



# Ordinary Meeting of Council

## MINUTES

21 May 2015

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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 21 May 2015 commencing at 4.20pm.**

### **1. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

<b>Present:</b>	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 & 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 4.20pm.

### **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****Item 10.05**

Cr Sheridan, Cr Thompson, Cr Paganoni, Cr Dennis and Cr Crosby have declared in writing a financial interest in Item 10.05.

An application has been made to the Minister for Local Government for approval for all five members to participate in the discussion and decision of Item 10.05.

At the opening of the meeting no response had been received from the Department of Local Government

**7. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

**8. CONFIRMATION OF PREVIOUS MEETING MINUTES****8.1 ORDINARY MEETING OF COUNCIL MINUTES 23 APRIL 2015**

**150501**

*Moved Cr Dennis, seconded Cr Batchelor*

*“That the Minutes of the Ordinary Meeting of Council held on 23 April 2015 be confirmed as a true and accurate record of proceedings.”*

**CARRIED 7/0**

**9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**10. MATTERS FOR DECISION**

**10.01 FINANCIAL STATEMENTS FOR APRIL 2015**


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<b>Program:</b>	<b>Other Property and Services</b>
<b>Attachment:</b>	<b>Monthly Financial Statements for April 2015</b>
<b>File Ref:</b>	<b>Nil</b>
<b>Author:</b>	<b>KP O'Neill                      Manager Finance and Assets</b>
<b>Date:</b>	<b>12 May 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Council to consider the monthly financial report for the period ending 30 April 2015.

**Background:** The *Local Government (Financial Management) Regulations 1996* require a statement of financial activity to be prepared each month and prescribe the contents of that report and accompanying documents. The report is to be presented at an ordinary meeting of the Council within 2 months after the end of the month to which the report relates.

Each financial year, Council is required to adopt a percentage or value to be used in the statement of financial activity for reporting material variances.

As part of the 2014/2015 budget process, Council adopted 10% or \$10,000 as the material variance for reporting purposes for the year.

**Comment:** Comments are provided in the report to address material variances for the reporting period.

**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 Recommendation:** *150502*

*Moved Cr Paganoni, seconded Cr Crosby*

*“That the Financial Statement for the period ending 30 April 2015 be adopted.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**

**10.02 CREDITORS ACCOUNTS PAID APRIL 2015**


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<b>Program:</b>	<b>Other Property and Services</b>
<b>Attachment:</b>	<b>List of Payments for April 2015</b>
<b>File Ref:</b>	<b>Nil</b>
<b>Author:</b>	<b>KP O'Neill                      Manager Finance and Assets</b>
<b>Date:</b>	<b>12 May 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Council to consider the list of payments made from the Municipal and Trust Funds during April 2015.

**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	\$375,827.47
Trust Fund	\$5,463.61
Credit Cards	\$1,480.36
<b>Total</b>	<b>\$382,771.44</b>

**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**

**Recommendation:** *150503*

*Moved Cr Batchelor, seconded Cr Thompson*

*“That the list of accounts paid during April 2015, represented by:-*

- Municipal Fund cheques numbered 2805 to 2825 inclusive and electronic payments numbered EFT6630 to EFT6701 inclusive and totalling \$375,827.47;*
- Trust Fund cheques numbered 416 to 416 and electronic payments numbered EFT6702 to EFT6704 inclusive and totalling \$5,463.61;*
- Credit Card payments totalling \$1,480.36;*

*be adopted.”*

**CARRIED 7/0**

**Reason For Change to  
Recommendation:**



**10.03 INTERIM AUDIT FOR THE YEAR ENDING 30 JUNE 2015**


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<b>Program:</b>	<b>Governance</b>
<b>Attachment:</b>	<b>Interim/Planning Audit Management Letter</b>
<b>File Ref:</b>	<b>ADM0058</b>
<b>Author:</b>	<b>KP O'Neill</b> <b>Manager Finance &amp; Assets</b>
<b>Date:</b>	<b>4 May 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Council to consider the Interim Audit Report for the year ending 30 June 2015.

**Background:** The Interim Audit for the financial year ending 30 June 2015 was conducted on 8<sup>th</sup> and 9<sup>th</sup> April 2015 by Councils Auditors, Lincoln.

The *Local Government Act 1995 Part 7* and *Local Government (Audit) Regulations 1996* prescribe the conduct of an audit. The agreement between Council and Lincoln sets out the objectives, scope and plan for the audit.

**Comment:** An interim audit is undertaken prior to the end of the financial year to assess internal systems and procedures which ultimately ensures the integrity of our data.

Councils Auditors checked the following systems during their visit:-

- Bank Reconciliations;
- Payroll;
- Payments Systems;
- Receipts Systems;
- Revenue Systems;
- Debtors, Creditors and Rates subsidiary ledgers;
- Plant Operation Costs; and
- Public Works Overheads.

The Auditors are satisfied that reconciliations are occurring correctly, relevant reports are being retained on file and audit trails exist for Councils internal systems and processes.

There are no matters raised in the Report which require the attention or action of Staff or the Council.

A copy of the Interim Audit Report is provided for Councillors information and comment.

**Consultation:** Councils Auditors, Lincoln

**Statutory Environment:** *Local Government Act 1995 Part 7 - Audit*  
*Local Government (Audit) Regulations 1996*

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

**Strategic****Implications:**

Strategic Community Plan 2012-2022

Community Aspiration – Being Well Governed

*Provide leadership of the community through transparent, accountable and representative local government.***Asset Management****Implications:**

There are no implications for the Asset Management Plan.

**Financial****Implications:**

The interim audit assesses risk, checks control systems and procedures and provide reasonable assurance that the financial systems of the Council are functioning reliably.

