



Ordinary Meeting of Council

MINUTES

19 September 2019

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SHIRE OF BROOMEHILL-TAMBELLUP

Minutes of an Ordinary Meeting of the Council of the Shire of Broomehill-Tambellup held in the Tambellup Council Chambers on Thursday 19 September 2019 commencing at 4.45pm.

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President welcomed Councillors and Staff and declared the meeting open at 4.45pm.

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Cr Thompson recognised the recent tragic passing of Lynthia Flowers, a significant figure in the Aboriginal community, and would like to extend sincere condolences to Lynthia’s family on behalf of Council.

Cr Thompson extended congratulations on behalf of Council to Cr White on being re-elected unopposed and the election of new Councillors Douglas Barritt and Steven Penny who were also elected un-opposed at the close of Nominations for the Local Government Elections on 12 September 2019.

Council thanked Cr Sheridan for his eleven years of service to the Shire of Broomehill-Tambellup as President and Councillor.

3. ATTENDANCE

| | | |
|----------|------------------|--------------------------------------|
| Present: | Cr SJF Thompson | President |
| | Cr MC Paganoni | Deputy President |
| | Cr GM Sheridan | |
| | Cr ME White | |
| | Cr MC Nazzari | |
| | Cr KJ Holzknecht | |
| | Cr CJ Letter | |
| | KB Williams | Chief Executive Officer (CEO) |
| | P Vlahov | Manager Works |
| | KP O’Neill | Manager Finance and Administration |
| | PA Hull | Strategic Support & Projects Officer |
| | LK Cristinelli | Executive Assistant |

3.1 APOLOGIES

Nil

3.2 APPROVED LEAVE OF ABSENCE

Nil

4. DECLARATION OF INTEREST

Cr Sheridan declared an Impartiality Interest in Item 10.3 and 10.4.

Cr White declared a Financial Interest in Item 10.6.

5. PUBLIC QUESTION TIME

Nil.

6. PRESENTATIONS/DEPUTATIONS/PETITIONS/SUBMISSIONS

Nil.

7. ITEMS BROUGHT FORWARD BY DECISION OF COUNCIL

Nil.

8. CONFIRMATION OF PREVIOUS MEETING MINUTES

8.1 ORDINARY MEETING OF COUNCIL MINUTES 15 AUGUST 2019

COUNCIL DECISION

190901

Moved Cr Sheridan, seconded Cr Nazzari

That the Ordinary Meeting of Council Minutes of 15 August 2019 be accepted.

CARRIED 7/0

9. RECEIPT OF COMMITTEE MEETING MINUTES HELD SINCE LAST MEETING

Nil.

10. REPORTS OF OFFICERS

| | |
|--------------------------------|---|
| 10.1 | FINANCIAL STATEMENTS FOR AUGUST 2019 |
| Attachment: | Monthly Financial Statements for August 2019 |
| File Ref: | Nil |
| Author: | KP O’Neill – Manager Finance and Administration |
| Date: | 13 September 2019 |
| Disclosure of Interest: | Nil |

SUMMARY

Council to consider the monthly financial report for the period ending 31 August 2019.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996* require a statement of financial activity to be prepared each month and prescribe the contents of that report and accompanying documents. The report is to be presented at an ordinary meeting of the Council within 2 months after the end of the month to which the report relates.

Each financial year, Council is required to adopt a percentage or value to be used in the statement of financial activity for reporting material variances.

As part of the 2019/20 budget process, Council adopted 10% or \$10,000 as the material variance for reporting purposes for the year.

COMMENT

The annual financial statements for the year ending 30 Jun 2019 are still being finalised, and any amendments required from the audit may affect the balances carried forward into the 2019/20 year.

Note 2 in the financial statements provides commentary on the material variances shown in the statement of financial activity by reporting program, which is a requirement of the *Local Government (Financial Management) Regulations 1996*.

Receivables - which includes outstanding rates, emergency services levy, pensioner rebates and other ‘sundry’ debtors - is reported at Note 6.

Note 8 tracks capital grants and contributions, the unspent balance of which is reported as ‘Restricted Cash’ throughout the financial report.

Capital revenue and expenditure is detailed in Note 12, which includes plant replacement, road construction, building improvements, reserve transfers and loan transactions.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

34. Financial activity statement report

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22 (1)(d), for that month in the following detail –

- (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) *budget estimates to the end of the month to which the statement relates;*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing –*
- (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan 2018-2028
KRA One – Our People – Objective 1.5

FINANCIAL IMPLICATIONS

The report represents the financial position of the Council at the end of the previous month.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190902

Moved Cr Paganoni, seconded Cr Letter

That the Financial Statement for the period ending 31 August 2019 be adopted.

