



Ordinary Meeting of Council

MINUTES

19 June 2014

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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 19 June 2014 commencing at 4.10pm.

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
	PA Hull	Strategic Support and Projects Officer

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 4.10pm.

3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATION FOR LEAVE OF ABSENCE

140601

Moved Cr Thompson, seconded Cr Crosby

That Councillor Batchelor be granted Leave of Absence for the 17 July 2014 Ordinary Council Meeting.

CARRIED 7/0

6. DECLARATION OF INTEREST

Nil

7. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

Nil

8. CONFIRMATION OF PREVIOUS MEETING MINUTES

8.1 ORDINARY MEETING OF COUNCIL MINUTES 15 MAY 2014

140602

Moved Cr Batchelor, seconded Cr Paganoni

“That the Minutes of the Ordinary Meeting of Council held on 15 May 2014 be confirmed as a true and accurate record of proceedings.”

CARRIED 7/0

9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The President congratulated Laurie Hull on his outstanding achievement in being awarded the Australian Fire Services Medal as part of the 2014 Queen’s Birthday Honours.

10. MATTERS FOR DECISION

10.01 FINANCIAL STATEMENTS FOR MAY 2014

Program:	Other Property and Services	
Attachment:	Monthly Financial Statements for May 2014	
File Ref:	Nil	
Author:	KP O'Neill	Manager Finance and Assets
Date:	13 June 2014	
Disclosure of Interest:	Nil	

Summary: Council to consider the monthly financial report for the period ending 31 May 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 2012/13 budget process, Council adopted 10% or \$10,000 as the material variance for reporting purposes for the year.

Comment: The report on material variances shown at Note 1 explains significant variances between budget and actual figures, which is a requirement of the Financial Management Regulations.

This note includes comment on variances in both the Statement of Financial Activity by Nature and Type as well as by Reporting Program.

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: *140603*

Moved Cr Dennis, seconded Cr Paganoni

“That the Financial Statement for the period ending 31 May 2014 be adopted.”

CARRIED 7/0

Reason For Change to Recommendation:

10.02 CREDITORS ACCOUNTS PAID MAY 2014

Program:	Other Property and Services	
Attachment:	List of Payments for May 2014	
File Ref:	Nil	
Author:	KP O'Neill	Manager Finance and Assets
Date:	13 June 2014	
Disclosure of Interest:	Nil	

Summary: Council to consider the list of payments made from the Municipal and Trust Funds during May 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	\$873,772.41
Trust Fund	\$11,631.36
Credit Cards	\$1,807.02
Total	\$887,210.79

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: *140604*

Moved Cr Thompson, seconded Cr Prout

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

- Municipal Fund cheques numbered 2450 to 2472 inclusive and electronic payments numbered EFT5525 to EFT5609 inclusive and totalling \$873,772.41;*
- Trust Fund cheques numbered 391 to 393 inclusive electronic payment EFT5535 and totalling \$11,631.36;*
- Credit Card payments totalling \$1,870.02;*

be adopted.”

CARRIED 7/0

Reason For Change to Recommendation:

10.03 NEW WALGA HEADQUARTERS (ONE70) – AMENDMENT TO THE DEED OF TRUST

Program:	Governance	
Attachment:	Nil	
File Ref:	ADM0159	
Author:	JM Trezona	Chief Executive Officer
Date:	13 June 2014	
Disclosure of Interest:	Nil	

Summary: The Western Australian Local Government Association WALGA is seeking comment on a proposal to amend the Deed of Trust underpinning the Local Government House Trust.

Background: The completion of the new WALGA/LGIS headquarters at 170 Railway Parade, West Leederville (ONE70) is a joint venture development undertaken between WALGA (as Trustee for the Local Government House Trust) and Qube Property Group under a 60:40 ownership arrangement.

The Trust is now seeking to finalise the financing for the remaining debt underpinning the new building. WALGA advise that the Loan to Value Ratio is 60% and this sees the Trust in a sustainable financial position given its 60% ownership share in the new building.

Through a competitive market process, WALGA and Qube Property Group have been successful in securing an exceptional loan facility for the remaining debt with BankWest. While the current loan facility is a variable rate arrangement, one of the options that may be sought in the short to medium term is to enter into a fixed term, fixed interest rate debt arrangement. WALGA advise that this arrangement may be pursued when their financial advisers indicate that it is advisable to capitalise on low interest rates by locking into a fixed term arrangement rather than remaining on a variable rate.

To enable this to occur, the Deed of Trust underpinning the Local Government House Trust will need to be amended to provide the Trust with authority to enter into a fixed term, fixed interest rate debt arrangement.

As a unit holder (beneficiary) in the Local Government House Trust, Council has the opportunity to object to the course of action proposed. The objection needs to be in writing and received by 5.00pm on 11 July 2014.

Comment: The Shire of Broomehill-Tambellup holds 4 units out of a total 620 units in the Local Government House Trust. The current market value of each unit (as advised by WALGA) is \$43,741.94 making a total value of units held by the Shire, \$174,967.74.

The proposal has merit and seems logical to provide the Trust with flexibility.

For Council discussion.

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 for Council

Financial Implications: This issue has no financial implications for Council

Workforce Plan Implications: There are no workforce plan implications

Voting Requirements: Simple Majority

Council Resolution: *140605*

Moved Cr Paganoni, seconded Cr Dennis

“That Council has no objection to the proposal to amend the Deed of Trust underpinning the Local Government House Trust to provide the Trust with authority to enter into a fixed term, fixed interest rate debt arrangement.”

