

# COUNCIL MEETING

## AGENDA

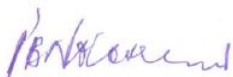


For the Ordinary Meeting of Council to be held on

**17 April 2019**

Dear Council Member,

The next Ordinary Meeting of the Shire of Cranbrook will be held on Wednesday 17 April 2019 at the Cranbrook Council Chambers commencing at 3.00pm.



Peter Northover  
Chief Executive Officer

## **DISCLAIMER**

This agenda has yet to be dealt with by the Council. The recommendations shown at the foot of each item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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# AGENDA

## 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President, Cr Egerton-Warburton will declare the meeting open at   pm. The Shire President will alert the meeting to the procedures for emergencies including evacuation, designated exits and muster points.

## 2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

### 2.1 ATTENDANCE

President	Cr CY (Colin) Egerton-Warburton
Councillors	Cr DJ (David) Adams
	Cr PM (Peter) Beech
	Cr ER (Ruth) Bigwood
	Cr P (Peter) Denton
	Cr VN (Vanessa) Fiegert
Chief Executive Officer	Mr PB (Peter) Northover
Manager of Finance & Administration	Mrs PA (Trish) Standish
Manager of Works	Mr JE (Jeff) Alderton
Minute Taker	Miss MJ (Maddison) Wright

Members of the Public

### 2.2 APOLOGIES

### 2.3 APPROVED LEAVE OF ABSENCE

Councillors	Cr PW(Peter) Slater
	Cr DS (David) Carey
	Cr PL (Phil) Horrocks

## 3. ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

## 4. PUBLIC QUESTION TIME

### 4.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

### 4.2 PUBLIC QUESTIONS

## 5. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

## 6. APPLICATIONS FOR LEAVE OF ABSENCE

## 7. DISCLOSURE OF INTEREST

**8. MATTERS FOR WHICH MEETING MAY BE CLOSED**

Nil

**9. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**9.1 ORDINARY MEETING – 20 March 2019**

That the minutes from the ordinary meeting of Council held on 20 March 2019, be confirmed as a true and correct record.

## 10. REPORTS OF OFFICERS

### 10.1 FINANCE & ADMINISTRATION

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#### 10.1.1 LIST OF PAYMENTS

<b>RESPONSIBLE OFFICER:</b>	Trish Standish – Manager of Finance and Administration
<b>REPORT AUTHOR:</b>	Jodi Vitler – Finance Admin Officer
<b>FILE REFERENCE:</b>	FM2
<b>APPLICANT:</b>	N/A
<b>DATE OF REPORT:</b>	5 March 2019
<b>ATTACHMENTS:</b>	List of Payments – 1 March 2019 to 31 March 2019

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#### **Purpose**

The purpose of this report is to advise the Council of payments made during the period 1 March 2019 to 31 March 2019.

#### **Background**

Nil

#### **Officers Comment**

Nil

#### **Statutory Environment**

Local Government (Financial Management) Regulation 13 states:

##### *13. List of accounts*

(1) If the local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the Chief Executive Officer is to be prepared each month showing for each account paid since the last such list was prepared:

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

#### **Policy Applicable – Implications**

Council Policy 4.8 – 'Purchasing', states that:

*"The Chief Executive Officer is delegated authority to make payments from the Municipal Fund or the Trust Fund. Each payment from the Municipal Fund or the Trust Fund is to be noted on a list compiled for each month showing:*

- a) The payee's name*
- b) The amount of the payment*
- c) The date of the payment*
- d) Sufficient information to identify the transaction.*

*The list referred to above is to be presented to the Council at each ordinary meeting of the Council and is to be recorded in the minutes of the meeting at which it is presented.*

*It is considered appropriate to delegate this authority to the Chief Executive Officer as the payment of accounts is the final process after debts have been incurred through other processes and systems in place."*

### **Financial Implications**

There are no financial implications for this report.

### **Risk Implications**

The risks associated with matters in this report are:

- Misconduct
- Errors, Omissions and Delays
- Failure of IT and or Communication Systems and Infrastructure
- Failure to fulfil Statutory, Regulatory or Compliance Requirements
- Inadequate Document Management Processes
- Inadequate Supplier/Contract Management

The **impact** of the risk is Financial, Non-Compliance and Reputational.

