

SHIRE OF BROOMEHILL - TAMBELLUP

Minutes of the Ordinary Meeting of Council of the Shire of Broomehill – Tambellup held in the Tambellup Council Chambers on Thursday 16th August 2012 commencing at 4.08pm.

1. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Present:	Cr BG Webster	President
	Cr KW Crosby	Deputy President
	Cr GM Sheridan	
	Cr MR Turner	
	Cr SJF Thompson	
	Cr M Sadler	
	Cr DCN Kempin	
	JM Trezona	Chief Executive Officer (CEO)
	KP O’Neill	Senior Finance Officer

2. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2.1 The President welcomed Councillors and staff and declared the meeting open at 4.08pm.

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATION FOR LEAVE OF ABSENCE

Nil

6. DECLARATION OF INTEREST

Cr Sheridan declared an Impartiality Interest in 10.4

Cr Thompson declared a Proximity Interest in Item 10.7

Cr Crosby declared an Impartiality Interest in Late Item: Request for Livestock Underpass – Broomehill Kojonup Road

7. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8. CONFIRMATION OF PREVIOUS MEETING MINUTES

8.1 ORDINARY MEETING OF COUNCIL MINUTES 19 JULY 2012

120801

Moved Cr Turner, seconded Cr Sadler

“That the Minutes of the Ordinary Meeting of council held on the 19th July 2012 be confirmed as a true and accurate record of proceedings.”

CARRIED 7/0

9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

10. MATTERS FOR DECISION

10.1 FINANCIAL STATEMENTS FOR JULY 2012

Program:	Other Property and Services	
Attachment:	Monthly Financial Statements for July 2012	
File Ref:	Nil	
Author:	KP O'Neill	Finance Officer
Date:	10 August 2012	
Disclosure of Interest:	Nil	

Summary: A monthly financial report is to be prepared at the end of each month in accordance with the provisions of Regulation 34 of the Local Government (Financial Management) Regulations 1996.

The report is to be presented to an ordinary meeting of Council within 2 months after the end of the month to which the report relates.

Background: Notes have been provided throughout the statements for Councillors information and comment.

The financial report for June is also provided, though Councillors should be aware that allocations for 30 June 2012 are still being processed.

Comment: Points to note from the July 2012 financial report:-

Rates

Rates were issued on Friday 27 July 2012. In accordance with Councils resolutions at the time of adopting the 2012/2013 Annual Budget, rates were increased by 5% for UV (Rural) properties, and 10% for GRV (Townsite) properties.

The following amounts were levied:-

Rates	\$1,876,628.32
ESL	\$46,683.00
Rubbish Charges	\$56,860.00
TOTAL	\$1,980,171.32

Council again offered a 10% discount for payment of rates within 28 days of the date of issue. The discount period closes at 4.00pm on Friday 24 August 2012. Payment of rates by either two or four instalments is also available.

The due date for rates is Friday 31 August 2012, and penalty interest will commence on all overdue amounts after the close of business on this date.

Asset Depreciation

Capital expenditure for the 2011/12 year is still to be entered into the asset register as part of the 30 June 2012 allocations. Any updates to the asset register for the 2012/2013 year will not be allocated until the end of year processes are complete. To ensure that the depreciation allocations for the current year are accurate, depreciation will not be updated for assets until the asset register is finalised for 30 June.

Consultation: Nil

Statutory

Environment: Local Government Act 1995 – Financial Management Regulation 34

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 Plan

Voting Requirements: Simple Majority

Council Resolution: *120802*

Moved Cr Sadler, seconded Cr Sheridan

“That the Financial Statement for the period ending 31 July 2012 be adopted.”

CARRIED 7/0

Reason For Change to Recommendation:

10.2 CREDITORS ACCOUNTS PAID JULY 2012

Program:	Other Property and Services	
Attachment:	List of Payments for July 2012	
File Ref:	Nil	
Author:	KP O'Neill	Finance Officer
Date:	10 August 2012	
Disclosure of Interest:	Nil	

Summary: Attached is a list of payments made from the Municipal and Trust Funds during July 2012.

Background: The Local Government Act 1995 – Financial Management Regulation 13 states 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.

Comment: Summary of payments made for the month:-

Municipal Fund	\$569,525.11
Trust Fund	\$0.00
Credit Cards	\$999.27
<u>Total</u>	<u>\$570,524.38</u>

Consultation: Nil

Statutory Environment: Local Government Act 1995 – Financial Management Regulation 13

Policy Implications: Nil

Financial Implications: List of payments made during the previous month

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

Voting Requirements: Simple Majority

Council Resolution: *120803*

Moved Cr Kempin, seconded Cr Crosby

“That the list of accounts paid during July 2012, represented by:-

- Municipal Fund cheques numbered 1730 to 1760 inclusive and electronic payments numbered EFT3327 to EFT3438 inclusive and totalling \$569,525.11;*
- Credit Card payments totalling \$999.27;*

be adopted.”

CARRIED 7/0

Reason For Change to Recommendation:

10.3 DEED OF RENEWAL AND VARIATION OF LEASE/DEED OF ENTRY – GREAT SOUTHERN COMMUNITY FINANCIAL SERVICES LTD/SHIRE OF BROOMEHILL-TAMBELLUP

Program:	Governance	
Attachment:	Correspondence from Civic Legal 2012 Deed of renewal and variation of lease showing Civic Legal's recommended amendments, 2002 (Original) Lease Annexure B – 2012 Deed of Entry (making up new/amended documentation) Correspondence from Bendigo and Adelaide Bank Ltd/Council Item and Resolution 28-03/2002 Deed of Entry UNDER SEPARATE COVER	
File Ref:	CLAF	
Author:	JA Stewart	Manager Corporate Services
Date:	23 July 2012	
Disclosure of Interest:	Nil	

Summary: Council to consider Civic Legal's (Council's lawyers) recommendations and offer to draft a letter on Council's behalf regarding the renewal and variation of a lease between the Shire of Broomehill-Tambellup (Shire) and Great Southern Community Financial Services Ltd (GSCFS) for the premises currently occupied by the Tambellup Cranbrook Community Bank (being a portion of Tambellup Lot 13 and being Lot 1 on Diagram 11579 and being the whole of the land comprised in Certificate of Title Volume 245 Folio 58A). The document under consideration also contains an updated and amended Deed of Entry between the above parties and the Bendigo and Adelaide Bank Ltd.

Background: The GSCFS and Shire of Tambellup lease arrangement for the above mentioned premises was established in 2000 for a period of 5 years with a term of renewal covering 2 further terms of 5 years each (copy to be tabled at meeting).

In 2002 a Deed of Entry was drawn up between Bendigo Bank Ltd, GSCFS and the Shire of Tambellup (see attached Council Resolution 28-03 and Deed of Entry - 2002). Council's lawyers at the time, Minter Ellison, suggested small amendments be made to the original Deed of Entry prior to its signing and execution; however, following Council's endorsement of those changes, the document did not progress to execution. The main purpose of the Deed of Entry outlines what will occur if the lease (between the GSCFC [Franchisee] and the Shire) is terminated, being that the Bendigo and Adelaide Bank Ltd may exercise an option to take possession of the Location and/or take a lease over the Location enabling it to continue providing services. In 2005 the Tambellup Cranbrook Community Bank confirmed its intention to renew the lease for five years and in 2009 Council again extended the lease for a further five years; however, a formal renewal was not entered into at that time.

Comment: In June 2012 GSCFS Company Secretary, Mrs Jan Pope, advised that the Bendigo and Adelaide Bank Ltd had requested that a new (extension) lease, between the GSCFS and the Shire, be drawn up to cover the current term.

Upon the author contacting the Bendigo and Adelaide Bank Ltd's National Leasing Officer, the Bank offered to draw up the new agreement on behalf of both parties. Since the Lease's inception, the Shire and the Bank's names have changed to become the Shire of Broomehill-Tambellup and Bendigo and Adelaide Bank Ltd respectively and, as such, the amended documentation reflects the name changes throughout (but not within the original Lease where that Lease is referred to).

The changes to the Deed of Renewal and Variation of Lease are stated at 2.2 – Terms of Lease Renewal; otherwise, all other covenants and obligations are purported (clause 2.2) to be identical to those contained in the Original lease. The Bank has included an amended and updated Deed of Entry within the amended lease document.

Upon identifying a number of changes between the Deed of Entry formed in 2002 and the Deed of Entry formed in 2012 and a lack of reference to Council's statutory obligations (as per Minter Ellison's previous advice), the author referred the relevant documentation to Council's current lawyers (Civic Legal) for their professional opinion.

In summary, Civic Legal has recommended changes relating to: terminology, costs, and dates within the Deed of Variation (as demonstrated in red print in the amended document) as well as recognition of statutory requirements relating to disposal of the property, dispositions exempt from the *Local Government Act 1995*, actions taken when Notice is given, the Bank's obligations while in possession, payment of arrears, indemnity, authority to sign, mortgage consent (new addition), and costs and stamp duty (see Civic Legal correspondence for detail).

Given the extent of the recommendations Civic Legal has made with regard to documentation amendment and content, it is suggested that Council accepts Civic Legal's offer and instructs them to draft a letter on Council's behalf to the GSCFS and the Bank outlining the amendments Council wishes to be made to the Deed of Variation and 2012 Deed of Entry.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Monetary costs associated with legal advice and actions.

