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- 11. NOTICE OF MOTIONS**
- 12. NOTICE OF MOTIONS FOR THE NEXT MEETING**
- 13. CHIEF EXECUTIVE OFFICER'S REPORT**
- 14. PRESIDENT'S REPORT**
- 15. COUNCILLORS' REPORTS**
- 16. URGENT BUSINESS**
- 17. INFORMATION BULLETIN**
- 18. WALGA AND CENTRAL ZONE MOTIONS**
- 19. MEETING CLOSURE**

**1. DECLARATION OF OPENING**

The Chairperson Cr Lyn Baker opened the meeting at 3.01pm.

**2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

President	L Baker
	G E Downing
	G A Johnson
	M A Weguelin
	D L Hickey
	N B Talbot
Chief Executive Officer	J P Murphy
Deputy Chief Executive Officer	T L Dayman
Executive Support Officer	P A Davey

**Leave of Absence:** D B Bolt

**3. PUBLIC QUESTION TIME**

There were no members of the public present.

**4. OBITUARIES**

It was advised that Patricia Langford, Charles Eckett, Elaine Burnett, Leila Connelly, Gordon Hastie and Margaret Unicume had passed away since the last meeting.

**5. GUEST SPEAKERS**

There were no Guest Speakers.

**6. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**7. CONFIRMATION OF MINUTES**

**7.1. Minutes of the Ordinary Meeting of Council – 21 May 2013**

***(8177) Moved Crs Hickey and Johnson***

***That the minutes of the Ordinary Meeting of Council held on Tuesday 21 May 2013 be confirmed as a true and correct record.***

***Carried 6/0***

**8. BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the previous minutes.

**9. MINUTES OF COMMITTEES**

There were no minutes of committee meetings.

## 10. MATTERS REQUIRING A COUNCIL DECISION

### 10.1. Finance and Administration Reports

#### 10.1.1. COMMUNITY RESOURCE CENTRE

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	18 June 2013
Reporting Officer:	Heather Ives, Corrigin CRC Coordinator
Disclosure of Interest:	No interest to disclose
File Number:	CMS/005/03

#### COMMENT

1. MAY 2013 Advertising: (*Windmill Newspaper; CRC e'News; CRC Website; CRC Facebook*)

- Corrigin Phonebook – Business Listing renewals
- Corrigin MC License Training & Assessment Ad
- Corrigin CRC Closure Notice – *for building works*
- Pathways to Wave Rock Audio Tour – *EOI to share stories*
- CRC Building progress photos - *posted on Facebook*
- Corrigin “Dining Divas” Ladies Event
- Customer Service Officer/CRC Trainee - *position vacant*

2. MAY 2013 Room Bookings:

Conference Room	2
Professional Office	3
Video Conference Room	1
Computer Training Room	1
Exam Supervisions	2

MAY 2013 Courses / Workshops / Information Seminars / Meetings:

Corrigin Centenary Book Group	1 person
Corrigin Movie Club - “ <i>Quartet</i> ”	9 people
Shire Meeting	3 people
Community First – <i>Employment</i>	0 appointments
Forrest Personnel – <i>Employment</i>	0 appointments
Skill Hire – <i>Employment</i>	5 appointments
Holyoak – <i>Employment</i>	2 appointments

3. CRC General Business:

- 2013 Banners in the Terrace Competition  
*Banner Artwork supplied electronically by Corrigin CRC to Tudor House on 20/5/13 for digital print/production.*  
*Banner delivery due at WALGA by 5 July 2013 for display & judging.*
- “2013 CRC Trainees Day” - 9<sup>th</sup> July 2013 in Corrigin  
Compiling participant RSVP’s
- CRC Staffing  
New Customer Service Officer Position Advertised

Full-time position with CRC Traineeship opportunity offered to Natalie Jackson (*i.e. 2 days at Shire Counter/3 days at CRC*)

- Corrigin Centenary Photo Book Project:  
*Book artwork still in progress*
4. CRC Partnerships:  
CRC's "Pathways to Wave Rock - AUDIO TOUR"  
*Emily currently approaching local "identities" for involvement with project content*
  5. Corrigin Tourism
    - Currently working on Rotary Park Tourist Information Display Shelter content & design.  
*Connelly Images are drafting up Sign for Rotary Park.*
    - Received new glass display cabinet sourced for showcasing local Corrigin merchandise & produce in CRC foyer area, still to be set up.
    - Contacted Kellie Bell Photography about possible display/sale in new CRC foyer of Corrigin scenic prints/canvases.  
*Kelly is interested in supplying prints/canvas prints to be displayed.*
    - Ordered 32" wall mounted, flat screen TV, for viewing photographic slideshow in CRC Foyer of Corrigin historical images & local tourist attractions
    - "Wheatbelt Native Orchids" new Brochure (Tourism & Shire Area Promotion).  
*Still awaiting photos & information from Robin Campbell & WA Orchid Society for inclusion in new brochure.*
    - Currently revising Corrigin Information on the Wheatbelt Tourism Website. Updates to be emailed through to Central Wheatbelt Visitors Centre.
  6. CRC Equipment, Fixtures & Fittings:
    - Purchased 1 x Ikea Glass Display Cabinet @ \$169 for CRC Foyer
    - Purchased 2 x Pin-up Boards (silver) @ \$280ea for CRC Foyer
    - Purchased 32" Flat Screen TV & wall mount bracket @ \$695 for CRC Foyer
    - Obtained quote for CRC Security Camera System from Merredin Telephone Service (Licensed Security Agent) – *for Shire budget consideration*
  7. CRC Information & Communication Technology:
  8. CRC Marketing & Promotion:
    - Ordered custom glass frosted panels with CRC branded 'wavy lines', for behind CRC front reception desk.
  9. CRC Professional Development & Training:
    - Heather Ives attended CRC Business Planning Workshop @ Quairading CRC on 22/5/13
  10. CRC Traineeships:
    - PIPPA DAVEY 'Certificate IV in Business' - *Part-time (18 month duration)*  
RTO – Boyup Brook CRC  
Commencement: January 2012 - Completion due: July 2013
    - EMILY HEWETT 'Certificate III in Tourism' – *Part-time (18 month duration)*  
RTO - Challenger Institute of Technology  
Commencement: July 2012 - Completion due: December 2013
  11. CRC Building & Infrastructure Funding:  
"RECEPTION & ADMINISTRATION RENOVATION" Project

