



Regional Joint Development Assessment Panel Minutes

Meeting Date and Time: Thursday, 23 December 2021; 2pm
Meeting Number: RJDAP/39
Meeting Venue: Electronic Means

This DAP meeting was conducted by electronic means (Zoom) open to the public rather than requiring attendance in person

1 Table of Contents

1.	Opening of Meeting, Welcome and Acknowledgement.....	2
2.	Apologies.....	3
3.	Members on Leave of Absence.....	3
4.	Noting of Minutes.....	3
5.	Declaration of Due Consideration.....	3
6.	Disclosure of Interests.....	3
7.	Deputations and Presentations.....	4
8.	Form 1 – Responsible Authority Reports – DAP Applications.....	5
	8.1 Lot 300 (300) Back Beach Road, Onslow.....	5
9.	Form 2 – Responsible Authority Reports – DAP Amendment or Cancellation of Approval.....	24
	Nil.....	24
10.	State Administrative Tribunal Applications and Supreme Court Appeals ...	24
11.	General Business.....	24
12.	Meeting Closure	24

Mr Paul Kotsoglo
Presiding Member, Regional JDAP



Attendance

DAP Members

Mr Paul Kotsoglo (Presiding Member)
Mr Gene Koltasz (A/Deputy Presiding Member)
Mr John Taylor (A/Third Specialist Member)
Cr Linton Rumble (Local Government Member, Shire of Ashburton)

Officers in attendance

Mr Ben McKay (Shire of Ashburton)

Minute Secretary

Ms Adele McMahon (DAP Secretariat)
Ms Ashlee Kelly (DAP Secretariat)

Applicants and Submitters

Ms Wendy Carson
Mr Brian Hayes (Buurabalayji Thalayji Aboriginal Corporation - BTAC)
Mr Owen Hightower (RFF Pty Ltd representing Buurabalayji Thalayji Aboriginal Corporation - BTAC)
Mr Darren Levey (Uloth and Associates)
Ms Tamara Smith (360 Environmental)
Mr Joel Fuller (Milieu Creative)
Ms Darina Bester (Milieu Creative)
Mr Patrick Hollingworth (Milieu Creative)
Mr Darren Hardy (Mineral Resources Limited)
Mr Julius Skinner (Thomson Geer)
Mr Ian Rogers (Thomson Greer)
Mr Mark Borello (Thomson Greer)
Mr Greg Rowe (Rowe Group)
Mr Linden Wears (Linfire)

Members of the Public / Media

There were 5 members of the public in attendance.

1. Opening of Meeting, Welcome and Acknowledgement

The Presiding Member declared the meeting open at 2:03pm on 23 December 2021 and acknowledged the traditional owners and paid respect to Elders past and present of the land on which the meeting was being held.

The Presiding Member announced the meeting would be run in accordance with the DAP Standing Orders 2020 under the *Planning and Development (Development Assessment Panels) Regulations 2011*.

Mr Paul Kotsoglo
Presiding Member, Regional JDAP



1.1 Announcements by Presiding Member

The Presiding Member advised that in accordance with Section 5.16 of the DAP Standing Orders 2020 which states '*A person must not use any electronic, visual or audio recording device or instrument to record the proceedings of the DAP meeting unless the Presiding Member has given permission to do so.*', the meeting would not be recorded.

This meeting was convened via electronic means (Zoom). Members were reminded to announce their name and title prior to speaking.

2. Apologies

Ms Kanella Hope (Deputy Presiding Member)
Mr Justin Page (Third Specialist Member)

3. Members on Leave of Absence

DAP Member, Ms Kanella Hope has been granted leave of absence by the Director General for the period of 16 December 2021 to 5 January 2022 inclusive.

DAP Member, Mr Justin Page has been granted leave of absence by the Director General for the period of 23 December 2021 to 18 January 2022 inclusive.

4. Noting of Minutes

DAP members noted that signed minutes of previous meetings are available on the [DAP website](#).

5. Declaration of Due Consideration

The Presiding Member noted that an addendum to the agenda was published to include details of a DAP direction for further information and responsible authority response in relation to Item 8.1, received on 22 December 2021.

All members declared that they had duly considered the documents.

6. Disclosure of Interests

DAP Member, Mr Paul Kotsoglo, declared an Impartiality Interest in item 8.1. Mr Kotsoglo was employed by Mr Rowe in 1999 and since that time has had no personal contact with Mr Rowe. Mr Kotsoglo will consider his representations impartially.

Mr Kotsoglo has worked on various matters with Mr Skinner in a professional capacity over the last two or so decades. Mr Kotsoglo declare he will consider his representations impartially

In accordance with section 6.2 and 6.3 of the DAP Standing Orders 2020, the Presiding Member, Mr Ray Haeren determined that the member listed above, who had disclosed an Impartiality Interest, was permitted to participate in the discussion and voting on the item.

Mr Paul Kotsoglo
Presiding Member, Regional JDAP



7. Deputations and Presentations

- 7.1** Ms Wendy Carson addressed the DAP against the application at Item 8.1.
- 7.2** Cr Matthew Lynch addressed the DAP against the application at Item 8.1 and responded to questions from the panel.
- 7.3** Mr Brian Hayes (Buurabalayji Thalayji Aboriginal Corporation - BTAC) addressed the DAP against the recommendation but in support of the application at Item 8.1 and responded to questions from the panel.
- 7.4** Mr Owen Hightower (RFF Pty Ltd representing Buurabalayji Thalayji Aboriginal Corporation - BTAC) addressed the DAP against the recommendation but in support of the application at Item 8.1 and responded to questions from the panel.
- 7.5** Mr Darren Hardy (Mineral Resources Limited) addressed the DAP against the recommendation but in support of the application at Item 8.1 and responded to questions from the panel.
- 7.6** Mr Greg Rowe (Rowe Group) addressed the DAP against the recommendation but in support of the application at Item 8.1 and responded to questions from the panel.
- 7.7** Mr Julius Skinner (Thomson Geer Lawyers) addressed the DAP against the recommendation but in support of the application at Item 8.1 and responded to questions from the panel.
- 7.8** Mr Joel Fuller (Milieu Creative) addressed the DAP against the recommendation but in support of the application at Item 8.1 and responded to questions from the panel.
- 7.9** Ms Tamara Smith (360 Environmental) addressed the DAP against the recommendation but in support of the application at Item 8.1 and responded to questions from the panel.
- 7.10** Mr Darren Levey (Uloth and Associates) addressed the DAP against the recommendation but in support of the application at Item 8.1 and responded to questions from the panel.
- 7.11** Mr Ben McKay (Shire of Ashburton) addressed the DAP in relation to the application at Item 8.1 and responded to questions from the panel.