CARRIED 7/0

Reason For Change to Recommendation:

10.04 VACANT POSITIONS ON BLACKWOOD BASIN GROUP (INC)

Program:	Other Property and Services	
Attachment:	Nil	
File Ref:	ADM0101	
Author:	LK Cristinelli	Governance and Executive Assistant
Date:	6 June 2014	
Disclosure of Interest:	Nil	

Summary: The Blackwood Basin Group (Inc) is calling for nominations from Council for two vacant positions on the management group.

Background: Council has been invited by the Blackwood Basin Group (Inc) to nominate any interested person for two vacant positions.

The members of the Blackwood Basin Group are Broomehill-Tambellup, Dumbleyung, Gnowangerup, Katanning, Kent, Kojonup, Kulin, Narrogin, Wagin, West Arthur, Wickopin, Williams and Woodanilling.

Comment: As a general observation it seems that the interest in organisations such as this one is waning and this appears to be common across the whole of the Blackwood Basin group.

Unless Councillors are interested themselves or definitely know of a member of the community who is prepared to be nominated, members should advise the Blackwood Basin Group that they will not be making a nomination.

For Council consideration and comment.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

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

Asset Management Implications: Nil

Financial Implications: This issue has no financial implications for Council

Workforce Plan Implications: Nil

Voting Requirements: Simple Majority

Council Resolution: ***140606***

Moved Cr Thompson, seconded Cr Dennis

“That Council does not make a nomination for the two vacant positions on the Blackwood Basin Group committee.”

CARRIED 7/0

**Reason For Change to
Recommendation:**

10.05**BROOMEHILL COMMUNITY NOTICE BOARD**

Program:	Economic Services
Attachment:	Nil
File Ref:	ADM0182
Author:	PA Hull Strategic Support & Projects Officer
Date:	6 June 2014
Disclosure of Interest:	Nil

Summary: Council to further consider the relocation or replacement of the Broomehill Community Notice Board.

Background: At the May 2014 ordinary meeting Council considered alternative locations for the Broomehill Community Notice Board, which was recently removed from the corner of Journal and India St at the request of the current proprietor of the Broomehill Post Office.

The Building Planning & Economic Services committee had previously considered the matter following an inspection of the area, and resolved:

BPES140507

Moved Cr Crosby, seconded Cr Sheridan

‘That Council relocates the Broomehill Community Notice Board on the Broomehill RSL/Playgroup site, on the India Street side of the Lot between the footpath and the western wall of the building.’

Council determined at the May meeting to defer the matter to the June meeting to enable further consultation with the proprietor of the Post Office.

Comment: The proprietor of the Post Office has indicated he is unwilling for the notice board to be installed on his land adjacent to the Post Office.

The following options are presented for consideration:

1. Purchase a new notice board of a design that will not impede on visibility for traffic in the area. A quote has been obtained, with the cost of a weatherproof, upwards swing door cabinet and stand being \$2,391 ex GST. Additional costs will be incurred in staff wages and materials to install the notice board.
2. Reinstall the existing notice board on the Broomehill RSL/Playgroup site as per the committee recommendation. Cost will be incurred in staff wages and materials to install the notice board.

The reinstallation of the existing notice board on the footpath at the corner of Journal and India St, adjacent to the Broomehill Post Office is not possible as there is physically not enough space to have the minimum two metre unimpeded footpath access that is required.

For discussion.

Consultation: Chief Executive Officer

Statutory**Environment:** Nil**Policy Implications:** Nil**Strategic****Implications:** This issue is not dealt with in the Plan**Asset Management****Implications:** This issue has no asset management implications for Council**Financial****Implications:** Costs will be incurred in either purchasing and installing a new noticeboard, or reinstalling the existing board. Provision can be made in the 2014-2015 budget.**Workforce Plan****Implications:** This issue has no workforce planning implications for Council**Voting Requirements:** Simple Majority**Council Resolution:** *140607**Moved Cr Batchelor, seconded Cr Crosby**“That Council relocates the existing Broomehill Community Notice Board on the Broomehill RSL/Playgroup site, on the India Street side of the Lot between the footpath and the western wall of the building.”**CARRIED 5/2***Reason For Change to Recommendation:**

10.06 HIDDEN TREASURES – APPOINTMENT OF DELEGATE

Program:	Economic Services
Attachment:	Nil
File Ref:	ADM0136
Author:	PA Hull Strategic Support & Projects Officer
Date:	13 June 2014
Disclosure of Interest:	Nil

Summary: Council to formally appointment a delegate to the Hidden Treasures of the Great Southern committee.

Background: Council is a participating shire of the Hidden Treasures of the Great Southern group, and as such, is able to nominate a delegate to represent the Shire on the committee. The delegate can be either a Councillor or community representative.

The Hidden Treasures committee has recently written requesting Council to advise who its current delegate is.

Comment: In May 2013 Council determined not to nominate a Councillor delegate; however Di Holly has been nominated as the community representative in previous years.

Mrs Holly has indicated she is happy to continue in this role, and formal appointment is required.

Council may wish to nominate a Councillor representative to the committee.

Consultation: Chief Executive Officer
Di Holly

Statutory Environment: Nil

Policy Implications: *Council policy 6.1 – Tourism and Area Promotion:
To maximise the potential of the Shire as a tourist destination by encouraging and supporting the development of man-made and natural tourist facilities, thus increasing the employment potential of the area.*

To achieve this, Council has determined it will encourage representation or Regional Tourist Associations and seek representation on local tourist organizations.

Strategic Implications: The Strategic Community Plan 2012-2022 contains an aspiration of ‘Building Prosperity’. A commitment is to ‘Participate and support Hidden Treasures of the Great Southern to increase local tourism.’

Asset Management Implications: Nil

Financial

Implications: This issue has no financial implications for Council

Workforce Plan

Implications: This issue has no workforce planning implications for Council.

Voting Requirements: Simple Majority

Council Resolution: *140608*

Moved Cr Thompson, seconded Cr Paganoni

“That Council appoints Di Holly as its delegate to the Hidden Treasures of the Great Southern committee.”