**Workforce Plan****Implications:**

There are no implications for the Workforce Plan.

**Voting Requirements:** Simple Majority**Council****Recommendation:*****150504******Moved Cr Dennis, seconded Cr Prout******“That Council accepts the Interim Audit Report for the year ending 30 June 2015.”******CARRIED 7/0*****Reason For Change to  
Recommendation:**

<b>10.04</b>	<b>WINDING UP OF THE NORTH STIRLINGS LAND CONSERVATION DISTRICT COMMITTEE (LCDC)</b>
<b>Program:</b>	<b>Protection of the Environment</b>
<b>Attachment:</b>	<b>Nil</b>
<b>File Ref:</b>	<b>ADM0101</b>
<b>Author:</b>	<b>LK Cristinelli Governance &amp; Executive Assistant</b>
<b>Date:</b>	<b>30 April 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Summary:</b>	Council support is sought for the winding up of the North Stirlings Land Conservation District Committee (LCDC).
<b>Background:</b>	<p>The Commissioner of Soil and Land Conservation has written to Council advising that the North Stirlings LCDC members' term of appointment expired on 30 November 2006 and the LCDC ceased to exist. Since that time the LCDC has had no authority to operate. As it is apparent that there is now a lack of interest in continuing the LCDC moves are being made to wind-up the organisation.</p> <p>Prior to a proposal to wind-up the North Stirlings LCDC being presented to the Minister, support for the proposal must be obtained from the local governments within the district.</p>
<b>Comment:</b>	For a number of years there has been little or no interest in the North Stirlings LCDC so it is appropriate to wind-up the organisation.
<b>Consultation:</b>	Nil
<b>Statutory Environment:</b>	Nil
<b>Policy Implications:</b>	Nil
<b>Strategic Implications:</b>	There are no strategic implications for Council
<b>Asset Management Implications:</b>	There are no asset management implications
<b>Financial Implications:</b>	There are no financial implications
<b>Workforce Plan Implications:</b>	There are no workforce plan implications
<b>Voting Requirements:</b>	Simple Majority

**Council**

**Recommendation:**        **150505**

***Moved Cr Batchelor, seconded Cr Paganoni***

***“That Council supports the application by the Commissioner of Soil and Land Conservation to wind-up the North Stirlings Land Conservation District Committee.”***

***CARRIED 7/0***

**Reason For Change  
to Recommendation:**

## 10.05 PROPOSED PERMANENT CLOSURE OF KIMBERLEY STREET AND PORTION OF OLD NARDLAH ROAD - BROOMEHILL

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<b>Program:</b>	<b>Transport</b>
<b>Attachment:</b>	<b>Copy of Map</b> <b>Notes on the history of the proposed closure</b>
<b>File Ref:</b>	<b>RD86 and RD105</b>
<b>Author:</b>	<b>JM Trezona</b> <b>Chief Executive Officer</b>
<b>Date:</b>	<b>12 May 2015</b>
<b>Disclosure of Interest:</b>	<b>Crs Sheridan, Thompson, Paganoni, Dennis and Crosby declared a Financial Interest in this matter as shareholders in CBH and deliverers of grain.</b> <b>Ministerial approval has been sought for Cr's Sheridan, Thompson, Paganoni, Dennis and Crosby to participate in the discussion and decision making process and at the time of the meeting had not been received.</b> <b>This item was not discussed and will be carried over to the 18 June 2015.</b>

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**Summary:** Council to consider the permanent closure of Kimberley Street, Broomehill and a portion of Old Nardlah Road in Broomehill with the land to be disposed of, to Co-operative Bulk Handling.

**Background:** The attached notes provide the background to date on the previous proposals to close the two roads.

This proposal being made under the Land Administration Act 1997 is to close all of Kimberley Street and a portion of Old Nardlah Road, Broomehill between Kimberley Street and the northern boundary of Lot 513. CBH have confirmed that they support the acquisition of the land by them.

**Comment:** The attached notes give a more detailed background on the actions that have been started over the past 10 or so years.

Some time ago the former Shire of Broomehill installed barricades to stop vehicle access from Leathley and Keith Streets onto Kimberley Street. I understand this was done as a safety measure to better manage the heavy vehicle traffic and residential traffic particularly during the grain carting season. These actions have effectively turned Kimberley Street into a driveway for CBH.

The other factor in proposing the closure of a portion of Old Nardlah Road is that CBH's weighbridge has been constructed in the road reserve.

It appears that the proposed closure will have no impact on surrounding land holders as the land on the eastern side of both roads is owned by CBH.

**Consultation:** For Council discussion and consideration.  
Lee Nilan – Co-operative Bulk Handling  
Officers at the Department of Lands

**Statutory****Environment:**

Council must advertise the proposal for a minimum 35 day period prior to formally requesting the Minister for Lands to close the road.

**Land Administration Act 1997.****58. Closing roads**

- (1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.
- (2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations prepare and deliver the request to the Minister.
- (3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.
- (4) On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) —
  - (a) by order grant the request; or
  - (b) direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or
  - (c) refuse the request.
- (5) If the Minister grants a request under subsection (4) —
  - (a) the road concerned is closed on and from the day on which the relevant order is registered; and
  - (b) any rights suspended under section 55(3)(a) cease to be so suspended.
- (6) When a road is closed under this section, the land comprising the former road —
  - (a) becomes unallocated Crown land; or
  - (b) if a lease continues to subsist in that land by virtue of section 57(2), remains Crown land.