CARRIED 7/0

| | |
|--------------------------------|---|
| 10.2 | CREDITORS ACCOUNTS PAID AUGUST 2019 |
| Attachment: | List of Payments for August 2019 |
| File Ref: | Nil |
| Author: | KP O’Neill – Manager Finance and Administration |
| Date: | 13 September 2019 |
| Disclosure of Interest: | Nil |

SUMMARY

Council to consider the list of payments made from the Municipal and Trust Funds during August 2019.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996* prescribe that a list of accounts paid under delegated authority by the CEO is to be prepared each month, providing sufficient information to identify the transactions.

The list is to be presented to the Council at the next ordinary meeting after the list is prepared and recorded in the minutes of that meeting.

COMMENT

Summary of payments made for the month:-

| | |
|---------------------|---------------------|
| Municipal Fund | \$608,492.66 |
| Trust Fund | \$11,978.27 |
| <u>Credit Cards</u> | <u>\$1,684.80</u> |
| <u>Total</u> | <u>\$622,155.73</u> |

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

13. Lists of accounts

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

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

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan 2018-2028

KRA One – Our People – Objective 1.5

FINANCIAL IMPLICATIONS

Lists the payments made from Municipal and Trust Funds during the previous month.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190903

Moved Cr Holzkecht, seconded Cr White

That the list of accounts paid during August 2019, consisting of –

- Municipal Fund cheque, EFT and direct debit payments totalling \$608,492.66;***
- Trust Fund cheque payments totalling \$11,978.27; and***
- Credit Card payments totalling \$1,684.50***

be endorsed.

CARRIED 7/0

| | |
|--------------------------------|--|
| 10.3 | TAMBELLUP GOLF CLUB – RATE CONCESSION |
| Attachment: | Nil |
| File Ref: | A447 |
| Author: | KP O’Neill – Manager Finance & Administration |
| Date: | 10 September 2019 |
| Disclosure of Interest: | Cr Sheridan declared an Impartiality Interest in this Item as a member of the Golf Club. |

SUMMARY

Council to consider a request for a rate concession for the 2019/20 financial year.

BACKGROUND

The Tambellup Golf Club has written requesting Council consider granting a concession on the rate charges for the 2019/20 financial year.

COMMENT

The Golf Club provides a facility that is available to all members of the community, and is used regularly throughout the year by both Club members and non-members.

The club is the only sporting organisation within Broomehill-Tambellup that has Shire rate levied against it.

The Tambellup Golf Club has been granted a rate concession since the 2000/01 financial year. Should Council agree to the rate concession, the Club is still responsible for payment of rubbish/recycling charges and the Emergency Services Levy.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

s6.47 *Concession*

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate of service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

** Absolute majority required*

POLICY IMPLICATIONS

Council does not have a policy in relation to granting concessions for rates or service charges.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2018-2028

KRA One – Our People – Objective 1.4

FINANCIAL IMPLICATIONS

Provision of \$4,000 has been included in the 2019/20 budget for ‘Rates Written Off’ in anticipation of such requests.

Rates levied for the Tambellup Golf Club are \$625.62 for 2019/20 which has been paid in full during the discount period. A discount of \$31.28 has been allocated at the time of receipting; should Council agree to the concession a refund of \$594.34 will be made to the Tambellup Golf Club.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL DECISION

190904

Moved Cr Paganoni, seconded Cr Letter

That Council grants a rate concession of \$594.34 to the Tambellup Golf Club for the 2019/20 financial year.

***CARRIED 7/0
By Absolute Majority***

| | |
|--------------------------------|--|
| 10.4 | TAMBELLUP BUSINESS CENTRE – RATE CONCESSION |
| Attachment: | Nil |
| File Ref: | A505 |
| Author: | KP O’Neill – Manager Finance & Administration |
| Date: | 10 September 2019 |
| Disclosure of Interest: | Cr Sheridan declared an Impartiality Interest in this Item as he is on the Committee of the Tambellup Business Centre. |

SUMMARY

Council to consider a request for a rate concession for the 2019/20 financial year.

BACKGROUND

The Tambellup Business Centre has written requesting Council consider granting a concession on the rate charges for the 2019/20 financial year.

COMMENT

The Tambellup Business Centre is a not for profit organisation that provides storage and office facilities for businesses as well as start-up assistance for new businesses.

The Business Centre is unique in this area and is managed by a volunteer committee made up of local and regional members, of which Council currently holds a position.

The rates levied on this assessment is \$2,717.84 for the 2019/20 financial year, and were paid in full during the discount period. A concession has not been requested for rubbish/recycling charges or the Emergency Services Levy.