CARRIED 7/0

Reason For Change to Recommendation:

10.07 STATE REGISTER OF HERITAGE PLACES – PROPOSAL TO INCLUDE CONDEENA ESTATE BROOMEHILL

Program:	Other Culture	
Attachment:	Maps and Documentation	
File Ref:	ADM0135	
Author:	JM Trezona	Chief Executive Officer
Date:	9 June 2014	
Disclosure of Interest:	Nil	

Summary: The purpose of this report is for Council to consider if it will make a submission to the Heritage Council of WA on the proposal to enter Condeena Estate, Broomehill into the State Register of Heritage Places.

Background: In October 2013 Council was provided with the opportunity to forward its view regarding the cultural significance and possible registration of Condeena Estate and Workmen's cottage in the State Register of Heritage Places.

Council responded to the Heritage Council advising that it had no objections or comments to make at the time on the Heritage Nomination for the proposed inclusion in the State Register for Condeena Estate and Workmen's Cottage.

Comment: The Heritage Council has recently resolved that Condeena Estate and Workman's Cottage is of cultural and heritage significance in terms of the *Heritage of Western Australia Act 1990* and that stakeholders should now be consulted on the proposed registration.

Council is invited to make a submission on the proposed entry. A copy of the relevant maps and documentation is attached for information. Submissions close on 14 July 2014.

The *Heritage of Western Australia Act 1990* requires that the relevant local government be invited to nominate a person to attend the meeting at which the proposed registration of a place will be considered. There is no obligation to attend however if Council chooses to send an attendee, they become a voting member of the Register Committee when Condeena Estate is considered. The nominee will be asked to present the views of the Council on the proposed registration.

Consultation: Nil

Statutory Environment: *Heritage of Western Australia Act 1990*

Policy Implications: Nil

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

Asset Management

Implications: There are no asset management implications for Council

Financial

Implications: This issue has no financial implications for Council

Workforce Plan

Implications: Nil

Voting Requirements: Simple Majority

Council Resolution: *140609*

Moved Cr Dennis, seconded Cr Crosby

“That Council advises the State Heritage Office that it will not be making a submission, but supports the proposed registration of Condeena Estate, Broomehill in the Register of Heritage Places. Further, Council does not wish to attend the Heritage Council meeting during which the permanent registration will be considered.”

CARRIED 7/0

Reason For Change to Recommendation:

10.08	2014-2015 FIRE BREAK ORDER AND INFORMATION BOOKLET		
Program:	Law Order & Public Safety		
Attachment:	Draft Information Booklet		
File Ref:	ADM0146		
Author:	KE Hobbs	Rates/Finance Officer	
Date:	9 June 2014		
Disclosure of Interest:	Nil		

Summary: Council to endorse the 2014-2015 Fire Break Order and Information Booklet.

Background: The Fire Break Order and Information Booklet is published annually and distributed to all residents in the Shire.

The Fire Break Order provides landowners with information on their responsibilities with regard to fire prevention, in accordance with the *Bush Fires Act 1954*. Updated contact details for Councils bushfire brigades and the Tambellup Volunteer Emergency Unit are included.

Comment: Apart from updating contact brigade contact details, the only other change this year has been to include information about the introduction of Cat Registrations which is now incorporated in a section under Animal Control to include both Dogs and Cats.

The following paragraph is included:

ANIMAL CONTROL

All dogs over the age of three (3) months old are required by State legislation to be registered and microchipped, including all farm dogs. All new dogs, that is pups and other dogs being registered for the first time, and dogs where ownership is changing will need to be microchipped. All dogs must be microchipped by **1 November 2015**.

All cats over the age of six (6) months are required by State legislation to be microchipped, sterilised and registered.

The following fees apply for registrations in the Shire of Broomehill-Tambellup:

<u>Description</u>	<u>1 year</u>	<u>3 years</u>	<u>LifeTime</u>
Unsterilised Dog or Bitch	\$30.00	\$75.00	\$250
Sterilised Dog or Bitch	\$10.00	\$18.00	\$100
Working Dog	\$ 7.50	\$18.75	
Working Dog Sterilised	\$ 2.50	\$ 4.50	
Registration of Cat	\$20.00	\$42.50	\$100
Approval to breed cats	\$100.00 (per cat)		

Council endorsement of the publication is required prior to printing and distribution.

For discussion.

Consultation: Broomehill-Tambellup Fire Advisory Committee
Chief Executive Officer

Statutory Environment: Bush Fires Act 1954

Policy Implications: Nil

Strategic Implications: Council’s Strategic Community Plan has identified ‘Living in a Safe Community’ as an important community aspiration. Within that aspiration is the acknowledgement that Council’s volunteer Bush Fire Brigades play a vital role in keeping our community safe.

Asset Management Implications: Nil

Financial Implications: Provision is made in the budget for the printing of the booklet.

Workforce Plan Implications: Nil

Voting Requirements: Simple Majority

Council Resolution: *140610*

Moved Cr Paganoni, seconded Cr Batchelor

“That Council endorses the 2014-2015 Shire of Broomehill-Tambellup Fire Break Order and Information Booklet as presented.”

CARRIED 7/0

Reason For Change to Recommendation:

10.09 APPOINTMENT OF DUAL FIRE CONTROL OFFICER – SHIRE OF GNOWANGERUP

Program:	Law Order & Public Safety	
Attachment:	Nil	
File Ref:	ADM0244	
Author:	KE Hobbs	Rates/Finance Officer
Date:	3 June 2014	
Disclosure of Interest:	Nil	

Summary: The Shire of Gnowangerup seeks the appointment of Dual Fire Control Officers.

