

# SHIRE OF BROOMEHILL-TAMBELLUP

## Minutes of the Ordinary Meeting of Council held in the Tambellup Council Chambers on Thursday 18<sup>th</sup> December 2008 commencing at 2.00pm.

### 1. RECORD OF ATTENDANCE

<b><u>Present:</u></b>	Cr BG Webster	President
	Cr KW Crosby	Deputy President entered the meeting at 2.27pm
	Cr MJ Bowman	
	Cr GM Sheridan	
	Cr MR Turner	
	Cr M Sadler	
	Cr EK Schlueter	
	Cr DCN Kempin	
	JM Trezona	Chief Executive Officer
	JP Bentley	Manager Administrative and Customer Services
	VN Webster	Executive Officer
	R Back	Consultant – Amalgamation of Shires of Broomehill and Tambellup

**Apologies:** Cr SJF Thompson

### 2. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President, Cr BG Webster welcomed councillors, visitors and staff to the meeting and declared the meeting open at 2.00pm.

Mrs Diana Holly, from the “Hidden Treasures of the Great Southern Working Group” presented to Council two plaques that were awarded to the group for being a semi finalist in the Department of Local Government and Regional Development for Local Government Best Practice Award and the Curtin University of Technology Regional Service Award.

Cr Webster thanked Mrs Holly and the Hidden Treasures Group for their continued efforts in promoting the Great Southern Region and Mrs Holly left the meeting at 2.06pm.

### 3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

### 4. PUBLIC QUESTION TIME / PUBLIC COMMENT ON AGENDA ITEMS

Mandy, Adam and Reuben Plant entered the meeting at 2.00pm. Adam Plant presented to Cr Webster a letter asking Council to consider building a skate park for the youth of the community. Cr Webster thanked Adam for bringing this matter to Councils attention and they left the meeting at 2.10pm.

### 5. DECLARATION OF INTEREST

The CEO, Joanne Trezona advised that Cr Schlueter had declared a Proximity Interest in Agenda Item 9.10.

**6. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

**7. CONFIRMATION OF PREVIOUS MEETING MINUTES**

**7.1 Ordinary Meeting of Council held Thursday 20<sup>th</sup> November 2008**

*081201*

*Moved Cr Sadler, seconded Cr Sheridan*

*“That the minutes of the Ordinary Meeting of Council held on Thursday 20<sup>th</sup> November 2008 be confirmed as a true and accurate record of proceedings.”*

**CARRIED 7/0**

**8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

---

**9. MATTERS FOR DECISION**


---

**9.1 FINANCIAL STATEMENTS FOR NOVEMBER 2008**


---

**Program:** Other Property and Services  
**Attachment:** Monthly Financial Report for November 2008  
**File Ref:** Nil  
**Author:** KP O’Neill Finance Officer  
**Date:** 11<sup>th</sup> December 2008  
**Disclosure of Interest:** Nil

---

**Summary:** Attached is the Monthly Financial Report for November 2008.

**Background:**

**Comment:** Notes have been provided throughout the statements for Councillors information.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** The report represents the financial position of the Council at the end of the previous month.

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council Resolution:** 081202

*Moved Cr Bowman, seconded Cr Sadler*

*“That the Financial Report for the period ending 30<sup>th</sup> November 2008 be adopted.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**

**9.2 CREDITORS ACCOUNTS PAID NOVEMBER 2008**


---

<b>Program:</b>	<b>Other Property and Services</b>	
<b>Attachment:</b>	<b>List of Cheque Payments for November 2008</b>	
<b>File Ref:</b>	<b>Nil</b>	
<b>Author:</b>	<b>KP O’Neill</b>	<b>Finance Officer</b>
<b>Date:</b>	<b>11<sup>th</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** Attached is the list of accounts paid and credit card expenditure during November 2008.

**Background:**

**Comment:** Summary of Payments

Municipal Fund	\$367,788.36
Trust Fund	\$750.00
Credit Cards	\$2,614.01
<b>Total</b>	<b>\$371,152.37</b>

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council Resolution:** 081203

*Moved Cr Turner, seconded Cr Kempin*

*“That the list of Creditors accounts paid during November 2008, being:-*

- Municipal Fund cheques numbered 211 to 257 inclusive and EFT payments numbered EFT163 to EFT 196 inclusive and totalling \$367,788.36;*
- Trust Fund cheques numbered 29 to 31 inclusive and totalling \$750.00; and*

*➤ Credit Card expenses totalling \$2,614.01 be adopted.”*

**CARRIED 7/0**

---

**Reason For Change to  
Recommendation:**

**9.3 KATANNING RUNAWAY BUS**


---

<b>Program:</b>	<b>Recreation and Culture</b>	
<b>Attachment:</b>	<b>Copy of Timetable</b>	
<b>File Ref:</b>	<b>ADM0061</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** Seeking support for the Katanning Runaway Bus 2009

**Background:** For the past seven years the Great Southern Development Commission has been funding the Katanning Runaway Bus.

The former Councils of Broomehill and Tambellup, along with Wagin, Woodanilling, Katanning, Cranbrook, Kendenup and Mt Barker are asked each year to provide a small contribution towards the cost of running the bus twice a week to Albany during January.

The service is provided to enable 14 – 18 year olds to travel to Albany and enjoy the beach. Younger children may participate as long as they are supervised by an adult as no supervision is provided.

In 2008, a total of 150 people participated on the Runaway Bus, an increase of sixteen on the previous year.

In previous years, the former Councils have donated towards the initiative.

**Comment:** For Council discussion.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** The donation can be sourced from Members Donations which currently has a balance of \$3,400.

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** *081204*

*Moved Cr Kempin, seconded Cr Schlueter*

*“That Council donates \$100 towards the Katanning Runaway Bus 2009 to assist with the hire costs of a coach for local children to participate in the program.”*

*CARRIED 6/1*

**Reason For Change  
to Recommendation:**

## 9.4 PERMISSION TO TRANSPORT GRAPE HARVESTER AFTER DARK

---

<b>Program:</b>	<b>Transport</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0143</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** Council permission is sought to transport an out of gauge grape harvester through the Shire during the hours of darkness.

**Background:** South West Grape Harvesting has written seeking Council permission to transport their grape harvester during the hours of darkness. Due to industry demands and the need for certain varieties to be harvested during the cool of the evening, it has become necessary to transport the harvester during the hours of darkness.

Main Roads WA have previously granted approval for the transporting of the machines during the hours of darkness, however a recent policy change now requires permission to be obtained on an annual basis. Part of the application process requires the applicant to have permission from the Local Governments that they will be traversing.

**Comment:** On speaking with the proprietor of South West Grape Harvesting, he advises that the harvester is transported on the back of a truck however the load is over width and over height. When transporting during the hours of darkness there is also a requirement for a pilot vehicle.

The applicant had previously had approval from the Shire of Broomehill.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** **081205**

*Moved Cr Kempin, seconded Cr Turner*

*“That Council grants a twelve month approval for South West Grape Harvesting to transport an out of gauge grape harvester through the Shire of Broomehill-Tambellup during the hours of darkness, further the approval is granted subject to the applicant meeting all the requirements of Main Roads WA and other relevant authorities.”*

**CARRIED 7/0**

**Reason For Change  
to Recommendation:**

**9.5 2007 LOCAL GOVERNMENT ELECTIONS REVIEW REPORT**


---

<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Copy of the Report</b>	
<b>File Ref:</b>	<b>ADM0093</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>1<sup>st</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** The Department of Local Government and Regional Development (DLGRD) is seeking comment by Friday 9<sup>th</sup> January 2009 on the 2007 Local Governments Elections Review Report.

**Background:** In 2007, amendments to the Local Government Act 1995 changed the date of ordinary elections and introduced a new preferential proportional system of voting.

The former Minister for Local Government invited representatives from key industry bodies to form an Elections Review Panel which considered a range of issues identified in submissions received from local governments, candidates and community members. The submissions received were identified in the following four key areas:

- The role of the Western Australian Electoral Commission (WAEC) in the running of local government elections;
- Advertising and information changes on local government elections;
- Candidate campaigns; and
- Nomination processes.

