



Ordinary Meeting of Council

MINUTES

16 October 2014

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

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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 October 2014 commencing at 4.03pm.

1. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Present:	Cr GM Sheridan	President
	Cr SJF Thompson	Deputy President
	Cr KW Crosby	
	Cr MR Batchelor	
	Cr TW Prout	
	Cr MC Paganoni	
	Cr CL Dennis	
	JM Trezona	Chief Executive Officer (CEO)
	JA Stewart	Manager Corporate Services
	GC Brigg	Manager of Works
	KP O'Neill	Manager Finance and Assets
	LK Cristinelli	Governance and Executive Assistant

Apologies: Nil

Leave of Absence: Nil

2. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

- 2.1 The President welcomed Councillors and Staff and declared the meeting open at 4.03pm.
- 2.2 The President welcomed Annabel Witham to the meeting.

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Annabel Witham addressed Council on the matter of the demolition of the old Broomehill Police Station and what she believed to be the uniqueness of the cells contained in the building. Mrs Witham was advised of the reason for the Council decision and was informed that the demolition had commenced.

Mrs Witham also queried if a new acoustic ceiling was to be installed in the Broomehill Town Hall. Mrs Witham was advised that the renovations that had been done to the Broomehill hall were in keeping with the requirements of the Heritage listing of the hall.

5. APPLICATION FOR LEAVE OF ABSENCE

Nil

6. DECLARATION OF INTEREST

Cr Thompson declared a Proximity Interest and a Financial Interest in Item 10.09.

Cr Sheridan declared a Financial Interest in Item 10.09.

Cr Dennis declared a Financial Interest in Item 10.09.

Cr Paganoni declared a Financial Interest in Item 10.09.

7. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8. CONFIRMATION OF PREVIOUS MEETING MINUTES

8.1 ORDINARY MEETING OF COUNCIL MINUTES 18 SEPTEMBER 2014

141001

Moved Cr Batchelor, seconded Cr Dennis

“That the Minutes of the Ordinary Meeting of Council held on 18 September 2014 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

10.01 FINANCIAL STATEMENTS FOR SEPTEMBER 2014

Program:	Other Property and Services
Attachment:	Monthly Financial Statements for September 2014
File Ref:	Nil
Author:	KP O'Neill Manager Finance and Assets
Date:	9 October 2014
Disclosure of Interest:	Nil

Summary: Council to consider the monthly financial report for the period ending 30 September 2014.

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 2014/15 budget process, Council adopted 10% or \$10,000 as the material variance for reporting purposes for the year.

Comment: Points to note from the September financial report –

ILSA Construction

The final payment to Wauters Enterprises for construction of ‘Sandalwood Villas’ was made during September. Final invoices have been received from Howard + Heaver Architects for their services.

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 Resolution: *141002*

Moved Cr Thompson, seconded Cr Dennis

“That the Financial Statement for the period ending 30 September 2014 be adopted.”

CARRIED 7/0

Reason For Change to Recommendation:

10.02 CREDITORS ACCOUNTS PAID SEPTEMBER 2014

Program:	Other Property and Services
Attachment:	List of Payments for September 2014
File Ref:	Nil
Author:	KP O'Neill Manager Finance and Assets
Date:	9 October 2014
Disclosure of Interest:	Nil

Summary: Council to consider the list of payments made from the Municipal and Trust Funds during October 2014.

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	\$728,207.00
Trust Fund	\$0.00
Credit Cards	\$1,220.28
Total	\$729,427.28

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 Resolution: *141003*

Moved Cr Crosby, seconded Cr Batchelor

“That the list of accounts paid during October 2014, represented by:-

- Municipal Fund cheques numbered 2582 to 2625 inclusive and electronic payments numbered EFT5982 to EFT6059 inclusive and totalling \$728,207.00;*
- Credit Card payments totalling \$1,220.28;*

be adopted.”

CARRIED 7/0

**Reason For Change to
Recommendation:**

10.03 WALGA'S POLL PROVISIONS ADVOCACY POSITION

Program:	Governance
Attachment:	WALGA Fax Back Sheet 05-034-01-0018 Local Government Act 1995 – Schedule 2.1
File Ref:	ADM0390
Author:	JM Trezona Chief Executive Officer
Date:	2 October 2014
Disclosure of Interest:	Nil

Summary: Council input is sought to define the Western Australian Local Government Association's (WALGA) position regarding advocacy for amendments to the poll provisions contained in Schedule 2.1 of the *Local Government Act 1995*.

Background: WALGA is seeking feedback by 31 October 2014 from all Local Governments to refine its advocacy position relating to the poll provisions contained in Schedule 2.1 of the *Local Government Act 1995*. WALGA is seeking to define its position regarding changes to the poll provision to enable electors of a Local Government that will be abolished or significantly affected by a boundary change proposal to demand a poll.

The July State Council meeting resolved to adopt, and advocate for, a policy position that the poll provision should be amended so that electors of a Local Government where one or more Local Governments will be abolished or significantly affected by a boundary change proposal are able to demand a poll on the proposal, with 'significantly affected' being specifically defined as causing a 50% variation in:

- i. Population; or,
- ii. Rateable properties; or,
- iii. Revenue

Defining the criteria for whether a boundary change significantly affects a Local Government is not without its challenges and there are many views in the sector.

WALGA advise that there is a general view that a minor boundary change, to fix an anomaly should not be the subject of a potential poll of electors. They also advise that there is a general view that, where one or more Local Governments will be abolished or a Local Government's viability could be affected by a boundary change proposal, electors should have the right to demand a poll.

WALGA are of the view that the definition for 'significantly affected' could be defined in the *Local Government Act 1995*.

Previously the approach of the State Council of WALGA was that a 50% variation in population, or rateable properties or revenue would act as the trigger for the community to call a poll. WALGA are seeking Council's view on whether or not this is the appropriate criteria.

WALGA has presented the following options for consideration

- All boundary change proposal could be the subject of a poll. While there is a general view that minor boundary changes should not be subject to a poll of the community, it could be argued that a minor boundary change that only affects a small number of properties would be unlikely to attract enough interest from the community for a poll to be called or to ultimately be successful in overturning the proposal. This would remove the need for criteria to be established to define ‘significantly affected’.
- Criteria defining whether a Local Government would be ‘significantly affected’ could be defined in the Local Government Act. It is suggested that a percentage variation in population, or rateable properties, or revenue, could be defined as the appropriate criteria to trigger the community’s right to call a poll. Three percentages are presented as options to define these criteria in the Local Government Act:
 - a) 10%
 - b) 25%
 - c) 50%

The attached fax back sheet needs to be submitted by 31 October 2014.