**Land Administration Regulations 1998.**

9. Local government request to close road permanently (Act s. 58(2)), requirements for

For the purposes of preparing and delivering under section 58(2) of the Act a request to the Minister to close a road permanently, a local government must include with the request —

- (a) written confirmation that the local government has resolved to make the request, details of the date when the relevant resolution was passed and any other information relating to that resolution that the Minister

- may require; and
- (b) sketch plans showing the location of the road and the proposed future disposition of the land comprising the road after it has been closed; and
  - (c) copies of any submissions relating to the request that, after complying with the requirement to publish the relevant notice of motion under section 58(3) of the Act, the local government has received, and the local government's comments on those submissions; and
  - (d) a copy of the relevant notice of motion referred to in paragraph (c); and
  - (e) any other information the local government considers relevant to the Minister's consideration of the request; and
  - (f) written confirmation that the local government has complied with section 58(2) and (3) of the Act.

**Policy Implications:** Nil

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

**Asset Management Implications:** Kimberley Street is currently included in Councils Asset Register and Asset Management Plan. The closure of the road under the Land Administration Act will see the road become a private road with Council no longer responsible for the maintenance and renewal of it. This will have a positive effect on the long term financial plan and should reduce the renewal gap all be it marginally, as identified in the Asset Management Plan.

**Financial Implications:** Council will no longer be responsible for the maintenance and renewal of the roads, however Council will have to meet the advertising costs.

**Workforce Plan Implications:** There are no workforce plan implications

**Voting Requirements:** Simple Majority

Officer

Recommendation: *“That as per the requirements of the Land Administration Act 1997 sec 58(3) Council advertises its intent to permanently close the whole of Kimberley Street, Broomehill and a portion of Old Nardlah Road between Kimberley Street and the northern boundary of Lot 513 with the land to be disposed to Co-operative Bulk Handling. At the close of the advertising period a report to be presented back to Council for a final decision.”*

**Reason For Change to  
Recommendation:**



## 10.06 VOTING DELEGATES FOR WALGA ANNUAL GENERAL MEETING

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<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0159</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>12 May 2015</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** Registration of delegates for the Western Australian Local Government Association's (WALGA) Annual General Meeting is required.

**Background:** The 2015 AGM of WALGA will be held as part of the Local Government Convention on Wednesday 5<sup>th</sup> August 2015.

All member Councils are entitled to be represented by two voting delegates at the AGM. Voting delegates may be either elected members or serving officers. Councils seeking to exercise their voting entitlements must ensure that their voting delegates are appropriately registered. Registrations must be returned to WALGA by Thursday 9<sup>th</sup> July 2015.

In the event that a Voting Delegate is unable to attend, provision is made for proxy delegates to be registered.

**Comment:** Council will need to nominate its delegates to the Annual General Meeting.

**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 for Council

**Voting Requirements:** Simple Majority

**Officer**

**Recommendation:** *“That Councils registered delegates and proxy delegates to the 2015 Annual General Meeting of the Western Australian Local Government Association be Cr..... and Cr..... as delegates and Cr..... and Cr..... as proxy delegates”*

**Council**

**Recommendation:** *150506*

*Moved Cr Dennis, seconded Cr Crosby*

*“That Councils registered delegates and proxy delegates to the 2015 Annual General Meeting of the Western Australian Local Government Association be Cr Sheridan and Cr Paganoni as delegates and Cr Thompson and Cr Batchelor as proxy delegates”*

**CARRIED 7/0**

**Reason For Change to**

**Recommendation:** To show the delegates and proxy delegates who will be registered.

**10.07****ORDINARY COUNCIL MEETING - SEPTEMBER 2015**


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<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0091</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>15 May 2015</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** Council to consider whether it will hold an ordinary meeting in September 2015.

**Background:** The *Local Government Administration Regulations 1996 reg 12 (1)* requires that at least once a year a local government is to give local public notice of the date on which, and the time and place at which, its Ordinary Meetings of Council are to be held for a twelve month period. At the November 2014 ordinary meeting Council determined the dates for the 2015 ordinary meetings, as follows:

<i>19 February</i>	<i>19 March</i>	<i>16 April</i>
<i>21 May</i>	<i>18 June</i>	<i>16 July</i>
<i>20 August</i>	<i>17 September</i>	<i>15 October</i>
<i>19 November</i>	<i>17 December</i>	

The Council has previously been advised that the CEO will be on leave for all of September 2015. Informal discussion indicated that the Council would consider not holding a meeting in September. Members will note that the ordinary meeting date for August is the 20<sup>th</sup> and the ordinary meeting date for October is the 15<sup>th</sup>.

**Comment:** This report is to formalise the proposal not to hold an ordinary meeting in September 2015 and provide sufficient time to advertise the decision to the public.

In the event of an urgent matter arising Council has the ability to call a special meeting to deal with it.

**Consultation:** Nil

**Statutory Environment:** Local Government (Administration) Regulations 1996, reg 12(2)

**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**

**Recommendation:** *150507*

*Moved Cr Thompson, seconded Cr Crosby*

*“That Council does not hold an ordinary meeting in September 2015 and that the matter be advertised in accordance with Local Government (Administration) Regulations 1996, reg 12(2).”*

**CARRIED 7/0**

**Reason For Change to  
Recommendation:**

## 10.08 APPOINTMENT OF DUAL FIRE CONTROL OFFICER - SHIRE OF KOJONUP

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<b>Program:</b>	<b>Law Order &amp; Public Safety</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0244</b>	
<b>Author:</b>	<b>K E Hobbs</b>	<b>Finance/Rates Officer</b>
<b>Date:</b>	<b>11 May 2015</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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

**Background:** The Shire of Kojonup seeks the appointment of the following Dual Fire Control Officers to respond to incidents within the Shire of Broomehill-Tambellup for the coming 2015-2016 season:

Owen Bignell - Cherry Tree Pool Brigade  
 Eric Wright – Kojonup Brigade  
 Paul Durack – Lumeah 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**