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

Voting Requirements: Simple Majority

Council Resolution: *120804*

Moved Cr Turner, seconded Cr Thompson

“That Council instructs its lawyers, Civic Legal, to draft a letter on its behalf to Great Southern Community Financial Services and Bendigo and Adelaide Bank Ltd outlining the amendments Council wishes to be made to the Deed of Renewal and Variation of Lease (as provided by Bendigo and Adelaide Bank Ltd) including amendments to the 2012 Deed of Entry contained within, for Shire of Broomehill-Tambellup owned premises currently occupied by the Tambellup Cranbrook Community Bank (being a portion of Tambellup Lot 13 and being Lot 1 on Diagram 11579 and being the whole of the land comprised in Certificate of Title Volume 245 Folio 58A).”

CARRIED 7/0

Reason For Change to Recommendation:

10.4 TAMBELLUP GOLF CLUB – RATE CONCESSION 2012-2013

Program:	General Purpose Funding
Attachment:	Nil
File Ref:	ADM0027, A447
Author:	JM Trezona Chief Executive Officer
Date:	8 August 2012
Disclosure of Interest:	Cr Sheridan declared an Impartiality Interest as he is a member of the Golf Club.

Summary: Request for a rate concession for the 2012-2013 financial year.

Background: The Tambellup Golf Club has requested Council to consider granting a rate concession for the 2012-2013 financial year.

Comment: The Local Government Act 1995 section 6.47 states:

“Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing rate or 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.”

The Golf Club supplies a facility that is available to all members of the community and is used extensively during the golf season, as well as outside the season, by both golf members and non members.

The club remains the only sporting organisation within the Broomehill-Tambellup Shire that has Council rates levied against it.

The Golf Club has previously been granted rate concessions since 2000. The Club is still liable to pay the rubbish and recycling charges and the Emergency Services Levy set by FESA.

Consultation: Nil

Statutory Environment: Local Government Act 1995 section 6.47

Policy Implications: Nil

Financial Implications: The rates for the 2012-2013 financial year are \$564.48

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

Voting Requirements: Absolute Majority

Council Resolution: **120805**

Moved Cr Kempin, seconded Cr Turner

“That Council grants a rate concession for the Tambellup Golf Club for the 2012-2013 financial year.”

CARRIED 7/0
By Absolute Majority

**Reason For Change to
Recommendation:**

**10.5 TAMBELLUP BUSINESS CENTRE – RATE CONCESSION
2012-2013**

Program:	General Purpose Funding	
Attachment:	Nil	
File Ref:	A505	
Author:	JM Trezona	Chief Executive Officer
Date:	8 August 2012	
Disclosure of Interest:	Nil	

Summary: The Tambellup Business Centre is seeking a rate concession for the 2012-2013 financial year.

Background: The Tambellup Business Centre has written to Council requesting it consider granting a rate concession for the 2012-2013 financial year.

Comment: The Local Government Act 1995 Section 6.47 states:-

“Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing rate or 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.”

The Tambellup Business Centre is a not for profit group that provides training and assistance for small businesses as well as assisting new businesses to start up.

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.

Council granted a rate concession to the Tambellup Business Centre for the 2011-2012 year.

For Council consideration.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: The rates for the 2012-2013 financial year are \$3253.69

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

Voting Requirements: Absolute Majority

Council Resolution: **120806**

Moved Cr Kempin, seconded Cr Sheridan

“That Council grants the Tambellup Business Centre a rate concession for the 2012-2013 financial year.”

CARRIED 7/0
By Absolute Majority

**Reason For Change to
Recommendation:**

10.6 PROPOSED SUBDIVISION GUIDE PLAN – LOT 301 TIE LINE ROAD, BROOMEHILL

Program:	Planning
Attachment:	Subdivision Guide Plan
File Ref:	S136706
Author:	Gray & Lewis Landuse Planners
Date:	9 August 2012
Disclosure of Interest:	Gray & Lewis receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.65 of <i>Local Government Act 1995</i>

Summary: Council is to consider final adoption of a Subdivision Guide Plan lodged for Lot 301 Tie Line Road, Broomehill.

This report recommends that Council adopt the Subdivision Guide Plan for final approval and refer it to the Western Australian Planning Commission for endorsement.

Background: Amendment 4 to the Shire of Broomehill Town Planning Scheme No 1 ('the Scheme') was pursued in 2009 to change the Scheme provisions applicable to Lot 301 Tie Line Road, Broomehill to remove the limitation on the number of lots that can be created, maintain a permissible minimum lot size of 1 hectare and require all lots to be connected to reticulated water.

Amendment 4 was gazetted on the 24 February 2012.

A Subdivision Guide Plan (SGP) for Lot 301 was advertised concurrently to Amendment 4, and was adopted for final approval by the Shire in December 2009 (refer Item 10.18 OMC 17/12/2009).

The previous approved SGP proposed:

- 32 lots ranging from 1 hectare to 2.3 hectares
- An internal loop road connecting from Garrity Road
- No access to Tie Line Road
- A strategic fire break on proposed Lot 32 for emergency fire access;
- Strategic revegetation areas along lot boundaries.

Comment: A new Subdivision Guide Plan has been lodged and was adopted by Council in June 2012 for the purpose of conducting advertising.

The new SGP proposes 15 lots with sizes ranging from 2 hectares to 3.51 hectares.

The Subdivision Guide Plan has been advertised for public comment, and 5 submissions were received. No objections have been lodged – refer to the Table of Submissions which is attached.

Consultation: The Scheme does not stipulate a formal process for SGP's however the proposal has been advertised for 21 days.

Statutory

Environment: The land is zoned ‘Rural Residential’ and subject to requirements outlined in Schedule 2 of the Shire of Broomehill Town Planning Scheme No 1 (‘the Scheme’).

The Scheme lists specific criteria for Lot 301 including a requirement that ‘*Subdivision shall be generally in accordance with the Subdivision Guide plan adopted by the local government and endorsed by the Chief Executive Officer*’.

All of the new lots under the revised SGP will still be required to connect to reticulated water as stipulated in Condition 12 in schedule 2 of the Scheme which states ‘*Scheme water to be connected to all lots*’.

Policy Implications: Nil

Financial

Implications: The Shire pays planning fees to Gray & Lewis.
In the longer term Council would receive rates for future lots.

Strategic

Implications: This issue is not dealt with in the Plan

Voting Requirements: Simple Majority

Council Resolution: *120807*

Moved Cr Turner, seconded Cr Kempin

“That Council;

- 1. Adopt the new Subdivision Guide Plan for Lot 301 Tie Line Road Broomehill received on the 15 May 2012 for final approval.*
- 2. Note that 5 submissions of no objection have been received during formal advertising.*
- 3. Authorise the Chief Executive Officer to refer the Subdivision Guide Plan to the Western Australian Planning Commission seeking their endorsement. WAPC to be provided with copies of the Council report(s) and all submissions.*
- 4. Advise the applicant, Dykstra Planning, of the Council resolution.”*

CARRIED 7/0

Reason For Change to Recommendation:

10.7 PROPOSED CBH RECEIVAL POINT (RURAL INDUSTRY) – LOT 2 OLD NARDLAH ROAD, BROOMEHILL (PREVIOUSLY KNOWN AS LOT 530)

Program: Planning
Attachment: Site Plan and Elevation
File Ref: ADM0284
Author: Gray & Lewis Landuse Planners
Date: 9 August 2012
Disclosure of Interest: Gray & Lewis receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.65 of *Local Government Act 1995*
 More than half the members grow grain and deliver to CBH and may have a financial interest. A request has been made to the Department of Local Government for Ministerial approval for members to deal with this matter. The Department of Local Government and Regional Development has advised that elected members interest is determined as an ‘Interest in Common’ and no elected member declaration is required.
 Cr Thompson declared a Proximity Interest as he is an adjoining landowner and left the meeting at 4.22pm.

Summary: An application has been lodged for a CBH receival point on Lot 2 Old Nardlah Road, Broomehill (previously known as Lot 530).

This report recommends conditional approval.

Background: CBH previously lodged an application for a receival point on this land in 2009. At that time the land was known as Lot 530.

CBH had advised in 2009 that above average yields were expected due to the increased area of land utilised for growing crops rather than livestock, and a long term storage solution was required.

Council conditionally approved the application at its meeting held on the 16 July 2009 (Item 10.9). One of the conditions required *‘the applicant to construct and bitumen seal the section of Nardlah Road at its own cost between the existing facility and Lot 530 within a timeframe agreed to in writing by the Shire’*.

The development did not proceed following the 2009 approval.

CBH has advised they now want to proceed with development of Lot 2, and have prepared a new layout (varying from the approved 2009 plans).

CBH has lodged a new planning application for a receival point on Lot 2, and has advised that the layout has been changed (from the 2009 plans) to allow for future development of infrastructure to out load grain onto rail. The direction of the bulk heads have changed to an east west alignment.

Comment:**Zoning**

The subject lot is zoned 'Farming' under the Shire of Broomehill Town Planning Scheme No 1. Land to the west is zoned 'Rural Residential' and consists of separate lots with potential for development of dwellings.

Description of Application

A copy of the applicant's covering letter is included as an attachment.

The application is for two open bulkheads, two grain receival hoppers and two ground conveyors. CBH also advise that they will construct and seal internal roads, open bulk head pads and associated infrastructure.