Comment:	For Council discussion and comment.
Consultation:	Nil
Statutory Environment:	<i>Local Government Act 1995 – Schedule 2.1</i>
Policy Implications:	Nil
Strategic Implications:	This issue is not dealt with in the Plan
Asset Management Implications:	There are no Asset Management Implications
Financial Implications:	This issue has no financial implications for Council
Workforce Plan Implications:	There are no Workforce Plan Implications
Voting Requirements:	Simple Majority

Officer Resolution: *“That Council completes the Western Australian Local Government Associations Fax back sheet and indicates that its preference is.....”*

Council Resolution: ***141004***

Moved Cr Prout, seconded Cr Dennis

“That Council completes the Western Australian Local Government Associations Fax back sheet and indicates that its preference is No 1 – Under any boundary change proposal - Yes”

CARRIED 6/1

Reason For Change to Recommendation: To indicate Council’s preference.

10.04 POLICY REVIEW – RECORDS MANAGEMENT POLICY

Program:	Governance	
Attachment:	Copy of existing Policy 1.1	
File Ref:	ADM0165	
Author:	JM Trezona	Chief Executive Officer
Date:	8 October 2014	
Disclosure of Interest:	Nil	

Summary: The purpose of this report is to review the Records Management Policy for the Shire of Broomehill-Tambellup.

Background: The *State Records Act 2000* governs the obligations and responsibilities of local government in relation to the management of official records. Under this Act the Council has a responsibility to maintain official records in its custody in good order and condition. Not only does this include obligations in relation to the capture, storage, maintenance and disposal of physical records, but also records in electronic format.

The Shire has developed and adopted a Record Keeping Plan (RKP) to comply with the requirements of the State Records Act 2000 and from this has developed a Records Management Policy to ensure compliance.

The Records Management Policy was adopted by Council on 13 October 2008 and was last reviewed on 15 December 2011.

Comment: The existing policy provides the framework for the Council to effectively fulfil its obligations and statutory requirements under the Act.

The State Records Commission policy regarding the records of local government Councillors requires the creation and retention of records of the '*communications and transactions of Councillors which constitute evidence affecting the accountability of the Council and the discharge of its business*'. This policy applies regardless of a record's format or where it was received.

Councillors must create and keep records of communications or transactions which convey information relating to the local government business or functions. These records should be forwarded to the local government administration for capture into the official recordkeeping system.

The State Records Office has provided the following guidance in determining which records should be captured.

YES – forward to Central Records	NO – do not need to forward to Central Records
<p>Communications from ratepayers such as:</p> <ul style="list-style-type: none"> • Complaints and compliments; • Correspondence concerning corporate matters; • Submissions, petitions and lobbying; • Information for Council's interest relating to local government business activity and functions 	<p>Duplicate copies – of Council meeting agenda, minutes and papers</p>
	<p>Draft Documents or working papers – which are already captured at the local government</p>
	<p>Publications – such as newsletters, circulars and journals</p>
	<p>Invitations – to community events where a councillor is <i>not</i> representing Council or the local government</p>
<p>Telephone, meetings and other verbal conversations – between a councillor and another party, regarding local government projects or business activities.</p>	<p>Telephone, meetings and other verbal conversations which:</p> <ul style="list-style-type: none"> • Convey routine information only; or • Do not relate to local government business or functions
<p>Work diaries – containing information that may be significant to the conduct of the councillor on behalf of the local government.</p>	<p>Electioneering – or party political information.</p>
<p>Presentations and speeches – delivered as part of a Councillor's official duties.</p>	<p>Personal records – not related to a councillor's official duties.</p>

The current policy is considered to be appropriate and it is recommended that Council endorses it.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Strategic Implications: One of the visions of the Strategic Community Plan is Being Well Governed which includes the commitment to *Provide leadership for the community through transparent, accountable and representative local government.*

Asset Management Implications: There are no Asset Management Implications

Financial Implications: There are no Financial Implications

Workforce Plan Implications: Nil

Voting Requirements: Simple Majority

Council Resolution: 141005

Moved Cr Dennis, seconded Cr Paganoni

“That Council Policy 1.1 – Records Management Policy as follows be endorsed:

POLICY

The Shire of Broomehill-Tambellup is committed to making and keeping full and accurate records of its business transactions and official activities. Records created and received by Shire personnel, elected members and contractors, irrespective of format, are to be managed in accordance with the Shire’s Record Keeping Plan and Records Management Procedure Manual. Records will not be destroyed except by reference to the State Records Office’s General Disposal Schedule for Local Government Records.

The Shire is responsible for the security and protection of all records created or captured as part of the Shire’s day to day operations. All Shire staff and contractors have a responsibility to apply appropriate security and protection measures to all records created or received when carrying out the Shire’s business.

It is the responsibility of all staff to ensure that the business, operational and administrative activities of the Shire are appropriately documented and that records are created and maintained in fulfilment of legislative requirements;

Access to Shire records by staff and contractors will be in accordance with designated access and security classifications. Access to the Shire’s records by the general public will be in accordance with the Freedom of Information Act 1992 and the Shire’s policy on Freedom of Information. Access to the Shire’s records by elected members will be through the CEO in accordance with the Local Government Act 1995;

Records will only be destroyed or otherwise disposed of by reference to the General Disposal Authority for Local Government Records issued by the State Records Office, and following authorisation from the Section Manager and the CEO. Records identified as a State Archive should be transferred to the State Records Office in accordance with the requirements of the General Disposal Authority for Local Government Records.

All significant records, irrespective of format, are to be registered, classified and captured into the Shire’s official record keeping systems. All correspondence should be attached to a corporate file;

Records created or received by elected members of the Shire, in the performance of their functions and roles specified in the Local Government Act 1995, are government records and will be managed in accordance with the Shire’s Records Keeping Plan and the State Records Act 2000. This policy applies to any records documenting decisions which are made outside normal Shire or Committee meetings.

Local government records fall into one of two categories:

Local government records of continuing value

Local government records of continuing value are those records created or received containing information of:

(a) administrative value to the Shire, including records which:

- *provide an interpretation of the Shire's policy or the rationale behind it;*
- *document progress and coordination of responses to issues;*
- *document formal communications and/or transactions, such as a Minute report or submission, between elected members and another party; and*
- *document elected members' decisions, directives, reasons and actions.*

(b) legal value to the Shire, including records which document compliance with statutory requirements or court orders which stipulate the retention of records;

(c) evidential value, such as information about the legal rights and obligations of the Shire of Broomehill-Tambellup including elected members, ratepayers, organisations and the general community; and

(d) historical value to the Shire of Broomehill-Tambellup and to the State.

Local government records of continuing value are to be forwarded to the Administration Officer, for incorporation into the Shire's recordkeeping system.

Records of no continuing value. (Ephemeral)

These records do not need to be incorporated into the Shire's recordkeeping system and can be destroyed when reference to them ceases, but only in accordance with the General Disposal Authority for Local Government Records (GDA LG). Elected members should contact the Administration Officer for advice prior to destroying any records.

