

## 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 24<sup>th</sup> February 2011 commencing at 4.12pm.**

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

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

**Apologies:** Nil

**Leave of Absence:**  
Nil

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

The President welcomed Councillors and staff and declared the meeting open at 4.12pm.

### **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**

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

Mr Roger Bilney and Mrs Helen Bignell made a presentation to Council on the proposed Flat Rocks Energy Wind Farm.

Mrs Bignell, as a registered physiotherapist and health consultant raised her concerns on the effect the wind farm could have on the health of people residing within close proximity to the wind turbines.

Mr Bilney asked Council to consider delaying its decision on the planning application from Moonies Hill Energy Pty Ltd until after the senate enquiry into wind farms is released in April 2011. Mr Bilney raised his concerns about the age of some of the reference material in the report on Wind Turbines and Health which was released by Australian Government National Health and Medical Research Council in July 2010.

The President thanked Mrs Bignell and Mr Bilney for their presentation and they retired from the meeting at 4.35pm.

The meeting adjourned at 4.35pm and resumed at 4.43pm.

The Finance Officer, Kay O'Neill entered the meeting at 4.43pm.

**8. CONFIRMATION OF PREVIOUS MEETING MINUTES****8.1 ORDINARY MEETING OF COUNCIL MINUTES 16<sup>TH</sup> DECEMBER 2010****110201***Moved Cr Bowman, seconded Cr Sheridan*

*“That the minutes of the Ordinary Meeting of Council held on the 16<sup>th</sup> December 2010 be confirmed as a true and accurate record of proceedings.”*

**CARRIED 9/0****8.2 RECEIPT OF THE MINUTES FROM THE ELECTORS MEETING HELD 10<sup>TH</sup> FEBRUARY 2011****110202***Moved Cr Kempin, seconded Cr Schlueter*

*“That the minutes of the Annual Electors meeting held on the 10<sup>th</sup> February 2011 be received.”*

**CARRIED 9/0****9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**10. MATTERS FOR DECISION**

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## 10.1 FINANCIAL STATEMENTS FOR DECEMBER 2010 AND JANUARY 2011

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<b>Program:</b>	<b>Other Property and Services</b>	
<b>Attachment:</b>	<b>Monthly Financial Statements for December 2010 and January 2011</b>	
<b>File Ref:</b>	<b>Nil</b>	
<b>Author:</b>	<b>KP O’Neill</b>	<b>Finance Officer</b>
<b>Date:</b>	<b>7<sup>th</sup> February 2011</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:** Points to note from the January 2011 statements:-

- Grant funding of \$20,000 has been approved from the Great Southern Development Commission for the Broomehill Records Repository;
- Approximately 14% in rates and charges remain outstanding. The final instalment is due on the 3<sup>rd</sup> March 2011.
- A claim has been submitted to Lotterywest for the final payment of the grant for the restoration works to the Broomehill Hall.
- Construction of the house at 18 Henry Street is complete.

**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:** *110203*

*Moved Cr Crosby, seconded Cr Turner*

*“That the Financial Statements for the period ending 31<sup>st</sup> December 2010 and 31<sup>st</sup> January 2011 be adopted.”*

**CARRIED 9/0**

**Reason For Change to  
Recommendation:**

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**10.2 CREDITORS ACCOUNTS PAID DECEMBER 2010 AND JANUARY 2011**


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**Program:** Other Property and Services  
**Attachment:** List of Payments for December 2010 and January 2011  
**File Ref:** Nil  
**Author:** KP O'Neill Finance Officer  
**Date:** 7<sup>th</sup> February 2011  
**Disclosure of Interest:** Nil

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**Summary:** Attached is a list of payments made from the Municipal and Trust Funds during December 2010 and January 2011.

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

**Comment:** SUMMARY

**December 2010**

Municipal Fund	\$650,774.94
Trust Fund	\$1,220.00
Credit Cards	\$2,075.00
<b>TOTAL</b>	<b>\$654,069.94</b>

**January 2011**

Municipal Fund	\$393,537.09
Trust Fund	\$26,550.00
Credit Cards	\$2,152.84
<b>TOTAL</b>	<b>\$422,239.93</b>

**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: 110204**

*Moved Cr Turner, seconded Cr Sheridan*

*“That the list of accounts paid during December 2010, represented by:-*

- Municipal Fund cheques numbered 1198 to 1222 inclusive and electronic payments numbered EFT1807 to EFT1887 inclusive and totalling \$650,774.94;*
- Trust Fund cheques numbered 198 to 200 inclusive and electronic payments numbered EFT1883 to EFT1884 inclusive and totalling \$1,220.00;*
- Credit Card payments totalling \$2,075.00;*

*be adopted.”*

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

- Municipal Fund cheques numbered 1223 to 1246 inclusive and electronic payments numbered EFT1888 to EFT1962 inclusive and totalling \$393,537.09;*
- Trust Fund cheques numbered 201 to 203 inclusive and totalling \$26,550.00;*
- Credit Card payments totalling \$2,152.84;*

*be adopted.”*

**CARRIED 9/0**

**Reason For Change to Recommendation:**

**10.3 2010/2011 BUDGET REVIEW AT 31 JANUARY 2011**


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<b>Program:</b>	<b>Other Property &amp; Services</b>	
<b>Attachment:</b>	<b>Budget Review</b>	
<b>File Ref:</b>	<b>ADM0163</b>	
<b>Author:</b>	<b>KP O'Neill</b>	<b>Finance Officer</b>
<b>Date:</b>	<b>7<sup>th</sup> February 2011</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** Review of the 2010/2011 Annual Budget for the period 1 July 2010 to 31 January 2011.

**Background:** A review of the annual budget for the year is to be undertaken between 1 January and 31 March in each financial year, in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996. The review must be submitted to Council within 30 days of completion.

**Comment:** The 2010/2011 Budget Review is provided as a separate attachment to the agenda. All information and comments contained in the original budget document have been included, with additional information on any variances or actual figures shown in bold and highlighted by a border.

A revised budget has been included for projected revenue and expenditure at 30 June 2011. A balanced budget has again been presented.

Variances between budget and actual revenue/expense has been identified in the following areas:-

**RATES*****Revenue******03005 - Discount***

Increased from \$115,000 to \$124,100

A greater number of ratepayers took advantage of the 10% discount than was anticipated.

***03002 – Ex Gratia Rates***

Increased from \$8,000 to \$10,600

CBH increased the tonnage for the Broomehill Receptival Point which resulted in an increased levy for this year.

***03111 – Rates Written Off***

Increased from \$700 to \$3,100

Council granted a rate concession for 2010/2011 to the Tambellup Business Centre of their annual rate charge of \$2,873.71. The Tambellup Golf Club was again granted a concession on their rates, which has been granted in previous years.

***Expense******03110 – Rates General Expense***

The provision for debt collection expenses has been increased from \$2,000 to \$4,000 based on the costs incurred to date. These costs are on-charged to the ratepayer and shown as revenue under the heading “Reimbursements”.

**ADMINISTRATION GENERAL*****Expense******04301 - Staff Housing Allocation***

Reduced from \$84,300 to \$74,300

The budget for maintenance to Councils house at 1 Janus Street Broomehill has been reduced by this amount. Please refer to the “Housing” section for further information.

***04301 – Contract Services***

Reduced from \$20,000 to \$10,000

Provision was made to engage a consultant to pursue the construction of Aged Accommodation Units in Tambellup. The budget has been reduced based on the payments made to date.

***04301 – Leasing & Plant Hire***

Reduced from \$6,500 to \$1,000

This provision has been reallocated to printing and stationery, where the costs for the lease and usage of the photocopier are allocated. It is difficult to determine the actual lease component of the monthly payment as Council is charged a “per copy” fee.

**VOLUNTARY REGIONAL ORGANISATION OF COUNCILS*****Revenue******04120 – Grants***

Increased from \$470,000 to \$490,000

Council has had grant funding of \$20,000 approved through the Great Southern Development Commission for the feasibility study into the Broomehill Records Repository.

**ANIMAL CONTROL*****Expense******05301 – Contract Services***

Increased from \$7,500 to \$10,000

Provision has been increased for Ranger Services based on the payments made to date this year. Council utilises the services of the Ranger from the Shire of Gnowangerup who attends Broomehill and Tambellup regularly.



## **HOUSING**

### ***Expense***

#### ***09122 – 1 Janus Street***

Repairs and Maintenance reduced from \$55,000 to \$45,000.

The majority of the work required to this residence has been complete, and the repairs undertaken were not as costly as anticipated.

## **OTHER RECREATION & SPORT**

### ***Revenue***

#### ***11152 – Contributions***

Increase from \$0 to \$12,000

The Tambellup P&C Association has made a contribution of \$12,000 towards the water supply from the No 1 Dam. The Tambellup Primary School have utilised the water supply for the reticulation of their oval.

### ***Expense***

#### ***11225 - Contract Services***

Increased from \$18,700 to \$27,700

The costs incurred with the erection of the new gazebo at Holland Park have been reported under this heading, as well as the contractor engaged for weed spraying throughout the various parks and reserves.

#### ***11225 - Water Charges***

Increased from \$4,400 to \$9,900

The allocation has been increased to take into account the Broomehill Complex water charges now being allocated under this heading. They were originally budgeted for against the building in account 11077.

## **ROAD MAINTENANCE**

### ***Expense***

#### ***11226 – Chemicals***

Increased from \$0 to \$15,000

Additional funds have been allocated for the purchase of chemical for the roadside spraying program. In previous years this has been allocated to contract services.

#### ***12258 – Asset Depreciation***

The provision has been increased based on the actual amounts allocated each month. When preparing the budget the cost of the road works undertaken during 2009/2010 were not factored in to the estimate for depreciation for this current year.

## PLANT OPERATION

### *Expense*

#### ***14251 – Repairs & Maintenance***

Increased from \$80,000 to \$90,000

Significant repairs were required to the Volvo Grader BH006 costing approximately \$19,600 and a full set of rims were replaced on the Volvo Loader BH008 costing around \$12,000.

## OTHER PROPERTY & SERVICES

### *Revenue*

#### ***14701 – Resource Sharing***

Reimbursements from the Shire of Cranbrook are reported under this heading. This revenue offsets the expense incurred by Council.

#### ***14704 – Drought Relief Funds***

Council has received \$1,000 from the Lord Mayors Distress Relief Fund for use in the community in light of the dry season experienced in 2010/2011.

### *Expense*

#### ***14751 – Resource Sharing***

The Shire of Cranbrook has been utilising Councils works crew to assist with completion of their road works program for this year. All costs incurred by Council are reimbursed on a cost recovery basis from the Shire of Cranbrook. Wages and associated overheads have been reallocated from the Road Maintenance heading to accommodate this expenditure.

## CAPITAL

There have been no proposed amendments to capital expenditure or reserve transfers.

### **Consultation:**

Chief Executive Officer  
Manager Administrative & Customer Services  
Manager of Works

### **Statutory**

#### **Environment:**

Local Government Act 1995  
Local Government (Financial Management) Regulation 33A

### **Policy Implications:**

Nil

### **Financial**

#### **Implications:**

Nil. This document reviews the Councils financial operations for the year to date, and provides the opportunity to reallocate funding within the budget if required.

**Strategic**

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

**Voting Requirements:** Absolute Majority.

By adopting the budget review, Council will be amending the original budget.

**Council Resolution:** *110205*

*Moved Cr Schlueter, seconded Cr Turner*

*“That the 2010/2011 Annual Budget Review for the period 1 July 2010 to 31 January 2011, including amendments to the original budget, be adopted.”*

*CARRIED 9/0  
By Absolute Majority*

**Reason For Change to  
Recommendation:**

Finance Officer Kay O’Neill left the meeting at 4.51pm.

