

## **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 22 November 2012 commencing at 4.16pm.**

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

<b>Present:</b>	Cr BG Webster	President
	Cr KW Crosby	Deputy President
	Cr GM Sheridan	
	Cr MR Turner	
	Cr SJF Thompson	
	Cr M Sadler	
	Cr DCN Kempin	
	JM Trezona	Chief Executive Officer (CEO)
	JA Stewart	Manager Corporate Services
	GC Brigg	Manager of Works

**Apologies:** Nil

### **2. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

2.1 The President welcomed Councillors and staff and declared the meeting open at 4.16pm.

### **3. RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**

Nil

### **4. PUBLIC QUESTION TIME**

Nil

### **5. APPLICATION FOR LEAVE OF ABSENCE**

Nil

### **6. DECLARATION OF INTEREST**

Nil

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

Nil

**8. CONFIRMATION OF PREVIOUS MEETING MINUTES**

**8.1 ORDINARY MEETING OF COUNCIL MINUTES 18 OCTOBER 2012**

***121101***

*Moved Cr Crosby, seconded Cr Kempin*

*“That the Minutes of the Ordinary Meeting of council held on the 18 October 2012 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**

**10.1 FINANCIAL STATEMENTS FOR OCTOBER 2012**


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<b>Program:</b>	<b>Other Property and Services</b>
<b>Attachment:</b>	<b>Monthly Financial Statements for October 2012</b>
<b>File Ref:</b>	<b>Nil</b>
<b>Author:</b>	<b>KP O'Neill Finance Officer</b>
<b>Date:</b>	<b>8 November 2012</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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

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

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

**Comment:** Surplus municipal funds are held in two investments with the Bendigo Bank. The funds are readily accessible, should they be required, and are achieving a higher interest rate than the operating account. Further detail on the balances of Councils accounts are contained in the notes accompanying the financial statements.

Approximately 17% in rates and charges remain outstanding at the 31<sup>st</sup> October. Final notices are being posted at the end of each month to the offending ratepayers and the list of debtors that need to be pursued by legal action will be updated and forwarded to the debt collection agency.

It is pleasing to report that one property with a number of years overdue rates and charges has been sold following auction, and is due to be settled early November.

**Consultation:** Nil

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

**Policy Implications:** Nil

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

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

**Voting Requirements:** Simple Majority

**Council Resolution:**     **121102**

*Moved Cr Turner, seconded Cr Sadler*

*“That the Financial Statement for the period ending 31 October 2012  
be adopted.”*

**CARRIED 7/0**

**Reason For Change to  
Recommendation:**

**10.2 CREDITORS ACCOUNTS PAID OCTOBER 2012**


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<b>Program:</b>	<b>Other Property and Services</b>	
<b>Attachment:</b>	<b>List of Payments for October 2012</b>	
<b>File Ref:</b>	<b>Nil</b>	
<b>Author:</b>	<b>KP O’Neill</b>	<b>Finance Officer</b>
<b>Date:</b>	<b>8 November 2012</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** Attached is a list of payments made from the Municipal and Trust Funds during October 2012.

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

**Comment:** Summary of payments made for the month:-

Municipal Fund	\$593,197.17
Trust Fund	\$2,673.60
Credit Cards	\$640.98
<u>Total</u>	<u>\$596,511.75</u>

**Consultation:** Nil

**Statutory Environment:** Local Government Act 1995 – Financial Management Regulation 13

**Policy Implications:** Nil

**Financial Implications:** List of payments made during the previous month

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

**Voting Requirements:** Simple Majority

**Council Resolution:** *121103*

*Moved Cr Kempin, seconded Cr Sheridan*

*“That the list of accounts paid during October 2012, represented by:-*

- Municipal Fund cheques numbered 1817 to 1852 inclusive and electronic payments numbered EFT3622 to EFT3713 inclusive and totalling \$593,197.17;*
- Trust Fund cheques numbered 305 to 311 inclusive and totalling \$2,673.60;*
- Credit Card payments totalling \$640.98;*

*be adopted.”*

**CARRIED 7/0**

**Reason For Change to  
Recommendation:**

**10.3 ASSET REGISTER WRITE OFF – PLANT EQUIPMENT**

<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>2012/13 Audit File</b>	
<b>Author:</b>	<b>KP O’Neill</b>	<b>Finance Officer</b>
<b>Date:</b>	<b>2 November 2012</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

**Summary:** Council to consider writing off a number of plant and equipment assets from the Asset Register that are either obsolete or no longer held by Council.

**Background:** The Local Government (Financial Management) Regulations were amended effective 1 July 2012, introducing Regulation 17A, which makes it mandatory for Councils asset values to be recorded at “fair value” in the financial reports. The implementation of these amendments is to be phased in over three years from 1 July 2012, so all of Councils assets will be recorded at fair value by 30 June 2015.

Regulation 17A(3) states that:-

*A local government must show in each financial report –*

- (a) for the financial year ending on 30 June 2013, the fair value of all of the assets of the local government that are plant and equipment; and*
- (b) for the financial year ending on 30 June 2014, the fair value of all of the assets of the local government –*
  - (i) that are plant and equipment; and*
  - (ii) that are –*
    - (I) land and buildings; or*
    - (II) infrastructure;*
- and;*
- (c) for a financial year ending on or after 30 June 2015, the fair value of all of the assets of the local government.*

**Comment:** Clarification has been sought from Councils Auditors as to whether all assets in the plant and equipment class are required to be revalued, or whether it is simply major plant items. Their advice is that every single asset in the plant and equipment asset register is required to be valued at fair value.

A review of the plant and equipment asset register has been undertaken, and has brought to light quite a list of assets that are either obsolete or no longer held by Council. A list of these assets is attached. Most assets are fully depreciated; however there are a number that will result in a small loss on disposal being recorded in the financial reports. This is a non-cash book entry.

It is proposed that all classes of assets will have been reviewed prior to 30 June 2013 which should assist in streamlining the revaluation processes required in the coming years. A review of Councils asset register is also required to ensure that the contents of the Asset Management Plan accurately reflect the assets owned by Council.

- Consultation:** Chief Executive Officer  
Manager of Works
- Statutory Environment:** Local Government Act 1995  
Local Government (Financial Management) Regulations 1996 –  
Regulation 17A Assets – fair value measurement required
- Policy Implications:** Nil
- Financial Implications:** Writing off the assets listed will reduce the balance sheet value of Councils plant and equipment; however the asset register will accurately reflect the plant and equipment owned by Council.
- For a number of assets, a small loss on disposal will be realised at the time of writing the asset out of the register. This is a non-cash book entry.
- Strategic Implications:** This issue is not dealt with in the Strategic Plan
- Voting Requirements:** Absolute Majority
- Council Resolution:** *121104*

*Moved Cr Thompson, seconded Cr Turner*

*“That the following items of plant and equipment be written out of the Asset Register:-*

<i>Asset Code</i>	<i>Asset Name</i>	<i>Historical Cost</i>	<i>WDV 31 Oct</i>
<i>P149</i>	<i>Pad Foot Shells for Bomag Roller</i>	<i>2,179.00</i>	<i>342.02</i>
<i>P251</i>	<i>Davelco Vibrating Roller</i>	<i>500.00</i>	<i>0.00</i>
<i>P258</i>	<i>BH814 - 1973 Isas Road Broom</i>	<i>2,000.00</i>	<i>0.00</i>
<i>P259</i>	<i>BH011 Ford GS88 Tractor</i>	<i>12,700.00</i>	<i>0.00</i>
<i>P67</i>	<i>Road Broom</i>	<i>1,400.00</i>	<i>0.00</i>
<i>P70</i>	<i>Wacker Packer Compactor</i>	<i>4,239.22</i>	<i>0.00</i>
<i>P102</i>	<i>Pressure Cleaner with Turbo Brush 300Psi</i>	<i>2,450.00</i>	<i>0.00</i>
<i>P128</i>	<i>Mobile 2Way Radio &amp; Antenna</i>	<i>300.00</i>	<i>0.00</i>
<i>P130</i>	<i>Honda Davey Pump</i>	<i>998.55</i>	<i>0.00</i>
<i>P212</i>	<i>Kawasaki Brushcutter</i>	<i>545.50</i>	<i>0.00</i>
<i>P217</i>	<i>Motorola CDMA Telephone &amp; Car Kit</i>	<i>699.09</i>	<i>0.00</i>
<i>P250</i>	<i>2 x 1800 Gallon Tanks</i>	<i>2,000.00</i>	<i>0.00</i>
<i>P260</i>	<i>Dam Pump &amp; Equipment</i>	<i>4,000.00</i>	<i>0.00</i>
<i>P261</i>	<i>Bushfire Radio Equipment</i>	<i>850.00</i>	<i>0.00</i>
<i>P262</i>	<i>Drum Shredder</i>	<i>5,000.00</i>	<i>0.00</i>
<i>P263</i>	<i>Masport Reel Mower</i>	<i>800.00</i>	<i>0.00</i>
<i>P264</i>	<i>Air Compressor</i>	<i>1,000.00</i>	<i>0.00</i>
<i>P267</i>	<i>Stihl BT360 Auger Post Hole Digger</i>	<i>1,800.00</i>	<i>0.00</i>
<i>P281</i>	<i>Honda HT25 Hedgetrimmer</i>	<i>660.33</i>	<i>88.67</i>
<i>P79</i>	<i>Hand Bitumen Sprayer</i>	<i>795.25</i>	<i>0.00</i>
<i>P82</i>	<i>Chainsaw</i>	<i>254.50</i>	<i>0.00</i>
<i>P83</i>	<i>Conductivity Meter</i>	<i>369.35</i>	<i>0.00</i>