8. Form 1 – Responsible Authority Reports – DAP Applications

8.1 Lot 300 (300) Back Beach Road, Onslow

Development Description: Transient Workforce Accommodation
(500 persons)
Applicant: Rowe Group
Owner: State of Western Australia
Responsible Authority: Shire of Ashburton
DAP File No: DAP/21/02078

REPORT RECOMMENDATION

Moved by: Cr Linton Rumble

Seconded by: NIL

That the Regional Joint Development Assessment Panel resolves to:

- A. Refuse DAP Application reference DAP/21/02078 and accompanying plans in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015 and Clauses 3.2 and 4.2 of the Shire of Ashburton Local Planning Scheme No.7, for the “Transient Workforce Accommodation” at Lot 300 Back Beach Road, Onslow, for the following reasons:
1. Pursuant to Schedule 2, Part 9, Clause 67 (2)(h) of the Planning and Development (Local Planning Schemes) Regulations 2015, the development does not adequately satisfy the provisions and objectives of the Onslow Townsite Expansion Structure Plan.
 2. Pursuant to Schedule 2, Part 9, Clause 67 (2)(o) of the Planning and Development (Local Planning Schemes) Regulations 2015, the proposed development does not satisfy the relevant provisions pertaining to the likely impact of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource,
 3. Pursuant to Schedule 2, Part 9, Clause 67 (2)(r) of the Planning and Development (Local Planning Schemes) Regulations 2015, the proposed development does not satisfy the relevant provisions pertaining to the suitability of the land for the development taking into account the possible risk associated with Unexploded Ordinance (UXO), asbestos containing materials (ACM), asbestos fines (AF) or fibrous asbestos (FA) and Acid Sulphate Soil (ASS)
 4. Pursuant to Schedule 2, Part 9, Clause 67 (2)(t) of the Planning and Development (Local Planning Schemes) Regulations 2015, the traffic modelling does not accurately determine whether or not the traffic generated by the development will not have an adverse impact on the surrounding road network.

Mr Paul Kotsoglo
Presiding Member, Regional JDAP



5. Pursuant to Schedule 2, Part 9, Clause 67 (2)(v) of the Planning and Development (Local Planning Schemes) Regulations 2015, the proposed development does not satisfy the relevant provisions pertaining to the potential loss of amenity and community benefit of the site, in relation to the environmental significance and community values associated with the natural vegetation.
6. Pursuant to Schedule 2, Part 9, Clause 67 (2)(y) of the Planning and Development (Local Planning Schemes) Regulations 2015, submissions received in relation to the proposed development raise valid concerns surrounding the lack of orderly and proper planning.

The Report Recommendation LAPSED for want of a seconder.

ALTERNATE MOTION

Moved by: Mr Gene Koltasz

Seconded by: Mr John Taylor

That the Regional Joint Development Assessment Panel resolves to:

1. **Accept** that the DAP Application reference DAP/21/02078 is appropriate for consideration as a “Transient Workforce Accommodation” land use and compatible with the objectives of the zoning table in accordance with Clause 3.2 and 4.2 of the Shire of Ashburton Local Planning Scheme No.7.
2. **Approve** DAP Application reference DAP/21/02078 and accompanying plans in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the provisions of the Shire of Ashburton Local Planning Scheme No. 7, subject to the following details:

DA002 – Site master plan - Rev. E
DA003 – Site plan – North East_Rev. E
DA004 – Site Sections. C
DA100 – ADM, IND, CRE & MED – Floor plan and elevations. F
DA101 – ADM, IND, CRE & MED – Roof plan. E
DA200 – RST & TVN – Floor plan. F
DA201 – RST & TVN – Elevations. F
DA202 – RST & TVN – Roof plan. D
DA300 – GYM & SPT – Floor plan & elevations. F
DA301 – I-REC – Floor plan & elevations. F
DA302 – GYM, SPT & I-REC – Roof plan. D
DA400 – ACCOM & LDRY POD – Floor plan & elevations. E
DA500 – ANC – Floor plan & elevations. C
DA600 – Visualisations. B

CONDITIONS

1. This decision constitutes planning approval only and is valid for a period of 4 years from the date of approval. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.

Mr Paul Kotsoglo
Presiding Member, Regional JDAP



2. Development approval shall be limited to a period of not more than 30 years from the date of approval for development within the proposed 30m coastal foreshore reserve, at which point the approval will lapse, and
 - (a) The development shall be removed; and
 - (b) The land shall be rehabilitated to its pre-development condition, to the specifications and satisfaction of the local government, at the applicant's cost.

in accordance with the specifications and provisions of a site 'Decommissioning and Rehabilitation Plan' submitted to and approved by the Shire of Ashburton not earlier than 12 months and implemented to the satisfaction of the Shire of Ashburton

3. Prior to lodging an application for a building permit, a detailed fauna survey (targeted terrestrial vertebrate survey to determine the presence and significance of the *Lerista planiventralis maryani*, a Priority 1 listed reptile shall be undertaken and report for the site shall be prepared by a qualified zoologist to the satisfaction of the Shire and submitted to and approved by the Shire of Ashburton. If any of these species are found, an environmental management Plan, addressing any impact and mitigation measures, shall be submitted and implemented to the satisfaction of the Shire of Ashburton
4. Prior to lodging an application for a building permit, a targeted survey is to be undertaken to determine the presence and significance of 'Marine' and 'Shorebirds' shall be undertaken and report for the site shall be prepared by a qualified zoologist to the satisfaction of the Shire and submitted to and approved by the Shire of Ashburton.
5. Prior to lodging an application for a building permit, a HAZMAT site survey is required to confirm whether asbestos containing materials (ACM), asbestos fines (AF) or fibrous asbestos (FA) are present at the site shall be undertaken for the site shall be prepared to the satisfaction of the Shire and submitted to and approved by the Shire of Ashburton.
 - a. if no evidence of ACM, AF or FA is found, no further action is required.
 - b. if evidence of ACM, AF or FA is found, asbestos remediation or asbestos management is to be undertaken in accordance with Department of Health guidelines.
6. Prior to lodging an application for a building permit, an Unexploded Ordinance (UXO) survey of the site shall be undertaken to the whole of the site to determine if a remediation survey required as this property is on a site where records confirm a history of UXO finds or heavy residual fragmentation to the satisfaction of the Shire and submitted to and approved by the Shire of Ashburton.
 - a. If no evidence of UXO is found, no further action is required.
 - b. If evidence of UXO is found, a remediation survey is to be completed to locate and remove any UXO.
 - c. if a remediation survey is completed, a notification pursuant to Section 70A of the Transfer of Land Act 1893 (WA) is to be placed on the Certificate of Title advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan) as it to state as follows:



"Anti-aircraft artillery live firing practices using high explosive ammunition during WW (World War) II. Aerial bombing also highly likely. For land use planning advice contact the WA Department of Fire and Emergency Services (advice@dfes.wa.gov.au) and quote location number N26 and page number C-275. Where a Defence report is available, it will be listed below and can be found on the Defence UXO Website at <https://defence.gov.au/UXO/Where/Default.asp>".

7. An acid sulphate soils self-assessment form and, if required as a result of the self-assessment, an acid sulphate soils report and an acid sulphate soils management plan, shall be submitted to and approved by the Department of Water and Environmental Regulation before any earthworks beyond 3m below the natural ground surface of the Area of Potential Concern 4 described in the 'Desktop Contamination Assessment' (July 2021) (prepared by 360 Environmental) are commenced. Where an acid sulphate soils management plan is required to be submitted, all earthworks shall be carried out in accordance with the approved management plan.
8. Prior to lodging an application for a building permit, a Traffic Impact Assessment shall be prepared in accordance with the Western Australian Planning Commission's Transport Assessment Guidelines and to the satisfaction of the Shire of Ashburton. The TIA shall consider:
 - a. the full extent of traffic impacts the development will have on the locality
 - b. assess the full potential impact of the development
 - c. include the likely post-development traffic volumes
 - d. The impact is to be assessed for 10 years after full opening of the development.
 - e. The application relies on the assumption that the majority of the 500 occupants will travel to and from the site by bus. The Shire expects that other scenarios are considered within the Traffic Impact Assessment document whereby the use of work and private vehicles is also factored into transport arrangements. This is typical of the operation of other significant sized workforce accommodation facilities in the Shire of Ashburton.
9. Prior to the commencement of the use, any road upgrades or contributions denoted in the Traffic Impact Assessment are to be undertaken to the satisfaction of the responsible local government. All costs shall be the responsibility of the proponent and responsibility for the road upgrades shall be agreed with the Shire of Ashburton, on the advice of the responsible local government.
10. Prior to lodging an application for a building permit, the landowner/applicant is to provide a pre-works geotechnical report certifying that the land is physically capable of development or advising how the land is to be remediated and compacted to ensure it is capable of development; and in the event that remediation works are required, the landowner/applicant is to provide a post geotechnical report certifying that all development works have been carried out in accordance with the pre-works geotechnical report.
11. Prior to lodging an application for a building permit, a Stormwater and Drainage Management Plan, prepared in accordance with the Department of Water and Environmental Regulation's Stormwater Management Manual, must be submitted for the approval of the Shire of Ashburton.

Mr Paul Kotsoglo
Presiding Member, Regional JDAP



The Stormwater and Drainage Management Plan will determine the drainage infrastructure required supporting the development and as a minimum it must address:

- (a) proposed development;
 - (b) storm events to be managed;
 - (c) onsite-retention for 1:1 year events;
 - (d) onsite-detention for 1:25 year events;
 - (e) overland flow path for larger events, and impact the development will have on the surrounding neighbourhood;
 - (f) use of water sensitive urban design principles;
 - (g) water quality;
 - (h) protection of adjacent / nearby waterways; and
 - (i) conclusions / recommendations.
12. Prior to lodging an application for a building permit, the applicant must submit and have approved by the Local Government, and thereafter implement to the satisfaction of the Local Government, a Construction Environmental Management Plan addressing the following matters:
- (a) How materials and equipment will be delivered and removed from the site;
 - (b) How materials and equipment will be stored on the site;
 - (c) Parking arrangements for contractors;
 - (d) Construction waste disposal strategy;
 - (i) Recycling of demolition materials including concrete;
 - (ii) Removal of hazardous materials and disposal at an approved waste disposal facility in accordance with the requirements of the relevant legislation, codes, standards and guidelines, prior to the commencement of any building works;
 - (iii) Details demonstrating compliance with the relevant legislative requirements, associated with the removal of hazardous waste, particularly the method of containment and control of emission of fibres to the air, are to be submitted to the satisfaction of the Local Government prior to the removal of any hazardous materials.
 - (e) Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction;
 - (f) How risks of wind and/or water borne erosion and sedimentation will be minimised during and after the works; and
 - (g) What noise mitigating provisions will be put in place to address impacts on neighbouring properties.
 - (h) Whether dune stabilisation will be required during the construction.
 - (i) How car parking, delivery vehicles and traffic impacts associated with construction will be managed so as not to jeopardise the safety of the school community, particularly during peak school drop off/ pick up times; and
 - (j) Other matters likely to impact on the surrounding properties.



13. Prior to lodging an application for a building permit, a Waste Management Plan must be submitted to and approved by the Local Government prior to lodging an application for a building permit. The plan must include the following details to the satisfaction and specification of the Local Government:
- (a) the location of bin storage areas and bin collection areas;
 - (b) the number, volume and type of bins, and the type of waste to be placed in the bins;
 - (c) details on the future ongoing management of the bins and the bin storage areas, including cleaning, rotation and moving bins to and from the bin collection areas; and
 - (d) frequency of bin collections.

The Waste Management Plan must be implemented at all times to the satisfaction of the Local Government.