**10.4 COMPLIANCE AUDIT RETURN**


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<b>Program:</b>	<b>Governance</b>			
<b>Attachment:</b>	<b>Copy of Compliance Audit Return</b>			
<b>File Ref:</b>	<b>ADM0302</b>			
<b>Author:</b>	<b>VN Webster</b>	<b>Manager</b>	<b>Administration</b>	<b>&amp; Customer Service</b>
<b>Date:</b>	<b>30<sup>th</sup> January 2011</b>			
<b>Disclosure of Interest:</b>	<b>Nil</b>			

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**Summary:** Council is required to adopt the Compliance Audit Return for 2010.

**Background:** The Local Government (Audit) Regulations require that each local government is to carry out a Compliance Audit for the period 1<sup>st</sup> January to 31<sup>st</sup> December each year.

**Comment:** The Compliance Audit is a useful tool in prompting and assisting both Councillors and staff to comply with the requirements of all the various legislation that is administered by a local government. It also allows Council to monitor how the organisation is functioning.

A copy of the Compliance Audit Return for 2010 is attached so that both Councillors and staff can familiarise themselves with the document. It is a requirement that the completed return is presented to the Council, adopted by the Council and recorded in the minutes of the meeting at which it was adopted.

The joint certification must be signed by both the President and Chief Executive Officer and include the voting details.

**Consultation:** Nil

**Statutory Environment:** Local Government (Audit) Regulations 1996  
Local Government (Audit) Amendment Regulations 1999

**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:** *110206*

*Moved Cr Sadler, seconded Cr Thompson*

*“That Council adopts the Local Government Compliance Audit Return for the period 1<sup>st</sup> January 2010 to 31<sup>st</sup> December 2010.”*

**CARRIED 9/0**

**Reason For Change to  
Recommendation:**

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**10.5 COUNTRY LOCAL GOVERNMENT FUND – BUSINESS CASE APPLICATION – ARCHIVE REPOSITORY**


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<b>Program:</b>	<b>Governance</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0149</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>10<sup>th</sup> February 2011</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** The purpose of this report is to recommend the ratification/endorsement of the submission by the Southern Link Voluntary Regional Organisation of Councils (VROC) of the Business Case to the Country Local Government Fund (CLGF) for the proposed shared archive repository in Broomehill. The application must be submitted by 28 February 2011.

**Background:** The report and recommendation was considered and endorsed at the full VROC meeting held in Kojonup on 1 February 2011.

The member Councils of the VROC at a Special Meeting on 28 April 2010 adopted a Strategic Plan for the group that mapped the agreed direction that the VROC would take into the future. The plan identified regionally significant projects for the VROC that the member Councils prioritised for funding consideration as part of the Regional Groups component of the CLGF. The 2010-2011 financial year sees 35% of the VROC members CLGF grant earmarked for the regional pool.

The VROC was successful in obtaining additional funding through the Great Southern Development Commission (GSDC) to undertake an Environmental Needs Assessment and Operational Plan for the proposed Archive Repository. These reports form part of the Business Case application to the CLGF.

The estimated cost for the Archive Repository project has come in at \$347,452.00. This is more than the original 'guestimate' of \$250,000.00. The final costs for the Regional Waste project and the actual funds that will be received by the Southern Link VROC from the CLGF will determine if changes need to be made to the desired scope of the project.

If changes are required it is quite likely that it will not be detrimental to the project if the item for the installation of a 15kW photovoltaic solar system is removed from the project. The estimate for this is \$109,090.00.

**Comment:** As noted earlier, the endorsement of this project is necessary to access the regional component of the Royalties for Regions CLGF.

**Consultation:** Nil

**Statutory Environment:** Royalties for Regions Act 2009

**Policy Implications:** Nil

**Financial****Implications:**

No additional funds are proposed from any Shire for the archive repository project. The balance of the regional component of the funds will go to the regional waste project.

The costs for the project are as follows

<b>ITEM</b>	<b>Cost (est – ex GST)</b>
Installation of 15kW photovoltaic solar system	\$109,090.00
Shelving (fixed)	\$100,000.00
Installation of VESDA smoke detection system	\$ 7,272.00
Installation of sprinkler system	\$ 90,909.00
Installation of security alarm system	\$ 3,636.00
Fumigation of building/sterilisation of records	\$ 14,545.00
Project Management	\$ 20,000.00
<b>Total – structural and environmental requirements</b>	<b>\$345,452.00</b>
Audit costs	\$ 2,000.00
<b>Total estimated project cost</b>	<b>\$347,452.00</b>

**Strategic****Implications:**

This issue is not dealt with in the Plan

**Voting Requirements:** Simple Majority

**Council Resolution:** *110207*

*Moved Cr Sheridan, seconded Cr Kempin*

*“That Council endorse the Royalties for Regions grant application (regional component – Archive Repository project).”*

**CARRIED 9/0**

**Reason For Change to Recommendation:**

## 10.6 COUNTRY LOCAL GOVERNMENT FUND – BUSINESS CASE APPLICATION – REGIONAL WASTE TRANSFER STATION PROJECT

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<b>Program:</b>	Community Amenities	
<b>Attachment:</b>	Copy of concept drawings	
<b>File Ref:</b>	ADM0149	
<b>Author:</b>	JM Trezona	Chief Executive Officer
<b>Date:</b>	10 <sup>th</sup> February 2011	
<b>Disclosure of Interest:</b>	Nil	

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**Summary:** The purpose of this report is to update the Southern Link Voluntary Regional Organisation of Councils (VROC) on the costs of the regional recycling / waste project and seek endorsement for the grant submission.

**Background:** This report and recommendation was considered and endorsed at the full VROC meeting held in Kojonup on 01 February 2011.

The VROC Planning process identified a list of priority regional projects for the Southern Link Region, endorsed on 28 April 2010. The Great Southern Development Commission (GSDC) provided \$40,000 to develop a business case for the Waste / Recycling Project.

The business case is required to be eligible for consideration for the 35% regional component of the Country Local Government Fund (CLGF). Following an extension, the business case must be submitted by 28 February 2011.

The objective of the project is to provide standardised infrastructure for transfer stations within the VROC area to:

- Provide a public waste collection point if any landfill is closed in the future;
- Allow better control of waste and public safety at continuing landfills;
- Support better recycling and reduction of waste to landfill;
- Support standardised containers / bins to ensure competitive tendering between waste contractors;
- Facilitate regional waste services, where appropriate; and
- Ensure compliance with environmental regulations.

The transfer stations are proposed at the entrance of existing land fill sites to control the public's access, while still providing a waste disposal point for the community. It is up to each Council whether these are manned.

The basic infrastructure at each site will be an elevated ramp for vehicles with a concrete landing and retaining wall that accommodates 1 or 2 sea containers. There will also be cleared areas for separation and temporary stockpiling of green waste and metal, with drum muster and waste oil facilities where nominated by the Council.

OPUS engineers have provided a report on the engineering requirements of the project, including options for site plans. These plans have been assessed against the Department of Environment and Conservation



requirements for landfill facilities, and other regulations covering the clearing of natural vegetation.

The proposed sites and estimated cost of works are as follows:

Frankland	\$170,000
Cranbrook	\$120,000
Broomehill	\$120,000
Tambellup	\$110,000
Porongurup	\$ 80,000
Kamballup	\$ 80,000
Kendenup	\$ 40,000
Rocky Gully	\$ 20,000
Kojonup	<u>\$ 35,000</u>
TOTAL	\$775,000

The estimates above vary due to the difference in existing infrastructure at each site, the volume of earthworks, and whether any work is proposed on top of previous trenches that requires extra stabilisation. It should be noted that drainage areas have been included for each site.

Department of Environment and Conservation require 'post closure' plans to be developed for sites with existing landfills before considering works approvals for construction of transfer stations on registered sites. These post closure plans and any clearing permit applications will be done prior to the grant submission on 28 February 2011.

**Comment:** As noted earlier, the endorsement of this project is necessary to access the regional component of the Royalties for Regions CLGF

**Consultation:** Nil

**Statutory Environment:** Royalties for Regions Act 2009

**Policy Implications:** Nil

**Financial Implications:** The grant application will be for \$775,000 of the estimated \$1,042,000 regional allocation for the Southern Link VROC Shires. No additional contributions are proposed from each Shire and the balance of the regional funds is proposed for the regional records repository.

Ongoing operating costs will vary depending on whether sites stay manned or unmanned.

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

**Voting Requirements:** Simple Majority

**Council Resolution:**     **110208**

*Moved Cr Kempin, seconded Cr Schlueter*

*“That Council endorse the Royalties for Regions grant application  
(regional component – Regional Waste Transfer Station Project).”*

**CARRIED 9/0**

**Reason For Change to  
Recommendation:**

## 10.7 REVIEW OF THE STRUCTURE AND EFFECTIVENESS OF STATE COUNCIL AND ZONES

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<b>Program:</b>	<b>Governance</b>
<b>Attachment:</b>	<b>Copy of Discussion Paper</b>
<b>File Ref:</b>	<b>ADM0159</b>
<b>Author:</b>	<b>JM Trezona                      Chief Executive Officer</b>
<b>Date:</b>	<b>16<sup>th</sup> February 2011</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** The purpose of this report is to give the Council the opportunity to advise the WA Local Government Association (WALGA) regarding that organisation's review of the structure and effectiveness of State Council and Zones.

**Background:** WALGA has prepared a discussion paper regarding its Structure and Effectiveness Review. A copy of the paper has been distributed to all Councillors for the purpose of discussing the issues.

A working group has been formed to undertake a full review of the Association's governance and representational structures.

The Terms of Reference of the Review are:

'To consider the Association's representational structure including the composition and effectiveness of State council and the structure, effectiveness and purpose of zones.

In reviewing the Association's representational structure with regard to State Council the Working Group will consider:

- The current arrangements and structure of State council including the:
  - a) Number and make-up of the Board
  - b) Representational arrangements
- The effectiveness of State Council
- Alternative representative and structural models

In reviewing the Association's representational structure with regard to the Zones the Working Group will consider:

- The current arrangements and structure of Zones including the:
  - a) Purpose of Zones
  - b) Basis for formation of Zones – i.e. currently geographic
  - c) Number of Zones
  - d) Whether there is a commonality of interest within Zones
- The effectiveness of Zones
- Alternative models to the current Zone structure.'

The discussion paper notes that the current governance arrangements for WALGA include the State Council as the Association's Governing Board, consisting of elected members from Local Governments in Western Australia. The constitution of WALGA provides that the State Council shall consist of 12 Metropolitan elected members and 12 non Metropolitan elected members. These representatives are elected by the

## Zones.

The role of the Zones is to bring adjacent Councils together to progress regional issues and to provide direct input into policy development for the industry of local government via WALGA.

WALGA believes that Zones are fundamental to the structure of the Association. The WALGA Zone structure is:

### WALGA Zone Structure

Country	No of LGs	Country	No of LGs
Avon-Midland	11	Peel	4
Central Country	16	Pilbara	5
Goldfields Esperance	10	South West	12
Gascoyne	4	<b>Metropolitan</b>	<b>No of LGs</b>
Great Eastern	16	Central Metropolitan	9
Great Southern	11	East Metropolitan	6
Kimberley	5	North Metropolitan	3
Murchison	6	South Metropolitan	6
Northern Country	11	South East Metropolitan	6

Each zone elects a Zone Chair and Deputy Chair and this process is separate to the election of a State Councillor (or Councillors where applicable). It should be noted here that in some zones the State Councillor is the Zone Chair but this doesn't necessarily have to be the case.

Local Governments appoint Zone Delegates (elected members) to attend Zone meetings.

WALGA believes that the strengths of the current arrangements are:

- Representational nature of Zones and State Council
- State Council decision making process
- Zone autonomy
- Zone presentations and delegations
- Flexibility for delegated committees and policy forums

Identified weaknesses of the current arrangements are listed as

- The size of state council
- State council is not skills based
- Zones are under utilised

Options for change to the structure of State Council are:

### **Reduction in Size of State Council**

One option that could be considered as part of this review would be to reduce the size of State Council. This would address the argument that State Council is too large; however this could also weaken the representational nature of the Association's governance structure.