The **consequences** of these risks are considered to be Major

The **likelihood** is Rare

Hence the **risk rating** for this item is Low

Risk mitigation includes the Council having strong financial policies and procedures in place and the requirement to report to the Council on a monthly basis.

### **Strategic Community Plan Reference**

The 2017-2027 Shire of Cranbrook, Strategic Community Plan states that:

*Objective 4: Leadership - Demonstrate strong governance, leadership and organisational growth*

Outcome 4.1: Excellence in governance, compliance, regulation and reporting

Strategy 4.1.1: Maintain a high level of corporate governance, responsibility and accountability

### **Consultation**

Consultation was not required for this report.

### **VROC Implications**

There are no strategic VROC implications from this report

### **Voting Requirements**

Simple Majority

### **OFFICERS RECOMMENDATION**

**That the payment of accounts totalling \$423,839.87 as per the attachment be noted:**

- **Electronic Funds Transfers EFT9538 to EFT9624 - \$292,780.33;**
- **Municipal Fund Cheque No's 12160 – 12163 - \$9,572.78;**
- **Internal Account Transfers (Payroll) - \$100,015.48; and**
- **Direct Debit - \$21,471.28;**

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**10.1.2 MONTHLY FINANCIAL STATEMENTS**

<b>RESPONSIBLE OFFICER:</b>	Trish Standish – Manager of Finance and Administration
<b>REPORT AUTHOR:</b>	Trish Standish – Manager of Finance and Administration
<b>FILE REFERENCE:</b>	FM12
<b>APPLICANT:</b>	N/A
<b>DATE OF REPORT:</b>	10 April 2019
<b>ATTACHMENTS:</b>	Financial Statements for March 2019

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**Purpose**

The purpose of this report is to present the financial position of the Shire of Cranbrook as at 31 March 2019.

**Background**

The Local Government (Financial Management) Regulations 1996 require the preparation of monthly financial statements and presentation of these statements to the Council.

**Officers Comment**

The March financial statements report on 9 months, or 75% of the financial year. It is worthy to note:

- The 'Municipal Fund Summary' on page 2 shows that we have raised 86% of our expected operating income. This higher percentage is due to the fact that property rates are recognised as revenue when they are raised and not when they are paid;
- The 'Municipal Fund Summary' on page 2 shows that we have spent 68% of the budgeted operating expenditure for the year;
- The 'Municipal Fund Summary' on page 3 shows a net current assets position of \$1,848,182 (surplus), which is mainly made up of cash on hand; and
- The 'Variance Report' on page 8 defines the major variances between budget and actual figures as required by the regulations.

**Statutory Environment**

The Local Government (Financial Management) Regulations 1996 define the requirements for monthly financial reporting (Regulation 34).

**Policy Applicable – Implications**

Council Policy 4.1 Defining Material Variances, states that:

*When dividing the actual figures with the annual budget figure, a variance of plus or minus 10% of the percentage of the year elapsed will be reported. In addition, a variance must be greater than \$1,000 to be reported.*

**Financial Implications**

Whilst the financial statements report on the current position of the Council, the adoption of the recommendation below does not have a financial impact.



### **Risk Implications**

The risks associated with matters in this report are:

- Misconduct
- Errors, Omissions and Delays
- Failure of IT and or Communication Systems and Infrastructure
- Failure to fulfil Statutory, Regulatory or Compliance Requirements
- Inadequate Document Management Processes
- Inadequate Supplier/Contract Management

The **impact** of the risk is Financial, Non-Compliance and Reputational

The **consequences** of these risks are considered to be Major

The **likelihood** is Rare

Hence the **risk rating** for this item is Medium

Risk mitigation includes the Council having strong financial policies and procedures in place and the requirement to report to the Council on a monthly basis.

### **Strategic Community Plan Reference**

The 2017-2027 Shire of Cranbrook, Strategic Community Plan states that:

*Objective 4: Leadership - Demonstrate strong governance, leadership and organisational growth*

Outcome 4.1: Excellence in governance, compliance, regulation and reporting

Strategy 4.1.1: Maintain a high level of corporate governance, responsibility and accountability

### **Consultation**

Consultation was not required for this report.