**Recommendation:**        **150508**

*Moved Cr Dennis, seconded Cr Paganoni*

*“That Council approves the request by the Shire of Kojonup for registration of:*

*Owen Bignell - Cherry Tree Pool Brigade*

*Eric Wright – Kojonup Brigade*

*Paul Durack – Lumeah Brigade*

*as Dual Fire Control Officers for the coming 2015-2016 fire season.”*

**CARRIED 7/0**

**Reason For Change to  
Recommendation:**

## 10.09 ENDORSEMENT OF BUSHFIRE BRIGADE APPOINTMENTS FOR 2015-2016

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<b>Program:</b>	<b>Law Order &amp; Public Safety</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0244</b>	
<b>Author:</b>	<b>K E Hobbs</b>	<b>Finance/Rates Officer</b>
<b>Date:</b>	<b>12 May 2015</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** Council to endorse the appointment of Brigade Fire Control Officers, Dual Fire Control Officers and Fire Weather Officers for the 2015-2016 fire season.

**Background:** Fire Control Officers, Dual Fire Control Officers and Fire Weather Officers for the Shire of Broomehill-Tambellup are appointed on an annual basis.

Section 38 of the Bush Fire Act 1954 gives local authorities the authority to appoint such persons as it deems necessary.

**Comment:** All Brigade meetings have been held recently and the following people have been re-elected to fill positions for the 2015-2016 fire season.

### **Fire Control Officers:**

Broomehill East	Gavin Guerini
Broomehill West	Anthony Witham
Broomehill Central	Andrew Webster
Tambellup East	Kim Oliver
Tambellup West	Nigel Sheridan
Tambellup VES Unit	Laurie Hull

### **Dual Fire Control Officers**

Shire of Katanning	Andrew Woithe
	Mark Paganoni
Shire of Kojonup	Andrew Woithe
	Nigel Sheridan
Shire of Cranbrook	Andrew Leonhardt
	Kim Oliver
	Nick Lockyer
	Carl Letter
Shire of Gnowangerup	Mark Paganoni
	Kim Oliver
	Al Clark
	Carl Letter

### **Fire Weather Officers**

Ray Squibb  
Ben Hewson  
Ian Cunningham

These appointments are required to be endorsed by Council.

Council adopted the ‘Bush Fire Control Officers Policy’ December 2013, which states:

*“To be eligible for appointment as a Bush Fire Control Officer a person must have completed the Bush Fire Control Officer Training Program not more than five years prior to appointment.”*

All other nominated Brigade Fire Control Officers for 2015-2016 have completed the required training.

**Consultation:** Broomehill and Tambellup Fire Brigades  
Community Emergency Service Manager  
Chief Executive Officer

**Statutory Environment:** Bush Fires Act 1954

**Policy Implications:** *Council Policy 6.2 - Appointment of Bush Fire Control Officer.*

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

**Workforce Plan Implications:** Nil

**Voting Requirements:** Simple Majority



**Council****Recommendation:** **150509***Moved Cr Batchelor, seconded Cr Thompson**“That Council endorses the appointment of the following people as Fire Control Officers, Dual Fire Control Officers and Fire Weather Officers for the 2015-2016 fire season:***Fire Control Officers:*****Broomehill East******Gavin Guerini******Broomehill West******Anthony Witham******Broomehill Central******Andrew Webster******Tambellup East******Kim Oliver******Tambellup West******Nigel Sheridan******Tambellup VES Unit******Laurie Hull*****Dual Fire Control Officers*****Shire of Katanning******Andrew Woihe******Mark Paganoni******Shire of Kojonup******Andrew Woihe******Nigel Sheridan******Shire of Cranbrook******Andrew Leonhardt******Kim Oliver******Nick Lockyer******Carl Letter******Shire of Gnowangerup******Mark Paganoni******Kim Oliver******Al Clark******Carl Letter*****Fire Weather Officers*****Ray Squibb******Ben Hewson******Ian Cunningham”******CARRIED 7/0*****Reason For Change to  
Recommendation:**

<b>10.10</b>	<b>2015-2016 FIRE BREAK ORDER AND INFORMATION BOOKLET</b>
<b>Program:</b>	<b>Law Order and Public Safety</b>
<b>Attachment:</b>	<b>Draft 2015-2016 Fire Break Order and Information Booklet</b>
<b>File Ref:</b>	<b>ADM0146</b>
<b>Author:</b>	<b>K E Hobbs</b> <b>Finance/Rates Officer</b>
<b>Date:</b>	<b>14 May 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

**Summary:** Council to endorse the 2015-2016 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 Services Unit are included.

**Comment:** 1. A few radio changes have been made this year; the radio previously installed in Dennis' Fire Truck has been removed and has been assigned to Warrick McMahon of Broomehill West Brigade. This radio will be installed in either his vehicle or home. Warrick is now assigned with two radios.

Andrew Bradshaw's radio Tambellup West Brigade has been assigned to John Cristinelli.

Rod Bowman's radio Tambellup East Brigade has been assigned to Luke Patterson.

Tambellup West call signs have had a reshuffle as TA WEST 5 has been deleted and this radio was assigned to Ian Cunningham in 2014.

2. The Community Emergency Services Manager (CESM) has been included in the staff listing.

3. There is a proposal to include information about an acceptable grass height in town sites, rural residential and special rural land as part of the Fire Break Order.

At the Bush Fire Advisory Committee (BFAC) Meeting held on 14 April 2015 Fire Break Order compliance was discussed regarding land zoned rural residential and special rural. This issue relates to the number of blocks in the area having grass to the height of 1 metre or more at the beginning and during the fire season. Currently there are no height restrictions on grass on any land within the Shire.

