Shire of Quairading

*Strategic Planning Committee Meeting Minutes*

15th October 2019

Disclaimer

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**SHIRE OF QUAIRADING**

The Strategic Planning Committee Minutes of Meeting held on Tuesday 15th October 2019 commencing at 5.02 pm.

# ITEM 1 OPENING & ANNOUNCEMENTS

The Chairperson opened the Meeting at 5.02 pm.

“Before we start our Meeting, I would like to acknowledge that we are meeting on Noongar Ballardong land and we pay respect to the original custodians…past, present and future and welcome you all here today for this Meeting”.

# ITEM 2 ATTENDANCE AND APOLOGIES

**Councillors**

Cr B McGuinness Deputy Shire President/Chairperson

Cr W Davies Shire President

Cr LR Brown

Cr JN Haythornthwaite

Cr J McRae

Cr PD Smith

Cr TJ Stacey

**Council Officers**

Mr GA Fardon Chief Executive Officer

Mr N Gilfellon Executive Manager of Corporate Services

Mr A Rourke Executive Manager of Works & Services

Mr RM Bleakley IPR and Strategic Projects Officer

**Apologies**

Nil

**Leave of Absence Previously Granted**

Nil.

# ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil.

# ITEM 4 DECLARATIONS OF INTEREST

Councillors to use pro forma declaration of interest handed to Chief Executive Officer prior to meeting or verbal declaration of interest.

Cr Smith verbally declared an Impartiality Interest with Item 8.1 Community Grant Application – Round 2 – Doodenanning Sports Club.

# ITEM 5 CONFIRMATION OF MINUTES AND BUSINESS ARISING

## 5.1 Confirmation of Minutes – 13th August 2019

**RECOMMENDATION: SP05-19/20**

**MOVED Cr Haythornthwaite SECONDED Cr Davies**

That the Minutes of the Strategic Planning Committee Meeting held on the 13th August 2019 be confirmed as a true and accurate record.

**CARRIED 7/0**

## 5.2 Business Arising

**Cr Smith**

***SP03-19/20 Town Planning Services***

The Chief Executive Officer reported that Proposals from Town Planning Consultants / Services had been invited and upon receipt would be assessed and recommendation made for engagement of Town Planning Services.

***11.2 (SPC August 2019) Community Survey Results***

Cr Smith enquired on what follow up actions had been taken on the results of the Community Survey in relation to Customer Service at the Administration Centre.

The Chief Executive Officer advised that the specific Community responses on Customer Service across the organisation, had been discussed by the Executive Management Team with improvement actions including ongoing staff training and mentoring.

***SP03 – 19/20 Swimming Pool – Electricity Tariffs***

Mr Bleakley reported that Electricity Tariffs are being tested through the WALGA Preferred Suppliers Scheme and suppliers have been requested to clarify and finalise their proposals. The meeting noted that significant savings have been identified and it is proposed that the new Electricity Supply agreement should be in place by 1st November 2019.

**Cr McRae**

***Swimming Pool Shade Sail***

Mr Bleakley reported that the Report from Council’s Structural Engineer on the reduced shade sail design was awaited. The Meeting requested that it be obtained and presented to the November 2019 Ordinary Council Meeting.

# ITEM 6 REFERRED STRATEGIC PROPOSALS

## 6.1 Referred Strategic Proposals / Matters

Noted.

