

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 17th March 2011 commencing at 4.20pm.

1. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Present:	Cr BG Webster	President
	Cr KW Crosby	Deputy President
	Cr MJ Bowman	
	Cr GM Sheridan	
	Cr MR Turner	
	Cr M Sadler	
	Cr SJF Thompson	
	Cr EK Schlueter	
	Cr DCN Kempin	
	JM Trezona	Chief Executive Officer
	VN Webster	Manager Administration & Customer Service
	GC Brigg	Works Manager

Apologies: Nil

Leave of Absence:
Nil

2. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President welcomed Councillors and staff and declared the meeting open at 4.20pm.

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATION FOR LEAVE OF ABSENCE

Nil

6. DECLARATION OF INTEREST

Nil

7. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8. CONFIRMATION OF PREVIOUS MEETING MINUTES

8.1 ORDINARY MEETING OF COUNCIL MINUTES 24TH FEBRUARY 2011
110301

Moved Cr Sadler, seconded Cr Turner

“That the minutes of the Ordinary Meeting of Council held on the 24th February 2011 be confirmed as a true and accurate record of proceedings.”

CARRIED 9/0

9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION
Nil

10. MATTERS FOR DECISION

10.1 FINANCIAL STATEMENTS FOR FEBRUARY 2011

Program:	Other Property and Services
Attachment:	Monthly Financial Statements for February 2011
File Ref:	Nil
Author:	KP O'Neill Finance Officer
Date:	10th March 2011
Disclosure of Interest:	Nil

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

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

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

Comment: Points to note from the February 2011 Financial Statements:-

- The budget figures have been amended following Councils adoption of the 2010/2011 Budget Review, and are shown as the Revised Budget.
- Funding of \$20,000 has been received from the Department of Agriculture and Foods “Dry Season Assistance Scheme” which is to be utilised towards maintaining Community spirit and welfare following the dry season of the past year.

Consultation: Nil

Statutory Environment: Local Government Act 1995 – Financial Management Regulation 34

Policy Implications: Nil

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

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

Voting Requirements: Simple Majority

Council Resolution: 110302

Moved Cr Kempin, seconded Cr Bowman

“That Council adopts En Bloc the Officers Resolution from Item 10.1 to Item 10.7.

Cr Turner withdrew Item 10.3

Cr Webster withdrew Items 10.2, 10.4 – 10.7.

That the Financial Statements for the period ending 28 February 2011 be adopted.”

CARRIED 9/0

**Reason For Change to
Recommendation:**

10.2 CREDITORS ACCOUNTS PAID FOR FEBRUARY 2011

Program:	Other Property and Services	
Attachment:	List of Payments for February 2011	
File Ref:	Nil	
Author:	KP O'Neill	Finance Officer
Date:	10th March 2011	
Disclosure of Interest:	Nil	

Summary: Attached is a list of payments made from the Municipal and Trust Funds during February 2011.

Background: The Local Government Act 1995 – Financial Management Regulation 13 states that a list of accounts paid under delegated authority by the CEO is to be prepared each month, providing sufficient information to identify the transactions. The list is to be presented to the Council at the next ordinary meeting after the list is prepared.

Comment: SUMMARY

February 2011

Municipal Fund	\$465,017.64
Trust Fund	\$4,091.00
<u>Credit Cards</u>	<u>\$551.04</u>
<u>TOTAL</u>	<u>\$469,659.68</u>

Consultation: Nil

Statutory

Environment: Local Government Act 1995 – Financial Management Regulation 13

Policy Implications: Nil

Financial

Implications: List of payments made during the previous month

Strategic

Implications: This issue is not dealt with in the Plan

Voting Requirements: Simple Majority

Council Resolution: 110303

Moved Cr Crosby, seconded Cr Schlueter

“That the list of accounts paid during February 2011, represented by:-

- Municipal Fund cheques numbered 1247 and 1505 to 1530 inclusive and electronic payments numbered EFT1963 to EFT1966 and EFT1969 to EFT2038 inclusive and totalling \$465,017.64;*
- Trust Fund cheques numbered 204 to 206 inclusive and electronic payments EFT1967 to EFT1968 and totalling \$4,091.00;*
- Credit Card payments totalling \$551.04;*

be adopted.”

CARRIED 9/0

Procedural Motion: 110304

Moved Cr Bowman, seconded Cr Sheridan

“That Item 10.6 be brought forward for discussion and decision by Council”

CARRIED 9/0

**Reason For Change to
Recommendation:**

10.6	2010 DRY SEASON ASSISTANCE GRANTS
Program:	Recreation and Culture
Attachment:	Summary of submissions received
File Ref:	CP.PR.10
Author:	PA Hull Community Services Officer
Date:	10th March 2011
Disclosure of Interest:	Nil

Summary: Council to endorse the recommendation of the committee in allocating funding for events.

