



Ordinary Meeting of Council

MINUTES

16 August 2018

THIS DOCUMENT IS AVAILABLE IN OTHER FORMATS ON REQUEST FOR PEOPLE WITH DISABILITY.

LIST OF MOTIONS

16 August 2018	Page No
Application for a Leave of Absence	2
Broomehill Recreation Complex – Grounds Maintenance Agreement	18
Broomehill Recreation Complex – Lease	16
Community Sporting and Recreation Facilities Fund 2019/2020	22
Community Sporting and Recreation Facilities Fund 2019/2020	22
Confirmation of Previous Meeting Minutes 19 July 2018	2
Confirmation of Special Meeting Minutes 26 July 2018	2
Creditors Accounts paid July 2018	6
Financial Statements for July 2018	4
Great Southern Region Book Project	12
Permission to install tennis hit-up wall at Tambellup Sportsground	20
Southern Agcare – Request for financial contribution	10
Tambellup Business Centre – Rate Concession	8
Works Report for July/August 2018	24
YMCAWA Albany – Request to waive Broomehill Hall hire fee	14

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 16 August 2018 commencing at 4.10pm.

1. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Present:	Cr SJF Thompson	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 of Works
	KP O'Neill	Manager Finance and Assets
	PA Hull	Strategic Support & Projects Officer
	LK Cristinelli	Governance and Executive Assistant

Apologies: Nil

Leave of Absence: Cr MC Paganoni

2. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2.1 The President welcomed Councillors and Staff and declared the meeting open at 4.00pm.

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATION FOR LEAVE OF ABSENCE

Cr Nazzari requested a Leave of Absence for the 18 October 2018 Ordinary Meeting of Council.

Council Decision: 180801

Moved Cr Sheridan, seconded Cr Letter

“That Cr Nazzari be granted a Leave of Absence for the 18 October 2018 Ordinary Meeting of Council.”

CARRIED 6/0

6. DECLARATION OF INTEREST

Nil

7. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8. CONFIRMATION OF PREVIOUS MEETING MINUTES

8.1 ORDINARY MEETING OF COUNCIL MINUTES 19 JULY 2018

Council Decision: 180802

Moved Cr Holzknicht, seconded Cr Sheridan

“That the Ordinary Meeting of Council Minutes of 19 July 2018 be accepted.”

CARRIED 6/0

8.2 SPECIAL MEETING OF COUNCIL MINUTES 26 JULY 2018

Council Decision: 180803

Moved Cr Letter, seconded Cr Nazzari

“That the Special Meeting of Council Minutes of 26 July 2018 be accepted.”

CARRIED 6/0

9. RECEIPT OF COMMITTEE MEETING MINUTES HELD SINCE LAST MEETING

Nil

10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

11. MATTERS FOR DECISION

12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

11.01 FINANCIAL STATEMENTS FOR JULY 2018

Program:	Other Property and Services	
Attachment:	Monthly Financial Statements for July 2018	
File Ref:	Nil	
Author:	KP O'Neill	Manager Finance and Administration
Date:	9 August 2018	
Disclosure of Interest:	Nil	

Summary: Council to consider the monthly financial report for the period ending 31 July 2018.

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 2018/19 budget process, Council adopted 10% or \$10,000 as the material variance for reporting purposes for the year.

Comment: The 2018/19 Budget was adopted at a Special Meeting of Council on 26 July 2018. The budget provided for an increase in rate revenue of 4%

The budget provided for an increase of 4% in rate revenue from both UV and GRV properties which, in dollar terms, equates to an increase of \$96,500 in revenue from rates from the previous year. Council agreed to again offer a 5% discount for payment within 28 days from the date of issue of the rates notice.

The Emergency Services Levy, determined by the Minister for Emergency Services; Corrective Services, was increased from \$75 to \$82 for the 2018/19 year. Rubbish charges remain unchanged.

Rates and charges were levied on 3rd August, and will be reflected in the August financial report.