Below is a list of points identified from submissions and the Election Review Panel recommendations:

**Key Issue 1 – The Role of the WAEC in the running of local government elections.**

The following points were identified from submissions:

- Greater coordination required for the distribution of candidate profiles and election packs, including time allocated for preparation and printing
- Some local governments experienced delays in commencing counting due to the late arrival of ballot papers/boxes on Election Day
- Delays associated with election results not being regularly updated/uploaded on Election Day
- CountWA software to show staged results where proportional representation voting in undertaken
- Clarification required regarding the roles and responsibilities of the Returning Officer (RO) and the interface with local government processes
- Requirement that an RO remain independent
- Costs associated with WAEC managed elections
- Capacity of local government to manage its own election

***Election Review Panels Recommendations***

- 1. WAEC to consider the time schedule associated with nominations, candidate profile production and proofing and printing to streamline the processes***
- 2. WAEC to review printing and inserting processes, associated quality control and service standards for the distribution of election packs***
- 3. WAEC to consider appointing two printing firms to undertake parallel printing and distribution of election packs for regional/metropolitan areas to achieve efficiencies***
- 4. WAEC to consider the development of a postal voting lodgement process with Australia Post for better tracking of voting papers***
- 5. WAEC to review requirements for easier testing of the transfer data from its central processing centre to regional local governments to ensure technology compatibility***
- 6. WAEC and the DLGRD to examine the possibility for the CountWA software to provide staged results for vacancies where proportional representation voting is required***
- 7. WAEC to consider developing an RO checklist which provides a best practice guide for RO's, CEO's and expectations of what is to be provided by local governments, to be undertaken in collaboration with the DLGRD, WALGA and LGMA***
- 8. WAEC to consider increasing the number of Deputy Returning Officers available to assist at future local government elections***
- 9. WAEC to continue its RO employment and training program, seeking RO's earlier in the election process***
- 10. Support and ongoing training sessions to be provided to ensure familiarity with the CountWA software.***

**Key Issue 2 – Advertising and Information on Changes to local government elections****The following points were identified from submissions**

- Educational material required to ensure community and candidates understanding of voting processes and outcome of preferences numbered
- Information required on voting eligibility of owners and occupiers of rateable property
- The need for advertising campaigns conducted by different organisations to be coordinated to reduce confusion for electors
- Consideration of effectiveness of advertising methods utilised for the 2007 election for future elections

***Election Review Panels Recommendations***

- 1. That consideration be given to whether a process needs to be developed whereby occupiers are advised when they are removed from the Owners and Occupiers Roll under section 4.33 of the Act***
- 2. The DLGRD, WALGA and WAEC to consider a review of advertising strategies based on the survey results, including examination of opportunities to take a combined approach.***

### **Key Issue 3 – Candidate campaigns**

The following points were identified from submissions

- All candidates should be subject to a code of behaviour
- Increasing concern over the tactics used by candidates as part of their election campaigns
- Formal notification of whether or not candidates received any gifts

#### ***Election Review Panels Recommendations***

- 1. That DLGRD consider the development of a candidate Code of Behaviour, compiled in partnership with WALGA, LGMA and WAEC***
- 2. The DLGRD to consider amending Regulation 30F to incorporate the disclosure of information where no gift was received and to include provisions to require disclosure by donors.***

### **Key Issue 4 – Nomination process**

The following points were identified from submissions

- Requirement of the RO to verify nominations
- A need to develop a standardised template to be completed by nominees to ensure consistency of information is obtained from all candidates
- Clarification of payment requirements
- Candidates nominating for wards outside of their place of residence

#### ***Election Review Panels Recommendations***

- 1. That nominees be encouraged to make an appointment with an RO prior to submitting their nomination to ensure that it complies with the Act and Regulations***
- 2. WAEC to consider incorporating into a proposed RO checklist, a recommendation that local governments establish an administrative procedure to ensure all nominations are forwarded to the RO as they are received***
- 3. WAEC to review the Victorian Electoral Commission proposal for on-line candidate profile lodgement***
- 4. DLGRD to consider creating a report from its election database to advise local governments when they exceed the required ration identified for electors to councillors following an election\****

\* Currently, local governments are required to review their wards and representation every eight years. A submission received queried where, due to population changes, that the review period should be reduced from eight years to four years. Following each election, the DLGRD is able to ascertain from its elections database the ration of electors to councillors, which should be no more or less that 10%. To assist local governments maintain their elector to councillor ration, the DLGRD will consider generating a report from its database through which it can advise local governments who exceed this ratio.

***Does Council support the reduction of ward reviews from eight years to four years?***

**Comment:** For Council discussion and comment.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** *081206*

*Moved Cr Turner, seconded Cr Sadler*

*“That Council advise the Department of Local Government and Regional Development that it supports the recommendations on the 2007 Local Government Elections Review Report.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**

**9.6 FIRE CONTROL OFFICERS 2008-2009 FIRE SEASON**


---

<b>Program:</b>	<b>Law, Order and Public Safety</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0244</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>2<sup>nd</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** Council to endorse an additional Dual Fire Control Officer for the 2008-2009 fire season.

**Background:** Fire Control Officers for the Shire of Broomehill-Tambellup will be appointed on an annual basis. Section 38 of the Bush Fire Act 1954 gives Local Government the authority to appoint such persons as it thinks necessary.

**Comment:** Fire Control Officers and Dual Fire Control Officers were endorsed by Council at the September meeting. Since that time, Craig Bignell has been nominated by the Broomehill East Brigade as a Dual Fire Control Office for the Katanning and Gnowangerup Shires, and as such, requires endorsement by Council.

**Consultation:** Scott Thompson – Broomehill East Brigade  
Brett Green – Chief Fire Control Officer

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council Resolution:** 081207

*Moved Cr Kempin, seconded Cr Sheridan*

*“That the appointment of Craig Bignell as Dual Fire Control Officer for the Shires of Katanning and Gnowangerup for the 2008-2009 fire season be endorsed.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**

## 9.7 REQUEST FOR DONATION – RESIDENTIAL WORKSHOP KULUNGAH WAANGKANINY – KIDS TALKING

---

<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0061</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>3<sup>rd</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** Council to consider a request for financial assistance to enable local youth to attend a residential workshop to be held at Whiteman Park, Perth.

**Background:** The Langford Aboriginal Association (LAA) in conjunction with other agencies including Relationships Australia WA, Relationships Australia (Perth), Department of Child Protection, Aboriginal Alcohol and Drug Services, KidCare (through Relationships Australia – Tambellup) and the Nyoongar Sports Association are facilitating a residential workshop in December for forty Aboriginal youth aged 12 – 18 years from metropolitan and rural areas.

The participants will engage in activities relating to various areas of personal development, including:

- A cultural exchange
- Ways to encourage sustainable and positive relationships
- Celebrating and acknowledging young Aboriginal people from different communities
- Developing life skills
- Taking Care-Health, Dental and personal hygiene
- Promoting self esteem, resilience and well-being
- Showcasing and developing leadership skills
- Personal safety-protective behaviours

The follow up to this event will be the participation of the young people in the City to Surf Fun Run in August 2009.

A survey of Aboriginal youth, both metro and rural, conducted by LAA prior to the development of the project indicated the target group presently does not have access to relevant and appropriate information that will assist in a better understanding of becoming an adult.

Ten Aboriginal youth from Tambellup will be attending the workshop.

**Comment:** For Council discussion and comment.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial**

**Implications:** The donation can be sourced from Members Donations which currently has a balance of \$3,400. A donation of \$100 would be appropriate in this case.

**Strategic**

**Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer Resolution:** *“That Council does / does not make a donation of \$100 to the Kulungah Waangkaniny – Kids Talking Residential Workshop.”*

**Council Resolution:** *081208*

*Moved Cr Kempin, seconded Cr Turner*

*“That Council does make a contribution of \$100 to the Kulungah Waangkaniny – Kids Talking Residential Workshop.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**

**9.8 DELEGATIONS REGISTER**


---

<b>Program:</b>	<b>Governance</b>
<b>Attachment:</b>	<b>Copy of Draft Delegations Register</b>
<b>File Ref:</b>	<b>ADM0239</b>
<b>Author:</b>	<b>JM Trezona                      Chief Executive Officer</b>
<b>Date:</b>	<b>4<sup>th</sup> December 2008</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

**Summary:** The Local Government Act 1995 provides that the Council may delegate some of its powers to the Chief Executive Officer.

**Background:** The Local Government Act 1995 provides in Section 5.42 for the delegations of some powers and duties to the Chief Executive Officer. A local government may delegate (by absolute majority) to the CEO the exercise of any of its powers on the discharge of any of its duties under the Local Government Act other than the following:

- a) Any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
  - b) Accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
  - c) Appointing an auditor
  - d) Acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
  - e) Any of the local governments powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
  - f) Borrowing money on behalf of the local government;
  - g) Hearing or determining an objection of a kind referred to in section 9.5;
  - h) Any power of duty that requires the approval of the Minister or the Governor; or
  - i) Such other powers or duties as may be prescribed.
- (5.43 Limits on delegations to the Chief Executive Officer)

A delegation under section 5.42 is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Both the former Shire of Broomehill and the Shire of Tambellup have a number of delegations to the CEO for various operational and decision purposes.

As part of the of the process of establishing the new Shire of Broomehill-Tambellup, Mr John Gilfellon has been commissioned to review all local laws, policies and delegations with the view of providing a comprehensive set of documents for consideration of the Council.

There were some delegations that were considered necessary to be adopted immediately to ensure the smooth operation of the Shire and provide appropriate services to the community. Those were in the area of finance, bush fire control and building services and are included again in the draft document.

**Comment:** For Council consideration and adoption.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Absolute Majority

**Officer / Council Resolution:**

**081208**

*Moved Cr Sadler, seconded Cr Schlueter*

*“That Council adopts the Delegation Register for the Shire of Broomehill-Tambellup as presented.”*

**CARRIED 7/0  
By Absolute Majority**

**Reason For Change to Recommendation:**

## 9.9 PLANNING APPLICATION – LOT 123 PAUL VALLEY ROAD, TAMBELLUP

---

<b>Program:</b>	Community Amenities	
<b>Attachment:</b>	Nil	
<b>File Ref:</b>	ADM0259	
<b>Author:</b>	JM Trezona	Chief Executive Officer
<b>Date:</b>	5 <sup>th</sup> December 2008	
<b>Disclosure of Interest:</b>	Nil	

---

**Summary:** Mr KJ Hitchmough has made an application to Council to erect a patio on his residence at Lot 123 Paul Valley Road, Tambellup.

