



Ordinary Meeting of Council

MINUTES

23 May 2019

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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 23 May 2019 commencing at 5.03pm.

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President welcomed Councillors and Staff and declared the meeting open at 5.03pm.

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

3. ATTENDANCE

Present:	Cr SJF Thompson	President
	Cr MC Paganoni	Deputy President
	Cr GM Sheridan	
	Cr ME White	
	Cr MC Nazzari	
	Cr KJ Holzknecht	
	Cr CJ Letter	
	KB Williams	Chief Executive Officer (CEO)
	KP O'Neill	Manager Finance and Administration
	PA Hull	Strategic Support & Projects Officer
	LK Cristinelli	Executive Assistant

3.1 APOLOGIES

P Vlahov, Manager of Works

3.2 APPROVED LEAVE OF ABSENCE

Nil

4. DECLARATION OF INTEREST

Nil

5. PUBLIC QUESTION TIME

Nil

6. PRESENTATIONS/DEPUTATIONS/PETITIONS/SUBMISSIONS

Nil

7. ITEMS BROUGHT FORWARD BY DECISION OF COUNCIL

Nil

8. CONFIRMATION OF PREVIOUS MEETING MINUTES

8.1 ORDINARY MEETING OF COUNCIL MINUTES 18 APRIL 2019

COUNCIL DECISION

190501

Moved Cr Letter, seconded Cr White

That the Ordinary Meeting of Council Minutes of 18 April 2019 be accepted.

CARRIED 7/0

9. RECEIPT OF COMMITTEE MEETING MINUTES HELD SINCE LAST MEETING

9.1 AUDIT COMMITTEE MEETING MINUTES 18 APRIL 2019

COUNCIL DECISION

190502

Moved Cr Paganoni, seconded Cr Sheridan

That the Audit Committee Meeting Minutes of 18 April 2019 be accepted.

CARRIED 7/0

9.2 INDEPENDENT LIVING SENIORS ACCOMMODATION (ILSA) COMMITTEE MEETING MINUTES 18 APRIL 2019

COUNCIL DECISION

190503

Moved Cr White, seconded Cr Nazzari

That the Independent Living Seniors Accommodation (ILSA) Committee Meeting Minutes of 18 April 2019 be accepted.

CARRIED 7/0

9.3 ADOPTION OF THE RECOMMENDATIONS OF THE INDEPENDENT LIVING SENIORS ACCOMMODATION COMMITTEE MEETING MINUTES OF 18 APRIL 2019

COUNCIL DECISION

190504

Moved Cr White, seconded Cr Letter

That the Independent Living Seniors Accommodation Committee approves an Application for Rental Housing for Unit 2, Lavieville Lodge, as presented.

CARRIED 7/0

10. REPORTS OF OFFICERS

10.1 FINANCIAL STATEMENTS FOR APRIL 2019

Attachment:	Monthly Financial Statements for April 2019
File Ref:	Nil
Author:	KP O'Neill, Manager Finance and Administration
Date:	16 May 2019
Disclosure of Interest:	Nil

SUMMARY

Council to consider the monthly financial report for the period ending 30 April 2019.

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 2017/18 budget process, Council adopted 10% or \$10,000 as the material variance for reporting purposes for the year.

COMMENT

Note 2 in the financial statements provides commentary on the material variances shown in the statement of financial activity by reporting program, which is a requirement of the *Local Government (Financial Management) Regulations 1996*.

Receivables - which includes outstanding rates, emergency services levy, pensioner rebates and other 'sundry' debtors - is reported at Note 6.

Note 8 tracks capital grants and contributions, the unspent balance of which is reported as 'Restricted Cash' throughout the financial report.

Capital revenue and expenditure is detailed in Note 12, which includes plant replacement, road construction, building improvements, reserve transfers and loan transactions.

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

Strategic Community Plan 2018-2028

KRA One – Our People

1.5 Our Shire demonstrates strong leadership, effective governance and efficient service delivery to our community

1.5.1 Promote excellence in governance, compliance, regulation, reporting, customer service and delivery of outcomes that are in the best interest of our residents.

