



SHIRE OF
HARVEY



Ordinary Council Meeting **Minutes**

Harvey Council Chamber

Tuesday, 19 December 2023

4PM

Shire of Harvey Council Minutes

Minutes of the Ordinary Council Meeting of the Harvey Shire Council, held in the Council Chamber, Young Street, Harvey, on Tuesday, 19 December 2023, commencing at 4.00pm.

Attendance

Shire President	Ms.	M.	Campbell
	Cr.	A.	Hitchcock
	Cr.	D.	Krispyn
	Cr.	C.	Carbone
	Cr.	M	Boylan
	Cr.	R.	Coleman
	Cr.	R.	Holly
	Cr.	J.	Bromham
	Cr.	J.	Capogreco
	Cr.	J.	Junio

Staff

Chief Executive Officer	Ms.	A.	Riordan	
Director Infrastructure Services	Mr.	R.	Lotznicker	<i>Electronically</i>
Director Sustainable Development	Mr.	S.	Hall	
Acting Director Corporate Services	Mr.	A.	Ewing	
Co-Director Community and Lifestyle	Mr.	M.	Newman	
Manager Governance and Strategy	Ms.	K.	Williams	
Manager Public Relations and Communications	Ms.	T.	Palmonari	
Manager Finance	Mr.	S.	Chopra	
Governance Support Officer	Ms.	J.	Bavaro	
Governance Compliance Officer	Ms.	F.	Schindler	

There were no members of the public and no members of the press present.

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1. Official Opening

The Shire President declared the meeting open at 4.02pm.

Disclaimer

Members of the Public are advised that recommendations to Council contained within this Agenda can be subject to change. Applicants and other interested parties should refrain from taking any action until written advice is received confirming Council's decision with respect to any particular issue.

Any statement or insinuation of approval regarding any planning or development application made during an Ordinary Council Meeting, is not to be taken as notice of approval. Anyone who has an application lodged with the Shire must obtain, and should only rely on, written confirmation of the outcome of the application and any conditions attached to the decision made by Council.

Council Members and the Community are reminded that should an exception resolution be passed; this has the effect of making the decision to accept the Officer Recommendation stated in the Agenda as the Council's decision without change.

An audio and visual record will be made, by means of livestreaming, of these proceedings and uploaded to the Shire's YouTube page for viewing.

Acknowledgement of Country

The Shire of Harvey acknowledges the traditional custodians of the land and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders past, present and emerging.

Procedural Motion

President Campbell put forth the following:

That Council suspend Standing Orders Part 8 Clause 8.5 "Members to indicate their intention to speak and to rise when speaking" to allow Members to remain seated when speaking; to improve the quality of the Audit recording of the meeting.

Moved: President Campbell

Seconded: Cr. Bromham

That Council suspend Standing Orders Part 8 Clause 8.5 "Members to indicate their intention to speak and to rise when speaking" to allow Members to remain seated when speaking; to improve the quality of the Audit recording of the meeting.

Carried 10-0

23/272

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

2. Record of Apologies and Leave of Absence**Apologies:**

Nil.

Leave of Absence:

Cr. Dickinson.

3. Applications for Leave of Absence

Cr. Carbone requested a Leave of Absence for Tuesday, 30 January 2024.

Moved: Cr. Bromham

Seconded: Cr. Holly

Cr. Carbone requested a Leave of Absence for Tuesday, 30 January 2024.

Carried 10-0

23/273

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

4. Reading from a Book of Learning and Wisdom

Read by Cr. Krispyn.

5. Declarations of Members' and Officers' Personal Interest

Cr. John Bromham declared an Impartiality Interest in Item 12.5.1 – Youth Services Harvey. Cr. Bromham advised that he is the Delegate on Lot 208 Board of Management Committee and has declared that he would deal with the matter on its merits and stay in the Chamber for the duration of the item.

Cr. Alicia Hitchcock declared an Impartiality Interest in Item 12.5.1 – Youth Services Harvey. Cr. Hitchcock advised that she is the Delegate on Lot 208 Board of Management Committee and has declared that she would deal with the matter on its merits and stay in the Chamber for the duration of the item.

6. Response to Previous Questions Taken on Notice

Nil.

7. Public Question Time

Nil.

8. Petitions/Deputations/Presentations

Nil.

9. Announcements by Presiding Members or CEO Without Discussion

President Campbell acknowledged and congratulated the efforts of the Shire's CEO, Annie Riordan who has recently completed her two-year term as President of the LG Professionals. President Campbell read out a quote that described her term as President; "A guiding force, steering us through challenges and inspiring us with her vision".

The Shire President expressed her gratitude to Councillors, the CEO and Shire Officers for their dedication of service to the Shire.

President Campbell acknowledged the efforts made by Councillors, whether it be advocating on behalf of the community, being the voice on Council for the residents or navigating the complexities of the Shire's local government issues. Mentioning that their contributions have continued to shape the Shire for the future.

The Shire President thanked the CEO, Directors, Managers and all Shire Officers for their contributions and ensuring the demand to have provisions, throughout the most challenging year. Mentioning that their commitment has played a pivotal role in the Shire's progress. Shire Officers have had to deal with some complex issues and Officers' desire to ensure the well being of the Shire of Harvey's community and addressing the needs of the residents was acknowledged and appreciated.

President Campbell also thanked the volunteers that frequently give their time and effort. Their contribution to community services is vital to ensuring that the Shire's community groups and services remain viable into the future.

The Shire President expressed her excitement to work with everyone in the New Year as the Shire further develops and delivers on up-coming projects and continues to work through the daily challenges that present, in order to support the rapid growth within the Shire whilst delivering essential services.

President Campbell wished everyone a safe and joyous festive season.

10. Confirmation of Minutes

Ordinary Council Meeting – Tuesday, 28 November 2023.

Recommendation

That the Minutes of the Council Meeting held on Tuesday, 28 November 2023, as printed be confirmed as a true and correct record.

Moved: Cr. Boylan

Seconded: Cr. Hitchcock

That the Minutes of the Council Meeting held on Tuesday, 28 November 2023, as printed be confirmed as a true and correct record.

Carried 10-0

23/274

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

11. Receipt of Minutes and Recommendations from Committees

Local Emergency Management Committee – Monday, 11 December 2023.

Recommendation

That the Minutes of the Local Emergency Management Committee Meeting held on Monday, 11 December 2023, as printed be received.

Moved: Cr. Bromham

Seconded: Cr. Coleman

That the Minutes of the Local Emergency Management Committee Meeting held on Monday, 11 December 2023, as printed be received.

Carried 10-0

23/275

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

12. Officer's Reports

12.1. Chief Executive Officer

Item No.:	12.1.1.
Subject:	Local Government Representative – South West Development Commission Board
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Governance Support Officer
Authorising Officer:	Chief Executive Officer
File No.:	F/40/07096
Attachments:	<ol style="list-style-type: none"> 1. SWDC Strategic Plan [12.1.1.1 - 25 pages] 2. Letter to A Riordan - Calling for Nominations to SWDC Board [12.1.1.2 - 5 pages]

Summary

A vacancy exists for a Local Government representative on the South West Development Commission's (SWDC) Board. The SWDC is looking for one Elected Member to nominate from a South West Local Government to fill the vacancy.

Background

The SWDC is a statutory authority of the State Government that partners with communities, governments, businesses and industries to identify and support projects that benefit the South West region. The SWDC works across government, with public and private sector organisations to support the economic growth, internationalisation and diversification of the South West economy to stimulate job growth, increase industry innovation and to ensure that the economy remains competitive in the long term. They lead projects such as Transforming Bunbury's Waterfront and the South West Advanced Manufacturing and Technology Hub proposal. The SWDC supports projects and businesses through the provision of grants and assistance via their TradeStart and Local Content programs.

The Board is the governing body responsible to the Minister for Regional Development for setting direction and priorities of the commission. It meets bi-monthly to make decisions on projects, priorities and expenditure. Members of the board are selected from local government nominations as well as Ministerial appointments (refer **Attachment 1**). On 15 November 2023 the SWDC wrote to the Shire to alert Council to the vacancy and opportunity to nominate (refer **Attachment 2**).

Comment

Applicants will be assessed on their ability to make a significant contribution to a board, together with a demonstrated involvement in either the economic or social development of the South West region. Similarly, Board members are required to represent the interests of the region, rather than a particular local government.

The terms of appointment are for one, two or three years. A merit-based process will be used for selecting local government representatives to the Board. The nomination form, accompanied by a Curriculum Vitae must be submitted to the SWDC by 5.00pm on Monday, 15 January 2024.

Statutory/Policy Environment

Nil.

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

Goal 5: A representative leadership that is future thinking, transparent and accountable.
Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Engagement Practices**. The consequence could be **Reputational** if incorrect advice is given to Council. The risk is considered **Minor** and the likelihood **Unlikely**. This results in a **Low** risk being present.

Budget Implications

Nil.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council nominates Cr. _____ to submit an application for consideration as the Local Government representative on the South West Development Commission's Board.

Moved: Cr. Holly

Seconded: Cr. Bromham

That Council nominates Cr. Carbone to submit an application for consideration as the Local Government representative on the South West Development Commission's Board.

Carried 10-0 23/276

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

12.2. Infrastructure Services

Nil.

12.3. Sustainable Development

Item No.:	12.3.1.
Subject:	Local Biodiversity Strategy – Finalisation of Terms of Reference and Councillor Appointment to Working Group
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Planning Services
Authorising Officer:	Director Sustainable Development
File No.:	F/30/00002
Attachments:	1. Terms of Reference [12.3.1.1 - 5 pages] 2. Shire of Harvey - LBVNM Agreement [12.3.1.2 - 17 pages]

Summary

At its September 2023 Ordinary Meeting, Council was advised that the Shire of Harvey (the Shire) was successful in obtaining grant funding to review, update and finalise its Local Biodiversity Strategy (the Strategy). At this Meeting, Council adopted the draft “Terms of Reference – Local Biodiversity Strategy Working Group” (ToR) for the purpose of seeking expressions of interest for Working Group stakeholder members.