### **VROC Implications**

There are no strategic VROC implications from this report

### **Voting Requirements**

Simple Majority

### **OFFICERS RECOMMENDATION**

**That the attached financial statements for the period ending 31 March 2019 be noted.**

## 10.2 GOVERNANCE & EXECUTIVE SERVICES

### 10.2.1 PLANNING APPLICATION - PROPOSED CAMPING ADJACENT TO MOTOCROSS TRACK – RESERVE 52284, LOT 300 SUKEY HILL ROAD, CRANBROOK

**RESPONSIBLE OFFICER:** Liz Bushby, Planning Consultant, Town Planning Innovations  
**REPORT AUTHOR:** Liz Bushby, Planning Consultant, Town Planning Innovations  
**FILE REFERENCE:** R52284  
**APPLICANT:** Cranbrook Districts Motorcycle Club  
**DATE OF REPORT:** 9 April 2019  
**ATTACHMENTS:** Nil

#### Purpose

The purpose of this report is for the Council to consider an application for a camping area on Reserve 52284 (Lot 300) Sukey Hill Road, Cranbrook.

#### Background

There is a Management Order over Reserve 52284 to the Shire of Cranbrook for 'Community Purposes' and 'Recreation'.



The land is reserved under the Shire of Cranbrook Town Planning Scheme No 4 (the Scheme) for 'Public Purposes'. The Local Scheme Reserve classification is different to the purpose of the Management Order which is not unusual.

The Shire Council endorsed the Sukey Hill Regional Motocross Facility and Business Case Study at the meeting held on the 16 November 2016.

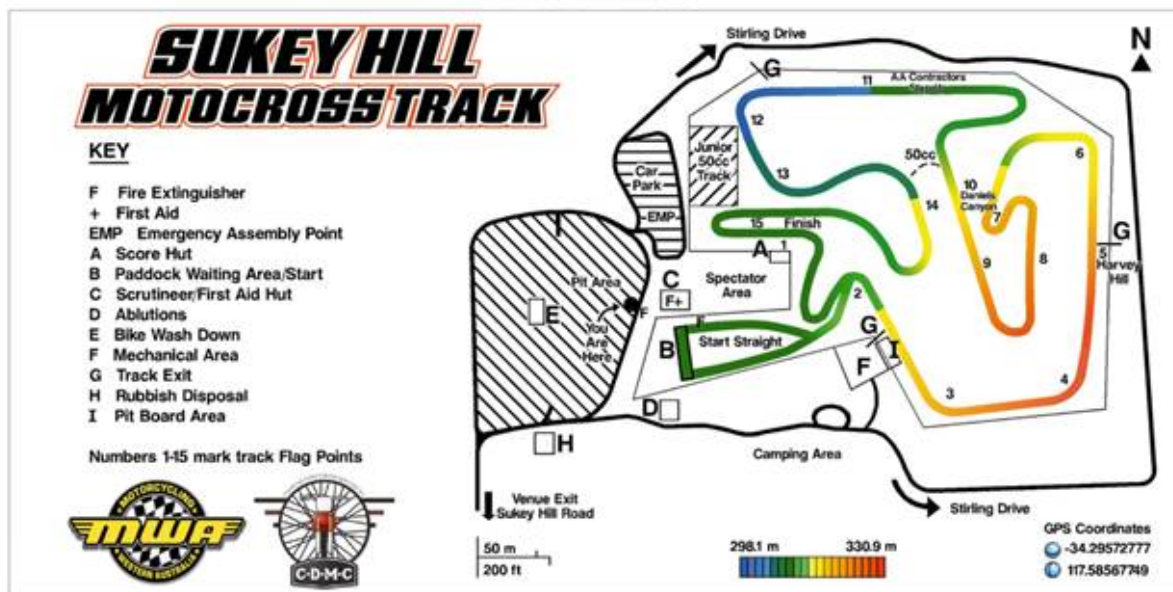
The Shire Council granted conditional planning approval for a motocross track and ancillary development at the meeting held on the 17 May 2017.

The Shire has two separate roles in dealing with this application. The first role is as the owner of the land, and the second role is as the relevant decision making authority for the planning application. As the decision making authority Council has an obligation to consider relevant planning matters.

### Officers Comment

- **Proposed Development**

An application has been lodged by the Cranbrook Districts Motorcycle Club to establish a camping area on Reserve 52284 – refer plan below.