Background: The Shire of Gnowangerup seeks the appointment of the following Dual Fire Control Officer to respond to incidents within the Shire of Broomehill-Tambellup for the coming 2014-2015 season:

Wayne Pech – Gnowangerup Brigade

Comment: Nil

Consultation: Nil

Statutory Environment: Bush Fires Act 1954 section 40

Policy Implications: Nil

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

Asset Management Implications: Nil

Financial Implications: This issue has no financial implications for Council

Workforce Plan Implications: Nil

Voting Requirements: Simple Majority

Council Resolution: *140611*

Moved Cr Thompson, seconded Cr Dennis

“That Council approves the request by the Shire of Gnowangerup for registration of Wayne Pech as Dual Fire Control Officer for the coming 2014-2015 fire season.”

CARRIED 7/0

Reason For Change to Recommendation:

10.10 APPLICATION TO KEEP MORE THAN TWO DOGS

Program:	Law, Order and Public Safety
Attachment:	Nil
File Ref:	A381
Author:	JM Trezona Chief Executive Officer
Date:	10 June 2014
Disclosure of Interest:	Nil

Summary: Council approval is sought to keep a third dog at 37 Garrity Street in Tambellup.

Background: An application has been submitted by the owner of 37 Garrity Street Tambellup to keep a third dog on the property. The *Shire of Broomehill-Tambellup Dogs Local Law 2008* sets the maximum number of dogs over the age of 3 months allowable in the townships, at two. To keep more than the prescribed number requires Council approval.

The application is to keep a third dog which is already on the premises. The applicant advises that one of her current dogs is very old and “will not be in this world for too long”.

Comment: The Ranger has visited the premises and advises that the property meets the requirements for the dog’s wellbeing and containment on the property. The owner appears to be a capable and responsible dog owner and the property is well maintained. The three dogs are registered.

It is recommended that approval be granted to keep a third dog.

Consultation: Nil

Statutory Environment:

Dog Act 1976
Shire of Broomehill-Tambellup Dogs Local Law 2008

- (3)Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —
- (a) may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and
 - (b) cannot authorise the keeping in or at those premises of —
 - (i) more than 6 dogs that have reached 3 months of age; or
 - (ii) a dog under that age unless it is a pup of a dog whose keeping is authorised by the exemption;
- and
- (c) may be revoked or varied at any time.

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: Nil

Workforce Plan Implications: There are no workforce plan implications

Voting Requirements: Simple Majority

Council Resolution: *140612*

Moved Cr Batchelor, seconded Cr Paganoni

“That Council grants approval to the owners of 37 Garrity Street Tambellup to keep a third dog on the property subject to the following:

- the exemption only applies to the keeping of the two existing dogs and the one additional dog*
- Council reserves the right to withdraw or vary the approval at anytime”*

CARRIED 7/0

Reason For Change to Recommendation:

10.11 PERMISSION TO COLLECT NATIVE SEEDS

Program:	Protection of the Environment
Attachment:	Nil
File Ref:	ADM0235
Author:	JM Trezona Chief Executive Officer
Date:	6 June 2014
Disclosure of Interest:	Nil

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

Background: Greening Australia has written to Council seeking permission to collect native seed from Reserves (including road reserves) vested in the Shire.

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

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

GAWA are seeking a 12 month approval terminating at 30 July 2015.

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

5.20 Permit for revegetation projects

(1) *A person shall not collect seed from native flora on a thoroughfare without first obtaining a permit.*

(2) *The local government may approve an application for a permit under subclause (1) only where-*

(a) *the seed is required for a revegetation project in any part of the district; and*

(b) *the thoroughfare, or the relevant part of it, is not a special environmental area.*

(3) *Unless the local government specifically provides to the contrary on a permit, if the local government approves an application for a permit for the purpose of subclause (1) it is to be taken to be approved subject to the following conditions –*

(a) *the collection of the seed is to be carried out so as not to endanger the long time survival of the native flora on the thoroughfare; and*

(b) *any licence or approval which may be required under any other written law is to be obtained by the applicant.*

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

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

- the approval is only for a 12 month period terminating on 30 July 2015;
- all care to be taken to avoid the disturbance of fauna habitat;
- all care to be taken to avoid any disturbance that may lead to soil degradation;
- ensure appropriate hygiene measures are followed at all times to prevent the spread of plant disease and weeds; and
- does it require Council to be specific about a percentage of the seed collected that can be utilised for research.

Council has previously granted approval for the 2013-2014 year.

For Council consideration.

Consultation:	Nil
Statutory Environment:	Shire of Broomehill-Tambellup Activities in Thoroughfares and Public Places and Trading Local Law 2008 – clause 5.20
Policy Implications:	Nil
Strategic Implications:	This issue is not dealt with in the Plan.
Asset Management Implications:	Nil
Financial Implications:	This issue has no financial implications for Council
Workforce Plan Implications:	Nil
Voting Requirements:	Simple Majority

Council Resolution: 140613

Moved Cr Thompson, seconded Cr Crosby

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

- the collection of the seed is to be carried out so as not to endanger the long time survival of the native flora on the thoroughfare;*
- all persons collecting native seed are to hold a current licence under the Conservation Act 1950 and abide by the conditions of that licence;*
- all care to be taken to avoid the disturbance of fauna habitat;*
- all care to be taken to avoid any disturbance that may lead to soil degradation;*
- ensure appropriate hygiene measures are followed at all times to prevent the spread of plant disease and weeds;*
- the approval be granted for a twelve month period terminating on 30 July 2015; and*
- approval is granted to utilise some of the collected seed for research into best practice re-vegetation and development of tree cropping programs for the region.”*

CARRIED 7/0

Reason For Change to Recommendation:

10.12**LOT 363 CRAWFORD ST – NATURE PLAYGROUND**

Program:	Recreation and Culture
Attachment:	Copy of Licence to Occupy Crown Land
File Ref:	ADM0433
Author:	PA Hull Strategic Support & Projects Officer
Date:	12 June 2014
Disclosure of Interest:	Nil

Summary: Council to endorse the signing and application of the common seal to the 'Licence to Occupy Crown Land' for Lot 363 Crawford St, Tambellup.