Background: In December 2010 the State Government announced community service grants of up to \$20,000 were available to local governments affected by the 2010 dry season. The Broomehill-Tambellup shire is eligible to receive the payment, which is to be spent on one or more community events that help maintain community spirit and welfare. Events should be held by 30 November 2011.

An additional contribution of \$1000 was received from the Lord Mayor's Distress Relief Fund.

At the December Council meeting, it was resolved that a committee consisting of Cr Webster, Cr Turner and Pam Hull obtain information on what events could be held in the community, and report back to Council.

Community groups in Broomehill and Tambellup were invited to submit expressions of interest in holding events which met the funding criteria, including:

- the involvement of community groups;
- the demonstration of benefit to the community; and
- as far as possible, be inclusive of all members of the community.

A summary of the event submissions is attached for Council's information.

Comment: The funding requests totalled \$26,100, from seven community groups. Following discussion, it was determined the following events would receive an allocation of funding:

- Old Fellas Footy Fun and Fitness League - \$1,000
- Sophie's Fund Cabaret - \$2,000
- Broomehill Recreational Complex Family Afternoon - \$3,000
- Broomehill P & C Bush Dance - \$4,000
- Broomehill Playgroup 'The Spring Swing' - \$7,000

The balance of the funds, \$4,000, will be retained by Council for the present, in anticipation of further events being organized.

In advising the groups of the decision, emphasis will be made of the fact that the Dry Season funding is a contribution towards holding an event rather than covering the entire cost of the event. Groups are to be encouraged to implement a door charge or other fund raising activity to partially offset expenses.

Groups will also be encouraged to advertise their events widely across both communities.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Funding of \$21,000 is available to support these events.

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

Voting Requirements: Simple Majority

Council Resolution: *110305*

Moved Cr Kempin, seconded Cr Turner

“That Council endorses the recommendation of the committee, with the Dry Season 2010 funding being allocated as follows:

- Old Fellas Footy Fun and Fitness League - \$1,000*
- Sophie’s Fund Cabaret - \$2,000*
- Broomehill Recreational Complex Family Afternoon - \$3,000*
- Broomehill Bush Dance - \$4,000*
- ‘The Spring Swing’ - \$7,000*

Furthermore, the balance of funds, \$4,000, will be retained by Council in anticipation of further events being organized.”

CARRIED 9/0

Reason For Change to Recommendation:

10.3	SOPHIE'S FUND – ME/CFS INC – REQUEST TO WAIVE HALL HIRE COSTS			
Program:	Governance			
Attachment:	Nil			
File Ref:	ADM0066			
Author:	VN Webster	Manager	Administration	& Customer Service
Date:	9th March 2011			
Disclosure of Interest:	The Manager Administration & Customer Service, as author of this report declares an Impartiality Interest as the Treasurer of the Sophie's Fund – ME/CFS Committee.			
Summary:	The Sophie's Fund – ME/CFS Committee are seeking Councils consideration to waive the hire costs of the Tambellup Hall.			
Background:	<p>The committee of Sophie's Fund – ME/CFS are hosting an auction/cabaret/social evening on Saturday 16th April 2011 to acknowledge and thank all the people who have donated and supported Sophie's Fund. The monies raised from the evening will go to the fund.</p> <p>Sophie's Fund – ME/CFS Committee was established in 2010 to raise funds to assist all sufferers of ME/CFS (Myalgic Encephalomyelitis Chronic Fatigue Syndrome). The four main objectives of the association is to raise funds:</p> <ul style="list-style-type: none"> ➤ to set up blood testing equipment specific to ME/CFS; ➤ to support the education and awareness of ME/CFS; ➤ to support the medications and treatment of Sophie; and ➤ to train nurses in specialist respite care of ME/CFS sufferers. <p>The Committee is requesting Council to consider waiving the hire costs of the Tambellup Hall for the evening.</p>			
Comment:	<p>Traditionally Council is reluctant to waive the hire costs of its facilities with the exception of those instances as highlighted in Councils Policy Manual.</p> <p>Council may wish to consider advising the committee that it will not waive the hire costs but is willing to make a donation equivalent to the hire cost of the Tambellup Hall.</p> <p>For Council consideration.</p>			
Consultation:	Nil			
Statutory Environment:	Nil			
Policy Implications:	Nil			

Financial

Implications: The hire cost of the Tambellup Hall is \$154. Council has a Members donation provision in the 2010-2011 budget that has a current balance of \$1100.

Strategic

Implications: This issue is not dealt with in the Plan

Voting Requirements: Simple Majority

Council Resolution: ***110306***

Moved Cr Bowman, seconded Cr Sheridan

“That Council makes a donation of \$154 to the committee of Sophie’s Fund – ME/CFS Inc to assist with the auction/cabaret/social evening scheduled for 16th April 2011.”

CARRIED 5/4

**Reason For Change to
Recommendation:**

10.4 TAMBELLUP CRANBROOK COMMUNITY BANK – RENT REVIEW

Program:	Economic Services
Attachment:	Nil
File Ref:	CLAF
Author:	KP O'Neill Finance Officer
Date:	10th March 2011
Disclosure of Interest:	Nil

Summary: A review of the rental for the Community Bank premises at 36 Norrish Street, Tambellup is now due.