P84	5hp Robin Engine	360.07	0.00
P88	Traffic Counter	252.10	0.00
P91	2Way Radio Base Antenna & Power Supply	543.50	0.00
P92	5 x 2Way Radios, Antennas & 24v to 12v	1,840.00	0.00
<i>Reducers</i>			
P94	Stihl Chainsaw Model 026 with 40cm Bar	666.12	0.00
P95	400 Litre Fibreglass Spray Tank with Lid & Brass fittings	416.00	0.00
P138	Davey 95D Deepwell Pump with injectors	700.00	0.00
P1	Bushfire Pump, Tank & Fittings	341.41	0.00
P2	Fire Fighting Unit - TA Fire Shed	1,254.74	0.00
P4	Fire Fighting Equipment - TA Fire Shed	1,367.59	0.00
P5	Uniden Two Way Radio, Power Supply & Antenna	549.00	0.00
P6	Tait 2015 VHF Radio S/No 480003	1,042.29	0.00
P7	Tait 2015 VHF Radio S/No 480002	1,042.29	0.00
P8	Tait 2015 VHF Radio S/No 479628	1,042.29	0.00
P9	Tait 2015 VHF Radio S/No 479641	1,042.29	0.00
P10	Tait 2015 VHF Radio S/No 479990	1,042.28	0.00
P11	Tait 2015 VHF Radio S/No 479998	1,042.28	0.00
P12	Tait 2015 VHF Radio S/No 479823	1,042.28	0.00
P14	Tait 2020 Mobile Radio S/No 443040	1,134.00	0.00
P15	Tait 2020 Mobile Radio S/No 455683	1,134.00	0.00
P16	Tait 2020 Mobile Radio S/No 443044	1,134.00	0.00
P17	Tait 2020 Mobile Radio S/No 455688	1,134.00	0.00
P18	Tait 2020 Mobile Radio S/No 455669	1,134.00	0.00
P19	Tait 2020 Mobile Radio S/No 455651	1,134.00	0.00
P20	Tait 2020 Mobile Radio S/No 443071	1,134.00	0.00
P21	Tait 2020 Mobile Radio S/No 445120	1,134.00	0.00
P22	Tait 2020 Mobile Radio S/No 443021	1,134.00	0.00
P23	Tait 2020 Mobile Radio S/No 455671	1,134.00	0.00
P24	Tait 2020 Mobile Radio S/No 443049	1,134.00	0.00
P25	Tait 2020 Mobile Radio S/No 455643	1,134.00	0.00
P26	Tait 2020 Mobile Radio S/No 455645	1,134.00	0.00
P27	Tait 2020 Mobile Radio S/No 445122	1,134.00	0.00
P28	Tait Desktop Radio - Shire Office S/No 443037	1,663.00	0.00
P29	Tait Desktop Radio S/No 455672	1,563.00	0.00
P30	Tait 2015 VHF Radio S/No 496752	1,053.00	0.00
P31	Tait T499 VHF Radio S/No 415833	556.00	0.00
P32	Fire Fighting Pump Rurte-40H	696.81	0.00
P33	Tait T2020-221-032 Base Radio	1,853.33	0.00
P34	Tait T2020-221-032 Mobile Bushfire Radio	1,296.05	0.00
P35	Tait T2020-221-032 Mobile Bushfire Radio	1,296.07	0.00
P225	Fire Fighting Hoses	4,000.00	0.00
P226	Tait Bushfire Radio	950.00	0.00
P227	Tait Bushfire Radio - Fire Truck	850.00	0.00
P228	3 x Wind Meters	750.00	0.00
P229	3 x Tait Bushfire Radios	2,836.00	0.00
P230	Tait 2020 BSF Radios	15,917.33	0.00
P231	2 x Bushfire Radios for Council Trucks	2,287.05	0.00
P232	3 x Tait Radios	2,206.00	0.00
P233	Bushfire Radio for Police Car	897.80	0.00
P234	2 x Tait 2010 Transceivers	1,589.00	0.00
P235	4 x NK Kestrel 3000 Weather Gauges	1,140.18	0.00
P236	UHF Radio Transceiver	395.20	0.00
P241	Tait T2020-221 Bushfire Radios	2,154.00	431.14
P242	Tait Orca Handheld Radio with Desktop	851.81	174.07

<b>Charger</b>			
<b>P243</b>	<b>Tait Orca Handheld Radio with Desktop Charger</b>	<b>851.81</b>	<b>174.07</b>
<b>P244</b>	<b>Tait TM8250 Base Radio</b>	<b>1,194.54</b>	<b>244.07</b>
<b>P245</b>	<b>Tait TM8250 VHF Mobile Radio</b>	<b>1,257.27</b>	<b>256.90</b>
<b>P246</b>	<b>Tait TM8250 VHF Mobile Radio</b>	<b>1,257.27</b>	<b>256.90</b>
<b>P140</b>	<b>Rain Water Tank &amp; Spring Tap</b>	<b>799.00</b>	<b>0.00</b>
<b>P133</b>	<b>Bramil Suction Polisher with Nylon Pad Holder</b>	<b>1,610.00</b>	<b>0.00</b>
<b>P36</b>	<b>10HP Motor &amp; Pump - Oval</b>	<b>1,107.00</b>	<b>0.00</b>
<b>P39</b>	<b>Victa Push Lawnmower</b>	<b>610.00</b>	<b>0.00</b>
<b>P40</b>	<b>345H Collection System JD955 Tractor</b>	<b>6,990.40</b>	<b>0.00</b>
<b>P41</b>	<b>Brushcutter 35CC with S/B RO24243</b>	<b>570.00</b>	<b>0.00</b>
<b>P42</b>	<b>1 Star Pushbutton Electric BBQ Top and Lid</b>	<b>3,703.00</b>	<b>0.00</b>
<b>P44</b>	<b>Masport Wide Cut Lawn Mower</b>	<b>1,072.40</b>	<b>0.00</b>
<b>P46</b>	<b>22,500 Litre Water Tank - Diprose Park Reticulation</b>	<b>1,930.00</b>	<b>0.00</b>
<b>P47</b>	<b>Turf Tec Heavy Duty Renovator/Scarifier</b>	<b>5,400.00</b>	<b>0.00</b>
<b>P49</b>	<b>Victa Mustang Mower</b>	<b>635.45</b>	<b>0.00</b>
<b>P50</b>	<b>2700 Litre Water Tank</b>	<b>800.00</b>	<b>0.00</b>
<b>P52</b>	<b>Terada "O" Series 80mm Oval Dam</b>	<b>1,228.50</b>	<b>0.00</b>
<b>P55</b>	<b>Brush Cutter / Whipper Snipper</b>	<b>535.45</b>	<b>0.00</b>
<b>P56</b>	<b>Airbroom &amp; Vacuum Attachment</b>	<b>476.53</b>	<b>0.00</b>
<b>P57</b>	<b>Lyc0 Loader</b>	<b>1,250.00</b>	<b>0.00</b>
<b>P62</b>	<b>Grundfos CR10-06 Pump with Control Box &amp; Pump Flow Switch</b>	<b>2,152.11</b>	<b>430.19"</b>

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

**Reason For Change to Recommendation:**

**10.4 AMITY HEALTH - REQUEST TO WAIVE FEES**


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<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0066</b>	
<b>Author:</b>	<b>LK Cristinelli</b>	<b>Executive Assistant</b>
<b>Date:</b>	<b>29 October 2012</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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

**Background:** This event is scheduled for the 12 November 2012 from 9.00am – 3.00pm to celebrate Seniors Week in Tambellup and will specifically target the Indigenous Elders from Tambellup, Katanning and Gnowangerup.

It will provide an opportunity to share with one another, to feel valued as seniors and provide the community an opportunity to recognize the valuable contribution that Elders make in the community and to their own families.

A healthy morning tea is planned involving children and grandchildren and a didgeridoo player will provide the entertainment. During this event Amity Health will promote the importance of primary health care and encourage health checks and distribute resources, afterwards the movie “Bran Nue Dae” will be shown.

Amity Health was successful in obtaining a small grant for this event but unfortunately the funds do not cover costs and have requested that Council consider waiving the hire costs of the facility for the day.

For Council consideration.

**Comment:** Historically, Council has been reluctant to waive the hire costs of its facilities with the exception of those instances that apply in Council Policy 1.2 – Use of Shire Facilities.

However, given the nature of the event and its widespread significance to all members of the community, Council may wish to grant this request.

**Consultation:** Chief Executive officer

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** The cost to hire the Tambellup Hall is \$250.

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

**Voting Requirements:** Simple Majority

**Officer Resolution:** *“That Council does/does not waive hire fees for the Tambellup Hall for the Amity Health Seniors Week on 12 November 2012.”*

**Council Resolution:** *121105*

*Moved Cr Sadler, seconded Cr Sheridan*

*“That Council does not waive hire fees for the Tambellup Hall for the Amity Health Seniors Week on 12 November 2012.”*

**CARRIED 6/1**

**Reason For Change to Recommendation:**

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## 10.5 FORMATION OF COMMITTEE – INDEPENDENT LIVING SENIORS ACCOMMODATION

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<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Correspondence (Tambellup Senior Citizens Unit Management Committee Inc – 11 September 2012)</b>	
<b>File Ref:</b>	<b>ADM0109</b>	
<b>Author:</b>	<b>JA Stewart</b>	<b>Manager Corporate Services</b>
	<b>PA Hull</b>	<b>Community Services Officer</b>
<b>Date:</b>	<b>8 November 2012</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** Council to consider the formation of a committee to address matters relating to independent living seniors' accommodation within the Shire of Broomehill-Tambellup.

**Background:** Tambellup's Senior Citizens' Unit Management Committee Inc (TSCUMC) currently oversees Lavieville Lodge, the existing independent living seniors' accommodation in Tambellup which consists of four, one bedroom units for seniors. Following Council's success in securing funding to progress a project to construct a further six, two bedroom units (on Lot 1295, Gnowangerup-Tambellup Road, Tambellup), Council resolved, at its June 2012 meeting, as follows:

*120613*

*Moved Cr Sadler, seconded Cr Turner*

*“That Council’s preferred management structure for the Tambellup Independently Living Seniors Accommodation is to establish an incorporated association, and further, subject to the outcome of the meeting with the Senior Citizens Unit Management Committee, that a report be presented to Council for the establishment of an incorporated association and its roles and responsibilities.”*

*CARRIED 7/0  
By Absolute Majority*

Following Council's June 2012 Ordinary Meeting, Council's Building, Planning and Economic Services Committee and Chief Executive Officer met with the TSCUMC. The TSCUMC has subsequently met and advised Council (see attached correspondence) that it will honour its previous pledge of \$100,000 towards the construction of the six new units; however, in doing so, wishes to dissolve its Committee and transfer all remaining assets to Council in accordance with the Committee's constitution.