Background: At the July 2013 Ordinary meeting Council provided its in principle support to OneLife community support workers and members of the Tambellup Noongar community for the construction of a nature playground on lot 363 Crawford St.

As the lot in question is Unallocated Crown Land, the Department of Lands was contacted for advice. The Department of Lands advised it is waiting on the outcome of the current South West native title negotiations; however as an interim arrangement it was prepared to issue a license agreement under the Land Administration Act, with the intent to convert the lot to a reserve in the future. The license would be granted on the basis of it 'having a low impact on any native title rights and interests'.

As the proponents of the project are not an incorporated body, the license would be granted to the Shire, for it to authorise the proposed works and have ongoing responsibility.

At the April 2014 Ordinary meeting Council agreed to enter into a license agreement with the Department of Lands for the management of Lot 363 for the purpose of the creation of a nature playground.

Comment: The Department of Lands has forwarded the Occupation Licence, which is current for a five year period commencing 1 July 2014. The Licence is required to be signed, and the Common Seal applied.

Council endorsement of these actions is required.

Consultation: Chief Executive Officer

Statutory

Environment: *Local Government Act 1955 - s.9.49A Execution of Documents*

Policy Implications: Nil

Strategic

Implications: This issue is not dealt with in the Plan

Asset Management

Implications: This issue has no asset management implications for Council

Financial

Implications: This issue has no financial implications for Council

Workforce Plan

Implications: This issue has no workforce planning implications

Voting Requirements: Simple Majority

Council Resolution: *140614*

Moved Cr Paganoni, seconded Cr Prout

“That Council endorses the application of the Common Seal and execution of the ‘Licence to Occupy Crown Land’ Agreement for Lot 363 Crawford St Tambellup, by the Chief Executive Officer.”

CARRIED 7/0

Reason For Change to Recommendation:

10.13 TAMBELLUP AGRICULTURAL SOCIETY

Program:	Recreation and Culture
Attachment:	Nil
File Ref:	ADM0142
Author:	PA Hull Strategic Support & Projects Officer
Date:	13 June 2014
Disclosure of Interest:	Nil

Summary: Council to consider request for support for the 2014 Tambellup Agricultural Show.

Background: The Tambellup Agricultural Society is staging the 90th Annual Tambellup Show on 11 October 2014. As part of the event, and to highlight the significance of it being the 90th show, the Society is seeking Councils approval to hold a fireworks event in the evening. It is proposed to hold the fireworks event on the oval at the Tambellup Sports Ground.

As in previous years, the Show will be held in Norrish St which will be closed for the duration of the event, however the Society is proposing to move the location of the bar and evening BBQ to the Sports Pavilion to encourage patrons to stay for the fireworks. As such, the Society is seeking Councils approval for the use of the Tambellup Sports Pavilion at no charge, and also approval to apply for an Occasional License to sell liquor.

For discussion.

Comment: As part of the process to stage a fireworks event, the Society is required to engage an accredited fireworks contractor who must apply to the Department of Mines and Petroleum for approval. The fireworks contractor is required to obtain approval from the Police, Fire Services and Local Government. All relevant information has been received at this point, with the exception of a Risk Assessment, which will be completed and provided to the Chief Executive Officer.

With regard to the request to waive hire fees for the use of the Sports Pavilion, Council's existing policy *1.2 Use of Shire Facilities* provides the Society with the use of the Tambellup Hall for the event at no cost. The administration office is also provided for use as the Society office on Show day. As the event is a whole of community event Council may wish to extend the provisions of the policy in this instance to approve the request.

The request for approval to apply for an Occasional Licence to sell liquor is able to be granted by the Chief Executive Officer under delegated authority, subject to all licence conditions and provisions of state legislation for the consumption and sale of liquor being adhered to.

Consultation: Chief Executive Officer

Statutory**Environment:** Nil**Policy Implications:** *Council Policy 1.2 – Use of Shire Facilities***Strategic****Implications:** The Strategic Community Plan 2012-2022 contains an aspiration of ‘Staying healthy and being entertained’ with a commitment to create processes which enable the community to present suggestions for new and/or enhanced recreation and entertainment events.**Asset Management****Implications:** This issue has no asset management implications for Council.**Financial****Implications:** A reduction in revenue of \$275 will be incurred if hire fees are waived.**Workforce Plan****Implications:** This issue has no workforce planning implications for Council.**Voting Requirements:** Simple Majority**Council Resolution:** *140615**Moved Cr Batchelor, seconded Cr Dennis*

“That Council advises the Tambellup Agricultural Society that approval is granted for a fireworks display to be staged on the Tambellup Sports Oval on Saturday 11th October 2014 between 8.00pm and 9.00pm, subject to a satisfactory Risk Assessment being provided to the Chief Executive Officer.”

*CARRIED 7/0***Voting Requirements:** Absolute Majority**Council Resolution:** *140616**Moved Cr Paganoni, seconded Cr Crosby*

“That Council waives hire fees for the use of Tambellup Sports Pavilion by the Tambellup Agricultural Society on Saturday 11th October for the purpose of holding the Tambellup Agricultural Show BBQ and bar.”

*CARRIED 7/0**By Absolute Majority***Reason For Change to Recommendation:**

**10.14 COUNTRY LOCAL GOVERNMENT FUND 2012-2013
INDIVIDUAL ALLOCATION**

Program: Recreation and Culture
Attachment: Nil
File Ref: CP.PR.34, ADM0335
Author: PA Hull Strategic Support & Projects Officer
Date: 13 June 2014
Disclosure of Interest: Nil

Summary: Council to confirm projects for the 2012-2013 allocation of Country Local Government Fund (CLGF).