### **One State Councillor per Zone**

This would require an amendment to the Constitution as currently it prescribes that the Metropolitan and Country Constituencies will each elect 12 State Councillors. In the Metro area the 12 State Councillors are drawn from 5 Zones while In the Country area the 12 State Councillors are drawn from 12 Zones.

A change to one state councillor per zone will see the numbers reduced to 17 plus the president. This option would create a representational imbalance with 5 State Councillors in the metro area and 12 in the Country area.

### **Reduction in the Number of Zones**

Another option to reduce the number of State Councillors would be to reduce the number of Zones.

One obvious negative to this proposal could be the increase in the geographical size of the non-metropolitan zones.

### **Two Tier Governance Structure**

An option to address the criticisms that State Council is too large and not skills-based may be the creation of a two tiered governance structure. There are two models that could achieve this: the formation of a higher level board or the formation of a lower level executive committee.

In either case State Council would maintain its policy development and advocacy functions and would cede power for business decisions to a higher level board or delegate to a lower level executive committee.

#### **Formation of Higher Level Board**

An option for consideration by WALGA is for a smaller, higher level Board to be created, that would sit above State Council.

#### **Formation of Executive Committee**

Another possible reform option, which is in some ways similar to the higher level board model detailed above, would be the formation of an Executive Committee.

Under this model, State Council would maintain its primacy as the Association's governing Board but would be able to delegate some powers to an Executive Committee, which would be in a position to meet more regularly than the current two-monthly cycle of State Council meetings.

### **Election of President**

Currently the President and Deputy President are elected by State Council for two year terms following the election of State Councillors by the Zones. Following a State Councillor's election as President, the Zone that elected that State Councillor is entitled to elect a replacement State Councillor to maintain that Zone's representation around the State Council table.

The proposed alternative method of election is by the membership at the Annual General Meeting.

### **Zone Boundaries**

Another issue that should be considered by this review is whether the current Zone boundaries are still applicable. Some minor changes to the Zone boundaries were made as an outcome from the 2005 review.

As an example, the current boundaries of the Regional Development Commissions (RDC) align very closely (but not exactly) with WALGA's Zones.

### **Rationale for Forming Zones**

The current rationale for forming Zones is primarily geographic. For the most part, Zones are based around accepted geographic regions.

Another basis for forming Zones might be to establish Zones based on issues or some other criteria. There is not necessarily a requirement that Local Governments be formed into Zones based on geographic proximity.

For example it could also be argued that regional centres, such as the City of Geraldton-Greenough, would have more in common with other regional centres, such as the City of Albany, than they would with their rural neighbours. It is worth considering, as part of this review, whether issues, or economic activity, or some other criterion is a more suitable basis for the formation of Zones than geographic proximity.

### **Reduction of the Role of Zones**

One option, which was flagged as part of the 2005 review into the Zones, is to reduce the role of the Zones to an electoral district for State Council.

Under this model, the only function of the Zone would be to elect a representative to State Council. The role of considering the State Council agenda would be undertaken at an individual Council level with feedback or direction passed on to the State Council representative.

Options for change effectiveness are listed as:

### **Empowerment of Zones**

A recurring assessment of WALGA members is that the Zones are not utilised to their full potential.

This review should explore options to further empower Zones to achieve regional outcomes. One way for this to occur would be to build the capacity of Zones to go beyond the consideration of State Council items to undertake their own advocacy on regional issues.

### **Greater Support for Zones**

It is worth considering further opportunities to strengthen and empower the Zones. There is the potential for WALGA to make a greater contribution to the Zones, either financially or with staff resources.

### **Review Role of Zone Chair**

One improvement to the effectiveness of the Association's representational and governance structure may be to enhance the role of Zone Chair. One argument is that the Zone Chair is well positioned to act as "regional advocate", advocating issues of regional importance to State Government and other stakeholders.

**State Councillor as Zone Chair**

One reform that has the potential to improve the effectiveness of both the Zones and the State Council is to amend the Corporate Governance Charter to require that each Zone's State Councillor be the Zone Chair.

**Review of State Council Calendar**

Currently State Council meets six times per year, however the Association's Constitution requires that the State Council meet at least four times per year.

The option to establish an Executive Committee would enable the change to the State Council meeting calendar to be implemented more effectively.

**Review of State Councillor Sitting Fees**

Sitting fees and reimbursable expenses for State Councillors are defined by the Association's Corporate Governance Charter. The current sitting fee for State Councillors has not been reviewed for some time. Reimbursable accommodation expenses were amended in June 2010 as part of the full review of the Association's Corporate Governance Charter.

**Comment:**

Council needs to determine if it believes that State Council is working or if there is potential for effective change.

Generally it seems to be working reasonably well and may not need a wholesale overhaul. Members may wish to support the retention of all or part of the current arrangements or conversely the proposed changes for consideration. The closing date for comments was 21 February 2011 however Council has been granted an extension due to the change to its meeting date.

For Council discussion.

**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: 110209**

*Moved Cr Kempin, seconded Cr Thompson*

*“That in regard to the Review of Structure and Effectiveness of State Council and Zones, Council advises the Western Australian Local Government Association that it supports:*

- The option to further empower zones to achieve regional outcomes;*
- Retain the Election of the President and Deputy President by the representatives on State Council;*
- The delegate of the zones to State Council is not automatically the Zone Chair; and*
- Investigate the development of an executive committee within the State Council.”*

**CARRIED 9/0**

**Reason For Change to Recommendation:**



**10.8****REQUEST FOR FINANCIAL SUPPORT FROM LGMA**


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<b>Program:</b>	<b>Governance</b>
<b>Attachment:</b>	<b>Nil</b>
<b>File Ref:</b>	<b>ADM0041</b>
<b>Author:</b>	<b>VN Webster                      Manager Administration &amp; Customer Service</b>
<b>Date:</b>	<b>16<sup>th</sup> February 2011</b>
<b>Disclosure of Interest:</b>	<b>The CEO and Manager Administration &amp; Customer Service, as author of this report, declare a Financial Interest in this matter as we are members of the LGMA</b>

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**Summary:** Council has received a request from the Local Government Managers Australia (LGMA) seeking financial support for the 2011 LGMA Women in Local Government Conference.

**Background:** Council may be aware that 2010 was the year of Women in Local Government which saw the industry acknowledge the benefits of increasing the participation of women in all areas of Local Government, especially in the Senior and Executive roles.

The key event for the year was the conference held in Perth which saw over 220 delegates attend the two day event.

This year the LGMA are intending to hold a conference on 2-3 June which will be called “*Strength to Strength, the 2011 Year of Women in Local Government Conference.*” The aim of the conference is to develop a program that is specifically tailored for the professional development of all women in all levels of Local Government, whether officers or Councillors.

Unfortunately the event is one that does not attract support from commercial sponsors and the LGMA are seeking financial support from local governments. There are two levels of sponsorship for Local Government Support which are:

*Local Government Support Sponsor – Level 1 \$1,000 including GST*

Entitlements at the Conference;

- The opportunity to display your local government’s banner/signage in the main plenary room throughout the conference
- Recognition as local government support sponsor in the conference promotional brochure
- Complimentary registration for one local government delegate to conference sessions, luncheons and dinners
- The opportunity to include your promotional material in the delegate satchels
- Delegate satchel for one local government delegate

*Local Government Support Sponsor – Level 2 \$500 including GST*

Entitlements at the Conference;

- The opportunity to display your local government’s banner/signage in the main plenary room throughout the conference

- Recognition as local government support sponsor in the conference promotional banner
- The opportunity to include your promotional material in the delegate satchels.

**Comment:** In past years the LGMA conferences have provided professional development and developed valuable relationships and networks for the officers who have attended with other colleagues within the local government area.

For Council consideration and discussion.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Council has a Members donation provision in the 2010-2011 budget that has a current balance of \$1600.

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

**Voting Requirements:** Simple Majority

**Officer Resolution:** *“That Council agrees to become a Local Government Support Sponsor Level ..... for the LGMA Strength to Strength 2011 Year of Women in Local Government Conference.”*

**Council Resolution:** *Moved Cr Thompson, seconded Cr Kempin*

*“That Council does not agree to become a Local Government Support Sponsor for the LGMA Strength to Strength 2011 Year of the Women in Local Government Conference.”*

*Motion Lost 4/5*

**Council Resolution:** *110210*

*Moved Cr Sadler, seconded Cr Schlueter*

*“That Council does agree to become a Local Government Support Sponsor Level 2 of \$500 for the LGMA Strength to Strength 2011 Year of the Women in Local Government Conference.”*

*CARRIED 5/4*

**Reason For Change to Recommendation:**

## 10.9 PROPOSED RELEASE OF LOTS IN THE BROOMEHILL TOWNSITE

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<b>Program:</b>	<b>Economic Services</b>
<b>Attachment:</b>	<b>Copy of Map</b>
<b>File Ref:</b>	<b>ADM0253</b>
<b>Author:</b>	<b>JM Trezona                      Chief Executive Officer</b>
<b>Date:</b>	<b>17<sup>th</sup> February 2011</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** The purpose of this report is to update Council on the proposed release of land in the Broomehill Townsite and agreement on a number of issues relating to the proposed release.

**Background:** Council has been working with the Department of Regional Development and Lands (RDL) for a number of years to have more land released for residential purposes in its townsites.

Council has previously advised the Department of Regional Development and Lands that it was interested in obtaining Lots 1-3, 9, 10, 13, 14, 21, 22, 24, 25, 31, 42, 74, 75, 558-565, 571, 642, 650, 680, 684 and 717 for residential purposes in Broomehill Village.

RDL have written advising that they have received advice from the Department of Planning (DOP) on the proposal. DOP has referred to the draft Country Sewerage Policy which lists Broomehill as a “Schedule Two” location with restrictions on the health/environmental pertaining to onsite wastewater disposal. Accordingly as Broomehill Village is not currently serviced by a reticulated sewerage scheme there are restrictions to the release of lots sized 1,000m<sup>2</sup> (the overall townsite expansion is not to exceed 100 lots).

Section 5.2 of the draft Country Sewerage Policy allows DOP to support the release of additional lots provided they are not less than 2,000m<sup>2</sup> and provided there is no opportunity for further subdivision without reticulated sewerage being provided. DOP have further advised that it will support this proposal if the capability of onsite effluent disposal on the 2,000m<sup>2</sup> lots is confirmed prior to their release for residential purposes.

In light of this RDL has identified 13 lots (by way of amalgamation) that will meet the minimum requirements of 2,000m<sup>2</sup>. They are:

- 558/559, 560/561, 562/563, 564/565, 680/681, 24/25, 21/22, 9/10, 13/14/684, 1, 2 & 3

Some of the Lots originally identified (43, 74, 75, 642, 650 and 571) for release will not meet the 2,000m<sup>2</sup> requirements. The attached map demonstrates this more clearly.

RDL has also investigated the release of Reserve 7996 currently allocated for the purpose of “Presbyterian Church”. Uniting Church Australia have advised RDL that they are interested in using the Reserve for the

Aboriginal Islander Christian Congress (WA), an agency of the Uniting Church, for religious, community and charitable work.

Prior to commencing the future act process under the Native Title Act 1993 and the land assembly process under the Land Administration Act 1997 RDL seeks confirmation from Council that it is

- happy to proceed with the 13 identified Lots suggested
- indemnification against all costs and claim from the Native Title Act and Land Administration Act processes

RDL have also requested Council comments on the proposed future usage of Reserve 7996.

**Comment:**

The Draft Country Sewerage Policy was last amended in 2003. It is a bit confusing to think that land has previously been released in Broomehill and new subdivisions created without reference to this particular document. In light of that it seems that if Council wishes to have the land released at this time it will have to agree to the amalgamation of two lots to meet the 2,000m<sup>2</sup> requirements.

Council has previously advised RDL that it understands that we are responsible for any issues relating to Native Title and Aboriginal Heritage but will need to reiterate this to include the Land Administration Act 1997.