| **#** | **MATTER** | **SCP** | **CBP** | **LTFP** | **19/20 BUDGET** |
| --- | --- | --- | --- | --- | --- |
| **1** | Building Strategy | G1, B2.1, B2.2 | Y | Y | Y – In house Development |
| **2** | Solar Power for Caravan Park/ Swimming Pool / Oval | ED2.1, S1.1,  NE1.1 | N | N | N – Budget Review Item, Further Research |
| **3** | Progressing the potential bituminising of the airstrip | B2.2 | Y | N | N  ($30,000 listed for 20/21 for Apron only) |
| **4** | Community Park / Trail | S1.1, S1.2,NE2.2, S2.2, S4.5, B2.2, G3.2 | Y | Y | Y - $20K Concept and Design in 2019/20  Progression is subject to Applications for Grant Funding.  $73,227 in Trust Fund  $75,000 retained in Building & Infrastructure Reserve Fund. |
| **5** | Business Attraction Strategy | ED1.1, ED2.1 | Y | Y | N – In House Development of Strategy |
| **6** | Energy Efficient Street Lighting | NE1.1 | Y | Y | N |
| **7** | Tourist Layby, Opposite the Shopping Precinct Carpark in Heal Street | B2.1, B2.2, S4.5 | Y | Y | Y- Concept Design funded in 2019/20 Budget – Engineering Consultancy  N- Construction |
| **8** | Configuration of Entry Western End Heal Street | B2.1, B2.2, S4.5 | N | N | Y- Concept Design funded in 2019/20 Budget – Engineering Consultancy  N- Construction |
| **9** | Pink Lake Layby Concept (Western side of the Lake) | NE2, NE2.1, NE2.2 | N | N | N – Construction  Concept submitted back to Main Roads |
| **10** | Tourism Strategy | ED1.1, ED2, ED2.1, | Y | Y | Y – Provision of $10K in 2019/20 Budget for Strategy Actions  Y - Street Signage Upgrade $20K in 2019/20 Budget (of which $10K from Grant)  Y – Area Tourist Promotion $5K in the 19/20 Budget |
| **11** | Alternative Power (Tyres) | NE1.1, NE1.2 | N | N | N |
| **12** | Fuelled Waste  Power Generation | NE1.1, NE1.2 | N | N | N |
| **13** | Waste Strategy Plan | NE1.1, NE1.2 | Y | Y | N |
| **14** | Traffic Control – Review Paper on In House versus Contractor Model | B2, G1.1, G4 | N | N | Contractor Model in 19/20 Adopted Budget. |

# ITEM 7 ECONOMIC: GROWING ECONOMY & EMPLOYMENT OPPORTUNITIES

*No matters for consideration.*

# ITEM 8 SOCIAL: ACTIVE, HEALTHY, SAFE AND INCLUSIVE COMMUNITY

Cr Smith verbally declared an Impartiality Interest with Item 8.1 Community Grant Application – Round 2 – Doodenanning Sports Club.

Cr Brown verbally declared an Impartiality Interest with Item 8.1 Community Grant Application – Round 2 – Quairading Tennis Club.

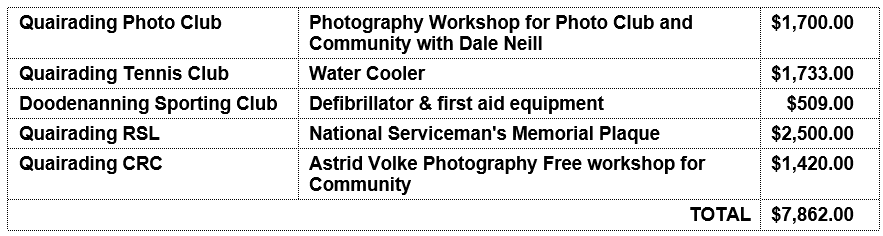
## 8.1 Community Grant Application – Round 2

|  |  |
| --- | --- |
| **Meeting Date** | 15th October 2019 |
| **Responsible Officer** | Graeme Fardon, CEO |
| **Reporting Officer** | Jen Green, GPO |
| **Attachments** | Community Grant Assessment PDF |
| **Owner/Applicant** | N/A |
| **Disclosure of Interest** | Nil |

**OFFICER RECOMMENDATION**

That the Strategic Planning Committee Recommend to Council that: -

1. Council award Grants to the value of $7,862.00 to the Clubs and Organisations listed below for Round 2 of the Community Grants



1. Council funds Round 2 of the Community Grants by increasing the 2019/20 Community Grants budget by $6,667 to be funded from the Council surplus.

**RECOMMENDATION LAPSED DUE TO LACK OF A MOVER**

**Committee Discussion**

Committee discussed in detail each Community Grant Application and Proposal, Financial Capabilities of each Applicant Group, External Grant Funding opportunities and the parameters set in Council’s Adopted Budget.

Discussion ensued on the future review of the Community Grants Program, including specifying minimum Contribution levels for Applicant Clubs/Organisations and that funding should not granted retrospectively for any Proposals already undertaken or completed.

