



SHIRE OF  
**HARVEY**



# Ordinary Council Meeting **Minutes**

**Harvey Council Chambers**  
**Tuesday, 22 April 2025**  
**5PM**

**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 22 April 2025, commencing at 5pm.

**Attendance**

Shire President	Ms.	M.	Campbell
	Cr.	A.	Hitchcock
	Cr.	C.	Carbone
	Cr.	W.	Dickinson
	Cr.	R.	Coleman
	Cr.	R.	Holly
	Cr.	J.	Bromham

**Staff**

Acting Chief Executive Officer	Ms.	S.	Haslehurst
Acting Director Infrastructure Services	Mr.	S.	Faber
Director Sustainable Development	Mr.	S.	Hall
Director Corporate Services	Mr.	D.	Winter
Acting Director Community and Lifestyle	Ms.	L.	Brown
Manager Governance and Strategy	Ms.	K.	Williams
Manager Community Development	Mr.	B.	Rose
Manager Information Services	Mr.	A.	Ewing
Senior Governance Compliance Officer	Ms.	F.	Alldritt

There were 3 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 5.00pm.

### 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 and Emerging Elders both past and present.

### Procedural Motion

President Campbell put forth the following:

That Council suspends 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 audio recording of the meeting.

**Moved: President Campbell**

**Seconded: Cr. Holly**

**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 audio recording of the meeting.**

**Carried 7-0**

**25/76**

### Votes:

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

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

Nil.

**Leave of Absence:**

Cr. Junio.

**3. Applications for Leave of Absence**

Nil

**4. Declarations of Members' and Officers' Personal Interest**

Cr. Craig Carbone declared an Impartiality Interest in Item 12.5.1 – Brunswick Speed Limit Reduction. Cr. Carbone declared that he lives within the CBD of Brunswick and declared that he would deal with the matter on its merits and stay in the Chamber for the duration of the Item.

Cr. Robyn Coleman declared an Impartiality Interest in Item 12.3.1 – Scheme Amendment No. 1 for Finalisation – Short-Term Rental Accommodation. Cr. Coleman declared that she owns a Bed and Breakfast and declared that she would deal with the matter on its merits and stay in the Chamber for the duration of the Item.

**5. Questions by Members of Which Due Notice Has Been Given**

Nil.

**6. Response to Previous Questions Taken on Notice**

**Mr. Ducan Booth asked the following questions at the Ordinary Council Meeting held Tuesday, 25 March 2025:**

*Question 1: Why don't Shire owned vehicles have Shire signage on them to make them easily identifiable?*

Answer 1: Currently, the Shire ensures that service vehicles can be identified and have the Shire Logo or the words Shire of Harvey applied. These include:

- Cleaners' vehicles
- Ranger vehicles
- Shire heavy plant – Grader/Loader etc.

Infrastructure Services will review the use of logos on Shire vehicles as time and resources permit.

***Question 2: Mr. Booth sent the below email to Shire administration to ensure that the background and intent of his question was captured correctly.***

*I've been looking at the data from the Ordinary Council Minutes from February 25, 2025 (the document) specifically the graph comparing our population growth to the Full-Time Equivalent (FTE) staffing levels over the last 10 years, from 2014 to 2024. I wanted to bring this up because I'm trying to understand*

*how efficiently we're managing our workforce as our Shire grows, especially since the document talks about balancing community expectations with the sustainability of our staff.*

*Here's what I found: over the 10-year period, our population has grown by 20%, going from 26,186 in 2014 to 31,427 in 2024. That's a steady increase, which is great to see. But during the same time, our FTE staffing levels have gone up by 61%, from 107.35 to 172.31. That's a much bigger jump—more than three times the rate of our population growth.*

*When I looked at this in terms of efficiency, I noticed that in 2014, each FTE was serving about 244 people, but by 2024, that number dropped to 182 people per FTE. To me, this suggests we're using a lot more staff to serve a population that hasn't grown as quickly. If we were being efficient in the sense of 'doing more with less,' I'd expect the staffing increase to be closer to the population growth—maybe around 20% to 30%—or at least for us to see a really big improvement in our services to justify the 61% jump in FTE.*

*I understand efficiency isn't just about keeping staff numbers low—it's also about the outcomes we're delivering for the community. So, I wanted to ask a few questions to get a better sense of what's driving this increase and whether we're still operating efficiently in a broader sense:*

- First, has the 61% increase in FTE led to a significant improvement in the quality or quantity of services we're providing? For example, are we delivering more projects, responding to community needs faster, or seeing higher satisfaction from residents compared to 2014?*
- Second, are there specific reasons for the sharp rise in FTE, especially after 2020? I noticed the biggest jumps happened between 2020 and 2024, when FTE went from 124.88 to 172.31. Is this tied to new initiatives, bigger projects, or maybe post-COVID challenges that required more staff?*
- And finally, the document mentions comparing ourselves to other Band 2 Local Governments in Western Australia. Do we know how our population-to-FTE ratio stacks up against theirs? If other Shires are serving similar populations with a smaller increase in staff, that might give us some ideas on how we can improve our efficiency.*

*I think it's great that we're planning for the sustainability of our workforce, as the document highlights, and I can see how adding staff might help us meet growing community expectations or prepare for future growth. But I just want to make sure we're getting the most value out of our resources and that this staffing increase is delivering the kind of outcomes that justify it. I'd love to hear your thoughts on this and any additional data we might have on our service delivery or community feedback.*

Answer 2: In general, it's important to consider both the quantitative and qualitative aspects of service delivery when evaluating efficiency. While the increase in FTE staffing levels is notable, it would be helpful to look at the specific outcomes and improvements in services that have resulted from this increase. Additionally, understanding the context behind the staffing changes, such as new initiatives or challenges, can provide valuable insights. Comparing your Shire's population-to-FTE ratio with other similar sized local governments could also offer a useful benchmark for assessing efficiency. However, Harvey is unique in that the population of the Shire is only comparable in population size to a small number of local governments in Western Australia; City of Perth population 30,971 with FTE 610, City of Fremantle 31,517 with FTE 326 and City of Kalgoorlie Boulder 29,055 with FTE 258 (*Figures provided by My Council, Department of Local Government Sport and Cultural Industries*). By using population to FTE ratios as a comparable analysis, it is clear to see that there are likely many other factors which may contribute to the level of service required and provided by the local government and its relative efficiency.

In relation to the spike in increased resources from 2020, during the COVID-19 pandemic, most local governments in Australia significantly increased staffing levels to address the multifaceted challenges posed by the crisis. This increase was driven by the need to implement and regulate public health

measures, such as social distancing and hygiene protocols, in local businesses and public spaces. Additionally, local councils played a crucial role in supporting vulnerable community members, distributing personal protective equipment, and providing financial assistance to individuals and businesses facing economic hardship. The economic stimulus packages from the federal and state governments also required local governments to manage and distribute funds effectively, further necessitating additional staff. This comprehensive response was essential to ensure the health and safety of communities and to support economic recovery during an unprecedented time. Additionally, the previous methodology of reporting FTEs did not include casual employees from the Leisure Centres and the spike can also be attributed to this change in reporting.

Ultimately, the goal is to ensure that the staffing levels are aligned with the community's needs and expectations, and that the resources are being used effectively to deliver high-quality services. The Shire already reports on levels of service delivery, project delivery and risk through annual Financial Statements, the Corporate Business Plan and the subsequent quarterly reports, as well as high risk service delivery through the Strategic Risk and Compliance reporting to Audit Committee. There is also performance measures contained within the Corporate Business Plan reporting which can assist in measuring the Shire's requirement for human resources. All of these resources are available on the Shire's website. Further, in terms of having checks and balances to ensure efficiency, the Office of the Auditor General (OAG) is responsible for conducting performance audits and financial audits of the local government, and the OAG can at any time assess the efficiency and effectiveness of public sector activities, services and programs. Local governments are further required by the *Local Government Act 1995* and associated regulations to comply with various oversight measures including strong internal controls and good governance to monitor the performance of the local government. The Shire of Harvey has multiple resources on its website, which could be more deeply analysed to give a clearer indication to yourself on the local government's efficiency.

*Question 3: What sort of DEI (diversity, equity and inclusion) programs do we have in the Shire and what sort of money is spent on those programs?*

Answer 3: Aside from promoting the principles of diversity, equity and inclusion in our recruitment practices, employment conditions and internal culture, the Shire of Harvey does not currently expend any funds on formal DEI programs. However, the Shire's Access and Inclusion Plan *Even Better Together*, contains goals which are closely aligned to DEI principles for people living with disability, and Council makes an annual budget allocation to implement actions that address these goals. The Plan is available on the Shire's website.

## **7. Public Question Time**

Nil.

## **8. Petitions/Deputations/Presentations**

Nil.