14. Prior to lodging an application for a building permit, a detailed Landscaping and Reticulation Plan for the subject site and/or the road verge(s) must be submitted to, and approved to, the satisfaction of the Local Government, and must include the following:
- (a) The location, number and type of proposed trees and shrubs including planter and/or tree pit sizes and planting density*;
 - (b) Any lawns to be established*;
 - (c) Any existing vegetation and/or landscaped areas to be retained*;
 - (d) Any verge treatments*;
 - (e) Evidence that the proposed landscaping will not, at maturity, negatively impact the development or adjoining properties*.
 - (f) a key or legend detailing proposed species type grouped under the subheadings of tree, shrub and groundcover;
 - (g) mulching or similar treatments of garden beds including edges;
 - (h) details of reticulation of landscaped areas including the source of the water supply and proposed responsibility for maintenance;
 - (i) treatment of paved areas (parking and pedestrian area);
 - (j) screening of car parking areas; and
 - (k) fence material, height and treatment.
15. Landscaping including verge planting shall be installed, reticulated and/or irrigated in accordance with the/an approved plan and maintained thereafter to the satisfaction of the Shire. The landscaping shall be implemented during the first available planting season post completion of development and any species which fail to establish within a period of 12 months from planting shall be replaced to the satisfaction of the Shire.
16. Prior to lodging an application for a building permit, a modified Bushfire Management Plan needs to be submitted and approved by the Shire of Ashburton, that addresses the following:
- a. Is amended to incorporate the extent of native vegetation clearing.
 - b. The private driveway should be upgraded to meet the technical requirements of Column 1 Table 6 of the Guidelines.



17. Prior to lodging an application for a building permit, a modified Bushfire Emergency Evacuation Plan needs to be submitted and approved by the Shire of Ashburton, that addresses the following:
 - a. Consideration should be given to the Guidelines Section 5.5.2 'Developing a Bushfire Emergency Evacuation Plan'. This contains detail regarding what should be included in a BEEP and will ensure the appropriate content is detailed when finalising the BEEP to the satisfaction of the Shire.
18. Prior to the installation of external lighting on the site, an External Lighting Plan is to be submitted to and approved by the Shire of Ashburton and shall incorporate any conditions derived from any of the environmental surveys undertaken and thereafter implemented to the satisfaction of the Shire of Ashburton.
19. Prior to the occupation of the development, all vehicle crossover are to be constructed to the specification and satisfaction of the Local Government:
 - (a) All crossovers to be constructed with concrete layback, not kerb returns
 - (b) Any path existing or to be constructed in vicinity of crossovers shall be constructed continuous through the crossover.
20. Prior to occupation or use of the development, the redundant crossover/s as shown on the approved plans, must be removed and the verge and kerb reinstated to the specification and satisfaction of the Local Government.
21. Prior to occupation or use of the development, an Operational Environmental Management Plan is to be submitted to and approved by the Shire of Ashburton and thereafter implemented to the satisfaction of the Shire of Ashburton.
22. Prior to occupation or use of the development, an Operational Management Plan is to be submitted to and approved by the Shire of Ashburton and thereafter implemented to the satisfaction of the Shire of Ashburton.
23. No fencing is permitted on the site, unless agreed to and approved by the Shire of Ashburton.
24. The development site must be connected to the reticulated sewerage system and reticulated water system of the Water Corporation before commencement of any use.
25. Existing trees located within the verge are a Local Government asset and as such must be retained except where otherwise approved for removal by the Local Government. Existing trees identified on the approved site plan must be retained and protected in accordance with AS 4970-2009 and to the satisfaction of the Local Government.
26. All vehicle parking, access ways, footpaths and external lighting shall be constructed and maintained in accordance with the Australian Standards AS2890 in the form and layout depicted on the approved plans to the satisfaction of the Shire of Ashburton.
27. Prior to occupation of the development, a Social Impact Management Plan, is to be submitted to and approved by the Shire of Ashburton.



28. In accordance with Shire of Ashburton Local Planning Policy 14 - Percent for Art the application is required to make a public art contribution of \$1 million being one percent of the \$100 million total cost of development.

In order to comply with the Policy, the owner(s) or applicant, on behalf of the owner(s) shall submit a statutory declaration prior to the lodgement of a Building permit stipulating the choice of:

Option 1: Owner/Applicant chooses to co-ordinate the Public Art project themselves or by engaging an art consultant; or

Option 2: Owner/Applicant chooses to pay cash-in-lieu.

29. A Notification under Section 70A of the Transfer of Land Act 1983 shall be prepared and lodged with the Registrar of Titles for endorsement on the Certificate prior to the commencement of development. The notification shall advise of the existence of a hazard or other factor affecting use or enjoyment of the land to the satisfaction of the Shire and at the applicant's cost. The memorial shall state as follows:

Vulnerable Coastal Area

'This lot is located in an area likely to be subject to coastal erosion and/or inundation over the next 100 years.'

30. A Notification under Section 70A of the Transfer of Land Act 1983 shall be prepared and lodged with the Registrar of Titles for endorsement on the Certificate prior to the commencement of development. The notification shall advise of the existence of a hazard or other factor affecting use or enjoyment of the land to the satisfaction of the Shire and at the applicant's cost. The memorial shall state as follows:

Bushfire Management (SPP3.7)

'Registered proprietors and prospective purchasers of the land described above or any part thereof (land) are notified that the land is within a bushfire prone area and buildings shall be designed and constructed in accordance with Australian Standard 3959 - Construction of Buildings in Bushfire-Prone Areas (or superseded Australian Standard) and comply with any approved fire management plan prepared in respect of the land to minimise the risk of property damage.'

31. A Notification under Section 70A of the Transfer of Land Act 1983 shall be prepared and lodged with the Registrar of Titles for endorsement on the Certificate prior to the commencement of development. The notification shall advise of the existence of a hazard or other factor affecting use or enjoyment of the land to the satisfaction of the Shire and at the applicant's cost. The memorial shall state as follows:

Onslow Salt Operational Noise

'The land is located within an area identified as a potential noise source being the Onslow Salt operations'

32. A cyclone emergency shelter of adequate size shall be provided to accommodate all occupants on site at any time.



33. The maximum number of persons to be accommodated on the site at any one time is limited to 500.
34. No pets are to be kept on site.