ACTION: Records of no continuing value can be destroyed when reference to them ceases but only in accordance with the General Disposal Authority for Local Government Records (GDA LG). Elected members should contact the Administration Officer in order to dispose of these records correctly."

CARRIED 7/0

**Reason For Change
to Recommendation:**

10.05	KATANNING TAEKWONDO CLUB – REQUEST FOR DONATION
Program:	Governance
Attachment:	Nil
File Ref:	ADM0061
Author:	KP O'Neill Manager Finance & Assets
Date:	8 October 2014
Disclosure of Interest:	Chief Executive Officer declared an Impartiality Interest in this Item as the Instructor from the Katanning Taekwondo Club is her partner.
Summary:	The Katanning Taekwondo Club has written to Council requesting financial assistance to send two junior members to attend the Australian National Sports Taekwondo Championships in Adelaide in December.
Background:	The girls have previously represented the Club at State level, and have been successful in being selected in the State team to travel to Adelaide. The Club are raising funds to assist with their travel and accommodation costs. Both girls reside in Katanning.
Comment:	Council previously made a contribution to this Club to send a junior member to the National Championships. At the time the member was a resident of Shire, living in Broomehill.
Consultation:	Nil
Statutory Environment:	Nil
Policy Implications:	There is no policy applicable to this item.
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 provision of \$3,000 in the 2014/15 budget for donations, of which there is an available balance of \$2,255.
Workforce Plan Implications:	There are no implications for the Workforce Plan.
Voting Requirements:	Simple Majority

Officer Resolution: *“That Council does/does not make a donation of \$.……. to the Katanning Taekwondo Club towards travel and accommodation costs for the junior members to attend the Australian National Sports Taekwondo Championships.”*

Council Resolution: *141006*

Moved Cr Batchelor, seconded Cr Paganoni

“That Council does not make a donation to the Katanning Taekwondo Club towards travel and accommodation costs for the junior members to attend the Australian National Sports Taekwondo Championships.”

CARRIED 7/0

**Reason For Change
to Recommendation:** To show Council’s decision.

10.06 ANDERSON'S BORE – REVIEW OF AGREEMENT FOR LANDHOLDERS TO ACCESS WATER

Program:	Economic Services
Attachment:	Current Agreement Map of bore locations October 2013 Council Review Minute Item
File Ref:	ADM0293, CLAF062
Author:	JA Stewart Manager Corporate Services
Date:	6 October 2014
Disclosure of Interest:	Nil

Summary: Council to review the Agreement with landholders (Dawson Patterson and Rowland Sprigg) to access water from Anderson's Bore (shown as 'B' on the attached map).

Background: *At Council's October 2013 review of this Agreement, Council resolved as follows:*

"That the Agreement between the Shire of Broomehill-Tambellup and Mr Dawson Patterson and Mr Rowland Sprigg be renewed as follows:

- *Messrs Dawson Patterson and Rowland Sprigg may (and preferably, where possible) pump from the Anderson Bore (marked 'B' on the presented map) between 01st May 2014 and 31st October 2014;*
- *Messrs Dawson Patterson and Rowland Sprigg are granted permission to pump from Anderson Bore 'B' between the hours of 10.00pm and 6.00am in the months November 2013 through to April 2014 inclusive;*
- *Messrs Patterson and Sprigg will adhere to the following conditions with regard to the aforementioned Bore:*
 - *maintain, at their cost, the submersible pump;*
 - *pay the power costs of the Bore;*
 - *regularly check the condition of the pump and tank;*
 - *have a spare submersible pump on hand in case of pump failure;*
- *This Agreement is to be reviewed annually; however, may be reviewed earlier or more regularly, depending on seasonal conditions, to ascertain if a change in pumping dates and times is necessary; and*
- *Council reserves the right to withdraw this approval."*

Comment: The Anderson bores are located in the south east section of the Shire and provide rural residents with access to water for servicing stock and for meeting spraying requirements. Alternatively, the nearest water supply is via standpipes within the Tambellup townsite that are not easily accessible to rural residents within the above mentioned area.

The author has spoken with Mr Patterson regarding the Agreement and has been advised that both Messrs Patterson and Sprigg would like to continue with the current arrangement from November 2014 through to October 2015 inclusive. The Agreement has been in place since 2001 with variations in accordance with seasonal weather conditions (please

see attached a copy of the minutes item from Council's October 2013 Ordinary Meeting wherein recent Agreement history is stated).
For Council discussion and decision.

Consultation: Nil

**Statutory
Environment:** Nil

Policy Implications: Nil

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

**Asset Management
Implications:** There are no Asset Management Implications

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

**Workforce Plan
Implications:** There are no Workforce Plan Implications

Voting Requirements: Simple Majority

Council Resolution: *141007*

Moved Cr Thompson, seconded Cr Crosby

“That the Agreement between the Shire of Broomehill-Tambellup and Mr Dawson Patterson and Mr Rowland Sprigg be renewed as follows:

- *Messrs Dawson Patterson and Rowland Sprigg may (and preferably, where possible) pump from the Anderson Bore (marked ‘B’ on the presented map) between 01st May 2015 and 31st October 2015;*
- *Messrs Dawson Patterson and Rowland Sprigg are granted permission to pump from Anderson Bore ‘B’ between the hours of 10.00pm and 6.00am in the months November 2014 through to April 2015 inclusive;*
- *Messrs Patterson and Sprigg will adhere to the following conditions with regard to the aforementioned Bore:*
 - *maintain, at their cost, the submersible pump;*
 - *pay the power costs of the Bore;*
 - *regularly check the condition of the pump and tank;*
 - *have a spare submersible pump on hand in case of pump failure;*
- *This Agreement is to be reviewed annually; however, may be reviewed earlier or more regularly, depending on seasonal conditions, to ascertain if a change in pumping dates and times is necessary; and*
- *Council reserves the right to withdraw this approval.”*

CARRIED 7/0

**Reason For Change to
Recommendation:**

10.07 TAMBELLUP COMMUNITY RESOURCE CENTRE INC – REVIEW OF MEMORANDUM OF UNDERSTANDING

Program:	Recreation & Culture
Attachment:	Memorandum of Understanding
File Ref:	ADM0111, CLAF071
Author:	JA Stewart Manager Corporate Services
Date:	6 October 2014
Disclosure of Interest:	Nil