## **9. Announcements by Presiding Members or CEO Without Discussion**

The Shire President, on behalf of the Shire of Harvey, congratulated previous Shire of Harvey Councillor, Paul Beech, who has recently received further recognition with the Order of St. John. Being admitted to the Order of St. John is the highest order within St. John's awards and honours system, and services need to be recognised as outstanding to receive this. Promotion within the Order is determined not only on the basis of the outstanding service but also the ability of the individual to demonstrate how their leadership has influenced St. John Ambulance for the better. Mr. Beech has been recognised for his outstanding service to the St. John Ambulance sub-centre in Harvey.

President Campbell announced the resignation of Councillor Michelle Boylan. Ms. Boylan has been formally advised of her successful appointment as a Member of the West Australian Parliament in the Legislative Council. In her resignation, Ms. Boylan took the opportunity to thank the other Elected Members and Officers of the Shire of Harvey who have worked alongside her. Ms. Boylan remarked that she loved every minute of her time within the Shire of Harvey and that although she is not on Council anymore, she will continue to fiercely advocate and represent the Shire at every level of State Parliament.

The Shire President acknowledged and thanked the Director Sustainable Development, Simon Hall, who has resigned at the Shire of Harvey. Mr. Hall commenced with the Shire on 4 May 2010 as a Planning Officer and has been an integral part of the Shire for the past 15 years. In his time Mr. Hall was a big support in the 2016 Yarloop Fires, particularly as part of the Disaster Recovery Management Plan, There have been 3,577 Planning Approvals and 14,530 Building Approvals during his time at the Shire. His achievements include the final adoption of the Capel to Leschenault CHRMAP, amendments to the Local Planning Strategy, the Draft Local Biodiversity Strategy, Local Planning Scheme No. 2, the Harvey Regional Trail and Adventure Master Plan and the Harvey Region Tourism Road Map. President Campbell acknowledged that within each of these roles Mr. Hall has helped shape the growth and opportunities within the Shire in a thoughtful and sustainable way, balancing development with the Shire's values and environment.

## **10. Confirmation of Minutes**

Ordinary Council Meeting – Tuesday, 25 March 2025.

### **Recommendation**

That the Minutes of the Council Meeting held on Tuesday, 25 March 2025, as printed be confirmed as a true and correct record.

**Moved: Cr. Holly**

**Seconded: Cr. Dickinson**

**That the Minutes of the Council Meeting held on Tuesday, 25 March 2025, as printed be confirmed as a true and correct record.**

**Carried 7-0**

**25/77**

### **Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

## **11. Receipt of Minutes and Recommendations from Committees**

Audit Committee Meeting – Tuesday, 15 April 2025

### **Recommendation**

That the Minutes of the Audit Committee Meeting held on Tuesday, 15 April 2025, as printed be received.

**Moved: Cr. Bromham**

**Seconded: Cr. Carbone**

**That the Minutes of the Audit Committee Meeting held on Tuesday, 15 April 2025, as printed be received.**



**Carried 7-0**

**25/78**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

## 12. Officer's Reports

### 12.1. Chief Executive Officer

Item No.	12.1.1.
Subject:	Corporate Business Plan 2024–2025 – Quarterly Report, Quarter Three
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Council Planning and Reporting Officer
Authorising Officer:	Acting Chief Executive Officer
File No.:	F/08/00058
Attachments:	1. Quarterly Report, Quarter Three 2024-2025 [12.1.1.1 - 72 pages]

### Summary

The Integrated Planning and Reporting Framework and Operational Guidelines (2016) issued by the Department of Local Government, Sport and Cultural Industries (DLGSC) state that it is best practice for local governments to report quarterly progress against the Corporate Business Plan to Council. This Quarterly Report captures the period of Wednesday, 1 January 2025 to Monday, 31 March 2025 (Quarter Three).

The Quarterly Report, Quarter Three 2024–2025 (refer **Attachment 1**) is presented to Council to be received.

### Background

Section 5.56(1) of the *Local Government Act 1995* requires all local governments to have a plan for the future of the district, and under the Local Government (Administration) Regulations 1996, all local governments are required to have adopted two key documents – a Strategic Community Plan and a Corporate Business Plan. These documents are supported by informing strategies. Together these documents drive the development of the local government's Annual Budget.

The Integrated Planning and Reporting Framework and Operational Guidelines (2016) issued by the DLGSC, which guide the Strategic Community Plan and Corporate Business Plan process, require that regular monitoring and reporting of these plans are undertaken. Quarterly updates form part of this key reporting process.

The Corporate Business Plan 2024–2028 sets out the projects and services the Shire of Harvey (the Shire) aims to deliver over the next four years to work towards achieving the goals identified in the Strategic Community Plan. The Corporate Business Plan is a key business planning tool for the Shire and acts as the intermediary document between the Strategic Community Plan and Annual Budget. It is reviewed and updated every year, with progress and achievements reported in the Annual Report.

The Corporate Business Plan 2024–2028 was adopted by Council on Tuesday, 23 July 2024.

### Comment

The Quarterly Report is designed to provide information on the progress and milestones of key projects in the Corporate Business Plan 2024–2028.

The projects in the Quarterly Report, Quarter Three 2024–2025 are presented with a commentary on the timeline for completion of the project, progress of the project and updates of specific actions relating to the project.

The targets for the corporate performance indicators are, unless stated otherwise, the annual targets from the Corporate Business Plan. These are part of the review process and are adjusted if targets that provide better clarity are identified.

### Quarter Three Summary

Of the 152 projects reported against:

- 13% are 'Completed'.
- 74% are 'In Progress'.
- 1% are 'Behind Schedule'.
- 4% are 'On Hold'.
- 5% are 'Future Year'.
- 3% are 'Not Commenced'.

Projects reported as 'Behind Schedule', 'On Hold' or 'Not Commenced' will be monitored and required consideration of changes will be addressed through the budget development and review process, as well as Corporate Business Plan review process. Amendments will be made where necessary.

Progress status	Description	Number	Percentage
Completed	The project or action has been completed.	19	13%
In Progress	The project or action has started and is in progress.	113	74%
Behind Schedule	The project or action has started, but work is behind schedule.	2	1%
On Hold	The project or action has started, but work has stalled and has been put on hold.	6	4%
Future Year	The project or action is not due to start until a future financial year.	7	5%
Not Commenced	The project or action has not yet started but is still expected to start in the current financial year.	5	3%
<b>TOTAL</b>		<b>152</b>	<b>100%</b>

Details of all 152 projects are outlined in the Quarterly Report, Quarter Three 2024–2025 (refer **Attachment 1**).

Please note the Number of Harvey Region Facebook page followers is significantly below previous quarters as the previous page was deleted and a new Visit Harvey Region page was launched at the end of Quarter Two.

### Statutory/Policy Environment

#### *Local Government Act 1995*

- Section 5.56 – Plan for the future.

## Strategic Framework

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

*Goal 5: A representative leadership that is future thinking, transparent and accountable.*  
*Objective 5.5 Integrated strategic planning and reporting to drive continuous improvement.*

## 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.

No stakeholder feedback is required for the Quarterly Report, however the projects detailed in this report were included in the Corporate Business Plan after extensive community consultation as part of the creation of the Strategic Community Plan.

### Promise to the Community

*Inform:* We will keep you informed.

The Quarterly Report, Quarter Three 2024–2025 will be available on the Shire's website.

## Risk Management

The Risk Theme Profile identified as part of this report is **Failure to Fulfill Compliance Requirements**. The Consequence could be **Compliance** if the requirements of the *Local Government Act 1995* and *Local Government (Administration) Regulations 1996* are not met in terms of the Shire having a plan for the future of the district. Another potential Consequence could be **Reputational** if the public perceives that the Shire does not have adequate business planning tools in place to manage finances and resources in a transparent and accountable manner. The Measure of Consequence is **Minor** and the Likelihood is **Unlikely** giving an overall Risk Rating of **Low**. Both risks will be mitigated through adherence to the Integrated Planning and Reporting framework.

## Budget Implications

The cost of the projects and actions contained within the Quarterly Report, Quarter Three 2024–2025 are as per the Annual Budget and Forward Capital Works Program.

## 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 Corporate Business Plan Quarterly Report, Quarter Three 2024–2025 as included as **Attachment 1**.

**Moved: Cr. Dickinson**

**Seconded: Cr. Holly**

**That Council receives the Corporate Business Plan Quarterly Report, Quarter Three 2024–2025 as included as *Attachment 1*.**

**Carried 7-0**

**25/79**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

## 12.2. Infrastructure Services

<b>Item No.:</b>	<b>12.2.1.</b>
<b>Subject:</b>	<b>Irrigation Specification</b>
<b>Proponent:</b>	<b>Shire of Harvey</b>
<b>Location:</b>	<b>Shire of Harvey – Parks, Gardens and Reserves</b>
<b>Reporting Officer:</b>	<b>Acting Director Infrastructure Services</b>
<b>Authorising Officer:</b>	<b>Acting Chief Executive Officer</b>
<b>File No.:</b>	<b>C327/00055</b>
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Policy 5.2.7 – Irrigation [12.2.1.1 - 3 pages]</li> <li>2. Irrigation Specification [12.2.1.2 - 50 pages]</li> </ol>

### Summary

The Shire of Harvey (the Shire) is as an endorsed water wise Council committed to promoting sustainable water use, reducing operational costs, and incorporating new technologies to improve irrigation efficiencies.