**Background:** Mr Hithcmough has provided the necessary documentation and completed the application for planning consent as required by the Shire of Tambellup Town Planning Scheme No. 2 for land zoned Special Rural.

**Comment:**

**Consultation:** Nil

**Statutory**

**Environment:** Shire of Tambellup Town Planning Scheme No. 2 requires planning approval for all development in the Special Rural Zone.

**Policy Implications:** Nil

**Financial**

**Implications:** Council has received planning application fees as per the Schedule of Fees and Charges in the 2008-2009 budget.

**Strategic**

**Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** 081209

*Moved Cr Turner, seconded Cr Sheridan*

*“1. That in keeping with the requirements of the Tambellup Town Planning Scheme No. 2 for land zoned Special Rural, planning approval be granted to Mr Kerry John Hitchmough to construct a patio on the existing residence at Lot 123 Paul Valley Road, Tambellup.*

*2. That Mr Hitchmough constructs the patio in keeping with the drawings that will be approved for this project once the planning approval has been granted.”*

**CARRIED 7/0**

**Reason For Change to  
Recommendation:**

Cr Crosby entered the meeting at 2.27pm.

**9.10 SUBDIVISION OF LOTS 1304, 1305, 1473, 2415 AND 1916  
MOONIES HILL – WAPC 138867**

**Program:** Planning  
**Attachment:** Copy of Subdivision Plan and Applicant Submission  
**File Ref:** S138867  
**Author:** Gray and Lewis Land Use Planners  
**Date:** 5<sup>th</sup> December 2008  
**Disclosure of Interest:** Gray and Lewis receive planning fees for advice to the Shire of Broomehill-Tambellup and therefore declare a Financial Interest – Section 5.65 of the Local Government Act 1995.

**Cr Schlueter declared a Proximity Interest in this matter as she is an adjoining landholder and left the meeting at 2.27pm.**

**Summary:** An application has been lodged with the Western Australian Planning Commission (WAPC) to amalgamate and re-subdivide Lots 1304, 1305, 1473, 2415 and 1916 Gordon River Road, Moonies Hill.

The WAPC has referred the application to the Shire for recommendation and comment.

This report recommends that the Shire recommend that the application be refused by the WAPC.

**Background:** The lots are zoned ‘Farming’ under the Shire of Tambellup Town Planning Scheme No 2.

**Comment:** The attached application shows the existing and proposed lots. A summary of the existing and proposed lots are included below:

Existing Lot	Existing lot area	Proposed Lot	Proposed Lot area
1305	64.556 ha	A	141.43 ha
1304	102.83	B	136.223
1473	110.27		Part of A and B
2415	678.72 ha	C, D & F	C – 320.37 ha D – 158.051 ha F - 109.99 ha
1916	39.16 ha	E	129.47 ha

In support of the application, the applicant has lodged correspondence which is included as an attachment to this report.

It is WAPC policy that, in the absence of the planned provision for closer settlement and more intensive agricultural uses, existing large rural lots be retained for broad acre and traditional forms of farming and that the fragmentation of rural land and loss of rural character through piecemeal, unplanned subdivision not be permitted.

The Commissions Policy sets out a number of circumstances where subdivision is not considered to be fragmentation of rural land or result in a loss of character:

<b>Policy Requirement</b>	<b>Comment</b>
To realign lot boundaries for farming purposes and/or for access to landlocked lots, with no increase in the number of lots.	The application does not comply as it increases the lot yield.
To reduce the area of large land parcels which are two or more times the area of typical lots used in the district for farming.	There are smaller lots in the surrounding area generally ranging from 25 hectares to 229 hectares, however they may not be used for individual farms. It is more likely that several of the titles are used as one farm.
To protect and actively conserve places of cultural and natural heritage.	The applicant has not addressed this issue. They refer to good land management practices and intended landuses but have not provided any detailed explanation or expert reports.  The aerial indicates that the main drainage line is currently in existing Lot 2415.
To allow for the efficient provision of utilities and infrastructure and/or for access to natural resources.	The applicant has not addressed this issue.
To allow for the continued occupation of existing houses when they are no longer used in a farming operation.	The applicant has not addressed this issue.
For other unusual or unanticipated purposes which, in the opinion of the WAPC, do not conflict with policy and are necessary in the public interest.	No special circumstances known.

The increase in lot yield is not supported and does not comply with WAPC Policy. The applicant has not provided any professional reports by a farming management expert demonstrating that the lot boundaries align with good farming practices.

It is recognised that the landowner can currently sell the existing five lots as they are already on separate titles, however existing Lot 2415 is more likely to be retained for broad acre farming in its current form (678.72ha).

The smaller the lot sizes the more attractive they are likely to be for individual sale, especially if provided with separate road frontage.

Accordingly it is recommended that Council recommend that the WAPC refuse the application.

The address that the applicant has listed the property at, Gordon River Road does not exist. There is an unmade road reserve at the northern boundary of the property that runs between the river and Watergarrup Road.

**Consultation:** The WAPC has referred the application to Water Corporation, Western Power, Department for Industry and Resources, Department for Water and Department of Conservation and Environment.

**Statutory**

**Environment:** Shire of Tambellup Town Planning Scheme No 2.

**Policy Implications:** Nil

**Financial**

**Implications:** This issue has no financial implications for Council

**Strategic**

**Implications:** The Strategic Plan does not impact on this application.

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** *081210*

*Moved Cr Turner, seconded Cr Bowman*

*“That Council advise the Western Australian Planning Commission that :*

- 1. It recommends refusal of the application (WAPC 138867) for Lots 1304, 1305, 1473, 2415 and 1916 for the following reasons;*
  - The application seeks to increase the lot yield from 5 to 6 which does not comply with Clause 4.1 (a) of WAPC DC Policy 3.4 and the increased lot yield will contribute to fragmentation of agricultural land.*
  - The applicant has not demonstrated that the realignment will result in improved farm management or that proposed boundaries will feasibly allow for continued agricultural use of the land. The application does not include any information of the proposed lot boundaries to the existing or proposed use of the land.*
  - It is recognised that the landowner can currently sell the existing five lots as they are already on separate titles, however existing Lot 2415 is more likely to be retained for broad acre farming in its current form (678.72ha). Whilst there are smaller lots in the surrounding locality there is no evidence that they operate as separate individual farms.*

*CARRIED 7/1*

**Reason For Change to Recommendation:**

Cr Schlueter returned to the meeting at 2.29pm.

---

**9.11 REQUEST FOR RECONSIDERATION OF CONDITION – LOT 301 NARDLAH ROAD, BROOMEHILL – WAPC 136964**

---

<b>Program:</b>	<b>Planning</b>
<b>Attachment:</b>	<b>Copy of Reconsideration Request</b>
<b>File Ref:</b>	<b>S136964</b>
<b>Author:</b>	<b>Gray and Lewis            Land Use Planners</b>
<b>Date:</b>	<b>8<sup>th</sup> December 2008</b>
<b>Disclosure of Interest:</b>	<b>Gray and Lewis receive planning fees for advice to the Shire of Broomehill-Tambellup and therefore declare a Financial Interest – Section 5.65 of the Local Government Act 1995.</b>

---

**Summary:** The Western Australian Planning Commission (WAPC) approved a twenty seven lot subdivision on 15<sup>th</sup> October 2008, subject to conditions.

The applicant is seeking reconsideration of Consideration 20 which required connection of the lots to reticulated water.

**Background:** The WAPC has referred the reconsideration request to the Shire of comment.

**Comment:** Under the WAPC DC Policy 3.4, reticulated water supply is required for rural residential lots where it is practical and reasonable to do so.

The WAPC has discretion over this requirement as the Policy states; *‘Where it is not practical or reasonable for lots to connect to a reticulated water supply the WAPC may consider an alternative water supply. In determining whether provision of a reticulated water supply is reasonable, the WAPC may consider the cost differential between a reticulated and alternative water supply and the reliability of an alternative water supply. The reliability of alternative water supplies in different localities needs to be confirmed.’*

The applicant has advised that:

- Lots in the surrounding areas of a similar size have not been required to connect to reticulated water.
- There is no requirement under the Shires Town Planning Scheme for reticulated water.
- Preliminary investigation with BPA Engineers indicate that the water supply will have to be extended 800 metres to reach the lot at a cost of approximately \$400,000 (not including headwork costs or reticulation in the subdivision area).
- The application complies with the WAPC Policy as it is impractical to provide reticulated water and water tanks should be permitted as an alternative water supply.

It is recommended that Council supports the applicants reconsideration request due to the following;

- The current WAPC DC policy gives the Commission discretion to support lots between 1 - 4 hectares without reticulated water. The applicant has indicated that the costs would make the subdivision cost prohibitive.

- WAPC (Perth office) has granted several subdivision approvals for lots less than 4 hectares without reticulated water (against the recommendation of Water Corporation). A recent example includes Lot 3 Simmons Road, Beverley (WAPC 133742).
- Clause 5.8 of the Shire of Broomehill Town Planning Scheme No 1 allows for either reticulated water or a rainwater storage system with a capacity of 92,000 litres.
- Reticulated water was not listed as a requirement as part of Amendment 2 which lists the conditions applicable to this lot.
- Water Corporation often impose the condition due to concerns that new owners will have an expectation that reticulated water will be available. This can be mitigated by requiring a notification on title to advise prospective purchasers that they need to provide a 92,000 water tank for their own supply.