**Comment:** The TSCUMC is keen to see a Council committee formed that will include community representation, assist with the disbanding of the TSCUMC and work towards the establishment of the management structure for the new units; this would include taking over management of the existing four, one bedroom units.

It is proposed that a new Committee of Council would not have delegated authority but be formed for the purposes of:

- liaising with the project manager on matters relating to the progression of the six new units on the Gnowangerup-Tambellup Road;
- assisting with disbanding of the Tambellup Senior Citizens Unit Management Committee;
- developing, for Council consideration and resolution, management structure and operating guidelines for the management of the old and new units;
- making recommendation to Council on any relevant matters that may arise in the future; and
- operating as per guidelines resolved by Council.

Council has previously discussed the option, should it progress with the formation of a Council committee, of including community members on such a committee; as mentioned above, TSCUMC has also expressed a desire for community representation to be continued.

Council will need to determine the membership of the committee and how the community members are to be selected. It is proposed that the Council invite community members for the inaugural committee with one of the positions being filled by a TSCUMC member who is nominated by that committee. Future nominations will be called for and approved by Council with membership terms for the committee members coinciding with the ordinary election cycle. Council will need to consider who it wishes to invite to be a member of the committee.

The TSCUMC has requested that, should a new committee be formed, tenancy arrangements at the time of changeover from one Committee to the other, be upheld for the duration of those tenancies.

**Consultation:** Nil

**Statutory**

**Environment:** *Local Government Act (1995) s. 5.8 - 5.25 inclusive*  
Standing Orders Local Law 2008 17.1 – Establishment and Appointment of Committees

**Policy Implications:** Nil

**Financial**

**Implications:** Initially: increase in Council's human resource allocation to assist with preparation of management structure and operational guidelines for Council adoption and assistance to the TSCUMC for its dissolution.

Ongoing: slight increase to existing human resource allocation for services currently provided by Council to the TSCUMC, to cover coordination of a new committee and its associated administrative/financial duties into the future.

**Strategic**

**Implications:** Strategic Objective 2 – People and Community

**Voting Requirements:** Absolute Majority

**Officer Resolution:** *“That Council forms the Independent Living Seniors Accommodation Committee (Committee) with the following Terms of Reference:*

- 1) Develop a management structure and operating guidelines for the management of existing and future Council owned units within the Shire of Broomehill-Tambellup;*
- 2) Assist with disbanding of the current Tambellup Senior Citizens Unit Management Committee;*
- 3) Make recommendations to Council on any matters relevant to existing and future Council owned accommodation for independently living seniors within the Shire of Broomehill-Tambellup, that may arise from time to time;*
- 4) Manage the units as per operating guidelines determined by Council;*
- 5) Liaise with the project manager on matters relating to the construction of the six new units on the Gnowangerup-Tambellup Road;*
- 6) The membership of the Committee is to comprise of seven members made up of the following:*
  - a. four elected members*
  - b. three community members*

*The three community representatives for the inaugural Committee to be invited by Council as members of the Committee. The inaugural community representatives to include one member of the current Tambellup Senior Citizens’ Unit Management Committee (TSCUMC) to be nominated by the TSCUMC;*
- 7) A quorum for the Committee shall be four members of the Committee;*
- 8) Community membership of the Committee will be reviewed to coincide with the Local Government ordinary election cycle. Nominations for future community membership will be advertised with Council making the final selection.*
- 9) The Committee shall meet as required.*

**Officer Resolution:** *That Council advises the Tambellup Senior Citizens’ Unit Management Committee that it supports the proposal to allow any tenancies, current at the transition date from the Tambellup Senior Citizens’ Unit Management Committee Inc to the new Independent Living Seniors Accommodation Committee, to continue.*

**Officer Resolution:** *That the Council members of the Independent Living Seniors Accommodation Committee be Crs .....*

Officer Resolution: *That Council Management Practice 2.4: Standing Committees of Council – Terms of Reference be updated to include the Independent Living Seniors Accommodation Committee and its Terms of Reference.”*

**Council Resolution:** *121106*

*Moved Cr Thompson, seconded Cr Crosby*

*“That Council forms the Independent Living Seniors Accommodation Committee (Committee) with the following Terms of Reference:*

- 1) Develop a management structure and operating guidelines for the management of existing and future Council owned units within the Shire of Broomehill-Tambellup;*
- 2) Assist with disbanding of the current Tambellup Senior Citizens Unit Management Committee;*
- 3) Make recommendations to Council on any matters relevant to existing and future Council owned accommodation for independently living seniors within the Shire of Broomehill-Tambellup, that may arise from time to time;*
- 4) Manage the units as per operating guidelines determined by Council;*
- 5) Liaise with the project manager on matters relating to the construction of the six new units on the Gnowangerup-Tambellup Road;*
- 6) The membership of the Committee is to comprise of five members made up of the following:
  - a. three elected members*
  - b. two community members*The two community representatives for the inaugural Committee to be invited by Council as members of the Committee. The inaugural community representatives to include one member of the current Tambellup Senior Citizens’ Unit Management Committee (TSCUMC) to be nominated by the TSCUMC;*
- 7) A quorum for the Committee shall be three members of the Committee;*
- 8) Community membership of the Committee will be reviewed to coincide with the Local Government ordinary election cycle. Nominations for future community membership will be advertised with Council making the final selection.*
- 9) The Committee shall meet as required.”*

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



**Council Resolution: 121107**

*Moved Cr Kempin, seconded Cr Sheridan*

*“That Council advises the Tambellup Senior Citizens’ Unit Management Committee that it supports the proposal to allow any tenancies, current at the transition date from the Tambellup Senior Citizens’ Unit Management Committee Inc to the new Independent Living Seniors Accommodation Committee, to continue.”*

**CARRIED 7/0**

**Council Resolution: 121108**

*Moved Cr Turner, seconded Cr Crosby*

*“That the Council members of the Independent Living Seniors Accommodation Committee be Crs Webster, Kempin and Sadler”*

**CARRIED 7/0**

**Council Resolution: 121109**

*Moved Cr Turner, seconded Cr Kempin*

*“That Council Management Practice 2.4: Standing Committees of Council – Terms of Reference be updated to include the Independent Living Seniors Accommodation Committee and its Terms of Reference.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**

To change the number of members and the quorum for the Committee and to select the Councillor representatives for the Committee.

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

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<b>Program:</b>	Economic Services	
<b>Attachment:</b>	Correspondence 7 November 2012 October 2012 proposed Agreement November 2012 proposed amended Agreement Map of bore locations	
<b>File Ref:</b>	ADM0293/CLAF	
<b>Author:</b>	JA Stewart	Manager Corporate Services
<b>Date:</b>	8 November 2012	
<b>Disclosure of Interest:</b>	Nil	

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**Summary:** Council to consider a request from Messrs Dawson Patterson and Rowland Sprigg for an amendment to an agreement to access water from Anderson's Bore (shown as 'B' on the attached map).

**Background:** In December 2008 Council resolved (CR081214) to enter into an agreement (Agreement) with Dawson Patterson and Rowland Sprigg, as follows:

*“That Council enters into an agreement with Mr Dawson Patterson and Mr Rowland Sprigg to pump water directly from the tank at Anderson's Bore (shown as 'B' on the attached map), subject to the following conditions:*

- *Messrs Patterson and Sprigg will -*
  - *maintain, at their cost, the submersible pump;*
  - *pay the power costs of the bore;*
  - *regularly check the condition of the pump and tank;*
  - *pump water out of season, where possible, to lessen the pressure on the bore during the summer months. Pumping to be permitted between the months of May and October inclusive;*
  - *have a spare submersible pump on hand in case of pump failure;*
- *The agreement to be reviewed annually; and*
- *Council reserves the right to withdraw the approval.”*

Council reviewed the Agreement in October 2010 and, due to the particularly dry 2010 season and a request from the above mentioned landholders for increased access to Anderson Bore 'B' (referred to as '2'), resolved (101009) as follows:

*“That the agreement between the Shire of Broomehill-Tambellup and Mr Dawson Patterson and Mr Rowland Sprigg be renewed until 31st October 2011 subject to the following;*

- *Pumping directly from the bore by Messrs Patterson and Sprigg be amended at 31st October 2010;*
- *That Mr Patterson be allowed to pump from the Number 2 bore between the hours of 2.00am and 4.00am daily;*
- *The above times can be reviewed at the discretion of the President and the Chief Executive Officer depending on the seasonal conditions; and*

- *The agreement to be reviewed in April 2011 or earlier, depending on the seasonal conditions, to ascertain when pumping of water direct from the water source can re-commence.”*

In July 2011 Council again reviewed the Agreement (CR110719) and reverted to the original arrangement, renewing the Agreement through to 31<sup>st</sup> October 2011 with the conditions specified in Council’s December 2008 resolution (CR081214 shown above).

In October 2012, Council resolved as follows (CR121011), offering to renew the Agreement to allow access to water from Anderson Bore ‘B’, as per its December 2008 (original) and July 2011 resolutions:

*“That the Agreement between the Shire of Broomehill-Tambellup and Mr Dawson Patterson and Mr Rowland Sprigg be renewed until 31<sup>st</sup> October 2013 subject to the following:*

- *Pumping directly from the bore by Messrs Patterson and Sprigg is to cease at 31<sup>st</sup> October 2012 and may re-commence at 01<sup>st</sup> May 2013; and*
- *The Agreement may be reviewed earlier, depending on the seasonal conditions, to ascertain if a change in the re-commencement date for pumping is considered necessary.”*

**Comment:**

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

Subsequent to receiving a copy of the October 2012 Agreement for signing and renewal, Messrs Patterson and Sprigg have (see attached correspondence) requested the option of amending the Agreement to allow them to again pump from the tank at the ‘B’ bore between the months of November (2012) and April (2013) inclusive, in order to service livestock and with the understanding that no inconvenience be caused to any other users and that Messrs Patterson and Sprigg continue to regularly check and repair any interruptions to the supply of water at the tank.