This item requests Council to adopt draft Policy 5.2.7 – Irrigation (**Attachment 1**). The adoption of this policy will enable Officers to provide a consistent approach to the use of and types of irrigation utilised, whether that use is within the Shire's internal operational activities or through the development of Public Open Space (POS) by a developer.

Council's endorsement of the draft Policy 5.2.7 – Irrigation also provides Officers the authority to provide these standards to developers as part of a POS development process to ensure that irrigation systems that are designed, installed and ultimately gifted to the Shire, will provide ongoing consistency and maximise water efficiency while minimising costs and environmental impact.

As part of ongoing improvements, Shire Officers will continually evaluate the effectiveness of irrigation systems and update specifications as needed to ensure they remain resource efficient.

### Background

The Shire has a diverse range of irrigation systems and irrigation infrastructure, collectively forming the irrigation asset class. These systems are spread across Shire parks, gardens, verges, reserves, and POS developed by private developers.

Unfortunately, some past development and works undertaken by the Shire have resulted in inconsistent systems and irrigation parts being utilised, leading to increased maintenance, inefficiencies, and higher costs. This inconsistency has created challenges for Shire Officers, who must manage a variety of irrigation infrastructures, each with its own unique requirements.

Moreover, the lack of adequate control and standards in the development of irrigation systems by developers has provided further variations, adding to the complexity of managing the parks and reserves irrigation systems within the Shire.

### Comment

To provide a consistent approach and increase efficiencies, Shire Officers have developed the Irrigation Specification (**Attachment 2**). The purpose of this specification is to establish a comprehensive framework for the development and management of irrigation systems within the Shire. As a supporting document to the policy, the Irrigation Specification aims to ensure the adoption of water-efficient practices, cost-effective solutions, and the incorporation of emerging technologies. Additionally, it allows for flexibility to accommodate future updates in line with best practices and technological advancements.

The Irrigation Specification outlines clear guidelines and standards for the installation, maintenance, and operation of irrigation systems. By adhering to these standards, the Shire can achieve uniformity across all its irrigation assets, reducing the inconsistencies that have previously led to inefficiencies and increased costs.

One of the key objectives of a consistent approach is to promote water conservation. By implementing water-efficient practices, the Shire can reduce water usage, contributing to environmental sustainability and cost savings. The Irrigation Specification encourages the consideration and use of advanced and innovative irrigation technologies to optimise water application.

Overall, the Irrigation Specification is considered a vital tool for enhancing the efficiency, effectiveness, and sustainability of the Shire's irrigation systems. By providing a clear and consistent framework, to help ensure that all irrigation assets are managed to the highest standards, delivering optimal performance and value for the community.

## **Statutory/Policy Environment**

Policy 2.2.8 – Purchasing Policy

## **Strategic Framework**

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

- |                      |  |
|----------------------|--|
| <i>Goal 4:</i>       | <i>A liveable, sustainable and well-designed built environment that is accessible to all.</i>    |
| <i>Objective 4.1</i> | <i>Playgrounds and parks are vibrant, accessible and well maintained.</i>                        |
| <i>Objective 4.5</i> | <i>Shire buildings, gardens and grounds are fit for purpose and well maintained.</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.

The Irrigation Specification enhances the efficiency and sustainability of Shire irrigation systems that will build public understanding and support for these initiatives.

### **Promise to the Community**

*Inform:* We will keep you informed.

This report is presented for Council and the public to view and be informed. Minutes are made publicly available.

## **Risk Management**

The Risk Theme Profile identified as part of this report is **Providing Inaccurate Advice/Information**. The Consequence could be **Financial**, **Reputational** or **Compliance** if due process is not followed in progressing with the recommended infrastructure improvements. The Risk is considered **Low** and the likelihood **Unlikely**, this results in a **Low** risk being present.

**Budget Implications**

Council currently provides budget provision through the Forward Capital Works Plan (FCWP) and the annual budget process. It is not envisaged that the endorsement of Policy 5.2.7 – Irrigation will require additional funding outside of current programs of works and irrigation replacement programs.

The adoption of Policy 5.2.7 – Irrigation will enable Officers to standardise our irrigation systems which along with ongoing efficiencies, will provide ongoing cost benefits in the maintenance of Shire irrigation systems. It will also provide ongoing water efficiencies that should also see cost savings.

Developer provided irrigation systems are gifted to the Shire as part of a development condition. While the system is gifted at no cost, the ongoing maintenance and replacement costs will ultimately be funded through the Shire's forward capital works planning or annual budget process.

**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 adopts Policy 5.2.7 – Irrigation provided at **Attachment 1** which includes the endorsement of the Irrigation Specification (**Attachment 2**) to be utilised in the development of irrigation systems within the Shire operational area and through land development.

**Moved: Cr. Coleman**

**Seconded: Cr. Bromham**

**Amendment**

Cr. Coleman proposed the following amendment:

That Council:

1. The Policy 5.2.7 wording to be consistent in relation to "Standard Irrigation Specification".
2. That Council adopts Policy 5.2.7 – Irrigation provided at **Attachment 1** which includes the endorsement of the Standard Irrigation Specification (**Attachment 2**) to be utilised in the development of irrigation systems within the Shire operational area and through land development.

**Reason:** The Policy refers to the Standard Irrigation Specification in related documents and the specification itself defines this term in the Scope and Intent.

**Moved: Cr. Coleman**

**Seconded: Cr. Bromham**

**Carried 7-0**

**25/80**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.



**Against:** Nil.

**Substantive Motion**

**Moved:** Cr. Coleman

**Seconded:** Cr. Bromham

**That Council:**

1. That Policy 5.2.7 wording to be consistent in relation to "Standard Irrigation Specification"
2. That Council adopts Policy 5.2.7 – Irrigation provided at *Attachment 1* which includes the endorsement of the Standard Irrigation Specification (*Attachment 2*) to be utilised in the development of irrigation systems within the Shire operational area and through land development.

**Carried 7-0**

**25/81**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

### 12.3. Sustainable Development

<b>Item No.:</b>	<b>12.3.1.</b>
<b>Subject:</b>	<b>Scheme Amendment No. 1 for Finalisation – Short-Term Rental Accommodation</b>
<b>Proponent:</b>	<b>Shire of Harvey</b>
<b>Location:</b>	<b>Shire of Harvey</b>
<b>Reporting Officer:</b>	<b>Manager Planning Services</b>
<b>Authorising Officer:</b>	<b>Director Sustainable Development</b>
<b>File No.:</b>	<b>C298/00001, C524/00001</b>
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Consent to Advertise, subject to conditions [12.3.1.1 - 1 page]</li> <li>2. Consent to Advertise [12.3.1.2 - 2 pages]</li> <li>3. Amendment Report [12.3.1.3 - 15 pages]</li> </ol>

#### Summary

The local planning framework requires updating to respond to the new *Short-Term Rental Accommodation Act 2024*. These updates have included:

- Amending the Shire of Harvey Local Planning Scheme No. 2 (the Scheme)
- A new Local Planning Policy 6.2.1 – Unhosted Short-Term Rental Accommodation (LPP)
- A temporary ‘Amnesty Period’ initiative to waive the penalty fee for applications for retrospective development approval.

The LPP has been finalised, adopted and the ‘Amnesty Period’ to waive the penalty fee for retrospective approval is in place. Scheme Amendment No. 1 was initiated and has been advertised. No submissions were received during the advertising, and it is therefore recommended that Council finalises the Scheme Amendment.

#### Background

The State Government has committed to various initiatives to deliver better regulation of the short-term rental accommodation sector. The new *Short-Term Rental Accommodation Act 2024* provides the registration and advertising requirements for Short-Term Rental Accommodation (STRA). The Register, administered by the Department of Energy, Mines, Industry Regulation and Safety, opened on Monday, 1 July 2024, and registration is now mandatory. Registrations will be renewable every 12 months.

The Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) have recently been amended to make provision for various STRA-related uses. At the Ordinary Meeting of Tuesday, 16 November 2024, Council resolved to initiate Scheme Amendment No. 1, without modification.

The Amendment incorporated the following:

- Amended the definitions of: cabin, chalet, road house.
- Deleted the definitions of: bed and breakfast, holiday accommodation, holiday house, motel, serviced apartment, short-term accommodation, tourist development.
- Included the definition of: tourist and visitor accommodation.