Old Nardlah Road will be upgraded between Lot 2 and the existing CBH receival site.

Landuse Classification & Landuse Permissibility

Council has previously determined that the landuse is a 'Rural Industry' which is defined in the Scheme 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 locality.*"

A 'Rural Industry' is permitted in the 'Farming' zone.

Buffers

1. *Landuse compatibility and EPA 'Guidance for the assessment of environmental factors – separation distances between Industrial and Sensitive Landuses'.*

Under EPA guidelines a 500 metre generic buffer is recommended to any grain elevator. The Guidelines do not defined 'elevators'.

The 500 metre buffer does not strictly apply however Gray & Lewis would recommend that Council have regard for normal planning considerations such as dust, noise, and landuse compatibility.

Access – Nardlah Road

In 2009, the applicant requested that the closed portion of Nardlah Road be re-opened to allow for access between the existing CBH operation to the north and Lot 2 (historically known as Lot 530).

Gray & Lewis is of the understanding that the whole portion of Nardlah Road is gazetted road, however a section has been physically blocked to traffic by the Shire as it has not been required.

The Shire has previously written to CBH seeking ‘written advice that CBH would be prepared to construct the road at its own cost between its existing facility and Lot 530. It is considered that the road would have to be bitumen sealed as a minimum standard appropriate for heavy vehicles and to prevent dust issues associated with gravel roads.’

CBH has advised as part of this application, that they will upgrade Old Nardlah Road between the Broomehill receival sites.

Conclusion

The fact that a ‘Rural Industry’ is a permitted use indicates that it is acceptable in the Farming zone.

Council can impose conditions requiring lodgement of a management plan addressing dust and noise prior to commencing operations. A dust management plan will ensure mechanisms are in place to deal with any potential dust nuisance.

Having regard that a similar development has previously been supported by Council in 2009, that planning approval is only required for the development layout, and that CBH are now willing to upgrade Old Nardlah Road, approval is recommended.

Consultation: The 2009 application was advertised widely to surrounding landowners for comment and at that time 2 objections were received.

No new consultation has been undertaken. Council has broad discretion to advertise any planning application.

Statutory

Environment: Shire of Broomehill Town Planning Scheme No 1

Policy Implications: Nil

Financial

Implications: This issue has no financial implications for Council

Strategic

Implications: This issue is not dealt with in the Plan

Voting Requirements: Simple Majority

Council Resolution: 120808

Moved Cr Sheridan, seconded Cr Crosby

“That Council

- 1. Approve the application lodged by CBH for a receival point on Lot 2 Old Nardlah Road, Broomehill subject to the following conditions;**
 - (i) A management plan addressing dust and noise is to be compiled by a suitably qualified consultant / person and submitted to the Shire for separate written endorsement prior to commencement of operations, or an alternative time period agreed to in writing by the Shire.**
 - (ii) The operation is to be conducted in accordance with the recommendations of a management plan approved in writing by the Shire.**
 - (iii) In the event of a dust nuisance complaint the owner/applicant/ operator must;**
 - (a) Immediately record the complaint and undertake corrective action in accordance with a management plan approved by the Shire;**
 - (b) Notify the Shire of the complaint in writing and any corrective action taken.**
 - (iv) The applicant/ operator is to immediately cease any activities or transport on written direction by the Shire in the event of any extreme dust nuisance for a period to be specified by the Shire. The Shire would only issue a direction in the event that any complaints are not resolved by CBH and where there is clear evidence of ongoing extreme dust nuisance impacting on sensitive landuses.**
 - (v) Prior to commencement of operation, the applicant/ operator shall advise the Shire in writing of the contact details of the individuals or parties responsible for the implementation of the management plan.**
 - (vi) The applicant to construct and bitumen seal the section of Nardlah Road at its own cost between Lot 2 and the existing CBH receival to the north west, within 6 months of the date of issue for a building licence, or an alternative time frame agreed to in writing by the Shire Chief Executive Officer.**
 - (vii) Prior to commencement of road works, detailed plans for upgrading of Nardlah Road are to be lodged with the Shire for separate written approval of the Chief Executive Officer.**
 - (viii) All development shall be in accordance with the approved plans and the crossover and internal areas used for truck movements are to be sealed to minimise any potential dust from vehicles.**
 - (ix) The development approved is to substantially commence within 2 years after the date of the planning consent issued in writing by the Shire. The approval lapses if the development is not substantially commenced before expiry of the nominated two year period.**
- 2. The applicant be advised a planning consent is not an approval to commence any site works or construction. A building licence must be obtained for all works.”**

CARRIED 6/0

Reason For Change to

Recommendation:

Cr Thompson returned to the Meeting at 4.24pm.

**10.8 PROPOSED RELOCATED SECOND HAND BUILDING – LOT 423
GORDON STREET, BROOMEHILL**

Program:	Planning
Attachment:	Nil
File Ref:	A6064
Author:	Gray & Lewis Landuse Planners
Date:	10 August 2012
Disclosure of Interest:	Gray & Lewis receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.65 of <i>Local Government Act 1995</i>

Summary: Council is to consider an application for a relocated second hand building to be placed on Lot 423 Gordon Street Broomehill and conversion to use the building as a single house.

This report outlines options available to Council however recommends that determination be deferred and additional information be requested from the applicant.

Background: The property is zoned ‘Rural Residential’ under the Shire of Broomehill Town Planning Scheme No 1 (‘the Scheme’).

Comment: Site Description

The subject lot has an approximate area of 5.32 hectares.

Description of application

The applicant proposes to transport the second hand building to Lot 423 and convert it to a dwelling.

The building has an extensive history dating back to the 1930’s and has been used for various purposes by the Diocese of Bunbury, as a church, mission hall and Opportunity Shop. It has been moved several times and a summary of its history was lodged with the application.

Gray & Lewis contacted the applicant and has requested a plan showing an internal floor plan for the proposed residential use. The applicant has lodged a hand drawn floor plan.

Gray & Lewis has verbally queried the time period in which the conversion would be complete however no definitive advice on this matter was provided by the applicant.

Scheme requirements

There are specific development requirements applicable to the Rural Residential zone. Council’s prior planning consent is required for all development including a single house (in addition to a building licence).

Under Clause 5.12.6, Council has to have regard to:

- a. The colour and texture of external building materials;
- b. Building size, height, bulk, roof pitch;
- c. Setback and location of the building on it's lots;
- d. Architectural style and design details of the building;
- e. Relationship to surrounding development; and
- f. Other characteristics considered by the Council to be relevant.

The Scheme also has specific provisions applicable to 'relocated second hand buildings' under Clause 5.6 which states:

'Notwithstanding anything elsewhere appearing in the Scheme the placement of a relocated second hand dwelling or building shall not be permitted on a lot unless:

- a. In the opinion of Council such building or dwelling is in a satisfactory condition and will not detrimentally affect the amenity of the area; and*
- b. An applicant for a building licence for such dwelling or building lodges a cash bond and enters into an agreement to the satisfaction of Council to reinstate the dwelling or building to an acceptable standard of presentation as determined by the Council within 12 months of the issue of a building licence. The cash bond received by the Council shall be deposited in an interest bearing Trust Account and on completion of necessary works to the satisfaction of Council such monies owing shall be refunded.'*

Building Quality

If Council is to approve a relocated building, it first needs to be satisfied that the building is in a satisfactory condition. This second hand building has already been transported several times and no information on the structural integrity of the building has been provided.

A separate application for a building licence will need to be lodged and obtained before the building can be transported to the lot, and engineering certification will be required as part of the licence process.

It is open to Council to request the applicant provide engineering certification 'up front' for assurances on the building condition.

Notwithstanding the above, Gray & Lewis recommends that at this earlier planning stage a report by a qualified building surveyor (with detailed photographs) would be sufficient to ascertain the condition of the existing building. The engineering certification can be required as a condition (in the event planning approval is granted) and prior to the issue of any building licence.

Proposed Single Dwelling use

If Council is to approve the building to be used for a dwelling, then it would be practical and reasonable to ensure that the building is capable of being converted and for the applicant to provide information on the extent of works proposed, and timeframe for completion of staged works (as the Scheme stipulates within 12 months of the issue of a building licence).

Gray & Lewis has verbally liaised with the Shires Building Surveyor who has advised that:

- The building would have previously been a 9b classification and is proposed as a 1a classification (under the Building Code of Australia)
- Significant works will be required including enclosed and insulated flooring, meeting energy ratings, engineering certification etc

It is important that the applicant demonstrate that the building can be used for the intended purpose, and they should obtain professional advice on this matter.

Agreement and Bond – for Councillor discussion

The Scheme requires that the owner enter into an agreement with the Council and pay a bond to reinstate the building to an acceptable standard of presentation within 12 months of the issue of a building licence.

The bond acts as an incentive as it is not refunded unless the works are completed.

Whilst it is open to the Council to accept a written agreement and bond, Gray & Lewis recommends that a legal agreement (compiled by the Shires solicitor at the applicants cost) and caveat be required.

If Council decides to only accept a written agreement and payment of a bond by the owner then there are risks as follows:

- (i) The owner can sell the land at any time without completing the upgrading or works required.
- (ii) The owner can forfeit the bond (which is feasible as the works required will be more costly than the bond).
- (iii) Any written agreement is only enforceable if it is attached to the Certificate of Title of the land through lodgement of a caveat. The caveat protects the Shires interest in the land, and the land cannot be transferred without the Shires consent.
- (iv) The Scheme only requires payment of a bond but does not give the Shire any legal right to use or spend the bond money to demolish, remove or upgrade the building.
- (v) The Scheme and bond does not give the Shire any right to enter the property and do any works to the building.