Background: In accordance with the lease agreement between Council and the Great Southern Community Financial Services, the review date for the rental of the building is due on the 11th January each year.

Currently, the rent is \$130.75 per week (exclusive of GST), payable in advance by equal successive calendar monthly payments of \$566.59 (exclusive of GST) due on the first day of each month.

Item 3.2 of the Agreement states

On each Rent Review Date the Rent shall be reviewed and in calculating the Rent payable from each Rent Review Date the Rent shall be increased by

- a) A factor equal to the percentage increase in the Consumer Price Index for the quarter ending immediately prior to the relevant rent review date, and quarter ending immediately prior to the previous Rent Review Date; or*
 - b) 5% per annum,*
- whichever is greater.*

Comment: The lease of the building to Great Southern Community Financial Services was extended by Council in June 2009 for a further five year term.

The Perth CPI for the December 2010 quarter was 2.6%.

Per the terms of the lease agreement, the following increases can apply:-

2.6% increase = \$134.15 + GST \$13.41 = \$147.56 per week

5.0% increase = \$137.29 + GST \$13.73 = \$151.02 per week

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial

Implications: Council to determine the increase in rental for the lease to Great Southern Community Financial Services for the Community Bank premises at 36 Norrish Street, Tambellup. Additional revenue will be realised from any increase in rent.

Strategic

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

Voting Requirements: Simple Majority

Council Resolution: *110307*

Moved Cr Schlueter, seconded Cr Thompson

“That, as per the Lease Agreement between the Shire of Broomehill-Tambellup and Great Southern Community Financial Services, the rent for the premises at 36 Norrish Street Tambellup be increased by 5% to \$151.02 per week (inclusive of GST) .”

CARRIED 9/0

Reason For Change to Recommendation:

10.5 PUBLIC TRANSPORT AUTHORITY OF WA – RENEWAL OF LEASE L5459

Program:	Recreation and Culture
Attachment:	Copy of Lease area
File Ref:	CLAFF & Res 10347
Author:	JM Trezona Chief Executive Officer
Date:	9th March 2011
Disclosure of Interest:	Nil

Summary: Council to determine if it wishes to renew its lease with the Public Transport Authority of WA (PTAWA) L5459 for a portion of Reserve 10347.

Background: Council currently holds a 10 year lease agreement between the former Shire of Tambellup and PTAWA for the lease of a portion of the rail reserve in the Tambellup townsite. The current lease expires on 30 June 2011 and in an effort to expedite the process, Burgess Rawson (WA) Pty Ltd who act on behalf of PTAWA are now seeking confirmation that Council wishes to renew the contract.

The current peppercorn rental agreement is for the purpose of “Beautification”.

The attached map shows the area of Reserve 10347 that is covered by the lease.

Comment: The arrangement was first entered into in 1991 and was done to allow the then Shire of Tambellup the ability to maintain and beautify the land which is located in the centre of the townsite. It was renewed in 2001 and due again at the end of the financial year. The maximum period for the lease is 10 years.

For Council discussion and decision.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: The lease is a peppercorn rental.

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

Voting Requirements: Simple Majority

Council Resolution: 110308

Moved Cr Bowman, seconded Cr Sadler

“That Council

- confirms with Burgess Rawson that it wishes to renew the lease L5459 for a portion of the rail reserve in the Tambellup townsite*
- delegates authority to the President and Chief Executive Officer to sign and seal the lease agreement on behalf of Council subject to it meeting the Councils requirements.”*

CARRIED 9/0

**Reason For Change to
Recommendation:**

10.7 REQUEST TO COLLECT NATIVE ORCHIDS FROM SHIRE RESERVES

Program:	Other Property & Services			
Attachment:	Nil			
File Ref:	ADM0151			
Author:	VN Webster	Manager	Administration	& Customer Service
Date:	25th February 2011			
Disclosure of Interest:	Nil			

Summary: Council has received a request to collect native orchids from Shire reserves.

Background: Mrs Pat Johns has written to Council for a number of years seeking permission to collect specimens of native orchids from Council controlled reserves. Mrs Johns has a current CALM Licence No. SWO13334 for Scientific Purposes and GEOO2813 – authority to enter DEC land.

Comment: Council has issued approval to Mrs Johns in the past to collect the orchids for scientific and educational purposes. Approval was last given in February 2010.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: This issue has no financial implications for Council

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

Voting Requirements: Simple Majority

Council Resolution: **110309**

Moved Cr Turner, seconded Cr Thompson

“That Mrs Johns be authorized to collect specimens of native orchids on reserves controlled by the Shire of Broomehill-Tambellup in accordance with her current licence as issued by the Department of Conservation and Land Management.”