Councillors should note that end of year processes are still being allocated for the 2016/17 year, and until the annual financial statements are finalised and audited they may be subject to change. This may affect opening balances contained in the July financial report.

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: This issue is not dealt with in the Plan

Asset Management Implications: There are no implications for the Asset Management Plan.

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

Workforce Plan Implications: There are no implications for the Workforce Plan.

Voting Requirements: Simple Majority

Council Decision: *180804*

Moved Cr Holzknacht, seconded Cr Sheridan

“That the Financial Statement for the period ending 31 July 2018 be adopted.”

CARRIED 6/0

Reason For Change to Recommendation:

11.02 CREDITORS ACCOUNTS PAID JULY 2018

Program:	Other Property and Services	
Attachment:	List of Payments for July 2018	
File Ref:	Nil	
Author:	KP O'Neill	Manager Finance and Administration
Date:	9 August 2018	
Disclosure of Interest:	Nil	

Summary: Council to consider the list of payments made from the Municipal and Trust Funds during July 2018.

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	\$502,001.00
Trust Fund	\$1,438.00
Credit Cards	\$1,687.74
Total	\$505,126.74

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: This issue is not dealt with in the Plan

Asset Management Implications: There are no implications for the Asset Management Plan.

Financial

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

Workforce Plan

Implications: There are no implications for the Workforce Plan.

Voting Requirements: Simple Majority

Council Decision: 180805

Moved Cr Letter, seconded Cr White

That the list of accounts paid during July 2018, consisting of –

- Municipal Fund cheque, EFT and direct debit payments totalling \$502,001.00;*
 - Trust Fund cheque and EFT payments totalling \$1,438.00; and*
 - Credit Card payments totalling \$1,687.74*
- be endorsed.”*

CARRIED 6/0

Reason For Change to Recommendation:

11.03 TAMBELLUP BUSINESS CENTRE – RATE CONCESSION	
Program:	General Purpose Funding
Attachment:	Nil
File Ref:	A505
Author:	KP O’Neill Manager Finance & Administration
Date:	08 August 2017
Disclosure of Interest:	Cr Sheridan declared an Impartiality Interest in this Item as an Office Bearer of the Business Centre Committee, and left the meeting at 4.20pm.

Summary:	Council to consider granting a concession on rates for the 2018/19 year.
Background:	The Tambellup Business Centre has written requesting Council consider granting a rate concession for the 2018/19 financial year.
Comment:	<p>The Tambellup Business Centre is a not for profit organisation that provides training and assistance for small businesses, as well as assisting with start-up for new businesses.</p> <p>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.</p> <p>The rates component on this assessment is \$2,819.33 for this year. The concession has not been requested for rubbish collection charges and Emergency Services Levy, which will be paid by the Tambellup Business Centre.</p> <p>Council has granted a rate concession to the Tambellup Business Centre since 2010.</p>
Consultation:	Nil
Statutory Environment:	<p><i>Local Government Act 1995</i></p> <p><i>s6.47 Concessions</i></p> <p><i>Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a 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.</i></p> <p><i>*Absolute majority required.</i></p>
Policy Implications:	There is no policy applicable to this item.
Strategic Implications:	<p>Strategic Community Plan 2012-2022 – Building Prosperity</p> <p><i>Support the Tambellup Business Centre to enhance local business access to professional services and advice.</i></p>

Asset Management

Implications: There are no implications for the Asset Management Plan.

Financial

Implications: Rates for the Tambellup Business Centre are \$2,819.33 for the 2018/19 year.

Provision of \$4,000 has been included in the 2018/19 Budget for ‘Rates Written Off’ in anticipation of such requests.

Workforce Plan

Implications: There are no implications for the Workforce Plan.

Voting Requirements: Absolute Majority

Council Decision: *180806*

Moved Cr White, seconded Cr Nazzari

“That Council grants a rate concession of \$2,819.33 to the Tambellup Business Centre for the 2018/19 financial year.”