Long, dried grass on rural residential and special rural land over the fire season increases fire intensity if a fire was to start as well as making suppression more difficult for volunteer fire fighters.

Also discussed were fire breaks on rural residential and special rural land. Currently fire break requirements for rural residential and special rural is

the same as the farming area which requires them to be 2 metres wide and within a 20 metre perimeter of buildings, haystacks, and fuel storage areas. It was the view of the BFAC that rural residential and special rural lands should require a fire break on the perimeter/boundary for land over a certain size within the zone area. This is due to land holders in many instances not having fire fighting units to suppress a fire quickly if it was to start on their property.

Councillors attention is drawn to the fact that the current fire break order only requires owners/occupiers of land greater than 40ha to have a mobile fire fighting unit in good working order, with a minimum capacity of 400 litres.

The BFAC are of the view that a fire break on the perimeter/boundary of these blocks would assist and in some instances stop a fire spreading under mild weather conditions.

The following recommendation from the BFAC is presented for Council's consideration:

*“Within the townsite, rural residential and special rural lands less than 24.71 acres (10 hectares) grass height is to be less than **150mm** in height. A **2 metre** boundary firebreak is to be located inside the perimeter of the property.”*

In discussing the recommendation from the BFAC, Council needs to consider the following:

#### **Fire Breaks**

- There is currently no requirement in the Shire of Broomehill-Tambellup to have firebreaks around the perimeter/boundary of any property
- If residents comply with the existing fire break order requirements is there any benefit in imposing additional requirements – will it just be one more thing to police and add to the non-compliance list?
- The proposal is to be applicable to the town sites (which is impossible to implement) as well as the rural residential and special rural areas. In applying a proposal to only a section of the community has the potential to create confusion. Many people are unaware what zoning is applied to their land. Some people own two adjoining blocks which in total exceeds the 10ha therefore are they exempt from the proposed fire break?
- In the spirit of fairness and consistency is it appropriate to impose additional costs on a small section of the community without a consultation process?
- Accepting the recommendation will require people on Rural Residential or Special Rural land to have the required fire break around buildings, haystacks and fuel storage plus an additional perimeter/boundary fire break

**Grass height**

- Introducing a grass height will give guidance and further clarification to the existing Fire Break Order requirement to ‘*minimise fire hazardous materials*’ on properties
- The acceptance of this recommendation will possibly negate the proposed recommendation for additional fire breaks, as previously discussed.

Councils Fire Break Order will be amended to reflect any changes that are made.

It is recommended that Council does not support the introduction of a compulsory perimeter/boundary fire break on land in the townsite, rural residential or special rural land and that the *status quo* prevails. The introduction of a grass height be supported.

For Council discussion and decision.

**Consultation:** Broomehill-Tambellup Fire Advisory Committee  
Community Emergency Services Manager  
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****Recommendation:** **150510***Moved Cr Paganoni, seconded Cr Batchelor*

*“That Council endorses the 2015-2016 Shire of Broomehill-Tambellup Fire Break Order and Information Booklet with the following changes to the fire break order*

- Clause 1.2 - Land which exceeds 4,000 square metres - to be amended to – On land which is 4,000 sq metres (1 acre) or more in area, clear firebreaks not less than 2 metres completely surrounding and not more than 20 metres from the perimeter of all buildings, haystacks and fuel storage areas situated on the land. The height of all grass on the land is to be less than 150mm in height*
- Clause 2.1 – to be amended to – Clear firebreaks not less than 2 metres completely surrounding and not more than 20 metres from the perimeter of all buildings, haystacks and fuel storage areas situated on the land. Minimise fire hazardous material to the satisfaction of the Chief Fire Control Officer by stocking, slashing or other means. The height of all grass on the land is to be less than 150mm in height. Properties will be inspected and orders may be issued.”*

**CARRIED 6/1**

**Reason For Change to  
Recommendation:**

<b>10.11</b>	<b>FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT</b>	
<b>Program:</b>	<b>General Purpose Funding</b>	
<b>Attachment:</b>	<b>Copy of letter</b>	
<b>File Ref:</b>	<b>ADM0180</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>13 May 2015</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

**Summary:** The purpose of this report is for Council to consider a request from the Australian Local Government Association (ALGA) to support its campaign to restore indexation for the Commonwealth's Financial Assistance Grants (FAGS).

**Background:** Local Government, particularly rural shires, rely significantly on financial assistance grants to maintain services to the community. This financial year 2014-2015, Council's across Australia will receive \$2.3 billion from the Australian Government under this important programme.

The Government's decision in the 2014 federal budget to freeze the indexation of FAGs for three years beginning in 2014-2015 will cost Councils across Australia an estimated \$925 million by 2017-2018 and will result in a permanent reduction of 13% to the FAG's funding pool.

ALGA is seeking to highlight the importance of FAG's funding to the viability of local government and its capacity to deliver important services and infrastructure. Council along with every other Council in Australia is being asked to pass a resolution acknowledging the importance of the Financial Assistance Grants in assisting Council to provide important community services – refer attached letter.

The FAGs, which are untied in the hands of local councils, are intended to improve local government's capacity to provide communities with an equitable level of services and to increase the effectiveness and efficiency of local government.

**Comment:** The problems currently being faced by the Western Australian Government see the FAGs funding play an increasingly important role in securing ongoing services to regional communities.

**Consultation:** ALGA website  
Department of Infrastructure and Regional Development website

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Strategic Implications:** The Shire of Broomehill-Tambellup Strategic Community Plan includes a Community Aspiration to continue to Build Prosperity which requires the Council on its part to operate in a financially sustainable manner.