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- Major building works completed, with minor fit-out jobs still to be finalised
- CRC reopened for business on Monday June 10<sup>th</sup> 2013

**ANNUAL SUMMARY REPORT:**

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YEAR TOTAL
2003-04	440*	440*	440*	440*	440*	440*	No stat	No stat	No stat	No stat	132	276	3048
2004-05	271	253	433	535	459	366	214	397	510	443	270	338	4489
2005-06	373	370	391	526	605	511	297	509	735	488	562	443	5810
2006-07	471	610	544	523	515	440	537	562	657	584	491	501	6435
2007-08	535	613	537	714	511	520	561	510	625	733	576	469	6904
2008-09	479	444	581	532	501	411	417	501	575	525	543	651	6160
2009-10	629	682	626	757	590	727	421	623	715	529	491	539	7329
2010-11	708	610	871	759	465	530	426	444	611	413	607	691	7135
2011-12	568	536	572	535	542	381	426	520	527	499	564	491	6161
2012-13	545	694	691	716	756	497	552	636	413	590	370		6460

*\*Statistics taken from Old Telecentre Data (CWA Building location)*

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**10. CORRIGIN CRC Monthly Usage: May 2013**

**CUSTOMERS ACCESSING 'FEE FOR SERVICE' and SALES May 2013:**

COMPUTER ROOM	MTHLY	YTD from July 12	HIRE	MTHLY	YTD from July 12
Internet Use	52	567	Room Hire (payments)	3	51
Computer Use	2	48	Data Projector Hire	0	14
Wireless Hotspot	5	26	Laptop Hire	0	1
<b>SERVICES</b>			Folding Machine Hire	0	0
B&W Printing / Photocopies	31	392	Portable Projector Screen Hire	0	14
Colour Printing / Photocopies	6	111	Portable White Board Hire	0	0
Photo Printing	0	21	Portable Pin-Up Board Hire	0	0
Laminating	6	36	Engraver Hire	0	0
Faxing	10	103	NLIS Scanning Wand Hire	0	0
Binding	0	11	BBQ Trailer Hire	0	8
Secretarial Services	8	88	<b>SALES</b>		
Scanning	2	42	Phonebook Sales	10	48
Desktop Publishing	0	0	Birds of the W/belt Book Sales	0	3
CD / DVD Burning	0	4	Tin Horse Highway Book	0	1
Computer Training (one-on-one)	1	5	Corrigin Book Sales	1	1
Phone Calls	2	4	Shire Polo Shirt Sales	0	7
<b>FEES</b>			Eco Bags	0	10
Corrigin CRC 2013 Membership	0	6	Corrigin Post Card Sales	0	68
Corrigin Movie Club (payments)	6	78	Corrigin Wrapping Paper Sale	0	32
Training Course (payments)	0	29	2013 Corrigin Calendars (sold via CRC)	2	212
University Exam Invigation	0	0	<b>OTHER</b>		
IP Video Conferencing	0	0	Folding Machine	0	0
			Yearling Book Sales	0	1
<i>Monthly People through :</i>	143		Bulyee / Kweda Book Sale	0	0

**CUSTOMERS ACCESSING 'CORRIGIN CRC SERVICES' May 2013:**

SERVICE	MTHLY	YTD from July 12	SERVICE	MTHLY	YTD from July 12
Phonebook/Calendar - Enquires	5	49	Department of Veterans Affairs	0	2
Centrelink - Access Point	28	398	Courses & Education Enquires	5	93
Tourism	20	338	General Enquiries (Face to Face)	42	765
Conferences/Training/Meetings	21	894	Corrigin Toy Library	7	68
Broadband for Seniors Kiosk (BFS)	19	223	Government Info. Access Point	1	14
Medicare - Claim Booth	0	30	ATO	1	14
<i>Monthly People through :</i>	227		General Enquiries (Email/Phone)	79	993

**OFFICER'S RECOMMENDATION**

*That Council receives the Corrigin Community Resources Centre's Report.*

**COUNCIL RESOLUTION**

**(8178) Moved Crs – Talbot and Weguelin**

**That Council receives the Corrigin Community Resource Centre's Report.**

**Carried 6/0**



### 10.1.2. ACCOUNTS FOR PAYMENT – MAY 2013

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	18/06/2013
Reporting Officer:	Katherine Ward, Finance Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036

#### **BACKGROUND**

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

#### **COMMENT**

The cheque and EFT payments that have been raised for the Council meeting and also during the month of May 2013 are attached.

After payment of the following cheque and EFT payments, the balance of creditors will be \$NIL.

#### **STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulations

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Expenditure in accordance with the 2012 / 2013 Annual Budget.

#### **VOTING REQUIREMENT**

Simple Majority

#### **OFFICER'S RECOMMENDATION**

*That Council endorse Cheque's 19679 to 19691 and EFT payments in the Municipal Fund, totalling \$589893, EFT payments in the Trust Fund totalling \$310.90, and EFT payments in the Licensing Account totalling \$40805.85; Total payments for March \$631009.75.*

#### **COUNCIL RESOLUTION**

***(8179) Moved Crs – Hickey and Downing***

***That Council endorse Cheque's 19679 to 19691 and EFT payments in the Municipal Fund, totalling \$589893, EFT payments in the Trust Fund totalling \$310.90, and EFT payments in the Licensing Account totalling \$40805.85; Total payments for March \$631009.75.***

***Carried 6/0***

**10.1.3. MONTHLY FINANCIAL REPORT – MAY 2013**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	12 June 2013
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM0036

**BACKGROUND**

The Local Government (Financial Management) Regulation 34 states that a local government must prepare a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget for the month.