A rate concession has been granted to the Tambellup Business Centre since 2001.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

s6.47 *Concession*

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate of service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

** Absolute majority required*

POLICY IMPLICATIONS

Council does not have a policy in relation to granting concessions for rates or service charges.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2018-2028

KRA One – Our People – Objective 1.4

KRA Two – Our Economy – Objective 2.3

FINANCIAL IMPLICATIONS

Provision of \$4,000 has been included in the 2019/20 budget for 'Rates Written Off' in anticipation of such requests.

Rates levied for the Tambellup Business Centre are \$2,717.84 for 2019/20 which has been paid in full during the discount period. A discount of \$135.89 has been allocated at the time of receipting; should Council agree to the concession a refund of \$2,581.95 will be made to the Tambellup Business Centre.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL DECISION

190905

Moved Cr White, seconded Cr Nazzari

That Council grants a rate concession of \$2,581.95 to the Tambellup Business Centre for the 2019/20 financial year.

***CARRIED 7/0
By Absolute Majority***

| | |
|--------------------------------|--|
| 10.5 | TAMBELLUP FAMILY PLAYGROUP INC. – USE OF TAMBELLUP INFANT HEALTH CLINIC |
| Attachment: | Draft Memorandum of Understanding |
| File Ref: | ADM0266 |
| Author: | KP O’Neill – Manager Finance & Administration |
| Date: | 10 September 2019 |
| Disclosure of Interest: | Nil |

SUMMARY

Council to consider a request from the Tambellup Family Playgroup Inc. (the Playgroup) to relocate to the Infant Health Clinic, Crowden Street Tambellup.

BACKGROUND

The Playgroup previously utilised the Infant Health Clinic building free of charge for many years, and only a few years ago relocated to the former Kindy building at the Tambellup Primary School. This was a measure to ensure the Kindy building was not relocated as the Education Department considered it was underutilised.

The Playgroup have requested Council give consideration to them relocating back to the Infant Health Clinic and being able to use this facility without charge as per the previous arrangement.

COMMENT

A Memorandum of Understanding was previously in place between the Shire and the Playgroup outlining each parties responsibilities in regard to maintenance of the Infant Health Clinic building and grounds. A similar MOU is in place with the Broomehill Playgroup for use of the RSL building.

The Infant Health Clinic is well maintained, and the Gnowangerup Family Daycare have continued to use the building every Friday during school terms. The Playgroup advise they will liaise with Gnowangerup Family Daycare to ensure co-operation in sharing the building, and propose to use the building each Monday during school terms.

Staff are not aware of the Education Departments plans for the Kindy building should the Playgroup relocate to the Infant Health Clinic.

Staff recommend that Council allow the Tambellup Family Playgroup use of the Infant Health Clinic, and endorse the draft Memorandum of Understanding to ensure responsibilities of each parties are clearly defined.

CONSULTATION

Amelia Simpson, President Tambellup Family Playgroup Inc.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

There is no policy applicable to this item.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2018-2028
KRA One – Our People – Objective 1.4

FINANCIAL IMPLICATIONS

Minor increase in utility charges resulting from increase in usage of this building. The garden and lawn areas are presently maintained by the Parks and Gardens crew.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190906

Moved Cr Paganoni, seconded Cr Sheridan

That Council:-

- 1. Authorises use of the Tambellup Infant Health Clinic by the Tambellup Family Playgroup Inc. at no cost; and***
- 2. Endorses the Memorandum of Understanding between the Shire of Broomehill-Tambellup and Tambellup Family Playgroup Inc. as presented.***

CARRIED 7/0

| | |
|--------------------------------|--|
| 10.6 | PROPOSED SIGNAGE – LOT 15 (28) NORRISH STREET, TAMBELLUP |
| Attachment: | Image of proposed signage |
| File Ref: | A248 |
| Author: | KB Williams – Chief Executive Officer |
| Date: | 07 September 2019 |
| Disclosure of Interest: | Cr White declared a Financial Interest in this Item as the Chairperson of the Tambellup Co-operative Committee and left the meeting at 5.06pm. |

SUMMARY

For Council to consider an application for Signage to be developed at Lot 15 Norrish Street, Tambellup.

BACKGROUND

An application for the development of Signage was received on 06 Sept 2019.

The proposed development consists of a decal to be attached on a window on the building at the Tambellup Delicatessen. The signage replaces existing signage and no new signage is proposed.

The building is owned by the Tambellup Cooperative, with the proposed signage being Lotterywest advertising. Lotterywest is a State run lottery organisation.

COMMENT

Zoning

The subject lot is zoned for 'Town Centre' land uses under the Shire of Tambellup Local Planning Scheme No 2 ('the Scheme').

