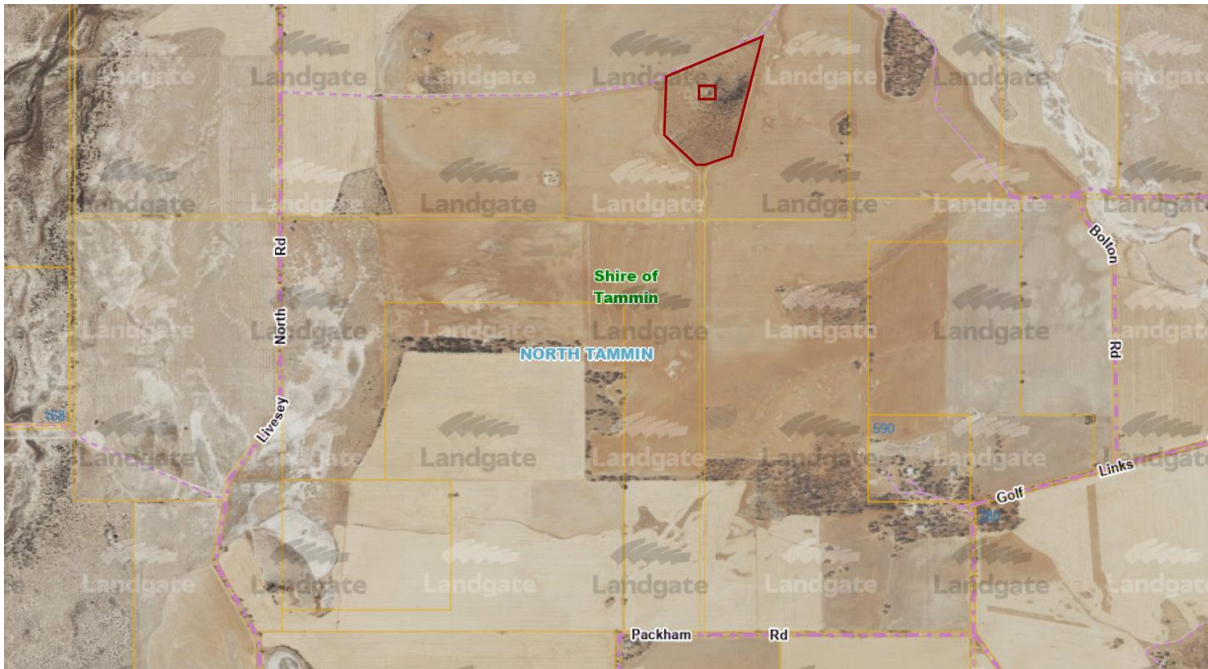
As such, the Department have contacted the Shire, advising of land parcels within the Shire of Tammin, proposed to be transferred as part of the settlement. The Department have also sought comment from the Shire, with the following questions posed:

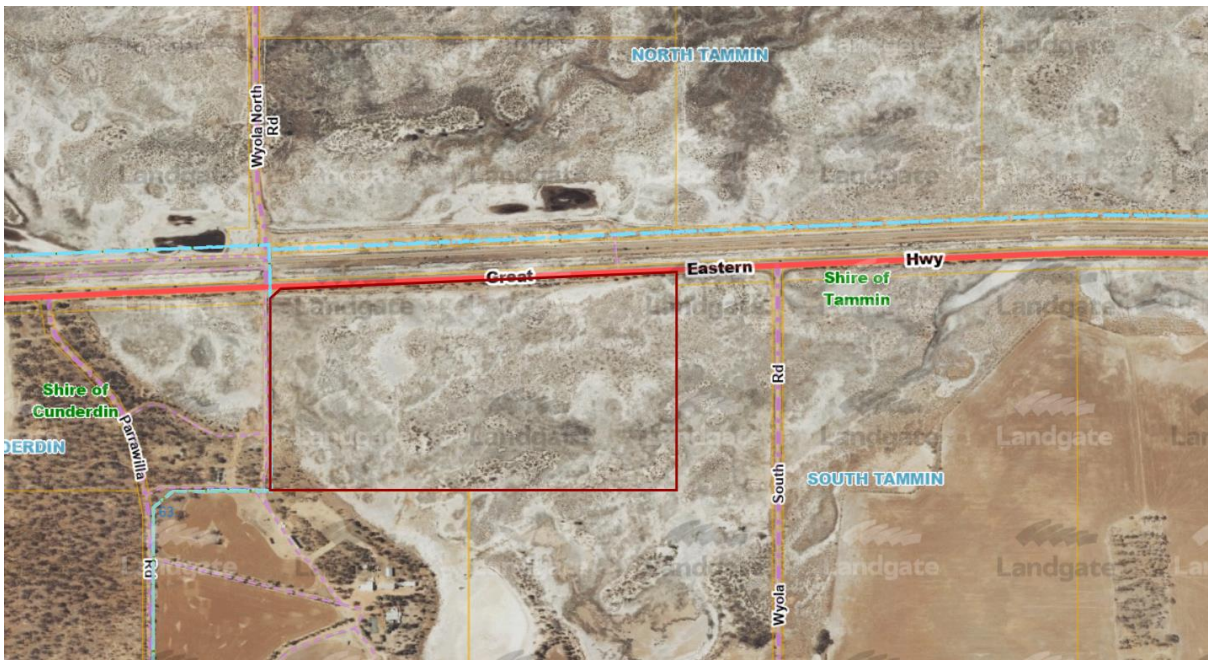
1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?
2. Does the Shire have any interest in the land?
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.
4. Is the land parcel subject to any mandatory connection to services?
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

The land proposed to be transferred is as follows:

<u>PIN</u>	<u>LOT</u>	<u>SURVEY NUMBER</u>	<u>LOCALITY SUBURB</u>	<u>AREA (HA)</u>	<u>SELECTED TENURE</u>
953235	27594	DP163460	North Tammin	14.08	Reserve with power to lease
961473	20939	DP88069	North Tammin	2.02	Reserve with power to lease
968185	26739	D9890	North Tammin	1.21	Reserve with power to lease
12336732	546	DP414214	South Tammin	37.13	Reserve with power to lease

The locations are as follows:





Comment

In relation to the request for comment, the reporting officer has provided the following responses:

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?