**Consultation:** The WAPC likely imposed the condition based on Water Corporation advice. WAPC would have also referred the reconsideration request to Water Corporation for a response.

**Statutory Environment:** Shire of Broomehill Town Planning Scheme No 1 – Clause 5.8 applies to water supply.

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer Resolution:** *“That Council advise the Western Australian Planning Commission that it supports the reconsideration request and recommends that Condition 20 be removed for the following reasons:*

- *The current WAPC DC Policy gives the Commission discretion to support lots between 1 – 4 hectares without reticulated water. The applicant has indicated that the costs would make the subdivision cost prohibitive.*
- *WAPC (Perth office) has granted several subdivision approvals for lots less than 4 hectares without reticulated water (against the recommendation of Water Corporation). A recent example includes Lots 3 Simmons Road, Beverley (WAPC133742).*
- *Clause 5.8 of the Shire of Broomehill Town Planning Scheme No 1 allows for either reticulated water or a rainwater storage system with a capacity of 92,000 litres.*
- *Reticulated water was not listed as a requirement as part of Amendment 2 which lists the conditions applicable to this lot.*
- *Water Corporation will often impose the condition due to concerns that owners will have an expectation that reticulated water will be available. This can be mitigated by requiring a notification on title to advise prospective purchasers that they*

➤ *need to provide a 92,000 water tank for their own supply.”*

**Council Resolution:**     **081211**

*Moved Cr Turner, seconded Cr Kempin*

*“That Council advise the Western Australian Planning Commission that it does not support the reconsideration request and recommends that Condition 20 remains.*

**CARRIED 8/0**

**Reason For Change to  
Recommendation:**

Local experience shows that new owners will have an expectation that reticulated water will be available to each lot even with notification on titles.

The lots surrounding the subdivision are part of the original survey of the townsite and occurred before the provision of scheme water.

## 9.12 PROPOSED FLOUR MILL – LOT 150 GREENHILLS SOUTH ROAD, BROOMEHILL

---

<b>Program:</b>	<b>Planning</b>
<b>Attachment:</b>	<b>Site Plan</b>
<b>File Ref:</b>	<b>ADM0259</b>
<b>Author:</b>	<b>Gray and Lewis                      Land use Planners</b>
<b>Date:</b>	<b>10<sup>th</sup> December 2008</b>
<b>Disclosure of Interest:</b>	<b>Gray &amp; Lewis receive planning fees for advice to the Shire of Broomehill-Tambellup and therefore declare a Financial Interest – Section 5.65 of <i>Local Government Act 1995</i>.</b>

---

**Summary:** An application has been lodged for a small scale flour mill on Lot 150 Greenhills South Road, Broomehill.

**Background:** Lot 150 Greenhills South Road, Broomehill (“subject lot”) is zoned ‘Farming’ under the Shire of Broomehill Town Planning Scheme No 1.

The existing lot has an approximate area of sixty hectares.

**Comment:** *Description of Application*  
The applicant proposes to utilise an existing 65m<sup>2</sup> shed for a small scale flour mill. The mill will be to produce packaged flour for wholesale and no retail sales will occur from this site.

*Scheme Provisions*

Under the Scheme the objectives for the farming zone include ‘...to ensure the continuation of broad acre farming as the principle land use in the District...’

It is not considered that the subdivision will undermine this objective. The proposed use is constructed as a ‘Rural Industry’ which is defined as ‘means an industry handling, treating, processing or packing primary products grown, reared, produced or used in the locality and a workshop servicing plant or equipment used for rural purposes in the district’.

The use of ‘Rural Industry’ is permitted in the Farming Zone.

*Landuse Buffers*

The EPA ‘Guidance for the assessment of environmental factors – separation distances between industrial and sensitive landuses’ recommends a buffer of 300-500 metres for flour mills (depending on size) due to potential for dust and noise.

Limited information has been provided on the site plan, however it does not appear that the mill is close to any residences or adjacent lots.

**Consultation:** No consultation has been undertaken as the use is permitted in the relevant zone.

**Statutory Environment:** Shire of Broomehill Town Planning Scheme No 1

**Policy Implications:** Nil

**Financial**

**Implications:** Any new industry has the potential for economic benefits such as employment.

**Strategic**

**Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** 081212

*Moved Cr Turner, seconded Cr Schlueter*

*“That Council approve the application for a flour mill (rural industry) subject to the following conditions;*

- 1. Adequate on site parking and loading areas being provided for employees, visitors and transport/delivery vehicles to the satisfaction of the Council.*
- 2. Provision is to be made for all vehicles to depart the site in forward gear.*
- 3. No retailing to occur on site as stated in the application.”*

**CARRIED 8/0**

**Reason For Change to Recommendation:**

---

**9.13** **PROPOSED SUBDIVISION – PART OF LOT 1 FAIRFIELD ROAD, BROOMEHILL WEST – WAPC 138811**

---

**Program:** Planning  
**Attachment:** Subdivision Plan  
**File Ref:** S138811  
**Author:** Gray and Lewis Land Use Planners  
**Date:** 10<sup>th</sup> December 2008  
**Disclosure of Interest:** Gray & Lewis receive planning fees for advice to the Shire of Broomehill-Tambellup and therefore declare a Financial Interest – Section 5.65 of *Local Government Act 1995*.

---

**Summary:**

An application has been lodged with the Western Australian Planning Commission (WAPC) for approval to subdivide Lots 1 and 2, Fairfield Road in Broomehill West (Shire of Broomehill-Tambellup) and Murdong (Shire of Katanning).

Part of Lot 1 is in the Shire of Broomehill-Tambellup and the WAPC has referred the application to the Shire for recommendation and comment. It should be noted that most of Lot 1 and all of Lot 2 are in the Shire of Katanning.

It is recommended that the Shire recommend to the WAPC that the application for that part of Lot 1 in the Shire of Broomehill-Tambellup be refused.

**Background:**

Part of Lot 1 Fairfield Road, Broomehill West (“subject land”) is in the ‘Farming Zone’ under the Shire of Broomehill-Tambellup Local Planning Scheme 1 (‘the Scheme’).

Lot 1 has an area of approximately 1,362.5766 hectares, although most of that is in the Shire of Katanning. The municipal boundary crosses the subject land from a point off Fairfield Road slightly south of Holly Road East and then heads slightly north of east to intersect the boundary with Lot 1733.

The municipal boundary does not relate to a road, or any discernable natural feature because it appears that the land is farmed without regard to any feature.

Information provided in the application does not show any buildings on the subject land.

**Comment:***Description of Application*

The application is to subdivide Lots 1 and 2 into nine lots ranging from 153 ha to 532 ha. Seven of the proposed Lots are wholly within the Shire of Katanning; one is wholly within the Shire of Broomehill-Tambellup and one is partly in both Shires.

The proposal for the subject land (in the Shire of Broomehill-Tambellup) is part of a Lot 8 that has a total area of approximately 209.6 ha (in both Shires), and a whole Lot 9 of approximately 470.7 ha.

Proposed Lot 8 (the northern-most Lot) straddles the municipal boundary and it is the Lot 8 that would be partly within both Shires. The distribution of Lot area within each Shire is not provided in the application.

The application argues that the subdivision be approved because the land (Lots 1 and 2) are severed by the railway line (*sic*) and that the Lots may be considered under WAPC policy on the grounds of:

- *Retention of rural character and agricultural holdings*
- *Prevailing lot sizes*
- *Significant physical division*
- *Boundary realignments*
- *Farm rationalisation*

The application is attached to this report.

#### Scheme Provisions

Provisions of the Scheme for the Farming zone are relevant to this application and are:

#### 5.13 FARMING ZONE

##### *Objectives:*

- a) *The Council intends the predominant form of rural activity in the Farming Zone will continue to be based on large farming units. It will generally be opposed to the fragmentation of farming properties through the process of subdivision.*
- b) *The Council may recommend approval for subdivision in the Farming Zone for use of the land for more intensive forms of rural production but only where the application as submitted to the Commission is accompanied by the following:*
  - i. *identification of soil types, availability and adequacy of water supply and any areas of salt affected land;*
  - ii. *evidence of consultation by the proponent with Agriculture Western Australia on the suitability of the proposed lot(s) and lot size for the intended land use;*
  - iii. *the proponent entering into an Agreement with the Council to proceed with the intended land use;*
  - iv. *details of stream protection where appropriate; and*
  - v. *such other matters as may be requested by the Council.*
- c) *The Council does not recognise precedent resulting from subdivision created in the early days of settlement of the District as a reason for it to support further subdivision in the Farming Zone.*
- d) *The Council will favourably consider applications for adjustment of lot boundaries where the application if approved will not result in the creation of one or more additional lots.*

##### 5.13.1 Subdivision:

*There shall be a general presumption against subdivision in the Farming Zone unless:*

- a) *The lots have already been physically divided by significant natural or man-made features which preclude the continued operation of a rural property as a single unit (unless adjoining land could be similarly subdivided and thereby, by the process of precedent, lead to an undesirable pattern of land use in the*

- area or in lots too small for uses compatible with the prevailing use in the area or in ribbon development alongside roads);
- b) The lots are for farm adjustment and the erection of dwelling houses is restricted;
  - c) The lots are for specific uses such as recreation facilities and public utilities; or
  - d) The lots are required for the establishment of used ancillary to the rural use of the land.