Variances between budgeted and actual expenditure including the required Material Variances (10% with a minimum value of \$10,000 are included in the variance report.

**COMMENT**

A variance report is included with the monthly financial statements.

**STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulations 1996.

**POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

Monthly Statement of Financial Activity.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council adopts the Statement of Financial Activity for the month ending 31 May 2013, as presented, and note any material variances.*

**COUNCIL RESOLUTION**

***(8180) Moved Crs – Johnson and Weguelin***

***That Council adopts the Statement of Financial Activity for the month ending 31 May 2013, as presented, and note any material variances.***

***Carried 6/0***

**COUNCIL RESOLUTION**

**(8181) Moved Crs – Johnson and Hickey**

**That Council closes the meeting to the public to consider the following item regarding the Performance Review of the Chief Executive Officer.**

**Carried 6/0**

**10.1.4. CHIEF EXECUTIVE OFFICER'S PERFORMANCE REVIEW**

Applicant: Shire of Corrigin
Location: Shire of Corrigin
Date: 11 June 2013
Reporting Officer: Julian Murphy, Chief Executive Officer
Disclosure of Interest: Financial Interest - Matters affecting the employment of the CEO
File Number: MURP J

**REASON FOR CONFIDENTIALITY**

The Chief Executive Officer's Report is confidential in accordance with section 5.23(2)(a) of the Local Government Act because it deals with matters affecting an employee of Council. The Chief Executive Officer's Report has been provided to Council under separate cover.

**PERFORMANCE REVIEW**

The Chief Executive Officer's performance review will be undertaken on 25 June 2013 (prior to the Council Meeting) in accordance with the terms of the contract of employment and the Local Government Act. All Councillors are provided an opportunity to participate in the review.

Notes from the review will be presented to Council following the performance review interview.

**STATUTORY ENVIRONMENT**

Local Government Act 1995, section 5.38 – employee performance reviews

**POLICY IMPLICATIONS**

Council does not have a policy in relation to this matter.

**FINANCIAL IMPLICATIONS**

Budgeted expenditure for CEO employment costs.

**VOTING REQUIREMENT**

Majority

**RECOMMENDATION**

*That Council:*

1. *Receives the report of the CEO performance for the review period June 2012 to May 2013; and*
2. *That the Performance Criteria as submitted be endorsed for the forthcoming review period.*

**COUNCIL RESOLUTION**

**(8182) Moved Crs – Johnson and Hickey**

**That Council:**

1. **Receives the report of the CEO performance for the review period June 2012 to May 2013; and**
2. **That the Performance Criteria as submitted be endorsed for the forthcoming review period.**

**Carried 6/0**

**COUNCIL RESOLUTION**

***(8183) Moved Crs – Johnson and Hickey***

***That Council reopens the meeting to the public.***

***Carried 6/0***

#### **10.1.5. CORRIGIN RECREATION & EVENTS CENTRE – ARCHITECTURAL SERVICES**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	10 June 2013
Reporting Officer:	Julian Murphy, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	CP0057

#### **BACKGROUND**

Council has been planning the replacement of the existing Cyril Box Pavilion at the Corrigin Recreation Precinct for a number of years. The need for a multi-purpose sports and community facility was first highlighted in the Corrigin Recreation Plan completed in 2000.

Council has been working with the Shire of Corrigin Recreation Planning Committee to develop a plan for a facility that meets the current and future needs of the Corrigin Community.

The Shire of Corrigin has secured significant funding for the project from State and Federal Governments as well as accumulating significant cash reserves.

Council at its March 2013 meeting resolved to seek tenders for the provision of architectural, engineering and surveying services for the Corrigin Recreation and Events Centre Project.

The contract is to design a multi-purpose sport and recreation pavilion and prepare plans, drawings and documentation in readiness for construction tender/contract. On the appointment of the building contractor, the scope of work expands to administer the contract and oversee the construction and delivery of the pavilion. The scope of works includes:

- Review this Consultants Brief to align the Consultants Tender submission and project vision with the Shire of Corrigin's needs;
- Review the concept plans and schematic drawings in alignment with the Shire of Corrigin's requirements;
- Presentation of a final concept plan, schematic drawings and artists impression for the Shire of Corrigin's approval;
- Design development of the approved schematics including statutory approvals;
- Obtain competitive quotations for sub-consultants and manage the appointment of other professional services to prepare engineering drawings and technical specifications for earthworks, utilities, drainage, pavements, building structures and other feature required to deliver the pavilion;
- Preparation of contract documents including Architectural drawings, coordination of engineering drawings, technical specifications and bill of quantities (if required) for the footings, foundations, building form, mechanical services, electrical services, hydraulic services, access, utilities, floor coverings, building fit-out and other features required to deliver the pavilion;
- Preparation of tender documentation including General Conditions of Tender, Specific Conditions of Tender, technical attachments and any other documentation to inform Tenderers;
- Assessment of Tenders and attendance at Shire of Corrigin Council briefings and meetings;
- Construction, Contract Administration and Project Superintendance; and

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- Project close out and hand over.

The Shire of Corrigin issued a Request for Tender for Architectural Schematic Review, Design Development, Contract Documentation & Administration Services for the Corrigin Recreation and Events Centre Project.

The tender was advertised state wide on 3 April 2013 with tenders closing on 24 April 2013.

37 suppliers registered to receive copies of the tender. At the close of tenders, Council received twenty submissions with pricing for the provision of Architectural Design and Contract Management Services ranging from \$128,414 to \$392,003.