FINANCIAL IMPLICATIONS

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

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190505

Moved Cr Holzknicht, seconded Cr Paganoni

That the Financial Statement for the period ending 30 April 2019 be adopted.

CARRIED 7/0

10.2 CREDITORS ACCOUNTS PAID APRIL 2019

Attachment: List of Payments for April 2019
File Ref: Nil
Author: KP O’Neill, Manager Finance and Administration
Date: 16 May 2019
Disclosure of Interest: Nil

SUMMARY

Council to consider the list of payments made from the Municipal and Trust Funds during April 2019.

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	\$594,125.77
Trust Fund	\$32,622.08
Credit Cards	\$1,322.17
<u>Total</u>	<u>\$628,070.02</u>

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

Strategic Community Plan 2018-2028

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FINANCIAL IMPLICATIONS

Lists the payments made from Municipal and Trust Funds during the previous month.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190506

Moved Cr Sheridan, seconded Cr Letter

That the list of accounts paid during April 2019, consisting of –

- **Municipal Fund cheque, EFT and direct debit payments totalling \$594,125.77;**
- **Trust Fund cheque payments totalling \$32,622.08; and**
- **Credit Card payments totalling \$1,322.17**

be endorsed.

CARRIED 7/0

10.3 LOCAL GOVERNMENT CONVENTION – WALGA AGM

Attachment:	2019 Local Government Convention General Information
File Ref:	ADM0159
Author:	LK Cristinelli, Executive Assistant
Date:	13 May 2019
Disclosure of Interest:	Nil

SUMMARY

The Annual General Meeting of the Western Australian Local Government Association (WALGA) will be held on Wednesday 07 August 2019.

BACKGROUND

The Local Government Convention will be held at the Perth Convention Exhibition Centre from 07 to 09 August 2019. The convention incorporates the following events:

- Annual General Meeting WALGA
- Conference Plenary Sessions
- Special Focus Groups

On Wednesday 07 August, the Annual General Meeting will be held commencing at 1.30pm.

Submission of Motions

Member Local Governments are invited to submit motions for inclusion on the Agenda for consideration at the 2019 Annual General Meeting of WALGA. Motions should be submitted in writing to the Chief Executive Officer of WALGA.

The closing date for submission of motions is 5.00pm **Tuesday 04 June 2019**. It should be noted that any motions proposing alterations or amendments to the Constitution of the WALGA must be submitted by 5.00pm Friday 10 May 2019 in order to satisfy the sixty day constitutional notification requirements.

The following guidelines should be followed by members in the formulation of motions:

- Motions should focus on policy matters rather than issues which could be dealt with by the WALGA State Council with minimal delay;
- Due regard should be given to the relevance of the motion to the total membership and to Local Government in general. Some motions are of a localised or regional interest and might be better handled through other forums;
- Due regard should be given to the timeliness of the motion – will it still be relevant come the Local Government Convention or would the matter be better handled immediately by the Association;
- The likely political impact of the motion should be carefully considered;
- Due regard should be given to the educational value to Members – ie does awareness need to be raised on the particular matter?;
- The potential media interest of the subject matter should be considered;
- Annual General Meeting motions submitted by Member Local Governments must be accompanied by fully researched and documented supporting comment.

Emergency Motions

No motion shall be accepted for debate at the Annual General Meeting after the closing date unless the Association President determines that it is of an urgent nature, sufficient to warrant immediate debate, and delegates resolve accordingly at the meeting. Please refer to the AGM Standing Orders for details.

COMMENT

Does Council wish to submit a motion for inclusion on the WALGA AGM? The closing date for submission of motions is 04 June 2019.

For Council discussion and comment.

CONSULTATION

Council

Chief Executive Officer

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This issue is not dealt with in the Plan.