The application, as submitted refers to only the Shire of Katanning Local Planning Scheme provisions for subdivision, which are similar to those in the Scheme. The significant differences are reference in the Scheme to a general presumption against subdivision in the Farming Zone, and a restriction on the erection of dwellings on Lots proposed for farm build-up.

Therefore the application does not meet the Scheme objectives or the provisions relating to subdivision in the zone.

The argument that the land is physically divided by a man-made feature (that is a disused railway) does not apply within the Shire. No information has been submitted to support the Lot size break-up on the grounds of agricultural benefit, except that smaller Lots would be available for farm build-up.

#### WAPC Policy DC 3.4 – Rural Subdivision

WAPC Policy DC 3.4 sets out the principles to guide the Commission in determining applications for subdivision of rural land. Following review, a revised version of the Policy was released by the Commission in February 2008.

The Commission will determine the application having regard for Policy DC 3.4 and the Local Planning Scheme, as well as recommendations from the local governments and service providers.

#### Options available to Council

##### ➤ *Option 1 – Recommend approval*

Council can recommend approval of the application and advise the WAPC that it would support the Commission using the powers of the *Planning and Development Act 2005* to approve the application contrary to the provisions of the scheme.

Option 1 is not recommended because the application has not addressed the provisions of the Scheme sufficient for the Council to support subdivision of that part of Lot 1 that is within the Shire.

##### ➤ *Option 2 – Recommend refusal*

Option 2 is recommended because the application has not addressed the provisions of the Scheme and the grounds of physical severance do not apply within the Shire (and are not considered to be relevant to a disused railway).

**Consultation:** Consultation has been conducted by the WAPC which has referred the application to the affected local governments and service providers for comment / recommendations.

**Statutory**

**Environment:** Shire of Broomehill Local Planning Scheme 1.

**Policy Implications:** Nil

**Financial**

**Implications:** The subdivision if it was approved may result in increased rates due to the increase of one Lot, although the method of attributing rates on a Lot in two jurisdictions must be considered.

**Strategic**

**Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** 081213

*Moved Cr Turner, seconded Cr Sheridan*

*“That Council recommend to the Western Australian Planning Commission that the application as it relates to part of Lot 1 in the Shire be refused for the reasons set out in this report;*

*➤ The application has not addressed the provisions of the Scheme and the grounds of physical severance do not apply within the Shire (and are not considered to be relevant to a disused railway).”*

**CARRIED 8/0**

**Reason For Change to Recommendation:**

---

**9.14 ANDERSONS BORE – ACCESS TO WATER BY LANDHOLDERS**

---

<b>Program:</b>	<b>Economic Services</b>
<b>Attachment:</b>	<b>Copy of Map</b>
<b>File Ref:</b>	<b>ADM0293</b>
<b>Author:</b>	<b>JM Trezona</b> <b>Chief Executive Officer</b>
<b>Date:</b>	<b>8<sup>th</sup> December 2008</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

**Summary:** Council has been approached to enter into an agreement with two landholders to allow them to connect directly to the water at Anderson's Bore.

**Background:** In October 2001, the Shire of Tambellup entered into an agreement with Mr Dawson Patterson allowing him to pipe water with the aid of a pressure pump directly from one of the tanks at Andersons Bore to his property to water livestock. Council's agreement was subject to an annual review and required Mr Patterson to contribute to the electricity costs. The agreement has expired and a new agreement is proposed.

A new proposal has been submitted to Council on behalf of Mr Dawson Patterson and Mr Rowland Sprigg and includes the following:

- The proponents will maintain at their cost the submersible pump
- Pay the power costs of the bore
- Regularly check the condition of the pump and tank
- To pump water out of season, where possible, to lessen the pressure on the bore during the summer months.
- To have a spare submersible pump on hand in case of pump failure

Mr Patterson advises that the network of piping they have run through their property has capacity to allow the Sprigg property access to the water. Mr Patterson advises that the capacity of the submersible pump is 7,000 litres per hour and they only pump out 800 litres per hour from the tank.

**Comment:** The bores were put down with the aid of funding through State Government water grants as a means to drought proof that particular area of the Shire. Records indicated that the bore at 'A' was put down in 1969 and the one at 'B' in 1987. The proposal is for the bore at 'B'.

In discussing the proposal Council may wish to consider what impact the continual pumping will have on the life of the bore as well as including a provision for an annual review of the agreement and reserving the right to withdraw the service, particularly in times of drought. Council may also wish to stipulate that pumping can only occur during certain times of the year.

For Council discussion and decision.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Power costs at the site were approximately \$500 for the first four months of the financial year.

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council Resolution:** 081214

*Moved Cr Bowman, seconded Cr Turner*

*“That Council enters into an agreement with Mr Dawson Patterson and Mr Rowland Sprigg to pump water directly from the tank at Andersons Bore (shown as ‘B’ on the attached map), subject to the following conditions:*

- *Messrs Patterson and Sprigg will maintain at their cost the submersible pump;*
- *Pay the power costs of the bore;*
- *Regularly check the condition of the pump and tank;*
- *To pump water out of season, where possible, to lessen the pressure on the bore during the summer months. Pumping to be permitted between the months of May and October inclusive;*
- *To have a spare submersible pump on hand in case of pump failure;*
- *The agreement to be reviewed annually; and*
- *Council reserves the right to withdraw the approval.”*

**CARRIED 8/0**

**Reason For Change to Recommendation:**

**9.15 AMENDMENT TO DANGEROUS GOODS LICENSE**


---

<b>Program:</b>	<b>Community Amenities</b>	
<b>Attachment:</b>	<b>Copy of Map</b>	
<b>File Ref:</b>	<b>ADM0258</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>10<sup>th</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** The Department of Consumer and Employment Protection (CEP) have written seeking Council comment on an application to amend a dangerous goods site license.

**Background:** The proprietors of the Broomehill Roadhouse have made an application to the Department of Consumer and Employment Protection to amend their Dangerous Foods license for the storage and handling of petrol and diesel.

The proprietors lodged a preliminary proposal with the Council in September 2008 to obtain planning permission to upgrade, increase capacity from 5,000 to 45,000 litres and relocate the underground fuel tanks. Additional information was requested and to date, this has not been supplied. The plans that have been submitted to CEP differ from those provided to the Council. Planning approval for the proposal has not been granted.

**Comment:** A complicating item with the proposal is that the proposal utilises the existing road reserve for entry and egress of vehicles for bowser service. In considering the proposal Council needs to consider what issues this may raise. Council cannot promote the use of the road reserve.

In providing comment on the application it is recommended that Council advised the CEP that it does not support the issue of an amended license until the proposal has been granted planning approval. If the amended license is issued it is possible that the owners may just go ahead without planning approval. This will not address the issue of utilisation of the road reserve and the potential changes to traffic patterns and increase in heavy traffic.

**Consultation:** Liz Bushby – Gray and Lewis Land Use Planners.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** 081215

*Moved Cr Turner, seconded Cr Schlueter*

*“That Council advise the Department of Consumer and Employment Protection that it does not support the issue of an amended license for the storage of dangerous goods at the Broomehill Roadhouse on Great Southern Highway, Broomehill until such time as the proponents have obtained planning approval and a building license for the proposed project.”*

**CARRIED 8/0**

**Reason For Change to  
Recommendation:**

## 9.16 BUSHFIRE BRIGADES STANDING OPERATING PROCEDURES

---

<b>Program:</b>	<b>Law, Order and Public Safety</b>	
<b>Attachment:</b>	<b>Copy of Draft Standard Operating Procedures</b>	
<b>File Ref:</b>	<b>ADM0118</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>10<sup>th</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** Council to consider draft of Operating Procedures (SOP) for Bushfire Brigades.

**Background:** The SOP provides the Broomehill and Tambellup Bush Fire Brigade volunteers with basic information that will assist in reducing the risk that is presented for those who fight fires. The SOP also lists the responsibilities of certain fire officers and procedures that are required to be followed.

**Comment:** Following the Shire amalgamation and restructure of the Bushfire Brigades, it was necessary to produce a single document to ensure information, practices and procedures are uniform across all brigades.

An annual review of the SOP will ensure the document is updated and continues to be relevant to the Broomehill and Tambellup communities.

**Consultation:** Brett Green – Chief Fire Control Officer  
Craig Dennis – Deputy Chief Fire Control Officer  
Tony Cristinelli – Deputy Chief Fire Control Officer

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** **081216**

*Moved Cr Sheridan, seconded Cr Schlueter*

*“That the Standard Operating Procedures for Bushfire Brigades 2008 as amended be endorsed.”*

**CARRIED 8/0**

**Reason For Change to  
Recommendation:**

**9.17 REQUEST TO PLACE TABLES AND CHAIRS ON FOOTPATH**


---

<b>Program:</b>	<b>Economic Services</b>
<b>Attachment:</b>	<b>Floor plan of building</b>
<b>File Ref:</b>	<b>ADM0263</b>
<b>Author:</b>	<b>JM Trezona                      Chief Executive Officer</b>
<b>Date:</b>	<b>10<sup>th</sup> December 2008</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

**Summary:** Council has received an application from the proprietors of the Jones Buildings in Broomehill to place tables and chairs on the footpath under the verandah of the building.