The author has liaised further with Mr Patterson who has explained that other users, in the past, have mostly accessed water via Bore ‘A’ which the proponent suggests is of better quality than that accessible via Bore ‘B’. Mr Patterson has advised that only five truck tracks, extra to his own and Mr Sprigg’s, were observed at Bore ‘A’ during the 2010 dry season and that Bore A is the more commonly used bore being accessed - usually for spraying requirements during winter months and, less commonly, for summer/autumn spraying requirements during the months of February and March. Due to difficulty constructing water holding dams in the sandy soils in the area, Mr Patterson has advised that the other option, for both farmers, is to cart truckloads via road (in Mr Patterson’s case, at around 28,000ltrs per load).

The two hour time period allowed by Council, in October 2010, proved to be too short a timeframe to pump the required amount of water - Mr Patterson explains as follows: *‘The change that we are asking to be included in the agreement is basically that we be allowed to pump from the tank in the evenings when there is nobody using the facility to fill our tanks and troughs for as long as necessary to supply our stock. We will need longer than the two hour window suggested as the rate we can pump away is a maximum to our property of 1800 litres per hour or to Sprigg’s at 600 litres per hour. The two hour window will not be enough to meet our needs at times of maximum demand. We do not envisage that this would be for all of the summer at this maximum rate but in hot weather and with stock grazing these paddocks we will be in a shortfall of water. The bore has the capacity to fill the tank that we pump at the rate of 18,000 litres per hour, so to refill what we take out if, for instance, we removed a maximum of 10,000 litres (what we consider would be our absolute maximum) at night will take 33minutes for the bore to refill the tank. There will be weeks when we will not need any water as our stock will not be grazing these paddocks serviced by the bore.’*

For Council discussion and decision.

<b>Consultation:</b>	Nil
<b>Statutory Environment:</b>	Nil
<b>Policy Implications:</b>	Nil
<b>Financial Implications:</b>	This issue has no financial implications for Council
<b>Strategic Implications:</b>	This issue is not dealt with in the Plan
<b>Voting Requirements:</b>	Simple Majority

**Officer Resolution:**

*“That the Agreement between the Shire of Broomehill-Tambellup and Mr Dawson Patterson and Mr Rowland Sprigg, resolved by Council for renewal in October 2012, be amended to read as follows:*

- *Messrs Dawson Patterson and Rowland Sprigg may (and preferably, where possible) pump from the Anderson Bore (marked ‘B’ on the presented map) between 01<sup>st</sup> May 2013 and 31<sup>st</sup> October 2013;*
- *Messrs Dawson Patterson and Rowland Sprigg are granted permission to pump from Anderson Bore ‘B’ for a .....hour period between the hours of 10.00pm and 6.00am in the months November 2012 through to April 2013 inclusive;*
- *Messrs Patterson and Sprigg will adhere to the following conditions with regard to the aforementioned bore:*
  - *maintain, at their cost, the submersible pump;*
  - *pay the power costs of the bore;*
  - *regularly check the condition of the pump and tank;*
  - *have a spare submersible pump on hand in case of pump failure;*
- *This Agreement is to be reviewed in October 2013 and annually thereafter; however, may be reviewed earlier or more regularly, depending on seasonal conditions, to ascertain if a change in pumping dates and times is necessary; and*
- *Council reserves the right to withdraw this approval.”*

**Council Resolution:****121110**

*Moved Cr Sadler, seconded Cr Sheridan*

*“That the Agreement between the Shire of Broomehill-Tambellup and Mr Dawson Patterson and Mr Rowland Sprigg, resolved by Council for renewal in October 2012, be amended to read as follows:*

- *Messrs Dawson Patterson and Rowland Sprigg may (and preferably, where possible) pump from the Anderson Bore (marked ‘B’ on the presented map) between 01<sup>st</sup> May 2013 and 31<sup>st</sup> October 2013;*
- *Messrs Dawson Patterson and Rowland Sprigg are granted permission to pump from Anderson Bore ‘B’ between the hours of 10.00pm and 6.00am in the months November 2012 through to April 2013 inclusive;*
- *Messrs Patterson and Sprigg will adhere to the following conditions with regard to the aforementioned bore:*
  - *maintain, at their cost, the submersible pump;*
  - *pay the power costs of the bore;*
  - *regularly check the condition of the pump and tank;*
  - *have a spare submersible pump on hand in case of pump failure;*
- *This Agreement is to be reviewed in October 2013 and annually thereafter; however, may be reviewed earlier or more regularly, depending on seasonal conditions, to ascertain if a change in pumping dates and times is necessary; and*
- *Council reserves the right to withdraw this approval.”*

**CARRIED 7/0**

**Reason For Change to**

**Recommendation:** To not restrict the proponents to an hourly limit of access to Bore B.

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**10.7 MEMORANDUM OF UNDERSTANDING – BROOMEHILL PLAYGROUP**


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**Program:** Economic Services  
**Attachment:** Memorandum of Understanding  
**File Ref:** ADM0216/ADM0330/CLAF  
**Author:** JA Stewart                      Manager Corporate Services  
**Date:** 12 November 2012  
**Disclosure of Interest:** Nil

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**Summary:** Council to consider a Memorandum of Understanding (MOU) between Council and the Broomehill Playgroup in order to determine each party's responsibilities relating to the use of the Broomehill RSL Hall and property.

**Background:** It is standard practice for Council to have some form of an agreement with community groups as to the responsibilities of each party when such groups make regular use of a Shire facility. It has been identified that Council does not have an agreement with Broomehill Playgroup for the use of the Broomehill RSL Hall for the purpose of conducting playgroup activities.

**Comment:** The Broomehill Playgroup (Group) has had a long association with the Shire with regard to its use of the Broomehill RSL Hall (Hall) for weekly (school term) playgroup sessions for local children. The Group has assisted in keeping the building and surrounds in a clean, tidy and presentable manner and has been proactive in improving the facility by way of contributing playground equipment and, more recently, a low containment wall to delineate and retain sand around the playground equipment.

In order to clearly outline the tasks both parties will be responsible for and to outline Council requirements should the Group wish for alterations or additions to be made to the property, it is proposed that Council adopts a formal agreement that will address these needs.

The author has discussed the attached draft MOU with Group members and has been advised that they are in agreement with the content.

For Council discussion and consideration.

**Consultation:** Messrs Lisa Thompson and Trena Dennis, Broomehill Playgroup

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Minor (human resources required to undertake watering of small lawn area of playground)

**Strategic**

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

**Voting Requirements:** Simple Majority

**Officer Resolution:** *“That a Memorandum of Understanding between the Shire of Broomehill-Tambellup and Broomehill Playgroup, as presented, be endorsed.”*

**Procedural Motion:** *121111*

*Moved Cr Thompson, seconded Cr Turner*

*“That this item “Memorandum of Understanding between the Shire of Broomehill-Tambellup and Broomehill Playgroup” lay on the table until the December 2012 meeting.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**



**10.8 RELOCATION OF INDIA STREET STANDPIPE**


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<b>Program:</b>	<b>Economic Services</b>
<b>Attachment:</b>	<b>Aerial Map of proposed site</b>
<b>File Ref:</b>	<b>ADM0291</b>
<b>Author:</b>	<b>JM Trezona                      Chief Executive Officer</b>
<b>Date:</b>	<b>13 November 2012</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Council to reconsider the proposal to relocate the India Street standpipe to a site at the old sporting ground located on the Broomehill Kojonup Road.

**Background:** In October 2010 Council considered a proposal to relocate the India Street standpipe to a site on the old sporting ground located on the Broomehill Kojonup Road. The proposal included the installation of a tank whereby water could be drawn directly from it for stock. The issue of being able to adequately monitor the usage from the tank was not successfully addressed and the proposal did not move forward.

The matter has again been raised with a view to relocating the standpipe which will deliver the same service as it does in the townsite.

**Comment:** The Water Corporation have advised that the relocation of the standpipe will eliminate the problem of poor water pressure that is experienced by Broomehill townsite residents when the standpipe is in use.

Relocation of the facility will see a reduction in water carting traffic in the residential area.

**Consultation:** Manager of Works  
Greg Hall from the Water Corporation in Katanning has reiterated that the relocation of the standpipe will not result in a greater output volume. Mr Hall also advised that as it is the Water Corporation's preference for the India Street standpipe to be relocated, consideration may be given to waiving of the headworks charges. Council will need to put its request in writing to him.

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Staff have sought quotes from plumbers for the relocation of the standpipe. At the time of writing this report we are still awaiting them.

On checking previous quotes an estimate of the total cost is \$15,000. However, this will need to be confirmed when quotes are received.

The works will include:

- Plumbing        \$4,000
- Headworks      \$6,000 – there is the possibility that these costs could be waived

- Earthworks \$5,000 – includes trenching across Broomehill Kojonup Road and a hardstand area

To meet the costs of the relocation, which is unbudgeted, Council can utilise savings made for the repairs to the guttering at the Tambellup Depot. The budget estimate was \$20,000 with the actual cost being \$3,000 which equates to a \$17,000 saving.

Council will need to recognise the costs as unbudgeted.