The purpose of this Report is to seek:

1. Endorsement of the finalised ToR (refer **Attachment 1**).
2. Appointment of up to two Councillors to the Working Group.
3. Acknowledgement that the Chief Executive Officer will approve stakeholder nominations to the Working Group.

Background

The Shire was successful in obtaining \$20,000 grant funding from the Western Australian Local Government Association (WALGA) under the “Local Biodiversity and Native Vegetation Management Project” via the Government’s State Natural Resource Management (NRM) Program to review, update and finalise its Local Biodiversity Strategy, which was drafted in 2009.

The total Project cost is estimated at \$51,360 from the following contributory sources:

Contribution Source	Amount (\$)
Grant funding	20,000
Shire contribution	10,000
Shire in-kind (Officer resources)	15,760
Volunteer in-kind (Stakeholder resources)	5,600
Total	51,360

The grant funding will be utilised to engage an appropriate consultant to review and update key components of the Strategy, including biodiversity asset statistics and spatial mapping. This updated data will allow the Shire to finalise its current environmental assets (including updated Threatened Ecological Communities and Conservation Estate data), further refine and prioritise Local Natural Areas, assess local opportunities and protection constraints to enable the identification of mechanisms to achieve local biodiversity conservation objectives and targets. To comply with the grant funding commitments (refer **Attachment 2**):

- All external project-related correspondence is to display the logos of the Government's State NRM Program and WALGA, to acknowledge their support.
- The Project is required to be completed by November 2024.

Comment

Working Group Membership

Despite being a requirement of the grant funding commitments, Officers acknowledge that community engagement is a critical component of the Project and engagement with key stakeholders is essential to finalise the Strategy for adoption. Engagement with key stakeholders will occur via the establishment of a Working Group, guided by the ToR. The following stakeholder/community groups were identified by Officers as relevant key stakeholders and were invited to nominate a representative for membership to the Working Group:

- Australind Bushcare Council
- Binningup Coastcare and Environmental Group
- Birdlife Bunbury
- Brunswick River Restoration Action Group
- Harvey Aboriginal Corporation
- Harvey River Restoration Taskforce
- Kalgulup Regional Park Team
- Leschenault Catchment Council
- Leschenault Progress Association
- Myalup Community Association
- Peel-Harvey Catchment Council
- South West Natural Resource Management
- South West Settlement Project Team / South West Aboriginal Land and Sea Council
- Woolkabunning Kiaka Aboriginal Corporation / Roelands Village.

As the Working Group is not a Committee established under the *Local Government Act 1995*, the Shire's Administration (Chief Executive Officer) is considered to be the most appropriate avenue of appointing stakeholder members to the Working Group. This will allow for the inclusion of representatives from stakeholder/community groups that have not yet registered their interest.

To be kept involved in, and informed of, the progression of the Project, Officers consider it appropriate that up to two Councillors are appointed to the Working Group. Appointment of Councillors to the Working Group was not previously sought at the Ordinary Council Meeting held on Tuesday, 26 September 2023 when the draft ToR was endorsed due to the upcoming October 2023 Local Government Elections.

Terms of Reference

The draft ToR has been reviewed by Officers and minor amendments have been undertaken, as shown in red in **Attachment 1**.

Conclusion

The Shire is committed to reviewing, updating and finalising its Local Biodiversity Strategy and the endorsement of the finalised ToR and appointment of Councillors to the Working Group will allow the Working Group to be formally established to commence reviewing the Strategy.

Statutory/Policy Environment

State Planning Policy 2 – Environment and Natural Resources Policy

Local Biodiversity Planning Guidelines for Local Governments in the South West Ecoregion

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

<i>Goal 3:</i>	<i>A natural environment that is highly valued, protected and enjoyed.</i>
<i>Objective 3.2</i>	<i>Manage and protect natural habitats, ecosystems and reserves.</i>
<i>Goal 5:</i>	<i>A representative leadership that is future thinking, transparent and accountable.</i>
<i>Objective 5.2</i>	<i>Build partnerships and work collaboratively to amplify the outcomes that can be achieved.</i>

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Engagement Practices**, **Inadequate Environment Management** and **Failure to Fulfil Compliance Requirements**. The Consequence could be **Reputation**, **Environment**, **Compliance** or **Financial** if:

- The relevant stakeholders and community are not adequately consulted.
- The Local Biodiversity Strategy is not updated and finalised.
- The terms of the Grant Agreement are breached.

The risk is considered **Minor** and the Likelihood **Unlikely**, given the report has been thoroughly researched, peer reviewed and provided by a qualified Shire Officer, the Project will involve the establishment of a Working Group with key stakeholders and the community will be consulted, the Shire has made a commitment via the grant funding application to finalise the Strategy, and the Shire

has accepted the terms of the Grant Agreement, resulting in a **Low** Risk being present.

Budget Implications

The Budget includes an allocation of \$10,000 within GL 104140 (Scheme Review) and \$20,000 will be provided by the grant funding. Officer resources will be absorbed by the current Salaries budget.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Endorses the finalised 'Terms of Reference – Local Biodiversity Strategy Working Group', as contained within **Attachment 1**.
2. Appoints the following Councillors to the Local Biodiversity Strategy Working Group:
Cr. _____
Cr. _____
3. Acknowledges the Chief Executive Officer will approve stakeholder/community group representatives to the Local Biodiversity Strategy Working Group.

Moved: Cr. Junio

Seconded: Cr. Krispyn

That Council:

1. **Endorses the finalised 'Terms of Reference – Local Biodiversity Strategy Working Group', as contained within Attachment 1.**
2. **Appoints the following Councillors to the Local Biodiversity Strategy Working Group:**
President Campbell
Cr. Bromham
3. **Acknowledges the Chief Executive Officer will approve stakeholder/community group representatives to the Local Biodiversity Strategy Working Group.**

Carried 10-0

23/277

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

Item No.	12.3.2.
Subject:	Building Services Policy Review
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Building Services
Authorising Officer:	Chief Executive Officer
File No.:	CC/P/0008
Attachments:	1. Current Local Building Policies [12.3.2.1 - 40 pages] 2. Amendments to Local Building Policies [12.3.2.2 - 5 pages]

Summary

The Shire of Harvey (the Shire) determines a policy to be general rules or principles adopted by Council to provide clear direction to the Shire Administration, ensuring the community is aware of the reason behind administrative and Council decisions, and to be familiar with the logic behind individual decisions.

Council is required to periodically review its Local Building Policies (LBPs) to ensure relevance with the current legislation and practices. Officers have reviewed Council's LBPs, and the outcome of the review is presented for consideration.

It is recommended that Council accepts the review by adopting the amendments recommended and revoking the identified LBPs as they are no longer required or have been replaced by other legislation and practices.

Background

Policies set a guiding direction for the management of the Shire and establish a fair, transparent and cohesive approach to decision making. Policies develop as Council consider and address issues, or because of external changes such as amended or new legislation and should continue to develop through a process of review and refinement.

The objectives of Council policies are to:

- Provide Council with a formal written record of policy decisions.
- Enable Council to maintain a process to continually review policy decisions and to ensure these decisions are remaining in alignment with community expectations, current legislation and other industry trends.
- Provide Shire Officers with clear direction to respond to issues and act in accordance with Council decisions and direction.
- Enable Council Members to adequately manage enquiries relating to the role of Council in particular situations.
- Enable community members to obtain immediate direction on matters of Council policy.

All policies should be assessed for review based on the following requirements:

- Implications of statutory requirements
- Implications for operational effectiveness and efficiency

- Potential for negative impact on operational activity, strategic objectives, environmental/economic factors and reputation
- Complex procedures or technical information
- Change is likely to occur.

The existing policies that have been reviewed are predominately of a historical nature and have since been replaced by a new internal structure within the Shire; that has brought about new processes and procedures or can be applied under the Shire's District Planning Scheme No.1.

Revocation and amendment of policies have been stated below, with renumbering of policies where required to be done administratively following Council's decision on the report.

Comment

To assist Council in reviewing the LBPs, the policies have been summarised with proposed amendments and revocations and associated comments as follows:

Proposed Amended Policies

Policy	Comment
4.2.5 – Approval of Building Permits	Administrative changes to references. It is noted Parts 4 – 6 of this policy are to be revoked which will be outlined in proposed revoked policies.
4.2.11 – Change Name of Policy to <i>Levels within Flood Prone Land</i>	Policy amended to reflect current terms.

As these amendments are of a “minor” nature, the proposed amended LBP does not require advertising.

Proposed Revoked Policies

Policy	Comment
4.2.1 – Maintenance of Council Facilities	This LBP was originally adopted on 23 September 1997 and was last amended on 15 November 2015. It relates to how the Shire will operate and manage facilities that it provides. This LBP is no longer considered relevant with the Governance and newly formed Assets team responsible for all lease agreements and maintenance programs of the facilities respectively. Renovations and additions that are outlined within this policy now have a Projects team for any new development. The Building team will provide technical advice to all teams for building related compliance for the health and safety of occupants at these facilities.