CARRIED 9/0

Reason For Change to Recommendation:

10.8	BROOMEHILL COUNCIL CHAMBERS FURNITURE			
Program:	Governance			
Attachment:	Nil			
File Ref:	ADM0351			
Author:	VN Webster	Manager	Administration	& Customer Service
Date:	1st March 2011			
Disclosure of Interest:	Nil			

Summary: To consider what Council may wish to do with the Broomehill Council Chamber Furniture.

Background: Council endorsed at the February 2011 Ordinary Meeting of Council, the Royalties for Regions grant application for the Archive Repository project to be housed in the Broomehill Council offices.

As part of the project the interior of the building will be completely renovated and the Council chambers will be used for archive storage space.

The furniture in the chambers listed below will need to be relocated or disposed of:

- 1 x large wooden table (approximately 11' x 5')
- 10 x brown leather chairs
- 12 x green seat wooden chairs

Council staff have not been able to ascertain the age of the wooden table in the chamber. The table is in excellent condition and is an asset of the former Shire of Broomehill.

Council may wish to retain the table and relocate for historical reasons.

One alternative that Council may consider is to relocate the table to the Tambellup Council Chambers. Council has in the past discussed the possibility of purchasing one large table for the chambers to replace the existing four table combination.

Another alternative is to relocate the council chamber furniture to the front reception room in the Broomehill Hall. The honour board for the former Shire of Broomehill and all the past presidents portraits are being relocated to the front reception room for posterity.

Comment: For Council discussion and consideration

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial

Implications: Possible income from the sale of furniture

Strategic

Implications: This issue is not dealt with in the Plan

Voting Requirements: Simple Majority

Council Resolution: **110310**

(Committee Resolution:)

Moved Cr Thompson, seconded Cr Turner

“That Council agrees that the following list of furniture in the Broomehill Council Chambers be relocated or disposed of:

- The Council Chamber table be relocated to the Tambellup Council Chambers to ascertain if it is appropriate for use to replace the existing chamber table and if it is proportional in relation to the size of the room;*
- The green seated wooden chairs be relocated to the front reception room in the Broomehill Hall; and*
- The brown seated chairs be disposed of.”*

CARRIED 9/0

**Reason For Change to
Recommendation:**

10.9	UPDATE ON BROOMEHILL HALL			
Program:	Recreation & Culture			
Attachment:	Nil			
File Ref:	ADM0126			
Author:	VN Webster	Manager	Administration	& Customer Service
Date:	1st March 2011			
Disclosure of Interest:	Nil			

Summary: Council to discuss various issues regarding the Broomehill Hall.

Background: In late 2006 the former Shire of Broomehill commenced major renovations to the Broomehill Hall. The work undertaken was major conservation works to the roof, walls and columns. Additional works have also included a complete refurbishment of the kitchen, major plumbing installation to the kitchen and painting of the entire building. Council received a Lotterywest grant for \$34,515 and has allocated \$60,000 from the building reserve to undertake the additions and alterations to the hall. The work is due to be completed in the first week of March 2011.

Comment: As the restoration of the hall is nearing completion there are various issues that the Committee may wish to consider for Council discussion:

- Official opening of the hall;
- Purchase of tables and chairs;
- Purchase of crockery and cutlery;
- Refrigerator for the renovated kitchen;
- Disposal or retention of the original wooden tables

Official opening of the hall

As the hall has been closed to the public since 2006, does Council wish to hold an official opening to mark the completion of the project?

Purchase of tables and chairs, crockery and cutlery

In the hall there are 8 white fold up trestle tables, 63 beige chairs and 50 white chairs. If Council or any community member wished to hold a function at the hall for a large number of people there are not enough tables and chairs. Also there is not any crockery or cutlery in the hall for people to hire. In the past if people hired the hall they did so on the understanding that they would have to outsource anything required for catering purposes.

The following quotes (inc GST) have been obtained:

20 x Marathon Folding Tables – white - \$3,180
 20 x Marathon Folding Tables – colour - \$3,720
 20 x Marathon Deluxe Folding Tables – white - \$4,020
 20 x Marathon Deluxe Folding Tables – colour - \$4,480
 20 x Fenlite Folding Table – grey - \$6,160
 100 Plaza Stackable Chairs - \$2,200
 Crockery for 100 people - \$1,725
 Cutlery for 100 people - \$717

Refrigerator

No provision has been made to purchase a new refrigerator as the existing one was to be used. The fridge has been inspected by staff and although it is functional and would serve the purpose, the fridge looks “tired” and would look out of place in the brand new kitchen.

Before the amalgamation, the former Shire of Broomehill purchased a large fridge for the kitchen area in the Council offices. The fridge is underutilized in the office and could be relocated into the kitchen in the Broomehill hall. Council staff could use the existing bar fridge that is located in the Council Chambers for office use.

Disposal or retention of the original wooden tables

There were four large wooden tables located in the hall and these were relocated to the Shire depot while the renovations to the hall were being undertaken. Council staff have not been able to ascertain the age of any of these tables and what they were used for.