Summary:	Council to review the Memorandum of Understanding (MOU) between the Shire of Broomehill-Tambellup and the Tambellup Community Resource Centre Inc (CRC), for the use of the building situated at 34 Norrish Street, Tambellup, as a resource centre and library.
Background:	The current MOU (2012) between Council and the CRC represents a review of an original MOU formed in October 2010 to formalise the responsibilities of both parties and to assist future funding applications pursued by the CRC Management Committee. The building has been occupied by the CRC for the past sixteen years and has had considerable refurbishment in the way of equipment, improvements and maintenance during that time.
Comment:	A copy of the current MOU has been reviewed by the CRC and the author has been advised by the CRC's manager that there are nil changes requested by the CRC Management Committee. A copy of the MOU is attached for Council discussion and comment.
Consultation:	Tambellup Community Resource Centre Inc (staff and committee members).
Statutory Environment:	Nil
Policy Implications:	Nil
Strategic Implications:	This issue is not dealt with in the Plan
Asset Management Implications:	There are no Asset Management Implications
Financial Implications:	This issue has no financial implications for Council
Workforce Plan Implications:	There are no Workforce Plan Implications
Voting Requirements:	Simple Majority

Council Resolution: 141008

Moved Cr Batchelor, seconded Cr Dennis

- *“That Council extends its Memorandum of Understanding (MOU) with the Tambellup Community Resource Centre for the use of the building situated at 34 Norrish Street, Tambellup, for the purpose of a community resource centre and library.*
- *The MOU is to be reviewed in October 2016.”*

CARRIED 7/0

**Reason For Change to
Recommendation:**

10.08**NBN FIXED WIRELESS FACILITY - TAMBELLUP**

Program:	Planning	
Attachment:	Nil	
File Ref:	ADM0205	
Author:	JM Trezona	Chief Executive Officer
Date:	8 October 2014	
Disclosure of Interest:	Nil	

Summary: Council to consider a request to provide in principle support for the preferred location of the National Broadband Network (NBN) proposed fixed wireless facility at Tambellup.

Background: In June 2013 Council granted Planning Approval to Daly International on behalf of NBN to erect ‘telecommunications infrastructure’ on Lot 1 (No 3766) Gnowangerup-Tambellup Road, Bobalong.

Since then the owner of Lot 1 has advised Daly International that they no longer wish to have the infrastructure on their property. This has required Daly International to look for an alternative location.

Two alternative sites have been selected and Daly International is seeking Council’s in principle support for one of the sites prior to making an application for planning consent. Daly International is fully aware that any response is only preliminary and any proposal is subject to the planning approval process.

Comment: The two sites currently being considered by Daly International are

- Lot 310 or Lot 311 (No 2 and No 4) Birt Street Tambellup which will require a 60 metre lattice tower
- Reserve 19757 Lot 300) East Terrace which will require a 65 metre tower



Birt Street

The preferred site/s is 2 or 4 Birt Street. The land is privately owned and Daly International advises that the owner has been contacted and is “happy for the tower to go here”. If Council provides its in principle support for either of these sites Daly International will then undertake a more detailed feasibility study of the sites prior to submitting a planning application.

Reserve 19757

Council has previously, on an informal basis, considered a location on Reserve 19757. In relation to the site marked on the attached map the minimum height of the tower has been revised from between 55m-60m to 65m. The increase in height is to achieve the required line of sight to Broomehill which is critical to connect into the network.

This is not the preferred site of the two because of the status of the land being a Crown Reserve and the necessary, lengthy compliance that will have to be met to allow the tower to be erected on the site.

Is Council prepared to give in principle support to the proposal to erect the NBN Fixed Wireless lattice tower on either 2 or 4 Birt Street Tambellup? For Council discussion.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Strategic Implications: The Strategic Community Plan includes a Community Aspiration of Building Prosperity. One of the key elements is to *Advocate on behalf of the businesses and residents with government and telecommunications providers to ensure the community benefits from advances in technology.*

Asset Management Implications: There are no Asset Management Implications

Financial Implications: This issue has no financial implications for Council

Workforce Plan Implications: There are no Workforce Plan Implications

Voting Requirements: Simple Majority

Council Resolution: ***141009***

Moved Cr Paganoni, seconded Cr Dennis

“That Council advises Daly International that it supports ‘in principle’ the proposal to erect a 60m lattice tower on either Lots 310 or 311 Birt Street Tambellup. Further Daly International be advised that this ‘in principle’ support is not approval and the planning application and approval process must be undertaken.”

CARRIED 7/0

Reason For Change to Recommendation:

10.09 PROPOSED BULKHEADS AT EXISTING CBH RECEIVAL POINT (RURAL INDUSTRY) – LOT 2 OLD NARDLAH ROAD, BROOMEHILL

Program:	Planning
Attachment:	Site Plan and Elevation
File Ref:	ADM0284
Author:	Gray & Lewis Landuse Planners
Date:	10 October 2014
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> Cr Sheridan declared a financial interest in the matter – as a shareholder and holder of grain contracts with CBH Cr Thompson declared a proximity interest in the matter and a financial interest in the matter as a shareholder and holder of grain contracts with CBH Cr Dennis declared a financial interest in the matter as a shareholder and a holder of grain and other contracts with CBH Cr Paganoni declared a financial interest in the matter as a shareholder and a holder of grain contracts with CBH

Summary: An application has been lodged for two additional bulkheads at the existing CBH receival point on Lot 2 Old Nardlah Road, Broomehill.

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 lodged a new planning application for a receival point on Lot 2 in 2012 for a revised layout. The direction of the bulk heads changed from the 2009 plans to an east west alignment.

Four existing bulkheads have been developed on Lot 2.

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

This application is for two open bulkheads to the immediate south of the existing bulkheads already developed on the lot.



Each bulkhead will measure 250 metres by 35 metres with a 25,000 tonne capacity.

Access will be via Old Nardlah Road which is the case for existing development.

Applicants' advice

In support of the application CBH advises as follows:

- The Albany Zone (AZ) is the second biggest management zone in the CBH network.
- The AZ covers the City of Albany and Shires of Boyup Brook, Broomehill-Tambellup, Cranbrook, Dumbleyung, Gnowangerup, Jerramungup, Katanning, Kent, Kojonup, Kondinin, Lake Grace, West Arthur, Woodanilling and Wagin.
- An above average harvest is expected in the AZ compounded by reduced shipping of grain during harvest from the Albany Port Terminal (APT).
- The APT is the smallest port terminal in the CBH network with a grain storage capacity of 496,800 metric tonnes (mt).
- The volume of grain delivered to the APT during the past five years has increased with 291,225 mt in 2009/10, 277,176 mt in 2010/11, 340,215 mt in 2011/12 and 350,918 mt in 2012/13.
- The average volume of grain delivered to APT is 349,718 mt with the largest, 487,817 mt in 2013/14.
- The APT has limited grain storage facilities and type and grade segregations and constraints on rail and road to receive grain direct from Growers and grain receival sites in the AZ.
- APT imitations and constraints impact shipping capacity to deliver grain to World markets.

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 define ‘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.

The proposed development is simply an extension of the existing landuse, and CBH has a Dust Management Plan for their existing operation which was approved by the Shire in 2012.