- Included the land use permissibility in the Zoning Table for: hosted short-term rental accommodation, unhosted short-term rental accommodation, tourist and visitor accommodation.
- Deleted the land uses in the Zoning Table for: bed and breakfast, holiday accommodation, holiday house, motel, serviced apartment, and tourist development.
- Amended Schedule 1 (Additional Uses), Schedule 2 (Restricted Uses) and Schedule 4 (Additional Site and Development Requirements) Table 6 (Car Parking) to reflect the deleted and included land uses.

### **Comment**

On Friday, 24 January 2025, the Department of Planning, Lands and Heritage (DPLH) provided consent for the Amendment to be advertised, subject to minor modifications (refer **Attachment 1**). Officers undertook the necessary modifications and consent for advertising was provided by DPLH on Monday, 10 February 2025 (refer **Attachment 2**).

Scheme Amendment No. 1 was advertised (refer **Attachment 3**) in accordance with the Regulations for a period of 42 days commencing on Thursday, 20 February 2025 and concluding on Thursday, 3 April 2025. At the conclusion of the advertising period, no submissions were received.

### **Statutory/Policy Environment**

Planning and Development (Local Planning Schemes) Regulations 2015

- Clause 47 – Advertisement of standard amendment
- Clause 50 – Consideration of submissions on standard amendments
- Clause 53 – Information on standard amendment to be provided to the Commission
- Clause 55 – Commission to submit standard amendment and recommendations to Minister

### **Strategic Framework**

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

- |                      |   |
|----------------------|---|
| <i>Goal 1:</i>       | <i>A diversified and thriving economy that offers a wide range of business and work opportunities as well as consumer choice.</i> |
| <i>Objective 1.1</i> | <i>The Shire is a tourist destination of choice.</i>  |
| <i>Objective 1.3</i> | <i>Sustainable urban, rural and industrial development.</i>   |
| <i>Goal 5:</i>       | <i>A representative leadership that is future thinking, transparent and accountable.</i>  |
| <i>Objective 5.1</i> | <i>Effective communication and engagement with the community.</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.

If granted final approval, the Scheme Amendment will be published in the Government Gazette and a public notice will be published in a local newspaper.

## **Promise to the Community**

*Inform:* We will keep you informed.

If granted final approval, the Scheme Amendment will be published in the Government Gazette and a public notice will be published in a local newspaper.

## **Risk Management**

The Risk Theme Profile identified as part of this report is **Failure to Fulfil Compliance Requirements**. The Consequence could be **Compliance**, **Inadequate Engagement Practices** or **Reputation** if the statutory procedure is not followed, the Scheme is not updated to reflect the changes or if the Scheme Amendment is not prepared in accordance with the Regulations. The risk is considered **Minor** and the Likelihood **Unlikely**, given that the report and Scheme Amendment has been thoroughly researched, peer reviewed, and provided by a qualified Shire Officer. This results in a **Low** Risk being present.

## **Budget Implications**

The 2024–2025 Adopted Budget includes an allocation for advertising costs.

## **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. In accordance with Clause 50(2) of the Planning and Development (Local Planning Scheme) Regulations 2015, notes that no submissions were received during the public advertising period for Amendment No. 1 to Local Planning Scheme No. 2.
2. In accordance with Clause 50(3) of the Planning and Development (Local Planning Schemes) Regulations 2015, resolves to support Amendment No. 1 to Local Planning Scheme No. 2 for final approval, without modification, to:
  - a) In clause 37 'Terms Used':
    - (i) Delete the definition for "short-term accommodation".
    - (ii) Amend the general definition for "cabin" to:

*"means a building that –*

      - (a) *is an individual unit other than a chalet; and*
      - (b) *forms part of –*
        - (i) *tourist and visitor accommodation; or*

(ii) a caravan park:

and

(c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period."

(iii) Amend the general definition for "chalet" to:

"means a building that —

(a) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and

(b) forms part of –

(i) tourist and visitor accommodation; or

(ii) a caravan park;

(c) and if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period."

b) In clause 38 'Land Use Terms Used':

(i) Delete the definitions for:

- "bed and breakfast"
- "holiday accommodation"
- "holiday house"
- "motel"
- "serviced apartment"
- "tourist development".

(ii) Amend the existing land use term for "road house" by deleting paragraph (d) and inserting:

"(d) accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period."

(iii) Insert the definition for "tourist and visitor accommodation" as:

"(a) means a building, or a group of buildings forming a complex, that —

(i) is wholly managed by a single person or body; and

(ii) is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3

*months in any 12-month period; and*

*(iii) may include on-site services and facilities for use by guests; and*

*(iv) in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night;*

*And*

*(b) includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but*

*(c) does not include any of the following —*

*(i) an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);*

*(ii) a caravan park;*

*(iii) hosted short-term rental accommodation;*

*(iv) a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);*

*(v) a park home park;*

*(vi) a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*

*(vii) a road house;*

*(viii) workforce accommodation;”*

c) In clause 17 ‘Zoning Table’, insert in alphabetical order the following land uses and permissibility:

- *“Hosted Short-Term Rental Accommodation”* and designate as ‘P’ in the Residential, Rural Residential, Mixed Use, District Centre, Neighbourhood Centre, Environmental Conservation, Priority Agriculture and Rural zones and ‘X’ in all other zones.
- *“Unhosted Short-Term Rental Accommodation”* and designate as ‘P’ in the Tourism and District Centre zones, ‘D’ in the Environmental Conservation, Priority Agriculture and Rural zones, ‘A’ in the Residential and Rural Residential zones and ‘X’ in all other zones.
- *“Tourist and Visitor Accommodation”* and designate as ‘P’ in the Tourism zone, ‘D’ in the Mixed Use, District Centre, Neighbourhood Centre, Priority Agriculture and Rural zones, ‘A’ in the Residential and Environmental Conservation zones and ‘X’ in all other zones.

d) In clause 17 ‘Zoning Table’, delete *“Bed and Breakfast”*, *“Holiday Accommodation”*, *“Holiday House”*, *“Motel”*, *“Serviced Apartment”* and *“Tourist Development”*.

e) In Schedule 1 Additional Uses, replace:

- (i) *“Holiday Accommodation”* with *“Tourist and Visitor Accommodation”* in the ‘Additional

use' and 'Conditions' columns of No. A3.

- (ii) *"Bed and Breakfast"* and *"Short Stay Accommodation"* with *"Unhosted Short-Term Rental Accommodation"* in the 'Additional use' column of No. A12.
  - (iii) *"Tourist Development"* with *"Tourist and Visitor Accommodation"* in the 'Additional use' column of No. A13.
- f) In Schedule 2 Restricted Uses, No. R1, replace *"Holiday Accommodation"*, *"Bed and Breakfast"* and *"Holiday House"* with *"Unhosted Short-Term Rental Accommodation"* in the 'Additional use' column.
- g) In Schedule 4 Additional Site and Development Requirements, Table 6 Car Parking Requirements, delete all references to:
- *"Bed and Breakfast"*
  - *"Holiday House"*;
  - *"Motel"*
  - *"Serviced Apartment"*.
- h) In Schedule 4 Additional Site and Development Requirements, Table 6 Car Parking Requirements, amend the following in the *"Land Use Class"* column:
- *"Holiday Accommodation"* to *"Unhosted Short-Term Rental Accommodation"*
  - *"Tourist Development"* to *"Tourist and Visitor Accommodation"*.
3. In accordance with Clause 53 of the Planning and Development (Local Planning Schemes) Regulations 2015, refers Scheme Amendment No. 1 to the Western Australian Planning Commission recommending final approval be granted pursuant to Clause 55 of the Planning and Development (Local Planning Schemes) Regulations 2015, without modification.