Listed below is a description and approximate size of each table:

Table 1

Wooden table with original legs with roller castors. The top of the table has been replaced with a chipboard laminated top. The sides and legs of the table have been varnished, but this is peeling. Approximate size – 995mm x 3006mm.

Table 2

Wooden table with original legs with roller castors. The top of the table has been replaced with a chipboard laminated top. Approximate size – 1020mm x 2010mm

Table 3

Wooden table which has been painted white with linoleum tacked to the table top. Approximate size – 970mm x 2040mm.

Table 4

Wooden table with square legs with one drawer. Approximate size – 900mm x 2060mm.

Table 4 is in good condition and Council may wish to retain this table to be used in the front reception room in the Broomehill hall. The other three need significant work to bring them back to their former glory.

For Council discussion and consideration.

Consultation: Nil

**Statutory
Environment:** Nil

Policy Implications: Nil

**Financial
Implications:** As at 2nd March 2011, Council has expended \$18,615 of the \$60,000 allocated from the Broomehill Village Hall Reserve and has expended the Lotterywest grant of \$34,500.

Strategic

Implications:

This issue is not dealt with in the Plan

Voting Requirements: Simple Majority

Council Resolution: *110311*
(Committee Resolution:)

Moved Cr Sheridan, seconded Cr Turner

“That Council undertakes the following in relation to the refurbishment of the Broomehill Hall:

- 1. An official opening be organised to celebrate the completion of the refurbishment of the Hall;*
- 2. The following list of items be purchased for inclusion in the Hall -*
 - 20 x Marathon Deluxe Folding Tables*
 - 120 x Plaza Stackable Chairs*
 - Crockery and Cutlery for 100 place settings*
- 3. Councils Hall hire policy for the Broomehill Hall be amended so that the contents – tables, chairs, crockery etc are only available for hire with the hall and are not to be removed from the Hall or hired separately;*
- 4. The wooden table with the square legs be retained and located in the front reception room; and*
- 5. The two wooden tables with chipboard laminated tops and one wooden table painted white with linoleum top be disposed of.”*

CARRIED 9/0

Reason For Change to Recommendation:

10.10	REVIEW OF RESIDENTIAL HOUSING STRATEGY			
Program:	Housing			
Attachment:	Housing Strategy			
File Ref:				
Author:	VN Webster	Manager	Administration	& Customer Service
Date:	2nd March 2011			
Disclosure of Interest:	Nil			

Summary: Council to review the Residential Housing Strategy.

Background: In April 2009 Council endorsed the Shire of Broomehill-Tambellup Residential Housing Strategy. The strategy identifies each property and residence that Council owns. The following properties have been identified by Council for consideration for sale:

- 54 India Street, Broomehill – this property has had renovations to the kitchen and a new patio constructed on the back of the house and bathroom renovations are budgeted for this year. The house is in good condition and is rented by a Council employee.
- 7 Howard Street, Tambellup – this house has been for sale since August 2010. Council received one offer for the sale of the property but did not proceed as the buyer could not get finance. The house is still on the market.
- 5 Taylor Street, Tambellup – this property has had renovations to the kitchen, the mortar replaced in some brickwork and minor repairs. This property will continue to have maintenance repairs budgeted each year as it is one of the older properties that Council own and is rented by a Council employee.
- Lot 348 Gnowangerup Road, Tambellup - Council determined to subdivide the block and demolish the residence. This is a “work in progress”

In January 2011, the Manager of Works moved into the new residence at 18 Henry Street, Tambellup. This has left the property at 27 East Terrace vacant.

Comment: Council may wish to defer the sale of the properties at 54 India Street, Broomehill and 5 Taylor Street, Tambellup for the foreseeable future due to the economic climate. This would also mean that the Council employees renting the properties would be able to continue to do so.

Lot 102 North Terrace, Tambellup is identified in the 2010-2011 budget for sale by tender, with the proceeds from the sale being transferred into the Building Reserve. Council may also wish to defer the sale of this block until a later date.

For Council discussion and consideration

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: This issue has no financial implications for Council at this time

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

Voting Requirements: Simple Majority

Council Resolution: *110312*
(Committee Resolution:)

Moved Cr Schlueter, seconded Cr Turner

“That Council having conducted a review of the Residential Housing Strategy endorses the document with the following amendments:

- 1. Continue with the sale by tender of Lot 102 North Terrace, Tambellup as identified in the 2010-2011 budget;*
- 2. Continue with the sale of the property at 7 Howard Street, Tambellup;*
- 3. Obtain a sworn valuation for the property at 5 Taylor Street Tambellup and 54 India Street Broomehill with a view to selling the properties. Investigations be made into the possible sale of the properties to the current tenants; and*
- 4. Include a timeline for Council to build a residence on a Lot in the ‘University Block’ subdivision.”*

CARRIED 9/0

Reason For Change to Recommendation:

10.11 DEMOLITION OF HOUSE – LOT 348 GNOWANGERUP-TAMBELLUP ROAD

Program:	Housing				
Attachment:	Nil				
File Ref:	ADM0008				
Author:	VN Webster	Manager	Administration	&	Customer Service
Date:	3rd March 2011				
Disclosure of Interest:	Nil				

Summary: Council to consider the demolition of house at Lot 348 Gnowangerup-Tambellup Road, Tambellup.