ADVICE NOTES

- A. This Determination Notice is not a Building Permit or Health Approval, nor authorise such works. All separate applications and approvals must be obtained prior to the commencement of construction on site, whichever occurs first.
- B. No building or construction activities shall be carried out before 7.00am or after 4.00pm, Monday to Saturday, and not at all on Sunday or Public Holidays.
- C. With regard to Condition 11, all stormwater drainage shall be designed in accordance with the document entitled "Australian Rainfall and Runoff" 1987 (where amended) produced by the Institute of Engineers, Australia, and the design is to be certified by a suitably qualified practicing Engineer or the like, to the satisfaction of the Shire of Ashburton, and to be designed on the basis of a 1:100 year storm event. This is to be provided with the associated Building Permit Application.
- D. The Shire of Ashburton contains many places of Aboriginal Heritage significance. Proponents are advised to consider Aboriginal heritage issues and their obligations under the *Aboriginal Heritage Act 1972* at an early stage of planning. Further information can be obtained from the Department of Planning, Lands and Heritage on (08) 6551 8002 or at the following website www.dplh.wa.gov.au.
- E. Please be advised that under section 51C of the Environmental Protection Act 1986 (EP Act), clearing of native vegetation is an offence unless undertaken under the authority of a clearing permit, or the clearing is subject to an exemption. Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices outside of environmentally sensitive areas (ESAs) are contained in the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 (the Clearing Regulations). Consideration should also be given to the Department of Water and Environmental Regulation [Draft Guidelines: Native vegetation referrals](#)
- F. The proposed activities occur within the proclaimed Pilbara groundwater and surface water areas and are subject to licensing requirements under the *Rights in Water and Irrigation Act 1914* (RiWI). If the proponent needs to use groundwater or surface water for any purpose, including construction, onsite fire hydrants or groundwater dewatering, they will need to apply for a 5C licence to take water and a 26D licence to construct any new water supply bores.



- G. The proponent is to be made aware of its obligations, as under section 11 of the Contaminated Sites Act 2003, site owners, occupiers or a person who knows or suspects that they have caused or contributed to contamination must report the site to the Department. If the proponent suspects a site to be contaminated it is to be reported as soon as reasonably practical, however, if the proponent knows a site is contaminated it must be reported within 21 days of the proponent first being aware of the contamination. Failure to do so is considered an offence under the Act.
- H. The installation of outdoor lighting shall be in accordance with the requirements of Australian Standard AS 4282 - 1997 "Control of the Obtrusive Effects of Outdoor Lighting".
- I. The applicant is responsible for securing all necessary approvals and tenure, providing statutory notifications and complying with all relevant laws. Nothing in this determination notice alleviates the need for the applicant to comply with all relevant local, State and Commonwealth laws and to ensure appropriate tenure arrangements have been made where the use of/reliance upon land other than that owned by the applicant is involved. Without this obligation, the applicant is responsible for:
- (a) Obtaining all other/further necessary approvals, licences, permits, resource entitlements etc by whatever name called required by law before the development the subject of this development approval can be lawfully commenced and to carry out the activity for its duration;
 - (b) Providing any notifications;
 - (c) Securing tenure/permission from the relevant owner to use private or public land not owned by the applicant (including for access required by conditions of approval);
 - (d) Ensuring the correct siting of structure on the land. An identification survey demonstrating correct siting and setbacks of structures may be requested of the applicant to ensure compliance with this determination notices and applicable provisions.

AMENDING MOTION

Moved by: Mr Gene Koltasz

Seconded by: Mr John Taylor

That Condition No. 2 be delated and replaced with the following condition:

The approval is time limited to a period of not more than 30 years from the date of approval for development within the proposed 30m coastal foreshore reserve, at which point the approval for this portion of the development will lapse and:

- a. the development within the 30m foreshore reserve shall be removed; and***
- b. the land shall be rehabilitated to its pre-development conditions,***

in accordance with the specifications and provisions of a site 'Decommissioning and Rehabilitation Plan' submitted to and approved by the Shire of Ashburton not earlier than 12 months and implemented to the satisfaction of the Shire of Ashburton

Mr Paul Kotsoglo
Presiding Member, Regional JDAP



The Amending Motion was put and CARRIED (3/1).

For: Mr Paul Kotsoglo
Mr Gene Koltasz
Mr John Taylor

Against: Cr Linton Rumble

REASON: For clarity around the foreshore reserve and Decommissioning and Rehabilitation plans.

REPORT RECOMMENDATION (AS AMENDED)

That the Regional Joint Development Assessment Panel resolves to:

1. **Accept** that the DAP Application reference DAP/21/02078 is appropriate for consideration as a “Transient Workforce Accommodation” land use and compatible with the objectives of the zoning table in accordance with Clause 3.2 and 4.2 of the Shire of Ashburton Local Planning Scheme No.7.
2. **Approve** DAP Application reference DAP/21/02078 and accompanying plans in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, and the provisions of the Shire of Ashburton Local Planning Scheme No. 7, subject to the following details:

DA002 – Site master plan - Rev. E
DA003 – Site plan – North East_Rev. E
DA004 – Site Sections. C
DA100 – ADM, IND, CRE & MED – Floor plan and elevations. F
DA101 – ADM, IND, CRE & MED – Roof plan. E
DA200 – RST & TVN – Floor plan. F
DA201 – RST & TVN – Elevations. F
DA202 – RST & TVN – Roof plan. D
DA300 – GYM & SPT – Floor plan & elevations. F
DA301 – I-REC – Floor plan & elevations. F
DA302 – GYM, SPT & I-REC – Roof plan. D
DA400 – ACCOM & LDYR POD – Floor plan & elevations. E
DA500 – ANC – Floor plan & elevations. C
DA600 – Visualisations. B

CONDITIONS

1. This decision constitutes planning approval only and is valid for a period of 4 years from the date of approval. If the subject development is not substantially commenced within the specified period, the approval shall lapse and be of no further effect.