**Strategic****Implications:**

This issue is not dealt with in the Strategic Plan

**Voting Requirements:**

Absolute Majority

**Council Resolution:**

*121112*

*Moved Cr Thompson, seconded Cr Turner*

*“That Council endorses the proposal to relocate the standpipe currently located on India Street Broomehill, to the identified site on Lot 24 (old sports ground) Broomehill-Kojonup Road, Broomehill. Further, Council recognises the expense as unbudgeted.”*

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

**Reason For Change to Recommendation:**

10.9	TAMBELLUP ACCOMMODATION	INDEPENDENT	LIVING	SENIORS
<b>Program:</b>	Community Services			
<b>Attachment:</b>	Copy of proposed sketch drawings			
<b>File Ref:</b>	ADM0399			
<b>Author:</b>	JM Trezona	Chief Executive Officer		
<b>Date:</b>	7 November 2012			
<b>Disclosure of Interest:</b>	Nil			

<b>Summary:</b>	Council to consider and endorse the sketch drawings for the Tambellup Independent Living Seniors Accommodation project.
<b>Background:</b>	Council agreed at its meeting held on 20 September 2012 to engage H+H Architects to provide the design and contract documents for the TILSA project. Copies of the drawings are presented for Council endorsement.
<b>Comment:</b>	David Heaver will be addressing Council on the design that is presented. Briefly, the presented sketches provide each of the 6 units with a north facing aspect to the living areas. They all also have a private courtyard and small garden area. Two copies of floor plans are also attached for Council perusal.  Once Council has given its endorsement the contract documents can be finalised and tenders can be called for the project.
<b>Consultation:</b>	David Heaver – H+H Architects
<b>Statutory Environment:</b>	Nil
<b>Policy Implications:</b>	Nil
<b>Financial Implications:</b>	Provision has been made in the 2012/2013 budget.
<b>Strategic Implications:</b>	The Shire of Broomehill-Tambellup Strategic Directions A Plan for the Future has its second strategic objective as “People and Community” which includes a core action to ‘develop partnerships to improve aged care facilities and services’ as well as a specific timeline for this project.
<b>Voting Requirements:</b>	Simple Majority
<b>Council Resolution:</b>	<i>121113</i>

*Moved Cr Turner, seconded Cr Sheridan*

*“That Council endorses the sketches as presented for the six unit development known as the Tambellup Independent Living Seniors Accommodation project to be built on Lot 1295, corner of Taylor Street and Gnowangerup-Tambellup Road, Tambellup.”*

**CARRIED 7/0**

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**Reason For Change to  
Recommendation:**

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## 10.10 STANDARD OPERATING PROCEDURES FOR BUSHFIRE BRIGADES

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**Program:** Law Order and Public Safety  
**Attachment:** Copy of draft Standard Operating Procedures  
**File Ref:** ADM0118  
**Author:** PA Hull Community Services Officer  
**Date:** 1 November 2012  
**Disclosure of Interest:** Nil

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**Summary:** Council to review the Standard Operating Procedures and Standard Administration Procedures for Bushfire Brigades (SOP).

**Background:** The SOP provides the Broomehill and Tambellup Bushfire Brigade volunteers with information and procedures that will assist in reducing the risk that is presented for those who fight fires. The SOP also lists the responsibilities of certain fire officers and procedures that are required to be followed.

The document is reviewed annually to ensure it is updated and continues to be relevant to the Broomehill and Tambellup communities.

**Comment:** The document has been circulated to key Brigade and FESA personnel for comment.

Amendments to the document include:

- Updates to agency contact information for notification of Harvest Bans;
- Advice of the registration of all brigades with FESA's SMS Call out system. This service is provided by FESA and enables registered brigade members to be advised of initial details of a fire by SMS.

Minor amendments have been made, and it is presented for Council consideration and endorsement.

**Consultation:** Chief Bush Fire Control Officer  
Deputy Chief Bush Fire Control Officers  
Brigade Fire Captains, Secretaries  
Murray Hatton – FESA Area Manager  
CEO

**Statutory Environment:** Nil

**Policy Implications:** Nil

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

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

**Voting Requirements:** Simple Majority

**Council Resolution:** *121114*

*Moved Cr Kempin, seconded Cr Thompson*

*“That the 2012-2013 Standard Operating Procedures for Bush Fire Brigades be endorsed as presented.”*

**CARRIED 7/0**

**Reason For Change to  
Recommendation:**

**10.11 MANAGEMENT ORDER LOT 152 ON DEPOSITED PLAN 223140**


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<b>Program:</b>	<b>Parks and Gardens</b>	
<b>Attachment:</b>	<b>Map of Lot 152</b>	
<b>File Ref:</b>	<b>RES27848</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>9 November 2012</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** Council to consider the draft Management Order (MO) for Lot 152 on Deposited Plan 223140 in Tambellup.

**Background:** Council agreed at its ordinary meeting held in September 2012 to accept the MO for the above Lot.

Regional Development and Lands (RDL) have sent a draft copy of the MO seeking any further comment from Council and whether they accept the conditions of the MO. The conditions of the MO are

- (i) To be utilised for the designated purpose of “landscape protection”
- (ii) The Management Body is to ensure preservation of the natural landscape including the pine tree situated on the land as at the date of this Management Order

**Comment:** Council will recall the pine tree was raised in the original offer to Council to accept the MO. There are no additional conditions.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

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

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

**Voting Requirements:** Simple Majority

**Council Resolution:** *121115*

*Moved Cr Turner, seconded Cr Thompson*

*“That Council advises the Department of Regional Development and Lands – State Land Services that it accepts the conditions of the draft Management Order for Lot 152 on Deposited Plan 223140 Tambellup.”*

**CARRIED 7/0**

**Reason For Change to  
Recommendation:**

The meeting adjourned at 5.06pm.  
The meeting reconvened at 5.11pm.



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**10.12** **2012/13 BUDGET AMENDMENT – WA NATURAL DISASTER RELIEF & RECOVERY ARRANGEMENTS**

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**Program:** Transport  
**Attachment:** Nil  
**File Ref:** ADM0121  
**Author:** KP O'Neill **Finance Officer**  
**Date:** 2 November 2012  
**Disclosure of Interest:** Nil

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**Summary:** Council is requested to approve amendments to the 2012/13 Budget to allocate funding to allow for the cleanup of road verges required as a result of the storm damage incurred in June 2012.

**Background:** The storms that hit the Shire during June 2012 caused extensive damage across a large portion of the district. These storms have been declared an *eligible disaster* under the Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA).

The State Government will provide immediate financial assistance to those who have been affected through joint State and Commonwealth disaster relief and recovery arrangements. Claims for eligible assistance can be submitted until 30 June 2014.

Funding for restoration and replacement of essential public assets (to pre-disaster standard) is available through WANDRRA, which will provide a minimum of 75% towards the total cost. Council is required to contribute \$133,000 before the WANDRRA funding can be accessed.

In the weeks following the storm, Councils works crew and a number of contractors and landowners within the Shire undertook clearing along affected roads. The opening up costs which were incurred during this period, estimated at around \$40,000, can be recouped through Main Roads WA Regional Road Group Supplementary Fund.

**Comment:** A requirement of the WANDRRA funding is that the works required to clean up the trees along the various roads throughout the Shire be undertaken by Contractors, and not Council staff. An advertisement has been placed in the November edition of the BT Times and the Great Southern Herald seeking Expressions of Interest from Contractors to assist with cleanup of the road verges.

An amendment to the 2012/13 Budget is required to allow for the additional expenditure which will be incurred, and the resulting revenue which will be received from the WANDRRA agreement and MRWA Regional Road Group Supplementary Fund.

As the storms occurred mid June, it was not known at the time of adopting the budget the extent of the funding that may become available to Council to assist with clearing the road verges.

The following amendments are proposed:-

Account	Description	2012/13 Approved Budget	Proposed Amendment to Budget	2012/13 Amended Budget
NEW	Revenue – WANDRRA Funding	0	\$867,000	\$867,000
12157.74	Revenue – Reimbursements (RRG Supplementary Funding)	0	\$40,000	\$40,000
12226.27	Expense – Road Maintenance (WANDRRA)	0	(\$1,000,000)	(\$1,000,000)
04125.16	Expense – VROC (Contract Services)	(\$20,000)	\$10,000	(\$10,000)
04125.59	Expense – VROC (Sundry Expenses)	(\$15,000)	\$5,000	(\$10,000)
11225.15	Expense – Parks, Gardens & Reserves (Repairs & Maintenance)	(\$30,000)	\$5,000	(\$25,000)
12226.16	Expense – Road Maintenance (Contract Services)	(\$50,000)	\$5,000	(\$45,000)
12226.21	Expense – Road Maintenance (Chemicals)	(\$10,000)	\$5,000	(\$5,000)
12226.25	Expense – Road Maintenance (Road Materials)	(\$48,000)	\$5,000	(\$43,000)
15173.40	Expense – Transfer to Tamb Rec Ground & Pavilion Reserve	(\$150,000)	\$50,000	(\$100,000)
12300.40	Capital Expense – Plant & Equipment (Toyota Hilux Utility BH014 net changeover)	(\$13,000)	\$8,000	(\$5,000)
	<b>TOTAL</b>	<b>(\$336,000)</b>	<b>\$0</b>	<b>(\$336,000)</b>

The following explanations are provided to clarify the reallocation of funding:-

- Council resolved to make a contribution of \$20,000 towards employment of an Executive Officer for the Southern Link VROC. The successful applicant is an employee of the Shire of Plantagenet and, following a restructure internally, will be undertaking the Executive Officer's role in conjunction with their existing role. The contribution required from Council will be less than originally budgeted.
- Provision of \$15,000 was originally made for Councils ongoing participation in the Southern Link VROC. There was nil expense incurred during 2011/12, and it is proposed to reduce this provision by \$5,000 which will still allow for any contributions that may be required from Council throughout the year.
- The reductions in Contract Services, Chemicals and Road Materials under the Road Maintenance budget are based on the comparison of expenditure incurred during 2011/12 and the budget for 2012/13
- At the time of reviewing the draft budget, surplus funds of \$80,000 were identified and Council resolved to transfer this into the Tambellup Recreation Ground and Pavilion Reserve to assist with the future redevelopment of the Pavilion. The total transfer into this reserve for the year was budgeted to be \$150,000. It is proposed to reallocate \$50,000 from this transfer into Road Maintenance.

By approving the proposed amendments, Council will still achieve a balanced budget for the 2012/13 year.

**Consultation:** Chief Executive Officer  
Manager of Works

**Statutory Environment:** Local Government Act 1995  
Local Government (Financial Management) Regulations 1996

**Policy Implications:** Nil

**Financial Implications:** Reallocations within the Budget to fund Councils contribution of \$133,000 to ensure that the cleanup of roadside verges can be undertaken. The allocation of revenue from WANDRRA will offset the balance of expenditure. Additional funding of \$40,000 will be recouped from MRWA Regional Road Group Supplementary Fund for the opening up costs incurred in the weeks following the storm.