Tender submissions were received from the following organisations:

	<b>NAME</b>	<b>ITEM 5.3.1 ARCHITECTURAL DESIGN &amp; CONTRACT ADMINISTRATION FEE \$</b>
1	RAD Architecture	\$326,700
2	Gresley Abas Architects	\$392,003
3	Scott Penn Hall	\$283,525
4	Fratell Group	\$346,896
5	Site Architecture Studio	\$217,415
6	ARM Architecture	\$297,270
7	GHD	\$335,772
8	MCG Architects	\$290,400
9	Sandover Pinder & Suters	\$253,000
10	Holton Conner	\$282,205
11	Alexander Planning Consultants	\$242,000
12	Peter Hunt Architect	\$229,000
13	Wilcox	\$296,000
14	Avoca	\$239,140
15	Donovan Payne Architects	\$269,500
16	Oldfield Knott Architects	\$328,350
17	Etch Architectural Solutions	\$128,700
18	Hodge Collard Preston	\$282,414
19	Bollig Design Group	\$218,900
20	22Point4	\$190,300

An evaluation panel assessed each tender submission. Details on members of the panel are contained within the below table.

Name	Organisation	Title
Lynette Baker	Shire of Corrigin	President
Graeme Downing	Shire of Corrigin	Deputy President
Julian Murphy	Shire of Corrigin	Chief Executive Officer
Heather Talbot	Shire of Corrigin	Community Development Officer

**Assessment of tenders against compliance criteria**

An initial compliance check was conducted by the Evaluation Panel on 9 May 2013 to identify submissions that were non-conforming with the immediate requirements of the tender. This included compliance with contractual requirements and provision of requested information.

All conforming tenders were processed through to qualitative criteria assessment on the basis that all terms and conditions and mandatory requirements of the tenders had been met.

**Assessment of tenders against qualitative criteria**

The qualitative criteria assessment was carried out by the Evaluation Panel on 9 May 2013, with the Evaluation Panel scoring the tenders according to the evaluation matrix.

Reference checks were conducted and provided to the Evaluation Panel along with supporting information.

All applicants were assessed against the qualitative selection criteria. Specific criteria were weighted according to their importance as perceived and agreed by the Evaluation Panel. Relative weightings were published within the tender.

Tenders were evaluated against the following selection criteria:

Description of Selection Criteria	Schedule	Weighting
<p><b>Level of service as determined by capability/competence of Tenderer to perform the work required.</b></p> <ul style="list-style-type: none"> <li>- Qualifications, skills and experience of key personnel</li> <li>- Status of organisation with respect quality accreditation and systems</li> </ul>	<p><b>5.2.2</b></p> <p><b>5.2.3</b></p>	<p><b>30%</b></p>
<p><b>Performance and experience of Tenderer in supplying similar goods or completing similar projects.</b></p>		

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<ul style="list-style-type: none"> <li>- Relevant industry experience, including details of similar work undertaken.</li> <li>- Previous experience on similar and/or relevant projects. Details of previous project should include, but not necessarily limited to, description, location, value, date, duration, client, role on project.</li> <li>- Level of understanding of Tender documents and work required.</li> <li>- Client satisfaction of the Tenderers performance.</li> </ul>	<b>5.2.4</b>	<b>40%</b>
<b>Tendered Price/s</b>	<b>5.3</b>	
<ul style="list-style-type: none"> <li>- Price to address Scope of Works in the Request for Tender</li> <li>- Schedule of rates or prices for additional services</li> </ul>	<b>5.3.1</b> <b>5.3.2</b>	<b>30%</b>

### Shortlisting Process

The Evaluation Panel provided a ranked list of all tenders to Council at a briefing held on 15 May 2013. After the initial evaluation, a number of Tenderers were selected to be further evaluated as part of the shortlisting process. The following tenderers were shortlisted:

- |                                 |           |
|---------------------------------|-----------|
| a. Etch Architectural Solutions | \$128,000 |
| b. Site Architectural Studio    | \$217,415 |
| c. Peter Hunt Architect         | \$229,000 |
| d. Bolig Design Group           | \$218,900 |

Individual meetings were held with each of the shortlisted tenderers and site visits conducted to projects completed by the tenderers which demonstrated elements of the proposed project. The following is a schedule of site visits and meetings and participants:

Tenderer	Project	Date	Participants
Peter Hunt Architect	Loftus Centre Leederville State Basketball Centre, Floreat	31 May 2013	L Baker, G Downing, J Murphy, H Talbot, N Talbot, D Bolt, D Hickey
Bolig Design Group	Tompkins Park, Melville Hammond Road Recreation Centre, Success	31 May 2013	L Baker, G Downing, J Murphy, H Talbot, N Talbot, D Bolt, D Hickey
Site Architectural Studio	Mercedes College Perth	4 June 2013	L Baker, G Downing, J Murphy, H Talbot, N Talbot, D Bolt
Etch Architectural Solutions	Boroondara Recreation Centre, Vic Riversdale Golf Club, Vic Sandringham Football Club, Vic	6 June 2013	L Baker, G Downing, J Murphy
	Sale Aqua Energy, Vic Gippsland Regional Recreation Centre, Vic	7 June 2013	L Baker, G Downing, J Murphy

As a result of the shortlisting process, the qualitative scores were revised for the following Tenderers.



Tenderer	Organisational Capabilities		Contractor Performance		Pricing		Total Weighted Score	Rank
	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score		
Site Architectural Studio	4.5	27	4.5	36	2.38	14.3	77.3	1
Peter Hunt Architect	4.5	27	4.5	36	2.24	13.4	76.4	2
Bolig Design Group	4	24	4.5	36	2.36	14.2	74.2	3
Etch Architectural Solutions	4	24	3.5	28	3.45	20.7	72.7	4

**BASIS OF RECOMMENDATION**

Site Architectural Studio is the Evaluation Panel's recommended Tenderer. The basis for this decision is as follows:

- (a) Site Architectural Studio have a demonstrated capacity to deliver recreational and community facilities to a high quality, they are highly regarded by their past clients and have a proven track record in delivering quality facilities within set budgets.
- (b) The tendered price of \$217,415 is competitive and represents the best value for money offer to Council.

**STATUTORY ENVIRONMENT**

Local Government Act 1995 – section 3.57 Tenders for the provision of goods and services.

**POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

Best value for money tender within proposed budget guidelines.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council accepts the tender from Site Architectural Studios for Tender 01/2013 - Architectural Schematic Review, Design Development, Contract Documentation & Administration Services for the Corrigin Recreation and Events Centre as per the schedule of prices submitted.*

**COUNCIL RESOLUTION**

**(8184) Moved Crs – Downing and Weguelin**

***That Council accepts the tender from Site Architectural Studios for Tender 01/2013 - Architectural Schematic Review, Design Development, Contract Documentation & Administration Services for the Corrigin Recreation and Events Centre as per the schedule of prices submitted.***

***Carried 6/0***

#### **10.1.6. INTEGRATED PLANNING AND REPORTING**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	13 June 2013
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	CM 0049

#### **BACKGROUND**

The Local Government (Administration) Regulations 1996 has been amended to require each local government to adopt a Strategic Community Plan and a Corporate Business Plan.

Section 5.56(1) and (2) of the Act requires each local government 'to plan for the future of the district', by developing plans in accordance with the regulations.

The new regulations specify what a 'plan for the future' should involve. In particular, local governments will be formally required to develop two new planning instruments:

- A Strategic Community Plan; and
- A Corporate Business Plan.

Changes to the Regulations were gazetted in August 2011 with full compliance required by 30 June 2013.

#### **COMMENT**

##### **Strategic Community Plan**

The Strategic Community Plan is the overarching document which sets out the vision, aspirations and objectives of the community in the district. The Community Strategic Plan outlines the goals that will be achieved through the strategies and actions that are provided in the Corporate Plan. The Corporate Plan integrates the Informing Strategies which is comprised of the Workforce Plan, Asset Management Plan and Long Term Financial Plan.

Council approved the Draft Strategic Community Plan for the purpose of consulting with the electors and ratepayers of the district at its Ordinary Council Meeting on the 16 April 2013. The availability of the plan was advertised and community feedback sought via an online survey closing 3 May 2013. A total of 33 responses were received, with the majority of responses either agreeing or strongly agreeing with each of the goals.

The Strategic Community Plan 2013-2023 has been finalised and is presented to Council for their endorsement.

##### **Corporate Business Plan**

The Corporate Business Plan contains Council's affordable priorities, actions and responsibilities over the next four years to progress the community's priorities.

The Corporate Business Plan provides Council and the community with the information on not only strategic projects, but ongoing activities and programs key to the business of the organisation. It provides staff with a clear four year direction to assist them with planning and prioritising work and undertaking preparatory activities in line with the schedule. The document is also a reference point for Councillors when considering new projects or services for the future.

The most important aspects of the Corporate Business Plan is that it is underpinned by sufficient finances, council workforce and asset based resources to deliver business as usual, and the additional new projects and services identified.

The actions within the Corporate Plan will filter down to the Operational Plan. The Operational Plan, in the context of the Integrated Strategic Planning framework, is Councils Annual Budget comprising specifics on individual activities programmed to be completed throughout the year.

A desktop review of the Corporate Plan is to be undertaken each year with a formal review every four years in long with the Community Strategic Plan.

The Corporate Business Plan 2013-2017 has been finalised and is presented to Council for their endorsement.

### **Informing Strategies**

The Corporate Business Plan is underpinned by, and will link through to, a range of supporting and informing policies, strategies and plans. These include strategic risk assessments, operational or service delivery plans, operational risk assessments, performance indicators and key informing strategies such as Workforce, Asset Management and Long Term Financial Plans.

The following plans have been developed part of Council's informing Strategies;

- Long Term Financial Plan
- Asset Management Plan
- Workforce Plan

The informing strategies will act as a resource tool for management, providing information on Council's current position. The plans will assist in Council decision making by providing accurate and reliable information as well as providing an understanding on how decisions will impact on Council's position.

### **Long Term Financial Plan**

The Long Term Financial Plan (LTFP) is the mechanism that enables local governments to determine their capability to sustainably deliver the assets and services required by the community. It allows the local government to set priorities, within its resourcing capabilities, to deliver short, medium and long term community priorities.

The LTFP has also been informed by Council's recently developed Asset Management Plan and Workforce Plan.

The LTFP is a ten year rolling plan that informs the Corporate Business Plan to activate Strategic Community Plan priorities. From these planning processes, Annual Budgets that are aligned with Strategic objectives can be developed.

The Long Term Financial Plan has been finalised and is presented to Council for their endorsement.

### **Asset Management Plan**

Asset Management planning is a comprehensive process to ensure delivery of services from infrastructure is provided in a financially sustainable manner.

The Asset Management Plan details information about infrastructure assets including actions required to provide an agreed level of service in the most cost effective manner. The plan defines the services to be provided, how the services are provided and what funds are required to provide the services.

The Asset Management Plan covers the infrastructure assets that serve the community infrastructure needs. These assets include transport, buildings, plant and equipment and other infrastructure.

The Asset Management Plan has been finalised and is presented to Council for their endorsement.

### **Workforce Plan**

Workforce planning identifies the human resources and skills required to deliver on the medium to long-term strategic direction of the community, as outlined in the Strategic Community Plan. Workforce plans are one of several Council-focused informing strategies, with the Workforce Plan specifically identifying and developing strategies to ensure the resources employed by Council are available in the right place, at the right time using the right skills.

The Workforce Plan partners with Council's Asset Management Plan and Long Term Financial Plan to identify the resources required to activate the community's vision and achieve the outcomes set out in the Strategic Community Plan.

The Workforce Plan has been finalised and is presented to Council for their endorsement.

### **Reporting**

The Actions from the Corporate Plan and reporting on KPIs on strategic goals and outcomes achieved annually through the Operational Plan are reported to the community through the Annual Report. Any additional projects undertaken that are not identified in the Corporate Plan are to be reported through the Annual Report. Any significant changes to the Community Strategic Plan and/or Corporate Plan are also required to be reported through the Annual Report.