*CARRIED 5/0
By Absolute Majority*

Reason For Change to Recommendation:

Cr Sheridan returned to the meeting at 4.25pm.

11.04	SOUTHERN AGCARE – REQUEST FOR FINANCIAL CONTRIBUTION
Program:	Education & Welfare
Attachment:	<ul style="list-style-type: none"> • Copy of Correspondence • Southern Agcare Information Brochure
File Ref:	ADM0061
Author:	KP O'Neill Manager Finance & Administration
Date:	08 August 2018
Disclosure of Interest:	Nil

Summary: Council to consider a request from Southern Agcare for a financial contribution.

Background: Councillors will recall a presentation by Southern Agcare Board Member, Shelley Pike, prior to the April 2018 meeting. Ms Pike outlined the services provided by Southern Agcare, their funding structure and the level of financial support currently received by local governments in the Great Southern.

Council discussed this presentation during the April Council meeting, and resolved –

“That Council donates \$1,000 to Southern Agcare this financial year with future contributions to be determined before further donations.”

A donation of \$1,000 was made to Southern Agcare in 2017/18.

Comment: Southern Agcare have requested Council consider committing to a three year financial contribution which will assist with meeting their increasing service demands in delivering a free mobile counselling and support service to community members in need.

While they haven't specifically detailed the number of people utilising this service within the Shire, they have stated that they are taking on one new client per month from our Shire. Their services complement the programs currently being delivered by Relationships Australia, which has a base in Tambellup.

Southern Agcare provides a valuable counselling and support service to members of the community who may not otherwise seek assistance if the support was not so readily available.

Should Council wish to make a contribution to Southern Agcare, provision has been made in the 2018/19 budget of \$5,000 for Council donations. Future contributions will be made from this line item in the respective budgets.

For discussion to determine whether Council wishes to commit to a three year financial contribution, or if a contribution will be made in 2018/19.

Consultation: Chief Executive Officer

Statutory**Environment:** Nil**Policy Implications:** There is no policy applicable to this item.**Strategic****Implications:** Community Strategic Plan 2012 includes a commitment for the Shire to advocate for enhanced service provision from government and community health providers to enhance health services available to local families and individuals.**Asset Management****Implications:** There are no implications for the Asset Management Plan.**Financial****Implications:** Should Council agree to make a contribution to Southern Agcare provision has been made in the 2018/19 budget of \$5,000 for Council donations. This provision has not been utilised as yet.

Provision will be included in the 2019/20 and 2020/21 Budgets if Council commits to a three year financial contribution.

Workforce Plan**Implications:** There are no implications for the Workforce Plan.**Voting Requirements:** Simple Majority**Council Decision:** 180807*Moved Cr Sheridan, seconded Cr Nazzari**“That Council commits to a three year financial contribution to Southern Agcare of \$1,000 per annum for the 2018/19, 2019/20 and 2020/21 financial years.”***CARRIED 4/2***Cr White wanted to record his vote in favour of the Motion***Reason For Change to Recommendation:**

11.05 GREAT SOUTHERN REGION BOOK PROJECT

Program:	Economic Services	
Attachment:	Nil	
File Ref:	ADM0061	
Author:	PA Hull	Strategic Support & Projects Officer
Date:	01 August 2018	
Disclosure of Interest:	Nil	

Summary: Council to consider a request for financial support for the development of a book promoting the Great Southern region as a place to live and visit.

Background: A request for support has been received from an Albany-based publishing and PR business intending to publish a 240 page coffee-table style book showcasing stories of people living within the Great Southern region. It is intended that the book will be able to be utilised as a marketing tool by supporting parties.

Stories will include those from a variety of residents, and how they came to live here, what they do here, their histories and why they love living here. The book will have a strong food/wine/tourism focus, and be visually-driven.

The author (and proponent for the project) advises she is a journalist and writer with 16 years experience in high end magazine production.

The estimated minimum cost of the project is \$15,000, and to date Great Southern Development Commission, Australia's South West and the City of Albany have each pledged \$2,000 towards the project. The project will not commence until commitments to the minimum \$15,000 have been confirmed.