**Asset Management****Implications:** Nil**Financial****Implications:** The Shire of Broomehill-Tambellup will receive \$1,761,283 under the FAG's scheme for the 2014-2015 financial year. A loss of indexation over the three year term could see a loss of approximately \$200,000+ of funding. To determine a specific figure is difficult as there are a number of factors taken into consideration each year that impact the distribution of the pool funds.**Workforce Plan****Implications:** Nil**Voting Requirements:** Simple Majority**Council****Recommendation:** *150511**Moved Cr Crosby, seconded Cr Prout****“That Council***

- 1. acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of Council services and infrastructure;*
- 2. acknowledges that the Council will receive \$1,761,283 million in 2014-2015; and*
- 3. will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs is appropriately identified as Commonwealth grant funding in Council publications, including annual reports.”*

**CARRIED 7/0****Reason For Change to  
Recommendation:**

**10.12 OCCUPATIONAL SAFETY AND HEALTH POLICY REVIEW**


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<b>Program:</b>	<b>Governance</b>
<b>Attachment:</b>	<b>Occupational Safety and Health Policy</b>
<b>File Ref:</b>	<b>Policy Manual</b>
<b>Author:</b>	<b>J A Stewart                      Manager Corporate Services</b>
<b>Date:</b>	<b>23 April 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Review of Council's Occupational Safety and Health (OSH) Policy.

**Background:** Occupational Safety and Health requirements include an annual review of Council's OSH Policy (Policy). The objective of this document is to assist Council to comply with requirements in the management of OSH in the workplace.

**Comment:** Council's Occupational Safety and Health Committee has recently endorsed the attached Policy including the addition of details of its implementation date and next review date, in line with OSH requirements.

**Consultation:** Nil

**Statutory  
Environment:** Nil

**Policy Implications:** 2.2 Occupational Safety and Health – Providing a safe and healthy work environment for all employees, contractors, visitors and volunteers.

**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:** Minor administrative requirements (e.g.; annual review)

**Voting Requirements:** Simple Majority

**Council  
Recommendation:** *150512*

*Moved Cr Thompson, seconded Cr Paganoni*

*“That Council endorses the Occupational Safety and Health Policy as presented and as reviewed by Council's Occupational Safety and Health Committee”.*

**CARRIED 7/0**



**Reason For Change to  
Recommendation:**

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


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<b>Program:</b>	<b>Recreation and Culture</b>
<b>Attachment:</b>	<b>Nil</b>
<b>File Ref:</b>	<b>CP.PR.34, ADM0335</b>
<b>Author:</b>	<b>PA Hull</b> <b>Strategic Support &amp; Projects Officer</b>
<b>Date:</b>	<b>20 May 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Council to consider an amendment to priorities for Country Local Government Fund (CLGF) 2012-2013 activities.

**Background:** At the June 2014 Ordinary meeting, Council endorsed the following recommendation in relation to its priorities for the CLGF 2012-2013 funding :

*CR 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>

*CARRIED 7/0*

Due to circumstances beyond the control of staff the Financial Assistance Agreement for this funding has not yet been finalised, and the Department for Regional Development (DRD) has advised agreements not finalised in the next week are unlikely to be honoured after the 30<sup>th</sup> June.

The main issue holding up the progress of the agreement is that of the requirement to provide evidence of leveraged funding for projects, specifically the Tambellup Sports Pavilion. At this time, funding of almost \$1.2 million is confirmed, as follows:

Shire – cash contribution (Reserve)	305,000
Department of Sport and Recreation (CSRFF)	700,000
Country Local Government Fund 12-13 (pending agreement)	194,889
	<b>\$1,199,889</b>

DRD requires evidence that the remainder of the funding for the redevelopment of the Pavilion (\$2.0 million) has been secured. At this point we are unable to provide this confirmation, notwithstanding Councils commitment in the 2014-2015 budget to raise a loan for this purpose.

- Comment:** Discussions have been held with DRD regarding options to expedite the process. These include:
1. Allocate funds to a specific aspect of the Pavilion upgrade not requiring external leveraged funding.
  2. Allocate funds to an alternative project (project must be identified in the Forward Capital Works Program)
  3. Transfer funding to the WA Treasury Corporation to be held until required for the Pavilion project.

DRD have recommended Council proceeds in line with option 1, and identifies a component of the project which can be achieved without the requirement for external leveraged funding.

The indicative costings provided for the project are split into separate elements, including construction of the pavilion, external works, external services and the bowling green.

It is considered the CLGF funds should be allocated to the external works element. This cost is estimated at \$246,585, and includes retaining walls, brick paving, landscaping, reticulation and car parking. Less CLGF funding of \$194,889, Councils contribution will be \$51,696, to be funded through the Sports Pavilion Reserve Fund. Importantly, as these funds have been reserved for this purpose, no further confirmation will be required by DRD in finalising the agreement for the CLGF 2012-2013 funding.

If Council is agreeable to this recommendation, the agreement can be finalised and funding disbursed to the Shire well before the 30 June deadline.

For discussion.

**Consultation:** Linda Leonard – DRD  
CEO

**Statutory  
Environment:** Nil

**Policy Implications:** Nil

**Strategic  
Implications:** The Strategic Community Plan has an aspiration of ‘Staying active and being entertained’, with a commitment to progress the redevelopment of the Tambellup Sports Pavilion.

**Asset Management  
Implications:** Funding received through CLGF will assist to provide a new asset.

**Financial****Implications:**

Council will need to contribute an estimated \$52,000 in addition to the CLGF 2012-2013 funding of \$194,889 to complete this section of the Pavilion project. Funds will be utilised from the Tambellup Recreation Ground and Pavilion Reserve.

**Workforce Plan****Implications:**

This matter has no workforce planning implications.