Background: Following advice of the reinstatement by the Department of Regional Development of Council's entitlement to its 2012-2013 CLGF allocation, a draft Financial Assistance Agreement has been forwarded for completion and return.

The agreement sets out the projects to be funded as determined by Council, and the guidelines for the management of the funding.

Council's allocation is \$374,889, and the funds must be expended on projects which are identified in the Long Term Financial Plan.

Comment: Council has previously (August 2012) identified the following projects for inclusion in this round of funding:

Tambellup Sports Pavilion Upgrade	194,889
Broomehill Administration Office Solar Energy - To install a photovoltaic system to help offset energy costs associated with the Broomehill Archive Repository	50,000
Broomehill Hall Building Improvements - To complete renovation works to the under-stage area of the Hall. Works include lining of the walls, new flooring and lighting.	50,000
Tambellup Hall – Roof and Ablutions Renovations - To carry out structural repairs to the roof of the Hall and renovations to ablutions.	80,000
	\$374,889

Criteria 2 of the CLGF 2012-2013 guidelines states planning should be completed for the projects and realistic cost estimates obtained. The feasibility study for the Tambellup Sports Pavilion was completed in 2013 and provides the basis for costings for this project. Quotes for the required work have been obtained for all other projects.

Council's confirmation of the projects included in the allocation is required prior to finalising the agreement.

Consultation: Chief Executive Officer

Statutory**Environment:** Nil**Policy Implications:** Nil**Strategic****Implications:** This issue has no strategic implications for Council.**Asset Management****Implications:** New assets will be created and/or upgraded through completion of the projects.**Financial****Implications:** Grant funding of \$374,889 will be received in 2014-2015 to fund the above projects.**Workforce Plan****Implications:** Grant funding of \$374,889 will be received in 2014-2015 to fund the above projects.**Voting Requirements:** Simple Majority**Council Resolution:** *140617**Moved Cr Thompson, Cr Prout**“That Council endorses the following projects, to be funded by the 2012-2013 Country Local Government Fund Individual Allocation”:*

<i>Tambellup Sports Pavilion Upgrade</i>	<i>194,889</i>
<i>Broomehill Administration Office Solar Energy</i>	<i>50,000</i>
<i>Broomehill Hall Building Improvements</i>	<i>50,000</i>
<i>Tambellup Hall – Roof and Ablutions Renovations</i>	<i>80,000</i>
	<i>\$374,889</i>
	<i>CARRIED 7/0</i>

Reason For Change to Recommendation:

10.15 RATE WRITE OFF – 72 JANITOR STREET, BROOMEHILL

Program:	General Purpose Funding	
Attachment:	Nil	
File Ref:	A1075	
Author:	KP O’Neill	Manager Finance & Assets
Date:	19 June 2014	
Disclosure of Interest:	Nil	

Summary: Council to consider writing off rates for 72 Janitor Street, Broomehill.

Background: This property was owned by the Department of Housing, and a residential property was situated at this location.

The house was removed some years ago and this was not conveyed, in writing, to the Council. Government Departments are not required to obtain a demolition license to remove structures from properties under their control.

The vacant land has subsequently been reverted back to “unallocated crown land” and is now non-rateable.

Comment: Rates have been levied against this property, in error, since 2011. The balance against this assessment is \$3,070.28 which includes rates, ESL and rubbish collection charges. The balance is not recoverable from the Department of Housing as the charges were levied incorrectly.

The new valuation roll for townsite properties has been received which will come into effect on 1 July 2014. As this property is now crown land, a valuation has not been included and Council cannot levy rates for this assessment.

Council is requested to write off the balance of this assessment.

Consultation: Chief Executive Officer

Statutory

Environment: *Local Government Act 1995*
s6.12(1)(c) Power to defer, grant discounts, waive or write off debts

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

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: Reduction in revenue of \$3,070 as this amount will be written off.

Workforce Plan

Implications: There are no implications for the Workforce Plan.

Voting

Requirements: Absolute Majority

Council Resolution: *140618*

Moved Cr Thompson, seconded Cr Batchelor

“That Council write-off rates and charges levied, in error, against A1075 72 Janitor Street, Broomehill.”

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

**Reason For Change
to Recommendation:**

12.01**MAINTENANCE REPORT FOR JUNE 2014**

Program:	Transport	
Attachment:	Nil	
File Ref:	Nil	
Author:	GC Brigg	Manager of Works
Date:	13 June 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	Toyota FJ	10,207		2013	2013	1 yr / 10,000 kms	
1 TIU 961	Papas Tandem Fuel Trailer			2008			
1TMR361	Rockwheeler Side Tipper Trailer	16,347		2012	2012		All roads repaired mud guard on dolly
BH00	Colorado 4x4 Dual Cab	25,556	20,000	2013	2013	1 yr / 30,000 kms	
BH000	Holden Colorado 7			2013	2013	1yr / 25,000 km	
BH001	CAT vibe Roller	1,906	1,750	2009		8 yrs / 8000 hrs	Due for service
BH002	ISUZU 6 Wheel Tipper	132,015	150,000	2008	2008	7 yrs / 250,000km	
BH003	Toyota Landcruiser GXL Dual Cab	11,640	20,000	2013	2013	1 yr / 30,000 km	Serviced
BH004	CAT 12M	4,294	4,544	2009	2009	8 yrs / 8,000 hrs	Serviced 9/06/2014
BH005	Cat multi tyre	2,216	2,250	2011	2011	8 yrs / 8000 hrs	Wheel air fixed
BH006	CAT 12M	1,538	1,788	2012	2012	8 yrs / 8,000 hrs	Serviced 9/06/2014
BH007	Toro 360 mower	158	150	2013	2013	5 yrs / 5,000 hrs	
BH009	Colorado 4x4 Tray Back	9,992	15,000	2013	2013	1 yr / 30,000 km	
BH010	6x4 Fuel Trailer			1981	1981		
BH012	Isuzu Fire Truck	7,556	Nov-14	1995	2004		
BH013	Cat 444F Backhoe	403	600	2013	2013	10 yrs / 8,000 hrs	Serviced 9.05.2014
BH014	Colorado 4x4 Tray Back	13,676	15,000	2013	2013	1 yr / 30,000 km	
BHT84	Toro Groundmaster 3500D mower	158	50	2013	2013		
BHT92	CAT 259B3 Skid Steer	466	750	2012	2013	8 yrs / 8,000hrs	Serviced 16.05.2014
BHT125	Mack Curser 8 Wheel Tipper	15,512	25,000	2013	2013	5 yrs / 250,000 km	
TA001	Ford Ranger Dual Cab	8,665		2014	2014	1 yr / 30,000 kms	Serviced 13.05.2014