The proponent is approaching each local government in the region for support, and has requested a contribution from this Shire of \$2,000 towards the project. All funds would be managed by Australia's South West, who would then develop a Memorandum of Understanding with the proponent for the production of the book.

Comment: It is considered that many residents of the Broomehill and Tambellup communities would be worthy of nomination for inclusion in the proposed book, and their stories would help to promote our communities to a wider audience. For Council discussion and decision.

Consultation: Keith Williams CEO

Statutory Environment: Nil

Policy Implications: Nil

Strategic**Implications:**

While the Community Strategic Plan is currently under review, community consultation indicated development of tourism assets and promotion of the Shire as a driver for economic growth was a high priority.

Asset Management**Implications:**

There are no asset management implications for Council

Financial**Implications:**

Provision of \$3,000 has been made in the 2018/2019 budget for donations under 'Other Tourism and Area Promotion'. Alternatively, provision of \$5,000 has been made under 'Members of Council – Donations' for requests that may be received through the year.

Workforce Plan**Implications:**

There are no workforce planning implications

Voting Requirements: Simple Majority

Officer

Recommendation:

“That Council contributes \$2,000 to the Great Southern Region book project.”

Amended Resolution:

Moved Cr Sheridan

“That Council contributes \$2,000 to the Great Southern Region book project subject to confirmation that the book will include profiles and/or stories on local community members.”

Motion lapsed for want of a Seconder

Reason For Change to**Recommendation:**

Council will seek clarification of the proposed content of the book.

11.06	YMCAWA ALBANY – REQUEST TO WAIVE BROOMEHILL HALL HIRE FEE	
Program:	Recreation & Culture	
Attachment:	Nil	
File Ref:	ADM0066	
Author:	KP O’Neill	Manager Finance & Administration
Date:	07 August 2018	
Disclosure of Interest:	Nil	

Summary: Council to consider a request to waive hire fees for the Broomehill Hall.

Background: The YMCAWA Albany is proposing to hold Play in the Park Sessions at the Holland Park, Broomehill, on the 15 August, 19 September, 17 October and 21 November 2018. They have requested the use of the Broomehill Hall as a back-up location for rainy weather, if available, on these dates.

The YMCAWA Albany propose to use the Broomehill Hall for approximately 2 hours, from 10.00am to 12.00pm and have requested Council give consideration to waiving the hire fee of \$250 on these occasions, if needed, as they will be using the facility for a short period of time.

Comment: A large majority of hirers of the Council Halls are not-for-profit groups or organisations with limited funding. Council is regularly approached to waive the costs of hiring the venues. It must be remembered that the fees charged by Council assist in the cleaning and upkeep of the facilities.

In the past Council has declined to waive hire fees for its facilities but has opted to make a donation equivalent to the hire fees in some instances.

The hire of the Broomehill Hall is \$250.

For Council consideration.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Strategic Implications: This matter is not dealt with in the Strategic Community Plan.

Asset Management Implications: There are no implications for the Asset Management Plan.

Financial Implications: Council has included provision in the 2018/19 budget for \$5,000 in Council donations. This allocation has not been utilised.

Workforce Plan

Implications: There are no implications for the Workforce Plan.

Voting Requirements: Simple Majority.

Council Decision: *180808*

Moved Cr White, seconded Cr Holzknacht

“That Council does not waive hire fees for the Broomehill Hall, but agrees to make a donation, equivalent to the hire cost of \$250, to the YMCAWA Albany, for Play in the Park on the nominated dates if required.”

CARRIED 6/0

**Reason For Change
to Recommendation:**

11.07**BROOMEHILL RECREATION COMPLEX - LEASE**

Program:	Recreation & Culture	
Attachment:	Copy of Draft Lease	
File Ref:	CLAF023	
Author:	KP O'Neill	Manager Finance & Administration
Date:	09 August 2018	
Disclosure of Interest:	Nil	

Summary: The lease agreement between the Shire of Broomehill-Tambellup and Broomehill Recreational Complex Inc (BRC) came due for renewal on 30 June 2018.