**Voting****Requirements:**

Simple Majority

**Council****Recommendation:**

**150513**

*Moved Cr Paganoni, seconded Cr Dennis*

*“That Council endorses the following projects as amended, to be funded by the 2012-2013 Country Local Government Fund Individual Allocation”:*

<i>Tambellup Sports Pavilion Upgrade – External works including retaining walls, brick paving, landscaping, reticulation and car parking</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>
	<b><i>CARRIED 7/0</i></b>

**Reason For Change  
to Recommendation:**

**12.01****MAINTENANCE REPORT FOR MAY 2015**

<b>Program:</b>	<b>Transport</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>Nil</b>	
<b>Author:</b>	<b>GC Brigg</b>	<b>Manager of Works</b>
<b>Date:</b>	<b>15 May 2015</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

Reg No.	Description	Current Kms/Hrs	Next Service Due	Year of Manufacture	Year of Purchase	Changeover	Comments
0TA	Holden Caprice			2015	2015	1 yr/15,000km	
1TA	Ford Ranger			2015	2015	1 yr/30,000km	
1 TIU 961	Papas Tandem Fuel Trailer			2008			
1TMR361	Rockwheeler Side Tipper Trailer	27,984		2012	2012		
TA2251	3 axle Float Trailer				2009		
BH00	Ford Ranger	17,857	30,000	2014	2014	1 yr/30,000km	
BH000	Holden Colorado 7			2014	2014	1yr/25,000km	
BH001	CAT vibe Roller	2,420	2,500	2009		8yrs/8000 hrs	
BH002	ISUZU 6 Wheel Tipper	155,258	175,000	2008	2008	7yrs/250,000km	Fitted 4 new tyres
BH003	Toyota Landcruiser GXL Dual Cab	10,399	10,000	2014	2014	1yr/30,000 km	Serviced 08/05/2015
BH004	CAT 12M	5,356	5,250	2250	2009	8 yrs/8,000 hrs	
BH005	Cat multi tyre	3,028	3,250	2011	2011	8yrs/8000 hrs	Bad oil sample. Changed oil and check in 50 hours
BH006	CAT 12M	2,468	2,250	2012	2012	8yrs/8,000 hrs	Replaced Belt Tensioner
BH007	Toro 360 mower	432	650	2013	2013	5 yrs/5,000 hrs	Replaced faulty Seat Belt, and fitted new blades
BH009	Colorado 4x4 Tray Back	6,347	15,000	2014	2014	1yr/30,000 km	
BH010	6x4 Fuel Trailer			1981	1981		
BH012	Isuzu Fire Truck		Nov-14	1995	2004		
BH013	Cat 444F Backhoe	840	1000	2013	2013	10yrs/8,000 hr	
BH014	Ford Ranger Tray Top Ute	12,558	25,000	2014	2014	1yr/30,000 km	
BHT84	Toro Groundmaster 3500D mower	117	200	2013	2013		

BHT92	CAT 259B3 Skid Steer	726	750	2012	2013	8yrs/8,000hrs	Slight oil leak fial drive. Westrac have checked it under warranty
BHT125	Mack Curser 8 Wheel Tipper	38,455	45,000	2013	2013	5yrs/250,000 km	
BHT1633	Tandem Axle Dolly (Float)	960		2015	2015		
TA001	Ford Ranger Dual Cab		15,000	2015	2015	1yr/30,000 km	
TA005	Toyota Hilux	1,519	15,000	2014	2014		Serviced by Great Southern Toyota
TA017	Isuzu Tipper	19,802	30,000	2014	2014	5yrs/200,000 km	Replaced cracked windscreen, and broken UHF aerial
TA052	Colorado 4x4 Tray Back	11,628	15,000	2014	2014	1yr 30,000 km	
TA06	Jet Patcher Isuzu	124,508	150,000	2007	2010	8yrs/8,000 hrs	Fitted new Heating elements, seal kit in roller motor, new scraper and Beacon lamp
TA092	Iveco Strais AD500 8-4	56,069	65,000	2012	2012	5yrs/250,000 km	
TA18	12H Grader	8,683	9,000	2006	2006	7yrs/8,000 hrs	
TA281	930K Loader	349	500	2014	2014	8yrs/8,000 hrs	
TA386	Isuzu Tipper	35,349	45,000	2012	2012	5yrs/200,000 km	
TA417	John Deere Gator	497	500	2009		4 yrs	
CATBR	Caterpillar Angle Broom			2010			
SL	Himac skid steer slasher			2013		10 yrs	Refurbish Skid Plate
BKTBR	Skid steer Bucket Broom			2013			
1TLT850	Loadstar 8x5 Trailer			2011			
BH2085	Trailer for Pump at Town dam						
BH2098	Boxtop Trailer						
BH2134	Trailer for Mobile Standpipe						
TA2129	Fuel Tanker						
BH010	6 x 4 Fuel Trailer						

1TCY082	Papas Tandem Fuel Trailer						
1TCY093	Papas Tandem Trailer						
1TIU961	8 x 5 Papas Fuel Trailer						
1TFH594	Loadstar Boxtop Trailer						
1TFC580	Gardeners Boxtop trailer						
1TFD241	Boxtop Trailer for firefighting						
1TJX516	Plant Trailer for Mowers						
1TOI298	Sign Trailer				2015		Make sign rack and stand
Fogger	Fogger						
TSAW	Tree Saw						
STAB	Stabiliser attachment				2014		
	Cement Mixer						
	Tree Grab						Adapted to suit new Loader

**RECEIVED**

**12.02****WORKS REPORT FOR MAY 2015**


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<b>Program:</b>	<b>Transport</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>Nil</b>	
<b>Author:</b>	<b>GC Brigg</b>	<b>Manager of Works</b>
<b>Date:</b>	<b>15 May 2015</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Broomehill**

- Gardeners keeping up maintenance around town.
- Gardeners planted new plants in rest stop gardens and Sheridan's Garden to fill in the holes left from plants dying.
- Pump at CBH dam has been repaired and pumping again. There does seem to be less flow at the moment. Thinkwater are working on the problem.
- CBH dam has overflowed after each of the recent rains.
- Shade sail pulled down from the complex playground. Needs repairing.
- Shire supplied pipe and gravel for crossover in Janitor Street.
- Loader and truck have been to the transfer station to remove green waste and tidied up the dump area.
- A stranger has been accessing the refuse site area when closed. Police have been informed.