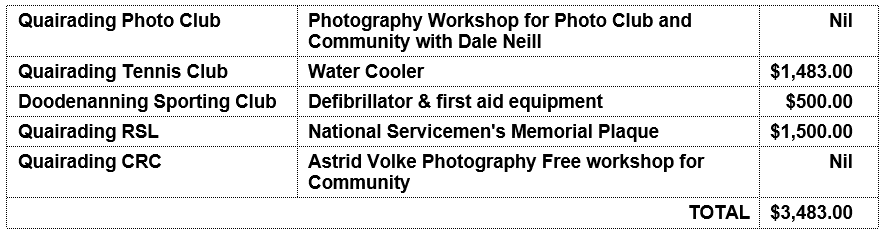
**COMMITTEE MOTION**

**RECOMMENDATION: SP06-19/20**

**MOVED Cr Smith SECONDED Cr Haythornthwaite**

**That the Strategic Planning Committee recommend to Council that: -**

1. Council award Grants to the value of $3,483.00 to the Clubs and Organisations listed below for Round 2 of the Community Grants.



1. Council funds the approved Round 2 Community Grants by increasing the 2019/20 Community Grants budget by $646 to be funded from the Council’s Opening Surplus.

**CARRIED 4/3**

**Committee Discussion**

Committee requested that the Administration undertake further investigation into the decommissioned water cooler at the Tennis Club, so as to determine if a replacement Water Cooler could be claimed under Council’s Insurances, alternatively if the cost would be a Building Maintenance item or remain as a Grant to the Tennis Club, who would then cover the cost of installation of the unit.

Further details to be presented to the Council Meeting.

The Meeting also supported that the Quairading RSL be encouraged to seek out additional External Grant Funding for the proposed National Servicemen’s Memorial Plaque.

The Meeting also recommended that the Quairading CRC and the Photo Club be encouraged to collaborate on a joint Photo Workshop / Display with their respective resources and potential external Grant Funding.

**IN BRIEF**

* Community Grant Process was reviewed and updated in late 2018.
* Five applications were received for Grant 2 in Round 2 of the Grants Program to the value of $7,862.00
* Details of each Application have been provided for Committee Consideration and Recommendation to Council.
* All applications were evaluated by the Grant Team based on criteria in the Grant Guidelines.
* The process will be again reviewed in November 2019 for the 2020/2021 Grants Program.

**MATTER FOR CONSIDERATION**

At the December 2018 Council Meeting the Council adopted a revised Community Grants Policy and supporting documentation.

The policy document provides the framework for the Shire to request applications from Sporting and Recreation Clubs for grant funding. The revised policy allowed for four distinct grant categories.

**Grant 1 - up to $500 per annum** - This is a quick turnaround grant that is approved by the CEO for in-kind contributions up to the value of $500 per annum. Grant 1 applications can be made at any time of the year. In-kind contributions can be for the costs associated with hiring shire facilities or services. Grant funding is not for operational costs.

**Grant 2 – Minor Projects $500 to $2,500** - This is for slightly larger events or projects. Grant 2 applications are open in two rounds – Round One closes on 31st March and Round 2 on 30th September. Organisations can apply one per round (max. of two applications per year).

**Grant 3 – Major Projects over $2,500** - This grant is offered once per year and is for amounts over $2500 in value. It is Council’s policy that the Shire will fund up to one third of total project costs with the other two thirds coming from the organisation or an external funding body.

**Grant 4 – Annual / Recurrent Funding -** This grant is designed for organisations who operate or maintain clubrooms within the Shire. Funding is extended to groups to maintain or improve their facilities.

At the June Council Meeting, Council resolved to approve Round 1 of Grant 2 applications to a total of $32,320.00.

The window of opportunity for submitting Community Grant Applications was from 6th August to 30th September 2019.

A total of five (5) submissions were received requesting funding for projects or events with a total value of $7862. Evaluation of the five Grant applications is attached.

**CURRENT GRANT 2 APPLICATIONS**

|  |  |  |
| --- | --- | --- |
| **Club** | **Project/Event** | **Amount Requested** |
| Quairading Photo Club | Photography Workshop for Photo Club and Community with Dale Neill | $1,700.00 |
| Quairading Tennis Club | Water Cooler | $1,733.00 |
| Doodenanning Sporting Club | Defibrillator & first aid equipment | $509.00 |
| Quairading RSL | National Serviceman's Memorial Plaque | $2,500.00 |
| Quairading CRC | Astrid Volke Photography Free workshop for Community | $1,420.00 |
| **TOTAL REQUESTED** | | **$7,862.00** |

**Previous 2019/20 Approved Grant Applications**

|  |  |
| --- | --- |
| **Grant** | **Amount Awarded** |
| 1 (In-Kind) | $1,984.00 |
| 2 (Round 1 19/20) | $5,200.00 |
| 3 | $1,000.00 |
| 4 | $22,775.00 |
| **TOTAL TO DATE** | **$30,959.00** |

**STATUTORY ENVIRONMENT**

*Local Government Act 1995.*

**POLICY IMPLICATIONS**

Community Grant Policy.