Advice to the applicant on a legal agreement is included in 3 (iv) of the recommendation. If Council is prepared to accept a written agreement and bond then Council can modify the recommendation.

Options available to Council

There are several options available to Council as follows:

- Option 1: Approve the application subject to conditions including a requirement for an engineering certification, upgrading of the building to a residence etc
- Option 2: Defer the application and request additional information from the applicant.
- Option 3: Refuse the application.

Gray & Lewis recommends that the applicant be requested to provide additional information in order for the Council to make an informed decision.

Gray & Lewis also recommends that the applicant needs to be advised of the requirements for an agreement and bond to ensure they understand what is involved in pursuing the development.

Cost of Development / Planning Application fee

The planning application fee is based on the estimated cost of development. The applicant has only nominated a development cost of \$15,000 which is not considered to represent the correct cost of purchasing the second hand building and converting it into a dwelling. The conversion will include significant works such as insulation, kitchen installation etc.

It is recommended that the applicant be requested to provide a cost breakdown for proposed works, and be advised that additional fees may be imposed.

Consultation:	Gray & Lewis recommends that the application be advertised for public comment.
Statutory Environment:	Shire of Broomehill Town Planning Scheme No 1 – the main Scheme requirements are explained in this report.
Policy Implications:	Nil
Financial Implications:	This issue has no financial implications for Council
Strategic Implications:	This issue is not dealt with in the Plan
Voting Requirements:	Simple Majority

Council Resolution: 120809

Moved Cr Turner, seconded Cr Thompson

“That Council:

1. *Defer determination of the application lodged by Peter Eardley and Caren Arbuthnot for relocation of a ‘second hand building’ to be converted to a single house on Lot 423 Gordon Street Broomehill as there is insufficient information to assess the quality of the building and whether it can suitably be converted for use as a single residence.*
2. *Advise the applicant that additional information on the proposed development is requested in order for the Shire to assess the proposal in accordance with the Shire of Broomehill Town Planning Scheme No 1 as follows:*
 - (i) *Lodgement of a detailed written report by a registered qualified building surveyor demonstrating that the building can be converted to a single dwelling, details of existing and proposed colours and materials, photographs of the building, and a list of works required to comply with the Building Code of Australia. It is recommended that any plans be certified by a registered building surveyor as a separate building licence will be required to be obtained prior to placement of the second hand building on the lot (if granted planning approval).*
 - (ii) *Written advice on timing for lodgement of a building licence for the proposed second hand building and a building licence for the conversion to a single house, a list of upgrading and works proposed to the external building façade (eg painting, external fixture replacement), an external material and colour schedule, and a schedule outlining a timeframe for completion of staged works.*
 - (iii) *Provision of a breakdown for the nominated estimated cost of development, as \$15,000 does not appear sufficient to cover purchase and conversion of the building. The planning application fee is based on the estimated cost of development therefore additional planning application fees may be imposed.*
3. *Advise the applicant that they need to be aware of the following matters prior to proceeding:*
 - (i) *The Shires Town Planning Scheme requires that Council be satisfied that a building or dwelling is in a satisfactory condition. The Shire could request engineering certification ‘up front’ however has elected to instead request that you obtain a report and advice from a qualified registered building surveyor. This will assist you to explain the extent of works proposed as part of the development and satisfy the Shire that the building is suitable for conversion and future use as a single house. The Shire’s Town Planning Scheme requires external appearance / building presentation works to be completed within 12 months from the issue of a building licence.*
 - (ii) *You will need to obtain a separate building licence prior to transporting the building onto the property. Engineering*

certification will need to be provided as part of the building licence application. It is recommended that you liaise with the Shires Building Surveyor for advice as the building will be changed from a Class 9b to a Class 1a (for compliance with the Building Code of Australia).

- (iii) The Shires Building Surveyor has advised there are requirements for the floor to be closed and insulated, energy efficiency ratings in accordance with national code etc.*
- (iv) Under the Shires Scheme an agreement and a cash bond will be required to be submitted with the separate application for a building licence. The Shire seeks written confirmation that you are prepared to pay a \$5000.00 cash bond and enter into a legal agreement (with caveat on the Certificate of Title) to pursue the development. Any legal agreement would be compiled by the Shires solicitors at the applicants cost (approximately \$1500.00)."*

CARRIED 6/1

**Reason For Change to
Recommendation:**

10.9

**APPLICATION FOR TEMPORARY PLANNING APPROVAL –
PROPOSED CBH SAMPLE SITE: LOT 669 TOOLBRUNUP
ROAD/CORNER BEEJENUP ROAD, LAKE TOOLBRUNUP**

Program: Planning
Attachment: Nil
File Ref: ADM0284
Author: Gray & Lewis Landuse Planners
Date: 10 August 2012
Disclosure of Interest: Gray & Lewis receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.65 of *Local Government Act 1995*

More than half the members grow grain and deliver to CBH and may have a financial interest. A request has been made to the Department of Local Government for Ministerial approval for members to deal with this matter. The Department of Local Government and Regional Development has advised that elected members interest is determined as an 'Interest in Common' and no elected member declaration is required.

Summary: An application has been lodged by CBH seeking temporary planning approval for grain sampling to operate on Lot 669 Toolbrunup Road / corner Beejenup Road, Lake Toolbrunup.

This report recommends that the use be classified as a 'Rural Industry' and be advertised for public comment (as required by the Shires Scheme). It is also recommended that CBH be requested to provide a revised Traffic Management Plan.

Background: In December 2011, Council granted conditional approval for a temporary CBH sampler facility on Lot 669 Toolbrunup Road, Lake Toolbrunup. The planning consent was only granted for a period up to the 29 February 2012.

The owner of the land has provided written consent for the land to be used for the 2011/2012 to 2016/17 grain harvest periods.

Comment: **Zoning**

The subject lot is zoned 'Farming' under the Shire of Tambellup Town Planning Scheme No 2 ('the Scheme').

Description of Application

CBH has lodged an application to use a portion of the land for sampling of grain which involves placing a sea container on site to cater for trucks attending the site each day.

The applicant is seeking approval for a 5 year period. Gray & Lewis has reservations about supporting any approval for 5 years as it will be difficult to predict traffic counts to the site for that time period, and the Traffic Management Plan (TMP) is dated November 2012 to January 2013.

The TMP does not include any reference to timeframes of the operation or recommendations for any annual review and / or update of the TMP by a qualified traffic consultant.

At this stage Gray & Lewis would recommend that a maximum 3 year period be contemplated, however the matter can be further reviewed after advertising and on receipt of a revised TMP.

Traffic Management

The applicant has lodged a Traffic Management Plan dated 18 June 2012. The Traffic Management Plan advises that:

- a. Signage is to be installed on Toolbrunup Road to warn road users of the entry and exit of trucks from the CBH Group Community Sampling Facility.
- b. Sampling of grain will not commence until signs are in place in accordance with the Traffic Control Diagram.
- c. The current daily weekday traffic flow on Toolbrunup Road is estimated to be approximately 200 vehicles per day.
- d. The Health and Safety Advisor in conjunction with the Community Sampling Facility Site Supervisor (if this person is accredited in Advance Worksite Traffic Management) has the ultimate responsibility to ensure the TMP is implemented and direct erection, relocation or removal of signs.
- e. The Community Sampling Facility Site Supervisor shall ensure all signs are placed and maintained in accordance with the TMP and the relevant Acts, Codes, Standards and Guidelines.

There are some anomalies in the TMP provided as follows:

- It refers to a Traffic Control Diagram in Appendix F but none has been provided.
- The Traffic Control Diagram is integral to the document as it is referenced for signage locations.
- It does not include any reference to the site plan lodged as part of the application or the adequacy of the site plan for truck movements.
- It is dated November 2012 to January 2013 and makes no reference to the proposed 5 year operational period.
- There is no advice as to whether a Health and Safety Advisor and/ or Community Sampling Facility Site Supervisor is required on site daily for the period of operation.
- It is unclear whether CBH employs a person accredited in Advance Worksite Traffic Management to erect the signs on site daily prior to operation.
- CBH has provided a separate one page sheet with traffic count numbers of heavy and light vehicles for Lake Toolbrunup between 21 December 2011 and 17 January 2011.
- There is no reference to vehicle sizes, differentiation of types (heavy and light) or the 2011/2012 traffic count numbers in the TMP.
- It includes a section on 'Monitoring and Measurement'. It states that the site will need to be inspected and records kept. There is no recommendation on the type of records that should be kept on traffic attending the site each season or comment on the adequacy of the traffic count information provided thus far by

- CBH for 2011/2012. It is recommended that TMP include a traffic count sheet for upcoming seasons.
- There is no recommendation for any scheduled auditing or future review of the TMP. Gray & Lewis would recommend the TMP be reviewed after each season and updated with vehicle count information collated by CBH.
 - The TMP should include a requirement that CBH advise the Shire of Broomehill Tambellup (as the responsible authority for the local road network) of the contact details for the site supervisor, Health and Safety Advisor and/ or Community Sampling Facility Site Supervisor in Section '4.7 Emergency Planning.'
 - The 'Daily Diary and Daily Inspection Report Form' in Appendix C is missing. This may cover the required collation of traffic counts.
 - The TMP should include a section to be signed by CBH stating that they will implement the TMP and its recommendations. This can replace the 'Road Authority Approval' section as the Shire would approve the document as part of any planning approval or by correspondence.
 - Of a minor nature, there are typographical anomalies in the report legend and an incomplete diagram in section 2.4.