Background: The BRC has occupied the complex and grounds under lease since July 1988, for a term of 20 years.

An appendix was added to the lease to clearly outline the responsibilities of the Shire and BRC as to management and maintenance of the facility, and include a schedule of plant and equipment owned by the BRC.

Comment: The content of the lease remains unchanged, with the exception of the dates being updated for the term of the agreement. It is proposed to again lease the premises to the BRC for a twenty year term commencing 1 July 2018 and expiring 30 June 2038.

The Appendix which outlines the responsibilities of the Shire and BRC has been amended as follows –

- to include the requirement of the BRC to contribute to the Shires Reserve Fund for replacement of the bowling green;
- the requirement for the Shire to establish a Reserve Fund for replacement of the bowling green; and
- for the Shire to undertake maintenance required to the golf course mower.

The agreement to maintain the golf course mower was made verbally when the BRC purchased a new mower in 2017.

The schedule of plant and equipment owned by the BRC has been updated in consultation with the BRC Committee.

The BRC Committee have been provided with a copy of the draft Lease and do not propose any further amendments.

Once the Lease has been endorsed by Council, copies of the document will be sent to the BRC Committee to execute and return for signing by Council.

Consultation: Chief Executive Officer
Brant Dennis, President BRC Committee

Statutory

Environment:

Local Government Act 1995
3.58. Disposing of property

Local Government (Functions and General) Regulations 1996
30. Dispositions of property excluded from Act s. 3.58

The lease of the facilities to the BRC is considered an exempt disposition under the above legislation.

Policy Implications:

There is no policy applicable to this item.

Strategic

Implications:

Community Strategic Plan 2012
Community Aspiration: Staying Active and Being Entertained
'Our sporting and recreation facilities are important gathering points for community activities. Ensuring these venues are well maintained encourages community use and greater community interaction.'

Asset Management

Implications:

Day to day management of these facilities are transferred to the BRC under the terms of the lease, however long term asset management responsibilities continue to lie with the Shire.

Financial

Implications:

The Shire receives an annual lease fee of \$5,000 from the BRC, in accordance with the Lease document.

Workforce Plan

Implications:

There are no implications for the Workforce Plan.

Voting Requirements:

Simple Majority

Council Decision:

180809

Moved Cr White, seconded Cr Letter

“That Council endorses the Lease between the Shire of Broomehill-Tambellup and Broomehill Recreational Complex Inc. for management of the Broomehill recreation complex and grounds for a term of 20 years expiring 30 June 2038.”

CARRIED 6/0

Reason For Change to Recommendation:

11.08 BROOMEHILL RECREATION COMPLEX – GROUNDS MAINTENANCE AGREEMENT

Program:	Recreation & Culture
Attachment:	Copy of Agreement
File Ref:	CLAF077
Author:	KP O’Neill Manager Finance & Administration
Date:	09 August 2018
Disclosure of Interest:	Nil

Summary: The review of the agreement between the Shire of Broomehill-Tambellup and the Broomehill Recreational Complex Inc (BRC) for the provision of grounds maintenance.

Background: The former Shire of Broomehill entered into an agreement with the BRC in 2004 on the matter of employing a groundsman for the recreation complex. The agreement had been reviewed on an ad hoc basis, however the 2012 review resulted in the inclusion of a clause requiring that the review be done biennially.

The agreement expired 30 June 2018 and is now due for review.

Comment: The agreement has been amended to update the ‘Groundsman Duties and Responsibilities’ list to include maintenance of the tennis and netball courts. No other amendments are proposed.

A copy of the agreement has been provided to the BRC Committee, who requested the above mentioned amendment. The BRC Committee are happy with the current arrangements.

On completion of the review, copies of the agreement will be sent to the BRC Committee to execute and return for signing by Council.

Consultation: Chief Executive Officer
Brant Dennis, President BRC Committee

Statutory Environment: Nil

Policy Implications: There is no policy applicable to this item.