The applicant has advised as follows:

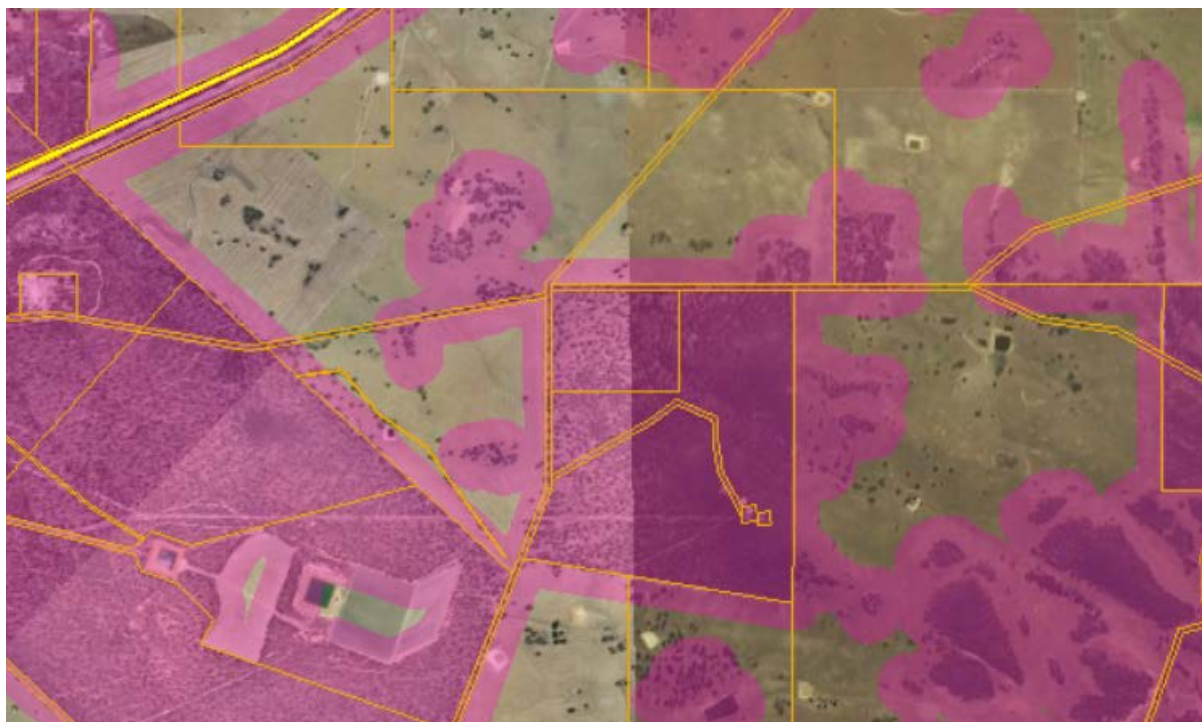
- The Camping Area is marked on the Rider Information Map (above). It consists of the area south of Stirling Drive, and north of Stirling Drive from D (being camping abluition block) to Flag Point 4.
- In this area they plan to build a unisex toilet/shower and provide short term non powered camping sites to motorbike riders and riders families and officials who travel some distance (e.g. from Perth) to the Sukey Hill Motorcycling Facility.
- This area will be used for short term camping by the motorbike riders who are using the track for practice or for scheduled events.
- The club has between 6-8 scheduled events per annum, and is open for practice 7 days a week. Rider numbers expected to camp for monthly practice would be between 5-10 people per weekend depending on weather. Scheduled events riders expected to camp would be between 10-40 people per club day being 6 events per annum, and for larger events between 40-120 people per interclub and state round which happen once per annum.
- It will consist of non powered sites for up to 120 people. The riders will be camping in caravans, tents and swags. The length of stay will be limited to seven consecutive nights. Riders will book through the Motorcycling Australia smartphone app called Ridernet. Rubbish disposal will be in rubbish bins marked on the Rider Information Map under H for "Rubbish Disposal" then transported to the Cranbrook Rubbish Tip.
- Further down the track they plan to build a gazebo in the camping area. They do not propose to build any public BBQ's or permanent firepits.

The camping area represents a planned stage 2 of development to cater for visitors in association with the motocross track and was flagged as a possibility in the initial planning application.