Conclusion

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

Having regard that similar development has previously been supported on Lot 2 by Council in 2009 and 2012, 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

Strategic

Implications:

Nil

Asset Management

Implications:

There are no Asset Management Implications

Financial**Implications:** Nil**Workforce Plan****Implications:** There are no Workforce Plan Implications**Voting****Requirements:** Simple Majority**Officer Resolution:***“That Council;*

- 1. Approve the application lodged by CBH for two bulkheads on Lot 2 Old Nardlah Road, Broomehill subject to the following conditions;*
 - (i) All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.*
 - (ii) The operation is to be conducted in accordance with the recommendations of the approved 2012 Dust Management Plan (Document 1247983).*
 - (iii) All vehicular access (ingress and egress) shall be via the existing crossover to Old Nardlah Road.*
 - (iv) 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 permit must be obtained for all works.”*

**Reason For Change
to Recommendation:**

Item 10.09 was deferred as the requirement of a quorum could not be met. Council is awaiting Ministerial approval for disclosing members to participate to enable the matter to be dealt with.

10.10**PROPOSED PASSING LANES ON ALBANY HIGHWAY TUNNEY**

Program:	Transport
Attachment:	Copy of MRWA Correspondence
File Ref:	ADM0203
Author:	JM Trezona Chief Executive Officer
Date:	26 September 2014
Disclosure of Interest:	Nil

Summary: Council has been invited to comment on the proposed passing lanes planned for construction on Albany Highway, Tunney.

Background: Main Roads WA is proposing to construct two passing lanes on Albany Highway near Tunney. The project involves the construction of an additional lane and is part of the Western Australian Safer Country Roads initiative.

Construction will be done in two sections, a southbound passing lane is planned to commence in early 2015 and the northbound passing lane is scheduled for construction in 2015-2016. The attachment includes a map showing the locations. The project requires the clearing of 5.31 hectares of vegetation.

The clearing of native vegetation for this project will be done using Main Roads' Statewide Purpose Clearing Permit CPS 818/11. It is a condition of CPS 818, that where the clearing of native vegetation is a variance to the ten clearing principles (as described in Schedule 5 of the *Environmental Protection Act 1986*), Main Roads is required to invite submissions from interested parties on the impacts of the proposed clearing that are at variance with the clearing principles. Main Roads has determined that the clearing for this project would be at variance with five of the principles.

Comment: The attachment details the Clearing Principle affected, the Variance level and the Environmental Impact Assessment.

Does Council wish to make a submission relating to the clearing of native vegetation for the project?

Consultation: Nil

Statutory Environment: *Environmental Protection Act 1986* Schedule 5 — Principles for clearing native vegetation states the following

1. Principles

Native vegetation should not be cleared if —

- (a) it comprises a high level of biological diversity; or
- (b) it comprises the whole or a part of, or is necessary for the maintenance of, a significant habitat for fauna indigenous to Western Australia; or

- (c) it includes, or is necessary for the continued existence of, rare flora; or
- (d) it comprises the whole or a part of, or is necessary for the maintenance of, a threatened ecological community; or
- (e) it is significant as a remnant of native vegetation in an area that has been extensively cleared; or
- (f) it is growing in, or in association with, an environment associated with a watercourse or wetland; or
- (g) the clearing of the vegetation is likely to cause appreciable land degradation; or
- (h) the clearing of the vegetation is likely to have an impact on the environmental values of any adjacent or nearby conservation area; or
- (i) the clearing of the vegetation is likely to cause deterioration in the quality of surface or underground water; or
- (j) the clearing of the vegetation is likely to cause, or exacerbate, the incidence or intensity of flooding.

[Clause 1 inserted by No. 54 of 2003 s. 116.]

Policy Implications: Nil

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

Asset Management Implications: There are no Asset Management Implications

Financial Implications: This issue has no financial implications for Council

Workforce Plan Implications: There are no Workforce Plan Implications

Voting Requirements: Simple Majority

Council Resolution: *141010*

Moved Cr Prout, seconded Cr Batchelor

“That Council having considered the variances to clearing principles (a), (b), (e), (f) and (i) of Schedule 5 of the Environmental Protection Act 1986, for the purpose of clearing 5.31ha of native vegetation in the Albany Highway road reserve for the purpose of constructing two passing lanes, advises Main Roads Western Australia that it has no comment to make.”

CARRIED 7/0

Reason For Change to Recommendation:

10.11 PROPOSED AMENDMENT OF THE TEN YEAR PLANT REPLACEMENT PROGRAM

Program:	Transport	
Attachment:	Nil	
File Ref:	ADM0303	
Author:	GC Brigg	Manager of Works
Date:	7 October 2014	
Disclosure of Interest:	Nil	

Summary: The purpose of this report is for Council to consider amending the ten year plant replacement program for the 2014-2015 year.

Background: In early 2014 the Chain of Responsibility Legislation (CoR) came into force. The CoR is contained in the *Road Traffic (Vehicle) Act 2012* and the *Road Traffic (Administration) Act 2008*. This legislation includes new responsibilities for the person loading to the correct weights of a vehicle, and the truck driver is responsible for the goods to be loaded correctly. Other areas of responsibility include correct over dimensional loading, and securing loads correctly. This includes all vehicles from a light duty utility through to heavy transport vehicles.

The legislation requires that the Shire formulates a documented plan on how the Chain of Responsibility requirements are going be implemented and adhered to. The Shire of Broomehill-Tambellup is required to train all workers in the Chain of Responsibility legislation.

To maximise consistency of enforcement action throughout Australia and to reflect more accurately the impact of breaches on road safety, damage to infrastructure and unfair competition, the following categories of risk have been developed:

- Minor
- Substantial
- Severe



Break point for mass dimension

Breach category breakpoints for each of the mass and dimension requirements are –

	Minor	Substantial	Severe
Mass	Less than 105% of maximum permitted mass	Equal to or greater than 105% and less than 120% of the maximum permitted mass	Equal to or greater than 120% of the maximum permitted mass
Length	Less than 350mm over the maximum permitted length	Equal to or greater than 350mm and less than 600mm over the maximum permitted length	Equal to or greater than 600mm over the maximum permitted length
Width	Less than 100mm over the maximum permitted width	Equal to or greater than 100mm and less than 150mm over the maximum permitted width	Equal to or greater than 150mm over the maximum permitted width
Projection	Less than 40mm over the maximum permitted projection	Equal to or greater than 40mm and less than 80mm over the maximum permitted projection	Equal to or greater than 80mm over the maximum permitted projection
Height	Less than 150mm over the maximum permitted height	Equal to or greater than 150mm and less than 300mm over the maximum permitted height	Equal to or greater than 300mm over the maximum permitted height

WA Compliance and Enforcement Legislation

Regulations have been drafted and were set to come into effect in May 2014.