**Tambellup**

- Gardeners have busy keeping up with mowing and weeding around town.
- Some plants have been removed from Norrish Street gardens and replanted at the oval bank.
- New plants have been replanted in areas where plants have been removed.
- Trees have been planted on the block behind the Independent Living Seniors Accommodation. These will help give some western shade in the hotter months when they grow.
- Treated water will still need to be used once each month so the Water Corporation can keep up the testing required.
- Dams are getting rain but no significant rises to them yet.
- Tambellup West Road drainage is ready for kerbing. Contractor was supposed to be here this week but he hasn't arrived yet. Once kerbing is in place the project can be completed.
- Depot shed is underway. The materials have been purchased and delivered.

**Roads**

- Tambellup West Road had extensive work to repair the failed widening. This involved cement stabilizing and seal replaced.
- Blackspot project on the intersection of Gnowangerup Road and Great Southern Highway is in progress. After cutting out the 300mm required by Main Roads the clay material underneath is very wet. The subgrade has been cement stabilized. Both layers of gravel pavement will be cement stabilized to give it more carriageway strength.
- 700 metres of Nardlah Road has been sealed. This was sealed because this was a trial section of Claycrete. The Claycrete continued to be boggy and slippery in the wet. Re-gravelling couldn't stop the issue as the Claycrete continued to rise though the new gravel.



- Crew will continue with gravel sheeting on Nardlah Road over the next month. This is Commodity Route funding.
- There have been some large pot holes in the seal along the Broomehill Kojonup Road. They have been filled by road maintenance crew.
- Some of Pindellup Road gravelling will carry over to the new financial year with Roads to Recovery funding.
- New culvert installed in Nardlah Road opposite the CBH dam. This is a double 450mm Stormpro. Headwalls are still to be built.
- Jetpatcher is currently running roads doing bitumen repairs. This will be ongoing over the next month.
- Grader maintenance is being carried out in the south eastern corner of the shire. This area didn't have a heavy formation grade last year during the wet season. With some rain about they have travelled back into the area to carry out the work.
- Maintenance crew have been doing culvert installations, signage, headwalls, bitumen patching and helping construction crew.

### **Plant**

- All plant running well over the last month.
- Multi tyre roller had a bad oil sample in final drive. Oil has been changed and we are monitoring the problem.
- Water tank for the eight-wheeler has been ordered. This is in the 14/15 year. Scheduled to be finished in three months.
- There is no other scheduled plant or vehicle replacements in 14/15.

**RECEIVED**

**12.03 BUILDING SURVEYORS REPORT FOR APRIL 2015**


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<b>Program:</b>	<b>Economic Services</b>
<b>Attachment:</b>	<b>BSR Report and Activity Statement</b>
<b>File Ref:</b>	<b>ADM0258</b>
<b>Author:</b>	<b>D Baxter</b> <b>Building Surveyor</b>
<b>Date:</b>	<b>30 April 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Attached are the BSR Report and the Activity Statement for the month of April 2015 that has been sent to all the relevant authorities required by legislation.

**Background:** This report advises of the building approvals and the activity of the Building Surveyor for the month of April 2015.

**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:** Nil

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

**Reason For Change to Recommendation:**

**RECEIVED**

**12.04 BUILDING MAINTENANCE PROGRAM**


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<b>Program:</b>	<b>Various</b>
<b>Attachment:</b>	<b>Building Maintenance Program to 13 May 2015</b>
<b>File Ref:</b>	<b>Nil</b>
<b>Author:</b>	<b>JA Stewart</b> <b>Manager Corporate Services</b>
<b>Date:</b>	<b>13 May 2015</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Update of the Building Maintenance Program for 2014-15 to 13 May 2015.

**Background:** Nil

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

**Consultation:** The Building Maintenance Program Report (Report) is updated to 13 May 2015 and presented for Council's information, comment and/or discussion, if required.

**Statutory Environment:** Nil

**Policy Implications:** Nil

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

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

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

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

**Voting Requirements:** Nil – for Councillor information only

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

**Reason For Change to  
Recommendation:**

***RECEIVED***

## 12.05

## LIBRARY REPORT – APRIL 2015

<b>Program:</b>	<b>Recreation &amp; Culture</b>	
<b>Attachment:</b>	<b>Library Report – April 2015</b>	
<b>File Ref:</b>	<b>ADM0097</b>	
<b>Author:</b>	<b>S Reed</b>	<b>Library Officers</b>
	<b>S Beaton</b>	
<b>Date:</b>	<b>11 May 2015</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

**Summary:** Attached is a Library Report prepared by Library Officers Sheree Beaton for the Tambellup Library and Siegrid Reed for the 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 April 2015.

**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 Recommendation:** *“No recommendation required – Councillor information only”*

Reason For Change to Recommendation:

RECEIVED

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

Nil

**14. DATE OF NEXT MEETING**

18 June 2015

**15. CLOSURE**

There being no further business the President thanked Councillors and Staff for their attendance and declared the meeting closed at 5.25pm.