**FINANCIAL IMPLICATIONS**

**Community Grants**

|  |  |
| --- | --- |
| GL Account | 3212 |
| Budget | $34,154 |
| Year to Date Spent (Round 1) | $28,300 |
| Year to Date Committed (Round 1) | $675 |
| In kind spent and committed | $1,984 |
| In kind to be spent | $2,000 |
| Round 2 | $7,862 |
| Amount remaining | $-6,667 |

The above table shows the current and estimated expenditure for the 2019/20 Community Grants. As this amount is over budget an amount of $6,667 needs to be allocated from the budget surplus to fund the expenditure.

This additional expenditure will have a negative impact on the Operating Surplus Ratio.

**STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027**

Social Objective: Active, healthy, safe and inclusive community

| **Item** | **Outcomes and Strategies** |
| --- | --- |
| S1 | Active community |
| S1.1 | Provide facilities and support participation in sport and recreational activities, facilities and clubs |
| S1.2 | Promote increased participation in the social and cultural life of the community |

Governance Objective: Strong governance and community engagement

| **Item** | **Outcomes and Strategies** |
| --- | --- |
| G1 | Robust Integrated Planning and Reporting (IPR) |
| G1.1 | Continual improvement in IPR, transparency and accountability |
| G3 | Community Engagement |
| G3.2 | Collaborate with the community to achieve desired outcomes |

**COMMUNITY CONSULTATION**

Policy and Grant Application forms were forwarded via Mail Chimp to all Sporting and Recreation Clubs.

Links to the Policy and Grant Application Forms were provided on social media, the Shire website and were available as hardcopies at the CRC and the Shire Office.

**RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.**

***Financial - Risk Matrix Rating is considered Low***

Will reduce risk to Council and the Clubs / Organisations through better planning and delivery of Projects supported by the Shire.

***Health – Risk Matrix Rating is considered Low***

***Reputation – Risk Matrix Rating is considered Low***

With the introduction of Policy and Scheme, this will increase transparency and accountability of both the Shire, the clubs and organisations*.*

***Operation – Risk Matrix Rating is considered Low***

***Natural Environment – Risk Matrix Rating is considered Low.***

**COMMENT**

* Five grant applications were received.
* Assistance was provided to a number of clubs to ensure the applications were completed correctly.
* All grant applications met the selection criteria outlined in the Grant Guidelines.
* Grant 1:
  + Open to further applications for the duration of 2019/20 Financial Year.
* Grant 2:
  + 2020/21 Applications will open early next year.
* To deliver the ongoing Grant 1 & 2 applications will need to allocate additional resources above current budget allocation.

# ITEM 9 BUILT ENVIRONMENT: PLANNING & INFRASTRUCTURE TO MEET THE NEEDS OF THE COMMUNITY

## 9.1 Building Condition Report and Inventory Report

|  |  |
| --- | --- |
| **Meeting Date** | Tuesday 15th October 2019 |
| **Responsible Officer** | Graeme Fardon CEO |
| **Reporting Officer** | Nathan Gilfellon EMCS |
| **Attachments** | Council Property Inventory October 2019  Shire Recreation Buildings Current Condition Report  Sporting and Recreation Facility Study  Shire Building’s Condition Report |
| **Owner/Applicant** | Shire of Quairading |
| **Disclosure of Interest** | Nil |

**OFFICER RECOMMENDATION**

**RECOMMENDATION: SP07-19/20**

**MOVED Cr Davies SECONDED Cr Haythornthwaite**

That the Strategic Planning Committee recommend to Council that: -

Council notes the Council’s Building Condition Report and Inventory Reports.