It is recommended that Council consider granting delegated authority to allow the Chief Executive Officer to determine any future planning applications for minor development such as gazebos, shade structures, seating areas, patios, sheds, amenity / ablution buildings and the like on this reserve.

- ***State Planning Policy 3.7 – Planning for Bushfire Prone Area***

The Reserve is within a declared bushfire prone area and camping is construed as a ‘vulnerable land use’ under State Planning Policy 3.7. Vulnerable uses are those that are considered to have occupants with a lesser capacity to respond in the event of bushfire and that may present evacuation changes.



The Policy requires such a proposal to be supported by a Bushfire Management Plan and an emergency evacuation plan, which has not been provided.

A Bushfire Management Plan would incorporate a Bushfire Attack Level contour map so that any camping within a ‘flame zone’ can be avoided. A Flame Zone is an area where risk is considered to be extreme with potential for direct exposure to flames from fire in addition to heat flux and ember attack.

The WA Planning Commission has released a Draft Position Statement whereby developments such as for tourism and camping can look at alternative mitigation measures such as having an evacuation area.

The Shire has a statutory obligation to have ‘due regard’ to State Planning Policy 3.7 which means that Council has a mandatory obligation to consider the Policy when making a decision on the application.

The Shire has several options as detailed below:

Option 1 – Require a Bushfire Management Plan and Emergency Evacuation Plan

In order to maximise protection of life TPI recommends that an Emergency Evacuation Plan be developed and that it be informed by a Bushfire Management Plan so that camping areas can be located in the safest position within the reserve. An evacuation plan is especially important for larger events whereby up to 120 people may need to be evacuated in the event of a fire.

TPI recommends that a condition be imposed requiring lodgement of a Bushfire Management Plan and Emergency Evacuation Plan to be approved separately in writing by the Chief Executive Officer.

Option 2 – Vary the requirements of State Planning Policy 3.7

The Shire is the decision making body and it is clear in the Western Australian Planning Commission Planning Bulletin No 111/2016 that Council has discretion over this matter. The Bulletin states that *'Exemptions from the requirements of SPP 3.7 and the deemed provisions should be applied pragmatically by the decision maker.'*

Council may consider that the proposal warrants special circumstances as camping is not proposed as a permanent land use and will only occur as part of scheduled practices and events.

TPI does not support Option 2 as it is important to protect all camp users in the event of any emergency such as a fire. If Council supports Option 2 TPI would still recommend that an Emergency Evacuation Plan be required.

If Option 2 is supported TPI also recommends that the Shire liaise with its solicitors or insurers regarding any potential liability.

The Western Australian Planning Commission Planning Bulletin No 111/2016 only recommends that discretion be exercised under specific circumstances, such as where there is no intensification of land use, where people are not on site for any significant period etc.

**Statutory Environment**

Planning and Development (Local Planning Schemes) Regulations 2015 –

Under the 'deemed provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council is to have 'due regard' to any state planning policy. This essentially means Council has an obligation to give proper, genuine and realistic consideration to the requirements of 'State Planning Policy 3.7: Planning in Bushfire Prone Areas' (SPP 3.7).

Shire of Cranbrook Town Planning Scheme No 3 -

Clause 3.4.1 of the Shire of Cranbrook Town Planning Scheme No 3, states that a person must not:

- (a) use a Local Reserve; or
- (b) commence or carry out development on a local reserve

without first having obtained planning approval under Part 9 of the Scheme.

Under Clause 3.4.2 the local government is to have regard to (a) the matters set out in clause 1.2 and (b) the ultimate purpose intended for the reserve.

Caravan Parks and Camping Grounds Act 1995 – regulates caravanning and camping. The Act also contains licensing provisions, where relevant. If the site is to be licensed as a caravan park, then all of the requirements of the *Caravan Parks and Camping Grounds Regulation 1997* would apply (e.g. dump points, firefighting equipment, lighting, annual inspection, fees etc.).

Caravan Parks and Camping Grounds Regulation 1997 –

Regulation 10 only permits people to camp at licensed caravan park facilities or to camp in accordance with Regulation 11.

Regulation 11(2)(a) allows local government to approve the use of land for camping where the approval will not result in the land being camped on for longer than 3 months in any 12 month period.

Regulations 11(2)(b) requires Ministerial approval for camping where the approval will result in the land being camped on for longer than 3 months in any 12 month period.