It is recommended that CBH be requested to provide an amended Traffic Management Plan by Contraflow (or an alternative qualified traffic consultant) that addresses the abovementioned matters.

Dust and Noise:

This is not a major consideration as the closest house was measured at over 300m away from the site. Gray & Lewis is not aware of any dust complaints lodged during the last harvest season.

Landuse Permissibility

When an application is lodged, part of the planning assessment involves examining the landuse definitions in the Scheme, and determining the 'best fit' landuse classification.

In this case the Scheme does not contain any specific landuse definition for 'grain sampling'. The Scheme does contain a definition for 'Rural Industry' which includes '*an industry handling, treating, processing, or packing primary products grown, reared, or produced on the locality, and a workshop servicing plant or equipment used for rural purposes in the locality*'.

It is recommended that the grain sampling facility be processed as a 'Rural Industry' as it involves '*handling*' and '*processing*' of grain samples. This approach is consistent with that undertaken for the last planning application on this site.

A 'Rural Industry' is an 'SA' use in the 'Farming' zone which means that '*the use is not permitted unless the Council has exercised its discretion by granting planning approval after giving special notice in accordance with clause 8.3.1*'.

In accordance with the Scheme, advertising of the application is therefore a legal requirement and compulsory.

Truck Movements and Traffic

In considering the application Council needs to have regard for issues such as:

- Whether all truck movements can be adequately contained on site and number of trucks that can stack within the property.
- Whether trucks can enter and egress the site in forward gear (without swinging into oncoming traffic).
- Whether the crossovers are of an adequate width to cater for the size of trucks anticipated to attend the site.

CBH has indicated that truck sizes will vary from small rigid body truck to road trains.

This can be addressed with an amended Traffic Management Plan.

Amenity

Council also has to have regard as to whether the proposed use will negatively impact on the amenity of the area and nearby residents, by virtue of additional traffic into the area, noise, dust or any other emissions.

The proposal will attract increased traffic into the area which will have some impact, however Council needs to weigh up the extent of the impact, and whether it will adversely affect the amenity of residents in the area. It is noted that amenity impact may be lessened due to the larger lot sizes in the locality.

Gray & Lewis is generally supportive of the application and notes that there are no known adverse impacts from the last harvest operating period.

Consultation: The application needs to be advertised for 21 days in accordance with Clause 8.3.1 of the Scheme.

Statutory

Environment:

Shire of Tambellup Town Planning Scheme No 2

Under Clause 8.6.4 of the Shire of Tambellup Town Planning Scheme No 2, Council may limit the time for which a planning consent remains valid.

Policy Implications:

Nil

Financial

Implications:

CBH recently paid their planning application fee. The Shire pays consultancy fees to Gray & Lewis for planning advice.

Strategic

Implications:

This issue is not dealt with in the Strategic Plan

Voting Requirements: Simple Majority

Council Resolution: 120810

Moved Cr Crosby, seconded Cr Turner

“That Council:

1. *Advertise the application for a temporary sampling facility on Lot 669 Toolbrunup Road / corner Beejenup Road, Lake Toolbrunup for 21 days in accordance with Clause 8.3.1 of the Shire of Tambellup Town Planning Scheme No 2. Advertising will be in the form of letters to immediate surrounding landowners.*
2. *Authorise the Chief Executive Officer to write to CBH and advise:*
 - (i) *That the application is required to be advertised for 21 days in accordance with Clause 8.3.1 of the Shire of Tambellup Town Planning Scheme No 2.*
 - (ii) *An amended Traffic Management Plan by Contraflow (or an alternative qualified traffic consultant) is requested to address some anomalies as follows:*
 - *It refers to a Traffic Control Diagram in Appendix F but none has been provided.*
 - *The Traffic Control Diagram is integral to the document as it is referenced for signage locations.*
 - *It does not include any reference to the site plan lodged as part of the application or the adequacy of the site plan for truck movements.*
 - *It is dated November 2012 to January 2013 and makes no reference to the proposed 5 year operational period.*
 - *There is no advice as to whether a Health and Safety Advisor and/ or Community Sampling Facility Site Supervisor is required on site daily for the period of operation.*
 - *It is unclear whether CBH employs a person accredited in Advance Worksite Traffic Management to erect the signs on site daily prior to operation.*
 - *CBH has provided a separate one page sheet with traffic count numbers of heavy and light vehicles for Lake Toolbrunup between 21 December 2011 and 17 January 2011.*
 - *There is no reference to vehicle sizes, differentiation of types (heavy and light) or the 2011/2012 traffic count numbers in the TMP.*
 - *It includes a section on ‘Monitoring and Measurement’. It states that the site will need to be inspected and records kept. There is no recommendation on the type of records that should be kept on traffic attending the site each season or comment on the adequacy of the*

- traffic count information provided thus far by CBH for 2011/2012. It is recommended that TMP include a traffic count sheet for upcoming seasons.*
- *There is no recommendation for any scheduled auditing or future review of the TMP. Gray & Lewis would recommend the TMP be reviewed after each season and updated with vehicle count information collated by CBH.*
 - *The TMP should include a requirement that CBH advise the Shire of Broomehill-Tambellup (as the responsible authority for the local road network) of the contact details for the site supervisor, Health and Safety Advisor and/ or Community Sampling Facility Site Supervisor in Section '4.7 Emergency Planning.'*
 - *The 'Daily Diary and Daily Inspection Report Form' in Appendix C is missing. This may cover the required collation of traffic counts.*
 - *The TMP should include a section to be signed by CBH stating that they will implement the TMP and its recommendations. This can replace the 'Road Authority Approval' section as the Shire would approve the document as part of any planning approval or by correspondence.*
 - *Of a minor nature, there are typographical anomalies in the report legend and an incomplete diagram in section 2.4.*
3. *Note that a report will be referred back to Council following advertising and receipt of a revised Traffic Management Plan."*

CARRIED 7/0

Reason For Change to Recommendation:

10.10**COUNTRY LOCAL GOVERNMENT FUND 2012-2013**

Program:	Recreation and Culture, Governance	
Attachment:	Copy of 2012-2013 guidelines	
File Ref:	ADM0149	
Author:	PA Hull	Community Services Officer
Date:	8 August 2012	
Disclosure of Interest:	Nil	

Summary: Council to confirm projects for its Country Local Government Fund (CLFG) 2012-2013 individual allocation of funds.

Background: The Department for Regional Development and Lands (RDL) has released the guidelines for the latest round of funding available through the CLGF. This item relates to the individual allocation made directly to the Shire of Broomehill-Tambellup.

The following eligibility criteria apply:

1. Projects must be identified in a Council approved Forward Capital Works Plan;
2. Local Governments should be well advanced in their project planning;
3. CLGF expenditure must be directly related to the delivery of capital works projects.

Prior to making application, Councils are to review their Forward Capital Works Plans, and notify RDL of any changes to priorities involving CLGF funds.

Applications are to be submitted to RDL between 30 October and 30 December 2012.

Comment: Council's Forward Capital Works Plan outlines the following projects to be funded by the 2012-2013 CLGF allocation:

Tambellup Sports Pavilion upgrade	\$194,889
Broomehill Office Solar Energy	\$50,000
Broomehill Hall - building improvements	\$30,000
Tambellup Hall - building improvements	\$100,000
Total 2012-2013 funding	\$374,889

Criterion 2 in the guidelines states planning should be completed for the projects, and realistic cost estimates obtained.

The Tambellup Sports Pavilion Upgrade project will require a feasibility study to be undertaken prior to making a decision on the extent of the works. This matter is to be considered elsewhere in this agenda. The study will provide cost estimates for the options available to Council. This CLGF allocation will be utilised for capital works.

Planning for the installation of solar energy to the Broomehill Office has been completed in conjunction with the Regional Archive Repository project, and costings have been obtained.

Recommendations for building improvements to the Broomehill Hall (as per the 2012-2013 budget) include the installation of heating; improve acoustics, and completion of renovation works under the stage area. To achieve these works an additional \$20,000 has been carried over from the Broomehill Hall Reserve. Cost estimates have been obtained for these works.

Specific works have not been identified for the Tambellup Hall. Previous discussions have focused on the repairs required to the roof, however following inspection it appears this may not be as expensive as first thought. The ablutions in the Main Hall and off the Lesser Hall are badly in need of renovation and it would be appropriate to utilise this avenue of funding to achieve this.

To clarify the project it is proposed to change the name of the project to 'Tambellup Hall - Roof and Ablutions Renovations'

For Council discussion.

Consultation: CEO

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Grant funding of \$374,889 will be received to fund the above projects. Additionally, provision of \$20,000 has been made in the 2012-2013 budget (Broomehill Hall Reserve) to complete the renovation works at the Broomehill Hall.