Strategic Implications: Community Strategic Plan 2012
Community Aspiration: Staying Active and Being Entertained
‘Our sporting and recreation facilities are important gathering points for community activities. Ensuring these venues are well maintained encourages community use and greater community interaction.’

Asset Management Implications: The agreement outlines the day-to-day maintenance requirements for the grounds at the Broomehill recreational complex, which is leased to the BRC.

Financial

Implications:

The terms of the agreement provide for the Shire to recoup 35% of wages and superannuation costs for the groundsman from the BRC, which is approximately \$2,700 per year.

Workforce Plan

Implications:

The groundsman position is funded within the scope of the current Workforce Plan.

Voting Requirements: Simple Majority

Council Decision: *180810*

Moved Cr Letter, seconded Cr Sheridan

“That Council endorses the amended Grounds Maintenance Agreement between the Shire of Broomehill-Tambellup and Broomehill Recreational Complex Inc. and forwards the agreement to the Committee for its endorsement.”

CARRIED 6/0

Reason For Change to Recommendation:

11.09 PERMISSION TO INSTALL TENNIS HIT-UP WALL AT TAMBELLUP SPORTSGROUND

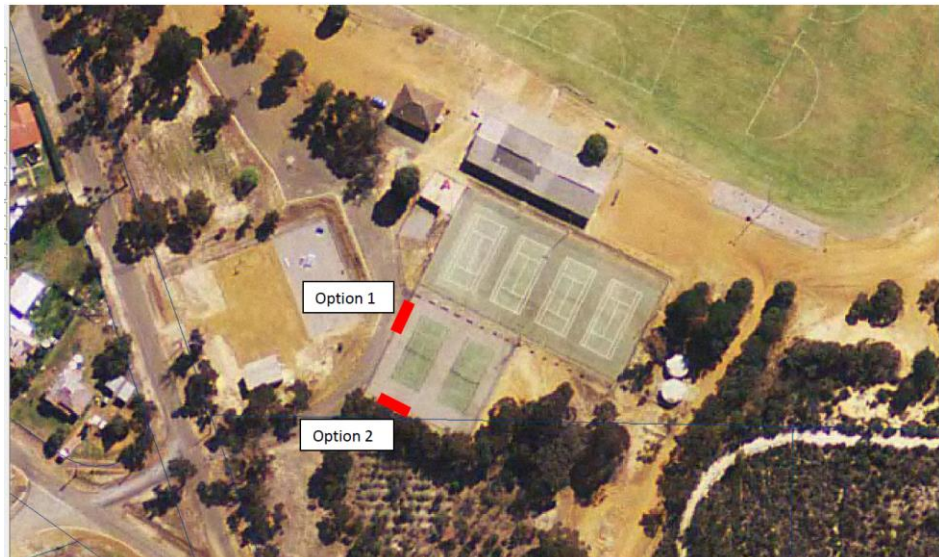
Program:	Recreation & Culture	
Attachment:	Nil	
File Ref:	ADM0508 & ADM0029	
Author:	PA Hull	Strategic Support & Projects Officer
Date:	10 August 2018	
Disclosure of Interest:	Nil	

Summary: Council to consider a request for permission to install a hit-up wall at the Tambellup Sports Ground.

Background: The Tambellup Tennis Club, through the Tambellup Community Pavilion Association Inc. (TCPA), is seeking Councils permission to install a hit-up wall at the Tambellup Sports Ground.

The original hit-up wall was demolished as part of the construction of the new facilities at the Sports Ground. No provision was made in the planning to replace the wall. The Tennis Club considers a hit-up wall is integral to player development, and also opens up the sport to the wider community.

The Tennis Club, with the support of the TCPA, is actively seeking funding to complete this project. The TCPA and Tennis Club are keen for the hit-up wall to be located on the bottom two courts, to be available for use by the general public. The image below shows the locations being considered for the wall.