**CARRIED 7/0**

**IN BRIEF**

* Historical information has been updated and is presented.
* Condition reports and future renewal costings for sporting facilities are presented.
* Building register including conditions for all Shire buildings will be presented to the meeting. This presentation will outline the current conditions of the Shire’s Buildings.

**MATTER FOR CONSIDERATION**

To provide information on historical building information, Sporting and Recreation Facility Study and to present the summarised condition reports.

**BACKGROUND**

Condition reports have been conducted by the Manager of Health and Building and the Technical Services Officer in recent years. The Technical Services Officer has inspected residential properties and the Manager of Health and Building has inspected Commercial and Community Buildings. These inspections have been documented using individual forms. These forms have now been inputted into the new property register to provide an easier method in the future and to provide an overview of the condition of each of the Shire Properties. This register is still in progress of development; however, the priority areas of work have been identified.

The Council Property Inventory is a listing of all properties including age, design and works that have been completed. This gives a historical view on each property.

A detailed condition report from 2017 by the Manager of Health and Building is attached along with the Sports and Recreation Facilities Study report prepared Registered Builder Adam May (Bent Nail). This was prepared to address the issues found in the 2017 condition report and to provide details of works needed to extend the life of the facilities another 25 – 30 years. Findings from this report have not yet been included in the Council’s Integrated Planning Framework.

**STATUTORY ENVIRONMENT**

Nil

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

The reports attached and information within this report are for information purposes only, therefore there is no financial implication. However, improvements in the asset management process will allow for better reporting on the costs of maintaining and improving Council’s Property Assets. This information can then be detailed in future asset management reporting to Council.

**STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027**

Built Environment Objective: Planning and infrastructure to meet the needs of the community

| **Item** | **Outcomes and Strategies** | **WORKING WITH** |
| --- | --- | --- |
| B1 | Responsive Land Use Planning |  |
| B1.1 | Ensure land use planning services are responsive to community aspirations including increased availability of industrial, commercial and residential land. | Community and other stakeholders (review of Local Planning Strategy & Town Planning Scheme) |
| B2 | Enhanced and Sustainably Managed Assets and Infrastructure |  |
| B2.1 | Ensure the provision of roads, footpaths and drainage takes into account the needs of the community, including the needs of the agriculture industry | - |
| B2.2 | Ensure the provision of community facilities and other built assets takes into account the needs of the community | - |

**COMMUNITY CONSULTATION**

Nil

**RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.**

Financial - Risk Matrix. Rating is assessed as Low. Without appropriate oversight of Council’s Building Assets there is a risk of increased future renewal costs due to less than appropriate maintenance and misallocation of capital on future projects and renewals.

Health – Risk Matrix. Rating is assessed as Low. Poorly maintained buildings could result in negative health impacts by residents of users of the building.

Reputation – Risk Matrix. Rating is assessed as Low. Reputation Risk will escalate if Council does not adequately fund and perform the future renewal and maintenance of Council’s Building Assets.

Operation – Risk Matrix. Rating is assessed as Low. Due to many of Councils services being performed within Councils buildings assets, any long term closure of these buildings due to disrepair can have a large impact on Shires services. The loss of use of any residential building could also have an impact on the Shires services.

Natural Environment – Risk Matrix Rating is assessed as Low

**COMMENT**

A new Property Register is being developed in order to address several issues within the current building management and planning process. This process is to:

1. Combine condition reports from multiple officers into one report for each property. This is to allow easy reporting of the conditions of shire buildings. A condition rating key is to be developed to allow uniform rating.
2. Maintenance can be recorded within the register during inspections or as reported on an ongoing basis. This will allow for better tracking and reporting of maintenance preformed on each property.
3. Historical information can be kept for each property, allowing easy access to a database of information for any new or current users.
4. A 10-15 year forward works plan is to be included within the register. This is to be created from condition reporting and useful life standards, to allow a quick and ongoing forward works plan that can be inserted into the Shire’s integrated planning framework.

Currently only the inputting of the Condition Reports has been conducted, with historical information to be added in the next phase from the Council Inventory Listing Report. Following this will be to work on the 15 year forward works plan. The maintenance register is being developed and will be used on an ongoing basis.