FINANCIAL IMPLICATIONS

Provision will be made in the 2019-2020 budget for members to attend the conference.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Councillors put forward items that they wish to have included in the Agenda for the Annual General Meeting of the Western Australian Local Government Association to be held on Wednesday 07th August 2019.

Motion lapsed as it was not moved.

REASON FOR CHANGE TO RECOMMENDATION

Council discussed the matter and had no items to put forward for the WALGA AGM.

10.4 VOTING DELEGATES FOR WALGA ANNUAL GENERAL MEETING

Attachment: WALGA Voting Delegate Information
File Ref: ADM0159
Author: LK Cristinelli, Executive Assistant
Date: 13 May 2019
Disclosure of Interest: Nil

SUMMARY

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

BACKGROUND

The 2019 AGM of WALGA will be held as part of the Local Government Convention on Wednesday 07 August 2019 at the Perth Convention Centre.

All member Councils are entitled to be represented by two (2) 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 Friday 05 July 2019.

Only registered delegates or proxy registered delegates will be permitted to exercise voting entitlements on behalf of Member Councils.

COMMENT

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

CONSULTATION

Council
Chief Executive Officer

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This issue is not dealt with in the Plan.

FINANCIAL IMPLICATIONS

Provision will be made in the 2019-2020 budget for members to attend the conference.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Councils registered delegates and proxy delegates to the 2019 Annual General Meeting of the Western Australian Local Government Association be Cr..... and Cr..... as delegates and Cr..... and Cr..... as proxy delegates.

COUNCIL DECISION

190507

Moved Cr White, seconded Cr Letter

That Councils registered delegates and proxy delegates to the 2019 Annual General Meeting of the Western Australian Local Government Association be Cr Sheridan and Cr Holzknacht as delegates and Cr Thompson and Cr Letter as proxy delegates.

REASON FOR CHANGE TO RECOMMENDATION

For Council to show nominated Delegates and Proxy Delegates for the WALGA AGM.

10.5 DELEGATIONS REGISTER REVIEW

Attachment:	Delegations Register
File Ref:	ADM0230
Author:	KP O'Neill, Manager Finance & Administration
Date:	16 May 2019
Disclosure of Interest:	Nil

SUMMARY

The purpose of this report is for Council to review its Delegations Register.

BACKGROUND

Local Governments are required to keep a register of delegations and to review the delegations at least once every financial year, in accordance with the Local Government Act 1995 s5.18 and s5.46. These delegations include those from Council to the Chief Executive Officer and Committees, and the Chief Executive Officer to other staff.

Delegations are made to facilitate prompt business transactions and streamline the customer service functions of the Shire to ensure waiting times and delays are kept to a minimum. In addition, it alleviates the necessity for Council to deal with routine operational items at its monthly meetings thus freeing up time for matters of strategy and policy.

COMMENT

The delegations register has been reviewed by Senior Staff. There are no changes proposed to the delegations from Council to the Chief Executive Officer; nor from the Chief Executive Officer to other staff.

The Council has previously made delegation to the Independent Living Seniors Accommodation Committee to investigate and make decision on matters relating to the management of Council owned independently living seniors accommodation within the Shire. No amendments are proposed to the delegation to this Committee.

Minor amendments to a small number of delegations relate to the inclusion of references to other internal documents (ie Council Policy, Management Practices etc) where applicable.

CONSULTATION

Chief Executive Officer

Senior Staff

STATUTORY ENVIRONMENT

Local Government Act 1995

s5.17. *Limits on delegation of powers and duties to certain committees*

(1) *A local government can delegate —*

- l to a committee referred to in section 5.9(2)l, (d) or l, any of the local government's powers or duties that are necessary or convenient for the proper management of —*
 - (i) the local government's property; or*
 - (ii) an event in which the local government is involved.*

s5.42. Delegation of some powers and duties to CEO

- (1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —*
- (a) *this Act other than those referred to in section 5.43; or*
- (b) *the Planning and Development Act 2005 section 214(2), (3) or (5).*

** Absolute majority required.*

- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

S5.43. Limits on delegations to CEO

This section prescribes the powers or duties that a local government cannot delegate to the CEO.