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

Voting Requirements: Simple Majority

Council Resolution: 120811

Moved Cr Turner, seconded Cr Sheridan

“That Council endorses the following projects, to be funded by the 2012-2013 Country Local Government Fund individual allocation and provision in the 2012-2013 Council budget:”

<i>Tambellup Sports Pavilion upgrade</i>	<i>\$194,889</i>
<i>Broomehill Office Solar Energy</i>	<i>\$50,000</i>
<i>Broomehill Hall - building improvements</i>	<i>\$30,000</i>
<i>Tambellup Hall - roof and ablutions renovations</i>	<i>\$100,000</i>
	<i>CARRIED 7/0</i>

Reason For Change to Recommendation:

10.11 COMMUNITY SPORTING AND RECREATION FACILITIES FUND

Program: Recreation and Culture
Attachment: Copy of application (To be tabled at the Council Meeting)
File Ref: ADM0328
Author: PA Hull Community Services Officer
Date: 10 August 2012
Disclosure of Interest: Nil

Summary: Applications for the next round of funding through the Community Sporting Recreation Facilities Fund (CSRFF) closed recently.

Background: The Department of Sport and Recreation (DSR) through CSRFF offers a range of funding opportunities for the development of good quality, well designed and well utilised sporting facilities. The Small Grant Round is aimed at projects with a total project cost under \$150,000.

Funding approved by DSR under the program will not exceed one-third of the total project cost.

As in previous years, applications are to be received and prioritised by the Local Government before forwarding to DSR for assessment. The closing date for submission of applications to the Shire for this round of Annual Grants was 31 July 2012. Following rating and ranking by Council, applications must be with DSR by the last working day in August.

Comment: The only application received at the closing date is submitted by the Shire of Broomehill-Tambellup, for the purpose of investigating the feasibility of either the redevelopment or replacement of the Tambellup Sports Pavilion.

It is proposed to engage a consultant to undertake a feasibility study into the options for the Tambellup Sports Pavilion, including the possibility of relocation of the bowling green, alterations or replacement of the building and future management options for the facility.

The study will include community consultation, and will provide Council with direction on the matter. It will also support any future application for funding associated with the project, whichever way Council decides to proceed.

Councils endorsement of the application is required, and also the ranking of the application as top priority.

Consultation: Chris Thompson - Department of Sport and Recreation
CEO

Statutory Environment: Nil

Policy Implications: Nil

Financial

Implications: The application seeks funding of one third of the total cost. Council's contribution of two thirds can be taken from the Tambellup Recreation Ground and Pavilion Reserve which has a balance of \$207,601.

Strategic

Implications: This issue is not dealt with in the Plan

Voting Requirements: Simple Majority

Council Resolution: *120812*

Moved Cr Turner, seconded Cr Sheridan

“That Council endorses the application to be submitted to the Department of Sport and Recreation for funding to assist with the Feasibility Study into the Redevelopment or Replacement of the Tambellup Sports Pavilion.”

“That Council advises the Department for Sport & Recreation that the application for funding submitted by the Shire of Broomehill-Tambellup to the Community Sporting and Recreation Facilities Fund 2012/2013 Small Grants Round is supported and ranked as top priority.”

CARRIED 7/0

Reason For Change to Recommendation:

10.12 TAMBELLUP TENNIS CLUB – RENEWAL OF RESTRICTED LIQUOR LICENSE

Program: Recreation & Culture
Attachment: Nil
File Ref: ADM0029
Author: JM Trezona Chief Executive Officer
Date: 7 August 2012
Disclosure of Interest: Nil

Summary: The Tambellup Tennis Club is seeking Council's approval to renew its restricted liquor license for the 2012-2013 tennis season.

Background: The Tennis Club has written seeking Council permission to renew its club restricted license for the 2012-2013 tennis season covering the period 1 October 2011 to 30 April 2012. The club are seeking approval for the following hours as per the previous years:

Wednesday 7.00pm to 10.30pm
 Thursday 7.00pm to 10.30pm
 Saturday 4.00pm to midnight.

Council wrote to the club in April 2012 providing early advice that it would not be supporting the renewal of the restricted license for the coming 2012-2013 tennis season. The reason for this decision was to accommodate the proposed renovation/upgrade/extension to the Tambellup Sporting Pavilion. The Tennis Club are also seeking approval to again use the glass double door fridge housed in the lockable bar area.

Comment: With a longer than anticipated initial planning stage of the project and the need to meet certain criteria to attract funds, time has passed with no works starting on the building to date. It is now quite likely that works will not start until well after the end of the 2012-2013 tennis season. As such there is no reason why Council should not support the Tennis Club in the renewal of its restricted liquor license for the coming 2012-2013 season.

Consultation: Jenny Cristinelli
Kylie Lockyer
The Tennis Club has also advised that they wish liaise closely with the Council about when the optimum time is to cancel their restricted license as an \$800 fee is required to cancel the license.

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 Plan

Voting Requirements: Simple Majority

Council Resolution: *120813*

Moved Cr Turner, seconded Cr Sadler

“That Council grants approval to the Tambellup Tennis Club to renew its club restricted liquor license for the period of 01 October 2012 to 30 April 2013 and grants permission to use the fridge situated in the lockable bar area. Council also notes the request by the Tennis Club to liaise with them on the optimum time to cancel the restricted license.”

CARRIED 7/0

**Reason For Change to
Recommendation:**

10.13**EXPRESSION OF INTEREST – TAMBELLUP INDEPENDENT LIVING SENIORS ACCOMMODATION**

Program:	Welfare	
Attachment:	Nil	
File Ref:	ADM0399	
Author:	JM Trezona	Chief Executive Officer
Date:	10 August 2012	
Disclosure of Interest:	Nil	

Summary: Council to consider the Expressions of Interest received for the Tambellup Independent Living Seniors Accommodation (TILSA).

Background: Expressions of Interest have been sought from suitably qualified builders to design and construct the TILSA project to be built on Lot 1295 cnr Taylor Street and Gnowangerup-Tambellup Road Tambellup.

An advertisement was placed in the West Australian and Great Southern Herald on 18 July 2012 and the Albany Advertiser on 19 July 2012. Eight copies of the brief were sent out. At the close of the advertising period on 3 August 2012 three companies had submitted an EOI.

A copy of each of the submitted EOI's was forwarded to Paul Reilly at H+H Architects for review.

Comment: The following EOI's were received

NAME	ADDRESS	CONSTRUCTION TYPE	COST as per cost schedule
LR Simms & Co	Narrogin	In-situ Construction	\$1,350,014
BGC Construction	Bunbury	In-situ Construction	\$1,415,160
WA Country Builders	Albany	In-situ Construction	\$1,672,610
WA Country Builders	Albany	Transportable Construction	\$1,973,350

Paul Reilly of H+H Architects in his review advised that the EOI involved schedule pricing only with design to be part of the tender process. Amounts were installed into the schedule to lower the risk and cover all possible contingencies in developing the site. As such the submitted prices are provisional only.

Regulation 23(3) of the *Local Government (Functions and General) Regulations 1996* states that if an EOI is submitted on time in the correct form and meets the specified requirements of the EOI then the local government is to decide which of the EOIs are from persons that it thinks is capable of satisfactorily supplying the goods or service.

Paul Reilly also advised that each of the companies that submitted an EOI has good references with a wealth of experience in group public housing.

As such it is recommended that each of the three companies be invited to tender for the design and construction of the 6 x 2 bedroom units proposed for the TILSA project. Council may wish to consider going to tender for in-situ construction only.

STATUTORY

23. *Choice of acceptable tenderers*

- (1) *An expression of interest is required to be rejected unless it is submitted at a place, and within the time, specified in the notice.*
- (2) *An expression of interest that is submitted at a place, and within the time, specified in the notice but that fails to comply with any other requirement specified in the notice may be rejected without considering its merits.*
- (3) *Expressions of interest that have not been rejected under subregulation (1) or (2) are to be considered by the local government and it is to decide which, if any, of those expressions of interest are from persons who it thinks would be capable of satisfactorily supplying the goods or services.*
- (4) *The CEO is to list each of those persons as an acceptable tenderer.*

[Regulation 23 amended in Gazette 29 Jun 2001 p. 3132.]

24. *Persons expressing interest to be notified of outcome*

The CEO is to give each person who submitted an expression of interest notice in writing —

- (a) *containing particulars of the persons the CEO has listed under regulation 23(4) as acceptable tenderers;*
- (b) *advising that the local government has decided not to invite tenders because no expression of interest that it considered was from a person who it thinks would be capable of satisfactorily supplying the goods or services; or*
- (c) *informing the person of any other outcome if neither paragraph (a) nor (b) is appropriate.*

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Council has obtained funding from various sources to cover the costs of this project. Provision has been made in the 2012-2013 budget.

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

Voting Requirements: Simple Majority

Council Resolution: *120814*

Moved Cr Turner, seconded Cr Kempin

“That Council invites LR Simms & Co, BGC Construction and WA Country Builders to tender for the design and construction of the Tambellup Independent Living Seniors Accommodation.”

CARRIED 7/0

**Reason For Change to
Recommendation:**

10.14 PERMISSION TO COLLECT NATIVE SEEDS

Program:	Protection of the Environment	
Attachment:	Nil	
File Ref:	ADM0235	
Author:	JM Trezona	Chief Executive Officer
Date:	8 August 2012	
Disclosure of Interest:	Nil	

Summary: Greening Australia WA (GAWA) is seeking permission to collect native seed from within reserves vested in the Shire of Broomehill-Tambellup.