**Reserve 7996**

RDL's correspondence indicates that the Uniting Church of Australia Property Board has advised that they are interested in using the Reserve for the Aboriginal Islander Christian Congress (WA), an agency of the Uniting Church, for religious, community and charitable work.

The one issue that could be raised is why Broomehill? It does not seem logical to establish something of this nature in Broomehill when the Aboriginal population is so small yet in all the neighbouring towns, Gnowangerup, Kojonup, Katanning and Tambellup there are much larger Noongar communities. Council may wish to request further information from RDL and the Uniting Church of Australia Property Board prior to making any comment on the proposal.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial****Implications:**

There will be costs associated with the Native Title and Aboriginal heritage survey. A previous heritage survey in the Tambellup Townsite for a similar number of lots cost approximately \$20,000. Provision can be made in future budgets to cover the cost of purchasing and developing the blocks. It is anticipated that, but will need to be confirmed with further investigation, a number of these lots have services passing by or close to them. This should assist in lesser costs for development and a quicker turn around.

**Strategic****Implications:**

Councils plan has a Strategic Objective to Promote and Support Sustainable Development. This objective includes actions of promoting and supporting local employment and encouraging economic development initiatives. Providing residential land for housing is a key factor in achieving these objectives

**Voting Requirements:** Simple Majority

**Officer Resolution:**

*“That Council advises the Department of Regional Development and Lands that it agrees to proceed with the release of the following Lots for residential purposes and recognises the two or more lots will be amalgamated into one to meet the minimum size requirement of 2,000m<sup>2</sup> as set down in the Draft Country Sewerage Policy*

- (558 & 559), (560 & 561), (562 & 563), (564 & 565), (680 & 681), (24 & 25), (21&22), (9 & 10), (13,14 & 684), 1, 2 & 3

*Further Council advises the Department of Regional Development and Lands that it agrees to indemnify it against all costs and claims associated with the Native Title Act 1993 and Land Administration Act 1997 process.*

**Council Resolution:** **110211**

*Moved Cr Bowman, seconded Cr Sheridan*

*“That Council defers making a decision on the proposed amalgamation of lots in the Broomehill townsite by the Department of Regional Development and Lands until further information is obtained from the Department regarding the proposed lot size.”*

**CARRIED 9/0**

**Council Resolution:** **110212**

*Moved Cr Crosby, seconded Cr Turner*

*That Council advises the Department of Regional Development and Lands that prior to providing its comments on the proposed future usage for Reserve 7996 that it requires more information on the proposed usage from the Uniting Church of Australia.”*

**CARRIED 9/0**

**Reason For Change to Recommendation:**

**10.10 RESERVATION OF RESIDENTIAL LAND IN TAMBELLUP**


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<b>Program:</b>	<b>Economic Services</b>
<b>Attachment:</b>	<b>Map of Lots to be reserved, copy of Water Corporation letter re Lot 270</b>
<b>File Ref:</b>	<b>ADM0253</b>
<b>Author:</b>	<b>JM Trezona                      Chief Executive Officer</b>
<b>Date:</b>	<b>16<sup>th</sup> February 2011</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:** The purpose of this report is to update Council on the status of the release of residential land in the Tambellup townsite and to determine to agree to proceed with the reservation of land for the “Use and Requirements of the Shire (residential)”.

**Background:** Council has been working with the Department of Regional Development and Lands (RDL) for a number of years to have more land released for residential purposes in its townsites.

Council has recently had an Aboriginal Heritage Survey undertaken over a number of lots in the Tambellup townsite. RDL have written and advised that lots 150-152, 157-160, 164-167 and 169 on Deposited Plan 223140 and Lots 254, 259, 260 and 270 on Deposited Plan 224156 are now available for reservation. RDL now need Councils agreement to proceed with the reservation.

Council’s comments are also sought on the following:

- Council to confirm its willingness to comply with the Water Corporations requirements for Lot 270 and accept all the actual costs. A copy of the Water Corporations letter pertaining to Lot 270 is attached for Council information
- Is Council happy to accept the future management order for all the above mentioned lots
- Lot 152 carried a tree that may be culturally scarred, SWALSC have advised RDL that *“Issues with the tree did not get explored or further examined during the course of the survey and the person who identified the tree remains concerned about the possible Aboriginal heritage significance of the tree.”* Does Council still require Lot 152?
- RDL is also proposing that Lots 360 and 361 be set aside as a reserve for the purpose of “Use and Requirements of Aboriginal Inhabitants”.

**Comment:** Agreeing to reserve the identified Lots will result in Council being issued with the Management Orders for the land. The land is then held until such time as Council determines that the land should be released for residential purposes and it makes a request to RDL to issue the freehold titles. The option is available for Council to release the Lots all at once or staged to meet demand. Council will be responsible for the services to the Lots, ie water, power and sewer and should investigate the costs prior to having RDL release them.

**Lot 270**

At this time it would be prudent to further investigate with the Water Corporation what the costs are to relocate the 100mm reticulation main and give thought to what alternatives there may be other than relocating the water main. It is recommended the Council defer agreeing to have Lot 270 reserved at this time.

**Lot 152**

The attached map shows the location of Lot 152 which SWALSC has identified as having the scarred tree. Does Council wish to pursue the reservation of this Lot? It may be an option to include it in the reservation and utilise it as public open space. For Council consideration.

**Lot 360 & 361**

The setting aside of these two Lots was one of the outcomes that came out of the Aboriginal Heritage Survey. It would seem appropriate to endorse the proposal.

**Consultation:** Department of Regional Development and Lands – Trevor Thompson

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Council will need to purchase the land from RDL as part of the release process. The cost is calculated at the time that the request for freehold title is made. A value for each lot is determined by the Valuer General and costs incurred by the Council eg power, water and sewerage are taken into consideration in determining a sale price.

Budget provision can be made when the Council determines to act.

**Strategic Implications:** Councils plan has a Strategic Objective to Promote and Support Sustainable Development. This objective includes actions of promoting and supporting local employment and encouraging economic development initiatives. Providing residential land for housing is a key factor in achieving these objectives

**Voting Requirements:** Simple Majority

**Council Resolution: 110213**

*Moved Cr Schlueter, seconded Cr Bowman*

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

- it wishes to proceed with the Reservation of Lots 150, 157-160, 164-167 and 169 on Deposited Plan 223140 and Lots 254, 259 and 260 on Deposited Plan 224156*
- It is happy to accept the Management Order for the said Lots*
- Will not accept the reservation of Lot 270 at this time until further investigations are conducted with the Water Corporation*
- Agrees for Lot 152 to be reserved with a view to retaining it as public open space”*

**CARRIED 9/0**

**Reason For Change to Recommendation:**



**10.11****REQUEST TO KEEP DOGS**


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<b>Program:</b>	<b>Law Order and Public Safety</b>		
<b>Attachment:</b>	<b>Map showing location of property</b>		
<b>File Ref:</b>	<b>ADM0194, A6082</b>		
<b>Author:</b>	<b>VN Webster</b>	<b>Manager</b>	<b>Administration &amp; Customer Service</b>
<b>Date:</b>	<b>16<sup>th</sup> February 2011</b>		
<b>Disclosure of Interest:</b>	<b>Nil</b>		

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**Summary:** Council has received a request to keep two working dogs and one domestic dog at 16 Morgan Road, Broomehill.

**Background:** The owner of the property at 16 Morgan Road, Broomehill is seeking Councils permission to keep two working dogs and one domestic dog.

Currently they have two registered dogs on the premises. The owners of the property run a trucking business. In September of last year one of the Huntaway working dogs was given to a colleague and was relocated to Geraldton. Due to unforeseen circumstances the dog is no longer required and needs to be returned to his original owner.

**Comment:** The property is zoned rural residential and is a 5 ¼ acre block. The premises has been inspected by Council staff and found to be well fenced and have good enclosures for all three dogs.

The owner has voluntarily sought approval to comply with council requirements.

**Consultation:** Nil

**Statutory Environment:**

***Dog Local Law******3.1 Dogs to be confined***

- 1) *An occupier of premises on which a dog is kept must:*
  - a) *Cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;*
  - b) *Ensure the fence is used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;*
  - c) *Ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises and is fitted with a proper latch or other means of fastening it;*
  - d) *Maintain the fence and all gates and doors in the fence in good order and condition; and*
  - e) *Where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.*

2) Where an occupier fails to comply with subclause (1). He or she commits an offence.

**1.2 Limitation on the number of dogs**

1) This clause does not apply to premises which have been:

a) Licensed under Part 4 as an approved kennel establishment;  
or

b) Granted an exemption under section 26(3) of the Act.

2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act –

a) Two dogs over the age of three months and the young of those dogs under that age if the premises are situated within a townsite; or

b) Four dogs over the age of three months and the young of those dogs under that age if the premises are situated outside a townsite.

**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:** *110214*

*Moved Cr Kempin, seconded Cr Turner*

*“That Council grants approval to Ms Monica Hoffrichter to:*

- Keep three dogs at the property at 16 Morgan Road, Broomehill;*
- The approval only applies to the existing three dogs and cannot be transferred; and*
- Council reserves the right to withdraw the approval should the dogs create a nuisance or be detrimental to the amenity of the area.”*

**CARRIED 9/0**

**Reason For Change to Recommendation:**

**10.12 LOT 377 CEMETERY ROAD, BROOMEHILL VILLAGE**


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<b>Program:</b>	<b>Planning</b>	
<b>Attachment:</b>	<b>Block Plan</b>	
<b>File Ref:</b>	<b>A6087</b>	
<b>Author:</b>	<b>Darryle Baxter</b>	<b>Building Surveyor</b>
<b>Date:</b>	<b>13 January 2011</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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<b>Summary:</b>	The owner of Lot 377 Cemetery Road, Broomehill Village has applied for approval to construct a 120m <sup>2</sup> dwelling and a 54m <sup>2</sup> carport with storage shed.
<b>Background:</b>	The applicant has supplied a block plan and plans for the dwelling and shed. The applicant is to be the builder: OB/2185/10 for this project.
<b>Comment:</b>	Nil
<b>Consultation:</b>	The correct documentation has been supplied for this project.
<b>Statutory Environment:</b>	The project complies with the standards of Residential Development.
<b>Policy Implications:</b>	The Shire of Broomehill Town Planning Scheme No.1 Page 13 5.12.5 b) requires that Council must grant Planning Permission for any development that is to be undertaken in the Rural Residential Zones.
<b>Financial Implications:</b>	Nil
<b>Strategic Implications:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Officer Resolution:</b>	<ul style="list-style-type: none"> <li>➤ <i>“That Council grants Planning Approval for the construction of a 120m<sup>2</sup> dwelling and a 54m<sup>2</sup> shed at Lot 377 Cemetery Road, Broomehill Village.</i></li> <li>➤ <i>That the dwelling and shed be constructed in keeping with the approved drawings that will be issued for this project once the planning approval is granted.</i></li> <li>➤ <i>That the dwelling and shed are used for Residential purposes only.”</i></li> </ul>

**Council Resolution: 110215**

*Moved Cr Thompson, seconded Cr Turner*

**“That Council:**

- *Grants Planning Approval for the construction of a 120m<sup>2</sup> dwelling and a 54m<sup>2</sup> shed on Lot 377 Cemetery Road, Broomehill Village;*
- *That the dwelling and shed be constructed in keeping with the approved drawings that will be issued for this project once the planning approval is granted.*
- *That the dwelling and shed are used for Residential Purpose only; and*
- *The Building Surveyor confirms that there is no existing dwelling on Lot 377 Cemetery Road, Broomehill Village.”*

**CARRIED 9/0**

**Reason For Change to Recommendation:**

## 10.13 PROPOSED HOME BUSINESS – LOT 5386 (NO. 2197) BEEJENUP ROAD, LAKE TOOLBRUNUP

**Program:** Planning  
**Attachment:** Plan  
**File Ref:** A595  
**Author:** Gray & Lewis Landuse Planners  
**Date:** 16<sup>th</sup> February 2011  
**Disclosure of Interest:** Gray & Lewis receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.65 of *Local Government Act 1995*

**The Chief Executive Officer JM Trezona declared an Impartiality Interest in this matter as the applicant is a family member.**

**Summary:** Council is to consider an application for a ‘home business’ on Lot 5386 (No. 2197) Beejenup Road, Tambellup.