**Background:** Jim and Annabel Witham have written seeking Council permission to place one table under the east verandah (India Street) and two under the south verandah (Journal Street). The applicants state that they do not intend to serve customers at these tables, but are to be placed there for the ‘customer’s convenience’.

The Broomehill Council has previously granted approval for the area from the northern corner of Shop 2 to the eastern corner of the tower structure to be included in the area licensed by the requirements of the Liquor Licensing Act. It is a requirement to provide access undercover for the use of the toilets by patrons.

The Council however did not grant approval for alfresco dining. The reason for refusing this was that the Council believed that the area along India Street has some issues that are not conducive to alfresco dining. The sheer drop to the road pavement would require barricading and the petrol bowser would need to be removed completely for safety reasons.

**Comment:** Unless Council is prepared to grant approval for alfresco dining, it should not allow tables and chairs to be placed on the footpath. The footpath is a public area and while it complements the Jones building, it is not a part of it.

Allowing tables and chairs, by inference, would encourage patrons of the Jones Building to consume food and drink at them in the absence of a permit for alfresco dining.

**Consultation:** Nil

**Statutory**

**Environment:** Council has adopted Activities in Thoroughfares and Public Places and Trading Local Law 2008 that is in the process of being gazetted. This local law deals with outdoor eating in public places.

**Policy Implications:** Nil

**Financial**

**Implications:** This issue has no financial implications for Council

**Strategic**

**Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** 081217

*Moved Cr Sadler, seconded Cr Turner*

*“That Council does not grant approval to the proprietor’s of the Jones Building 1911 Pty Ltd to place tables and chairs for customer convenience on the footpaths around the building.”*

**CARRIED 7/1**

**Reason For Change to**

**Recommendation:**

## 9.18 REGIONAL AND LOCAL COMMUNITY INFRASTRUCTURE PROGRAM 2008-2009

---

<b>Program:</b>	Community Amenities	
<b>Attachment:</b>	Nil	
<b>File Ref:</b>	ADM0096	
<b>Author:</b>	JM Trezona	Chief Executive Officer
<b>Date:</b>	11 <sup>th</sup> December 2008	
<b>Disclosure of Interest:</b>	Nil	

---

**Summary:** Council to consider projects for inclusion in the funding program.

**Background:** Under the Regional and Local Community Infrastructure Program (RLCIP), the Australian Government will provide one-off funding of \$250 million in 2008-2009 to local communities to stimulate additional growth and economic activity in Australia as part of the Australian Government's contribution to address the global economic crisis.

The Shire of Broomehill-Tambellup will receive a one-off payment of \$100,000 which can be spent on community infrastructure including new construction and major renovations or refurbishments of assets such as:

- Social and cultural infrastructure (eg. art spaces, gardens);
- Recreational facilities (eg. swimming pools, sports stadiums);
- Tourism infrastructure (eg. walkways, tourism information centres);
- Children, youth and seniors facilities (eg. playgroup centres, senior citizens centres);
- Access facilities (eg. boat ramps, footbridges); and
- Environmental issues (eg. drain and sewerage upgrades, recycling plants).

Councils are required to provide the Department with details of projects that will be funded by 30<sup>th</sup> January 2009 and will be required to enter into an agreement prior to receipt of the payment.

Funding must be expended by 30<sup>th</sup> September 2009.

Staff have identified the following projects as being appropriate for inclusion:

- Diprose Park – continuation of the redevelopment project
- Holland Park – redevelopment and expansion of the playground
- Senior Accommodation project in Tambellup
- Construction of new public toilets in Broomehill.

For Council discussion and comment.

**Comment:** In deciding the best use for these funds, the following should be considered:

- Whilst this funding would provide a welcome boost for the Seniors Accommodation project, there would be no guarantee that the funds would be expended by 30<sup>th</sup> September 2009.

- Alternative sources of funding are available for the establishment of public toilet facilities, such as the Department of Local Government and Regional Development's Community Facilities Grants Program.

For these reasons, it is recommended that Council nominate the two playgroup projects for the funding.

The Diprose Park project has been ongoing for some time, with the basic structure finalised. Play equipment has been relocated to make way for the BBQ area. Funding has been received from the Community Facilities Grant Program to purchase and install shelters, tables and seating in this area and fencing has been purchased and is awaiting installation.

Items requiring completion are the pathway through the park to toilets, BBQ area and equipment, a half court, furniture such as bench seating, bins and lighting.

The redevelopment of the Holland Park playground is in the early stages. It is planned to remove all existing play equipment, extend the play area to add an area suitable for older children and purchase appropriate play equipment for both age groups. This will require the removal of a number of trees from the site.

A community group in Broomehill is currently fundraising for new play equipment and Council will make application for funds to complement fund raising efforts as the project develops.

It is recommended that the funds from the RLCIP be utilised towards the construction of the path and half court in Diprose Park and clearing and preparation of the playground site in Holland Park.

<b>Consultation:</b>	Nil
<b>Statutory Environment:</b>	Nil
<b>Policy Implications:</b>	Nil
<b>Financial Implications:</b>	The RLCIP funding of \$100,000 is unbudgeted income.
<b>Strategic Implications:</b>	This issue is not dealt with in the Strategic Plan
<b>Voting Requirements:</b>	Simple Majority

Pam Hull entered the meeting at 3.03pm.

- Officer Resolution:** *“That Council nominates the following projects for the Regional and Local Community Infrastructure Program for 2008-2009:*
- *Diprose Park redevelopment – construct path and half court facility;*
  - *Holland Park playground redevelopment – clearing and preparation of playground site.”*

**Council Resolution:** *Moved Cr Kempin, seconded Cr Bowman*

- “That Council nominates the following projects for the Regional and Local Community Infrastructure Program for 2008-2009:*
- *Diprose Park redevelopment – construct path and either a half court or skate park facility;*
  - *Holland Park playground redevelopment – clearing and preparation of playground site.”*

**Amendment:** *081218*

*Moved Cr Turner, seconded Cr Sadler*

- “That Holland Park playground redevelopment – clearing and preparation of playground site be deleted and the following be included*
- *Commence the initial planning for Public Toilets within the Broomehill townsite.”*

*TIED VOTE 4/4*

*The Presiding member used a casting vote*

*CARRIED 5/4*

**Council Resolution:** *081219*

*Moved Cr Turner, seconded Cr Sadler*

- “That Council nominates the following projects for the Regional and Local Community Infrastructure Program for 2008-2009:*
- *Diprose Park redevelopment – construct path and either a half court or skate park facility;*
  - *Commence the initial planning for Public Toilets within the Broomehill townsite.”*

*TIED VOTE 4/4*

*The Presiding member used a casting vote*

*CARRIED 5/4*

**Reason For Change to Recommendation:**

Council determined that planning for Public Toilets for the community needed to progress at this time.

**9.19 BROOMEHILL LOCAL BIKE PLAN**


---

<b>Program:</b>	<b>Community Amenities</b>
<b>Attachment:</b>	<b>Copy of Local Bike Plan, Pathway Network Priority List and Map</b>
<b>File Ref:</b>	<b>ADM0211</b>
<b>Author:</b>	<b>JM Trezona                      Chief Executive Officer</b>
<b>Date:</b>	<b>11<sup>th</sup> December 2008</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

---

**Summary:** Council to consider and endorse the Broomehill Local Bike Plan.

**Background:** In July 2008 Council was successful in attracting funding from the Department of Planning and Infrastructure's Country Pathways Program to assist with the drafting of a Bike Plan for the Broomehill townsite. Gray and Lewis, Council Planners, were engage to undertake toe task.

The Bike Plan has been developed following an on-site visit from planning staff and with the reference to the Broomehill Village Townscape and Community Improvements Control Plan 2006.

The Bike Plan will provide Council with a blue print for the upgrade of the existing footpath network in Broomehill and the implementation of new pathways, which will link key facilities and make them more accessible for pedestrians and cyclists. All pathways will comply with the standards as set by the Australian Standards Association.

**Comment:** The Bike Plan included a priority list compiled by Council staff for the upgrade of older paths and construction of new paths. It should be noted that this is a guide only and is subject to annual budget and funding constraints. Each stage of the project will be presented to Council with costings for endorsement through the budget process.

Councils endorsement of the Plan is required to demonstrate a targeted approach to this matter, which will add support to future funding submissions.

**Consultation:** Liz Bushby – Gray and Lewis

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** The Plan provides a guide for the future so that appropriate provision can be made in Councils budgets.

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** **081220**

*Moved Cr Bowman, seconded Cr Crosby*

*“That the Broomehill Local Bike Plan be endorsed as presented.”*

**CARRIED 8/0**

**Reason For Change to  
Recommendation:**

Pam Hull left the meeting at 3.33pm.

**9.20 APPOINTMENT OF AUDITOR**


---

<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0058</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>11<sup>th</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** Section 7.2 of the Local Government Act 1995 requires that the accounts and annual financial report of a local government for each financial year are required to be audited by an auditor appointed by the local government.

The appointment of an auditor is made under Section 7.3 of the Local Government Act and can be a period of no more than five years. The appointment requires the decision to be by an absolute majority of Council.

Tenders for the provision of audit services for the period of 1<sup>st</sup> July 2008 – 30<sup>th</sup> June 2012 were called and closed at 4.00pm on the 7<sup>th</sup> November 2008.