Description of Application

The applicant is seeking planning approval to develop a sign.

Relevant Scheme Provisions

Zoning

There are no specific requirements for Signage contained within the Planning Scheme.

Clause 60 of Part 7 of the *Planning and Development (Local Planning Schemes) Regulations 2015* outlines what forms of development require Planning Consent. Signage is specifically referred to under these regulations, and as the regulations form deemed provisions of the Scheme, the application requires Planning Consent.

Development Standards:

The Scheme does not contain any provisions related to signage to provide any guidance on the application, and assessment therefore requires an objective perspective on whether the signage is appropriate or not.

The signage appears appropriate for the location, and is recommended for approval.

CONSULTATION

Council has the ability to advertise any application under the Scheme. The application has not been advertised.

Consultation has occurred with the applicant and the applicants client.

STATUTORY ENVIRONMENT

Shire of Tambellup Town Planning Scheme No 2.

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan 2018-2028
KRA Two – Our Economy – Objective 2.3

FINANCIAL IMPLICATIONS

The applicant has paid the planning application fees.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190907

Moved Cr Paganoni, seconded Cr Sheridan

That Council grant planning consent for the application lodged by Lotterywest for the use and development of Lot 15 (28) Norrish Street for signage, subject to the following conditions:

- 1. The term of this approval is limited and expires 12 months from the date of this planning consent.***

CARRIED 6/0

Cr White returned to the meeting at 5.12pm.

Cr Thompson informed Cr White of Council Decision on Item 10.6.

| | |
|--------------------------------|--|
| 10.7 | PROPOSED SHADE SAIL, LOT 63 GARRITY STREET, TAMBELLUP |
| Attachment: | Site Plan & Design Layout |
| File Ref: | A190 |
| Author: | KB Williams – Chief Executive Officer |
| Date: | 13 September 2019 |
| Disclosure of Interest: | Nil |

SUMMARY

For Council to consider an application for planning consent for a shade sail to be developed at Lot 63 Garrity Street, Tambellup.

BACKGROUND

An application for Planning Consent was received on 1 September 2019 for the development of a shade sail Lot 63 Garrity Street, Tambellup.

The proposed development consists of fabricated metal posts and canvas shade fabric. The structure will measure 5.4 metres by 5.4 metres, and will provide shade for the courtyard of the existing building.

The existing building is used by the Tambellup Aboriginal Progress Association and Relationships Australia.

COMMENT

The subject land is zoned Town Centre under the Shire of Tambellup Town Planning Scheme No 2.

All development requires development consent under Clause 8.1.1 of the Scheme. The proposed development is not exempted by any other clause within the Scheme. There is no guidance under the Scheme for the proposed development, and no specific setbacks within the Scheme provisions for the Town Centre zone.

The proposed shade sail is considered appropriate for the location and is recommended for approval, with conditions.

CONSULTATION

No consultation is required.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Shire of Tambellup - Town Planning Scheme No 2

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This issue is not dealt with in the Plan

FINANCIAL IMPLICATIONS

Planning application fees have been paid.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190908

Moved Cr Letter, seconded Cr Paganoni

That Council grant planning consent to PEP Home Improvements for the use and development of Lot 63 Garrity Street, Tambellup for a Shade Sail, subject to the following conditions:

- 1. The term of this approval is limited and expires 12 months from the date of this planning consent;***

CARRIED 7/0

| | |
|--------------------------------|---|
| 10.8 | DEVELOPMENT APPROVAL – GREAT SOUTHERN HOUSING INITIATIVE |
| Attachment: | Elevations and Site Plans |
| File Ref: | A690, A683, A508, A162, A504 & A7724 |
| Author: | KB Williams – Chief Executive Officer |
| Date: | 16 September 2019 |
| Disclosure of Interest: | Nil |

SUMMARY

For Council to consider granting development consent for the dwellings being constructed under the Great Southern Housing Initiative.

BACKGROUND

Council has funding through the Building Better Regions Fund (BBRF) and Regional Aged Accommodation Program (RAAP) to build six dwellings, two to be constructed in Broomehill, and four to be constructed in Tambellup, as well as four Independent Living Units to be constructed in Broomehill.

The timeframe for completion of construction is presently 31 December 2019 however a variation to the project to extend the completion date to 31 March 2020 has been submitted to BBRF; an outcome has not yet been advised. Three of the dwellings are proposed to be leased to the Department of Communities, and the department has agreed to the proposed locations and designs of the dwellings.