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

**Voting Requirements:** Absolute Majority

**Council Resolution:** 121116

*Moved Cr Turner, seconded Cr Kempin*

*“That Council approves the following amendments to the 2012/13 Annual Budget:-*

<i>Account</i>	<i>Description</i>	<i>2012/13 Approved Budget</i>	<i>Proposed Amendment to Budget</i>	<i>2012/13 Amended Budget</i>
<i>NEW</i>	<i>Revenue – WANDRRA Funding</i>	<i>0</i>	<i>\$867,000</i>	<i>\$867,000</i>
<i>12157.74</i>	<i>Revenue – Reimbursements (RRG Supplementary Funding)</i>	<i>0</i>	<i>\$40,000</i>	<i>\$40,000</i>
<i>12226.27</i>	<i>Expense – Road Maintenance (WANDRRA)</i>	<i>0</i>	<i>(\$1,000,000)</i>	<i>(\$1,000,000)</i>
<i>04125.16</i>	<i>Expense – VROC (Contract Services)</i>	<i>(\$20,000)</i>	<i>\$10,000</i>	<i>(\$10,000)</i>
<i>04125.59</i>	<i>Expense – VROC (Sundry Expenses)</i>	<i>(\$15,000)</i>	<i>\$5,000</i>	<i>(\$10,000)</i>
<i>11225.15</i>	<i>Expense – Parks, Gardens &amp; Reserves (Repairs &amp; Maintenance)</i>	<i>(\$30,000)</i>	<i>\$5,000</i>	<i>(\$25,000)</i>
<i>12226.16</i>	<i>Expense – Road Maintenance (Contract Services)</i>	<i>(\$50,000)</i>	<i>\$5,000</i>	<i>(\$45,000)</i>
<i>12226.21</i>	<i>Expense – Road Maintenance (Chemicals)</i>	<i>(\$10,000)</i>	<i>\$5,000</i>	<i>(\$5,000)</i>
<i>12226.25</i>	<i>Expense – Road Maintenance (Road Materials)</i>	<i>(\$48,000)</i>	<i>\$5,000</i>	<i>(\$43,000)</i>
<i>15173.40</i>	<i>Expense – Transfer to Tamb Rec Ground &amp; Pavilion Reserve</i>	<i>(\$150,000)</i>	<i>\$50,000</i>	<i>(\$100,000)</i>
<i>12300.40</i>	<i>Capital Expense – Plant &amp; Equipment (Toyota Hilux Utility BH014 net changeover)</i>	<i>(\$13,000)</i>	<i>\$8,000</i>	<i>(\$5,000)</i>
	<b>TOTAL</b>	<b>(\$336,000)</b>	<b>\$0</b>	<b>(\$336,000)</b>

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

**Reason For Change to  
Recommendation:**

**10.13 RESERVE 684**


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<b>Program:</b>	<b>Transport</b>	
<b>Attachment:</b>	<b>Map of proposed road</b>	
<b>File Ref:</b>	<b>RES684</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>12 November 2012</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** Council to consider an amendment to the road closure and dedications associated with Flat Rocks Road and Reserve 684.

**Background:** As part of the amalgamation of the two former Shires of Broomehill and Tambellup and the subsequent change of name for reserve Management Orders, it came to light that a very complicated road closure and dedication was required to take place on a section of Flat Rocks Road Broomehill that travelled through Reserve 684 before the name change could take place.

Council has followed the statutory process to have the closures and dedications done and the matter now sits with the Department of Regional Development and Lands (RDL).

It appears that there has been a change of mind by one of the owners of Location 7861. They are proposing that a track that they now use, be dedicated as a road and will not sign off on the necessary documentation to complete the whole process commenced by Council. Attached is a copy of a plan showing the proposed new road reserve.

**Comment:** Council may recall that there was discussion earlier on with owners of Location 7861 who at that time supported the inclusion of a road along the northern border of Reserve 684.

Council needs to consider if it wishes to request RDL to amend the plan and include the proposed road along the existing track. If Council supports this proposal does it wish to retain the road on the northern boundary of Reserve 684 or remove it? For Council discussion and decision.

**Consultation:** Ken McCrackan – Regional Development and Lands – State Land Services

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Cost associated with closure and dedication will be met by Council.

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

**Voting Requirements:** Simple Majority

**Council Resolution:** *121117*

*Moved Cr Kempin, seconded Cr Sheridan*

*“That Council advises the Department of Regional Development and Lands that*

- it supports the inclusion of the proposed road as per the attached map*
- it supports the deletion of the road reserve on the northern boundary of Reserve 684.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**

**10.14 PROPOSED ARCHIVE REPOSITORY**


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<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Tender prices</b>	
	<b>Report from H &amp; H Architects</b>	
	<b>Floor plan for project</b>	
	<b>Loan Repayment Schedule</b>	
<b>File Ref:</b>	<b>ADM0408</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>21 November 2012</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** Council to consider tenders received for the renovation of the Broomehill Administration building to accommodate the proposed archive repository which is a Southern Link VROC project funded through the regional component of the Country Local Government Fund (CLGF).

**Background:** Council called tenders on 13 October 2012 for the renovation works to the Broomehill Administration Building. The tenders closed on Thursday 8 November 2012.

At the close of tenders Council had only received one tender. The tender has been forwarded to David Heaver of H+H Architects for analysis and comment. A copy of Mr Heaver's report is included with this report.

**Comment:** A copy of the completed tender has been provided to the Council for consideration. As alluded to in the September 2012 report to Council, the indicative cost of the project indicated that the total cost would exceed Council's budget.

Now that the tenders have closed Council needs to determine how it intends to proceed. The recommendation from the architect is to accept the tender. The architect advises that the tenderer, Robinson Build-Tech, is an experienced and well regarded Building Contractor.

**Consultation:** David Heaver – H+H Architects – report attached

**Southern Link VROC**

Council has previously considered the possibility of over budget costs and determined to advise the VROC members that it was its view that any over budget costs should be met equally by the member Councils. This has been relayed to the member Councils' CEO's with the next full VROC meeting due on 28 November 2012.

The archive repository part of the project will be covered by the CLGF funding. A very good argument would be needed to convince the member Councils of the VROC to cover the costs of the reception and library renovation. Council will need to advise the VROC members of its decision.

**Statutory  
Environment:**

**6.20. Power to borrow**

- (1) Subject to this Act, a local government may —
  - (a) borrow or re-borrow money;
  - (b) obtain credit; or
  - (c) arrange for financial accommodation to be extended to the local government in ways additional to or other than borrowing money or obtaining credit,

to enable the local government to perform the functions and exercise the powers conferred on it under this Act or any other written law.
- (2) Where, in any financial year, a local government proposes to exercise a power under subsection (1) (*power to borrow*) and details of that proposal have not been included in the annual budget for that financial year —
  - (a) unless the proposal is of a prescribed kind, the local government must give one month's local public notice of the proposal; and
  - (b) the resolution to exercise that power is to be by absolute majority.

**Policy Implications:** Nil

**Financial  
Implications:**

- The tender specification asked that the costs be split into two –
- Part A the Archive Facility including all partitioning and fire doors, work room, storage shelving and front ramp works - \$276,873.48
  - Part B the Reception and Library area including fit out of the office, library, WC and Kitchen - \$139,580.80
  - TOTAL \$416,454.28 ex GST

Council's budget currently has a provision of \$300,000 which is being met by the regional component of the CLGF and \$50,000 from Council's own CLGF allocation for a total budget of \$300,000. There is a shortfall of \$116,454.28.

The combined CLGF allocation covers part A of the project – the Archive facility – with approximately \$23,126.52 that will be utilised towards part B which is the reception and library area. Council needs to consider how it will meet the \$116,454.28 shortfall.

**Reserve Funds**

Council's Building Reserve currently has a balance of \$329,222.44 with a budget provision to utilise \$60,000 of those funds this financial year on another project. The funding shortfall can be met from this Reserve. If Council determines to utilise the Building Reserve funds it will need to do a budget amendment. This can be considered as part of the half yearly budget review.



**Loan Funds**

WA Treasury Corporation quotes have been obtained for a \$120,000 loan over a five and ten year repayment period. The indicative interest rate over a five year period (10 semi annual repayments) is 3.47% which will result in annual repayments of \$26,416.96 with a total repayment of \$132,084.81.

The indicative interest rate over a ten year period (20 semi annual repayments) is 3.87% which will result in annual repayments of \$14,652.52 with a total repayment of \$146,525.25.

If this option is agreed to by Council, the loan would not be drawn down until the second half of the financial year at the earliest thus resulting in the first loan repayment not being made until the 2013-2014 financial year. Council will need to advertise its intent to take out a loan.

A copy of Council’s Loan Repayment Schedule is attached for information. Members will note that Loan 97 will be finalised this financial year thus the net effect to loan repayments is that they would remain at the present level.

**Funding**

In keeping with the regional component of the CLGF financial assistance agreement for the Archive facility, Council is required to complete the project by 11 July 2013. It is also necessary for Council to acquit the 2010-2011 funding of which the \$50,000 has been drawn before we can access the 2012-2013 funding.

**Strategic**

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

**Voting Requirements:** Recommendation 2 requires an absolute majority.

**Council Resolution:** *121118*

*Moved Cr Kempin, seconded Cr Sadler*

*“That Council accepts the tender from Robinson Build-Tech for the renovation of the Broomehill administration office into an archive repository for the tendered price of \$416,454.28. The members of the Southern Link VROC be advised of Council’s decision.”*

**Council Resolution:** *“That the Council exercises its rights under section 6.20(2) of the Local Government Act 1995 to raise a loan for \$120,000 to be paid back over a 5 year period by half yearly debentures to meet the funding shortfall for the renovation of the Broomehill Office Reception area and Library. Further, Council advertises its intent to raise the loan by giving one month’s public notice.”*

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

**Reason For Change to Recommendation:**

**10.15****EXPRESSIONS OF INTEREST - WANDRRA**


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<b>Program:</b>	<b>Transport</b>
<b>Attachment:</b>	<b>Analysis of Plant and Labour rates</b>
<b>File Ref:</b>	<b>ADM0401</b>
<b>Author:</b>	<b>JM Trezona                      Chief Executive Officer</b>
<b>Date:</b>	<b>22 November 2012</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** Council to consider the Expressions of Interest received for the Removal of Storm Debris which is being funded under the Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA) program.