Background: In May 2010 Council resolved to:

- demolish the existing house on Lot 328 Gnowangerup-Tambellup Road;
- the block be subdivided in two; and then
- the block closest to the Police Station be considered for sale; and
- the block adjacent to the proposed Aged Accommodation development be incorporated into the plan if required.

The subdivision of the block has been approved by the WAPC and the next step in the process is to demolish the existing house on the property.

Councils Building Surveyor, Darryle Baxter has outlined the process that needs to be followed for the demolition of the house to proceed.

- Disconnect the service utilities – ie. power, water and telephone;
- Apply to the Building Surveyor for a Demolition License;
- Engage a registered builder who has a asbestos removal license to remove any asbestos from the site;
- Councils outside works crew to salvage any materials from the building – eg. tile fire, hot water system, wood in the ceiling and walls etc;
- Councils outside works crew to demolish house and clean up site.

Does Council wish to proceed with the plans to demolish the existing house?

Comment: For Council discussion and consideration.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: The cost of Council staff and outside contractors to demolish the house.

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

Voting Requirements: Simple Majority

Council Resolution: *110313*
(Committee Resolution:)

Moved Cr Kempin, seconded Cr Schlueter

“That Council makes provision in the 2011-2012 draft budget to proceed with the demolition of the house at Lot 348 Gnowangerup-Tambellup Road, Tambellup.”

CARRIED 9/0

Reason For Change to Recommendation:

10.12	TAMBELLUP SPORTS PAVILION REDEVELOPMENT			
Program:	Recreation and Culture			
Attachment:	Copy of CSRFF Application and Inspection of Pavilion Roof			
File Ref:	ADM0019			
Author:	VN Webster	Manager	Administration	& Customer Service
Date:	3rd March 2011			
Disclosure of Interest:	Nil			

Summary: To consider various options related to the redevelopment of the Tambellup Sports Pavilion.

Background: In May 2010 Council resolved that “*investigations be undertaken to ascertain if the expansion of the Pavilion redevelopment project can be funded with the assistance of external sources and that representatives from the sporting groups be approached to ascertain community input in the refurbishment of the interior of the building.*”

A meeting was held with members of the Building Committee and representatives from the tennis, hockey, bowls and Junior football club to gather information on what were the main priorities for the refurbishment of the interior of the building and the following suggestions were made:

- Large cool room area in kitchen
- Renovate existing bar area or relocate closer to kitchen
- Renovate kitchen
- Remove server in kitchen which opens on to outside area
- Large lockable storage area
- Renovate toilet area

In August 2010 an application was submitted to the Department for Sport and Recreation (DSR), Community Sporting Recreation Facilities Fund (CSRFF) Small Grants Round for funds to replace the asbestos roof and extend the verandah on the north side to create a viewing area overlooking the grassed surface.

Chris Thompson at DSR Great Southern office advised that even though the application was supported at local and regional levels it was not successful at state level as the replacement of the roof did not appear to be urgent. A copy of the report is attached for information.

Mr Neil Tears, of Countryside Homes has inspected the pavilion roof and his report is attached for Councillors information. The report identifies that the original section of the roof is showing deterioration and the asbestos is fretting and is particularly soft when wet. Also an internal inspection has shown that the sheeting is fixed over roof safe mesh and has no sarking and is exposed to the ceiling of the old pavilion area and when the underside of the sheeting is touched leaves a white powdery substance on the fingers. The mechanical hold down fasteners are also not stable enough to prevent wind uplift to this section of the roof.

The newer section of the roof over the changerooms appears to be cement fibre sheets, however it would be advisable to conduct an analysis of this section to ascertain the material used.

Some of the options that Council may consider for the redevelopment of the pavilion are:

- Replace the building
- Replace the roof
- Renovate the kitchen, bar and toilet area
- Build a lockable storage area for sporting clubs
- Lockable area for cleaning equipment and storage of tables and chairs.

Comment: Before Council makes a decision on the redevelopment of the Tambellup Sports Pavilion, it may be helpful to view other Shires sporting facilities. The Shires of Gnowangerup, Cranbrook and Woodanilling have all, in the past few years built new buildings to accommodate their community sporting needs. Council staff have contacted these neighbouring shires and all are willing for Council to view the new buildings.

For Council discussion and consideration.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: \$260,000 has been allocated in the 2010-2011 budget for the refurbishment of the pavilion.