A draft lease has been developed, and once draft plans are developed these will be forwarded to the department. A tender for the design and construction has been awarded for all of the dwellings:

| ADDRESS | | | DWELLING | | PURPOSE | BUILDER |
|--------------|----------------|------------|----------|----|---------------------|-------------|
| Lot | Street | Location | Type | No | | |
| Lot 12 | Leven Street | Broomehill | 3x2 | 1 | Shire accommodation | Countryside |
| Lot 5 | Lathom Street | Broomehill | 4x2 | 1 | Shire accommodation | Countryside |
| Lot 22 | Taylor Street | Tambellup | 3x2 | 2 | Education | RM Smith |
| Lot 8 | Taylor Street | Tambellup | 3x2 | 1 | Shire accommodation | RM Smith |
| Lot 384 | Parnell Street | Tambellup | 4x2 | 1 | Police | RM Smith |
| Reserve 6730 | Morgan Road | Broomehill | 2x1 | 2 | ILU's | K-Built |
| Reserve 6730 | Morgan Road | Broomehill | 2x2 | 2 | ILU's | K-Built |

COMMENT

Two dwellings proposed for Lot 22 in Tambellup are classified as Grouped Dwellings, and consequently require planning approval. The tender for these dwellings has been awarded, and the construction of the dwellings is about to commence.

All of the other dwellings are single dwellings that do not require Planning Approval under either Planning Scheme; Clause 5.1.2 in Town Planning Scheme 1 - Broomehill (TPS1) and Clause 8.1.2 in Town Planning Scheme 2 - Tambellup (TPS2) provide exemptions for single dwellings in residential zones.

Clause 5.1.2 of TPS 1 for Broomehill reads as follows, with relevant sections in bold:

5.1.2 The planning consent of the Council is not required for the following development of land:

- a) **the use of land in a reserve, where such land is held by the Council or vested in a public authority;**
 - i) **for the purpose for which the land is reserved under the Scheme; or**
 - ii) **in the case of land vested in a public authority, for any purpose for which such land may be lawfully used by that authority;**
- b) *the erection of a boundary fence except as otherwise required by the Scheme;*
- c) **the erection on a lot of a single house, including ancillary outbuildings except where the lot on which the single house is proposed does not have frontage to a constructed road in a dedicated road reserve in which case an application for planning consent is required;**
- c) *the carrying out of any works on, in, over or under a street or road by a public authority acting pursuant to the provisions of any Act;*
- d) *the carrying out of works for the maintenance, improvement or other alteration of any building, being works which affect only the interior of the building or which do not materially affect the external appearance of the building; or*
- f) *the carrying out of works urgently necessary for public safety or for the safety or*

Clause 8.1.2 of TPS 2 for Tambellup contains the following exemptions, with relevant clauses in bold:

8.1.2 The planning approval of the Council is not required for the following development of land:

- a) *the use of land in a reserve, where such land is held by the Council or vested in a public authority:*
 - (i) **for the purpose for which the land is reserved under the Scheme; or**
 - (ii) **in the case of land vested in a public authority, for any purpose for which such land may be lawfully used by that authority.**
- b) *except as otherwise provided in the Scheme:*
 - (i) *the use of land which is a permitted ("P") use in the zone in which that land is situated provided it does not involve the carrying out of any building or other works.*
 - (ii) **the erection on a lot of a single house including ancillary outbuildings in a zone where the use is a permitted ("P") use in the zone in which that land is situated.**
 - (iii) **the erection of a boundary fence.**

- c) *the carrying out of any works on, in, over or under a street or road by a public authority acting pursuant to the provisions of any Act.*
- e) *the carrying out of works for the maintenance, improvement or other alteration of any building, being works which affect only the interior of the building or which do not materially affect the external appearance of the building.*
- f) *the carrying out of works urgently necessary for public safety or for the safety or security of plant or equipment or for the maintenance of essential services.*
- (f) *home office.*

Notwithstanding that many of the proposed developments are exempt and some have already started to be constructed, it is proposed to grant them development approval for the purposes of consistency and transparency.

All of the proposed dwellings are consistent with the relevant Scheme provisions and the residential Design Codes, and are recommended for approval.

CONSULTATION

Shire of Broomehill-Tambellup's building surveyor.