Mr Paul Kotsoglo
Presiding Member, Regional JDAP



2. The approval is time limited to a period of not more than 30 years from the date of approval for development within the proposed 30m coastal foreshore reserve, at which point the approval for this portion of the development will lapse and:
 - a. the development within the 30m foreshore reserve shall be removed; and
 - b. the land shall be rehabilitated to its pre-development conditions,

in accordance with the specifications and provisions of a site 'Decommissioning and Rehabilitation Plan' submitted to and approved by the Shire of Ashburton not earlier than 12 months and implemented to the satisfaction of the Shire of Ashburton
3. Prior to lodging an application for a building permit, a detailed fauna survey (targeted terrestrial vertebrate survey to determine the presence and significance of the *Lerista planiventralis maryani*, a Priority 1 listed reptile shall be undertaken and report for the site shall be prepared by a qualified zoologist to the satisfaction of the Shire and submitted to and approved by the Shire of Ashburton. If any of these species are found, an environmental management Plan, addressing any impact and mitigation measures, shall be submitted and implemented to the satisfaction of the Shire of Ashburton
4. Prior to lodging an application for a building permit, a targeted survey is to be undertaken to determine the presence and significance of 'Marine' and 'Shorebirds shall be undertaken and report for the site shall be prepared by a qualified zoologist to the satisfaction of the Shire and submitted to and approved by the Shire of Ashburton.
5. Prior to lodging an application for a building permit, a HAZMAT site survey is required to confirm whether asbestos containing materials (ACM), asbestos fines (AF) or fibrous asbestos (FA) are present at the site shall be undertaken for the site shall be prepared to the satisfaction of the Shire and submitted to and approved by the Shire of Ashburton.
 - a. if no evidence of ACM, AF or FA is found, no further action is required.
 - b. if evidence of ACM, AF or FA is found, asbestos remediation or asbestos management is to be undertaken in accordance with Department of Health guidelines.
6. Prior to lodging an application for a building permit, an Unexploded Ordinance (UXO) survey of the site shall be undertaken to the whole of the site to determine if a remediation survey required as this property is on a site where records confirm a history of UXO finds or heavy residual fragmentation to the satisfaction of the Shire and submitted to and approved by the Shire of Ashburton.
 - a. If no evidence of UXO is found, no further action is required.
 - b. If evidence of UXO is found, a remediation survey is to be completed to locate and remove any UXO.
 - c. if a remediation survey is completed, a notification pursuant to Section 70A of the Transfer of Land Act 1893 (WA) is to be placed on the Certificate of Title advising of the existence of a hazard or other factor. Notice of this notification is to be included on the diagram or plan of survey (deposited plan) as it to state as follows:



"Anti-aircraft artillery live firing practices using high explosive ammunition during WW (World War) II. Aerial bombing also highly likely. For land use planning advice contact the WA Department of Fire and Emergency Services (advice@dfes.wa.gov.au) and quote location number N26 and page number C-275. Where a Defence report is available, it will be listed below and can be found on the Defence UXO Website at <https://defence.gov.au/UXO/Where/Default.asp>".

7. An acid sulphate soils self-assessment form and, if required as a result of the self-assessment, an acid sulphate soils report and an acid sulphate soils management plan, shall be submitted to and approved by the Department of Water and Environmental Regulation before any earthworks beyond 3m below the natural ground surface of the Area of Potential Concern 4 described in the 'Desktop Contamination Assessment' (July 2021) (prepared by 360 Environmental) are commenced. Where an acid sulphate soils management plan is required to be submitted, all earthworks shall be carried out in accordance with the approved management plan.
8. Prior to lodging an application for a building permit, a Traffic Impact Assessment shall be prepared in accordance with the Western Australian Planning Commission's Transport Assessment Guidelines and to the satisfaction of the Shire of Ashburton. The TIA shall consider:
 - a. the full extent of traffic impacts the development will have on the locality
 - b. assess the full potential impact of the development
 - c. include the likely post-development traffic volumes
 - d. The impact is to be assessed for 10 years after full opening of the development.
 - e. The application relies on the assumption that the majority of the 500 occupants will travel to and from the site by bus. The Shire expects that other scenarios are considered within the Traffic Impact Assessment document whereby the use of work and private vehicles is also factored into transport arrangements. This is typical of the operation of other significant sized workforce accommodation facilities in the Shire of Ashburton.
9. Prior to the commencement of the use, any road upgrades or contributions denoted in the Traffic Impact Assessment are to be undertaken to the satisfaction of the responsible local government. All costs shall be the responsibility of the proponent and responsibility for the road upgrades shall be agreed with the Shire of Ashburton, on the advice of the responsible local government.
10. Prior to lodging an application for a building permit, the landowner/applicant is to provide a pre-works geotechnical report certifying that the land is physically capable of development or advising how the land is to be remediated and compacted to ensure it is capable of development; and in the event that remediation works are required, the landowner/applicant is to provide a post geotechnical report certifying that all development works have been carried out in accordance with the pre-works geotechnical report.
11. Prior to lodging an application for a building permit, a Stormwater and Drainage Management Plan, prepared in accordance with the Department of Water and Environmental Regulation's Stormwater Management Manual, must be submitted for the approval of the Shire of Ashburton.



The Stormwater and Drainage Management Plan will determine the drainage infrastructure required supporting the development and as a minimum it must address:

- (a) proposed development;
 - (b) storm events to be managed;
 - (c) onsite-retention for 1:1 year events;
 - (d) onsite-detention for 1:25 year events;
 - (e) overland flow path for larger events, and impact the development will have on the surrounding neighbourhood;
 - (f) use of water sensitive urban design principles;
 - (g) water quality;
 - (h) protection of adjacent / nearby waterways; and
 - (i) conclusions / recommendations.
12. Prior to lodging an application for a building permit, the applicant must submit and have approved by the Local Government, and thereafter implement to the satisfaction of the Local Government, a Construction Environmental Management Plan addressing the following matters:
- (a) How materials and equipment will be delivered and removed from the site;
 - (b) How materials and equipment will be stored on the site;
 - (c) Parking arrangements for contractors;
 - (d) Construction waste disposal strategy;
 - (i) Recycling of demolition materials including concrete;
 - (ii) Removal of hazardous materials and disposal at an approved waste disposal facility in accordance with the requirements of the relevant legislation, codes, standards and guidelines, prior to the commencement of any building works;
 - (iii) Details demonstrating compliance with the relevant legislative requirements, associated with the removal of hazardous waste, particularly the method of containment and control of emission of fibres to the air, are to be submitted to the satisfaction of the Local Government prior to the removal of any hazardous materials.
 - (e) Details of cranes, large trucks or similar equipment which may block public thoroughfares during construction;
 - (f) How risks of wind and/or water borne erosion and sedimentation will be minimised during and after the works; and
 - (g) What noise mitigating provisions will be put in place to address impacts on neighbouring properties.
 - (h) Whether dune stabilisation will be required during the construction.
 - (i) How car parking, delivery vehicles and traffic impacts associated with construction will be managed so as not to jeopardise the safety of the school community, particularly during peak school drop off/ pick up times; and
 - (j) Other matters likely to impact on the surrounding properties.