<p>4.2.2 – All Halls – Hire of Chairs and other equipment</p>	<p>This LBP was originally adopted on 23 September 1997 and last amended on 15 September 2015. It sets out the appropriate controls for the management of Shire owned equipment located at various Shire facilities within the community.</p> <p>The LBP is no longer considered relevant as the Shire's Health team have an approval process in place for the hiring of equipment, making the applicant responsible to reimburse the Shire should any loss or damage occur.</p>
<p>4.2.3 – Council Properties – Vandalism</p>	<p>This LBP was originally adopted on 24 March 1997 and last amended on 15 September 2015. It provided incentive to those people that may have information regarding damage to Shire property that leads to conviction.</p> <p>The LBP is no longer considered relevant as there is no budget allocation.</p>
<p>4.2.4 – Boot scooting – Council Facilities</p>	<p>This LBP was originally adopted on 12 September 2000 and last amended on 15 December 2015. The aim of this policy was to protect the floor asset of Shire facilities from damage.</p> <p>The LBP is no longer considered relevant as the Shire's Health team have an approval process in place for the hiring of Shire facilities, making the applicants responsible to reimburse the Shire should any loss or damage occur.</p>
<p>4.2.5 – Approval of Building Permits (Part 4 – 6)</p>	<p>This LBP was originally adopted on 24 March 1997 and last amended on 13 November 2013.</p> <p>Part 4 – The aim of this LBP was to ensure the view of a dwelling extension design from the primary street frontage was to remain of a consistent design. This is no longer considered relevant as it is administered through the scheme provisions within the Shire's District Planning Scheme No.1.</p> <p>Part 5 – The aim of this part was to allow for a lesser front setback within this development so landowners could obtain a greater backyard within the property. This is no longer relevant as the Residential Design Codes of Western Australia (R-Codes) outline setbacks for different density codes depending on Lot sizes, with variations to this are considered through staff delegation.</p> <p>Part 6 – This part is not relevant as processing of R-Codes variations is done through Officer delegation.</p>

<p>4.2.7 – Drainage and Fill for Building Sites in Wet Areas</p>	<p>This LBP was originally adopted on 24 March 1997 and last amended on 13 November 2013. The aim of this policy was to provide drainage and filling conditions relating to “Residential” and “Special Residential” subdivisions up to 4,000m² due to difference soil profiles within the Shire.</p> <p>The LBP is no longer considered relevant given the Western Australian Planning Commission (WAPC) provides a manual of model subdivision conditions that Officers apply to subdivision recommendations and there are several State Planning Framework documents that provide guidance/requirements for these matters.</p>
<p>4.2.8 – Cut and Fill – Footings (General), Sand Pad policy, Control of Earthworks on Escarpment Lots and Building Sites (Filling)</p>	<p>This LBP was originally adopted 24 March 1997 and last amended on 13 November 2013. The aim of this policy was to minimise the amount of earthworks carried out when building a dwelling due to the difference in soil conditions and contours within the Shire.</p> <p>This LBP is no longer considered relevant as this matter is administered through the provisions of the Shire’s District Planning Scheme No.1.</p>
<p>4.2.9 – Housing Standards and Re-Located Dwellings</p>	<p>This LBP was adopted on 24 March 1997 and last amended on 13 November 2013. The aim of this policy was to ensure no buildings would be out of harmony with existing buildings within the Shire due to undesirable aesthetics.</p> <p>The LBP is no longer considered relevant as this is administered through the provisions of the Shire’s District Planning Scheme No.1.</p> <p>It is also noted that any relocated building approved must first provide a clearance certificate certifying no asbestos is within the building through a suitably qualified specialist.</p>
<p>4.2.10 – Special Residential Zones – Rammed Earth Construction</p>	<p>This LBP was adopted on 24 March 1997 and last amended on 19 September 2017. The aim of this policy was to allow for an alternative design to brick within Special Residential zones.</p> <p>The LBP is no longer considered relevant as this is administered through the provisions of the Shire’s District Planning Scheme No.1.</p>

4.2.13 — Policy relating to dividing fences	<p>This LBP was adopted on 24 March 1997 and last amended on 13 November 2013. The aim of this policy was to provide measures for when considering over height boundary fences.</p> <p>The LBP is no longer considered relevant due current legislation being the R-Codes and Building Regulations 2012.</p>
4.2.14 – Signs – Unlawfully displayed	<p>This LBP was adopted on 24 March 1997 and last amended on 13 November 2013. This policy set out the process for destroying unauthorised signs on road reserves.</p> <p>The LBP is no longer relevant with the adoption of the Shire's Local Planning Policy 4.1.15 – Advertisements.</p>
4.2.15 – Advertising Signs – Subdivisions	<p>This LBP was adopted on 24 March 1997 and last amended on 13 November 2013. This policy set out what advertising would be considered when the subdivision is not visible from a major connector road or highway.</p> <p>This LBP is no longer relevant with the adoption of the Shire's Local Planning Policy 4.1.15 - Advertisements.</p>
4.2.16 – Signs – Commonwealth, State and Local Government elections	<p>This LBP was adopted on 24 March 1997 and last amended on 13 November 2013. This policy set out exemptions for when sign permits were not required for election purposes.</p> <p>The LBP is no longer relevant with the adoption of the Shire's Local Planning Policy 4.1.15 – Advertisements and the Planning and Development (Local Planning Schemes) Regulations 2015.</p>
4.2.17 – Steel external wall or fascia cladding	<p>This LBP was adopted on 10 February 1998 and last amended on 13 November 2013. The aim of this policy was to allow for an alternative design to brick on residential buildings with the use of steel “corrugated” profile of external walls or fascia.</p> <p>The LBP is no longer considered relevant as this is administered through the provisions of the Shire's District Planning Scheme No.1.</p>
4.2.18 – Retaining Walls	<p>This LBP was adopted on 13 July 2004 and last amended on 13 November 2013. This policy gave the Principal Building Surveyor at the time the power to approve retaining walls on the boundary where the height of the wall did not exceed 1.5m.</p> <p>The LBP is no longer considered relevant as this is administered though the provisions of the Shire's District Planning Scheme No.1.</p>

4.2.19 – Building Height	<p>This LBP was adopted on 13 July 2004 and last amended on 13 November 2013. The aim of this policy was to set out the maximum building height across all residential development.</p> <p>The LBP is no longer considered relevant as each development across the Shire varies and consideration above the maximum allowed within the R-Codes will be determined through Structure or Local Development plans.</p>
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A copy of Council's LBP which have been reviewed can be found at **Attachment 1** recommended changes at **Attachment 2**.

Statutory/Policy Environment

Local Government Act 1995

"s.2.7 Role of council

(1) The council -

(a) Governs the local government's affairs; and

(b) Is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to -

(a) Oversee the allocation of the local government's finances and resources; and

(b) Determine the local government's policies."

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

Goal 5: A representative leadership that is future thinking, transparent and accountable.

Objective 5.3 Accountable leadership supported by a professional and skilled administration.

Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profiles identified as part of this report is **Providing Inaccurate Advice / Information**

and **Failure to Fulfil Compliance Requirements**. The Category of Consequence could be **Compliance** if due processes are not followed, and policies are not amended to reflect internal and external changes. The Measure of Consequence is **Minor** and the Likelihood is **Unlikely** giving an overall Risk Rating of **Low**. This risk will be mitigated through adherence to the policy review schedule and relevant legislative requirements.

Budget Implications

Nil.

Authority/Discretion

Legislative: Includes adopting local laws, town planning schemes and policies. It is also when Council reviews decisions made by Officers.

Voting Requirements

Simple Majority.

Officer's Recommendation

That Council:

1. Amends the policies as proposed, contained within **Attachment 2**.
2. Revokes the policies as proposed.

Moved: Cr. Krispyn

Seconded: Cr. Capogreco

That Council:

1. Amends the policies as proposed, contained within **Attachment 2**.
2. Revokes the policies as proposed.

Carried 10-0

23/278

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

12.4. Corporate Services

Item No.	12.4.1.
Subject:	Financial Statements as at 30 November 2023
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Finance
Authorising Officer:	Director Corporate Services
File No.:	FM/S/006
Attachments:	1. Financial Statements as at 30 November 2023 [12.4.1.1 - 11 pages]

Summary

The Financial Statements as of 30 November 2023 are provided at **Attachment 1**.

The following key balances are provided to assist in reporting the Shire's financial performance.

	ACTUAL 30 November 2023	BUDGET 2023–2024	VARIANCE
Statement of Financial Performance			
Ordinary Revenue	\$35,949,398	\$39,931,013	\$ 3,981,615
Ordinary Expenditure	\$17,366,507	\$47,439,708	\$30,073,201
Capital Revenue	\$ 1,336,600	\$62,348,478	\$61,011,878
Capital Expenditure	\$ 2,443,496	\$82,128,516	\$79,685,020
End of Period Profit/(Loss)			\$26,994,337
Statement of Financial Position			
Current Assets			\$ 63,753,142
Net Assets			\$841,856,384

It is recommended Council receive the Financial Statements (refer **Attachment 1**).

Background

In accordance with the provisions of Section 6.4 of the *Local Government Act 1995*, and Regulation 34(1) of the Local Government (Financial Management) Regulations 1996, a Local Government is to prepare each month a Statement of Financial Activity (refer **Attachment 1**) reporting on the revenue and expenditure as set out in the Annual Budget under Regulations 22 (1)(d) for the month.

Comment**Rates Revenue**

Rates revenue of \$27.44 million and rubbish rates of \$11.79 million including the waste levy were raised in August 2023. The due date for rates payment was 29 September 2023. Approximately 71% of the rates were collected by 30 November 2023 compared to 72% for the previous year.

Cash Flow and Interest Earnings

The Shire holds by way of cash and term deposit \$21.22 million in Municipal funds and \$29.19 million in restricted Trust and Reserve funds. The average interest rate on these funds is 4.90%. New term deposits are attracting an interest rate for 90 days of approximately 4.96%.

Operating Grants and Subsidies

The Shire received \$4.03 million as advance payment for Financial Assistance Grants 2023–2024 in the last quarter of the 2022–2023 financial year. The second instalment of FAGS quarterly grant was also received in November 2023.

Employee Costs

Although these accounts only reflect the first five months of the financial year, it is anticipated employee costs will remain in line with the Workforce and Diversity Plan and Budget 2023–2024.