The Shire has no objections to the transfer of selected lots with the exception of Lot 27594. The Shire would just like to raise the issue that there is currently no proper road access to the site. There is a road reserve however there is no road and it would be a significant undertaking to provide proper access. The site is currently being accessed through private property with permission of the land holder.

2. Does the Shire have any interest in the land?

The Shire does not currently have a direct interest in the land.

3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.

No

4. Is the land parcel subject to any mandatory connection to services?

No

5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?

No Shire led proposals.

6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?

No Shire led proposals.

7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?

Nil

8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).

Nil

9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

N/A

Consultation

Landgate

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Strategic Community Plan - Outcome 6.1 Strong governance and leadership, demonstrating fair and equitable community values.

Officers Recommendation

That Council endorse the following response to the Department of Planning, Lands and Heritage, in relation to the proposed transfer of land, detailed below, within the Shire of Tammin, as part of the South West Native Title Settlement.

<u>PIN</u>	<u>LOT</u>	<u>SURVEY NUMBER</u>	<u>LOCALITY SUBURB</u>	<u>AREA (HA)</u>	<u>SELECTED TENURE</u>
953235	27594	DP163460	North Tammin	14.08	Reserve with power to lease
961473	20939	DP88069	North Tammin	2.02	Reserve with power to lease
968185	26739	D9890	North Tammin	1.21	Reserve with power to lease
12336732	546	DP414214	South Tammin	37.13	Reserve with power to lease

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?

The Shire has no objections to the transfer of selected lots with the exception of Lot 27594. The Shire would just like to raise the issue that there is currently no proper road access to the site. There is a road reserve however there is no road and it would be a significant undertaking to provide proper access. The site is currently being accessed through private property with permission of the land holder.

2. Does the Shire have any interest in the land?

The Shire does not currently have a direct interest in the land.

3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.

No

4. Is the land parcel subject to any mandatory connection to services?

No

5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?

No Shire led proposals.

6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?

No Shire led proposals.

7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?

Nil

8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental

considerations (such as inundation or similar site constraints).

Nil

9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

N/A

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: __/__

15.2 Request for Management Order and Change of Use

Location:	Crown Reserve 28636
Applicant:	Shire of Tammin
Date:	20/07/2023
Author:	Chief Executive Officer
Item Approved by:	Chief Executive Officer
Disclosure of Interest:	Nil
File Reference:	Nil
Attachment/s:	Attachment 15.2 - Landgate Reserve Report Attachment 15.2 - Tammin Townsite Town Planning Map

Proposal/Summary

For Council to consider the proposed request to the Department of Planning, Lands and Heritage (DPLH) for a Management Order and Change of Purpose to a Crown Reserve.

Background

The Shire of Tammin is co ordinating a collaborative project with six other Local Governments in our area to submit a joint funding application under the Growing Regions Program for workers housing. The Growing Regions Program is a competitive Federal Government grant program and the Shire of Tammin is eligible to apply for a 70% contribution.

As part of the scoping for this project the Shire's Chief Executive Officer and conjunction with the Shire's Planning Consultant, Mr Joe Douglas, looked at a number of blocks in the townsite to look for a suitable location for the proposed project. This investigation found Crown Reserve 28636 to be the most suitable location.



Comment

The identified parcel of land is 4164sqm of Crown Reserve. The land is zoned Residential with a R-Code rating of 12.5. This means a grouped dwelling development which is permitted under the Shires Town Planning Scheme on residential zoned land is achievable with a minimum size requirement per dwelling of 800sqm. Therefore, it would be possible to develop five dwellings on this land.

The Crown Reserve has a current purpose listed as Caravan Park, a use that was gazette in 1967. The site has never been developed for the use as a Caravan Park and there is no current plan to do so. The land is currently not vested with the Shire of Tammin with the DPLH being the responsible agency.

The Shire therefore needs to request from DPLH for a Management Order over the Land for the purpose of Housing.

Consultation

Exurban (Planning Consultant)

Policy Implications

Nil

Financial Implications

There is no financial impact for the request for the management order or change of purpose. There will be a financial impact of 30% of the project costs if the project is successful. There are two parts to the grant application, the first stage is an EOI which is where it is currently at. If the group is successful

then a full business case will be developed to be submitted as part of the second stage of the application process.

Strategic Implications

Strategic Community Plan – Housing and Facilities Strategies Outcome 3.1 Improved quality and maintenance of our infrastructure.

Officers Recommendation

That Council authorise the Chief Executive Officer to request from the Department of Planning, Lands and Heritage:

- 1) A Management Order over Crown Reserve 28636 be vested in the Shire
- 2) That is Purpose of Crown Reserve 28636 be changed from Caravan Park to housing.

Moved: Cr _____

Seconded: Cr _____

Vote: Simple Majority

Carried/Lost: __/ __

16. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

17. MATTERS FOR WHICH THE MEETING MAY BE CLOSED (S`5.23)

Nil

18. CLOSURE OF MEETING

There being no further business the Shire President declared the meeting closed at __