13. Prior to lodging an application for a building permit, a Waste Management Plan must be submitted to and approved by the Local Government prior to lodging an application for a building permit. The plan must include the following details to the satisfaction and specification of the Local Government:
- the location of bin storage areas and bin collection areas;
 - the number, volume and type of bins, and the type of waste to be placed in the bins;
 - details on the future ongoing management of the bins and the bin storage areas, including cleaning, rotation and moving bins to and from the bin collection areas; and
 - frequency of bin collections.

The Waste Management Plan must be implemented at all times to the satisfaction of the Local Government.

14. Prior to lodging an application for a building permit, a detailed Landscaping and Reticulation Plan for the subject site and/or the road verge(s) must be submitted to, and approved to, the satisfaction of the Local Government, and must include the following:
- The location, number and type of proposed trees and shrubs including planter and/or tree pit sizes and planting density*;
 - Any lawns to be established*;
 - Any existing vegetation and/or landscaped areas to be retained*;
 - Any verge treatments*;
 - Evidence that the proposed landscaping will not, at maturity, negatively impact the development or adjoining properties*.
 - a key or legend detailing proposed species type grouped under the subheadings of tree, shrub and groundcover;
 - mulching or similar treatments of garden beds including edges;
 - details of reticulation of landscaped areas including the source of the water supply and proposed responsibility for maintenance;
 - treatment of paved areas (parking and pedestrian area);
 - screening of car parking areas; and
 - fence material, height and treatment.
15. Landscaping including verge planting shall be installed, reticulated and/or irrigated in accordance with the/an approved plan and maintained thereafter to the satisfaction of the Shire. The landscaping shall be implemented during the first available planting season post completion of development and any species which fail to establish within a period of 12 months from planting shall be replaced to the satisfaction of the Shire.
16. Prior to lodging an application for a building permit, a modified Bushfire Management Plan needs to be submitted and approved by the Shire of Ashburton, that addresses the following:
- Is amended to incorporate the extent of native vegetation clearing.
 - The private driveway should be upgraded to meet the technical requirements of Column 1 Table 6 of the Guidelines.



17. Prior to lodging an application for a building permit, a modified Bushfire Emergency Evacuation Plan needs to be submitted and approved by the Shire of Ashburton, that addresses the following:
 - a. Consideration should be given to the Guidelines Section 5.5.2 'Developing a Bushfire Emergency Evacuation Plan'. This contains detail regarding what should be included in a BEEP and will ensure the appropriate content is detailed when finalising the BEEP to the satisfaction of the Shire.
18. Prior to the installation of external lighting on the site, an External Lighting Plan is to be submitted to and approved by the Shire of Ashburton and shall incorporate any conditions derived from any of the environmental surveys undertaken and thereafter implemented to the satisfaction of the Shire of Ashburton.
19. Prior to the occupation of the development, all vehicle crossover are to be constructed to the specification and satisfaction of the Local Government:
 - (a) All crossovers to be constructed with concrete layback, not kerb returns
 - (b) Any path existing or to be constructed in vicinity of crossovers shall be constructed continuous through the crossover.
20. Prior to occupation or use of the development, the redundant crossover/s as shown on the approved plans, must be removed and the verge and kerb reinstated to the specification and satisfaction of the Local Government.
21. Prior to occupation or use of the development, an Operational Environmental Management Plan is to be submitted to and approved by the Shire of Ashburton and thereafter implemented to the satisfaction of the Shire of Ashburton.
22. Prior to occupation or use of the development, an Operational Management Plan is to be submitted to and approved by the Shire of Ashburton and thereafter implemented to the satisfaction of the Shire of Ashburton.
23. No fencing is permitted on the site, unless agreed to and approved by the Shire of Ashburton.
24. The development site must be connected to the reticulated sewerage system and reticulated water system of the Water Corporation before commencement of any use.
25. Existing trees located within the verge are a Local Government asset and as such must be retained except where otherwise approved for removal by the Local Government. Existing trees identified on the approved site plan must be retained and protected in accordance with AS 4970-2009 and to the satisfaction of the Local Government.
26. All vehicle parking, access ways, footpaths and external lighting shall be constructed and maintained in accordance with the Australian Standards AS2890 in the form and layout depicted on the approved plans to the satisfaction of the Shire of Ashburton.
27. Prior to occupation of the development, a Social Impact Management Plan, is to be submitted to and approved by the Shire of Ashburton.



28. In accordance with Shire of Ashburton Local Planning Policy 14 - Percent for Art the application is required to make a public art contribution of \$1 million being one percent of the \$100 million total cost of development.

In order to comply with the Policy, the owner(s) or applicant, on behalf of the owner(s) shall submit a statutory declaration prior to the lodgement of a Building permit stipulating the choice of:

Option 1: Owner/Applicant chooses to co-ordinate the Public Art project themselves or by engaging an art consultant; or

Option 2: Owner/Applicant chooses to pay cash-in-lieu.

29. A Notification under Section 70A of the Transfer of Land Act 1983 shall be prepared and lodged with the Registrar of Titles for endorsement on the Certificate prior to the commencement of development. The notification shall advise of the existence of a hazard or other factor affecting use or enjoyment of the land to the satisfaction of the Shire and at the applicant's cost. The memorial shall state as follows:

Vulnerable Coastal Area

'This lot is located in an area likely to be subject to coastal erosion and/or inundation over the next 100 years.'

30. A Notification under Section 70A of the Transfer of Land Act 1983 shall be prepared and lodged with the Registrar of Titles for endorsement on the Certificate prior to the commencement of development. The notification shall advise of the existence of a hazard or other factor affecting use or enjoyment of the land to the satisfaction of the Shire and at the applicant's cost. The memorial shall state as follows:

Bushfire Management (SPP3.7)

'Registered proprietors and prospective purchasers of the land described above or any part thereof (land) are notified that the land is within a bushfire prone area and buildings shall be designed and constructed in accordance with Australian Standard 3959 - Construction of Buildings in Bushfire-Prone Areas (or superseded Australian Standard) and comply with any approved fire management plan prepared in respect of the land to minimise the risk of property damage.'