Material, Contracts, Utilities and Other Expenses

Although these accounts only reflect the first five months of the financial year, it is anticipated the Shire will operate within its means and in line with the Shire's adopted Budget for the 2023–2024 financial year.

Capital Expenditure

The Shire budgeted to spend \$82.13 million on capital projects throughout the Shire in 2023–2024. Major capital work projects budgeted for the financial year 2023–2024 are yet to commence. Expenditure totalling \$2,443,496 on capital works has been reported at the end of November 2023. As major projects are completed, and as the Shire is invoiced for these works the level of reported expenditure will increase.

Attachment 1 provides the Financial Report for the reporting period which includes the following:

- Statement of Financial Performance by Directorates
- Statement of Financial Performance by Nature
- Statement of Financial Position
- Notes to the Statement of Financial Performance
- Total Municipal Revenue and Expenditure – Graph
- Statement of Cash at Bank – Loans
- Statement of Cash at Bank – Reserves
- Statement of Cash at Bank – Bonds and Deposits
- Statement of Cash at Bank – Trust
- Current Ratio – Graph
- Outstanding Rates – Graph
- Aged Debtors Summary – Graph
- Current Account Coverage – Graph
- Statement of Investments.

The Notes to the Statement of Financial Performance, include additional information reported by Nature identifying reasons for variances between budgets and actuals.

It should be noted that the Financial Statements for November 2023, actual figures reported for the 2022–2023 financial year do not include the final figures and the end of year adjustments for the year ended 30 June 2023. The final position for the 2022–2023 financial year will be reported in the 2022–2023 Annual Financial Statements.

Statutory/Policy Environment

Local Government Act 1995

- Section 6.4

Local Government (Financial Management) Regulation 1996

- Regulation 34

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 5: A representative leadership that is future thinking, transparent and accountable.*
Objective 5.3 Accountable leadership supported by a professional and skilled administration.
Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial, Reputation** or **Compliance** if the financial statements are not reported accurately, timely or in the required format. The risk is considered **Minor** and the Likelihood **Unlikely**. The risk is mitigated by Council receiving financial statements on a monthly basis and in a form that is in accordance with the *Local Government Act 1995* and associated Regulations, resulting in a **Low** Risk being present.

Budget Implications

Review of the monthly accounts aids in ensuring works and services are undertaken and the Shire operates within its adopted Budget.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and

reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council receives the Financial Statements as of 30 November 2023 at ***Attachment 1***.

Moved: Cr. Coleman

Seconded: Cr. Boylan

That Council receives the Financial Statements as of 30 November 2023 at *Attachment 1*.

Carried 10-0

23/279

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

Item No.	12.4.2.
Subject:	List of Accounts Paid November 2023
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Finance
Authorising Officer:	Director Corporate Services
File No.:	FM/S/006
Attachments:	1. Payments November 2023 [12.4.2.1 - 25 pages]

Summary

A listing of payments for goods and services for November 2023 is provided as **Attachment 1**. It is recommended that Council notes the attached payments.

Background

Pursuant to Section 5.42 of the *Local Government Act 1995* (Delegation of some powers and duties to the Chief Executive Officer), Council has resolved to delegate to the Chief Executive Officer (Delegation No: 2.2.1) the exercise of its powers to make payments from municipal and trust funds.

As a result of this delegation, there is a requirement under the Local Government (Financial Management) Regulations 1996, Regulation 13(3) for a list of payments to be prepared and presented to Council. With the inclusion of Clause 13A in the Local Government (Financial Management) Regulations 1996, a list of payments using the purchasing cards (fuel and store) has also been included.

Comment

The list of accounts paid for November 2023 is presented as an **Attachment 1**, as summarised below.

<u>Voucher</u>	<u>Amount</u>
Schedule of Accounts	
Municipal	
EFT 68657 – EFT 69276	\$ 4,360,381.51
117547–117557	\$ 23,207.01
DD26214.2–DD26272.23	\$ 187,977.33
CBA Credit Cards	\$ 13,985.71
Electronic Funds Submitted	\$ 1,128,572.41
Total	<u>\$ 5,714,123.97</u>

Prepaid Cards Payments included in the Municipal payments above

AMPOL Fuel Card	\$ 1,620.02
BP Fuel Card	\$ 5,503.56
Puma Fuel Card	\$ 2,463.96
Coles Card	\$ 455.56
Total	<u>\$ 10,043.10</u>

Statutory/Policy Environment

Local Government Act 1995

- Section 5.42

Local Government (Financial Management) Regulation 1996

- Regulation 13
- Regulation 13A

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- Goal 5: A representative leadership that is future thinking, transparent and accountable.*
Objective 5.3 Accountable leadership supported by a professional and skilled administration.
Objective 5.4 Sound governance, including financial, asset and risk management.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. There is no Consequence associated as Council is receiving financial information only with no recommendation on action or intervention.

Budget Implications

The payments listed above have been budgeted for in the Shire's 2023–2024 budget.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council notes the list of accounts paid at **Attachment 1** for the period of November 2023 totalling \$5,714,123.97.

Moved: Cr. Bromham

Seconded: Cr. Capogreco

That Council notes the list of accounts paid at Attachment 1 for the period of November 2023 totalling \$5,714,123.97.

Carried 10-0

23/280

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

Item No.:	12.4.3.
Subject:	Request for Rates Exemption – Lots 100, 198, 8002, 194, 195, 199 and 200, Binningup – Public Open Space
Proponent:	Binningup Nominees Pty Ltd
Location:	Shire of Harvey
Reporting Officer:	Senior Rates Officer
Authorising Officer:	Direct Corporate Services
File No.:	A16846, A16443, A16841, A16842, A16844, A16845
Attachments:	1. Binningup POS [12.4.3.1 - 3 pages]

Summary

A request has been received from Binningup Nominees Pty Ltd (Binningup Nominees) for a rates exemption on the lots listed below as these lots are used as public open space and are in the process of ownership transfer to the Shire of Harvey (the Shire). This exemption request is inclusive of the 2022–2023 and 2023–2024 financial years rates and would require an Absolute Majority decision of Council.

It is recommended that Council approve a rates exemption for Rates Assessments A16846, A16443, A16841, A16842, A16844 and A16845.

Background

Council has previously granted a rates concession on this land since 2001–2002 and at each meeting resolved:

“That Council resolves to grant a concession in accordance with Section 6.47 of the Local Government Act 1995 on the general rates on Lots 194, 195, 196, 199, 200 and 8002 – Binningup Public Open Space.”

The land is in the ownership of Binningup Nominees and is currently rateable land under section 6.26 of the *Local government Act 1995* (the Act). The lots are covered by the Shire’s Town Planning Scheme No. 12 – Peppertree Lakes guided Development Scheme and are to be transferred as public open space (POS) to the Crown.

When POS is vested in the Crown, the land automatically becomes non-rateable land under section 6.26(2)(a)(i) of the Act.

Prior to the 2022–2023 financial year the lots were group rated with one concessional assessment being issued to Binningup Nominees. The concession was manually calculated on the area used as POS. From 2022, the POS lots were split from the group rate and as such each lot became rateable and attracted the Shire’s minimum rates. Attached is picture of the individual lots (refer **Attachment 1**).

The lots, although not yet transferred to the Crown, are being used as POS and are maintained by the Shire.

Comment

The POS which makes up the rates assessments, will eventually be transferred to the Crown as part of the property transfer process under way. This process has taken longer than anticipated resulting in the request before Council. If the transfer were to be completed prior to the end of this financial year this item would not need to come to Council as the lots would administratively become non-ratable and the outstanding rates automatically written off. As there is no definitive transfer date it is recommended Council deal with this application now.

The total amount of outstanding rates on these assessments which relates to both 2022–2023 and 2023–2024 is \$17,561.

Statutory/Policy Environment

Local Government Act 1995:

- Section 6.47 states:

“a local government may at the time of imposing a rate or service charge or at a later date resolve to waive (Absolute majority required) a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.”

Strategic Framework

The Shire’s Strategic Community Plan 2021–2031, states:

Goal 2:	<i>A safe, accessible, and connected community where everyone can contribute and belong.</i>
Objective 2.7	<i>An active and healthy community.</i>
Goal 4:	<i>A liveable, sustainable, and well-designed built environment that is accessible to all.</i>
Objective 4.2	<i>A connected and well-maintained network of local roads, footpaths, cycle ways and trails.</i>
Goal 5:	<i>A representative leadership that is future thinking, transparent and accountable.</i>
Objective 5.4	<i>Sound governance, including financial, asset and risk management.</i>

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

Promise to the Community

Inform: We will keep you informed.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Reputation** or **Compliance** if the information provided is incorrect or Council does not act in accordance with statutory requirements. The risk is considered **Minor** and the Likelihood **Unlikely**. The risk is mitigated by Council receiving a report prepared by professionally qualified Officers and information provided is in accordance with the *Local Government Act 1995* and associated Regulations, resulting in a **Low** Risk being present.

Budget Implications

The balance owing on the POS rates assessments is:

- Lot 194 \$2,943
- Lot 195 \$2,943

- Lot 198 \$2,943
- Lot 199 \$2,943
- Lot 200 \$2,846
- Lot 8002 \$2,943.

The total outstanding rates to be written off is \$17,561.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting, and amending budgets.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council in accordance with Section 6.47 of the *Local Government Act 1995*, waives the 2022–2023 and 2023–2024 outstanding rates on rates assessments A16846, A16443, A16841, A16842, A16844 and A16845 being Lots 194, 195, 196, 199, 200 and 8002 – as the lots are currently maintained by the Shire and the land is used as Public Open Space.