ASSET MANAGEMENT IMPLICATIONS

Assets built through this project will be managed as part of respective Council's Asset Management Programs.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Functions and General) Regulations 1996

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

KRA 1 – 1.5; 1.5.3; KRA 2 – 2.2 – 2.2.1

FINANCIAL IMPLICATIONS

Council has budgeted for the GSHI and GROH housing, with a combination of grant funds, Reserve funds and sale of assets.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION**190909****Moved Cr White, seconded Cr Nazzari****That Council:**

- 1. Grant Planning Consent to The Shire of Broomehill-Tambellup for the use and development of Lot 22 Taylor Street, Tambellup for two Grouped Dwellings, in accordance with the submitted plans.**
- 2. Acknowledge that while Planning Consent is not required for the use and development of Lot 8 Taylor Street, Tambellup, Lot 384 Parnell Street, Tambellup, Lot 5 Lathom Street, Broomehill, Lot 12 Leven Street, Broomehill and Reserve Lot 9 Morgan Road, Broomehill, Planning Consent is being granted for the purposes of consistency and transparency.**
- 3. Grant Planning Consent to The Shire of Broomehill-Tambellup for the use and development of Lot 8 Taylor Street, Tambellup, for a Single Dwelling, in accordance with the submitted plans.**
- 4. Grant Planning Consent to The Shire of Broomehill-Tambellup for the use and development of Lot 384 Parnell Street, Tambellup for a Single Dwelling, in accordance with the submitted plans.**
- 5. Grant Planning Consent to The Shire of Broomehill-Tambellup for the use and development of Lot 5 Lathom Street, Broomehill, for a Single Dwelling, in accordance with the submitted plans.**
- 6. Grant Planning Consent to The Shire of Broomehill-Tambellup for the use and development of Lot 12 Leven Street, Broomehill, for a Single Dwelling, in accordance with the submitted plans.**
- 7. Grant Planning Consent to The Shire of Broomehill-Tambellup for the use and development of Reserve Lot 9 Morgan Road, Broomehill, for Four Grouped Dwellings, in accordance with the submitted plans.**

CARRIED 7/0

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| 10.9 | REQUEST TO AMEND RAV RATING OF MORGAN ROAD AND JANUS STREET |
| Attachment: | RAV Rating Assessment |
| File Ref: | ADM0220 |
| Author: | J Ford, Technical Officer |
| Date: | 29 August 2019 |
| Disclosure of Interest: | Nil |

SUMMARY

For Council to consider a request to amend the Restricted Access Vehicle (RAV) rating for Morgan Road and Janus Street to a RAV category 4 to be used in the Harvest Mass Management Scheme.

BACKGROUND

Harvest Mass Management Scheme (HMMS) was developed in 2009 to assist the grain industry with the difficulties loading grain from a paddock. The HMMS initially only offered a loading, which was aimed at enabling the grain transporter to weigh their load at the receivable point and then adjust the following loads accordingly to achieve compliance with statutory mass limits. For the 2016-17 harvest, an access component was introduced to address 'first and last mile' access issues to and from the paddock and to facilitate efficient transport of grain for the forecasted record harvest. These access arrangements remained in place for the 2017-18 harvest period.

Following legal advice, Heavy Vehicle Services (HVS) made some changes for the 2018-19 season to allow the access arrangements to continue and ensuring safety and legal obligation are met. These changes have meant the operator must apply to Main Roads for the roads they require, not already approved on a RAV Network, between the paddock and the nearest road approved for RAV Network access under HMMS.

The introduction of the HMMS Road list has provided HVS the opportunity to prioritise onsite route assessments, with the aim of adding the roads required by farmers to the relevant RAV Network, where the road is deemed suitable. Having the roads approved on the relevant RAV network will negate the need to have special access arrangements for future harvest periods.

COMMENT

The Technical Officer has inspected the two roads. There are currently changes in road conditions from Chillicup Road to Morgan Road. Chillicup Road is a gravel road turning into bitumen sealed road 1km south from the Morgan Road intersection. Morgan Road is currently a gravel road with plans in place to bitumen seal. Road construction has already been undertaken to widen the road. Morgan Road has a bitumen sealed intersection connecting to Broomehill-Kojonup Road

There are no changes in road condition from Chillicup Road to Janus Street as these are both bitumen sealed.

All roads are well constructed and well maintained.

Only Janus Street is used by the School Bus Services.

The posted speed limit is 60kph.

Chillicup is already scheduled to be assessed to RAV Network 4 standards and after this change there is no connectivity to the main arteries in the network, being Broomehill-Kojonup Road and the Great Southern Highway.

It is recommended that Morgan Road and Janus Street be amended to RAV Network 4 subject to the following conditions:

- No operation during school bus periods;
- Speed limit of 40 kilometres per hour on Morgan Road;
- Speed limit of 50 kilometres per hour on Janus Street;
- Direct radio contact must be maintained with other RAV's to establish their position on or near the road (suggested UHF channel 40).

CONSULTATION

Manager of Works, Technical Officer, MRWA.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Management Practice 5.9 Functional Road Hierarchy

STRATEGIC IMPLICATIONS

KRA 1: Our People - Objectives 1.5.1; 1.5.2

KRA 3: Our Places - Objectives 3.3.1; 3.4.1

FINANCIAL IMPLICATIONS

There are no immediate financial implications, however a change in RAV Network Rating for all or part of the road has the potential to reduce the life of the road and increase the maintenance requirements of the road.