## 9.2 Light Industrial Land Concept

|  |  |
| --- | --- |
| **Meeting Date** | 15th October 2019 |
| **Responsible Officer** | CEO Graeme Fardon |
| **Reporting Officer** | CEO Graeme Fardon |
| **Attachments** | 7.1a Light Industrial Land Concept - LIA CONCEPT  7.1b Light Industrial Land Concept - QDG SALEYARDS LIU  CONCEPT V2  7.1c Light Industrial Land Concept - l LIU - Stage 1 - Alternative  Costs - T038.19 |
| **Owner/Applicant** | Shire of Quairading |
| **Disclosure of Interest** | N/A |

**OFFICER RECOMMENDATION**

**That the Strategic Planning Committee recommends to Council that: -**

**Subject to the Committee consideration, the Light Industrial Land Development Concept Plan be supported by Council.**

**RECOMMENDATION: SP08-19/20**

**MOVED Cr Haythornthwaite SECONDED Cr Davies**

That the Strategic Planning Committee recommends to Council that: -

The Light Industrial Land Development Concept Plan as presented be supported by Council.

**CARRIED 7/0**

**IN BRIEF**

* Council has supported the planning for the development of Light Industrial / Service Industry Lots at the Old Saleyards Area (Lots 75 and 1) located off Winmar Road.
* Preliminary Concept Plans were developed with the support of Landcorp under the RDAP Program.
* The Project was removed from the RDAP Program due to a reduction in the Funding Stream by the State Government.
* The Concept has been further developed by Council following consultation with potential Interested Third Parties and also following the Main Roads realignment and construction of the Main Road Intersection and Layby Area.
* Council has previously directed the CEO on the following Development parameters: -
* Development of Stage 1 (1 x serviced lot; Winmar Road; up to 5,000m2) - by 30th April 2020
* Finalise concept plan for Stages 2 – 5 by 30th June 2020

**MATTER FOR CONSIDERATION**

Discussion and feedback on the previous Concept Design for the ‘Light Industry Lots’ and any further modifications required prior to commitment to the Overall Concept Plan and proceeding to further detailed Planning / Surveying of Stage 1 (1 Lot).

**BACKGROUND**

Concept Plan prepared provides for 5 (five) serviced lots with a proposed internal road connection in the later Stages of the development.

**STATUTORY ENVIRONMENT**

N/A

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Council has budgeted for the planning of the Industrial Land Concept and to proceed to the Subdivisional Approval and Development process for Stage 1 (1 Lot).

The Engineering Consultant’s Estimate of Project Costs for Stage 1 is $155,851. Funding for Stage 1 is to come from the Town Planning and Development Reserve Fund.

**STRATEGIC IMPLICATIONS – Strategic Community Plan 2017 - 2027**

Economic Objective: Growing economy and employment opportunities

| **Item** | **Outcomes and Strategies** | **WORKING WITH** |
| --- | --- | --- |
| ED1 | Economic diversity and resilience |  |
| ED1.1 | Economic and tourism development, including:   * adopt “Small Business Friendly Local Governments” program * review potential of the community’s existing assets and facilities to drive improved economic outcomes * leverage Federal and State Government priorities and programs (e.g. building the capacity of local industry to undertake Local and State Government contracts) * work with stakeholders to determine facilitation approach to business and jobs growth | Wheatbelt Development Commission (WDC), Regional Development Australia (RDA) Wheatbelt, Wheatbelt Business Network (WBN), Quairading CRC, local businesses, other stakeholders as identified |
| ED2 | Tourism facilities and services |  |
| ED2.1 | Contribute to readily accessible visitor information and services, including good quality, affordable visitor accommodation | Quairading CRC, Other businesses, Tidy Towns, accommodation providers |

**Built Environment Objective: Planning and infrastructure to meet the needs of the community**

| **Item** | **Outcomes and Strategies** |
| --- | --- |
| B2 | Enhanced and Sustainably Managed Assets and Infrastructure |
| B2.2 | Ensure the provision of community facilities and other built assets takes into account the needs of the community |

| **Project** | **Year**  **2017-18** | | **Year**  **2018-19** | | **Year**  **2019-20** | | **Year**  **2020-21** | | **Year**  **2021-22** | | **Year**  **2022-23** | | **Year**  **2026-27** | **Grand Total** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Light Industrial Lots developed |  |  | | 750,000 | |  | |  | |  | | 750,000 | | |

**COMMUNITY CONSULTATION –**

Consultation only to date with potential Interested Third Parties in regard to preferred lot size for Lot No. 1

**RISK ASSESSMENT – Risk Management Policy and Risk Management Governance Framework Applicable.**

**Financial - Risk Matrix Rating is considered Low**

Council has budgeted for the Design Planning and Development Costs for Stage 1 of the Subdivision in the 2019/20 Year. Procurement will be in accordance with Council’s Purchasing Policy.