S5.44. CEO may delegate powers and duties to other employees

This section gives the CEO authority to delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of duties.

S5.46. Register of, and records relevant to, delegations to CEO and employees

- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*

POLICY IMPLICATIONS

The delegations register links with and guides implementation of some Council Policies and internal procedures. Reference between the delegations register and Council policy have been included in this review of the delegations register, where applicable.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2018-2028

KRA One – Our People

1.5 Our Shire demonstrates strong leadership, effective governance and efficient service delivery to our community

- 1.5.1 Promote excellence in governance, compliance, regulation, reporting, customer service and delivery of outcomes that are in the best interest of our residents.

FINANCIAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

Non-compliance is considered the most significant consequence with potentially major impacts however they are considered unlikely with the development and review of statutory and operational policies and delegations as required. The overall risk rating is therefore considered to be Moderate.

VOTING REQUIREMENTS

Absolute Majority

COUNCIL DECISION

190508

Moved Cr Nazzari, seconded Cr White

That Council, having undertaken a review of the delegations register in accordance with the requirements of the Local Government Act 1995 section 5.46(2), adopts the Delegations Register dated May 2019 as presented.

**CARRIED 7/0
By Absolute Majority**

10.6 ENDORSEMENT OF BUSHFIRE BRIGADE APPOINTMENTS

Attachment: Nil
File Ref: ADM0244
Author: M Lloyd-Woods, Finance/Administration Officer
Date: 13 May 2019
Disclosure of Interest: Nil

SUMMARY

Council to endorse the appointment of Brigade Fire Control Officers and Fire Weather Officers for the 2019/2020 fire season.

BACKGROUND

The Chief and Deputy Chief Bush Fire Control Officers for the Shire of Broomehill-Tambellup are appointed for a two year term. Fire Control Officers and Fire Weather Officers 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.

The Department for Fire and Emergency Services has requested that the Community Emergency Services Manager be appointed as a Fire Control Officer. This assists brigades with on ground operations, administration and compliance.

Council endorsement of these appointments is required.

COMMENT

The CBFCO and DCFCO officers for the 2018-2019 and 2019-2020 fire seasons were endorsed May 2018:

Chief Bush Fire Control Officer	Ian Cunningham
Deputy Chief Bush Fire Control Officer	Wayne Newbey
Deputy Chief Bush Fire Control Officer	Kim Oliver

Following annual brigade meetings, the Bush Fire Advisory Committee has endorsed the following appointments:

For the 2019-2020 fire season:

Fire Control Officers:

Broomehill East	Luke Simpson
Broomehill West	Ben Hewson
Broomehill Central	Neil Tears
Tambellup East	Mario Cristinelli
Tambellup West	Derek Sadler
Tambellup Volunteer Fire & Emergency Service	Laurie Hull
Community Emergency Services Manager	Cindy Pearce
Fire Weather Officers	Ian Cunningham
	Wayne Newbey
	Kim Oliver

CONSULTATION

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

STATUTORY ENVIRONMENT

Bush Fires Act 1954

POLICY IMPLICATIONS

Policy 6.2 – ‘Appointment of Bush Fire Control Officers’ states:

1. 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.
2. Notwithstanding Item 1 above, a person will be eligible for appointment as a Bush Fire Control Officer if they complete the Bush Fire Control Officer Training Program within six months of appointment.

STRATEGIC IMPLICATIONS

Strategic Community Plan 2018-2028

Objective 1.1 Our community is safe, connected, harmonious and inclusive.

Council’s volunteer Bush Fire Brigades play a vital role in keeping our community safe.