Additional policy and/or procedures may need to be put in place to ensure that the required information is captured for the ease of reporting. In addition Council may need to review, produce or implement strategies to assist in working towards achieving the outcomes identified in the Community Strategic Plan. Council may need additional resources to assist with this process.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995, section 5.56

Local Government (Administration) Regulations 1996

### **POLICY IMPLICATIONS**

New Integrated Planning Framework.

### **FINANCIAL IMPLICATIONS**

Future expenditure to meet Council objectives.

**STRATEGIC IMPLICATIONS**

New Integrated Planning Framework.

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council adopts the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plan, Asset Management Plan and Workforce Plan and gives public notice of the adoption and availability for public inspection.*

**COUNCIL RESOLUTION**

***(8185) Moved Crs – Weguelin and Hickey***

***That Council adopts the Strategic Community Plan, Corporate Business Plan, Long Term Financial Plan, Asset Management Plan and Workforce Plan and gives public notice of the adoption and availability for public inspection.***

***Carried 6/0***

## **10.2. Health, Building and Planning Reports**

### **10.2.1. PLANNING APPLICATION – PROPOSED DOMESTIC OUTBUILDING SHED**

Applicant:	Mr Anthony Screaigh (Landowner)
Location:	Lot 129 (No.58) Lynch Street Avenue, Corrigin
Date:	12 June 2013
Reporting Officer:	Messrs Joe Douglas & Carlo Famiano– Consultant Town Planners (Urban & Rural Perspectives)
Disclosure of Interest:	No interest to disclose
File Number:	A920

#### **BACKGROUND**

This report recommends that a planning application submitted by Mr Anthony Screaigh (Landowner) to construct a new steel framed colorbond shed (i.e. 'domestic outbuilding') to service the existing single detached dwelling on Lot 129 (No.58) Lynch Street, Corrigin be approved subject to conditions.

The applicant is seeking Council's planning approval to construct a new steel framed colorbond shed at the rear of an existing single house on Lot 129 (No.58) Lynch Street, Corrigin.

Lot 129 is located in the northern part of the Corrigin townsite with direct frontage to Lynch Street along its eastern boundary and a right-of-way (ROW) along its western rear boundary. The land is rectangular in shape, comprises a total area of approximately 1,012m<sup>2</sup> and has been extensively developed for residential purposes (i.e. single detached dwelling & associated outbuildings) (see Plans 1 to 3).

Under the terms of the information and plans submitted in support of the application the following is proposed:

- I. Construction of a new 98m<sup>2</sup> steel framed colorbond (i.e. 'Deep Ocean' colour) shed comprising a width of 7 metres and a depth of 14 metres (see Plans 4 & 5);
- II. The new shed will comprise a wall height of 3.2 metres and a ridge height of 3.9 metres;
- III. The new shed will have a setback of 1 metre from the land's western rear boundary (i.e. from the ROW which for the purposes of this assessment is classified as a 'secondary street'), a 1 metre setback from the land's southern side boundary and a 6 metre setback from the land's northern side boundary; and
- IV. The new shed will be used for domestic storage purposes associated with the existing single detached dwelling on Lot 129.

#### **COMMENT**

##### Current Zoning & Land Use Permissibility

Lot 129 is classified 'Residential' zone under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No.2) with an applicable residential density coding of R12.5.

The key purpose and intent of the land's current 'Residential' zoning classification is to contain land primarily for low density (single) residential and associated uses, with attached and grouped dwellings and selected non-residential uses only permitted where they are undertaken in accordance with the provisions of the Scheme following the issuance of planning approval by Council.

Council's stated objectives for the development and use of any land classified 'Residential' zone are as follows:

- I. That the zone be predominantly residential in use;
- II. That any non-residential uses permitted under the provisions of the Scheme shall be of service to, compatible in character with and of a scale and operation which is not detrimental to the predominant residential use;
- III. That any non-residential use, which Council may at its discretion permit in the Residential Zone, shall not detract from the amenity of the area or adversely affect the lifestyle expected in a predominantly residential environment; and
- IV. That all residential development within the zone shall be of a standard that does not adversely affect the overall amenity of other residential development in the zone.

Under the terms of TPS No.2 the construction of an 'outbuilding' in association with a dwelling is permitted on land classified 'Residential' zone subject to compliance with the relevant standards prescribed in the Residential Design Codes of WA ('R-Codes') and Clause 5.6.12 of TPS No.2 as these apply specifically to the development of 'outbuildings'.

#### Compliance with Development Standards

An assessment of the proposal against the development standards contained in the R-Codes and TPS No.2 has confirmed that it satisfies the majority of standards except for the following:

- I. The total area of the proposed new shed (i.e. 'outbuilding') exceeds the maximum permitted area of 55m<sup>2</sup> for an outbuilding of non-masonry construction as required by Clause 5.6.12.1(a) of TPS No.2;
- II. The wall height of the proposed new shed exceeds the maximum permitted wall height of 3 metres for an outbuilding as required by Clause 5.6.12.1(c) of TPS No.2; and
- III. The proposed new shed comprises a 1 metre setback from the secondary street (i.e. the ROW immediately adjacent to the rear boundary) in lieu of a 2 metre setback required by Element 6.2.1 of the R-Codes.

The following is a brief discussion of these non-compliance issues:

#### **Point 1: Clause 5.6.12.1(a) – Size of Outbuildings**

Clause 5.6.12.1 (a) of TPS No.2 states:

*"Non-masonry colorbond construction, where the total non-masonry outbuilding area does not exceed 55m<sup>2</sup> and the total outbuilding area does not exceed 75m<sup>2</sup>."*

Under the terms of the plans submitted in support of the application the proposed new shed will comprise a total floor area of 98m<sup>2</sup> and will be of colorbond construction (i.e. 'Deep Ocean' colour).

In considering whether or not to approve this proposed variation to the requirements of TPS No.2 Council must determine whether or not the size of the new outbuilding is likely to have a detrimental impact upon the amenity and character of the immediate locality.