Further Stages of the Land Development may attract external Grant Funding to assist with the significant costs of the Headworks Charges, the installation of services and the construction of the proposed road which will all be conditions under the Subdivisional Approval process.

**Health – Risk Matrix Rating is considered Low**

**Reputation – Risk Matrix Rating is considered Low.**

Reputational Risk mitigated by providing funding and resources to further progress the Development Concept Plan and subject to State Planning Approval proceed to developing.

**Operation – Risk Matrix Rating is considered Low**

No additional draw on Council’s operations with use of Consultants for Planning, Survey and Development. Concept and Project overseen by the CEO and the Executive Management Team.

**Natural Environment – Risk Matrix Rating is considered Low.**

# ITEM 10 NATURAL ENVIRONMENT: TO PRESERVE & SUSTAIN OUR NATURAL ENVIRONMENT

*No matters for consideration.*

# ITEM 11 GOVERNANCE: STRONG GOVERNANCE & COMMUNITY ENGAGEMENT

## 11.1 Review of Strategic Planning Committee Terms of Reference

**13th August 2019 Strategic Planning Committee: -**

The Committee discussed leaving the Terms of Reference ‘status quo’ at this time.

# ITEM 12 COUNCILLOR’S FUTURE PROPOSALS

**Cr McRae**

Regional Airports Program – Cr McRae advised the Meeting that the Federal Government has announced funding $100 million over four years to 2022-23, to provide assistance to the owners of regional airports to undertake essential works, promote aviation safety and access for communities.

Cr McRae commented that several Councils had been successful getting funding under RADS to resurfacing of bitumen Set-down/Apron areas and noted that Council had not applied. The Chief Executive Officer confirmed that an Application had not been made to RADS as the Resurfacing Project was scheduled in the 2020/2021 year.

The Chief Executive Officer confirmed that Council was eligible to apply to the Federal Government’s Regional Airports Funding Program and recommended that funding be sought for the resurfacing of the bitumen Area at the Airstrip which has been listed in Council’s Corporate Business Plan for the 2020/2021 Financial year.

**RECOMMENDATION: SP09-19/20**

**MOVED Cr McGuinness SECONDED Cr Brown**

That the Strategic Planning Committee recommends to Council that: -

Council supports an Application being prepared and submitted to the Regional Airports Program for the resurfacing of the Airstrip Apron / Setdown Area.

**CARRIED 7/0**

**Cr Smith**

Cr Smith commented on the Review of the Strategic Community Plan, Long Term Financial Plan and Asset Management Plans and requested that this Issue be included in the Referred Strategic Proposals for future Committee Meetings.

**Cr Davies**

Cr Davies enquired on the outcomes from the Aged Housing Working Group Meeting. Mr Bleakley advised that the Working Group Meeting had to be rescheduled.

Mr Bleakley further commented that there appeared to be a renewed interest by Government on Aged Housing Funding with $2.8M being announced for 4 Councils at the end of last year and now being proceeded with.

The Meeting noted that a Site Survey was still to be undertaken on the Aged Housing Site before further Concept Design work can be undertaken.

**Cr Stacey**

Cr Stacey requested an update on the status of the Bio box. The Meeting was advised by Mr Bleakley that the Audio Visual Contractor, K2AV, will be onsite in Quairading 16th October 2019 to resolve the problem and to provide further troubleshooting training.

# ITEM 13 NEXT MEETING DATE

The next Strategic Planning Committee Meeting is scheduled to take place in for Tuesday 11th February 2020, date to be confirmed, commencing at 5.00 pm at the Council Chambers, 10 Jennaberring Road, Quairading.

Cr McGuinness thanked both Cr McRae and Cr Brown for their contributions during the past two years on this Committee.

# ITEM 14 CLOSURE

There being no further business, the Chairman closed the Meeting at 7.26 pm.

I certify the Minutes of the Strategic Planning Committee Meeting held on 15th October 2019 were confirmed on the 11th February 2020 as recorded.

Confirmed...........................................................................................................................11/02/2020