If additional works are required the matter will have to be reconsidered and a determination made on whether or not there is sufficient grounds to include any required works in future budget processes.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION**190910*****Moved Cr Paganoni, seconded Cr Nazzari******That Council advise Main Roads Western Australia, having considered the proposal to amend the Restricted Access Vehicle Network Rating of Morgan Road and Janus Street be amended to RAV Network 4 subject to the following conditions:***

- ***No operation during school bus periods;***
- ***Speed limit of 40 kilometres per hour on Morgan Road;***
- ***Speed limit of 50 kilometres per hour on Janus Street;***
- ***Direct radio contact must be maintained with other RAV's to establish their position on or near the road (suggested UHF channel 40).***

COUNCIL DECISION***That Council advise Main Roads Western Australia that any upgrades or improvements required to Morgan Road and Janus Street to meet the specifications for RAV Network 4 status shall be met by the applicant. Any required works shall be to Council and Main Roads Western Australia specifications, and will be submitted to Council for approval prior to implementation.******CARRIED 7/0***

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| 10.10 | REQUEST TO AMEND RAV RATING OF TAMBELLUP WEST ROAD |
| Attachment: | Nil |
| File Ref: | ADM0220 |
| Author: | KB Williams Chief Executive Officer J Ford Technical Officer |
| Date: | 11 September 2019 |
| Disclosure of Interest: | Nil |

SUMMARY

For Council to consider a request to amend the Restricted Access Vehicle (RAV) rating for Tambellup West Road.

BACKGROUND

An application was submitted to Main Roads Western Australia (MRWA) requesting local access at RAV Tandem Drive Concessional Network 7.3.

Tambellup West Road is one of the main arterial roads leading out of Tambellup towards Kojonup. Tambellup West Roads starts at the Great Southern Highway intersection and continues across the Kojonup LGA boundary.

Tambellup West Road is currently rated to accommodate RAV 7 vehicles.

COMMENT

The Technical Officer has inspected the mentioned road. There are no changes in road conditions.

There were roadworks conducted at the Warrenup Road intersection to improve sight distance approaching the intersection.

Tambellup West Road is well constructed and well maintained.

Tambellup West Road is used by the School Bus Services

The road is constructed with a bitumen seal.

The existing conditions for Tambellup West Road for a RAV 7 vehicle are:

- Headlights to be switched on at all times
- No right turn permitted into Paul Valley Road from Tambellup West Road when headed east

It is recommended that Tambellup West Road be amended to RAV Tandem Drive Concessional Network 7.3 subject to the following conditions:

- Headlights to be switched on at all times;
- No right turn permitted into Paul Valley Road
- Maximum speed limit 10 kilometres below the posted speed limit.

CONSULTATION

Manager of Works, Technical Officer, MRWA.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Management Practice 5.9 Functional Road Hierarchy

STRATEGIC IMPLICATIONS

KRA 1: Our People - Objectives 1.5.1; 1.5.2

KRA 3: Our Places - Objectives 3.3.1; 3.4.1

FINANCIAL IMPLICATIONS

There are no immediate financial implications, however a change in RAV Network Rating for all or part of the road has the potential to reduce the life of the road and increase the maintenance requirements of the road.

If additional works are required the matter will have to be reconsidered and a determination made on whether or not there is sufficient grounds to include any required works in future budget processes.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190911

Moved Cr Nazzari, seconded Cr Sheridan

That Council advise Main Roads Western Australia, having considered the proposal to amend the Restricted Access Vehicle Network Rating of Tambellup West Road that it recommends the Restricted Access Vehicle Network Rating Tambellup West Road be amended to RAV Tandem Drive Concessional Network 7.3 subject to the following conditions:

- ***Headlights to be switched on at all times;***
- ***No right turn permitted into Paul Valley Road headed east;***
- ***Maximum Speed Limit 10 kilometres below the posted speed limit;***

COUNCIL DECISION

That Council advise Main Roads Western Australia that any upgrades or improvements required to Tambellup West Road to meet the specifications for RAV Tandem Drive Concessional Network 7.3 status shall be met by the applicant. Any required works shall be to Council and Main Roads Western Australia specifications, and will be submitted to Council for approval prior to implementation.

CARRIED 7/0

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| 10.11 | WORKS REPORT FOR SEPTEMBER 2019 |
| Attachment: | Plant Maintenance Report – September 2019 |
| File Ref: | Nil |
| Author: | P Vlahov – Manager of Works |
| Date: | 16 September 2019 |
| Disclosure of Interest: | Nil |

SUMMARY

Council to consider the Manager of Works Report for September 2019.