Main Roads have stressed that education and safety, not punitive action, is at the heart of this legislation, the aim of which is to;

- Improve road safety, and safety within the transport industry
- Improve driver health and education
- Avoid damage to infrastructure
- Ensure compliance with a single legislation across the industry
- Ensure subcontractor safety is improved
- Improve and promote efficient practices in transport

CoR legislation will ensure that, for the first time in the case of a breach of the legislation, all parties involved in the supply chain can be held accountable for their actions or non actions, including companies using subcontracting services. CoR legislation also includes, for the first time, personal fines and sentences for executives.

Comment: The current ten year plant replacement program includes for the 2014-2015 year the replacement of the Caterpillar 12H grader (TA 18). The replacement of the 930G loader is scheduled for 2015-2016.

To be able to provide systems for workers and executives to follow the Chain of Responsibility legislation, an important first task for Council to consider is the fitting of onboard scales to the loader. This will give the loader operator and truck drivers a better indication of correct loading. The current Caterpillar 930G loader doesn't have onboard scales and for Council to fit those scales would seem excessive costs for less than 12 months. Also if onboard scales were purchased and fitted to the current loader they could not be transferred to a new model loader, as the scales on newer models are integrated through the machines computers. As such Council needs to consider bringing forward the Caterpillar 930G loader in place of the Caterpillar 12H grader during the 2014/2015 year.

The Caterpillar 12H grader is 8 years old and has around 8,000hrs. By keeping it we would only see an increase of approximately 700 hours still keeping it under 10,000hrs which is recommended life span of components. Some graders are currently hard to source and there could be a 3-4 month wait. This would mean that the grader wouldn't be delivered until 2015 anyway.

For Council discussion and decision.

Consultation: Chief Executive Officer

Statutory Environment: *Road Traffic (Vehicle) Act 2012*
Road Traffic (Administration) Act 2008

Policy Implications: Nil

Strategic Implications: There are no Strategic Implications

Asset Management Implications: Amendment to the Ten Year Plant Replacement Program

Financial Implications: The 2014-2015 budget allows \$350,000 to replace the Caterpillar 12H grader. The estimated cost to replace the loader is around \$300,000 not allowing for trade. This would reduce the plant replacement by \$50,000 in the 2014-2015 year but increase the 2015-2016 plant replacement, however this will have minimal impact as the changeover was to be funded through the Plant Replacement Reserve.

Workforce Plan Implications: There are no Workforce Plan Implications

Voting Requirements: Absolute Majority required

Council Resolution: 141011

Moved Cr Thompson, seconded Cr Paganoni

“That Council amends the Ten Year Plant Replacement Program and brings forward the changeover of the Caterpillar 930G loader to the 2014-2015 financial year and defers the changeover of the Caterpillar 12H grader to the 2015-2016 budget year. Further Council recognises this as an amendment to the current 2014-2015 budget.”

CARRIED 7/0
By Absolute Majority

**Reason For Change to
Recommendation:**

10.12 PLANT REPLACEMENT – FRONT END LOADER - SPECIFICATIONS

Program:	Transport
Attachment:	Proposed Specifications
File Ref:	ADM0303
Author:	JM Trezona Chief Executive Officer
Date:	8 October 2014
Disclosure of Interest:	Nil

Summary: The purpose of this report is for Council to endorse the specifications for the changeover of the Caterpillar 930G Loader.

Background: This report is presented on the assumption that Council has voted in favour of Item 10.11 to amend the Ten Year Plant Replacement Program and bring forward the replacement of the Caterpillar 930G Loader.

Comment: Initially quotations for the replacement of the loader will be sought through the WALGA Preferred Supplier Program.

For Council consideration and endorsement.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Council's policy - 4.6 Replacement of Plant and Vehicles requires that specifications for items exceeding the tender threshold of \$100,000 are to be presented to Council for endorsement.

Strategic Implications: There are no Strategic Implications

Asset Management Implications: The necessary adjustments will be made to the asset management plan to reflect the changeover of the plant item.

Financial Implications: Provision has been made in the 2014-2015 Budget.

Workforce Plan Implications: There are no Workforce Plan Implications

Voting Requirements: Simple Majority

Council Resolution: **141012**

Moved Cr Thompson, seconded Cr Crosby

“That Council endorses the specifications for the replacement of the Caterpillar 930G Loader as presented.”

CARRIED 7/0

**Reason For Change
to Recommendation:**

10.13	BROOMEHILL BOWLING CLUB REQUEST FOR FUNDING
Program:	Recreation
Attachment:	Copy of product brochure
File Ref:	ADM0286
Author:	JM Trezona Chief Executive Officer
Date:	13 October 2014
Disclosure of Interest:	Nil

Summary: The purpose of this report is for Council to consider a request from the Broomehill Bowling Club to provide funding from the Broomehill Recreation Complex Reserve.

Background: The Broomehill Bowling Club are proposing to purchase and erect shade units for around the bowling green to provide shelter for the players while competing during the Bowls season.

The club has done the necessary research and selected the product that best suits them.

Comment: The proposal is for 50% of the cost to be sourced from the Reserve Fund with 25% respectively being met by the Bowling Club and the Broomehill Recreation Complex Committee.

The purpose of the Broomehill Recreation Complex Reserve is *to be used for works at the Broomehill Recreation Complex in agreeance with the Management Committee of Broomehill Recreational Complex Inc.*

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Strategic Implications: The Shire of Broomehill-Tambellup Strategic Community Plan has a Community Aspiration of “*Being Healthy*” and “*Staying Active and being Entertained*”. The purchase and installation of shade by the Bowling Club meets the intent of both these aspirations.

Asset Management Implications: The shade structures will be taken up in Council’s asset register and will be included in the Asset Management Plan. Council may wish to consider advising the Complex Committee and Bowling Club that it will be the responsibility of the Club and/or Committee to replace the structures at the end of their useful life.

Financial**Implications:**

The quote received by the club from Shadex Industries for 7 x double sided Sunchaser retractable shade systems is \$12,212.71 ex GST. The club members will complete the installation.

The Broomehill Recreation Complex Reserve currently has a balance of \$49,727.00. This year the budget includes provision for an additional transfer to the reserve of \$8,600 and interest of \$1,500. There is no budgeted expenditure from the reserve in this financial year. The Bowling Club is seeking \$6,200.00 from the Reserve.

Workforce Plan**Implications:**

There are no Workforce Plan Implications

Voting**Requirements:**

Absolute Majority required

Council Resolution:

141013

Moved Cr Prout, seconded Cr Thompson

“That Council supports the proposal from the Broomehill Bowling Club to fund 50% of the cost (\$6,200.00) to purchase 7, double sided, retractable shade systems for around the greens at the Bowling Club. The funds are to be sourced from the Broomehill Recreation Complex Reserve subject to the Complex Management Committee supporting the proposal and the future replacement of the shade being the responsibility of the Bowling Club and/or the Broomehill Recreation Complex Management Committee. Further Council recognises this as unbudgeted expenditure.”