**Moved: Cr. Bromham**

**Seconded: Cr. Coleman**

**That Council:**

1. In accordance with Clause 50(2) of the Planning and Development (Local Planning Scheme) Regulations 2015, notes that no submissions were received during the public advertising period for Amendment No. 1 to Local Planning Scheme No. 2.
2. In accordance with Clause 50(3) of the Planning and Development (Local Planning Schemes) Regulations 2015, resolves to support Amendment No. 1 to Local Planning Scheme No. 2 for final approval, without modification, to:
  - a) In clause 37 'Terms Used':
    - (i) Delete the definition for *"short-term accommodation"*.
    - (ii) Amend the general definition for *"cabin"* to:
 

*"means a building that –*

*(a) is an individual unit other than a chalet; and*

**(b) forms part of –**

**(i) tourist and visitor accommodation; or**

**(ii) a caravan park;**

**and**

**(c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period.”**

**(iii) Amend the general definition for “chalet” to:**

**“means a building that —**

**(a) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and**

**(b) forms part of –**

**( tourist and visitor accommodation; or**

**( a caravan park;**

**(c) and if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period.”**

**b) In clause 38 ‘Land Use Terms Used’:**

**(i) Delete the definitions for:**

- **“bed and breakfast”**
- **“holiday accommodation”**
- **“holiday house”**
- **“motel”**
- **“serviced apartment”**
- **“tourist development”.**

**(ii) Amend the existing land use term for “road house” by deleting paragraph (d) and inserting:**

**“(d) accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period.”**

**(iii) Insert the definition for “tourist and visitor accommodation” as:**

**“(a) means a building, or a group of buildings forming a complex, that —**



- (i) *is wholly managed by a single person or body; and*
- (ii) *is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and*
- (iii) *may include on-site services and facilities for use by guests; and*
- (iv) *in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night;*

**And**

- (b) *includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but*
- (c) *does not include any of the following —*
  - (i) *an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);*
  - (ii) *a caravan park;*
  - (iii) *hosted short-term rental accommodation;*
  - (iv) *a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);*
  - (v) *a park home park;*
  - (vi) *a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*
  - (vii) *a road house;*
  - (viii) *workforce accommodation;”*

c) In clause 17 ‘Zoning Table’, insert in alphabetical order the following land uses and permissibility:

- **“Hosted Short-Term Rental Accommodation”** and designate as ‘P’ in the Residential, Rural Residential, Mixed Use, District Centre, Neighbourhood Centre, Environmental Conservation, Priority Agriculture and Rural zones and ‘X’ in all other zones.
- **“Unhosted Short-Term Rental Accommodation”** and designate as ‘P’ in the Tourism and District Centre zones, ‘D’ in the Environmental Conservation, Priority Agriculture and Rural zones, ‘A’ in the Residential and Rural Residential zones and ‘X’ in all other zones.
- **“Tourist and Visitor Accommodation”** and designate as ‘P’ in the Tourism zone, ‘D’ in the Mixed Use, District Centre, Neighbourhood Centre, Priority Agriculture and

Rural zones, 'A' in the Residential and Environmental Conservation zones and 'X' in all other zones.

- d) In clause 17 'Zoning Table', delete "*Bed and Breakfast*", "*Holiday Accommodation*", "*Holiday House*", "*Motel*", "*Serviced Apartment*" and "*Tourist Development*".
- e) In Schedule 1 Additional Uses, replace:
- (i) "*Holiday Accommodation*" with "*Tourist and Visitor Accommodation*" in the 'Additional use' and 'Conditions' columns of No. A3.
  - (ii) "*Bed and Breakfast*" and "*Short Stay Accommodation*" with "*Unhosted Short-Term Rental Accommodation*" in the 'Additional use' column of No. A12.
  - (iii) "*Tourist Development*" with "*Tourist and Visitor Accommodation*" in the 'Additional use' column of No. A13.
- f) In Schedule 2 Restricted Uses, No. R1, replace "*Holiday Accommodation*", "*Bed and Breakfast*" and "*Holiday House*" with "*Unhosted Short-Term Rental Accommodation*" in the 'Additional use' column.
- g) In Schedule 4 Additional Site and Development Requirements, Table 6 Car Parking Requirements, delete all references to:
- "*Bed and Breakfast*"
  - "*Holiday House*";
  - "*Motel*"
  - "*Serviced Apartment*".
- h) In Schedule 4 Additional Site and Development Requirements, Table 6 Car Parking Requirements, amend the following in the "*Land Use Class*" column:
- "*Holiday Accommodation*" to "*Unhosted Short-Term Rental Accommodation*"
  - "*Tourist Development*" to "*Tourist and Visitor Accommodation*".
3. In accordance with Clause 53 of the Planning and Development (Local Planning Schemes) Regulations 2015, refers Scheme Amendment No. 1 to the Western Australian Planning Commission recommending final approval be granted pursuant to Clause 55 of the Planning and Development (Local Planning Schemes) Regulations 2015, without modification.

Carried 7-0

25/82

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

**12.4. Corporate Services**

<b>Item No.</b>	<b>12.4.1.</b>
<b>Subject:</b>	<b>Financial Statements as at 31 March 2025</b>
<b>Proponent:</b>	<b>Shire of Harvey</b>
<b>Location:</b>	<b>Shire of Harvey</b>
<b>Reporting Officer:</b>	<b>Accountant</b>
<b>Authorising Officer:</b>	<b>Director Corporate Services</b>
<b>File No.:</b>	<b>FM/S/006</b>
<b>Attachments:</b>	1. Monthly Financials March 25 [12.4.1.1 - 11 pages]

**Summary**

The Financial Statements as at 31 March 2025 are provided at **Attachment 1**.

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

	<b>ACTUAL</b> 31 March 2025	<b>BUDGET</b> 2024–2025	<b>VARIANCE</b>
<b>Statement of Financial Performance</b>			
Ordinary Revenue	\$ 47,342,529	\$49,037,395	\$1,694,866
Ordinary Expenditure	\$ 40,870,324	\$57,403,257	\$16,532,933
Capital Revenue	\$ 3,638,021	\$34,355,021	\$30,717,000
Capital Expenditure	\$ 13,659,022	\$41,637,971	\$27,978,949
End of Period Surplus/(Deficit)			\$7,749,199
<b>Statement of Financial Position</b>			
Current Assets			\$47,304,424
Net Assets			\$823,664,124

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

**Background**

In accordance with 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 Regulation 22 (1)(d) for the month.

**Comment****Rates Revenue**

Rates revenue of \$30.27 million and waste service charges of \$6.10 million including the waste facilities maintenance rate were raised in July 2024. The due date for rates payment was 27 September 2024. Approximately 89.2% of the rates were collected by 31 March 2025 compared to 88.3% for the previous year.

**Cash Flow and Interest Earnings**

The Shire holds by way of cash and term deposits \$12.3 million in Municipal funds and \$31.1 million in restricted Trust and Reserve funds. The average interest rate on these funds is 4.9%. New term deposits are attracting an interest rate of approximately 5% for a term of 90 days.

**Operating Grants and Subsidies**

The Shire received \$3.84 million as advance payment for Financial Assistance Grants 2024–2025 in the last quarter of the 2023–2024 financial year. Third instalment of Financial Assistance Grant 2024–2025 was also received in February 2025.

**Employee Costs**

These accounts include the first nine months of the financial year. The Shire anticipates employee costs will remain in line with the Budget 2024–2025 and the Shire’s Workforce and Diversity Plan.

**Material, Contracts, Utilities and Other Expenses**

Although these accounts only reflect the first nine 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 2024–2025 financial year.

**Capital Expenditure**

The Shire has budgeted to spend \$41.6 million on capital projects throughout the Shire in 2024–2025. Some of these projects include carry over projects from the financial year 2023–2024. Expenditure totalling \$13.7 million on capital works has been reported at the end of March 2025. 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.

## **Statutory/Policy Environment**

### *Local Government Act 1995*

- Section 6.4 – deals with reporting requirements for Financial Reports

### *Local Government (Financial Management) Regulation 1996*

- Regulation 34 – Financial Activity Statement required each month (*Act* Section 6.4).

## **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.

A report is brought to Council monthly for Council and the public to view and be informed of the Shire's financial position.

### **Promise to the Community**

*Inform:* We will keep you informed.

A report is brought to Council monthly for Council and the public to view and be informed of the Shire's financial position, and minutes are made publicly available.

## **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 at 31 March 2025 provided at ***Attachment 1***.

**Moved: Cr. Holly**

**Seconded: Cr. Coleman**

**That Council receives the Financial Statements as at 31 March 2025 provided at *Attachment 1*.**

**Carried 7-0                      25/83**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

<b>Item No.</b>	<b>12.4.2.</b>
<b>Subject:</b>	<b>Payments March 2025</b>
<b>Proponent:</b>	<b>Shire of Harvey</b>
<b>Location:</b>	<b>Shire of Harvey</b>
<b>Reporting Officer:</b>	<b>Manager Finance</b>
<b>Authorising Officer:</b>	<b>Director Corporate Services</b>
<b>File No.:</b>	<b>FM/S/006</b>
<b>Attachments:</b>	1. Payments March 2025 [12.4.2.1 - 20 pages]

## Summary

A listing of payments for goods and services for March 2025 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 Shire's purchasing cards (fuel and store) has also been included.

## Comment

The list of accounts paid for March 2025 is presented as **Attachment 1**, as summarised below.