Comment: The Sports Ground is located on Reserve 19757, with management vested with Council. As such, installation of any permanent fixture on the site, or any development requires the approval of Council.

Additionally, the Tambellup Sports Ground and facilities are currently leased to the TCPA. A condition of the lease is that the TCPA will not make alterations or additions to the facilities without Council's approval.

Council approval will support any funding applications being considered by the Tambellup Tennis Club and TCPA. It would be appropriate to request that a building permit application be submitted to Council's Building Surveyor for approval prior to construction to ensure compliance with building standards.

Council's approval should be provided to the TCPA as the parent body of clubs based at the Sports Ground.

Consultation: Chief Executive Officer
Ray Squibb – Chair, TCPA
Kylie Lockyer – Tambellup Tennis Club

Statutory Environment: Nil

Policy Implications: Nil

Strategic Implications: The current Strategic Plan is under review, however recent community consultation completed as part of the review process indicated that support for community organisations and provision of services and facilities that engage youth were a high priority.

Asset Management Implications: The proposed hit-up wall will form part of Council's assets and will be maintained in conjunction with all facilities on the site, in consultation with the TCPA.

Financial Implications: There will be no financial implications for Council.

Workforce Plan Implications: There are no workforce plan implications for Council.

Voting Requirements: Simple Majority

Council Decision: *180811*

Moved Cr Holzknecht, seconded Cr Nazzari

“That Council grants permission to the Tambellup Community Pavilion Association Incorporated to install a tennis hit-up wall at the Tambellup Sports Ground, subject to a building permit application being provided and approved by Council's Building Surveyor prior to construction.”

CARRIED 6/0

Reason For Change to Recommendation:

11.10 COMMUNITY SPORTING AND RECREATION FACILITIES FUND 2019/2020

Program:	Recreation & Culture	
Attachment:	Nil	
File Ref:	ADM0328	
Author:	PA Hull	Strategic Support & Projects Officer
Date:	07 August 2018	
Disclosure of Interest:	Nil	

Summary: Applications have closed for the latest Community Sporting and Recreation Facilities Fund (CSRFF) 2019/2020 Small Grants round.

Background: The Department of Local Government, Sport and Cultural Industries (DLGSC) 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, offered twice yearly, is aimed at projects with a total project cost up to \$200,000.

Funding approved by DLGSC 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 DLGSC for assessment. The closing date for submission of applications to the Shire for this round of Small Grants was 3rd August 2018. Following rating and ranking by Council, applications must be with DLGSC by the last working day in August.

Comment: The CSRFF program is promoted to all sporting groups in the Shire each time a round is announced. Only one application is submitted this round, being from the Shire of Broomehill-Tambellup for the upgrade of the Crawford St basketball court. The cost estimate for this project is \$32,000.

The project includes the extension of the concrete court surface, installation of reversible basketball/netball pole systems, application of non-slip paint and line markings for both sports to the court and upgrade of lighting. Council has made provision for the upgrade in the 2018/2019 budget.

A copy of the application will be made available to Councillors at the meeting.

Council's endorsement of the application is required, and as this is the only application received, it should be ranked as first priority.

Consultation: Chief Executive Officer
Kelly Waterhouse - DLGSC Great Southern office

Statutory Environment: Nil

Policy Implications: Nil

Strategic Implications: The current Strategic Plan is under review, however recent community consultation completed as part of the review process indicated that provision of services and facilities that engage youth was a high priority.

Asset Management Implications: The Crawford St court and fixtures are assets of Council and are subject to maintenance as required.

Financial Implications: Council has made provision of \$32,000 in the 2018/2019 budget for this project. It is intended to seek additional external funding to reduce the financial impact.

Workforce Plan Implications: There are no workforce plan implications.

Voting Requirements: Simple Majority

Council Decision: 180812

Moved Cr Holzkecht, seconded Cr Letter

“That Council endorses the application by the Shire of Broomehill-Tambellup to be submitted to the Department of Local Government, Sport and Cultural Industries for funding to assist with the upgrade of the Crawford St basketball court.”