FINANCIAL IMPLICATIONS

This issue has no financial implications for Council

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190509

Moved Cr White, seconded Cr Letter

That Council endorses the appointment of the following people as Fire Control Officers and Fire Weather Officers for the 2019-2020 fire season:

Fire Control Officers:

Broomehill East

Broomehill West

Broomehill Central

Tambellup East

Tambellup West

Tambellup Volunteer Fire & Emergency Service

Community Emergency Service Manager

Fire Weather Officers

Luke Simpson

Ben Hewson

Neil Tears

Mario Cristinelli

Derek Sadler

Laurie Hull

Cindy Pearce

Ian Cunningham

Wayne Newbey

Kim Oliver’

CARRIED 7/0

10.7 2019-2020 FIRE BREAK ORDER AND INFORMATION BOOKLET

Attachment:	Draft Fire Break Order
File Ref:	ADM0146
Author:	M Lloyd-Woods, Finance/Administration Officer
Date:	13 May 2019
Disclosure of Interest:	Nil

SUMMARY

Council to endorse the 2019-2020 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 Fire and Emergency Services are included.

COMMENT

There are no major changes in this year's Fire Break Order and Information Booklet.

Note: Once council has endorsed Fire Control Officers and Fire Weather Officers they will also be included in the Fire Break Order and Information Booklet.

CONSULTATION

Broomehill-Tambellup Fire Advisory Committee
Community Emergency Services Manager
Chief Executive Officer

STATUTORY ENVIRONMENT

Bush Fires Act 1954

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan 2018-2028

Objective 1.1 Our community is safe, connected, harmonious and inclusive.

Council's volunteer Bush Fire Brigades play a vital role in keeping our community safe.

FINANCIAL IMPLICATIONS

Provision is made in the budget for the printing of the booklet.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190510

Moved Cr Paganoni, seconded Cr Sheridan

That Council endorses the 2019-2020 Shire of Broomehill-Tambellup Fire Break Order and Information Booklet as presented.

CARRIED 7/0

10.8 PROPOSED SHED – LOT 404 MCGUIRE ROAD, BROOMEHILL

Attachment: Design Layout
File Ref: A6097
Author: KB Williams, Chief Executive Officer
Date: 17 May 2019
Disclosure of Interest: Nil

SUMMARY

For Council to consider an application for planning consent for a shed to be developed at Lot 404 McGuire Road, Broomehill.

BACKGROUND

An application for Planning Consent was received on 15 April 2019 for the development of a shed at Lot 404 McGuire Road, Broomehill.

The proposed development consists of a fabricated metal shed. The building will have a floor area of 96 square metres, measuring 16 x 6 metres. The roof will have a height of 2.5 metres at the sides and 3.2 metres at the roof apex.

The shed will be used for storage of a caravan and vehicle.

COMMENT

The subject land is zoned Rural Residential under the Shire of Broomehill Town Planning Scheme No 1.

Single dwellings (and ancillary outbuildings) are typically exempt from the requirement to obtain Planning Consent, however, Clause 5.1.2.5 of the Scheme requires that Planning Consent is required for all development within the Rural Residential Zone, including a single dwelling and ancillary buildings.

Front setbacks requirement is 15, and side and rear setbacks are required to be 10 metres. The proposed development complies with all development standards.

The proposed shed is not located in a bush fire prone area. There are no other structures located on the lot.

The proposed shed is recommended for approval, with conditions.

CONSULTATION

No consultation is required.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Shire of Broomehill – Town Planning Scheme No 1

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This issue is not dealt with in the Plan

FINANCIAL IMPLICATIONS

Planning application fees have been paid.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190511

Moved Cr White, seconded Cr Letter

That Council grant planning consent to B and L Neves for the use and development of a shed at Lot 404 McGuire Road, Broomehill, subject to the following conditions:

- 1. The term of this approval is limited and expires 24 months from the date of this planning consent;**
- 2. The proposed shed shall not be used as a dwelling or inhabited at any time.**

CARRIED 7/0

10.9 PROPOSED CAR PORT – LOT 716 CARMODY PLACE, BROOMEHILL VILLAGE

Attachment:	Site Plan & Design Layout
File Ref:	A6074
Author:	KB Williams, Chief Executive Officer
Date:	17 May 2019
Disclosure of Interest:	Nil

SUMMARY

For Council to consider an application for planning consent for a car port to be developed at Lot 716 Carmody Place, Broomehill Village.