TA017	Isuzu Tipper	133,947	135,000	2009		5 yrs / 200,000 km	
TA052	Colorado 4x4 Tray Back	13,167	15,000	2013	2013	1 yr 30,000 km	
TA06	Jet Patcher Isuzu	119,032	120,000	2007	2010	8 yrs / 8,000 hrs	Ordered new hoses and heated tips for spray bar
TA092	Iveco Strais AD500 8-4	31,314	40,000	2012	2012	5 yrs / 250,000 km	Bunbury - warning lights
TA18	12H Grader	7,738	7,693	2006	2006	7 yrs / 8,000 hrs	New Hydraulic Hose fitted
TA281	930G Loader	5,734	5,750	2007	2007	8 yrs / 8,000 hrs	Replaced Thermostat 16.05.2014
TA386	Isuzu Tipper	21,474	20,000	2012	2012	5 yrs / 200,000 km	
TA417	John Deere Gator	420	500	2009		4 yrs	
CATBR	Caterpillar Angle Broom			2010			Hydraulic motors need resealing
	Himac skid steer slasher			2013		10 yrs	

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12.02 WORKS REPORT FOR JUNE 2014

Program:	Transport	
Attachment:	Nil	
File Ref:	Nil	
Author:	GC Brigg	Manager of Works
Date:	16 June 2014	
Disclosure of Interest:	Nil	

Broomehill

- Fencing to finish around Broomehill Dam
- Trenching to be done to bury school waterline
- Motion lights at the standpipe have been fixed.
- Contractor installing new hole at the refuse site.
- Paul Plant finishing off the attendant hut at the Transfer Station with tiling.
- Still need to install septic tank and rain water tank.
- With limited rain, only just starting to pump water to the complex dam.
- Wheel tracks on the vacant block opposite post office were caused by the backhoe. These will be cleaned up when conditions permit
- Meeting on Wednesday with CBH about water harvesting from their retention pond

Tambellup

- All the new tanks at the oval have been completed.
- James Beaton has finished suction, delivery lines and manifold to all tanks.
- Paul Plant to install security fence around new tanks and pump house.
- Commissioning of treated water has been delayed due to a breakdown of the Water Corp system.
- New roofs have been installed on the old tanks. These have lockable lids.
- Hut at transfer station still to be tiled, septic tank fitted and water tank to be installed.
- New hole being installed at the refuse site.
- Still having a few problems with vandals in gardens. Working on the security cameras to catch the offenders.

Roads

- Construction crew working on Warrenup Road gravel sheeting. The bulk of the carting is complete. There is money still remaining in the budget. We will extend the scope to use the remaining budget.
- Currently have contractors, Coalcliff, to help complete the work.
- Vegetation clearing to be done on the Warrenup section.
- Currently stockpiling gravel for next year's projects.
- Second crew working on Beejenup cross road intersection which is a Blackspot project.
- Gnowangerup Road turning radius improvement will carry over until next year.
- Regional Road Group reduction in funding is approximately 1.7 million dollars. The only project to be affected by the cut was Pallinup South Road. This project was totally cut and placed into reserve projects.
- Commodity Routes reduction in funding has cut \$20,000 off each project which shouldn't affect the completion of the North Greenhills reseal of Nardlah reg gravel.
- Maintenance crew working focusing on culvert headwalls
- Maintenance grading has been limited due to second construction crew. Maintenance grader working west of Broomehill.

Plant

- New 6 tonne Isuzu truck is at the body builders. This has a few issues with the truck being higher at the back at than the front. Most body trucks run level along the tray. This truck is set up so the back runs up hill (toward the back). When the body is fitted with the truck higher at the back, it causes problems with the angle of the ramps to the ground. Also the ramps are sticking up very high when folded up. May cause some issues with the side tipping. Allroads and I are working on the issues.
- Westrac have been over constantly servicing machines as we still don't have a mechanic.
- Dog trailer to go to Albany to have a severe crack repaired. Mack truck is going back to finish a number of recalls.
- Works Managers vehicle will be changed over before the end of the financial year.

RECEIVED

12.03 QUARTERLY OCCUPATIONAL SAFETY AND HEALTH (OS&H) REPORT

Program:	Various
Attachment:	Nil
File Ref:	Nil
Author:	J A Stewart Manager Corporate Services
Date:	11 June 2014
Disclosure of Interest:	Nil

Summary: Report on Occupational Safety and Health matters – for Council information, comment and/or discussion.