Four responses were received:

- Lincolns
- Wyllie
- Stamfords
- UHY Haines Norton

**Background:** Section 7.3 of the Local Government Act 1995 requires the appointment of an auditor “from time to time” by an absolute majority of Council. The local government may appoint one or more persons as its auditor. The local government’s auditor is to have effect in respect of the audit of the accounts and annual financial report of the local government for a term of not more than five financial years, but an auditor is eligible for re-appointment.

The tender document defined the responsibilities and assessment criteria as follows:

**SCOPE OF AUDIT SOUGHT**

The audit for each financial year shall cover the complete financial year from 1<sup>st</sup> July to 30<sup>th</sup> June.

The Auditor is required to comply with the requirements of:

- Section 7 of the Local Government Act 1995;
- The Local Government (Audit) Regulations 1996; and
- Any other written law which may apply.

An audit is to be carried out in accordance with “Auditing Standards” and “Auditing Guidance Statements” adopted from time to time by the Australian Society of Certified Practising Accountants and the Institute of Chartered Accountants in Australia.

The auditor is to carry out such work as is necessary to form an opinion as to whether:

- a) The accounts are properly kept; and
- b) The annual financial report
  - i. is prepared in accordance with the financial records; and
  - ii. represents fairly the results of the operations of the local government and the financial position of the local government at 30<sup>th</sup> June in accordance with the Australian Accounting Standards, the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and other mandatory professional reporting requirements.

The Auditor is required to produce an audit report as required by section 7.9 of the Local Government Act 1995 and a management report at the completion of the audit each year. The management report should bring to Council's attention issues of concern to the Auditor, but which in his or her view did not warrant reference in the formal audit report. If there are no matters that the Auditor wishes to raise in the management report, then the management report is required to state that.

#### ***Other Audit Works***

The Shire, may, from time to time, receive funding in the form of Government Grants either from State or Federal sources to assist in a number of projects. The Audit requirements of these funding sources generally require audit certification of either a separate financial statement or an extract from the normal financial statements in relation to these grant funded programs. The Auditor is to provide these certifications in the course of their conduct of their normal audit. From time to time the Auditor may be required to provide additional certifications in relation to grant funded projects. Where the additional work is significant a charge above the audit fee at the hourly rate in the fee schedule is expected.

#### ***Financial Advice***

The Shire may, from time to time, require advice regarding the management of accounts and the preparation of reports. This is expected to be minimal and where such assistance is significant, then a charge above the audit fee at the hourly rate in the fee schedule is expected.

#### ***Attendance at Council Meetings***

The Auditor is also required to comply with amendments to the Local Government Act 1995 and the Local Government Amendment Bill 2003.

The fee should include attendance at one meeting per annum and a separate fee be provided for attendance at additional meetings.

#### ***Audit Deadline***

The Shire aims to submit its Annual Financial Accounts to its Auditors by 31<sup>st</sup> August each year. It is a requirement that the audit be completed and the audit report signed off by the third week in October of each year. The annual meeting of electors is to be held in November of each year.

## **SELECTION CRITERIA**

Selection of Audit Services will be based on the following criteria which should be addressed in your response:

- Experience,
- Personnel,
- Quality,
- Methodology,
- Company capacity.

## **EXPERIENCE**

Demonstrated relevant experience of the Company in providing the similar services to similar organisations.

- Tenderers should provide details of previous experience in auditing the annual financial reports of similar local governments;
- Evidence of thorough familiarity with the provisions of the Local Government Act 1995 and the regulations under that Act, which will be considered essential.

## **PERSONNEL**

Demonstrated relevant experience and qualifications of the personnel, in providing the services to similar local governments.

- Experience of the nominated auditors in completing local government audits.
- A personal profile of each person proposed to be involved in auditing the Shire of Broomehill-Tambellup's annual financial reports.

## **QUALITY**

Demonstrated ability to consistently provide services and products of a high quality.

- Demonstrated structured approach to audit process,
- Evidence of documented data collection and compliance review processes,
- Interpersonal skills applied in problem resolution,
- Details of any Quality Assurance certifications held.

## **METHODOLOGY**

Demonstrated plan that addresses the elements and timing of the contract.

- Number of audit visits to be conducted per year, two visits being the minimum, with applicable month and duration of each visit,
- Estimate of the time to be spent on the audit,
- A detailed audit plan,
- Details of the Company's staff rotation policy.

## **COMPANY CAPACITY**

Demonstrated capacity of the Company to deliver, and keep on delivering, the requirements of the tender. The tenderer is to provide details of current and future (6 months) workload.

Details should include :

- number and details of local government customers,
- number of full time and part time employees,
- Confirmation of the ability to meet the timeframes detailed in the tender document

**FEES**

Price Schedule should show:

- Lump sum fee for completing audits in accordance with the specification –
  - i. Fee is to include all costs to the Shire and escalation costs clearly identified,
  - ii. Any provisional costs included in the submissions are to be identified.
- List of additional services available and the applicable hourly rate.”

Tender responses were assessed against the selection criteria. A confidential report with the assessments has been circulated under separate cover. The following weightings have been assigned to the evaluations.

	Weightings
EXPERIENCE	15.0%
PERSONNEL	15.0%
QUALITY	15.0%
METHODOLOGY	15.0%
COMPANY CAPACITY	15.0%
FEES	25.0%
	<u>100.0%</u>

**Comment:**

Tender responses were evaluated by the Shire’s staff and consultant Ron Back. The following are the results of that evaluation -

	Weightings	Lincolns	Wyllie	Stamfords	HY Haines Nortc
EXPERIENCE	15.0%	3.53	3.30	2.85	3.60
PERSONNEL	15.0%	3.23	3.15	2.85	3.38
QUALITY	15.0%	1.50	1.35	1.50	1.58
METHODOLOGY	15.0%	2.63	2.40	1.80	2.63
COMPANY CAPACITY	15.0%	3.17	2.55	1.73	2.70
FEES	25.0%	5.37	6.25	1.25	3.64
	<u>100.0%</u>	<u>19.41</u>	<u>19.00</u>	<u>11.98</u>	<u>17.52</u>

These result formed the basis for the officer’s recommendation.

**Consultation:**

The Chief Executive Officer consulted local governments that were referenced in the tender submissions for short listed tenderers.

**Statutory**

**Environment:**

Statutory appointment

**Policy**

**Implications:**

Statutory appointment

**Financial**

**Implications:**

Funds provided in each years annual budget.

**Strategic**

**Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Committee /**

**Council Resolution:** 081221

*Moved Cr Sadler, seconded Cr Kempin*

*“That Council, by absolute majority, appoints Russell Harrison, partner of Lincolns Accountants and Business Advisors as the Shire’s auditor for the period of 1<sup>st</sup> July 2008 – 30<sup>th</sup> June 2012. The remuneration is to be in accordance with the tender response. The base fee is \$9,500 (excluding GST) and escalated annually from 1<sup>st</sup> July 2009 by the increase by the Consumer Price Index – Perth.”*

**CARRIED 8/0**  
**By Absolute Majority**

**Reason For Change to  
Recommendation:**

## 9.21 ACCEPTANCE OF THE 2007-2008 AUDIT REPORT AND ANNUAL FINANCIAL REPORT FOR THE SHIRE OF BROOMEHILL

---

<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Audit Report for 2007-2008 Management Letter Audited Financial Statements</b>	
<b>File Ref:</b>	<b>ADM0058</b>	
<b>Author:</b>	<b>KP O’Neill</b>	<b>Finance Officer</b>
<b>Date:</b>	<b>16<sup>th</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** Council is required to examine the Audit Report for 2007-2008 for the former Shire of Broomehill.

**Background:** The audit for the Shire of Broomehill was carried out on 31<sup>st</sup> October and 3<sup>rd</sup> – 4<sup>th</sup> November 2008. The Audit Report and Management letter are attached for Councils information.

**Comment:** In reading the Audit Report, Councillors will note that there are no issues raised that would qualify the report.

The Management letter raised the following item:

Asset Register

The recommendation has been noted.

**Consultation:** Nil

**Statutory Environment:** Local Government Act 1995

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** 081222

*Move Cr Kempin, seconded Cr Turner*

*“That Council receives the Audit Report for the Shire of Broomehill for the 2007-2008 financial year.”*

**CARRIED 8/0**

**Officer . Council**

**Resolution:** 081223

*Moved Cr Kempin, seconded Cr Turner*

*“That the Shire of Broomehill Financial Report for the 2007-2008 financial year be received.”*

**CARRIED 8/0**

**Reason For Change to Recommendation:**

## 9.22 ACCEPTANCE OF THE 2007-2008 AUDIT REPORT AND ANNUAL FINANCIAL REPORT FOR THE SHIRE OF TAMBELLUP

---

<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Audit Report for 2007-2008 Management Letter Audited Financial Statements</b>	
<b>File Ref:</b>	<b>ADM0058</b>	
<b>Author:</b>	<b>KP O’Neill</b>	<b>Finance Officer</b>
<b>Date:</b>	<b>16<sup>th</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** Council is required to examine the Audit Report for 2007-2008 for the former Shire of Tambellup.

**Background:** The audit for the Shire of Tambellup was carried out on 31<sup>st</sup> October and 3<sup>rd</sup> – 4<sup>th</sup> November 2008. The Audit Report and Management letter are attached for Councils information.