**Background:** Council advertised for Expressions of Interest (EOI) from suitably qualified persons for the roadside cleanup of storm damage that occurred in June this year. Responses were received from the following:

- Palmer Earthmoving
- Arbour Guy
- Kevin Matthews
- Ron Wright Bulldozing and Grading Contractor
- Bootrock Bobtrack and Gray Carter

The documentation asked for information to be provided on the following:

1. A list of plant and equipment
2. Daily rates for plant and labour
3. Estimated start date and availability ie full time, how many days per week
4. Other costs ie accommodation
5. Insurance details

**Comment:** Analysis of the EOI's that were received shows the following:

**Items 1 and 2**

The attached spreadsheet covers points 1 and 2 of the requested information and lists the plant and equipment and hourly rates for each.

**Item 3**

	<b>Start Date</b>	<b>Other comments</b>
Palmer Earthmoving (Unable to organise an onsite meeting with Mgr Works)	3 Dec 2012	Will work 5 days per week, 10 hours per day – close down between 22 Dec 12 and 2 Jan 13. Estimates covering 1.5km per day
Arbour Guy (Unable to organise an onsite meeting with Mgr Works)	Immediately	Will work 7 days per week. 25% loading applies to weekend work. Estimates covering 5-10 kms per day both sides of the road (to be confirmed by a site visit)
Kevin Matthews (Visited Shire without Shire Officer but has spoken by phone to Mgr Works)	Within 7 days	Will work 5 days per week for as many hours per day as possible– stand down between Christmas and New Year. Estimates covering 4-10kms per day

Ron Wright Bulldozing (No comment on the requirement to meet with Mgr of Works)	Not stated	Estimates covering 1-5 km per day
Bootrock Bobtrack Gray Carter (Met with Mgr of Works)	7 Jan 2013 7 Jan 2013	Available 7/1/13 to 30/6/14 Available 7/1/13 to 7/1/15 Both will work 14 days straight per month. Estimate covering 3-5kms per day

**Item 4**

	<b>Accommodation</b>	Other comments
Palmer Earthmoving	\$175 per person per night	
Arbour Guy	\$99 per person per day	Plant mobilization (per drivable plant per hour) \$198
Kevin Matthews	Not stated	Traffic Management associated costs not included – Shire to provide road signage
Ron Wright Bulldozing	Not stated	Road signage to be provided by Shire. Traffic management can be provided at cost + 10%
Bootrock Bobtrack Gray Carter	Not stated	

**Item 5**

	<b>Insurance details</b>	Other comments
Palmer Earthmoving	Provided	Public Liability and Workers Comp
Arbour Guy	Provided	Comprehensive list of insurances including Public Liability, Workers Comp and Third Party
Kevin Matthews	Provided	Public Liability and Workers Comp
Ron Wright Bulldozing	Provided	Limited information will need to be confirmed
Bootrock Bobtrack Gray Carter	Provided	Public Liability for both

It needs to be noted that there is a fair degree of variance between each of the responses that have been received. This is most obvious in the plant hire rates where different machinery types and sizes are being quoted on.

Council may wish to consider splitting the Shire into two or more sections and utilising more than one of the contractors. This will allow for the clean up to be done in a shorter period of time.

It is proposed that the works not commence until February 2013 at the earliest. Harvesting, Christmas and the holiday period will be over and the Manager of Works will be back from leave. There is a certain amount of administrative work that needs to be undertaken in order to comply with the requirements of WANDRRA.

For Council consideration and decision.

**Consultation:** Manager of Works

**Statutory Environment:** *Local Government Act 1995*

**Policy Implications:** Nil

**Financial Implications:** The funds to undertake the cleanup will come through WANDRRA. The fund provides a minimum of 75% toward the total cost. It has been determined that Council's contribution to the cleanup in this Shire is \$133,000 which is capped. Council is required to contribute this amount before the WANDRRA funding can be accessed. An amendment to the budget is to be done to accommodate Council's \$133,000 contribution.

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

**Voting Requirements:** Simple Majority

**Officer Resolution:** *"That Council invites the following contractors to remove the June 2012 storm debris from the road verges within the Shire of Broomehill-Tambellup*

- 
- 
- 

*Further, the cleanup project to commence after January 2013."*

**Council Resolution:** *121119*

*Moved Cr Turner, seconded Cr Sheridan*

*"That Council invites the following contractors to remove the June 2012 storm debris from the road verges within the Shire of Broomehill-Tambellup*

- *Bootrock Bobtrack and Gray Carter*
- *Ron Wright Bulldozing*

*Further, the cleanup project to commence after January 2013."*

**CARRIED 7/0**

**Reason For Change to Recommendation:** To select contractors.

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**10.16 COMMUNITY WATER SUPPLY PROGRAM**

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**Program:** Economic Services  
**Attachment:** Community Water Supply Program Information and Guidelines  
Community Water Supply Program Policy Statement 2012-2013  
**File Ref:** ADM0105  
**Author:** PA Hull Community Services Officer  
**Date:** 21 November 2012  
**Disclosure of Interest:** Nil

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**Summary:** Council to consider an opportunity to source funding to establish or improve community water supplies.

**Background:** The Department of Water has funding available to establish or improve community water supplies that assist in meeting water needs in dry seasons. The program provides grants for water supply improvements in farming communities that receive less than 600mm average annual rainfall.

Grants of up to \$100,000 are available for projects such as the establishment of local community dams, development of bores and construction of large storage tanks (and associated infrastructure)

The focus of the program is to provide sources of emergency farmland water, primarily for livestock; however projects that reduce scheme water consumption for activities such as townscape improvements and road works are also eligible.

Applications can be submitted at any time through the year, with this year's funding round (2012-2013) closing on 31 December 2012.

**Comment:** This program may provide an opportunity for Council and the community to partially mitigate against future dry seasons.

Given the application process is quite involved, and requires technical input, an application by Council to this round is not possible, however should Council wish to investigate further, the process can be commenced with a view to submitting an application to the 2013-2014 round.

Council may wish to refer the matter to the Technical Services Committee for further consideration.

For discussion.

**Consultation:** CEO  
Martin Revell, Department of Water

**Statutory**

**Environment:** Nil

**Policy Implications:** Nil

**Financial**

**Implications:** Nil

**Strategic**

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

**Voting Requirements:** Simple Majority

**Council Resolution:** *121120*

*Moved Cr Kempin, seconded Cr Thompson*

*“That Council charges the Technical Services Committee with further investigation of the Department of Water Community Water Supply Program.”*

**CARRIED 7/0**

**Reason For Change to  
Recommendation:**

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**11.1 UNDER SEPARATE COVER: CEO PERFORMANCE REVIEW**

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**Program:** Governance  
**Attachment:** CEO Review Document  
**File Ref:** ADM0226  
**Author:** A Lake Anne Lake Consultancy  
**Date:** 9 November 2012  
**Disclosure of Interest:** Nil

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The Manager Corporate Services and Works Manager left the meeting at 5.40pm.

**Council Resolution:** 121121

*Moved Cr Sadler, seconded Cr Crosby*

- “1. Council completes the review process by accepting the findings of the collated Organisational Review document as discussed.*
- 2. Council increases the Chief Executive Officers cash component by 4% effective from the anniversary date.*
- 3. The Chief Executive Officer continues with the key performance areas as set as a result of this performance review.*
- 4. The CEO be permitted to organise her remuneration package in the most advantageous way provided that there is no increase costs to the Shire and all taxation and superannuation legislation requirements are met.”*

**CARRIED 7/0**

**Reason For Change to Recommendation:**

The Manager of Corporate Services and the Works Manager re-entered the meeting at 5.50pm.

**12.1 PLANT REPORT FOR OCTOBER 2012**

**Program:** Transport  
**Attachment:** Nil  
**File Ref:** Nil  
**Author:** GC Brigg Manager of Works  
**Date:** 16 November 2012  
**Disclosure of Interest:** Nil

Reg No.	Description	Current Kms/Hrs	Next Service Due	Year of Manufacture	Year of Purchase	Changeover	Comments
0TA	Holden Caprice			2012	2012	1 yr / 15,000km	New
1DCF 535	TORO 3500D	459	500	2009	2009		ok
1TA	Colorado 4x4 Dual Cab		3,000	2012	2012	1 yr / 30,000 kms	ok
1 TIU 961	Papas Tandem Fuel Trailer			2008			ok
1TMR361	Rockwheeler Side Tipper Trailer	294		2012	2012		ok
BH00	Colorado 4x4 Dual Cab	3,665	15,000	2012	2012	1 yr / 30,000 kms	3,000 kms service done
BH000	Holden Colorado	1,036		2012	2012		ok
BH001	CAT vibe Roller	1,286	1,250	2009			ok
BH002	ISUZU 6 Wheel Tipper	98,478	120,000	2008	2008	7 yrs / 250,000km	ok
BH003	Isuzu NPR300 crew cab truck	72,012	75,000	2009		5 yrs / 200,000km	ok
BH004	CAT 12M	2,679	2,750	2009	2009		2,500 hrs service done
BH005	Cat multi tyre	1,175	1,250	2011	2011	8 yrs / 8,000 hrs	1,000 hrs service done
BH006	CAT 12M	63	250	2012	2012	8 yrs / 8,000 hrs	Volvo G710B traded at 6,951 hrs
BH007	Toro 360 mower	319	300	2011	2011	5 yrs / 5,000 hrs	ok
BH008	VOLVO L70D Loader	7,047	7,500	2001	2001	8 yrs / 8,000 hrs	7,000 hrs service done
BH009	Colorado 4x4 Tray Back	2,149	3,000	2012	2012	1 yr / 30,000 km	ok
BH010	6x4 Fuel Trailer			1981	1981		New tyres fitted
BH012	Isuzu Fire Truck	7,443		1995	2004		ok
BH013	John Deere 315SG Backhoe	3,017	3,000	2003	2003	10 yrs / 8,000 hrs	ok
BH014	Colorado 4x4 Tray Back	4,011	15,000	2012	2012	1 yr / 30,000 km	3,000 km service done
TA001	Colorado 4x4 Dual Cab	9,688	15,000	2012	2012	1 yr / 30,000 kms	ok
TA005	John Deere Tractor 6330	1,087	1,250	2008	2008	10 yrs / 8,000 hrs	1,000 hrs service done
TA017	Isuzu Tipper	91,896	105,000	2009		5 yrs / 200,000 km	ok