31. A Notification under Section 70A of the Transfer of Land Act 1983 shall be prepared and lodged with the Registrar of Titles for endorsement on the Certificate prior to the commencement of development. The notification shall advise of the existence of a hazard or other factor affecting use or enjoyment of the land to the satisfaction of the Shire and at the applicant's cost. The memorial shall state as follows:

Onslow Salt Operational Noise

'The land is located within an area identified as a potential noise source being the Onslow Salt operations'

32. A cyclone emergency shelter of adequate size shall be provided to accommodate all occupants on site at any time.



33. The maximum number of persons to be accommodated on the site at any one time is limited to 500.
34. No pets are to be kept on site.

ADVICE NOTES

- A. This Determination Notice is not a Building Permit or Health Approval, nor authorise such works. All separate applications and approvals must be obtained prior to the commencement of construction on site, whichever occurs first.
- B. No building or construction activities shall be carried out before 7.00am or after 4.00pm, Monday to Saturday, and not at all on Sunday or Public Holidays.
- C. With regard to Condition 11, all stormwater drainage shall be designed in accordance with the document entitled "Australian Rainfall and Runoff" 1987 (where amended) produced by the Institute of Engineers, Australia, and the design is to be certified by a suitably qualified practicing Engineer or the like, to the satisfaction of the Shire of Ashburton, and to be designed on the basis of a 1:100 year storm event. This is to be provided with the associated Building Permit Application.
- D. The Shire of Ashburton contains many places of Aboriginal Heritage significance. Proponents are advised to consider Aboriginal heritage issues and their obligations under the *Aboriginal Heritage Act 1972* at an early stage of planning. Further information can be obtained from the Department of Planning, Lands and Heritage on (08) 6551 8002 or at the following website www.dplh.wa.gov.au.
- E. Please be advised that under section 51C of the Environmental Protection Act 1986 (EP Act), clearing of native vegetation is an offence unless undertaken under the authority of a clearing permit, or the clearing is subject to an exemption. Exemptions for clearing that are a requirement of written law, or authorised under certain statutory processes, are contained in Schedule 6 of the EP Act. Exemptions for low impact routine land management practices outside of environmentally sensitive areas (ESAs) are contained in the Environmental Protection (Clearing of Native Vegetation) Regulations 2004 (the Clearing Regulations). Consideration should also be given to the Department of Water and Environmental Regulation [Draft Guidelines: Native vegetation referrals](#)
- F. The proposed activities occur within the proclaimed Pilbara groundwater and surface water areas and are subject to licensing requirements under the *Rights in Water and Irrigation Act 1914* (RiWI). If the proponent needs to use groundwater or surface water for any purpose, including construction, onsite fire hydrants or groundwater dewatering, they will need to apply for a 5C licence to take water and a 26D licence to construct any new water supply bores.



- G. The proponent is to be made aware of its obligations, as under section 11 of the Contaminated Sites Act 2003, site owners, occupiers or a person who knows or suspects that they have caused or contributed to contamination must report the site to the Department. If the proponent suspects a site to be contaminated it is to be reported as soon as reasonably practical, however, if the proponent knows a site is contaminated it must be reported within 21 days of the proponent first being aware of the contamination. Failure to do so is considered an offence under the Act.
- H. The installation of outdoor lighting shall be in accordance with the requirements of Australian Standard AS 4282 - 1997 "Control of the Obtrusive Effects of Outdoor Lighting".
- I. The applicant is responsible for securing all necessary approvals and tenure, providing statutory notifications and complying with all relevant laws. Nothing in this determination notice alleviates the need for the applicant to comply with all relevant local, State and Commonwealth laws and to ensure appropriate tenure arrangements have been made where the use of/reliance upon land other than that owned by the applicant is involved. Without this obligation, the applicant is responsible for:
- (a) Obtaining all other/further necessary approvals, licences, permits, resource entitlements etc by whatever name called required by law before the development the subject of this development approval can be lawfully commenced and to carry out the activity for its duration;
 - (b) Providing any notifications;
 - (c) Securing tenure/permission from the relevant owner to use private or public land not owned by the applicant (including for access required by conditions of approval);
 - (d) Ensuring the correct siting of structure on the land. An identification survey demonstrating correct siting and setbacks of structures may be requested of the applicant to ensure compliance with this determination notices and applicable provisions.

The Alternate Motion (as amended) was put and CARRIED (3/1).

For: Mr Paul Kotsoglo
Mr Gene Koltasz
Mr John Taylor

Against: Cr Linton Rumble

REASON: The DAP considered:

1. The uses appropriate to approve in the context of site and town and planning framework.
2. The purpose and status of the reserve.
3. The identified intent of the reservation.
4. The Onslow Townsite Structure Plan being a due regard document and was given weight accordingly and the extent of the investigations undertaken by the applicant along with the conditions to be imposed which were considered appropriate to meet the requirements of the planning framework, and the requirements of orderly and proper planning in light of the legal principles which apply to the matter on this occasion.

Mr Paul Kotsoglo
Presiding Member, Regional JDAP



5. The reasons outlined above and justification provided along with the extensively detailed submissions justified the application's conditional approval.

9. Form 2 – Responsible Authority Reports – DAP Amendment or Cancellation of Approval

Nil

10. State Administrative Tribunal Applications and Supreme Court Appeals

The Presiding Member noted the following SAT Applications -

Current SAT Applications				
File No. & SAT DR No.	LG Name	Property Location	Application Description	Date Lodged
DP/14/00039 DR 65/2020	Shire of York	Lots 4869 (2256), 5931, 9926 (2948) and 26934 Great Southern Highway, St Ronans	Construction and Use of Allawuna Farm for the purposes of a Class II Landfill	28 July 2020
DAP/21/02063 DR241/2021	Shire of Dardanup	Lot 2 Banksia Road, Crooked Brook	Cleanaway Dardanup Landfill Facility	5 November 2021

11. General Business

The Presiding Member announced that in accordance with Section 7.3 of the DAP Standing Orders 2020 only the Presiding Member may publicly comment on the operations or determinations of a DAP and other DAP members should not be approached to make comment.

12. Meeting Closure

There being no further business, the Presiding Member declared the meeting closed at 4:30pm.