**Background:** The property is zoned ‘Farming’ under the Shire of Tambellup Town Planning Scheme No 2 (‘the Scheme’).

**Comment:** Site Description

The subject lot contains an existing residence and ancillary outbuildings. The lot has an approximate area of 65.527 hectares.

Description of application

The applicant proposes to operate a small naturopath business from a room within the existing residence. The applicant has a Bachelor of Health Science, a degree in Naturopathy and has previously trained and worked as registered nurse.

The applicant seeks to offer health services to Tambellup and the surrounding community. The applicant has advised that the science based naturopathy service will provide a holistic approach looking at clients physical, mental and emotional health.

Landuse Permissibility

Council has discretion to consider both a ‘home occupation’ and a ‘home business’ in the Farming zone.

The two uses are similarly defined under the Scheme however a ‘home occupation’ limits employees to people who live in the house with a maximum business area of 20m<sup>2</sup>, and a ‘home business’ allows a maximum of 2 people to be employed who do not live in the house, and a business area of 50m<sup>2</sup>.

The applicant is only proposing to be a sole operator however Gray & Lewis has recommended they apply for a ‘home business’ approval as it provides greater flexibility for the floor area to be used.

The applicant proposes to utilise an existing room for consulting clients (16m<sup>2</sup>) however also has an additional waiting area, so may be constrained if limited to the 20m<sup>2</sup> maximum floor area allowable for a home occupation.

The home business allows a floor area up to 50m<sup>2</sup> so would provide the proposed business with increased flexibility and the opportunity to utilise a larger or second bedroom for consultations.

#### Scheme requirements

A ‘home business’ is an ‘AA’ use in the Farming zone which means it is not permitted unless Council has exercised its discretion and granted planning approval.

A ‘home business’ is defined in the Scheme as “*means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which:*

- a. Does not employ more than two people not members of the occupier’s household;*
- b. will not cause injury to or adversely affect the amenity of the neighbourhood;*
- c. does not occupy an area greater than 50 square metres;*
- d. does not involve the retail sale, display or hire of goods of any nature;*
- e. in relation to vehicles and parking, does not result in traffic difficulties because of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling for a vehicle more than 3.5 tonnes tare weight; and*
- f. does not involve the use of an essential service of a greater capacity than normally required in the zone.*

#### Parking and amenity

There are extensive gravel driveway areas surrounding the existing house which can cater for client parking. All clients will attend the property by appointment only therefore there would likely be a maximum of 2 clients on site at any one time.

There are extensive setbacks between the house and any neighbouring properties. Due to the small scale nature of the proposed business and the size of the property, there will be no negative impact on amenity.

#### Recommendation

It is recommended that the application be approved subject to standard conditions.

**Consultation:** Gray & Lewis would normally recommend any ‘home business’ in a residential area be advertised for public comment. Advertising has not been recommended in this case due to the size of the property and it’s remoteness from neighbouring dwellings. However, Council has discretion to advertise any application for public comment if deemed appropriate.

**Statutory**

**Environment:** Relevant Scheme requirements

The main Scheme requirements are explained in this report.

**Policy Implications:** Not applicable

**Financial Implications:** Not applicable

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

**Council Resolution:** *110216*

*Moved Cr Bowman, seconded Cr Thompson*

*“That Council approve the application for a ‘home business’ to allow for a naturopathy service on Lot 5386 (No. 2197) Beejenup Road, Tambellup subject to the following conditions;*

- 1. All parking for clients is to be made available within the property boundaries.*
- 2. The maximum floor area for the proposed business within the existing dwelling (inclusive of the consultation room, storage and waiting room) shall be limited to a maximum of 50m<sup>2</sup>.*
- 3. The business shall be operated in accordance with the home business definition under the Shire of Tambellup Town Planning Scheme No 2 to the satisfaction of Council.”*

*CARRIED 9/0*

**Reason For Change to Recommendation:**

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## 10.14                                    REVIEW OF THE BROOMEHILL-TAMBELLUP'S DISTRICT NUMBER PLATE SERIES

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**Program:** Transport  
**Attachment:** Nil  
**File Ref:** ADM0158  
**Author:** JM Trezona                                    Chief Executive Officer  
**Date:** 11<sup>th</sup> February 2011  
**Disclosure of Interest:** Nil

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**Summary:**                                    The purpose of this report is to advise Council of the impending changes to the district number plates and to determine if a request is made for a new series.

**Background:**                                    The Department of Transport (DOT) has written advising the Council that after recently seeking legal advice they have determined that the district plate with the prefix "BH" and "TA" will no longer be issued.

The amalgamation of the two former Shires means that the Broomehill and Tambellup can no longer be considered as separate districts under the provision of Part 2 of the *Local Government Act 1995*. The change has legal consequences on the Director General of the Department of Transport's power to continue to issue district plates with the prefix "BH" and "TA".

Regulation 24(3) of the *Road Traffic (Licensing) Regulations 1975* enables the Director General to issue plates displaying a letter or letters indicating the district in which a responsible person for a vehicle (registered owner) resides. Given the terms of the legislation, we are advised that the Director General is legally bound to cease the practice of issuing the two plate prefixed for the Shire of Broomehill-Tambellup.

The DOT has acknowledged that the practice of still issuing "BH" and "TA" plates has been incorrect and the receipt of the recent legal advice requires the practice to cease. DOT has determined to cease the issue of "BH" and "TA" plate from 11 April 2011. The opportunity exists for the Shire of Broomehill-Tambellup to propose a new plate prefix that identifies the district or retain one of the existing.

The cessation of the issuing of "BH" and "TA" plates does not affect those plates in circulation and has no impact on the Special Series Plates.

Council's decision is requested as soon as practicable after the February ordinary meeting.

**Comment:**                                    It seems that while the issue has only just arisen it impacts on all Councils that have amalgamated over the last decade or so (eg the City of Albany is also affected). Council needs to determine

- a) Does it wish to have district plates
- b) If so what it wants them to be



Council in making a decision needs to consider the following

- A district plate can only have a maximum of 7 characters
- It is a general rule that the alpha characters do not exceed 3 as anymore limits the number of plates in the series
- Council could request a plate with one of the characters being a dot eg BT● (as BT without a dot is the district plate for Brookton) however DOT advise that it is likely that it would not be agreed to as they are trying to move away from district plates with dots
- One of the existing district plates can be retained if Council so determines
- Council should consider more than one option and prioritise them in order of preference

For Council discussion and decision.

**Consultation:** Department of Transport

As this was an issue that arose as part of the amalgamation process Council will need to inform all our residents of the changes that DOT are implementing.

**Statutory Environment:** Local Government Act 1995  
Road Traffic (Licensing) Regulations 1975

**Policy Implications:** Nil

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

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

**Voting Requirements:** Simple Majority

Officer Resolution: *“That Council advises the Department of Transport that it wishes to continue with a district number plate series for the Shire of Broomehill-Tambellup and that the preferred alpha prefixes in order of priority be*  
1 .....  
2 .....  
3 .....”

**Council Resolution: 110217**

*Moved Cr Turner, seconded Cr Bowman*

*“That Council prior to considering options for new district number plate series*

- liaise with the Department of Transport about what options there are to retain the existing BH and TA plates*
- raise the matter with the Department of Local Government and advise that the retention of the district number plates was an issue to the residents of the community in the amalgamation process of the two former shires of Broomehill and Tambellup*
- raise the matter with the Western Australian Local Government Association*
- update the community on the issue through the BT Times.”*

**CARRIED 9/0**

**Reason For Change to Recommendation:**

**10.15 PURCHASE OF NEW PNEUMATIC TYRED ROLLER**


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<b>Program:</b>	<b>Transport</b>	
<b>Attachment:</b>	<b>Quotation Analysis</b>	
<b>File Ref:</b>	<b>ADM0303</b>	
<b>Author:</b>	<b>JM Trezona</b>	<b>Chief Executive Officer</b>
<b>Date:</b>	<b>15<sup>th</sup> February 2011</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** Council to consider quotations received for the replacement of its Bomag rubber tyred roller.

**Background:** Quotations have been called for the replacement of councils existing Bomag BW24R pneumatic tyred roller.

Council has utilized the services of the Western Australian Local Government Association's (WALGA) preferred supplier service to replace the roller.

Quotations were sought and Council has received two responses.

Council also utilized WALGA services for the calling of tenders for the disposal of its current Bomag Roller.

**Comment:****New Roller**

There are only two companies on the WALGA preferred suppliers list who provide pneumatic tyred rollers of this size. These are Westrac supplying Caterpillar and BT Equipment supplying Bomag.

Both are reputable companies who can supply parts and backup service. Caterpillar offer 36 month, 6,000 hour warranty and BT equipment offer 1 year 1,000 hour warranty.

**Disposal Roller**

At the close of the advertising period no tenders had been received for Councils Bomag BW24R pneumatic tyred roller. Trade prices for the vehicle have been offered by Caterpillar and BT Equipment.

**Consultation:** Nil

**Statutory**

**Environment:** Local Government Act 1995  
Local Government (Functions and General) Regulations 1996

**Policy Implications:** Nil

**Financial**

**Implications:** Council has provision of \$150,000 (ex GST) in the 2010-2011 annual budget for the changeover of its Bomag Roller. The funds are to come from the Plant Replacement Reserve. The two quotes see changeovers of \$123,000 (ex GST) which is under budget and \$155,500 (ex GST) which is \$5,500 over budget. Other plant purchases in the financial year have realized some significant savings to Council. These are shown in the monthly financial report.

**Strategic**

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

**Voting Requirements:** Simple Majority

**Council Resolution:** *110218*

*Moved Cr Sadler, seconded Cr Crosby*

*“That Council*

- notes that no tenders were received for the disposal of its current pneumatic tyred roller being a Bomag BW24R*
- accepts the quotation from Westrac Equipment of \$32,000 (ex GST) for the trade in of its current Bomag BW24R pneumatic tyred roller on the purchase of a new Caterpillar PS300 pneumatic tyred roller costing \$187,500 (ex GST) for a changeover price of \$155,500*
- recognises that the purchase of a Caterpillar PS300 pneumatic tyred roller is over budget.”*

*CARRIED 8/1*

**Reason For Change to Recommendation:**

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**10.16 FLAT ROCKS, PERINGILLUP WEST AND PINDELLUP ROADS – ROAD DEDICATION AND CLOSURE**


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**Program:** Transport  
**Attachment:** Maps 1, 2, 3 and 4  
**File Ref:** Res684, RD3, RD46, RD7  
**Author:** JM Trezona Chief Executive Officer  
**Date:** 17<sup>th</sup> February 2011  
**Disclosure of Interest:** Nil

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**Summary:** Council to determine to advertise its intent to create a new road reserve and close portions of existing unused road reserves.

**Background:** Investigations during the process to change the Management Order for Reserve 684 to the Shire of Broomehill-Tambellup highlighted that the registered alignment of Flat Rocks Road does not match up with the road as constructed. (See attached maps)

State Land Services asked Council to consider “the possible creation of a new road along the correct alignment and closure of the redundant road”. Council after advertising its intent to do so, agreed at its July 2010 meeting to close the portion of unmade road reserve, between where the said road reserve intersects with the northern boundary of Reserve 684 and the south western corner of Reserve 684. The request was then forwarded to the Minister for Lands.

The process also highlighted the fact that there was a number of actions that needed to take place to the immediate north and south of Reserve 684. As such Council also resolved at its April 2010 ordinary meeting to liaise with the affected land owners DP Boyle and NJ Witham to negotiate an outcome to allow for the dedication under section 56 of the Land Administration Act 1997 of a section of Flat Rocks Road and Pindellup Road and Peringillup West Road where they intersect with Flat Rocks Road.