<u>Voucher</u>		<u>Amount</u>
Schedule of Accounts		
Municipal	EFT 76243 – EFT 76678	\$ 3,213,323.65
	117690 – 117696	\$ 3,163.02
	DD28436.1 – DD28511.1	\$ 222,306.28
CBA Credit Cards		\$ 18,805.69
Electronic Funds Submitted		\$ 1,302,774.45
<b>Total</b>		<b>\$ 4,760,373.09</b>

## Purchasing Card Payments included in the Municipal payments above

AMPOL Fuel Card	\$ 1,763.55
BP Fuel Card	\$ 5,577.06
Puma Fuel Card	\$ 1,419.90
Coles Card	\$ 814.00
<b>Total</b>	<b>\$ 9,574.51</b>

## Statutory/Policy Environment

### *Local Government Act 1995*

- Section 5.42 – Delegation of some powers and duties of CEO

## Local Government (Financial Management) Regulation 1996

- Regulation 13 – Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.
- Regulation 13A – Payments by employees via purchasing cards

## 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.

A report is brought to Council each month with an Attachment detailing all of the payments that were made in the month detailed.

### Promise to the Community

*Inform:* We will keep you informed.

A report is brought to Council each month with an Attachment detailing all of the payments that were made in the month detailed.

## 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 payments report is 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 the payments report on a monthly basis and in a form that is in accordance with the *Local Government Act 1995*, resulting in a **Low** risk being present.

## Budget Implications

The payments listed above have been budgeted for in the Shire's 2024–2025 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 March 2025 totalling \$4,760,373.09.

**Moved: Cr. Carbone**

**Seconded: Cr. Coleman**

**That Council notes the list of accounts paid at *Attachment 1* for the period of March 2025 totalling \$4,760,373.09.**

**Carried 7-0**

**25/84**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

## 12.5. Community and Lifestyle

Item No.:	12.5.1.
Subject:	Brunswick Speed Limit Reduction
Proponent:	Community Development
Location:	Brunswick
Reporting Officer:	Manager Community Development
Authorising Officer:	Director Community and Lifestyle
File No.:	R000003
Attachments:	Nil

### Summary

This report provides information about the potential speed limit reduction for the Brunswick Townsite. Via the Brunswick Place Advisory Group, Brunswick residents requested a 40 km/h speed limit on the section of South Western Highway (Highway) known as Ommaney Road that runs through the townsite. However, Main Roads WA has advised that the reduction should apply to all roads within the townsite not just Ommaney Road.

Community consultation, including a stakeholder meeting and survey findings confirm that reduced limits should apply to Ommaney Road only and not within the rest of the road network in Brunswick.

It is recommended that Council determines not to support the speed limit reduction at this time.

### Background

An ongoing concern raised within the Brunswick Place Advisory Group was the preference to reduce the speed limit to 40 km/h along Ommaney Road. The Shire approached Main Roads WA on behalf of the Advisory Group to advocate for a speed limit reduction along the Ommaney Road section of South Western Highway. In response, Main Roads WA advised that a standalone speed reduction for that section could not be supported. Their feedback stated that there is currently insufficient foot traffic, pedestrian activity, or broader townsite activation to warrant a change to the speed limit in that specific area. Main Roads WA clarified that the only circumstance under which a speed reduction could be implemented for the Ommaney Road section would be if it formed part of a comprehensive, townsite-wide speed limit reduction.

Following this feedback, Shire Officers conducted community consultation to gather community input. This included:

- A stakeholder meeting attended by representatives from the Bowling Club, Football Club, Community Resource Centre (CRC), Town Team, and Lions Club.
- A community survey conducted via the *Have Your Say* platform.

At the Community Stakeholder Meeting, most attendees supported a speed reduction on South Western Highway but opposed a blanket enforcement across the entire townsite. Similar views emerged from the community survey, with the following results:

- Question: "*How would you feel about reducing the speed limit on South Western Highway to 40 km/h?*"
  - 52% supported the reduction
  - 42% opposed it.

- Question: *"How would you feel about reducing the speed limit across the entire Brunswick townsite to 40 km/h?"*
  - 44% opposed the reduction
  - 31% supported it.

### **Comment**

The findings from the consultation indicate that while there is some community support for lowering speed limits, many residents prefer targeted reductions rather than a town-wide change. At this stage, proceeding with speed limit reductions may not be widely supported until residents are better informed about the risks associated with vehicle-pedestrian collisions.

Research shows a strong correlation between vehicle speed, stopping distance and pedestrian fatality risk. The type of vehicle involved in a collision also plays a crucial role in injury severity. Larger vehicles, such as SUVs and 4WDs, pose a greater risk to pedestrians compared to smaller passenger cars due to their size, weight, and design.

If Main Roads WA intends to enforce speed limit reductions across entire townsites in the future, it is recommended it implements an education program to inform the community about the risks associated with higher speeds. This would help residents better understand the benefits of lower speed limits and increase support for the change.

Council could if it wished, determine to pursue a reduced speed limit of 40 km/h speed limit on the Ommaney Road section of the South Western Highway. However, the community consultation undertaken, whilst not overwhelmingly conclusive, indicates that a majority of the Brunswick community is opposed to a town-wide reduction.

Therefore, it is not recommended to pursue any changes to the current speed limits in the townsite.

### **Statutory/Policy Environment**

Nil.

### **Strategic Framework**

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

- Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*
- Objective 2.2 Create a community where people are safe.*

### **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.

This report has been informed by feedback from community stakeholders and directly through an online survey.

## 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.

The results of the Council report will be shared with community stakeholders and via the Have Your Say platform.

## Risk Management

The Risk Theme Profile identified in this report is **Business and Community Disruption**. A potential consequence is **People, Health and Safety**. If the Shire doesn't adequately advocate for the safety of the community, Main Roads WA may fail to respond to changing road conditions, leading to a higher risk of harm if an accident was to occur. The People, Health and Safety impact is assessed as **Extreme**, with a **Rare** likelihood, resulting in an overall **Medium** rating.

## 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:

1. Notes the community feedback regarding potential speed reductions on Ommaney Road and the broader road network within the Brunswick Junction townsite.
2. Does not support speed limit reductions to 40km/h across the broader road network within the Brunswick Junction Townsite.
3. Requests the Chief Executive Officer to inform Main Roads WA of Council's determination.

**Moved: Cr. Carbone**

**Seconded: Cr. Bromham**

That Council:

1. **Notes the community feedback regarding potential speed reductions on Ommaney Road and the broader road network within the Brunswick Junction townsite.**
2. **Does not support speed limit reductions to 40km/h across the broader road network within the Brunswick Junction Townsite.**
3. **Requests the Chief Executive Officer to inform Main Roads WA of Council's determination.**

**Carried 7-0**

**25/85**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

<b>Item No.:</b>	<b>12.5.2.</b>
<b>Subject:</b>	<b>Elected Member Representation on Advisory Groups</b>
<b>Proponent:</b>	<b>Community Development</b>
<b>Location:</b>	<b>Shire of Harvey</b>
<b>Reporting Officer:</b>	<b>Manager Community Development</b>
<b>Authorising Officer:</b>	<b>Director Community and Lifestyle</b>
<b>File No.:</b>	<b>F/40/18662</b>
<b>Attachments:</b>	<b>Nil</b>

## Summary

This report requests Council to determine which Elected Members will sit on the Advisory Groups requiring elected member representation, following the resolution to reduce the number of Elected Members carried at the Ordinary Council Meeting held on Tuesday, 25 March 2025.

## Background

At the Ordinary Council Meeting held on Tuesday, 25 March 2025 it was resolved:

*“That Council approves the amendments to the Terms of Reference for the following Shire of Harvey Advisory Groups as outlined in the attachments to this report:*

- *Community Sailing Trust Attachment 1 as amended*
- *Access and Inclusion Attachment 2 as amended*
- *Awards Honours and Prizes Attachment 3 as amended*
- *Harvey Recreation and Cultural Centre Attachment 4 as amended*
- *Sport and Recreation Attachment 5 as amended*
- *Youth Collective Attachment 6 as amended.”*

This resolution enables a reduction in the number of Elected Members on the Advisory Groups, with the requirement for elected member representatives removed from three of the above Advisory Groups. However, as outlined below, there are currently more elected members appointed than is provided for by the revised Terms of Reference for the remaining three Advisory Groups. Therefore, Council is requested to appoint members and deputies for these Advisory Groups, noting these appointments will remain current until October 2025 when the next Local Government Ordinary Elections are held.

## Comment

The remaining Advisory Groups that require Elected Members are:

- Community Sailing Trust Advisory Group – 1 Elected Member and 1 Deputy
- Access and Inclusion Advisory Group – 1 Elected Member and 1 Deputy
- Awards and Honours Advisory Group – 3 Elected Member and 1 Deputy.

For information, previously appointed members of the Advisory Groups were:

- Community Sailing Trust Advisory Group:
  - Cr Campbell
  - Cr Boylan
  - Cr Bromham.
- Access and Inclusion Advisory Group:
  - Cr Holly
  - Cr Bromham
  - Cr Coleman.
- Awards and Honours Advisory Group:
  - Cr Dickinson
  - Cr Hitchcock
  - Cr Coleman
  - Cr Krispyn
  - Cr Boylan.