BACKGROUND

The Manager of Works Report is provided for Council's information.

COMMENT

Programmed Construction Works

- Complete excavation and backfill of building blocks in Taylor Street.
- Sand has been carted to the building sites in Taylor Street.
- Set-up for Pallinup Road reconstruction has commenced and works will be proceeding for the next four weeks.
- Tenders for the supply and application of bitumen products have been advertised and have received four submissions. Evaluations have been completed and recommendations will be supplied to council for this meeting.
- Tree pruning and clearing has been completed for Toolbrunup Road.

Plant Replacement

- The John Deere gator has been replaced as per the 2018-2019 Plant Replacement Program.

Maintenance Works

- The maintenance team has been working in conjunction with the construction team on the building blocks in Taylor Street.
- Various signage maintenance and bin installations.
- Various potholes have been repaired.
- Other ongoing and general maintenance.

Occupational Health and Safety

- One minor incident involving plant damage.

Parks and Gardens

- Reconstruct front garden at Broomehill Complex
- Weeding.
- Spraying.
- General maintenance.
- Several new plantings around Broomehill to revitalise old garden beds.
- Mulching various garden beds in Tambellup and Broomehill.
- Mow ovals

For Council discussion and comment.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

KRA 1: Our People - Objectives 1.5.1; 1.5.2; 1.5.3

KRA 3: Our Places - Objectives 3.1.2; 3.3.3; 3.3.1; 3.4.1

FINANCIAL IMPLICATIONS

Costs for activities outlined within the Manager of Works monthly report are reflected in the annual budget.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190912

Moved Cr Paganoni, seconded Cr Letter

That Council receives the report from the Manager of Works for the month of September 2019.

CARRIED 7/0

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| 10.12 | BITUMEN TENDER 2019 |
| Attachment: | CONFIDENTIAL WALGA E-Quotes |
| File Ref: | Nil |
| Author: | P Vlahov – Manager of Works |
| Date: | 16 September 2019 |
| Disclosure of Interest: | Nil |

SUMMARY

Tenders have been received for Councils programmed bitumen works for 2019/2020.

BACKGROUND

Council staff have requested tenders for the full service supply and spray of various bitumen products for the annual works program. Tenders were required as the total expenditure exceeded \$150,000.00.

Council requested quotes from Bitutek, Colas, Fulton Hogan, Bitumen Surfacing and Downer via the WALGA Equotes System.

Four quotations were received from the above list of which three met the criteria set. Bitumen Surfacing Pty Ltd did not submit a compliant tender, and Downer did not proceed with a formal quotation and therefore did not meet the required criteria.

All tenderers responses provided for fluctuations in commodity prices. Accordingly, the tender is required to be awarded with the understanding that prices may rise or fall depending on these commodity prices.

COMMENT

After careful analysis via a quick selection through the WALGA E-quotes System, it has been determined that Fulton Hogan submitted the most competitive tender.

As all companies offer equal services that include a warranty for substandard work or failures, safety, insurance and delivery of service, the quick selection process was chosen rather than the evaluation matrix process.

Therefore the overall tendered price was the major factor in making the final decision.

Fulton Hogan was engaged by the Shire of Broomehill-Tambellup last financial year and delivered an excellent service with no negative feedback or issues.

Fulton Hogan have been conducting spray sealing works throughout the great southern for approximately 20 years. Various neighbouring shire works managers have been contacted, and all have given excellent references regarding services delivered. Fulton Hogan also offer a 12 month defect liability period on all work.

Bitumen works will also be able to be coordinated with neighbouring shires as a means to minimise mobilisation charges.

It is recommended that the tender be awarded to Fulton Hogan as their tender represents the best value for Council.

CONSULTATION

Manager of Works has consulted neighbouring shires for reference.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

KRA 1: Our People - Objectives 1.5.1; 1.5.2; 1.5.3

KRA 3: Our Places - Objectives 3.1.2; 3.3.3; 3.3.1; 3.4.1

FINANCIAL IMPLICATIONS

Council's approved roadworks program has included bitumen works to the value of \$650,000.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190913

Moved Cr Paganoni, seconded Cr Nazzari

That Council awards the tender submitted by Fulton Hogan for the full service and supply of bitumen services for \$603,869.20 including GST, subject to the variations set out in the tender response for commodity price fluctuations.

CARRIED 7/0

11. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil.

12. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

13. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

14. QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil.

15. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil.

16. CLOSURE

There being no further business, the President thanked Councillors and Staff for their attendance and declared the meeting closed at 5.38pm.