Both landowners have responded and agreed to the proposed closure and dedication.

To close the existing road and create the new road Council will need to refer to section 56 and 58 of the Land Administration Act 1997.

**Comment:** The attached maps show the action that Council can determine to take to progress the matter.

**Map 1**

- A – The surveyed road reserve as shown outlined red on the attached map needs to be closed and amalgamated into B
- B – is part of Lot 10
- C – is part of Lot 10
- D – The surveyed road reserve as shown outlined red on the attached map need to be closed and amalgamated into C
- Area coloured pink is the proposed new road reserve for a portion of Flat Rocks Road and Peringillup West Road

**Map 2**

- Area coloured pink is the proposed new road reserve for a portion of Flat Rocks Road

**Map 3**

- E – area coloured pink is the portion of land to be excised from Lot 379 and amalgamated into the proposed new road reserve for a portion of Flat Rocks Road
- F – area coloured pink is the portion of land to be excised from Lot 1181 and amalgamated into the proposed new road reserve for a portion of Pindellup Road
- G – area coloured pink is the portion of land to be excised from Reserve 684 and amalgamated into the proposed new road reserve for Flat Rocks Road

**Consultation:** Nil

**Statutory****Environment:**

The Land Administration Act 1997 deals with permanent road closures and states the following:

**58. Closure of Roads**

*(1) When a local government wishes a road in its district to be closed permanently, the local government may, subject to subsection (3), request the Minister to close the road.*

*(2) When a local government resolves to make a request under subsection (1), the local government must in accordance with the regulations, prepare and deliver the request to the Minister.*

*(3) A local government must not resolve to make a request under subsection (1) until a period of 35 days has elapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.*

*(4) On receiving a request delivered to him or her under subsection (2), the Minister may, if he or she is satisfied that the relevant local government has complied with the requirements of subsections (2) and (3) –*

- a) By order, grant the request;*
- b) Direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or*
- c) Refuse the request.*

*(5) If the Minister grants a request under subsection (4) -*

- a) The road concerned is closed on and from the day on which the relevant order is registered; and*
- b) Any rights suspended under subsection 55(3)(a) cease to be so suspended.*

*(6) When a road is closed under this section, the land comprising the former road -*

- a) Becomes unallocated Crown Land; or*
- b) If a lease continues to subsist in that land by virtue of section 57(2), remains Crown Land.*

The Land Administration Regulations 1998 state that:

**9. Preparation and delivery by local government of request to close a road permanently.**

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

- a) Written confirmation that the local government has resolved to make the request, details of the date when the relevant resolution was passed and any other information relating to that resolution that the Minister may require;*
- b) Sketch plans showing the location of the road and the proposed future disposition of the land comprising the road after it has been closed;*
- c) Copies of any submissions relating to the request that, after complying with the requirement to publish the relevant notice of motion under section 58(3) of the Act, the local government has received and the local governments comments on those submissions;*
- d) A copy of the relevant notice of motion referred to in paragraph (c);*
- e) Any other information the local government considers relevant to the Minister’s consideration of the request; and*
- f) Written confirmation that the local government has complied with section 58(2) and (3) of the Act.*

The Land Administration Act 1997 deals with the dedication of roads and states the following:

**56. Dedication of roads**

- (1) If in the district of a local government –*
    - (a) land is reserved or acquired for use by the public, or is used by the public, as a road under the care, control and management of the local government;*
    - (b) in the case of land comprising a private road constructed and maintained to the satisfaction of the local government –*
      - (i) the holder of the freehold in that land applies to the local government, requesting it to do so; or*
      - (ii) those holders of the freehold in rateable land abutting the private road, the aggregate of the rateable value of whose land is greater than one half of the rateable value of all the rateable land abutting the private road, apply to the local government, requesting it to do so;*
- or*
- (c) land comprises a private road of which the public has had uninterrupted use for a period of not less than 10 years,*

*and that land is described in a plan of survey, sketch plan or document, the local government may request the Minister to*

*dedicate that land as a road.*

- (2) *If a local government resolves to make a request under subsection (1), it must —*
  - (a) *in accordance with the regulations prepare and deliver the request to the Minister; and*
  - (b) *provide the Minister with sufficient information in a plan of survey, sketch plan or document to describe the dimensions of the proposed road.*
- (3) *On receiving a request delivered to him or her under subsection (2), the Minister must consider the request and may then —*
  - (a) *subject to subsection (5), by order grant the request;*
  - (b) *direct the relevant local government to reconsider the request, having regard to such matters as he or she thinks fit to mention in that direction; or*
  - (c) *refuse the request.*
- (4) *On the Minister granting a request under subsection (3), the relevant local government is liable to indemnify the Minister against any claim for compensation (not being a claim for compensation in respect of land referred to in subsection (6)) in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister in considering and granting the request.*
- (5) *To be dedicated under subsection (3)(a), land must immediately before the time of dedication be —*
  - (a) *unallocated Crown land or, in the case of a private road, alienated land; and*
  - (b) *designated in the relevant plan of survey, sketch plan or document as having the purpose of a road.*
- (6) *If land referred to in subsection (1)(b) or (c) is dedicated under subsection (3)(a), a person with an interest in that land (including a person who has the benefit of an easement created under section 167A of the TLA) is not entitled to compensation because of that dedication.*

**Policy Implications:** Nil

**Financial Implications:** Council will need to indemnify the Minister for Lands from any costs arising from these actions as well as cover any costs associated with resumption of private property. Council will also have to meet the advertising costs.

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

**Voting Requirements:** Simple Majority



- Officer Resolution: *“That as per the requirements of the Land Administration Act 1997, Council advertises its intent to permanently close the portion of the unmade road reserve, between as shown marked A and D on the attached map numbered 1.*
- Officer Resolution: *That as per the requirements of the Land Administration Act 1997, Council advertises its intent to amalgamate the portion of Lot 379 as shown marked E on the attached map numbered 3 into the Flat Rocks Road Reserve.*
- Officer Resolution: *That as per the requirements of the Land Administration Act 1997, Council advertises its intent to amalgamate the portion of Reserve 684 as shown marked G on the attached map numbered 3 into the Flat Rocks Road Reserve.*
- Officer Resolution: *That as per the requirements of the Land Administration Act 1997, Council advertises its intent to amalgamate the portion of Lot 1181 as shown marked F on the attached map numbered 3 into the Pindellup Road Reserve.*
- Officer Resolution: *That as per the requirements of the Land Administration Act 1997, Council advertises its intent to request the Minister for Lands to dedicate the areas of land highlighted pink on the map number 2 as the Flat Rocks Road reserve.”*
- Council Resolution: 110219**

***Moved Cr Kempin, seconded Cr Bowman***

***“That as per the requirements of the Land Administration Act 1997, Council advertises its intent to permanently close the portion of the unmade road reserve, between as shown marked A and D on the attached map numbered 1.***

***That as per the requirements of the Land Administration Act 1997, Council advertises its intent to amalgamate the portion of Lot 379 as shown marked E on the attached map numbered 3 into the Flat Rocks Road Reserve.***

***That as per the requirements of the Land Administration Act 1997, Council advertises its intent to amalgamate the portion of Reserve 684 as shown marked G on the attached map numbered 3 into the Flat Rocks Road Reserve.***

***That as per the requirements of the Land Administration Act 1997, Council advertises its intent to amalgamate the portion of Lot 1181 as shown marked F on the attached map numbered 3 into the Pindellup Road Reserve.***

***That as per the requirements of the Land Administration Act 1997, Council advertises its intent to request the Minister for Lands to dedicate the areas of land highlighted pink on the map number 2 as the Flat Rocks Road reserve.”***

***CARRIED 9/0 En Bloc***

**Reason For Change to  
Recommendation:**

**10.17 LICENSING AGENCIES COMMISSION REVIEW MODEL**

<b>Program:</b>	<b>Transport - Other</b>		
<b>Attachment:</b>	<b>Nil</b>		
<b>File Ref:</b>	<b>ADM0158</b>		
<b>Author:</b>	<b>VN Webster</b>	<b>Manager</b>	<b>Administration &amp; Customer Service</b>
<b>Date:</b>	<b>14<sup>th</sup> February 2011</b>		
<b>Disclosure of Interest:</b>	<b>Nil</b>		

**Summary:** WALGA is seeking comment from Councils on the Department of Transport's proposed review models for Licensing Agencies Commission.

**Background:** Since 1978 Local Government Agencies (LGA) in regional areas of WA have acted as 'Licensing Agents' under contract to the Department for Planning and Infrastructure, Department of Transport, providing vehicle and driver licensing services to the community. Under contract LGA agencies are paid for the delivery of these services through commission payments based on volume and type of transaction. Council signed a contract in November 2008 to continue providing this service to the community.

The Department of Transport (DOT) has reviewed the current processes for the calculation and payment of commissions. A number of methods were used to research, analyse and critique the commission payment model using the following:

- Data extracted from TRELIS relating to the number and type of transactions performed by Licensing Agencies;
- The methods and processes employed by the DOT to calculate the commission payments to licensing agencies;
- Commission payments made to licensing agencies;
- Investigation and analysis of transaction times collated from all on-site agencies; and
- Contractual arrangements between the DOT and licensing agencies.

From all the analysis of the data the DOT have developed the following three review models for Council consideration and comment by Friday 4 March 2011 on which model would most accurately compensate LGA Licensing Agencies for the cost of providing the licensing services to the community:

**Option 1****REASONABLE PROFICIENCY MODEL**

This option turns the current model of its head. Rather than operating from a principle of remunerating the LGA Licensing Agencies for their costs, it operates from a principle of supporting LGA agencies so that the level of remuneration covers costs and provides scope for reinvestment in the business. Interestingly and contrary to the expectations of DOT stakeholders, the level of remuneration was not the primary concern of LGA agencies. Instead it was expressed that an increased level of support from the DOT which enabled the LGA

agencies to reach and maintain a reasonable level of proficiency as the preferred option.

This model also recognises and addresses the fact that one of the key obstacles for LGA agencies in recovering costs at present are delays, in part generated by the DOT which include issues such as support with TRELIS downtime and connectivity issues.

Under this model, current transaction timings and levels of remuneration would change to reflect more recent timings and transaction groupings. The key principles of the model include:

- A centralised training team to develop curriculum, modules, standards and evaluations specifically tailored for regional sites;
- Delivery of training;
- Varied delivery methods ie. online self paced; and
- Audit information to be made available to identify training needs.

With enhanced training, LGA Agency staff would have opportunity for a greater level of familiarisation with transactions that promotes an increased level of proficiency and it is hoped that in the long run, LGA reliance on DQI support would reduce. Central to the model is the notion of a symbiotic link between regional audit results and training. Transactional discrepancies as revealed through audit would form the basis for targeted training, thereby reducing error rates and rework.

## **Option 2**

### **FORWARD PAYMENT AND ADJUSTMENT MODEL**

The second option for Commission Schedule structure for the LGA Agencies is to overlay a model for forward payment.

The forward payment model is constructed as a “benchmark model” in that the transaction average volume is used as a baseline actual and is overlaid by the expected increase or decrease in transaction volumes as predicted utilising past trends. This allows an estimate of expected transaction volumes against which payment is made. Forward payment may be made as lump sum, with options based on financial year quarterly pro-rata basis or annual projections.

Inbuilt into the model is an adjustment allowance, so that in the event that the predicted transaction processing volumes are significantly above or below the predicted trends, compensation or redress is provided. The tolerance level for the adjustment is determined at the negotiation of the parties, it would likely be between five (5) to ten (10) percent.

For example in the case of transaction processing volumes at 4 percent below the predicted trend no action would be taken and the full payment as negotiated between the parties would be transferred. However when the processing volumes fell outside of the stipulated tolerance, then an adjustment would be applied. The adjustment in this instance takes the form of additional payments for the LGA Agent, or a correction to the future payment which more accurately reflects the transaction volumes processed.