**Policy Applicable – Implications**

There is no Council policy applicable to this report.

**Financial Implications**

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for planning services.

**Risk Implications**

The risks associated with matters in this report are:

- Failure to fulfil Statutory, Regulatory or Compliance Requirements
- Ineffective Management of Facilities/Venues/Events

The **impact** of the risks are People and Non-Compliance.

The **consequences** of these risks are considered to be Extreme.

The **likelihood** is Possible. The camping area is in a bushfire prone area as declared by the Commissioner of Fire and Emergency services.

Hence the **risk rating** for this item is High.

Risk mitigation includes requiring compliance with State Planning Policy 3.7 through provision of a Bushfire Management Plan and Emergency Evacuation Plan.

**Strategic Community Plan Reference**

The 2017-2027 Shire of Cranbrook, Strategic Community Plan states that:

*Objective 1: Social – Be respected for its friendly, vibrant, connected and safe communities*

Outcome 1.1: An engaged, supporting and inclusive community

Strategy 1.1.2: Facilitate, encourage and support community groups, events and initiatives

Outcome 1.3: A healthy place to grow and age

Strategy 1.3.2: Support a healthy, sporting and active community

*Objective 3: Environment - Enhance, maintain, protect and promote our built infrastructure and natural environment*

Outcome 3.2: A built infrastructure servicing the needs of the community

Strategy 3.2.1: Maintain and enhance our roads, built infrastructure, parks and reserves

**Consultation**

Consultation included discussion with the executive of the Cranbrook Districts Motorcycle Club.

## **VROC Implications**

There are no strategic VROC implications from this report.

## **Voting Requirements**

***Absolute Majority (Delegation)***

## **OFFICERS RECOMMENDATION**

**That Council:**

- 1. Approve the planning application lodged by Cranbrook Districts Motorcycle Club for a caravan and camping ground on Reserve 52284 (Lot 300) Sukey Hill Road, Cranbrook subject to the following conditions and advice notes:**
  - (i) This approval is for provision of non powered sites and shall be limited to a maximum of 120 people unless an alternative number is approved in writing by the Shire Chief Executive Officer.**
  - (ii) The camping area shall only be used in association with use of the motocross track and club events including practices for scheduled events and planned scheduled events, unless alternative arrangements have been approved in writing by the Shire Chief Executive Officer.**
  - (iii) The length of stay for camping shall not exceed seven consecutive nights (as stated in the application) unless otherwise agreed to in writing by the Shire Chief Executive Officer.**
  - (iv) Lodgement of a Bushfire Management Plan and Emergency Evacuation Plan by a suitably qualified bushfire consultant for separate written approval by the Shire Chief Executive Officer.**
- 2. Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine future planning applications for minor development on Reserve 52284 (Lot 300) Sukey Hill Road, Cranbrook such as gazebos, shade structures, seating areas, sheds, ablutions and the like for a period of 2 years.**
- 3. Authorise the Chief Executive Officer to write to the Minister for Local Government seeking approval for camping and caravan sites on Reserve 52284 in accordance with the *Caravan Parks and Camping Grounds Act 1995* and *Caravan Parks and Camping Grounds Regulations 1997* (on receipt of a more detailed site plan to be provided by the Cranbrook Districts Motorcycle Club).**

## **Footnotes:**

- (a) The reserve is within a declared bushfire prone area and camping is a vulnerable land use therefore condition (iv) is imposed to comply with State Planning Policy 3.7.**
- (b) Please be advised that ablutions have already been approved by the Shire to service development on site.**
- (c) Separate approval is required for any camping on site under the *Caravan Parks and Camping Grounds Act 1995* and *Caravan Parks and Camping Grounds Regulations 1997*. Unless the site is proposed to be licenced as a caravan park, approval will be required by the Minister of Local Government if the period of camping exceeds 3 months in a 12 month period. Approval is also required for more than one caravan within the camp ground.**

**Please be advised that it would be necessary for a more detailed site plan to be provided that clearly shows the land size available for each camping/caravan site and proximity of facilities. It is recommended that you liaise with the Shires Environmental Health Officer to discuss the matter further.**



<b>10.2.2</b>	<b>SENIORS ADVISORY GROUP (SAG) MEETING - DRAFT MINUTES 5 APRIL 2019</b>
<b>RESPONSIBLE OFFICER:</b>	Peter Northover – Chief Executive Officer
<b>REPORT AUTHOR:</b>	Samantha O’Neill – Community Development Officer
<b>FILE REFERENCE:</b>	CS211
<b>APPLICANT:</b>	N/A
<b>DATE OF REPORT:</b>	9 April 2019
<b>ATTACHMENTS:</b>	Draft Minutes – SAG Meeting 5 April 2019

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### **Purpose**

The purpose of this report is for the Council to consider the draft minutes of the 5 April 2019 SAG Meeting.