CARRIED 6/0

Council Decision: 180813

Moved Cr Holzkecht, seconded Cr Letter

“That Council advises the Department of Local Government, Sport and Cultural Industries that the application for funding submitted by the Shire of Broomehill-Tambellup to the Community Sporting and Recreation Facilities Fund 2019/2020 Small Grants Round is supported and ranked as first priority.”

CARRIED 6/0

Reason For Change to Recommendation:

11.11**WORKS REPORT FOR JULY/AUGUST 2018**

Program:	Transport	
Attachment:	Nil	
File Ref:	Nil	
Author:	P Vlahov	Manager of Works
Date:	07 August 2018	
Disclosure of Interest:	Nil	

Summary: Council to consider the Manager of Works Report for July/August 2018. The Maintenance Report attachment for July/August will be tabled at the 20 September 2018 Ordinary Council Meeting.

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

Comment: **Programmed Construction Works**

- Regional Road Group Submissions have been completed and submitted for 2018/19 and 2019/20.
- The construction team is currently on maintenance grading of bitumen shoulders. The Broomehill-Kojonup Road, Flat Rocks Road, Fairfield Road, North Greenhills Road and Tieline Road have been completed.
- The new wash down bay which is located at the Tambellup Works Depot will be completed by the 17th July and the existing pressure cleaner will be relocated to the Broomehill Depot.

Plant Replacement

- Started the process of gathering prices and information for items listed in the 10 Year Plant Replacement Program.
- A machinery demonstration day was held at the Tambellup Works depot on Tuesday the 10th of July. It was well attended by neighbouring shire staff.

Maintenance Works

- Grading various roads
- Pot-hole patching
- Roadside vegetation pruning – slashing has been completed on various roads in the Broomehill district and currently working on Etna Road.
- General maintenance
- Various fallen trees
- Signage maintenance
- Guide posting maintenance
- Install concrete steps at the Tambellup Oval.
- Install a new drainage sump at the intersection of Crowden and Norrish Streets.
- Assisted with various garden operations and various construction jobs.

Building Maintenance

- Various minor repairs at Lavieville Lodge.
- Repair electrical faults at the Broomehill Caravan Park.
- Air conditioners at 11 Lavarock Street and the Tambellup refuse site.
- Various minor repairs at the Tambellup Pavilion.
- Replaced light fittings at the Holland Park toilets.

Occupational Health and Safety

- There has been no incidents to report.

Parks and Gardens

- Diprose Park tree removal
- Pruned various street trees
- Weed control
- Oval maintenance
- General mowing
- Reticulation repairs and maintenance
- Broomehill Complex - Some landscaping work has commenced and will be ongoing
- Dam Levels:
 - ❖ Tambellup West Dam (No 2) is 90% full
 - ❖ Jam Creek Dam 30% full
 - ❖ Broomehill Dam is 50% full
- Work has commenced on planting various shrubs into a garden bed at Broomehill adjacent to the Hall.

Workshop

Minor repairs and servicing

Recalibrate the grade control on the construction grader.

Begin constructing a small greenhouse at the Tambellup Depot and relocate the existing greenhouse to Broomehill Depot.

For Council discussion and comment.

Consultation: Nil

Statutory Environment: *Local Government Act 1995*

Policy Implications: Nil

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

Asset Management Implications: There are no asset management implications for Council

Financial

Implications: This issue has no financial implications for Council

Workforce Plan

Implications: There are no workforce plan implications

Voting

Requirements: Simple Majority

Council Decision: *180814*

Moved Cr Holzknecht, seconded Cr Letter

“That Council receives the report from the Manager of Works for the months of July/August 2018.”

CARRIED 6/0

**Reason For Change
to Recommendation:**

12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

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

Nil

14. DATE OF NEXT MEETING

Ordinary Council Meeting 20 September 2018

15. CLOSURE

There being no further business the President thanked Councillors and Staff for their attendance and declared the meeting closed at 5.32pm.