**Comment:** In reading the Audit Report, Councillors will note that there are no issues raised that would qualify the report.

The Management letter raised the following item:

Asset Register

The recommendation has been noted.

**Consultation:** Nil

**Statutory Environment:** Local Government Act 1995

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council**

**Resolution:** 0812224

*Moved Cr Kempin, seconded Cr Turner*

*“That Council receives the Audit Report for the Shire of Tambellup for the 2007-2008 financial year.”*

**CARRIED 8/0**

**Officer / Council**

**Resolution:** 081225

*Moved Cr Kempin, seconded Cr Turner*

*“That the Shire of Tambellup Financial Report for the 2007-2008 financial year be received.”*

**CARRIED 8/0**

**Reason For Change to Recommendation:**

**9.23 DUAL FIRE CONTROL OFFICERS**


---

<b>Program:</b>	<b>Law, Order and Public Safety</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0244</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>16<sup>th</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** The Shire of Kojonup seeks the dual appointment of Fire Control Officers.

**Background:** The Kojonup Shire Council seeks the dual appointment of the following Fire Control Officers to respond to incidents within the Shire of Broomehill-Tambellup for the coming 2008-2009 fire season:

- Syd Loveland – Kojonup Brigade
- Lachie Thorn – Kojonup Brigade

**Comment:**

**Consultation:** Nil

**Statutory Environment:** Bush Fires Act 1954 section 40

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council Resolution:** *081226*

*Moved Cr Crosby, seconded Cr Sheridan*

*“That Council approves the dual registration of Syd Loveland and Lachie Thorn as Fire Control Officers for the coming 2008-2009 fire season.”*

**CARRIED 8/0**

**Reason For Change to Recommendation:**

**10. MATTERS FOR INFORMATION****10.1 PLANT REPORT FOR NOVEMBER 2008**

**Program:** Transport  
**Attachment:** Nil  
**File Ref:** ADM0255  
**Author:** EJ Farmer Acting Works Supervisor  
**Date:** 5<sup>th</sup> December 2008  
**Disclosure of Interest:** Nil

Reg No.	Description	Kms/Hrs	Year of Manufacture	Year of Purchase	Changeover	Comments
BH000	Ford Fairmont		2007	2007		OK
BH00	Ford Ranger Dual Cab	882	2008	2008	2 yrs / 40,000km	OK
BH001	ISUZU 6 Wheel Tipper	20106	2007	2007	7 yrs / 151,000km	Cracked windscreen
BH002	ISUZU 6 Wheel Tipper	new	2008	2008	7 yrs / 151,000km	Cracks on tray
BH003	Mitsubishi Canter Crew Cab	81505	2004	2004	5 yrs / 100,000km	Needs some welding on tray
BH004	JD 670B Grader	8545	1996	1996	10 yrs / 10,000 hrs	OK
BH005	Bomag Multi-Tyred Roller	3265	2002	2002	10 yrs	OK
BH006	Volvo 710	2884	2004	2004	10 yrs / 10,000 hrs	Lights not working
BH007	John Deere Ride on Mower		2003	2003	5 yrs / 5,000 hrs	OK
BH008	VOLVO L70D Loader		2001	2001	7 yrs / 7000 hrs	Cracked windscreen
BH009	Holden Rodeo	30005	2004	2004	5 yrs / 100,000kms	OK
BH010	6x4 Fuel Trailer		1981	1981		OK
BH012	Isuzu Fire Truck		1995	2004	14 yrs	OK
BH013	John Deere 315SG Backhoe		2003	2003	10 yrs / 10,000 hrs	Bonnet cracked
BH813	Multi Tyre Roller		1960	1980		OK

0TA	Ford XR6		2008	2008	15,000km	OK
TA052	Toyota Hilux 4x4	23089	2007	2007	2yrs	OK
TA001	Ford Ranger Dual Cab	1402	2008	2008	40,000km	OK
1TA	Toyota Hilux	6227	2008	2008	40,000km	OK
TA1880	Isuzu Gigamax Truck	New	2008	2008	5 yrs	OK
TA092	Isuzu Gigamax Truck	22617	2007	2007	5 yrs	OK
TA1855	Mitsubishi Rubbish Truck			2000	4 yrs	Tailgate adjustment
TA386	Mitsubishi Fuso Truck	21747	2007	2007	4 yrs	OK
TA18	12H Grader	1956	2006	2006	8 yrs	OK
TA1835	12H Grader	2654	2002	2003	8 yrs	OK
TA281	930G Loader	838	2007	2007	8 yrs	Side window cracked
TA392	Tractor Mower	4932			4 yrs	OK
TA1221	John Deere Tractor	7769		1987	15 yrs	OK
TA2180	Evertrans Trailer		2000	2000	8 yrs	Ramps are getting damaged. Borderline for carting machines at weight size.
TA017	JCB 3CX-E Backhoe	653		2004	10 yrs	OK
TA219	Multipac Multi-tyred Roller	7156		2004	10 yrs	Wire connections
TA1196	Large Roller				Retain	OK
TA2015	Vibrating Roller			1977		OK
	Slasher					OK
XTR579	Road Broom				Retain	OK
	Mobile Fuel Tanker				Retain	OK
1AZJ510	Bomag Vibrating Roller	9309		2001		OK
TA005	John Deere Tractor	1002	2008	2008		OK

**RECEIVED**

**10.2 WORKS AND MAINTENANCE REPORT FOR NOVEMBER 2008**


---

<b>Program:</b>	<b>Transport</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>Nil</b>	
<b>Author:</b>	<b>EJ Farmer</b>	<b>Acting Works Supervisor</b>
	<b>PJ Killin</b>	<b>Maintenance Crew</b>
	<b>FC Coyne</b>	<b>Parks and Gardens</b>
<b>Date:</b>	<b>5<sup>th</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Works Report****Construction Works:**

Pootenup Road – Water binding

Tieline Road, Broomehill/Kojonup Road – reseal

**Maintenance Grading:**

The following roads have been graded:

Flat Rocks Road, Palomar Road, North and South Nookanellup Road, North and South Punchimirup Road, South Pallinup Road, White Road, Stirling Access Road, Beejenup Road and Toolbrunup Road.

**Maintenance Report**

Bitumen Patching has been carried out on the following roads:

Tambellup West Road, Toolbrunup Road, Pootenup Road, Pallinup Road, Paul Valley Road, Flat Rocks Road, South Punchimirup Road, Tie Line Road, Broomehill/Kojonup Road, Gnowangerup/Tambellup Road and Great Southern Highway.

Bitumen hand spraying and 5mm stone have been put on the following roads:

Broomehill/Kojonup Road, Tie Line Road, Gnowangerup/Tambellup Road

Headwalls and Pipes have been installed on Pootenup Road

Bitumen trailer maintenance.

A chevron and a road name sign have been installed on Stock Route Road and Chillicup Road.

**RECIEVED**

---

**10.3 BUILDING SURVEYORS REPORT FOR NOVEMBER 2008**

---

**Program:** Economic Services  
**Attachment:** BSR Report and Activity Statement  
**File Ref:** ADM0076  
**Author:** D Baxter Building Surveyor  
**Date:**  
**Disclosure of Interest:** Nil

---

**Summary:** Attached are the BSR Report and the Activity Statement for the month of November 2008 that have been sent to all the relevant authorities that are required by legislation.

**Background:** These reports advise of the building approvals and the activity of the Building Surveyor for the month of November 2008.

**Comment:**

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council Resolution:** *Council discussed the Officers Report.*

**Reason For Change to Recommendation:**

---

**10.4 BUILDING MAINTENANCE PROGRAM – NOVEMBER 2008**

---

**Program:** Various  
**Attachment:** Building Maintenance Program for October 2008  
**File Ref:**  
**Author:** JP Bentley                      Manager Administrative & Customer Services  
**Date:**  
**Disclosure of Interest:** Nil

---

**Summary:** Update of the Building Maintenance Program for 2008-2009.

**Background:**

**Comment:** The Building Maintenance Program is updated on a regular basis and presented for Councils information, comment and discussion if required.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Provision has been made in the 2008-2009 budget to meet the building maintenance program costs.

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council Resolution:** *Council discussed the Officers Report*

**Reason For Change to Recommendation:**

---

**10.5 AMALGAMATION PROJECT REPORT**

---

<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Project Report</b>	
<b>File Ref:</b>	<b>ADM0112</b>	
<b>Author:</b>	<b>Ron Back</b>	<b>Consultant – Amalgamation of the Shires of Broomehill and Tambellup</b>
<b>Date:</b>	<b>11<sup>th</sup> December 2008</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

---

**Summary:** Attached is a progress report on the amalgamation for the Shire of Broomehill-Tambellup.

**Background:**

**Comment:**

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** This issue has no financial implications for Council

**Strategic Implications:** This issue is not dealt with in the Strategic Plan

**Voting Requirements:** Simple Majority

**Officer / Council Resolution:** *Council discussed the Officers Report.*

**Reason For Change to Recommendation:**

**11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL**

Nil

**12. DATE OF NEXT MEETING**

Thursday, 19<sup>th</sup> February 2009.

**13. CLOSURE**

There being no further business, Cr Webster thanked Councillors and staff for their attendance, wished everyone a happy and safe festive season and declared the meeting closed at 4.04pm.