### **Background**

At the 16 May 2018 meeting of Council it was resolved:

#### **“That Council:**

- 1. Endorse the establishment of a Seniors’ Advisory Group;**
- 2. Accept the Terms of Reference for the Seniors’ Advisory Group;**
- 3. Accept the nominations of John Gillam, Jenny Shaw, Bess O’Neill, Adrian Bridge, Judy Binet, Pat Saunders, June Roberts, Robert Andrew and the Frankland River Community Resource Centre Manager as community representatives on the Seniors’ Advisory Group; and**
- 4. Appoint Cr Slater as delegate and Cr Bigwood as proxy to the Seniors’ Advisory Group.”**

### **Officers Comment**

A meeting of the Shire of Cranbrook SAG was held on 5 April 2019 at the Frankland River Community Centre.

The following is a list of topics that were discussed during the meeting:

- Community Buses – Addition of Step
- Tenterden Community Meeting
- Cranbrook Town Footpath Audit
- Linking Communities Project
- Lighting – Brooking Street, Tenterden
- Tenterden Townscape
- Crossing Albany Highway
- Community Nurse – Frankland River
- Meals on Wheels
- Frankland River Town Hall Meeting
- Cemetery Niche Walls
- Independent Living Units (ILU) and Staff Housing
- SAG Elections in October 2019
- Tenterden Power Outages
- Computer Classes
- Flu Clinic
- HACC
- Horses in Paddocks in Cranbrook Town
- Cranbrook Sporting Club Lighting
- Seniors and Community Lunches

The draft minutes of the 5 April 2019 meeting are attached with no recommendations to Council.

### **Statutory Environment**

There is no specific legislation applicable to this report.

### **Policy Applicable – Implications**

Council Policy 7.2, Disability Access and Inclusion, states that:

“Ensure that all members of the community, regardless of race, ability, age, religion, education or gender have equal access to all Council services, events, service, information, buildings and facilities. It will also ensure that, in line with the Shire of Cranbrook Community Engagement Policy, all members of the community are able to be included in the public consultation process where required.”

### **Financial Implications**

There are no financial implications for this report. Any recommendations from the SAG that have a financial impact will be submitted to Council for consideration as part of the annual budget process.

### **Risk Implications**

The risks associated with matters in this report are:

- Inadequate Engagement Practices

The **impact** of the risk is Reputational

The **consequences** of these risks are considered to be Insignificant

The **likelihood** is Rare

Hence the **risk rating** for this item is Low

Risk mitigation includes the well managed operations of the SAG as a forum for community feedback participation including Shire staff and Councillor representation on the committee.

### **Strategic Community Plan Reference**

The 2017-2027 Shire of Cranbrook, Strategic Community Plan states that:

*Objective 1: Social – Be respected for its friendly, vibrant, connected and safe communities*

Outcome 1.1: An engaged, supporting and inclusive community

Strategy 1.1.2: Facilitate, encourage and support community groups, events and Initiatives

Outcome 1.3: A healthy place to grow and age

Strategy 1.3.1: Facilitate community health and wellbeing and support provision of services to the community

Strategy 1.3.2: Support a healthy, sporting and active community.

### **Consultation**

Consultation was not required for this report.

### **VROC Implications**

There are no VROC implications relating to this report.

**Voting Requirements**

Simple Majority

**OFFICERS RECOMMENDATION**

**That Council receive the attached draft minutes of the 5 April 2019 Seniors' Advisory Group meeting.**

**10.3 WORKS**

Nil

**11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

**12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING**

**13. MATTERS BEHIND CLOSED DOORS**

Nil

**14. CLOSURE OF MEETING**

There being no further business to discuss, the Shire President, Cr Egerton-Warburton will declare the meeting closed at pm.