BACKGROUND

An application for Planning Consent was received on 2 May 2019 for the development of a car port at Lot 716 Carmody Place, Broomehill Village.

The proposed development consists of a fabricated metal car port. The building will have a floor area of 36 square metres, measuring 9 x 4 metres. The roof will have a height of 3.2 metres at the sides and 3.6 metres at the roof apex.

The shed will be used for storage of a caravan and vehicle.

COMMENT

The subject land is zoned Rural Residential under the Shire of Broomehill Town Planning Scheme No 1.

Single dwellings (and ancillary outbuildings) are typically exempt from the requirement to obtain Planning Consent, however, Clause 5.1.2.5 of the Scheme requires that Planning Consent is required for all development within the Rural Residential Zone, including a single dwelling and ancillary buildings.

Front setbacks requirement is 15, and side and rear setbacks are required to be 10 metres. The proposed development complies with all development standards.

The proposed car port is not located in a bush fire prone area, and is located behind an existing shed.

The proposed car port is recommended for approval, with conditions.

CONSULTATION

No consultation is required.

STATUTORY ENVIRONMENT

Planning and Development Act 2005

Shire of Broomehill – Town Planning Scheme No 1

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This issue is not dealt with in the Plan

FINANCIAL IMPLICATIONS

Planning application fees have been paid.

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190512

Moved Cr Letter, seconded Cr White

That Council grant planning consent to DM and SD McCarley for the use and development of a carport at Lot 716 Carmody Place, Broomehill, subject to the following conditions:

- 1. The term of this approval is limited and expires 24 months from the date of this planning consent;**
- 2. The proposed car port shall not be enclosed without the prior written consent of Council.**

CARRIED 7/0

10.10 WORKS REPORT FOR MAY 2019

Attachment:	Plant Maintenance Report – May 2019
File Ref:	Nil
Author:	P Vlahov, Manager of Works
Date:	15 May 2019
Disclosure of Interest:	Nil

SUMMARY

Council to consider the Manager of Works Report for May 2019.

BACKGROUND

The Manager of Works Report is provided for Council's information.

COMMENT**Programmed Construction Works**

- The four kilometres of edge repairs located on the Tambellup West Road has been completed.
- Flat Rocks Road reconstruct and seal to 7.0m is now in progress and is approximately 30% completed.
- Failure repairs located at various locations along the Broomehill-Kojonup Road are currently being worked on at the time of writing this report and should be completed before the end of May.
- Morgan Street, Broomehill is also under construction and will be completed before the end of May.
- McGuire Road, Broomehill is also under construction and will be completed by the end of May.
- The Warrenup Road intersection with Tambellup West Road has been sealed and is open to traffic. Some earthworks and signage installation will complete this project.

Plant Replacement

- The replacement truck for TA 017 was delivered on the 26th March. The manufacture of the body for this truck is now in progress and should be completed within two weeks.

Maintenance Works

- Grading various roads in the Southern sector. Grading various roads in the Northern sector.
- Pot-hole patching.
- Grave digging.
- General maintenance.
- Various fallen trees.
- Signage maintenance.
- Push up green waste at refuse sites.
- Guide posting maintenance.
- Various tree pruning.
- Assisted with various garden operations and various construction jobs.

Occupational Health and Safety

- There have been no incidents to report.

Parks and Gardens

- Both ovals have been dethatched and aerated. This has been followed up with fertilising and lawn beetle control.
- Mainly general maintenance.
- Improved garden beds around Broomehill.
- Weed spraying.
- Prepared for Anzac Day services in both Broomehill and Tambellup.
- Mowing.
- Improved garden beds in Norrish Street, Tambellup around the tank stand.