BY ABSOLUTE MAJORITY

Moved: Cr. Bromham

Seconded: Cr. Krispyn

That Council in accordance with Section 6.47 of the *Local Government Act 1995*, waives the 2022–2023 and 2023–2024 outstanding rates on rates assessments A16846, A16443, A16841, A16842, A16844 and A16845 being Lots 194, 195, 196, 199, 200 and 8002 – as the lots are currently maintained by the Shire and the land is used as Public Open Space.

Carried by Absolute Majority 10-0

23/281

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

12.5. Community and Lifestyle

Item No.:	12.5.1.
Subject:	Youth Services Harvey
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Community and Recreation
Authorising Officer:	Director Community and Lifestyle
File No.:	F/M/B003
Attachments:	<ol style="list-style-type: none"> 1. Community Consultation Final [12.5.1.1 - 29 pages] 2. The Collab Effect - Shire of Harvey Youth Services Business Case [12.5.1.2 - 52 pages]

Summary

The Shire of Harvey (the Shire) supports programs and services that provide opportunities for youth development, participation, inclusion and engagement across localities in the region. These include both externally funded programs and those embedded into the Shire's operational services.

This report provides information on an investigation into facilities for Youth Services and a detailed consultation on youth programs and services within the Harvey townsite. It also examines the Shire's role in advocacy for young people and opportunities to collaborate moving forward.

Whilst it is acknowledged that there are no fit-for-purpose youth facilities in Australind or Harvey, the preferred location identified by the community if additional youth services were to be offered, was the Harvey Recreation and Cultural Centre (HRCC), with the programs currently meeting community need.

Background

In October 2022, the Shire appointed an independent consultant to prepare a Youth Services Business Case (**Attachment 2**) that provided an overview of the current state of youth services within the Shire and a recommended approach for the future. In November 2022, Officers compiled results from the Voices of Youth Annual Survey and presented results to the November 2022 Council Concept Forum. In February 2023, Officers workshopped findings of the youth services review with Council.

In March 2023, Shire Officers presented a report to Council that provided information on an investigation to explore ways to extend youth services across the Shire and sought Council resolution on the preferred level and management model of the extended service. Additionally, the report recommended increasing resources allocated to extend youth services to Harvey initially commencing in the 2023–2024 financial year.

At the Ordinary Council Meeting held Tuesday, 28 March 2023, Council resolved in part:

"That Council:

1. *Endorses Option Five for the extension of youth services to Harvey initially on a monthly basis, commencing in the 2023–2024 financial year.*
2. *Receives a further report that considers the human and financial resources required for consideration in the Shire's Annual Budget 2023–2024."*

In August 2023, Shire Officers investigated potential Shire buildings that could be used as a venue for Youth Services in Harvey on a monthly basis. The report sought Council's support to investigate the use of the Harvey RSL Hall after it was deemed the most appropriate space based on current use, accessibility, location, cost and by functionality. Initial discussions with the Harvey RSL were positive

and they remain willing to further discussions on the provision it will not negatively impact on the current RSL activities. Previous consideration of including an income generating opportunity (Victoria Cross recipients display) are also ongoing, however, the size and management of the display remains a concern and if installed would preclude the use of the RSL hall for youth.

At the Ordinary Council Meeting held Tuesday, 22 August 2023. Council resolved in part:

“That Council:

- 1. Authorises the Chief Executive Officer to investigate suitable premises, both Shire-owned and privately owned, as a venue for Youth Services to be held monthly in the 2023-2024 financial year.*
- 2. That Council asks the Chief Executive Officer to liaise with local School Principals and Community Groups about relevant programs and opportunities to collaborate, and report to Council at the Ordinary Council Meeting in October 2023 before committing to leased premises.”*

Shire Officers carried out in person, electronic and telephone consultations with young people, external partners and other Shire business units to develop an in-depth understanding of the needs and wants for youth services and youth facilities within Harvey townsite. Whilst it was already known that there was also a distinct lack of youth facilities in the Australind area, Officers focused on Harvey townsite as per Council's resolution. The key findings have been provided in the Consultation Report (**Attachment 1**) informing the recommendations to Council.

Comment

Youth is a crucial stage of life characterised by significant physical, emotional, social and cognitive development. It is a time when young people face unique challenges, make important life decisions, and form the foundation for their future. To navigate this stage successfully, they need guidance, support and mentorship from individuals who are trained and qualified to understand their specific needs. A thorough investigation of human and financial resources has indicated that at this time, the Shire is not in a position to facilitate a regular youth group and it has been challenging to source a suitable regular facility and/or provider. This was supported by the Rotary Club Harvey who stated that they are interested in partnering with providers for program delivery to help support young people with diverse needs but operating a youth group was not within their scope.

The Shire currently provides a mixed model of service delivery for young people, which includes a range of Shire funded and delivered services and programs, and externally funded programs through the Shire's annual Community Grant Program. The table below shows the location and costs of each delivery program in 2023–2024.

Operating Program	Description	Location	Council Contribution
Youth Strategy Delivery	Youth Collective, School Holiday Programs, Youthchella and other	Shire wide	\$35,000
Leeuwin Sail Program	Support for annual scholarships with Leeuwin Ocean Adventure	Shire wide	\$10,000
Athlete Subsidy Program*	Support for local young athletes representing their sport at State or National level	Shire wide	\$1,500

Brunswick Junction CRC*	Delivery of programs for young people	Brunswick	\$15,000
Lot 208 Youth Inc.*	Delivery of program for young people	Australind	\$84,000
Total			\$145,500

*Funded by the Shire's annual Community Grant Program

The Yarloop Community Resource Centre currently receives \$7,500 annually to provide place-based community development initiatives. These funds are available for youth specific programs should the need present but have not been included in the table above.

The Harvey Recreation and Cultural Centre (HRCC) offers access to courts for after school use for young people not engaged in formal sports teams. Currently, there is no age restriction for casual court hire. However, securing a spontaneous court space on weekdays during the summer months has become challenging due to the growing demand and frequency of court bookings. There is a small fee associated with using the space.

The Dr Peter Topham Memorial Swimming Pool (Harvey Pool) offers young people access to swimming and socialising activities. Harvey Pool is a seasonal pool ordinarily open from November to March each year. Young people under the age of 12 must be supervised and there is a small fee associated with using the space.

Research that was provided in the Youth Services Business Case (**Attachment 2**) identified that there is a lack of specific services and programs across the Shire aimed at the adolescent age group other than playgrounds, schools and sport specific programming at the HRCC organised through local sporting associations. Additionally, recent consultation (**Attachment 1**) carried out by Officers indicated that a need for services or programs that target at risk or vulnerable youth exists in the Harvey townsite and this was a concern highlighted by local service providers and school principals.

The age structure of the Shire provides key insights into the level of demand for age-based services and facilities and is an indicator of how the role of the Shire and service providers is likely to change in the future. Analysis on the age structure of young people in the Harvey townsite shows that 21.4% of the population in 2021 were aged between 0 and 17 years. This percentage includes the following total persons:

Service age group (years)	Number
Babies and preschoolers (0-4)	208
Primary Schoolers (5-11)	353
Secondary Schoolers (12-17)	345
Total	906

Source: Australian Bureau of Statistics, Census of Population and Housing 2021.

Analysis of the socio-economic status of main localities in the Shire is tabled below. The Index of Relative Socio-economic Disadvantage (IRSD) scores each area by summarising attributes of the population, such as low income, low educational attainment, high unemployment, and jobs in relatively unskilled occupations. It reflects an areas relative disadvantage and lack of disadvantage. Scores above 1,000 indicate relative lack of disadvantage and those below indicates relatively greater disadvantage.

Index of Relative Socio-economic Disadvantage

Area	2021 Index	Percentile
Leschenault	1,058.4	78
Rural South – Brunswick	1,004.3	44
Australind	1,001.4	43
Binningup – Myalup – Parkfield	*990.8	37
Harvey District	*954.4	21
Rural North – Yarloop	*945.3	18

Source: Australian Bureau of Statistics 2021.

*Scores lower than 1,000 indicates relative disadvantage.

Localities with a low index of relative disadvantage can have various effects on young people, as it often indicates a higher prevalence of socio-economic challenges and fewer opportunities. Supportive interventions, access to mentorship, educational opportunities and community programs can help mitigate the effects of low relative disadvantage indices on young people, providing them with a more promising future.

Anecdotal evidence through the consultation process, underscores a pressing service need within the community. Stakeholder discussions consistently highlighted a concerning prevalence of issues among high school aged young people, including instances of drug and alcohol dependency, family conflict, and domestic violence. These findings give insight on critical areas requiring attention and intervention.

These perceived service needs reinforce the importance of a comprehensive approach in addressing the issues faced by young people and their families. As the Shire proceeds with the implementation of Voices of Youth 2021–2026 and the findings outlined in this report, particular attention should be directed towards implementing targeted programs and prioritising a safe familiar space to not only enhance the well-being of young people but also contribute to the overall health and resilience of the community.

Shire's Role in Advocacy for Young People

Local Government plays a crucial role in advocating for service delivery to youth at risk or in need of support. The Shire, through the implementation of Voices of Youth 2021–2026, is already engaged in advocacy efforts. In a specialised context, key aspects of the Shire's role include:

Action	Examples
Needs Assessments	<ul style="list-style-type: none"> • Consultation with community and stakeholders to identify the specific challenges faced by youth in the community. • Identify risk factors and vulnerabilities that contribute to youth being at risk.
Policy Development	<ul style="list-style-type: none"> • Develop and implement policies that address the unique needs of at-risk youth. • Advocate for supportive policies at higher levels of government that can positively impact youth services.