### **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 5.3 Accountable leadership supported by a professional and skilled administration.*

### **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.

The Advisory Groups play a key role in ensuring the needs and aspirations of the community are met.

#### **Promise to the Community**

*Inform:* We will keep you informed.

The minutes from the Council meeting will be published on the website and members of the Advisory

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Groups will be informed of the decision

### **Risk Management**

The Risk Theme Profile identified in this report is **Inadequate Project / Change Management**. A potential consequence is **Reputation** damage. The membership needs to be updated to reflect the Terms of Reference. The reputational impact is assessed as **Minor**, with a **Possible** likelihood, resulting in an overall **Medium** risk rating

### **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 appoints the following Elected Members to be representatives on the following Advisory Groups:

- a) Community Sailing Trust Advisory Group:

Elected Member: Cr \_\_\_\_\_

Deputy: Cr \_\_\_\_\_.

- b) Access and Inclusion Advisory Group:

Elected Member: Cr \_\_\_\_\_

Deputy: Cr \_\_\_\_\_.

- c) Awards and Honours Advisory Group:

Elected Members: Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_

Deputy: Cr \_\_\_\_\_.

**Moved: Cr. Dickinson**

**Seconded: Cr. Holly**

**That Council appoints the following Elected Members to be representatives on the following Advisory Groups:**

- a) Community Sailing Trust Advisory Group:**

**Elected Member: Cr Bromham.**



**Deputy: Cr Coleman.**

**b) Access and Inclusion Advisory Group:**

**Elected Member: Cr Bromham.**

**Deputy: Cr Hitchcock.**

**c) Awards and Honours Advisory Group:**

**Elected Members: Cr Hitchcock, Cr Coleman and President Campbell.**

**Deputy: Cr Dickinson.**

**Carried 7-0**

**25/86**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

<b>Item No.:</b>	<b>12.5.3.</b>
<b>Subject:</b>	<b>Petition Regarding Cookernup Recreation Reserve</b>
<b>Proponent:</b>	<b>Jac Taylor</b>
<b>Location:</b>	<b>Lot 156 Riverdale Road, Reserve 4477</b>
<b>Reporting Officer:</b>	<b>Manager Community Development</b>
<b>Authorising Officer:</b>	<b>Director Community and Lifestyle</b>
<b>File No.:</b>	<b>A000208</b>
<b>Attachments:</b>	<ol style="list-style-type: none"> <li>1. Petition to Open Reserve in Cookernup [<b>12.5.3.1</b> - 10 pages]</li> <li>2. Cookernup Reserve Photos [<b>12.5.3.2</b> - 4 pages]</li> </ol>

***The following additional information is provided in regard to Item 12.5.3.***

Following a deputation from Jac Taylor on Tuesday, 15 April 2025 articulating the community's desire to access the Reserve for the purposes of Equestrian use, the following additional information is relevant and therefore amends the Officer's Recommendation.

The Shire of Harvey (the Shire) Local Government Property Local Law 2017 (the Local Law) enables Council to determine the activities which may be pursued on the Reserve. Reserve 4477 is a C class reserve vested to the Shire for the purpose of Recreation. Under the Local Law, Council is able to permit the community to "*bring, ride or drive an animal*" and "*ride a bicycle, a skateboard, rollerblades, a sandboard or a similar device*". It is therefore recommended that Council permits access to this reserve for pedestrian, equestrian and bicycle use.

## **Summary**

Residents from the Cookernup Community have submitted a compliant petition containing 256 confirmed signatures (**Attachment 1**), that was presented to and accepted by the Shire President.

The petition contained a request to reopen the old Cookernup Recreation Ground for public access, citing its historical and cultural significance as well as its potential for recreation and community engagement and the need to undertake fire hazard mitigation.

The Shire's Standing Orders Local Law states that the petition needs to be addressed to the Shire President and the local government upon receiving it, is to consider a report on the matter raised within the petition. This report provides background on the Reserve's current status, details the environmental and fire mitigation works undertaken, and outlines a recommendation to support community access while maintaining the Reserve's environmental and safety priorities.

## **Background**

On Thursday, 20 March 2025, Shire of Harvey (the Shire) Officers received an email containing a petition submitted by the President of the Cookernup Community Association, Jac Taylor relating to the old Cookernup Recreation Ground (Lot 156 Riverdale Road, Reserve 4477) (the Reserve). The petition requests:

*"That Council*

- 1. Conduct a fire risk assessment of the Reserve.*
- 2. Implement measures to reduce the fire hazard.*
- 3. Reopen the Reserve for responsible community use."*

Access to the Reserve was restricted to pedestrian use due to significant issues of illegal dumping and damage caused by off-road motorbikes (refer **Attachment 2**). These activities negatively impacted the natural environment, leading to soil erosion, vegetation loss, and disturbances to local fauna. Additionally, the Reserve suffered from significant weed infestation that increased fire risk and further degraded the quality of the vegetation and overall ecosystem health.

To address these concerns, the Reserve was fenced off in 2020 to prevent unauthorised access and allow for remediation efforts. Since the closure, substantial weed and fire risk mitigation efforts have been undertaken, resulting in significant improvements to the overall vegetation quality and management of the Reserve. Native plant species have regenerated, enhancing the biodiversity and resilience of the ecosystem.

Significant fire mitigation efforts have been undertaken, with over \$30,000 invested in improving all-weather access and reducing ignition risks. This includes the establishment of firebreaks along the perimeter and through the centre of the Reserve. Further works are planned for May 2025 to enhance fire safety and maintain compliance with fire management regulations.

These improvements have contributed to better management of the Reserve, ensuring its long-term sustainability and ecological health.

### **Comment**

Since the restriction of vehicle access, the Reserve has undergone substantial environmental regeneration. Native flora has benefited from reduced weed infestation, and there has been evidence of a return of various bird species and local wildlife. These improvements highlight the success of efforts and underscores the importance of maintaining appropriate Reserve management. It is not recommended that the gate be opened due to the potential return of illegal dumping and unauthorised vehicle access.

Shire Officers have actively engaged with the Cookernup Community Association to explore appropriate ways to expand public use of the Reserve while preserving its environmental values. Discussions have included the potential for designated walkways, signage, and maintenance requirements to allow use of the space. Costings for infrastructure such as pathways and signage will be assessed in collaboration with stakeholders to determine the feasibility of community-led initiatives. If it proves feasible to include additional walkways, the Shire will continue to work with the Cookernup Community Association to identify and apply for appropriate funding to design and construct walkways.

As the pedestrian access is currently to the east of the Reserve in an area that is accessed via a limestone track, it is recommended that the Shire investigates the possibility of the inclusion of an additional pedestrian access point on the northern end of the Reserve. This access point will help facilitate controlled entry, encourage appropriate use of the space, and enhance connectivity for residents.

### **Statutory/Policy Environment**

- Bush Fire Risk Treatment Standards 2020
- *Bush Fires Act 1954*

### **Strategic Framework**

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

*Goal 2: A safe, accessible and connected community where everyone has the opportunity to contribute and belong.*

*Objective 2.7    An active and healthy community.*

## **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.

Shire Officers have met with the Cookernup Community Association several times over the past few months to discuss potential uses for the Reserve and gather feedback.

### **Promise to the Community**

*Collaborate:* We will work together with you to formulate solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.

Officers plan to conduct surveys and focus groups to further engage the broader community and develop a well-informed and sustainable approach to managing the space.

## **Risk Management**

The Risk Theme Profile identified in this report is **Business and Community Disruption**. A potential consequence is **Reputation** damage. If the Reserve is not managed effectively, the community may suffer from limited access or be impacted by inappropriate use of the space. The reputational impact is assessed as **Moderate**, with a **Likely** likelihood, resulting in an overall **High** risk rating.

## **Budget Implications**

Further investigation is required to determine budget implications.

## **Authority/Discretion**

*Information Purposes:* Includes items provided to Council for information purposes only, that do not require a decision of Council (i.e. - for 'noting').

## **Voting Requirements**

Simple Majority

## **Amended Officer's Recommendation**

That Council, in relation to Reserve 4477 at Lot 156 Riverdale Road, Cookernup (the Reserve):

1. Notes the petition received from residents within the Cookernup community regarding public access to the Reserve.
2. Permits use of the Reserve for pedestrian, equestrian and bicycle use.
3. Requests the Chief Executive Officer to:
  - a) Advise the Cookernup Community Association the Shire of Harvey has undertaken and will continue to undertake fire risk mitigation measures within the Reserve and this does not preclude pedestrian access on recently created fire access tracks.

- b) Install an appropriate access point for pedestrian, equestrian and bicycle use on the northern end of the Reserve.
- c) Install signage prohibiting the use of all-terrain vehicles and motorcycles on the Reserve.
- d) Monitor use of, and impact on, the Reserve and provide an update to Council no later than May 2026.