It is considered that this may be an option for structuring the LGA Licensing Agent Commission Schedule. Historical data on the types of transactions processed exists, which provides an adequate baseline for application of future trends. If this model was considered for implementation, it would be advisable to do so only with greater scrutiny of adherence to established business rules and enhanced reporting and auditing for governing the management of transactions performed by the LGA Agents.

While acceptance of the recommendation to investigate the feasibility of this model will provide more in depth review of this option, at a high level the following issues are identified with regards to implementing such a model:

- The current model as utilised with a service provider based on forward payments offering a substantial discount on services resulting in significant savings to the Department as in accordance with the FMAA. It is unlikely that the same would be able to be offered by LGA Agents;
- Thorough processes need to be in place to ensure financial accountability, including adequate mechanisms for reconciliation of under and over actual and also requires that an accrual accounting system exists;
- Approval for implementation of such a model may be subject to approval from the Department of Treasury and Finance; and
- The integrity of benchmarked project estimates may be subject to dispute.

### **Option 3 PERCENTAGE OF REVENUE MODEL**

The third option for structuring payment is similar to the model implemented prior to 1997. However rather than based on percentage of transaction-specific revenue, it is subject to total revenue collection.

In such a model the total revenue collected by each individual LGA agent would be calculated and an agreed percentage would be returned as payment for conduct of services. It is probable that a sliding scale of percentages would be utilised so that for LGA Agents who conduct higher transaction volumes would be paid a lower percentage than those LGA Agents who conduct smaller volumes of transactions.

While acceptance of the recommendation to investigate the feasibility of this model will provide more in-depth review of this option, at a high level the following issues are identified with regards to implementing such a model:

- Significant work has been undertaken in the past to move away from this type of model for various reasons outlined in previous reports it may be that the issues outlined at the time and current concerns with utilising this model are subject to the same considerations.

Under the current contract that Council has with DOT, Council receives

commissions to the value of the services performed and are based on the volume of licensing transactions being performed. The commission each Council receives is reviewed annually in accordance with the WA CPI.

The DOT supplies Council with all the telecommunications hardware and software, computers, printers and physical stock (number plates) required for all licensing requirements. The DOT will reimburse Councils costs for compulsory training which includes accommodation and meal costs and vehicle mileage allowance.

Council receives commission on each transaction depending on the average transaction time. It usually takes Council staff 0-3.5 minutes for normal transactions which Council receives a commission of \$8.08. The rate goes up accordingly with the amount of time taken for each transaction.

- Comment:** WALGA is seeking comment from Council on the following two questions:
1. Which model would most accurately compensate Local Government Licensing Agencies for the cost of licensing services they provide and why?
  2. Could you suggest other changes to the current processes that would benefit Local Government?

For Council consideration and discussion.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Council received \$23,814.58 from commissions in the 2009-2010 financial year and at the end of January 2011 had received \$14,806.80.

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

**Voting Requirements:** Simple Majority

**Council Resolution:** *110220*

*Moved Cr Turner, seconded Cr Kempin*

*“That Council advises the Western Australian Local Government Association that it supports in principle Option 1 Reasonable Proficiency Model.”*

**CARRIED 9/0**

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**Reason For Change to  
Recommendation:**

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**10.18 PERMISSION TO TRANSPORT GRAPE HARVESTER AFTER DARK**


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<b>Program:</b>	<b>Transport</b>	
<b>Attachment:</b>	<b>Nil</b>	
<b>File Ref:</b>	<b>ADM0143</b>	
<b>Author:</b>	<b>VN Webster</b>	<b>Manager of Administration &amp; Customer Services</b>
<b>Date:</b>	<b>27<sup>th</sup> January 2011</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** South West Grape Harvesting is seeking Councils approval to transport an out of gauge grape harvester during the hours of darkness.

**Background:** South West Grape Harvesting has written seeking Council permission to transport their grape harvester during the hours of darkness from the beginning of February until the end of May 2011. Due to industry demands and the needs for certain varieties to be harvested during the cool of the evening, it has become necessary to transport the harvester during the night.

Main Roads WA has granted approval to South West Grape Harvesting for the transportation of the harvester in conjunction with approval from Council.

**Comment:** Council has previously given approval to South West Grape Harvesting for the movement of the harvester during the hours of darkness.

**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:**      **110221**

*Moved Cr Kempin, seconded Cr Thompson*

*“That Council grants approval for South West Grape Harvesting to transport an out of gauge grape harvester through the Shire of Broomehill-Tambellup during the hours of darkness from the beginning of February until the end of May 2011. Further the approval is granted subject to the applicant meeting all the requirements of Main Roads WA and other relevant authorities.”*

**CARRIED 9/0**

**Reason For Change to  
Recommendation:**

**10.19****KEEPING OF HORSE IN TAMBELLUP TOWNSITE**


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<b>Program:</b>	<b>Health</b>	
<b>Attachment:</b>	<b>Map of Lot 27 - Corner of Gordon &amp; Donald Streets</b>	
<b>File Ref:</b>	<b>A361</b>	
<b>Author:</b>	<b>Mort Wignall</b>	<b>Environmental Health Officer - Shire of Kojonup</b>
<b>Date:</b>	<b>11<sup>th</sup> February 2011</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Summary:** The owner of Lot 27 is seeking the approval of Council to keep a horse on land within the Tambellup Townsite.

**Background:** A horse was recently observed by Council's Environmental Health Officer (EHO), being kept on Lot 27 in Gordon Street, Tambellup, contrary to Council's Local Law relating to "**Keeping of Large Animals**", which requires the owner of any such animal to obtain the written approval of Council to keep the animal on any land within the townsite. The owner of the horse was advised by the EHO to apply to Council for approval to keep the horse on the land in question.

**Comment:** Council's Local Law for "Keeping of Large Animals" prescribes certain conditions for keeping of horses, the key requirements being:

- The premises has an area of not less than 0.2 hectares for the exclusive use of the approved animal.
- The approved animal does not approach within 30 metres of a dwelling.
- The owner shall provide a stable that is not situated within 30 metres of a house or other premises.
- The owner or occupier of premises where a horse is kept shall provide an approved receptacle for manure and manage its collection and disposal in a manner which does not give rise to any nuisance such as offensive odour or fly breeding.
- Size of stable/stall.

Two stables are provided and whilst they are considered to be of reasonable structural condition, the area where they don't comply is in relation to the floors which are sand. The Local Law provides for the option of either concrete or sand floors. However, sand floors must be provided with a sub base of crushed limestone or similar approved material over which 300mm of sand is placed.

In this case the stable has no door or other mechanism to confine the horse which allows the animal to move freely from the stable to the adjoining post and rail enclosed sand yard or out into the surrounding paddock. Under this arrangement it is unlikely the sand floor will be unduly affected by concentrations of urine that could pose a health hazard. It may therefore be appropriate in this instance to relax the requirement for a sub floor base and allow a sand floor in each of the stables. This arrangement could be conditional on the stables not being modified in a way which will enable the horse to be confined for an indefinite period. If it is ever intended to secure the horse in the stable for

an extended period or in the meantime a health hazard arises through intermittent use of the stable by the horse, provision of a sub floor in accordance with the Local Law can then be applied.

**Consultation:** There has been consultation and a joint site visit between the applicant and the Environmental Health Officer.

**Statutory Environment:** Council’s Local Law relating to “Keeping of Large Animals”.

**Policy Implications:** Nil

**Financial Implications:** Nil

**Strategic Implications:** Nil

**Voting Requirements:** Simple Majority

**Council Resolution:** 110222

*Moved Cr Schlueter, seconded Cr Sheridan*

- *“That Council approve the application to keep a horse on Lot 27, Gordon Street, within the Tambellup townsite subject to the horse being kept in a manner that complies with the requirements of Council’s Local Law relating to the “Keeping of Large Animals”, in respect to the creation of any nuisance.*
- *That a sand floor be allowed for the stable(s) in lieu of a floor comprising a sub base of crushed limestone or similar approved material with an overlay of a minimum 300mm sand cover, provided that if in the future the stables are modified in a manner capable of confining the horse for an indefinite or extended period or, in the meantime intermittent use of the stables by the horse gives rise to the creation of a nuisance, the requirements of the Local Law to provide a sub floor shall apply.”*

**CARRIED 8/1**

**Reason For Change to Recommendation:**

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**10.20 TAMBELLUP WATER TOWER**

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<b>Program:</b>	<b>Recreation &amp; Culture</b>
<b>Attachment:</b>	<b>Nil</b>
<b>File Ref:</b>	<b>ADM0263</b>
<b>Author:</b>	<b>JM Trezona</b> <b>Chief Executive Officer</b>
<b>Date:</b>	<b>15<sup>th</sup> February 2011</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>

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**Summary:**                      The purpose of this report is for Council to determine if it wishes to commit to involvement in erecting a façade on the Tambellup Railway Water Tank.

**Background:**                Council discussed the matter of the state of the Tambellup Railway Water Tank at its meeting in December 2010. The infrastructure is not owned by Council and is managed by Burgess Rawson on behalf of the Public Transport Authority of Western Australia (PTAWA). The outcome of the meeting was that Council resolved to advise PTAWA of the following

*That Council advises the Public Transport Authority of WA that it supports the removal of the tank only from the Tambellup Railway Water Tower, in conjunction with the following:*

*that the installation of a tank 'façade' manufactured from a lighter material be erected in its place to give the impression of the tank.*

Council's decision has been forwarded to PTAWA.

PTAWA have written back to Council advising that they have engaged Albany Shed Builders to remove and dispose of the water tank. They anticipate that the removal of the tank will be completed by the end of February.

PTAWA also advised that they will not actively participate in the erection of another structure or façade as a representation of the tank. They have advised that they will support Council with a monetary contribution if it wishes to pursue the erection of a façade. They do not indicate what the monetary contribution will be. PTAWA also request that should the Council proceed with the façade that when the structure or design is agreed upon that it be forwarded to them as landowners for their approval.

**Comment:**                      Does Council wish to take on the task of investigating the possibility of erecting a façade on the Railway Water Tank Stand once the tank is removed?

Initially issues that will need to be considered are

- The cost and establishing what PTAWA's contribution will be
- Any expectations on Council that would surround the ongoing maintenance of the structure
- Community involvement

If Council chooses not to become involved what impact will there be if any on the community and does the tanks stand pose a risk that Council needs to ensure PTAWA deal with?

For Council consideration and discussion.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

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

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

**Voting Requirements:** Simple Majority

**Officer Resolution:** *“That Council agrees to conduct preliminary investigations into the erection of a façade on the Tambellup Railway Water Tank to replace the existing tank when it is removed. The matter to be referred to the Building Committee for investigation and a report back to Council.”*

**Council Resolution:** *110223*

*Moved Cr Kempin, seconded Cr Thompson*

*“That Council does not become involved in the erection of a façade on the Tambellup Railway Water Tank to replace the existing tank when it is removed.”*

**CARRIED 5/4**

**Reason For Change to Recommendation:** Council determined that it not become involved in the erection of a façade on the railway water tank as the structure does not belong to Council and would prove to be a liability. It was resolved that PTWA be contacted and suggest that the erection of a façade be undertaken by them as the owners of the structure.