Resource Allocation	<ul style="list-style-type: none"> • Allocate resources to support youth-focused programs and services. • Ensure that budgetary considerations reflect the importance of addressing youth-related issues.
Coordination of Services	<ul style="list-style-type: none"> • Facilitate collaboration between different government agencies, non-profit organisations and community groups to provide a comprehensive network of services for at-risk youth. • Create a centralised system for accessing support systems.
Advocacy for Funding	<ul style="list-style-type: none"> • Advocate for funding from federal or state government to support local programs and initiatives targeting at-risk youth. • Work with community partners to seek funding from private sources.
Education and Prevention Programs	<ul style="list-style-type: none"> • Partner to deliver educational programs that address the root causes of youth at-risk situations. • Partner to deliver prevention initiatives in that focus on early intervention to mitigate risk factors.
Youth Engagement	<ul style="list-style-type: none"> • Involve young people in decision making processes related to the development and implementation of programs. • Create platforms for youth to voice their concerns and ideas.
Mental Health Services	<ul style="list-style-type: none"> • Advocate for increased access to mental health services for youth. • Collaborate with mental health organisations to provide counselling and support information to youth.
Evaluation and Data Collection	<ul style="list-style-type: none"> • Regularly evaluate the effectiveness of youth programs and services. • Collect and analyse data to assess the impact of interventions and inform future initiatives.

Voices of Youth 2021–2026 aims to strategically meet the current and future needs of young people, it is designed to be robust and flexible and can be adaptable to changes in scope or demand. Key actions as part of the action plan are to investigate suitable youth specific facilities in Australind and Harvey, and to advocate for youth support services and outreach. Consultation has provided insight into need and as a direct link to the community, of which the Shire has the capacity to create meaningful change in the lives of at-risk youth. Advocacy efforts, combined with strategic planning and collaboration, can contribute to the development of a supportive environment that enables youth to thrive and overcome challenges.

Consultation pop-ups held at the HRCC in November 2023, indicated that young people generally “hang out” at the Centre even if they don’t participate in any activities. The new Harvey Skate Park is currently in development and is estimated to be complete early 2024. This facility will give young people an additional space to hang out other than congregating in various public places and will offer a range of physical, social and community benefits. The introduction of the new skate park may significantly alter the location where young people typically gather and spend their time and this will need to be considered in the planning for future youth facilities for Harvey townsite. Youth facilities for the Australind area would also benefit from being considered at this time. An appropriate budget amount will be obtained to conduct such investigations and be listed for consideration as part of the 2024 – 2025 Annual Budget process.

Known youth services currently provided in Harvey include:

- Harvey Aboriginal Corporation Inc. – these services are funded by the Mental Health Commission.
- St Pauls Anglican Church – these services are funded by the Parish and run weekly for an hour.

Both these services serve as valuable resources to the community; however, a service gap exists for individuals or groups who potentially do not identify with these groups and are therefore not accessing these established services.

Youth generally attend the HRCC through organised sport – particularly basketball and netball, but also hockey and cricket to a lesser extent. Youth are the largest casual court users coming in after school to use the courts, either with a group of friends or more organised training with a team and coach. The potentially unmet needs of the individuals or groups mentioned above could be met through the existing programs offered at the HRCC.

Current HRCC programs, other than organised sport are listed in the table below:

Program	Description
Teen Gym	A small, supervised group program with an instructor learning how to use the gym equipment safely (16 years and over).
Gymnastics	Youth are welcome to participate in these programs.
Group fitness classes and Yoga	Youth are welcome to participate in these programs (16 years and over).
Rec Runners	Early morning fitness program to encourage participants to start running (attracted youth participants from 14 years and over in the past).
Cultural programs	Some youth focussed shows and there are reduced price tickets for these.

In October 2022, a trial for under 16-year-olds to use the gym supervised by a responsible adult over 18, not a staff member, was carried out. The program highlighted high achieving young sports people, sports people and several young people with physical and mental health challenges with formalised health care plans that designed physical activity as a strategy to enhance their mental health and wellbeing. During the trial of unsupervised under 16-year-olds, staff observed risky behaviours (e.g. unsafe use of weights) and antisocial behaviour (e.g. incorrect gym etiquette). At the completion of the trial, it was decided that for the under-16-year-olds to use the gym they would require a trained professional, either a qualified physiotherapist or a personal trainer to supervise them during gym use. The HRCC may be able to provide this service at an estimated additional 10 hours a week which would equate to approximately \$25,000 per annum in salaries. As this additional expenditure has not been included in the Shire's Workforce Plan or Annual Budget, it has not formed part of the recommendation.

The inquiry methods throughout the year have allowed for a thorough examination of key priority areas, specifically to the Australind and Harvey townsites, offering valuable insights into the challenges and opportunities faced by young people in our community and the Shire's role in advocacy in this regard. This consultation has indicated a demand for support services in Harvey townsites for young people that may be at risk or vulnerable. While it falls outside of the Shire's direct scope to provide these services, the Shire is committed to advocating for their provision in suitable facilities, such as suitable Shire buildings, local schools and Community Resource Centres. Through these advocacy endeavours, the Shire can aim to foster a supportive environment conducive to the growth and development of young people, thereby enhancing the overall well-being of the community.

It is a recommendation as part of this report that the Shire continues to support ongoing programs and service delivery at the HRCC to support youth in Harvey townsite and investigate opportunities for fit-for-purpose youth facilities in both Australind and Harvey areas.

Additional Information on Shire Buildings

Shire Business Units were requested to provide additional information to better understand the suitability and sustainability of each building and to provide a SWOT analysis for each.

Harvey Recreation and Cultural Centre, Squash Courts:

Shire Business Unit	Comment
Building Services	Aging infrastructure, not accessible, no requirement to make accessible unless willing to upgrade. No heating or cooling.
Asset Management	Short term only, steps to mezzanine could be hazard, one court only for equipment, possible threats are vandalism and graffiti. Safety needs to be considered.
Information Technology	Public Wi-Fi on site.
Planning Services	There are no planning restrictions that would prevent consideration of this space.
Governance	Not built for this purpose, Shire building insurance and public liability insurance coverage is in place but may need to be increased to take into consideration any damage that could impact on other users.
Health Services	An evaluation will be conducted based on the proposed type of activity. Whereby a building audit will be necessary to verify compliance with the Health (Public Buildings) Regulations 1992, facilitating an assessment in relation to the proposed type of activity.
HRCC	Area rarely used, poor ventilation, isolation from other staff in case of incident, required access for squash players, safety of staff and youth due to hazards, opportunity to leave equipment out.
Community Development	Close proximity to existing youth hang out spaces, easy access to hockey oval and courts, access to free Wi-Fi, CCTV, used for squash, limited storage space, limited power supply, environmental factors require cooling or heating, no close access to food preparation areas.

Harvey Recreation and Cultural Centre, Mezzanine:

Shire Business Unit	Comment
Building Services	Aging infrastructure, not accessible, no requirement to make accessible unless willing to upgrade. No heating or cooling systems.
Asset Management	Steps and handrail are a threat. Safety needs to be assessed.
Information Technology	Public Wi-Fi on site.

Planning Services	There are no planning restrictions that would prevent consideration of this space.
Governance	Shire building insurance and public liability insurance coverage is in place. No current lease agreement on this area of the building, but there is a lack of disability accessibility and the potential a building inspection may uncover risks / safety issues for the area to be used by youths due to stairs/upper level.
Health Services	A building audit will be necessary to verify compliance with the Health (Public Buildings) Regulations 1992, facilitating an assessment in relation to the proposed type of activity.
HRCC	Area rarely used, drop down to squash courts and steps, poor ventilation, opportunity to leave some equipment out, safety concerns, space long and narrow. Access issues.
Community Development	Not used by the HRCC often, toilet facilities close, space is appealing to young people, access to Wi-Fi, safety issue due to rails, lack of storage, no CCTV, limited power supply, environmental factors will require heating/cooling.

Harvey Recreation and Cultural Centre, The Boundary:

Shire Business Unit	Comment
Building Services	Makes the most sense as new building, all requirements have been met.
Asset Management	Open area has regular bookings, kitchen, and toilets available; threats are public complaints, vandalism, and graffiti. Not recommended.
Information Technology	Public Wi-Fi on site.
Planning Services	There are no planning restrictions that would prevent consideration of this space.
Governance	Shire building insurance and public liability insurance coverage is in place, but an investigation to determine if current Management Agreement is in place will need to be carried out.
Health Services	A building audit will be necessary to verify compliance with the Health (Public Buildings) Regulations 1992, facilitating an assessment in relation to the proposed type of activity.
HRCC	Self-contained space, toilets and kitchen available, isolated from other staff incase of issues, area frequently used for private bookings, limited storage, complete pack up after every session, risk of damage/vandalism to fixture and fittings, potential damage to technology, due to amount of private bookings not considered an ideal venue, safety of staff and youth. The Boundary was not designed with youth services in mind. Strong negative public reaction to this decision would likely occur.
Community Development	Close proximity to existing youth hang out spaces, self-contained area with kitchen and toilet facilities, access to outside ovals and HRCC function room, accessible and flexible space, no storage, cooling and heating, equipment and resources removed after each session.

Harvey Town Hall:

Shire Business Unit	Comment
Building Services	Aging infrastructure, not accessible, no requirement to make accessible unless willing to upgrade. No heating or cooling systems.

Asset Management	Could install cooling, threats are steps on sides of stage and front of bio box hazard. Close to roads high volume of traffic is a hazard.
Information Technology	Public Wi-Fi not readily available on site, cable from Harvey Admin could be used.
Planning Services	There are no planning restrictions that would prevent consideration of this space.
Governance	Shire building insurance and public liability insurance coverage is in place. The building is already being used by a youth group, so consideration of other user group bookings would be important.
Health Services	A building audit will be necessary to verify compliance with the Health (Public Buildings) Regulations 1992, facilitating an assessment in relation to the proposed type of activity.
Community Development	Kitchen and toilet facilities, no storage space, limited power and internet, no CCTV, large space, close to Police station and existing youth hang out spaces.