TA052	Colorado 4x4 Tray Back	3,413	15,000	2012	2012	1 yr 30,000 km	3,000 km service done
TA06	Jet Patcher Isuzu	101,334	105,000	2007	2010	8 yrs / 8,000 hrs	ok
TA092	Iveco Strais AD500 8-4	1,295	5,000	2012	2012	5 yrs / 250,000 km	At Allroads for repair
TA18	12H Grader	6,227	6,250	2006	2006	7 yrs / 8,000 hrs	6,000 hrs service done
TA1880	Isuzu Gigamax Truck	94,629	120,000	2008	2008	8 yrs / 250,000 km	ok
TA281	930G Loader	4,500	4,750	2007	2007	8 yrs / 8,000 hrs	4,500 hrs service done , back in service from repair at Allroads
TA386	Mitsubishi Fuso Truck	87,893	90,000	2007	2007	5 yrs / 250,000 km	ok
TA392	Tractor Mower		2,228			5 yrs / 5,000 hrs	ok
TA417	John Deere Gator	323	400	2009		4 yrs	ok
XTR579	Road Broom					10 yrs	ok
	Slasher					10 yrs	Both cutting heads repaired, on hire to Cranbrook Shire

**RECEIVED**

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**12.2 WORKS AND MAINTENANCE REPORT FOR OCTOBER 2012**

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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>16 November 2012</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Broomehill**

- Gardeners carrying out whipper snipping along the railway and road verges.
- New garden next to the hall is taking up plenty of time with issues with reticulation.
- Town has been sprayed for long grass and weeds.
- Footbridge in Holland Park has been repainted.
- Street trees are to be installed along India Street. We are currently purchasing a utilities finder before digging holes along the footpath for planting the trees. We need to locate the services before digging holes.
- Contractor has been engaged to carry out repairs to shade sail over playground in Holland Park.
- Complex dam finished the wet season one metre below the inlet pipes. The town dam is down one metre as well. This dam supplies irrigation to the new landscaped area, rest stop, office, Holland Park, school and is also used for fire fighting.
- Somebody has turned over the pump at the town dam that pumps to the complex dam. This cuts out our reticulation to the office, Holland Park, Rest Stop and new gardens beside the hall.
- Mosquito fogging has been carried out on several occasions.
- Thinkwater has been engaged to upgrade the new pump that supplies the standpipe at the town dam. They are very busy at present. The old pump is still operational and this is only an upgrade.
- Tanks have been installed at the new toilets. Electrician has been working on the power.
- Paul Plant has been working on the inside but is now waiting for the plumber to finish so he can continue.

**Tambellup**

- Gardeners working on whipper snipping long grassed areas around town.
- Gardeners currently planning the landscaping around the new gazebos. Some established trees have been planted.
- Currently replacing plants in the gardens at the southern end of Norrish Street. We have some larger plants dying off.
- There have been problems with fires lit around town. Last fires were in the gardens in the rail reserve. Police have been notified.
- New signage for Diprose park to be installed. The signage needs a tradesman to install and Paul Plant is currently busy.
- Standpipe has been repaired again. Hopefully it will stay free of vandalism, and all will be functional over the summer.
- The 100mm line from number 2 dam is still blocked. Thinkwater has been engaged to resolve the problem.
- Mosquito fogging has been ongoing over the last month.

## Roads

- Construction crew are currently final trimming the 3km of widening on the Gnowangerup Road, which is a 2011/12 carry over project. This is ready for seal and was due to be done on 21<sup>st</sup> November.
- RNR were booked to carry out a complex, half million litre seal and reseal program across Broomehill, Tambellup and Cranbrook shires over a two week period. I have received a phone call from the manager of RNR contracting, letting me know that the supervisor who does all the programming has walked out of the company with three of the spray truck drivers. This has left RNR not knowing where the program is at. They are not spraying any bitumen for the next week and will let me know when they can supply. No other company can supply bitumen before Christmas.
- This impacts on the 3 km widening on Gnowangerup Road, as this is a final trim stage. We will have to continually water the section to stop it from breaking up in the dry. If we don't keep the water up, it will cost another \$40,000 to get it back to final trim stage again.
- 3.9km of gravel widening on the Gnowangerup Road is complete. This is the 2012/13 project and will not be final trimmed or sealed before Christmas.
- Crew will move back to the Broomehill-Kojonup Road to carry out more gravel widening. This will take them through to the Christmas break.
- During the move loaders will do some vegetation widening on Fletcher Road.
- Maintenance crew have been replacing culvert headwalls on the Gnowangerup road.
- Maintenance graders are currently working in the south eastern part of the shire.
- Jetpatcher is currently patching bitumen in Broomehill and Tambellup.

## Plant

- Caterpillar compact multi terrain loader is on order. This is ex USA and we won't see it until February. Once it arrives we will be selling off the John Deere tractors and slashers.
- Manager of Works vehicle will be replaced with a Toyota Cruiser again in December. It was due to be replaced with a Holden Colorado but the Toyota suits the needs better.
- All other light vehicles have been replaced. There will be a replacement for the Works Supervisor's vehicle before the end of 2012/13 as it is a higher kilometre utility. The CEO's vehicle will be replaced before the end of 2012/13.
- Jetpatcher is going to carry out bitumen patching in Cranbrook once it has finished in Broomehill and Tambellup. Cranbrook will need the unit for a few weeks.
- Currently calling for quotations to replace the backhoe. If Council were to choose a Caterpillar it wouldn't be delivered for some months as they are currently changing models.
- The CEO, Shire President and Manager of Works travelled to Perth to attend a meeting with WA Iveco. WA Iveco are going to issue a letter stating the 8x4 truck is fit for purpose so the insurance can be signed off and the truck repaired. We haven't seen this letter yet but we will give Council an update at the meeting.
- New Isuzu truck should arrive in Albany before Christmas. This will then have toolboxes fitted before delivering.

**RECEIVED**

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**12.3 BUILDING SURVEYOR'S REPORT FOR OCTOBER 2012**

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**Program:** Economic Services  
**Attachment:** BSR Report and Activity Statement  
**File Ref:** ADM0076  
**Author:** D Baxter Building Surveyor  
**Date:** 1 November 2012  
**Disclosure of Interest:** Nil

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**Summary:** Attached are the BSR Report and the Activity Statement for the month of October 2012 that have been sent to all the relevant authorities that are required by legislation.

**Background:** These reports advise of the building approvals and the activity of the Building Surveyor for the month of October 2012.

**Comment:**

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

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

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

**Voting Requirements:** Simple Majority

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

**Reason For Change to Recommendation:**

**RECEIVED**

**12.4 BUILDING MAINTENANCE PROGRAM**

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**Program:** Various  
**Attachment:** Building Maintenance Program Report to 12 November 2012  
**File Ref:** Nil  
**Author:** JA Stewart Manager Corporate Services  
**Date:** 12 November 2012  
**Disclosure of Interest:** Nil

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**Summary:** Report on the Building Maintenance Program for 2012-13 to 12 November 2012.

**Background:** Nil

**Comment:** The Building Maintenance Program Report is updated to 12 November 2012 and presented for Council's information, comment and discussion, if required.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Provision was made in the 2012-13 budget or, if unbudgeted expenditure, by Council resolution since, to meet the building maintenance costs within the attached Report.

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

**Voting Requirements:** Simple Majority

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

**Reason For Change to Recommendation:**

**RECEIVED**

**12.5 LIBRARY REPORT – OCTOBER 2012**

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**Program:** Recreation & Culture  
**Attachment:** Library Report – October 2012  
**File Ref:** ADM0097  
**Author:** C Brown Library Officers  
S Reed  
**Date:** 5 November 2012  
**Disclosure of Interest:** Nil

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**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 October 2012.

**Comment:** For Council information

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

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

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

**Voting Requirements:** Nil

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

**Reason For Change to Recommendation:**

**RECEIVED**

## 12.6

## CLUB DEVELOPMENT OFFICER REPORT NOVEMBER 2012



Department of  
Sport and Recreation

### SERVICING THE SHIRE OF BROOMEHILL-TAMBELLUP & SHIRE OF KOJONUP

**PLEASE NOTE: CDO WAS ON ANNUAL LEAVE FOR THE MONTH OF SEPTEMBER AND EARLY OCTOBER 2012**

#### ACTIVITIES FOR THE MONTH:

- Kidsport – Advertising for the Kidsport program has commenced. Meetings and workshops have been arranged with sporting clubs, referral agents and other various community bodies.
- A meeting with DSR Great Southern was held to discuss the CDO role.
- A Tambellup community member has been in contact regarding the Tambellup Football Club (TFC). They have requested assistance in getting the TFC competing in the local football competition as of 2013. CDO is working closely with Brent Sheridan, the Great Southern Regional Football Manager from the West Australian Football Commission.
- An informal meeting with the Tambellup Golf Club was held in regards to their lack in membership.

#### PROPOSED Activities/workshops:

Following is a list of proposed activities/workshops for 2012/13 financial year.

PROPOSED ACTIVITY	DATE:
Kidsport re-launch for summer sports 2012/13	20/21Oct 2012
Grant writing course – Kojonup CONFIRMED	FEBRUARY 2013
Kidsport re-launch for winter sports 2013	MARCH - TBA

**ONGOING Activities:**

**Tambellup Football Club (TFC).** They have requested assistance in getting the TFC competing in the local football competition as of 2013.

**Tambellup Hockey Club** – funding application for additional lights at the Tambellup Oval.

**Kojonup Squash Club** - liaising with the Shire of Kojonup on the best way to progress the replacement of their courts.

**Kojonup Hockey Club** – developing a club website using the resources from DSR.

**Kojonup Netball Club** - seeking funding to replace current bitumen courts.

**AMELIA BISHOP  
CLUB DEVELOPMENT OFFICER**

**RECEIVED**



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

Nil

**14. DATE OF NEXT MEETING**

20 December 2012

**15. CLOSURE**

There being no further business the President thanked Councillors and staff for their attendance and declared the meeting closed at 6.23pm.