It is concluded from a detailed assessment of the application that the proposed variation to the maximum permitted floor area (i.e. 43m<sup>2</sup>) is unlikely to have an adverse impact upon the existing amenity and character of the immediate locality for the following reasons:

- I. With the exception of the proposed setback from the western rear boundary (i.e. the ROW or 'secondary street'), the proposed new shed complies with the 'acceptable development provisions' of Element 3.2.1 of the R-Codes (i.e. 'Building setback from boundary');
- II. The overall development of Lot 129, including the existing single detached dwelling, complies with the 'acceptable development provisions' of Element 6.4.1 of the R-Codes (i.e. 'Open space provisions');
- III. The new shed complies with the 'acceptable development provisions' of Element 6.9.1 of the R-Codes (i.e. 'Solar access for adjoining sites') as it will not overshadow or detrimentally impact access to light and ventilation for the existing dwellings on any adjoining properties; and
- IV. The new shed will not have any adverse impacts on the local streetscape in terms of its bulk and scale.

**Point 2: Clause 5.6.12.1(c) – Wall Height of Outbuildings**

Clause 5.6.12.1(c) of TPS No.2 states:

*"Wall height of any outbuildings not to exceed 3 metres, this height limitation also applies to parapet walls - in the case of gable roof construction the maximum building height is not to exceed 4 metres".*

Under the terms of the plans submitted in support of the application the proposed new shed will comprise a wall height of 3.2 metres with a ridge height of 3.9 metres.

It is concluded from a detailed assessment of the application that the proposed variation to the maximum permitted wall height is minor in scale (i.e. 200mm) and unlikely to have an adverse impact upon the existing amenity and character of the immediate locality for the following reasons:

- I. The proposed setbacks of the new shed from the side boundaries comply with the 'acceptable development provisions' of Element 6.3.1 of the R-Codes (i.e. 'Building setback from boundary');
- II. The new shed complies with the 'acceptable development provisions' of Element 6.9.1 of the R-Codes (i.e. 'Solar access for adjoining sites') as it will not overshadow or detrimentally impact access to light and ventilation to the existing dwellings on any adjoining properties; and
- III. The new shed will not have any adverse impacts on the local streetscape in terms of its bulk and scale.

**Point 3: R-Code Element 6.2.1 – 'Setback of buildings generally'**

The new shed is proposed to have a minimum setback from the western rear boundary (i.e. the adjoining ROW or 'secondary street') of 1 metre in lieu of a minimum setback of 2 metres as required by the 'acceptable development provisions' of Element 6.2.1 of the R-Codes.

Council may consider this non-compliance issue under the 'performance criteria' contained in Element 6.2.1 which states:

*"Buildings setback from street boundaries an appropriate distance to ensure they:*

- contribute to the desired streetscape;
- provide adequate privacy and open space for dwellings; and
- allow safety clearances for easements for essential service corridors."



It is concluded from a detailed assessment of the application in context of the above 'performance criteria' of the R-Codes that the proposal is unlikely to have any adverse impacts on any adjoining properties or the local streetscape for the following reasons:

- I. The proposed variation to the minimum required setback for the new shed from the secondary street boundary (i.e. 1 metre) is considered minor and is unlikely to have any detrimental impacts on any adjoining properties;
- II. The development, including the existing single detached dwelling, complies with the 'acceptable development provisions' of Element 6.4.1 of the R-Codes (i.e. 'Open space provisions');
- III. The new shed complies with the 'acceptable development provisions' of Element 6.8.1 of the R-Codes (i.e. 'Visual privacy');
- IV. The proposed setback for the new shed from the ROW is generally consistent with other similar residential developments in the immediate locality;
- V. The new shed will not have any adverse impacts on the local streetscape in terms of its bulk and scale; and
- VI. There is sufficient and adequate space available on Lot 129 to accommodate any easements that may be required in the future.

### **CONCLUSION**

It is concluded from a detailed assessment of the application that the proposal to construct a new steel framed colorbond shed ('outbuilding') to service the existing single detached dwelling on Lot 129 (No.58) Lynch Street, Corrigin is unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality and may therefore be approved by Council subject to the imposition of a number of conditions to ensure that the development proceeds in a proper and orderly manner.

### **STATUTORY ENVIRONMENT**

Shire of Corrigin Town Planning Scheme No.2  
Planning and Development Act 2005

### **POLICY IMPLICATIONS**

State Planning Policy No.3.1 - *Residential Design Codes of Western Australia (Variation 1)*

### **FINANCIAL IMPLICATIONS**

There are no significant financial implications in relation to this item.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council approves the application for planning approval submitted by Mr Anthony Screaigh (Landowner) to construct a new steel framed colorbond shed ('outbuilding') to service the existing single detached dwelling on Lot 129 (No.58) Lynch Street, Corrigin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:*

#### Conditions

1. *The development is to be undertaken in a manner consistent with the details of the plans submitted in support of the application.*
2. *The new shed shall be of colorbond construction (i.e. 'Deep Ocean' coloured external finish) with a total floor area not exceeding 98m<sup>2</sup>.*

3. *The new shed shall have a maximum wall height of 3.2 metres and a maximum ridge height of 3.9 metres.*
4. *All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Corrigin.*
5. *The new shed shall be used for domestic storage purposes only unless otherwise approved by Council. A written undertaking from the applicant / landowner acknowledging and agreeing to this requirement shall be prepared and submitted to the Shire prior to the issuance of a building permit.*

#### Advice Notes

1. *The development is to be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Corrigin having first been sought and obtained.*
2. *A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land.*
3. *The new shed is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.*
4. *The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.*
5. *No construction works shall commence on the land prior to 7am without the Shire's written approval.*
6. *Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Town Planning Scheme No.2 and may result in legal action being initiated by the local government.*

#### **COUNCIL RESOLUTION**

**(8186) Moved Crs – Hickey and Johnson**

***That Council approves the application for planning approval submitted by Mr Anthony Screaigh (Landowner) to construct a new steel framed colorbond shed ('outbuilding') to service the existing single detached dwelling on Lot 129 (No.58) Lynch Street, Corrigin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:***