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

Voting Requirements: Simple Majority

Council Resolution: *110314*
(Committee Resolution:)

Moved Cr Turner, seconded Cr Thompson

“That Council engages an architect to provide options and schematic drawings for the refurbishment or replacement of the Tambellup Sports Pavilion. Further in conjunction with this process investigations be carried out of funding options available for the project including the replacement of the asbestos roof.”

CARRIED 9/0

Reason For Change to Recommendation:

12.1 PLANT REPORT FOR FEBRUARY 2011

Program: Transport
Attachment: Nil
File Ref: Nil
Author: GC Brigg Manager of Works
Date: 9th March 2011
Disclosure of Interest: Nil

Reg No.	Description	Kms/Hrs	Year of Manufacture	Year of Purchase	Changeover	Comments
BH000	Nissan Murano	12000	2010	2010		Serviced
BH00	Ford Ranger Dual Cab	8600	2010	2010		OK
BH002	ISUZU 6 Wheel Tipper	49260	2008	2008	7 yrs / 250,000 km	Minor repairs to carry out hydraulic hoses, etc
BH003	Isuzu NPR300 crew cab truck	28210	2009	2009	5 yrs / 100,000 km	OK
BH004	CAT 12M	941	2009	2009	7 yrs / 8,000 hrs	1000 hour service to be performed by Westrac
BH005	Bomag Multi-Tyred Roller	4962	2002	2002	7 yrs / 8,000 hrs	Tyre replaced
BH006	Volvo 710		2004	2004	7 yrs / 8,000 hrs	Repaired hydraulic hose
BH007	John Deere Ride on Mower		2003	2003	5 yrs / 5,000 hrs	OK Blades replaced
BH008	VOLVO L70D Loader	5927	2001	2001	7 yrs / 8,000 hrs	Coming up to 6,000 hr service. Need to remove bucket pins
BH009	Toyota Hilux	14155	2009			6 month service done
BH010	6x4 Fuel Trailer		1981	1981		New tyres fitted
BH012	Isuzu Fire Truck	6000	1995	2004		OK
BH013	John Deere 315SG Backhoe		2003	2003	10 yrs / 8,000 hrs	Throttle, hose repairs
BH813	Multi Tyre Roller		1960	1980	8 yrs / 8,000 hrs	

0TA	Holden Caprice	4600	2010	2010		OK
TA052	Toyota Hilux 4x4	16502	2009			6 month service done
TA001	Ford Ranger Dual Cab	10244	2009			10k service done
1TA	Ford Territory	2000	2010	2011	1 yr / 40,000 km	Replaced
TA1880	Isuzu Gigamax Truck	52451	2008	2008	7 yrs / 250,000 km	Body cracks
TA092	Isuzu Gigamax Truck	75345	2007	2007	7 yrs / 250,000 km	OK
TA386	Mitsubishi Fuso Truck	68809	2007	2007	5 yrs / 250,000 km	OK
TA18	12H Grader	4309	2006	2006	7 yrs / 8,000 hrs	4250 hr service done
BH014	Ford Ranger Single Cab	12294	2010	2010		10k service done
TA281	930G Loader	3094	2007	2007	7 yrs / 8,000 hrs	3000 hr service done Secondary steering pump failure
TA392	Tractor Mower	2041			5 yrs / 5,000 hrs	New blades fitted
TA417	John Deere Gator	179	2009			OK
BH001	CAT Vibe Roller	604	2009			OK
TA017	Isuzu Tipper	50241	2009			Seat belt repaired again
TA219	Multipac Multi-tyred Roller			2004	7 yrs / 8,000 hrs	
	Slasher				10 yrs	OK
XTR579	Road Broom				10 yrs	New brooms
TA2558	Jet Patcher Isuzu	81432	2007	2010		Waiting on parts
1DCF 535	TORO 3500D	222	2009	2009		OK
TA005	John Deere Tractor 6330		2008	2008	10 yrs / 8,000 hrs	Repaired 3 point linkage hydraulics

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Program:	Transport	
Attachment:	Nil	
File Ref:	Nil	
Author:	GC Brigg	Manager of Works
Date:	9th March 2011	
Disclosure of Interest:	Nil	

Broomehill

- Gardeners are replacing seedlings in the office gardens in preparation for Anzac day.
- Mature plants were dug up and stolen from office gardens.
- Streets around the university block were re-gravelled and sealed with the Jetpatcher. Concrete kerbing is being installed.
- Rain gardens are to be installed at the university block to help drainage.
- Picnic setting to be installed in the swing area in Holland Park.
- Paul Plant is installing solar lights along the rail pathway. The solar panels and the pole are still to be installed.
- Bollards and chains being installed along the railway footpath.
- Bollards and chains installed around the leach drains at the hall.
- Community workers cleaning up in the old museum.
- Meeting with Main Roads about the culvert in town on the 10th of March.