Comment: The following represents a summary of OS&H related matters either completed between March and June 2014 or currently being addressed (emanating from workplace inspections and administrative requirements):

- 1) Business Impact Analyses have been completed for our Business Continuity Plan (BCP) – these have been considered by Local Government Insurance Services (Council’s insurers) and our BCP is ready to progress to the next stage;
- 2) A draft Occupational Health, Safety and Environment Plan has been formed, based on Worksafe requirements, and is currently being reviewed by OS&H Committee members;
- 3) Emergency fire drills have been completed at the Tambellup Depot and Tambellup Administration buildings;
- 4) Depot inspections have been completed; and
- 5) Training has included: Traffic course (2 staff), OS&H safety representative refresher (1 staff), first aid training (2 staff).

- The following represents a summary of upcoming/progressing OS&H matters:

- 1) The next stage of forming our Business Continuity Plan - looking into the resources needed to maintain continuity of service in the areas identified within the Business Impact Analyses as requiring prioritisation following a disaster;
- 2) Further progression of the draft Occupational Health, Safety and Environment Plan to suit Shire of Broomehill-Tambellup requirements; and
- 3) Training – first aid (2 staff).

Changes to OS&H legislation (OS&H law harmonisation across Australia) is still uncertain as to ‘if’ or ‘when’.

Consultation: Nil

Statutory Environment: *Occupational Safety & Health Act 1984*
Occupational Safety & Health Regulations 1996

Policy Implications: Policy 2.2 – Occupational Safety and Health

Strategic Implications: This report is not dealt with specifically in Council’s Strategic Community Plan; however, it falls within the scope of Civic Leadership – Being well governed (Compliance with Legislation/Performance Measurement).

Asset Management

Implications: There are no Asset Management Implications for Council

Financial

Implications: Nil

Workforce Plan

Implications: There are no Workforce Plan Implications for Council

Voting Requirements: Nil

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

Reason For Change to Recommendation:

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12.04 BUILDING SURVEYORS REPORT FOR MAY 2014

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

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

Background: This report advises of the building approvals and the activity of the Building Surveyor for the month of May 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:

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12.05 BUILDING MAINTENANCE PROGRAM

Program:	Various
Attachment:	Building Maintenance Program Report to 11 June 2014
File Ref:	Nil
Author:	JA Stewart Manager Corporate Services
Date:	11 June 2014
Disclosure of Interest:	Nil

Summary: Report on the Building Maintenance Program for 2013-14 to 11 June 2014.

Background: Nil

Comment: The Building Maintenance Program Report (Report) is updated to 11 June 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 2013-14 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: Nil

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

Reason For Change to Recommendation:

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12.06 LIBRARY REPORT - MAY 2014

Program: Recreation & Culture
Attachment: **Library Report – May 2014**
File Ref: ADM0097
Author: C Brown Library Officers
 S Reed
Date: 9 June 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 May 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

12.07 **DISABILITY ACCESS AND INCLUSION PLAN 2010-2015 (DAIP) YEARLY PROGRESS REPORT**

Program: Governance
Attachment: Updated Implementation Plan (excerpt from DAIP)
 Progress Report 2013-14
File Ref: ADM0124
Author: JA Stewart Manager Corporate Services
Date: 10 June 2014
Disclosure of Interest: Nil

Summary: Yearly report on the progress of Council's Disability Access and Inclusion Plan 2010-2015 (DAIP) strategies.

Background: Council's DAIP outlines six desired outcome areas and the strategies Council has developed to achieve those outcomes. Legislation requires a progress report to be forwarded to the Disability Services Commission (DSC) annually and the Plan itself stipulates that a report also be made to Council on a yearly basis. A report on Council's implementation of its DAIP is included within its Annual Report.

Comment: Since the DAIP's 2010 review, progress has been made in all six outcome areas as reflected in annual Progress Reports to the DSC and Council. The Implementation Plan, within Council's DAIP, has been updated as part of the process involved in reporting to the DSC. The only change to the Implementation Plan this year has been to amend terminology within the document (and other public documents), in accordance with recent amendments to the Disability Services Regulations (Regulations), being: reference to 'disabilities' is replaced with 'disability' (i.e.; 'people with disability').

A review of Council's Disability and Access Inclusion Plan would normally have fallen due in September 2015; however, given that amendments to the Regulations require effect by 1 July 2015, review activities will commence earlier in order to meet the July 2015 deadline. Copies of the 2013-14 Progress Report to the DSC and an updated Implementation Plan are attached for Council information, comment and/or discussion.

Consultation: Nil

Statutory Environment: *Disability Services Act WA – Part 5*
Disability Services Regulations

Policy Implications: Nil

Strategic Implications: Community Aspirations:
 Strengthening community spirit
 Living in a safe community
 Staying active and being entertained
 Being healthy

Asset Management**Implications:**

Nil with regard to reporting requirements; however, further structural improvements to Council's public buildings may occur in the future, if/as required by the DAIP. All new buildings and/or renovations will address access needs for people with disability, in line with DAIP and legislative requirements.

Financial**Implications:**

Nil with regard to reporting requirements; however, future alterations/additions required for any particular building/s, as a result of DAIP tasks (e.g.; construction of ramps etc), would incur a financial implication.

Workforce Plan**Implications:**

Minor – the upcoming review of Council's DAIP will require administrative work relating to community consultation and collation of any responses and to review and update its DAIP documentation. In regard to manual tasks resulting from the DAIP, Council engages suitably qualified/experienced contractors to perform structural improvements and, therefore, does not incur an impact on its outside employees.

Voting Requirements: Nil

Council Resolution: *“No recommendation required - Councillor Information Only”*

Reason For Change to Recommendation:

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

Nil

14. DATE OF NEXT MEETING

17 July 2014

15. CLOSURE

There being no further business the President thanked Councillors and Staff for their attendance and declared the meeting closed at 5.10pm.