Moved: Cr. Bromham

Seconded: Cr. Holly

That Council, in relation to Reserve 4477 at Lot 156 Riverdale Road, Cookernup (the Reserve):

1. Notes the petition received from residents within the Cookernup community regarding public access to the Reserve.
2. Permits use of the Reserve for pedestrian, equestrian and bicycle use.
3. Requests the Chief Executive Officer to:
  - a) Advise the Cookernup Community Association the Shire of Harvey has undertaken and will continue to undertake fire risk mitigation measures within the Reserve and this does not preclude pedestrian access on recently created fire access tracks.
  - b) Install an appropriate access point for pedestrian, equestrian and bicycle use on the northern end of the Reserve.
  - c) Install signage prohibiting the use of all-terrain vehicles and motorcycles on the Reserve.
  - d) Monitor use of, and impact on, the Reserve and provide an update to Council no later than May 2026.

Carried 7-0

25/87

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

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

Cr. Carbone requested that the following Notice of Motion be placed in the Ordinary Council Meeting Agenda for April 2025.

That Council:

1. Revokes the decision made at its Ordinary Council Meeting held on Tuesday, 14 June 2014 in relation to vacant Shire land on the eastern side of Mulgara Street.
2. Looks into the sale of the vacant Shire land on the eastern side of Mulgara Street.

**Officers Comment:**

Regarding item 1 of the Notice of Motion (NoM), the decision of Council from its Ordinary Council Meeting (OCM) held on Tuesday, 14 June 2014 in relation to the vacant Shire of Harvey (the Shire) land on the eastern side of Mulgara Street reads as follows:

*“That Council looks at developing the vacant Shire land on the eastern side of Mulgara Street with the view to developing concept plans or alternatively looks at its sale so projects on hold can be expedited.”*

This resolution (14/168) was lost 4-8 and therefore does not need to be revoked.

Regarding item 2 of the NoM the below background information is provided to assist the Council should it consider selling of this land.

The land referred to is described as Lot 210 Mulgara Street, Australind, is owned freehold by the Shire, zoned Residential with an assigned density coding of R15/30. The land is approximately 1.12ha in area and can be developed for uses consistent with the Zoning Table for Residential zoned land within Local Planning Scheme No.2 (Scheme).

At the June 2014 OCM the land was described as a long-term strategic asset by successive Council's, similar to the Leschenault Regional Park. It was also excluded from the scope of works associated with the original master planning for the Ridley Place Redevelopment. The Shire's Community Strategic Plan 2013–2023 identified no short to medium term use for the land nor did the corresponding Long Term Financial Plan.

The Shire's Land Optimisation Strategy (LOS), received by Council as an internal assessment tool in December 2022, identifies this land as being under-developed with its highest and best use being for “mixed-use commercial”. This potential was suppressed by its Residential zoning and the extent of native vegetation. The LOS recommends the Civic Masterplan process (for the Australind Civic Precinct) being undertaken at the time consider this land for mixed-use commercial.

Notwithstanding the above zoning outcome, the Civic Masterplan (the Masterplan) exercise for the Australind Civic Precinct did include portions of this land as being included within the recommendations for the redevelopment of the Australind “Neighbourhood Centre”. The Masterplan recommendations from that process are presently on hold.

However, this recommendation was received when the then Shire's draft Local Planning Scheme No.2, that retained the Residential zoning had progressed to a point that including it within a preferred “Neighbourhood Centre” zoning consistent with the rest of the Australind Village would have required substantial justification and delayed the gazettal of the current Scheme.

As evidenced above, the Shire has historically considered this land as being a standalone asset and/or a parcel of land that should be included within the master planning for the Australind precinct.

**Moved: Cr. Carbone****Seconded: Cr. Coleman**

**That Council requests the Chief Executive Officer to investigate the sale of Lot 210 Mulgara Street, Australind and report back to Council by the November 2025 Ordinary Council Meeting.**

**Carried 7-0                      25/88**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

**14. Notice of Motion for Following Meeting**

Cr. Carbone requested that the following Notice of Motion be placed in the Ordinary Council Meeting Agenda for May 2025.

That Council investigate the installation of a fish cleaning station at Ridley Place and provide a report back to Council.

**15. Reports of Members**

**President Campbell reported on her attendance at the following:**

**March:**

- Owl Friendly Meeting
- Chief Executive Officer Performance Training
- Harvey Bulls Leschenault Football Club Celebration of Lights
- Treendale East Update
- Preston Beach/Myalup drive with the Shire of Waroona.

**April:**

- SEN Radio Chat x2
- Meeting with HRRT
- Citizenship Ceremony
- Shire Chat x3
- Brunswick Tennis Courts Federal Election announcement
- Leschenault Recreation Grounds Federal Election announcement
- Talking Tourism event
- Visit by Councillors and Officers from the Shire of Murray

- River Valley Primary School ANZAC Service
- Leschenault Mens Shed – Channel 7 report
- ALCOA Harvey Sustainability Grant Funding Meeting
- Leschenault Mens Shed Breakfast event
- Binningup Skate Park Federal Election announcement
- Joint Town Planning Meeting
- ANZAC Services in Binningup, Brunswick and Harvey
- Opening of the Harvey Agricultural Show
- Harvey Agricultural Show official Luncheon
- WALGA Zone Meeting
- Brunswick Primary School ANZAC Service.

**16. New Business of an Urgent Nature Introduced by Decision of Meeting**

Nil.

**17. Matters Behind Closed Doors**

**Moving Behind Closed Doors**

**Moved: Cr. Coleman**

**Seconded: Cr. Hitchcock**

**That Council moves behind closed doors.**

**Carried 7-0**

**25/89**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

***Council moved behind closed doors at 5.36pm.***



**17.1. Infrastructure Services****17.1.1. Variation to Tender for the Redevelopment of the Brunswick Tennis Courts**

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

s.5.23(2)(c): “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.”

s.5.23(2)(e)(iii): “a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government.”

<b>Item No.:</b>	<b>17.1.1.</b>
<b>Subject:</b>	<b>Variation to Tender for the Redevelopment of the Brunswick Tennis Courts</b>
<b>Proponent:</b>	<b>Shire of Harvey</b>
<b>Location:</b>	<b>Shire of Harvey</b>
<b>Reporting Officer:</b>	<b>Acting Director Infrastructure Services</b>
<b>Authorising Officer:</b>	<b>Acting Chief Executive Officer</b>
<b>File No.:</b>	<b>T112024</b>
<b>Attachments:</b>	<b>Nil</b>

**Summary**

Tender T112024 for the Redevelopment of the Brunswick Tennis Courts was awarded to Carbone Bros Pty Ltd (Carbone Bros) at the Ordinary Council Meeting held on Tuesday, 25 February 2025.

Since the Contract award and site possession has occurred, Carbone Bros has advised the Shire of Harvey (the Shire) of unexpected issues found during construction works requiring two variations of works to be submitted.

It is recommended that Council approves the allocation of funds for the two variations to allow the works to continue.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council:

1. Approves the reallocation of funds from the Recreation Facilities Reserve GL account 112402 to the value of \$47,818 to fund variations for the Brunswick Tennis Court – Redevelopment as outlined in this report.
2. Requests the Chief Executive Officer to include an allocation back to the Recreation Facilities Reserve as part of the Draft 2025-2026 Budget for Council's consideration.
3. Authorises the Acting Chief Executive Officer to execute the upward variation with Carbone Bro's for \$47,818 in accordance with this report.

**Moved: Cr. Carbone**

**Seconded: Cr. Bromham**

**That Council:**

- 1. Approves the reallocation of funds from the Recreation Facilities Reserve GL account 112402 to the value of \$47,818 to fund variations for the Brunswick Tennis Court – Redevelopment as outlined in this report.**
- 2. Requests the Chief Executive Officer to include an allocation back to the Recreation Facilities Reserve as part of the Draft 2025-2026 Budget for Council’s consideration.**
- 3. Authorises the Acting Chief Executive Officer to execute the upward variation with Carbone Bro’s for \$47,818 in accordance with this report.**

**Carried 7-0                      25/90**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

**Returning from Behind Closed Doors**

**Moved:** Cr. Carbone

**Seconded:** Cr. Holly

**That Council return from behind closed doors.**

**Carried 7-0                      25/91**

**Votes:**

**For:** President Campbell, Cr. Hitchcock, Cr. Carbone, Cr. Dickinson, Cr. Coleman, Cr. Holly and Cr. Bromham.

**Against:** Nil.

***Council returned from behind closed doors at 5.39pm.***

**18. Closure of Meeting**

There being no further business to discuss, the meeting was declared closed at 5.39pm.

I, Ms. Michelle Campbell, certify that the aforesaid Minutes of the meeting held on Tuesday, 22 April 2025, are a true and correct record of that meeting on Tuesday, 22 April 2025.

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Ms. Michelle Campbell  
**Shire President**