**12.1 PLANT REPORT FOR DECEMBER 2010 AND JANUARY 2011**

**Program:** Transport  
**Attachment:** Nil  
**File Ref:** Nil  
**Author:** GC Brigg Manager of Works  
**Date:** 10<sup>th</sup> February 2011  
**Disclosure of Interest:** Nil

Reg No.	Description	Kms/Hrs	Year of Manufacture	Year of Purchase	Changeover	Comments
BH000	Nissan Murano	11000	2010	2010		OK
BH00	Ford Ranger Dual Cab	8600	2010	2010		OK
BH002	ISUZU 6 Wheel Tipper	49260	2008	2008	7 yrs / 250,000 km	OK
BH003	Isuzu NPR300 Crew Cab Truck	25401	2009		5 yrs / 100,000 km	OK
BH004	CAT 12M	860	2009	2009		OK
BH005	Bomag Multi-Tyred Roller	4939	2002	2002	7 yrs / 8,000 hrs	OK
BH006	Volvo 710		2004	2004	7 yrs / 8,000 hrs	OK
BH007	John Deere Ride on Mower		2003	2003	5 yrs / 5,000 hrs	OK
BH008	VOLVO L70D Loader	5838	2001	2001	7 yrs / 8,000 hrs	250 hr service done
BH009	Toyota Hilux	14155	2009			6 month service done
BH010	6x4 Fuel Trailer		1981	1981		OK
BH012	Isuzu Fire Truck	6000	1995	2004		OK
BH013	John Deere 315SG Backhoe		2003	2003	10 yrs / 8,000 hrs	Throttle , hose repairs
BH813	Multi Tyre Roller		1960	1980	8 yrs / 8,000 hrs	

OTA	Holden Caprice	4600	2010	2010		OK
TA052	Toyota Hilux 4x4	16502	2009			6 month service done
TA001	Ford Ranger Dual Cab	10244	2009			10k service done
ITA	Ford Territory		2009	2009	1 yr / 40,000 km	OK
TA1880	Isuzu Gigamax Truck		2008	2008	5 yrs / 250,000 km	OK
TA092	Isuzu Gigamax Truck	72678	2007	2007	5 yrs / 250,000 km	OK
TA386	Mitsubishi Fuso Truck	68809	2007	2007	5 yrs / 250,000 km	OK
TA18	12H Grader	4210	2006	2006	7 yrs / 8,000 hrs	4,000 hr service
BH014	Ford Ranger Single Cab	12294	2010			10k service done
TA281	930G Loader	3058	2007	2007	7 yrs / 8,000 hrs	3,000 hr service done
TA392	Tractor Mower	2041			5 yrs / 5,000 hrs	Deck repairs
TA417	John Deere Gator	179	2009			OK
BH001	CAT Vibe Roller	604	2009			OK
TA017	Isuzu Tipper	47804	2009			OK
TA219	Multipac Multi-tyred Roller			2004	7 yrs / 8,000 hrs	
	Slasher				10 yrs	OK
XTR579	Road Broom				10 yrs	New brooms
TA2558	Jet Patcher Isuzu	81432	2007	2010		OK
IDCF535	TORO 3500D	218	2009	2009		OK
TA005	John Deere Tractor 6330		2008	2008	10 yrs / 8,000 hrs	OK

**RECEIVED**

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**12.2 WORKS AND MAINTENANCE REPORT FOR DECEMBER 2010 AND JANUARY 2011**

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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>10<sup>th</sup> February 2011</b>	
<b>Disclosure of Interest:</b>	<b>Nil</b>	

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**Broomehill**

- The Shire is still using a casual gardener as Brian Coles is away on long service leave.
- Gardeners have planted new flowers in the Shire Office gardens.
- New plants have been planted in the street garden opposite the skate park.
- Work done around the university block for kerbing has been washed out by recent rain. Gravel work will be repaired ready for kerbing again.
- After recent rains water has been pumped from the town dam to the complex dam. This has added about one metre of water in the complex dam.
- The new gazebo is now finished along with the gardens.
- Old BBQ in Holland Park still to be dismantled.
- Paul Plant will be installing solar lights along the rail pathway.

**Tambellup**

- Reticulation problems at the oval. Still working on the problem.
- After recent rain, number two dam has received about 1.5 metres of water. We should be able to step up the watering to twice a week again.
- Currently experiencing a fungus in garden soils in the main street of town. Hopefully this will be rectified soon.
- New plants are being installed into the old railway station gardens.
- Community workers have been whipper snipping around town.
- Paul Plant has almost finished renovations to the crib room in the depot. This work should finish this month.

**Roads**

- The Broomehill-Kojonup Road is complete. A 150 metre section was cement stabilized as water was soaking under the road causing severe rutting in the bitumen. This work wasn't budgeted for in the original estimate for the project running the cost over slightly.
- 2.4 km of bitumen has been resealed on the Paul Valley Road. This work was extended by 400 metres to use up all the bitumen delivered.
- The reseal on Flat Rocks road is now complete. The other kilometre was resealed during the last round of bitumen sealing.
- Severe rutting was stabilized on the Tieline Road before the Christmas Break. This work has now been sealed.
- With cool, cloudy and drizzly weather during the last sealing program the bitumen ordered for Paul Valley, Peter Valley crossroad was used on the Tieline Road. The bitumen ordered had to be used as it was specifically ordered with 2% cutter to counter the cooler conditions.



- Crews have been out cleaning up trees within the road reserve after storms. There has been significant damage across a few roads including Brassey, Etna, Greenhill South and Tambellup West Roads.
- The construction crew is currently working on Pallinup South Road resheeting.
- Surveyors have visited Wandoo Road and have completed a full setout of the road. We are currently working with the property owner who is now happy for work to commence once an agreement can be reached.
- Christmas skeleton crew were recently working in Cranbrook, completing the final trim on a construction project on Salt River Road.
- With personnel slowly returning from holidays, maintenance grading has been held up. Both maintenance graders will be fully manned again and back to work this month.
- Maintenance crew have been installing new signage and guide posts.
- The Jetpatcher has been repairing bitumen ready for resealing.
- The Jetpatcher has been working in Cranbrook shire preparing bitumen for reseal.
- Some of the crew have recently been to Cranbrook to complete their resealing program. This work is almost complete.
- Cranbrook, Denmark and Albany are keen for the Jetpatcher to start work in their shires. This work will commence next month.

## **Plant**

- Waiting on parts for the Jetpatcher. It needs a new conveyer belt and rollers for under the hopper. Parts weren't available within Australia.
- Ford are currently updating the Ranger and Territory with new models, leaving it hard to replace the current Works Managers vehicle. This vehicle is due to be replaced this month on the guaranteed trade at 30,000 km. I will continue to negotiate with Ford on the problem.
- Quotations have been called for the replacement of the multi tyre roller.
- New rims were fitted to the Caterpillar 12m grader over the Christmas break. This and other work was completed under warranty.

**RECEIVED**

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**12.3 BUILDING SURVEYORS REPORT FOR DECEMBER 2010 – JANUARY 2011**


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**Program:** Economic Services  
**Attachment:** BSR Report and Activity Statement  
**File Ref:** ADM0076  
**Author:** D Baxter Building Surveyor  
**Date:** 1<sup>st</sup> February 2011  
**Disclosure of Interest:** Nil

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**Summary:** Attached are the BSR Reports and the Activity Statements for the months of December 2010 – January 2011 that have been sent to all the relevant authorities that are required by legislation.

**Background:** These reports advise of the building approvals and the activity of the Building Surveyor for the months of December 2010 – January 2011.

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

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

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

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

**Voting Requirements:** Simple Majority

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

**Reason For Change to Recommendation:**

**12.4 BUILDING MAINTENANCE PROGRAM**

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<b>Program:</b>	<b>Various</b>		
<b>Attachment:</b>	<b>Building Maintenance Program for December 2010 – January 2011</b>		
<b>File Ref:</b>	<b>Nil</b>		
<b>Author:</b>	<b>VN Webster</b>	<b>Manager</b>	<b>Administration and Customer Service</b>
<b>Date:</b>	<b>15<sup>th</sup> February 2011</b>		
<b>Disclosure of Interest:</b>	<b>Nil</b>		

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

**Background:**

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

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Provision has been made in the 2009-2010 budget to meet the building maintenance program costs.

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

**Voting Requirements:** Simple Majority

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

**Reason For Change to Recommendation:**

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**12.5 TAMBELLUP COMMUNITY RESOURCE CENTRE – AUDITED FINANCIALS FOR 2009-2010**


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**Program:** Recreation & Culture  
**Attachment:** Copy of Audited Financials for 2009-2010  
**File Ref:** ADM0111  
**Author:** VN Webster                      **Manager Administration & Customer Service**  
**Date:** 11<sup>th</sup> February 2011  
**Disclosure of Interest:** Nil

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**Summary:** The Tambellup Community Resource Centre has submitted to Council an audited copy of the 2009-2010 financials.

**Background:** Council entered into an agreement with the Tambellup Community Resource Centre Inc. on 1 July 2010 for financial management of the operations of the Tambellup Library. As part of the agreement an audited copy of the financials were to be submitted for Councils perusal each financial year. Attached are the 2009-2010 financials.

**Comment:** For Councils consideration.

**Consultation:** Nil

**Statutory Environment:** Nil

**Policy Implications:** Nil

**Financial Implications:** Provision of \$25,500 is made in Councils annual budget to the Tambellup Community Resource Centre Inc. for the management of the Tambellup Library. This amount increases annually as stated in the agreement with the Community Resource Centre by the annual West Australian December CPI Index which was 2.6% for December 2010.

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

**Voting Requirements:** Simple Majority

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

**Reason For Change to Recommendation:**

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**12.6 LIBRARY REPORT – DECEMBER 2010 AND JANUARY 2011**

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**Program:** Recreation and Culture  
**Attachment:** Library Report – December 2010 and January 2011  
**File Ref:** ADM0097  
**Author:** JM Trezona Chief Executive Officer  
**Date:** 24<sup>th</sup> January 2011  
**Disclosure of Interest:** Nil

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**Summary:** Attached is a Library Report prepared by Colleen Brown, Library Officer for Broomehill and Tambellup, outlining the activities of both libraries within each town.

**Background:** This report outlines the activities of both Broomehill and Tambellup libraries for the month of December 2010 and January 2011.

**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:** Simple Majority

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

**Reason For Change to Recommendation:**

## TAMBELLUP SENIOR CITIZENS UNITS

### FEBRUARY 2011 COUNCIL MEETING

#### **MONTH OVERVIEW**

Round 3 of the R4R Contestable Loan opened on December 8 2010 and will close March 10, 2011, with the total fund for this round being \$1 million.

I have met with Darryle Baxter twice to discuss the project developments and have mainly concentrated on working out a total cost of the whole project and a breakdown of how to finance the project.

#### **PLANS / DESIGN**

A decision is to be made by council on what style house they would like, prefab transportable vs brick and tile traditional. The approximate cost for a 112.2m<sup>2</sup> living area prefab home is \$170 000. For brick and tile the house cost would be \$202 000 (112.2m<sup>2</sup> x \$1 800 – average building cost). Over the 6 house project the brick and tile home would cost an additional \$192 000.

The advantages of Prefab transportable housing: 12 weeks build time to site, cheaper than brick and tile, more energy efficient and they are more modern and visually appealing.

#### **FUNDING**

The total fund available for 2011 in the Contestable Loan is \$1 million. In 2009 and 2010 \$3.5 million was available each year with the biggest funded projects being \$650 000 Albany Surf Lifesaving, \$500 000 UWA Albany, \$500 000 Munda Bidli Trail Foundation and \$500 000 A Smart Start. With this in mind we have to decide the amount to apply for?

With the total project costing approximately \$1.5 million (for prefab) we have been awarded \$100 000 from the Bendigo Bank plus an additional \$100 000 (to be confirmed) leaving \$1.25 million needed to complete the project. If we were to apply for \$700 000 in funding we still need to provide an additional \$650 000. This can be done through a self supporting shire loan, with repayments from rent, or we can sell 2 units to reduce the debt and keep 4.

I will be looking more into the Commonwealth Rental Assistance programme to find out what aid we can get for the renters and in turn ourselves.

*Attached – Full costings report, Pinelock Preston house plan, Map guide of Lot 295 Cnr Gnowangerup and Taylor St with the 6 units, Pinelock Standard Specifications.*

*“Council discussed the Officers Report.”*

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

Nil

**14. DATE OF NEXT MEETING**

17<sup>th</sup> March 2011

**15. CLOSURE**

There being no further business the President thanked Councillors and staff for their attendance and declared the meeting closed at 6.50pm.