Background: Greening Australia have written to Council seeking permission to collect native seed from Reserves vested in the Shire. A further enquiry with Greening Australia revealed that they also wish to include road reserves in the request.

The letter of request indicates that all GAWA staff are trained in all aspects of seed collection and are licenses under the *Wildlife Conservation Act 1950*.

The letter states “*Seed collection from within the reserves will be utilised in strategic re-vegetation projects throughout the region, and will directly benefit the community as a whole. Some seed may also be used for the purposes of research into best practice re-vegetation and development of tree cropping programs for the region.*”

GAWA are seeking a 12 month approval terminating at 30 June 2013.

Comment: Council has a local law – Shire of Broomehill-Tambellup Activities in Thoroughfares and Public Places and Trading Local Law 2008 which deals with the collection of seed from road reserves within the Shire. Clause 5.20 states the following:

5.20 Permit for revegetation projects

- (1) *A person shall not collect seed from native flora on a thoroughfare without first obtaining a permit.*
- (2) *The local government may approve an application for a permit under subclause (1) only where-*
 - (a) *the seed is required for a revegetation project in any part of the district; and*
 - (b) *the thoroughfare, or the relevant part of it, is not a special environmental area.*
- (3) *Unless the local government specifically provides to the contrary on a permit, if the local government approves an application for a permit for the purpose of subclause (1) it is to be taken to be approved subject to the following conditions –*
 - (a) *the collection of the seed is to be carried out so as not to endanger the long time survival of the native flora on the thoroughfare; and*
 - (b) *any licence or approval which may be required under any other written law is to be obtained by the applicant.*

The application seems to comply with the requirements of the local law

for the collection of seed from road reserves. The letter of application indicates that the seed will be used throughout the region however the region may extend further than the Shire district. Council may wish to clarify where the seed can be used if it determines to grant approval.

In granting an approval Council may wish to consider the following conditions in addition to the two stated in the local law

- the approval is only for a 12 month period terminating on 30 June 2013
- all care to be taken to avoid the disturbance of fauna habitat
- all care to be taken to avoid any disturbance that may lead to soil degradation
- ensure appropriate hygiene measures are followed at all times to prevent the spread of plant disease and weeds
- does it require Council to be specific about a percentage of the seed collected that can be utilised for research

For Council consideration

Consultation:	Nil
Statutory Environment:	Shire of Broomehill-Tambellup Activities in Thoroughfares and Public Places and Trading Local Law 2008
Policy Implications:	Nil
Financial Implications:	This issue has no financial implications for Council
Strategic Implications:	This issue is not dealt with in the Plan
Voting Requirements:	Simple Majority

Officer Resolution:

“That Council grants approval to Greening Australia WA to collect native seed from Council managed reserves and road reserves within the Shire of Broomehill-Tambellup subject to the following conditions

- the collection of the seed is to be carried out so as not to endanger the long time survival of the native flora on the thoroughfare*
- all persons collecting native seed are to hold a current licence under the Conservation Act 1950 and abide by the conditions of that licence*
- all care to be taken to avoid the disturbance of fauna habitat*
- all care to be taken to avoid any disturbance that may lead to soil degradation*
- ensure appropriate hygiene measures are followed at all times to prevent the spread of plant disease and weeds*
- the approval be granted for a twelve month period terminating on 30 June 2013*
- all seed collected to be utilised for revegetation projects within the district of the Shire of Broomehill-Tambellup*
- approval is granted to utilise some of the collected seed for research into best practice re-vegetation and development of tree cropping programs for the region”*

Council Resolution:**120815**

Moved Cr Thompson, seconded Cr Sheridan

“That Council grants approval to Greening Australia WA to collect native seed from Council managed reserves and road reserves within the Shire of Broomehill-Tambellup subject to the following conditions

- the collection of the seed is to be carried out so as not to endanger the long time survival of the native flora on the thoroughfare*
- all persons collecting native seed are to hold a current licence under the Conservation Act 1950 and abide by the conditions of that licence*
- all care to be taken to avoid the disturbance of fauna habitat*
- all care to be taken to avoid any disturbance that may lead to soil degradation*
- ensure appropriate hygiene measures are followed at all times to prevent the spread of plant disease and weeds*
- the approval be granted for a twelve month period terminating on 30 June 2013*
- approval is granted to utilise some of the collected seed for research into best practice re-vegetation and development of tree cropping programs for the region”*

CARRIED 7/0

Reason For Change to

Recommendation:

Council determined not to restrict the use of any seed collected to the district of the Shire of Broomehill-Tambellup.

10.15 REQUEST FOR LIVESTOCK UNDERPASS – BROOMEHILL KOJONUP ROAD

Program: Transport
Attachment: Copy of correspondence
File Ref: RD1
Author: JM Trezona Chief Executive Officer
Date: 14 August 2012
Disclosure of Interest: Cr Crosby declared an Impartiality Interest as the applicant is a closely associated person.

Summary: Council has received a request from Mr Paul Bignell of KM Bignell and Co to consider installing a livestock underpass in the Broomehill-Kojonup Road.

Background: *November 2010*
 Mr Bignell wrote to Council in November 2010 requesting that consideration be given to installing a livestock underpass in the Broomehill Kojonup Road as part of the scheduled widening when it took place.

Mr Bignell advised at the time that he has approximately 450 ha comprising 18 paddocks on the north side of the Broomehill Kojonup Road. The farm house and sheds are located on the southern side of the Broomehill Kojonup Road. The Broomehill Kojonup Road is a busy road and Mr Bignell advised that moving stock across the road is quite risky.

Council staff wrote back to Mr Bignell and advised that the matter would be referred to the Council in due course and asked that he again contact Council when the works are scheduled for that particular section of the road if he still wishes to pursue a livestock underpass.

August 2012

The next section of the widening of the Broomehill Kojonup Road will pass Mr Bignell's property in the current financial year. Mr Bignell has again written advising the he is keen to have the livestock underpass installed. Mr Bignell advises that the increased volume of traffic on Broomehill Kojonup Road has made it increasingly difficult to move stock across the road safely.

Council will note from the attached letter that Mr Bignell urges Council to support the underpass with a view to installing more for other properties.

Installation of a Culvert

Mr Bignell has also asked Council to consider the installation of a culvert "several hundred metres west of the front gate entrance" to be installed into the Broomehill Kojonup Road to accommodate his farm watering system. It is planned that the installed culvert will allow for poly pipe to cross the road to move water from one side of the road to the other.

Comment:***Installation of a Culvert***

Council has a Management Practice that covers requests to deepen, upgrade or install new culverts into road reserves. The practice requires that if permission is granted subject to a suitable location being available, the applicant is to cover the costs of the materials and any engineering costs that may result from the request with Council staff to install the culvert.

The Chief Executive Officer has been delegated authority to approve the laying of water pipes under roads.

Livestock Underpass

Council will need to determine in the first instance if it supports the proposal to install a livestock underpass in the Broomehill-Kojonup Road. In providing support Council would need to ensure that it is subject to a suitable location being available. A detailed costing will need to be done incorporating engineering and design costs. Livestock underpasses are not something that the Regional Road Group will fund as it is difficult to prove that it is regionally significant. The cost will have to be met by the Council and/or applicant. Council will need to consider how the cost of the project will be met.

In making its decision Council may wish to consider the following

- An appropriate location is to be agreed upon in keeping with the standards for livestock underpasses
- Engineering advice will need to be sought to ensure an appropriate structure is installed to accommodate the traffic that utilises the road
- A temporary bypass will need to be installed as the road will be closed to pour the concrete floor of the underpass
- How is the cost of the installation to be covered? Installation will include
 - Design and engineering
 - Materials
 - Earthworks
 - Temporary bypass installation
 - Installation costs
- Should Council pay all costs, share the costs or require the applicant to pay all costs
- The installation of the underpass will extend the timeframe for the works proposed for the Broomehill-Kojonup Road in this current budget
- Is Council setting a precedent

The request is to accommodate the operations of a private business, therefore it is reasonable to expect that the Council should on charge all costs to the applicant.

For Council consideration

Consultation: Manager of Works
Main Roads WA – Albany

**Statutory
Environment:**

Policy Implications: Nil

**Financial
Implications:** More detailed costing will need to be obtained. An initial, very “ball park” figure of \$80,000 has been provided by the Manager of Works.

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

Voting Requirements: Simple Majority

Council Resolution: *120816*

Moved Cr Turner, seconded Cr Thompson

“That Council advises Mr Bignell that

- 1. subject to an on-site inspection, the identification of a suitable location and his agreement to comply with Councils policy for cost sharing, a culvert will be installed in the Broomehill Kojonup Road to accommodate poly pipe to move water for domestic purposes from one side of the road to the other*
- 2. subject to Mr Bignell agreeing to meet all costs associated with the installation of a livestock underpass being installed in the Broomehill Kojonup Road, further investigation will be carried out to identify a potential site the underpass and obtain a more detailed costing for the project.”*

CARRIED 7/0

**Reason For Change to
Recommendation:**

10.16	INTEGRATED PLANNING – STRATEGIC COMMUNITY PLAN	
Program:	Governance	
Attachment:	Draft copy of Community Strategic Plan	
File Ref:	CP.PR.24	
Author:	PA Hull	Community Services Officer
Date:	15 August 2012	
Disclosure of Interest:	Nil	

Summary: Council to consider the draft of the Community Strategic Plan with a view to endorsement prior to an advertised public comment period.