Harvey R.S.L Hall:

Shire Business Unit	Comment
Building Services	Aging infrastructure, not accessible, no requirement to make accessible unless willing to upgrade. No heating or cooling systems.
Asset Management	Shade structure, trees, and large open space, asbestos cladding near private house, could install aircon and heating, threats are vandalism and graffiti. Best location in comparison to other facilities.
Information Technology	Public Wi-Fi not onsite, radio link from admin/library or NBN connection and firewall for public internet.
Special Projects	Some storage available, break out area, good viewing of the hall, very few users, space to set up tv and area, possible to use twice weekly, easy tie in to afternoon study space at new library, disturbance when building takes place for library will need to source another temporary building, billiard table to be quarter size to suit use by other community groups, threats are more evening users for potential teaching space. Future development could install CCTV, air con, upgraded kitchen and upgrade of ceiling. Recommended location.
Planning Services	There are no planning restrictions that would prevent consideration of this space.
Governance	Shire building insurance and public liability insurance coverage is in place. Lease Agreement in place to RSL, providing them with first refusal on bookings. Risk of old building not in the condition to take the wear and tear of youth and asbestos present, therefore a more detailed assessment would be required.
Health Services	A building audit will be necessary to verify compliance with the Health (Public Buildings) Regulations 1992, facilitating an assessment in relation to the proposed type of activity.
Community Development	Kitchen and toilet facilities limited regular users, early years programs in the same building (Playgroup), no CCTV, limited internet connection, storage available with opportunity to install shed.

Harvey Old Catholic Church:

Shire Business Unit	Comment
Building Services	Aging infrastructure, not accessible, no requirement to make accessible unless willing to upgrade. No heating or cooling systems. No toilet or kitchen prep facilities.
Asset Management	Large open space, to close to road and T junction very busy roads, could install heating or cooling. Threats are graffiti and vandalism. Near Primary School.
Information Technology	Public Wi-Fi not onsite, radio link from admin/library or NBN connection and firewall for public internet.
Special Projects	Not recommended to be investigated further. Future development has planned internet. CCTV will need to be installed as part of the upgrade.
Planning Services	There are no planning restrictions that would prevent consideration of this space.
Governance	Check insurance coverage for this activity and building damage. Lease currently in place however may not be in future dependent upon Council decision.
Health Services	A building audit will be necessary to verify compliance with the Health (Public Buildings) Regulations 1992, facilitating an assessment in relation to the proposed type of activity.
Community Development	Investigating as a potential building for art collection to be stored and displayed.

Commercial Building Options

This report provides examples of estimated cost breakdowns for a Harvey Youth Group if Council were to consider allocating funds to lease a suitable commercial building for a temporary youth facility. The options are listed in order of the most suitable with regard to location, amenities, and accessibility. This breakdown does not include costings for fit out, equipment, furniture, insurance, marketing and promotions and staffing.

Commercial Property A

Estimated Cost Breakdown	Estimated Cost Per Year
Lease of building	\$12,000 (ex GST)
Outgoings	\$2,589 (ex GST)
Costs for activities/sundry expenses (\$200 month)	\$2,400
NBN Internet (estimated \$80 month)	\$960
Internet Firewall (estimated \$1,200 3-year subscription)	\$1,200
Estimated total	\$19,149

Commercial Property B

Estimated Cost Breakdown	Estimated Cost Per Year
Lease of building	\$8,000 (ex GST)
Outgoings	\$1,535 (ex GST)
Costs for activities/sundry (\$200 month)	\$2,400
NBN Internet (estimated \$80 month)	\$960

Internet Firewall (estimated \$1,200 3-year subscription)	\$1,200
Estimated total	\$14,095

One of the recommendations of this report is to continue to support ongoing programs and service delivery at the HRCC to support young people in Harvey rather than start a youth group. Therefore, officers do not recommend committing to a leased property as it is not financially sustainable or viable. The locations of the buildings also pose a risk due to being situated in high traffic areas or at the back of car park.

In 2021, the Harvey Local Drug Action Group (LDAG) was operating a service for young people out of a commercial building. Although a small amount of funding was secured for the delivery of this project, the operational model was not financially sustainable and due to not being able to find a suitable Shire facility the service was unable to continue.

Recent consultation with Harvey Senior High School highlighted that there may be available rooms during the week that could be used by youth service providers. This will be investigated accordingly and will allow the Shire to partner from an advocacy perspective with the school to better deliver outcomes for youth health and wellbeing through enhanced access to a broader range of services.

Due to the distinct lack of youth facilities in Australind and Harvey. A further recommendation of this report is to undertake a study to explore the feasibility of establishing youth facilities in Australind and Harvey, incorporating budgetary considerations in the 2024–2025 Draft Annual Budget. This will allow Shire Officers to explore every option possible which will offer flexibility, cost efficiency and adaptability. This investigation will provide a comprehensive understanding of the needs and feasibility of implementing youth facilities, considering population forecasts and growth, allowing Council to make an informed decision that best serves the needs of future youth programs and the community.

Consultation

Shire Officers engaged with a number of community organisations, service providers and young people to gain insights and aimed to investigate the need, activities, impact on the community and their relationship with relevant stakeholders. A Consultation Report has been provided in refer **Attachment 1**.

Pop-up consultation activities held at the HRCC involved a one-week dotmocracy initiative targeting young people aged 12 to 18 years that typically hang out at the centre and do not engage with local sporting competitions and those who are involved in sport at the centre. The primary objective was to engage with these young people and gather their input on their preferred after school hangout locations and activities. During this period, Shire Officers interacted with the young people to understand their desires, preferences and ideas for post school socialising. The preferred locations and activities have been tabled below.

Building	Number of Dots
Harvey Recreation and Cultural Centre, Squash Court	3
Harvey Recreation and Cultural Centre, Mezzanine	18
Harvey Recreation and Cultural Centre, The Boundary	15
Harvey Town Hall	8
Harvey RSL Hall	0
Harvey Old Catholic Church	0
Commerical Building (Behind Partons IGA)	2
Other Recommendations: Harvey Swimming Pool, Skate Park, Basketball Courts, New Harvey Skate Park.	

Activity	Number of Dots
Just Chill Out	14
Play Sport	57
Gaming Activities	34
Art Activities	13
Homework or Study	7
Learn Something New (Cooking etc.)	10
Other Recommendations: Movie night, free court use for teens after school, food, acro classes, food stalls, dog parks, dog cafes.	

Informal discussions with young people revealed they have a strong interest in using sport courts but often face challenges due to the lack of available space, lack of money to pay for court hire or not having the necessary equipment. These discussions highlighted that the HRCC is a popular hangout spot for them, even when they are not actively participating in sports. This is primarily because the HRCC and the courts provide a safe and familiar space that remains open late on weekdays and weekends. Young people expressed enthusiasm for utilising the mezzanine area, as it offers a secluded space, they could call their own. They also appreciated the convenient access to both the oval and the courts from that part of the building, making it an attractive option for their social activities. In continuing to support ongoing programs and service delivery at the HRCC, the opportunity to access a basketball court either at a reduced rate or free of charge from 3.30pm–5.30pm on one Friday afternoon a month is worthy of consideration.

Local organisations, service providers, WA Police and high school principals were invited to provide input on several key questions (**Attachment 1**) to better understand existing resources and opportunities for collaboration, as well as identify the needs and preferences of both the organisations and the young people they may engage with. The consultation addressed the need for qualified youth workers within youth programs or groups and the necessity of having a dedicated youth facility for these services. The information that was provided will be invaluable for shaping and enhancing future youth focused initiatives, gain a comprehensive understanding of the landscape of youth programs and services in the community and foster collaboration.

Conclusion

In summary, this report offers insights into the current state of youth services in the Harvey townsite, identifying the role of the Shire in youth provision and recommends actions to support youth service delivery considering current resources and backed by consultation data from various stakeholders and the youth community.

Due to current need and demand, the Shire is able to utilise current resources to increase advocacy for service delivery for young people in Harvey and partner with Harvey Senior High School and community organisations to assist in addressing gaps for at risk youth.

Consultation pop-ups held at the HRCC played a role in understanding the youth preferences and behaviour. Young people's tendency to gather at the centre, even if not involved in sports, was a significant insight and the new Harvey Skate Park was also noted as having the potential to reshape where young people may congregate. This report highlights consultation efforts with community organisations, service providers and young people, indicating their preferences for after school hangout locations and activities and as such recommends Council continues to support programs and service delivery at the HRCC.

The report discusses the distinct lack of fit-for-purpose youth facilities in Australind and Harvey areas and specifically investigated the suitability of Shire buildings in the Harvey townsite for a youth group. Whereby it is recommended that a leased commercial building may not be financially sustainable at

this stage. It recommends continuing the investigation for suitable youth facilities by completing a study to explore the feasibility of establishing such facilities in Australind and Harvey, at which time the Harvey skatepark development would be complete and behavioural patterns may be observed. The decision to conduct a feasibility study reflects a proactive approach by the Shire to address community needs, enhance services for young people, and contribute to the overall wellbeing and vitality of the localities with the youngest people.

Statutory/Policy Environment

Policy 3.1.9 – Youth Engagement

Voices of Youth 2021–2026

Strategic Framework

The Shire's Strategic Community Plan 2021–2031, states:

- | | |
|----------------------|--|
| <i>Goal 2:</i> | <i>A safe, accessible and connected community where everyone has the opportunity to contribute and belong.</i> |
| <i>Objective 2.1</i> | <i>To support people through all stages of life.</i> |
| <i>Objective 2.2</i> | <i>Create a community where people are safe.</i> |
| <i>Objective 2.7</i> | <i>An active and healthy community.</i> |

Community Engagement

Community Participation Goal

Involve: To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.

Promise to the Community

Involve: We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

Risk Management

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The consequence could be **Reputational** should Council not adopt the recommendations. The consequence rating is considered **Minor** and the likelihood **Unlikely**, therefore it is deemed that there is a **Low** risk present.