CARRIED 7/0
By Absolute Majority

**Reason For Change
to Recommendation:**

11.01**UNDER SEPARATE COVER: ILLEGAL CAMPING**

Program: Health and Building
Attachment: Photographs May 2014
File Ref: A3059
Author: M Dennis Environmental Health Officer
Date: 9 October 2014
Disclosure of Interest: Nil

Council Resolution: 141014

Moved Cr Dennis, seconded Cr Paganoni

“That Council authorise the Chief Executive Officer to:

- 1. Issue a Section 135 Health Act 1911 notice for the dwelling being occupied at Lot 19 Great Southern Highway Broomehill Village;*
- 2. Inform the owner of Lot 19 Great Southern Highway Broomehill Village in writing of the alleged breaches of the Shire’s Town Planning Scheme and the Building Act 2011 and request a response within 14 days of the date of correspondence regarding their proposed action.”*

CARRIED 7/0

The meeting was adjourned at 5.03pm and re-convened at 5.05pm.

12.01 MAINTENANCE REPORT FOR SEPTEMBER/OCTOBER 2014

Program: Transport
Attachment: Nil
File Ref: Nil
Author: GC Brigg Manager of Works
Date: 10 October 2014
Disclosure of Interest: Nil

Reg No.	Description	Current Kms/Hrs	Next Service Due	Year of Manufacture	Year of Purchase	Changeover	Comments
0TA	Holden Caprice			2014	2014	1 yr / 15,000km	
1TA	Ford Ranger			2014	2014	1 yr / 10,000 kms	
1 TIU 961	Papas Tandem Fuel Trailer			2008			
1TMR361	Rockwheeler Side Tipper Trailer	21,194		2012	2012		
TA2251	3 axle Float Trailer						
BH00	Ford Ranger		1,000	2014	2014	1 yr / 30,000 kms	New ute, fitted radio, aerial, and Beacon light
BH000	Holden Colorado 7	35306		2013	2013	1yr / 25,000 km	
BH001	CAT vibe Roller	2,103	2,150	2009		8 yrs / 8000 hrs	2000 hour service. Coolant sample taken for analysis. Replaced radio
BH002	ISUZU 6 Wheel Tipper	146,132	150,000	2008	2008	7 yrs / 250,000km	Repair side gate switch and air hoses. Repair PTO pump. Repairing PTO clutch
BH003	Toyota Landcruiser GXL Dual Cab	7,114	10,000	2014	2014	1 yr / 30,000 km	
BH004	CAT 12M	4,659	4,750	2250	2009	8 yrs / 8,000 hrs	
BH005	Cat multi tyre	2,613	2,500	2011	2011	8 yrs / 8000 hrs	Serviced 19.09.2014. Adjusted throttle cable 23.09.2014
BH006	CAT 12M	1,901	2,000	2012	2012	8 yrs / 8,000 hrs	Serviced 17.09.2014 and coolant sample taken for analysis
BH007	Toro 360 mower	250	450	2013	2013	5 yrs / 5,000 hrs	200 hour service 12/09/2014
BH009	Colorado 4x4 Tray Back		1,000	2013	2013	1 yr / 30,000 km	New ute. Fitted radio, aerial and beacon
BH010	6x4 Fuel Trailer			1981	1981		
BH012	Isuzu Fire Truck		Nov-14	1995	2004		
BH013	Cat 444F Backhoe	574	750	2013	2013	10 yrs / 8,000 hrs	
BH014	Colorado 4x4 Tray Back	18,467	30,000	2013	2013	1 yr / 30,000 km	
BHT84	Toro Groundmaster 3500D mower	117	150	2013	2013		

BHT92	CAT 259B3 Skid Steer	554	750	2012	2013	8 yrs / 8,000hrs	Coolant replaced as per analysis report
BHT125	Mack Curser 8 Wheel Tipper	26,774	30,000	2013	2013	5 yrs / 250,000 km	
TA001	Ford Ranger Dual Cab		1,000	2014	2014	1 yr / 30,000 kms	
TA017	Isuzu Tipper	5,549	15,000	2014	2014	5 yrs / 200,000 km	
TA052	Colorado 4x4 Tray Back	1,870	3,000	2014	2014	1 yr 30,000 km	
TA06	Jet Patcher Isuzu	119,405	120,000	2007	2010	8 yrs / 8,000 hrs	Repairs completed. Serviced engine and compressor engine 8.10.2014
TA092	Iveco Strais AD500 8-4	43,402	50,000	2012	2012	5 yrs / 250,000 km	
TA18	12H Grader	8,082	8,250	2006	2006	7 yrs / 8,000 hrs	8000 hour service. Replaced air hose from compressor to tank. Oil and coolant samples taken for analysis.
TA281	930G Loader	6,119	6,250	6250	2007	8 yrs / 8,000 hrs	
TA386	Isuzu Tipper	28,145	30,000	2012	2012	5 yrs / 200,000 km	
TA417	John Deere Gator	485	500	2009		4 yrs	
CATBR	Caterpillar Angle Broom			2010			
	Himac skid steer slasher			2013		10 yrs	
BKTBR	Skid steer Bucket Broom			2013			
1TLT850	Loadstar 8x5 Trailer			2011			
BH2085	Trailer for Pump at Town dam						
BH2098	Boxtop Trailer						
BH2134	Trailer for Mobile Standpipe						
TA2129	Fuel Tanker						
BH010	6 x 4 Fuel Trailer						
1TCY082	Papas Tandem Fuel Trailer						
1TCY093	Papas Tandem Trailer						
1TIU961	8 x 5 Papas Fuel Trailer						
1TFH594	Loadstar Boxtop Trailer						
1TFC580	Gardeners Boxtop trailer						
1TFD241	Boxtop Trailer for firefighting						

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12.02**WORKS REPORT FOR SEPTEMBER/OCTOBER 2014**

Program:	Transport	
Attachment:	Nil	
File Ref:	Nil	
Author:	GC Brigg	Manager of Works
Date:	10 October 2014	
Disclosure of Interest:	Nil	

Broomehill

- Solar pump system at CBH dam and security fencing has been installed.
- Poly pipe has been put into the ground from CBH dam. This meets the Tieline Road. It will then be connected to an older line which already runs up to the sports complex. Contractor will be away for a couple of weeks and the system will be fully operational once he returns.
- Contractor is working on the lights along the railway footpath and waiting on parts.
- There has been water pumped from the town dam to the complex. The dam is down one metre. The volume left is the same as before it was extended. We have to expect there is little rain from here. Last year the dam only just made it through watering season. The town dam supplies the Broomehill School, Holland Park, Broomehill office, Sheridan's garden and the rest stop.
- Gardeners have been busy trying to keep up with grass and weeds. Over the next week we expect to get the town mowing and slashing completed.
- Sprayed the oval for weeds and fertilized as well.
- Contractor spraying weeds and grass in the town site.
- Fire break grading around town to start.