Tambellup

- A new pump is required at the Jam Creek Dam. Currently obtaining pricing.
- Over the last month there has been a lot of damage to reticulation and gardens around town. Reticulation is continually ripped out and plants being jumped on breaking them off. We have push bike riders, riding through the centre of the plants and motorbikes spinning back wheels on the plants.
- Currently treating fungus in garden soils with cornmeal. We will monitor the process over the next month.
- New plants and reticulation have been installed at the railway station.
- Community workers have been raking and whipper snipping around town.
- Lunch room in depot is almost complete with Monash Electrical finishing some electrical work.
- Motorbikes continually accessing the oval.
- Oval will be sprayed for black beetle.

Roads

- Construction crew currently working on Pallinup South Road. Total of 6km is complete. Crew will now widen another 3km ready for re-sheeting.
- Contractor has started fencing the realignment of the Wandoo Road. Property owner is happy for us to go ahead.
- When finished Wandoo Road, fencing contractor will then start on the Blackspot project at the intersection of Nookanellup and Broomehill-Kojonup Road.
- Maintenance crew have been concentrating on signage with most of the new signs recently purchased now installed. This has been a large project.
- The Jetpatcher completed some work in Cranbrook. Denmark and Albany are waiting to book this unit to patch roads within their shires.
- Maintenance graders have been working in the southern part of the shire.

Plant

- The Works Managers vehicle has been replaced. Ford have supplied another Territory.
- New Caterpillar Roller has been ordered. The delivery date has blown out to the new financial year. They are trying to secure one earlier.
- Jetpatcher is waiting for new parts. This has been ongoing for a couple of months. Ausroads have apologized for the delay. They have informed me that suppliers have never been so slow to supply before.
- Howard Porter bodies on the Isuzu tippers are continually cracking. All tippers need to go to Albany for welding.

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12.3 BUILDING SURVEYORS REPORT FOR FEBRUARY 2011

Program:	Economic Services
Attachment:	BSR Report and Activity Statement
File Ref:	ADM0076
Author:	D Baxter Building Surveyor
Date:	8th March 2011
Disclosure of Interest:	Nil

Summary: Attached are the BSR Report and the Activity Statement for the month of February 2011 that have been sent to all the relevant authorities that are required by legislation.

Background: These reports advise of the building approvals and the activity of the Building Surveyor for the month of February 2011.

Comment: These reports confirm the activity of the Building Surveyor.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

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

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

Voting Requirements: Simple Majority

Officer Resolution: *“Council discussed the Officers Report.”*

Reason For Change to Recommendation:

12.4	BUILDING MAINTENANCE PROGRAM
Program:	Various
Attachment:	Building Maintenance Program for February 2011
File Ref:	Nil
Author:	VN Webster Manager Administrative and Customer Service
Date:	10th March 2011
Disclosure of Interest:	Nil

Summary: Update of the Building Maintenance Program for 2010-2011

Background:

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

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Provision has been made in the 2010-2011 budget to meet the building maintenance program costs.

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

Voting Requirements: Simple Majority

Officer Resolution: *“Council discussed the Officers Report.”*

Reason For Change to Recommendation:

**TAMBELLUP INDEPENDENT LIVING SENIORS
ACCOMMODATION
MARCH 2011 COUNCIL MEETING**

MONTH OVERVIEW

The majority of this month was dedicated to completing the costings, application, business case and attachments required for the R4R grant.

PLANS / DESIGN

After my presentation to council on transportable vs brick and tile, council has agreed to the transportable building method for the TILSA project and the application was directed in this way. I held more discussions with Pinelock and they have produced a quality design structure for the 6 unit block and after some debate decided that we could include a communal workshop and BBQ area – this is optional to the project.

FUNDING

The R4R grant closed on March 10th and was hand delivered on that day. In our application we applied for \$300 000 and we now wait until June to find out about the outcome of the grant. To allow for the 2013 CLGF \$176 000 set aside we have run the project from 01/07/2011 to 01/01/2013.

Support letters were collected from Tony Crook MP, TSCUMC with their \$100 000 pledge, Tambellup CWA and Tambellup Cranbrook Community Bank reinstating their \$50 000 donation. Also attached to the application was the 2006 Feasibility Study, 2009 Shire of Broomehill – Tambellup Strategic Plan and Quotes for the project. On a personal note – thank you to Pam for her ongoing help in guiding me through my first Grant application.

With the possible addition of a communal workshop and BBQ area we should be able to get Lotterywest funding to cover the build costs, as it will be used within a community environment and not for individual – hence not being able to receive funding for the homes. Particular grants for this portion of the project will be sourced in the coming months.

FUTURE

While waiting for the grant outcome I will be looking into different rent models, subdivision if required and loan repayments. I have been in contact with the Shire of Katanning (Amherst Village) and Gnowangerup, Baptise Care Units in Katanning, Plantagenet Aged homes and Albany RAFA village to get a feel for the different types of leasing/purchasing agreements.

*Fingers crossed for a successful grant
application.....*

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

Nil

14. DATE OF NEXT MEETING

21st April 2011

15. CLOSURE

There being no further business the President thanked Councillors and staff for their attendance and declared the meeting closed at 5.42pm