Background: As part of the Integrated Planning process, Council is required to develop a Strategic Community Plan.

The Strategic Community Plan states the community's long term (10+ years) vision, values, aspirations and priorities with consideration to Councils other documented plans and resourcing capabilities.

Its purpose is to drive the development of place-based plans, issue-based strategies, corporate business plan and other Local Government informing strategies (such as Workforce Plan, Asset Management Plan).

At the April 2012 meeting Council determined to engage consultants 361° Stakeholder Management Services to carry out the processes associated with the development of the Plan and draft the document.

Comment: With the consultation phase of the project completed, the consultants have now presented a draft copy of the Plan for Council's consideration.

Council's endorsement of the Plan is required, prior to advertising for public comment. Public submissions should be received by close of business on Friday 7 September 2012.

It is proposed the finalised Plan will then be submitted for adoption by Council at the Ordinary Council meeting in September.

For Council discussion and endorsement.

Consultation: CEO
Jamie Robertson - 361° Stakeholder Management Services

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: A grant of \$45,000 from the Department of Local Government has been received to carry out the Strategic Community Plan process.

Strategic

Implications:

The Strategic Community Plan will provide direction for Council in the long term (10+ years). It will work in conjunction with other Council plans, including the Workforce Plan, Asset Management Plan, and Long Term Financial Plan and will ultimately assist with the annual budget process.

Voting Requirements: Simple Majority

Council Resolution: *120817*

Moved Cr Turner, seconded Cr Kempin

“That Council endorses the Draft Strategic Community Plan 2012-2022 as presented, and further that the document be advertised for public comment for a three week period until Friday 7 September 2012.”

CARRIED 7/0

Reason For Change to Recommendation:

10.17 ONELIFE – REQUEST TO WAIVE FEES

Program:	Governance	
Attachment:	Nil	
File Ref:	ADM0066	
Author:	PA Hull	Community Services Officer
Date:	16 August 2012	
Disclosure of Interest:	Nil	

Summary: Council to consider a request to waive hire fees for the Tambellup Sports Pavilion.

Background: The State Government launched the OneLife Suicide Prevention Strategy in 2010 to address the high suicide rate in Western Australia as part of a wider aim to improve the mental health and well being of all Western Australians.

OneLife is working with high profile sporting and media identities to present information sessions to communities, aimed in part at reducing the stigma of mental health issues, and building individual and community resilience.

OneLife, in partnership with Anglicare WA, is bringing ex Fremantle Docker player Heath Black to Tambellup for a series of events including a free catered sundowner for the whole community, a school visit and a Noongar yarning session.

The organisers have requested the use of the Tambellup Sports Pavilion on Tuesday 11 September from 6.00pm as a venue for the sundowner event, and have requested that Council consider waiving the hire costs of the facility for the evening.

For Council consideration.

Comment: Historically, Council has been reluctant to waive the hire costs of its facilities with the exception of those instances that apply in Council Policy 1.2 – Use of Shire Facilities.

However, given the nature of the event and its widespread significance to all members of the community, Council may wish to grant this request.

A previous presentation held in Tambellup by the OneLife team with media personality Glenn Mitchell was well supported by the community.

Consultation: CEO

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: The cost to hire the Tambellup Sports Pavilion is \$275.

Strategic

Implications: This issue is not dealt with in the Plan

Voting Requirements: Simple Majority

Officer Resolution: *“That Council does/does not waive hire fees for the Tambellup Sports Pavilion for the OneLife Suicide Prevention Strategy sundowner on 11 September 2012.”*

Council Resolution: **120818**

Moved Cr Turner, seconded Cr Thompson

“That Council does not waive hire fees for the Tambellup Sports Pavilion for the OneLife Suicide Prevention Strategy sundowner on 11 September 2012, but will make a donation of \$275.00 which is equivalent to the hire.”

CARRIED 7/0

Reason For Change to Recommendation:

12.1 BUILDING SURVEYORS REPORT FOR JULY 2012

Program: Economic Services
Attachment: BSR Report and Activity Statement
File Ref: ADM0076
Author: D Baxter Building Surveyor
Date: 2 August 2012
Disclosure of Interest: Nil

Summary: Attached are the BSR Report and the Activity Statement for the month of July 2012 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 July 2012.

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 Plan

Voting Requirements: Simple Majority

Council Resolution: *“No recommendation required – Councillor information only”*

Reason For Change to Recommendation:

RECEIVED

12.2 BUILDING MAINTENANCE PROGRAM

Program: Various
Attachment: Building Maintenance Program for 6 August 2012
File Ref: Nil
Author: JA Stewart Manager Corporate Services
Date: 6 August 2012
Disclosure of Interest: Nil

Summary: Report on the Building Maintenance Program for 2012-13 to 6 August 2012.

Background:

Comment: The Building Maintenance Program Report is updated to 31 July 2012 and presented for Council's information, comment and discussion, if required.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Provision was made in the 2012-13 budget or, if unbudgeted expenditure, by Council resolution since, to meet the building maintenance costs within the attached Report.

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

Voting Requirements: Nil

Council Resolution: *“No recommendation required – Councillor information only.”*

Reason For Change to Recommendation:

RECEIVED

12.3 LIBRARY REPORT – JULY 2012

Program: Recreation & Culture
Attachment: Library Report – July 2012
File Ref: ADM0097
Author: C Brown, S Reed Library Officers
Date: 2 August 2012
Disclosure of Interest: Nil

Summary: Attached is a Library Report prepared by Library Officers Colleen Brown for Tambellup Library and Siegrid Reed for Broomehill Library, outlining the activities of both Broomehill and Tambellup libraries within each town.

Background: This report outlines the activities of both Broomehill and Tambellup libraries for the month of July 2012.

Comment: For Council information.

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 Plan

Voting Requirements: Nil

Council Resolution: *“No recommendation required - Councillor information only”*

Reason For Change to Recommendation:

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12.4

CLUB DEVELOPMENT OFFICER REPORT AUGUST 2012



SERVICING THE SHIRE OF BROOMEHILL-TAMBELLUP & SHIRE OF KOJONUP

SHIRE OF BROOMEHILL-TAMBELLUP**Name of towns within the Shire:**

- Broomehill
- Tambellup

SHIRE OF KOJONUP**Name of towns within the shire:**

- Kojonup
- Muradup
- Jingalup
- Quaelup
- Boscabel

ACTIVITIES FOR THE MONTH:

- Mobrup Polo Crosse Club is seeking funding to upgrade their current amenities. Arrangements are being made for DSR to meet with the CDO and the club.
- As a part of the Club Development Officer Grant agreement between the Department of Sport and Recreation and the Shire of Broomehill-Tambellup and Shire of Kojonup, it is a requirement that the CDO submits a completed Key Result Schedule by the end of July 2012. As this must be completed in conjunction with the CDO from the Shire of Gnowangerup, Kent and Jerramungup and forwarded. To the Department of Sport and Recreation, I have been working with Neah Browning in order to meet the reporting deadline.
- A meeting was held with Gymnastics WA on Thursday 26 July to discuss the implementation and promotion of the new *Launch Pad* program that is being rolled out nationally.
- Kidsport - Statistics/results of the Kidsport Program for the Shire of Broomehill-Tambellup and the Shire of Kojonup.

BROOMEHILL-TAMBELLUP:

Number of children utilizing the Kidsport program for 2011/12 - NIL

Type of Sports: N/A

Comments: The Kidsport program has been extremely well promoted within the Shire of Broomehill-Tambellup. The feedback which the Club Development Officer has received from sporting clubs and the general sporting community is that the program was implemented too late for the clubs to be able to utilize it to its full potential. The grant has been extended into the 2012/13 financial year. It is the Club Development Officer's priority to promote and educate the sporting clubs and sporting community on how it can be used for the upcoming summer and winter sporting season.

KOJONUP:

Number of children utilizing the Kidsport program for 2011/12 - 10

Name of registered club:

- Kojonup Football Club JNR & SNR
- Katanning Gymnastics Club
- Kojonup JNR Hockey Club

Comments: The Kidsport program has been well utilized it the Kojonup Sporting Community. Junior Hockey and Football have proven to have most interest in the program. The grant has been extended into the 2012/13 financial year where it will be promoted for the upcoming summer and winter sporting season.

PROPOSED Activities

Following is a list of proposed activities for the next 12 months

PROPOSED ACTIVITY	DATE:
How to Create Safe Environments for Children	TBA
First Aid Training conducted by the St John Ambulance Kojonup	August 2012
Responsible Service of Alcohol Course by GS TAFE	August 2012
Using Social Media & Website Development	August 2012
Corporate Governance	September 2012

ONGOING Activities

Tambellup Golf Club – seeking funding to install synthetic tee boxes

Tambellup Hockey Club – awaiting quotes to make a funding application for additional lights at the Tambellup Oval.

Kojonup Netball Club – liaising with the Kojonup Shire on the proposed upgrade of the netball courts

Kojonup Squash Club - is currently liaising with the Shire of Kojonup on the best way to progress the replacement of their courts.

Kojonup Hockey Club – developing a club website using the recourses from DSR.

AMELIA BISHOP
CLUB DEVELOPMENT OFFICER

RECEIVED

13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL

Nil

14. DATE OF NEXT MEETING

20 September 2012

15. CLOSURE

There being no further business the President thanked Councillors and staff for their attendance and declared the meeting closed at 5.17pm.