For Council discussion and comment.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan 2018-2028

KRA Three – Our Places

Desired Outcome – to have appealing town centres and surrounding rural areas that reflect their unique history and culture, connected by quality transport infrastructure and well managed natural environments.

FINANCIAL IMPLICATIONS

This issue has no financial implications for Council

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190513

Moved Cr Nazzari, seconded Cr Paganoni

That Council receives the report from the Manager of Works for the month of May 2019.

CARRIED 7/0

11. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

12. APPLICATIONS FOR LEAVE OF ABSENCE

Cr White requested a Leave of Absence for the 15 August 2019 Ordinary Meeting of Council.

COUNCIL DECISION

190514

Moved Cr Paganoni, seconded Cr Sheridan

That Cr White be granted a Leave of Absence for the 15 August 2019 Ordinary Meeting of Council.

CARRIED 7/0

13. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

14. QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

15. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**15.1 LATE ITEM - PROPOSED LIQUOR LICENCE EXTENSION - GREAT SOUTHERN HOCKEY CARNIVAL**

Attachment: [Map of Proposed Licence Area](#)
File Ref: ADM0262
Author: Keith Williams, Chief Executive Officer
Date: 23 May 2019
Disclosure of Interest: Nil

SUMMARY

For Council to consider supporting an application from the Tambellup Community Pavilion Association to temporarily extend their liquor licence.

BACKGROUND

The Great Southern Hockey Carnival is held in a different location in the Great Southern Region every year. This year the carnival will be held on Tambellup on July 16 and 17.

The carnival is expected to attract 300 people to Tambellup for the weekend event, a significant boost to the local economy.

The TCPA has written to Council requesting support for the extension of the existing liquor licence for the duration of the carnival. The TCPA will make an application to the Department of Racing, Gaming and Liquor WA.

COMMENT

The TCPA has proved itself competent in managing the Tambellup Pavilion and is a valuable asset to the community.

With conditions to ensure compliance with any licence conditions, such as signage and security, it is considered that the proposed temporary extension can be reasonably managed by the Association.

The request is supported.

CONSULTATION

No consultation is required.

STATUTORY ENVIRONMENT

Liquor Licensing Act 1988

POLICY IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION

190515

Moved Cr Nazzari, seconded Cr Paganoni

That Council:

- 1. Write a letter of support to the Department of Racing Gaming and Liquor to support the application by the Tambellup Community Pavilion Association for the extension of the liquor licence for the Great Southern Hockey Carnival from 12.00 noon July 5 to 9.00pm July 7, 2019.**
- 2. Write to the Tambellup Community Pavilion Association advising that it must comply with any conditions required by the Department of Racing, Gaming and Liquor WA, including the installation of signage if required.**

CARRIED 7/0

CONFIDENTIAL ITEM

190516

Moved Cr Paganoni, seconded Cr Sheridan

That Council in accordance with the Local Government Act s5.23 (2) closes the meeting to members of the public to deal with confidential items behind closed doors.

CARRIED 7/0

15.2 CONFIDENTIAL LATE ITEM - PROPOSED ARCHITECTURAL SERVICES - GREAT SOUTHERN HOUSING INITIATIVE - INDEPENDENT LIVING UNITS

Attachment: Map of Site, quotation under separate cover
File Ref: ADM0531
Author: KB Williams, Chief Executive Officer
Date: 23 May 2019
Disclosure of Interest: Nil

COUNCIL DECISION

190517

Moved Cr Paganoni, seconded Cr White

That Council appoint H+H Architects to undertake architectural design, documentation, tendering and contract administration services for the development of four Independent Living Units at Reserve 6730 Javelin Street Broomehill for the quoted amount.

**CARRIED 7/0
By Absolute Majority**

190518

Moved Cr White, seconded Cr Sheridan

That Council re-opens the meeting to members of the public.

CARRIED 7/0

16. CLOSURE

There being no further business the President thanked Councillors and Staff for their attendance and declared the meeting closed at 6.08pm.