Tambellup

- Trees cut down along Tambellup West Road getting ready for drainage.
- Designing drainage now and ordering pipes and pits next week.
- Gardeners have been doing a big job cleaning up around town.
- Sprayed oval for broad weeds.
- Water harvest project almost complete in Tambellup. Waiting for Thinkwater to place line from sports complex to Diprose Park which is the last part on the project.
- Eastern side of the sport complex needs new fencing. People are currently driving vehicles over sections of the old fence.
- Watercorp still having problems with the treatment plant. Hopefully up and running properly soon.
- Number one dam only 400mm off full. Number 2 dam only 50% full. Jam Creek dams are 80%.
- Spraying weeds and grass around town.
- Fire break grading to start around town.

Roads

- Crew gravel widening Tambellup West Road SLK 1.5 to 5 section.
- Widening done on Tambellup West Road SLK 8.5 to 12.5 section.
- There is still 1km of full width reconstruction to be done on SLK 8.5 to 9.6 section. Gravel overlay will only be done just before stabilizing machine turns up.
- Stabilizer due first week in November. Seal truck ordered for second week in November.
- Crew have been gravel patching on the Beejenup Road. Some bad potholes had formed.
- Maintenance crew have been working on cold mix bitumen patching, also working on headwalls. Over the next month they will be working on culvert widening on Tambellup West Road.
- Jetpatcher almost up and running. Weather is fining up for bitumen repairs.
- Grader maintenance crew are working in the north east part of the shire and working their way south.
- Contractor currently road side spraying.
- Checked Etna Road on the 6th of October. There is still water seeping under the road. It will remain shut. May be able to open to light traffic in a week if the weather warms up.
- Tree pruning on Pindellup Road. The contractor is now self sufficient and removing chipped vegetation off the road as well as vegetation off fences. Doing an excellent job.
- Tree mulching to start on Nardlah Road next, this is a Commodity Route project.
- The 2015/2016 submissions for Commodity Route funding is sealing 5km of Nardlah Road which is second stage of the project. The other submission is 6km of gravel re-sheeting on Beejenup Road. Nardlah Road project scored well. We didn't score so well for Beejenup Road, but it was the next best project we could put up.
- Roads to Recovery funding allocations have been announced. The program sees a reasonable increase over the 5 year program. Per year the allocation has been reduced by \$3,000 per year on a yearly basis. The increase comes in the 15/16 year with a double allocation for that year only.

Plant

- CEO's Caprice has been replaced.
- Construction crew cab has been replaced with a Ford Ranger.
- Both gardeners' vehicles have been replaced.
- The ute to replace the John Deere Gator and mechanic's single cab ute is still on order.
- Caterpillar 12H has had a number of issues. This grader has cost around \$8000 in repairs over the last 3 months. I would think most of the issues are sorted out.
- Jetpatcher repairs finally complete. Will be out working next week.
- Currently getting quotes for new water tank and dolly.
- Skid steer attachments have been ordered from Himac Albany. We went with a demo model stabilizer (only done few hours work) to fit the skid steer. New they cost \$28,000. We purchased this one from Caterpillar for \$11,000.
- Isuzu truck has damage to the Power Take Off (PTO) pump. A circlip broke on the PTO clutch and kept the PTO in gear. This in turn overheated the bearings.
- Council may consider not replacing the tree grabs for the loader in the 2014/15 budget. Council uses a much cheaper option with the excavator and mulcher. Also the new Chain of Responsibilities doesn't allow us to load trees over dimensional. With little use over the last 12 months and low hours forecast in the near future, we can extend the life of the current tree grabs that fit the 930G.

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12.03 BUILDING SURVEYORS REPORT FOR SEPTEMBER 2014

Program:	Economic Services
Attachment:	BSR Report and Activity Statement
File Ref:	ADM0076
Author:	D Baxter Building Surveyor
Date:	1 October 2014
Disclosure of Interest:	Nil

Summary: Attached are the BSR Report and the Activity Statement for the month of September 2014 that has been sent to all the relevant authorities required by legislation.

Background: This report advises of the building approvals and the activity of the Building Surveyor for the month of September 2014.

Comment: This report confirms the activity of the Building Surveyor.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

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

Asset Management Implications: There are no Asset Management Implications

Financial Implications: This issue has no financial implications for Council

Workforce Plan Implications: There are no Workforce Plan Implications

Voting Requirements: Simple Majority

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

Reason For Change to Recommendation:

RECEIVED

12.04 BUILDING MAINTENANCE PROGRAM

Program:	Various
Attachment:	Building Maintenance Program Report to 6 October 2014
File Ref:	Nil
Author:	JA Stewart Manager Corporate Services
Date:	6 October 2014
Disclosure of Interest:	Nil

Summary: Report on the Building Maintenance Program for 2014-15 to 6 October 2014.

Background: Nil

Comment: The Building Maintenance Program Report (Report) is updated to 6 October 2014 and presented for Council's information, comment and/or discussion, if required.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

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

Asset Management Implications: The Building Maintenance and Capital Works Program is an integral part of Council's Asset Management Plan allowing Council to provide and maintain necessary building infrastructure to cater for community needs in a timely and cost efficient manner.

Financial Implications: Council's Long Term Financial Plan includes provision for building maintenance and capital works costs. Provision was made in the 2014-15 budget or, if unbudgeted expenditure, by Council resolution since, to meet the costs within the attached Report.

Workforce Plan Implications: The coordination of this work falls within the scope of the Manager Corporate Services' role; the execution of the work has minimal impact on the current Workforce Plan due to the majority of work being conducted by external contractors.

Voting Requirements: Simple Majority

Council Resolution: *"No recommendation required – Councillor information only"*

Reason For Change to Recommendation:

RECEIVED

12.05 LIBRARY REPORT - SEPTEMBER 2014

Program:	Recreation & Culture
Attachment:	Library Report – September 2014
File Ref:	ADM0097
Author:	C Brown Library Officers S Reed
Date:	1 October 2014
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 September 2014.

Comment: For Council information.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

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

Asset Management Implications: There are no Asset Management Implications

Financial Implications: This issue has no financial implications for Council

Workforce Plan Implications: There are no Workforce Plan Implications

Voting Requirements: Nil

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

Reason For Change to Recommendation:

RECEIVED

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

Nil

14. DATE OF NEXT MEETING

20 November 2014

15. CLOSURE

There being no further business the President thanked Councillors and Staff for their attendance and declared the meeting closed at 5.22pm.