Budget Implications

The Shire's Annual Budget lists \$35,000 for delivery of the Youth Strategy.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. Notes the findings outlined in the Consultation Report as per **Attachment 1**
2. Notes the Shire's role in advocacy for services for at risk young people.
3. Continues to support ongoing programs and service delivery at the Harvey Recreation and Cultural Centre to support young people in Harvey.
4. An allocation be listed in the Shire's 2024 – 2025 Annual Budget to undertakes a study to explore the needs and feasibility of establishing youth facilities in Australind and Harvey.

Moved: Cr. Krispyn

Seconded: Cr. Carbone

That Council:

1. **Notes the findings outlined in the Consultation Report as per Attachment 1**
2. **Notes the Shire's role in advocacy for services for at risk young people.**
3. **Continues to support ongoing programs and service delivery at the Harvey Recreation and Cultural Centre to support young people in Harvey.**
4. **An allocation be listed in the Shire's 2024 – 2025 Annual Budget to undertakes a study to explore the needs and feasibility of establishing youth facilities in Australind and Harvey.**

Carried 10-0

23/282

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

13. Elected Members Motions of Which Previous Notice Has Been Given

Cr. Carbone put forth the following notice of motion to be places in the Ordinary Council Meeting held in December 2023.

That Council, in response to the City of Moka's invitation to attend their 70th anniversary in October 2024, requests the Chief Executive Officer to:

1. Prepare a report for consideration with budget for a Shire delegation visit to Moka.
2. Inform local schools offering Japanese, and/or have existing relationships with Moka, if the Shire's proposed delegation visit and encourages their joint attendance.

Officers Comment

An annual allocation for Friendship Sister City Relationship is contained within the Shire's Budget. This allocation would not be sufficient to cover the costs of sending a Delegation to the 70th anniversary celebrations in Moka City. Officers support the preparation of a report to consider which Councillors and/or Shire Officers should be included in the delegation and the likely cost implications.

Moved: Cr. Carbone

Seconded: Cr. Bromham

That Council, in response to the City of Moka's invitation to attend their 70th anniversary in October 2024, requests the Chief Executive Officer to:

1. Prepare a report for consideration with budget for a Shire delegation visit to Moka.
2. Inform local schools offering Japanese, and/or have existing relationships with Moka, if the Shire's proposed delegation visit and encourages their joint attendance.

Carried 10-0

23/283

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

Cr. Carbone put forth the following notice of motion to be places in the Ordinary Council Meeting held in December 2023.

That Council request the Chief Executive Officer to bring a report to the next available Council meeting detailing the necessary requirements, including budget, to move the Shire's light vehicle fleet to 30% electric by 2030.

Officer's Comments

At its Ordinary Meeting held on Tuesday, 23 August 2022, Council adopted the 'Shire of Harvey Climate Change Declaration' including the 'Climate Change Corporate Mitigation Action Plan'.

The Shire has already implemented a 'Fleet Offset Program' and funds have been allocated in the 2023–2024 budget for the purchase of an electric vehicle for the Waste and Safety Services Business Unit.

This will complement the four existing Hybrid (petrol/electric) vehicles in the fleet.

Officers will investigate and present a report to Council that will include indicative budget estimates and other implications for 30% of the Shire's light vehicle fleet to be electric by 2030 in line with the Shire's existing Climate Change Declaration and Corporate Mitigation Action Plan.

Moved: Cr. Carbone

Seconded: Cr. Holly

That Council request the Chief Executive Officer to bring a report to the next available Council meeting detailing the necessary requirements, including budget, to move the Shire's light vehicle fleet to 30% electric by 2030.

Carried 10-0

23/284

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

14. Notice of Motion for Following Meeting

Nil.

15. Questions by Members of Which Due Notice Has Been Given

Nil.

16. Reports of Members

Cr. Hitchcock reported on her attendance at the following:

October:

- Councillor inductions
- Moka City Delegation events.

November:

- Awards, Honours and Prizes Advisory Group meeting
- Australind/Leschenault Place Advisory Group meeting
- Audit Committee meeting
- Councillor Recognition event
- Lot 208 Youth Inc. board meeting.

Cr. Bromham reported on his attendance at the following:

November:

- Remembrance Day Service in Harvey

- November Concept Forum
- Coastal Place Advisory Group meeting
- Australind/Leschenault Place Advisory Group meeting
- Bush Fire Advisory Committee meeting
- Audit Committee meeting
- Agenda Briefing Session
- Councillor Recognition event
- Regional Road Group meeting
- Ordinary Council Meeting
- Australind Men's Shed Christmas dinner at the Binningup Country Club
- Bunbury Harvey Regional Council meeting
- Lot 208 Youth Inc. board meeting
- Leschenault Progress Association meeting.

December:

- Thank a Volunteer morning tea at the Harvey Community Resource Centre
 - December Concept Forum
 - Australind Jetty refurbishment visit
 - Fire Brigade training
 - Harvey Aboriginal Corporation official building opening
 - Audit Exit meeting
 - Community Safety and Crime Prevention Advisory Group meeting
 - Local Emergency Management Committee meeting
 - Bunbury Harvey Regional Council Audit meeting
 - Bunbury Harvey Regional Council meeting
 - Access and Inclusions Advisory Group meeting
 - Agenda Briefing Session
 - Brunswick Primary School graduation
 - Fire Brigade training
-

- Harvey Community Resource Centre meeting
- Australind Jetty reopening
- Ordinary Council Meeting.

Cr. Capogreco reported on his attendance at the following:

November:

- Agenda Briefing Session
- Councillor Recognition event
- Ordinary Council Meeting.

December:

- Concept Forum
- Harvey Mainstreet Inc. Christmas wrap up meeting
- Harvey Place Advisory meeting.

President Campbell reported on her attendance at the following:

November:

- Lot 208 Youth Inc. board meeting
- Sport and Recreation Advisory Group meeting.

December:

- Library volunteers morning tea
- Australind Jetty site visit
- Brunswick and Surrounds Place Advisory Group meeting
- Harvey Gala night
- Local Emergency Management Committee meeting
- Harvey Community Resource Centre Annual General Meeting
- Seniors Christmas lunch in Binningup
- Youthchella
- Visit with Robyn Clarke MLA
- Harvey Community Resource Centre event
- Joint Town Planning Scheme Committee meeting

- Australind Jetty reopening.

Cr. Coleman reported on her attendance at the following:

November:

- Rural Mental Health Conference through the District Health Advisory Committee
- Harvey Accessible Highway Expo
- Tourism Advisory Group meeting
- Remembrance Day Ceremony
- Awards Honours and Prizes Advisory Group meeting
- Concept Forum
- Senior Citizens meeting
- Dementia without Loneliness seminar
- Audit Committee meeting
- Agenda Briefing Session
- Youth meeting with Andrew Dingley and Cassie Curulli
- South 32 Community Liaison Committee meeting
- Councillor Recognition event
- Ordinary Council meeting
- John Sabourne's funeral.

December:

- Brunswick River Cottages meeting
- Concept Forum
- Boola Bidi opening
- Harvey Recreation and Cultural Centre Advisory Group meeting
- Community Safety and Crime Prevention Advisory Group meeting
- Agenda Briefing
- District Health Advisory Group meeting
- Yarloop Place Advisory Group meeting
- Hocart Lodge 50th Anniversary event

- Ordinary Council meeting
- Senior Citizens meeting
- Australind Jetty reopening.

17. New Business of an Urgent Nature Introduced by Decision of Meeting

Nil.

18. Matters Behind Closed Doors

Moving Behind Closed Doors

Moved: President Campbell

Seconded: Cr. Bromham

That Council moves behind closed doors.

Carried 10-0

23/285

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

Council moved behind closed doors at 4.29pm.

18.1. Corporate Services

18.1.1. Sale of Land – Rates Assessment A3764

Reason for Confidentiality as per *Local Government Act 1995*:

s.5.23(2)(b): “the personal affairs of any person.”

Item No.:	18.1.1
Subject:	REDACTED
Proponent:	Rates Assessment A3764
Location:	REDACTED
Reporting Officer:	Senior Rates Officer
Authorising Officer:	Director Corporate Services
File No.:	A003764
Attachments:	Nil.

Summary

Council approval is sought to commence legal proceedings to sell Lot 320, Rates Assessment A3764, to recover unpaid rates and charges in accordance with section 6.64 of the *Local Government Act 1995*.

Voting Requirements

Absolute Majority

Officers Recommendation

Moved: Cr. Carbone

Seconded: Cr. Bromham

That Council proceeds with the sale of REDACTED in accordance with section 6.64 of the *Local Government Act 1995* to recover unpaid rates imposed along with all costs associated with the recovery of those rates.

Carried by Absolute Majority 10-0

23/286

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

Against: Nil.

Returning from Behind Closed Doors

Moved: Cr. Junio

Seconded: Cr. Krispyn

That Council return from behind closed doors.

Carried 10-0

23/287

Votes:

For: President Campbell, Cr. Hitchcock, Cr. Krispyn, Cr. Carbone, Cr. Boylan, Cr. Coleman, Cr. Holly, Cr. Bromham, Cr. Capogreco and Cr. Junio.

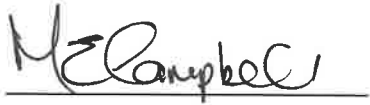
Against: Nil.

Council returned from behind closed doors at 4.35pm.

19. Closure of Meeting

There being no further business to discuss, the meeting was declared closed at 4.37pm.

I, Ms. Michelle Campbell, certify that the aforesaid Minutes of the meeting held on Tuesday, 19 December 2023, are a true and correct record of that meeting on Tuesday, 19 December 2023.

A handwritten signature in black ink, appearing to read 'Michelle Campbell', is written over a horizontal line.

Ms. Michelle Campbell
Shire President