#### Conditions

1. ***The development is to be undertaken in a manner consistent with the details of the plans submitted in support of the application.***
2. ***The new shed shall be of colorbond construction (i.e. 'Deep Ocean' coloured external finish) with a total floor area not exceeding 98m<sup>2</sup>.***
3. ***The new shed shall have a maximum wall height of 3.2 metres and a maximum ridge height of 3.9 metres.***
4. ***All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Corrigin.***
5. ***The new shed shall be used for domestic storage purposes only unless otherwise approved by Council. A written undertaking from the applicant / landowner acknowledging and agreeing to this requirement shall be prepared and submitted to the Shire prior to the issuance of a building permit.***

**Advice Notes**

- 7. The development is to be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Corrigin having first been sought and obtained.**
- 8. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land.**
- 9. The new shed is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.**
- 10. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.**
- 11. No construction works shall commence on the land prior to 7am without the Shire's written approval.**
- 12. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Town Planning Scheme No.2 and may result in legal action being initiated by the local government.**

**Carried 6/0**

### **10.2.2. PLANNING APPLICATION – PROPOSED APICULTURE USE (BEE KEEPING)**

Applicant:	Mr Traian Vlad (Landowner)
Location:	Lots 13368, 16544, 17181 & 17182 Dwarlaking Road, Bulyee
Date:	12 June 2013
Reporting Officer:	Messrs Joe Douglas & Carlo Famiano– Consultant Town Planners (Urban & Rural Perspectives)
Disclosure of Interest:	No interest to disclose
File Number:	A171

#### **BACKGROUND**

This report recommends that a planning application submitted by Mr Traian Vlad (Landowner) to use portions of Lots 13368, 16544, 17181 and 17182 Dwarlaking Road, Bulyee for apiculture purposes (i.e. beekeeping) be approved subject to conditions.

The applicant is seeking Council's planning approval to use various portions of Lots 13368, 16544, 17181 & 17182 Dwarlaking Road, Bulyee for apiculture purposes (i.e. beekeeping) including the installation of sixty (60) bee hives.

The subject land is located approximately 38 kilometres west-south-west of the Corrigin townsite immediately east of the Avon River. The land is irregular in shape and comprises a total combined area of approximately 378.37 hectares. An unnamed, unconstructed road reserve dissects the land in a north-south direction (see Plans 6 to 8).

The subject land is extensively cleared and has historically been developed and used for broadacre agricultural purposes (i.e. cropping & grazing). The land contains a number of physical improvements associated with its current rural use including extensive paddocks, dams, internal access tracks, firebreaks and boundary fencing.

The plans submitted by the applicant are very broad and do not provide all of the information typically required in support of planning applications. Notwithstanding this fact there is still scope for Council to consider and make a final determination on the application.

Under the terms of the information and plans submitted in support of the application the following is proposed:

- I. The placement of sixty (60) bee hive structures in three (3) separate locations (i.e. twenty (20) hives in each location) (see Plans 9 & 10);
- II. The bee hives to be used are constructed of wood and comprise a width of 500mm, a depth of 500mm and a height of 900mm; and
- III. Each hive location has been selected in order to provide adequate separation distance to ensure the successful 'splitting' of the hives. Each site comprises an area of approximately 10m<sup>2</sup> and will be located immediately adjacent to existing native vegetation in order to shield the hives from the natural elements and extreme weather events.

The applicant has advised that the nearest dwelling is located approximately five (5) kilometres from the subject land and that an application to register the proposed apiculture use will be prepared and submitted to the Department of Agriculture and Food following the issuance of planning approval by the Shire.

**COMMENT**

The subject land is classified 'Rural' zone under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No.2).

The key purpose and intent of the land's current 'Rural' zoning classification is to provide and protect land for a wide range of rural activity and selected non-rural uses with the planning approval of Council in accordance with the provisions of the Scheme.

Council's stated objectives for the development and use of any land classified 'Rural' zone are as follows:

- I. To ensure that a right of vehicular access unfettered as to time place and circumstance exists to any land which is the subject of any application for planning approval.
- II. To ensure the preservation of the rural character and rural appearance of land within the zone.
- III. To protect the economic viability of rural zoned land via support only for subdivision or resubdivision which enables the retention or promotion of lot or location sizes, which relate to the general farming activity in any particular locality of the Shire.
- IV. To preserve and protect the natural undeveloped land areas throughout the zone and to provide for the planting of trees and other suitable vegetation via the imposition of conditions on any planning approval issued, in order to assist in balancing the greenhouse effect, provide shade, prevent erosion, reduce salinity and provide habitats for native fauna.
- V. To ensure that natural drainage patterns/catchments throughout the Shire are paid regard to, via the appropriate location of man-made drainage/contour bank networks which will require the planning approval of Council prior to construction.
- VI. The construction of no more than one single dwelling house on any lot or location unless Council grants its planning approval for additional Farm Manager or Employee accommodation.

Having regard for the various use classes listed in the Zoning Table of TPS No.2 and the land use definitions contained in Schedule 1 of TPS No.2, it is concluded that the proposed use of the subject land for apiculture purposes cannot reasonably be determined as falling within the interpretation of any of the use categories listed in TPS No.2. Given this fact and the provisions contained in clause 3.2.4 of TPS No.2 Council must now determine:

- a. whether the proposed use is **not** consistent with the objectives and purposes of the land's current 'Rural' zoning classification in TPS No.2 and is not therefore permitted; or
- b. by absolute majority that the proposed use **may be** consistent with the objectives and purposes of the land's current 'Rural' zoning classification in TPS No.2 and authorise the Shire administration to advertise the proposal in accordance with one or more of the procedures prescribed in Clause 6.3 of TPS No.2 prior to the application being determined by Council.

Following a detailed assessment of the proposal in the context of the specific requirements of TPS No.2, the reporting offices have formed the view that the proposed development and use of the subject land for apiculture purposes (i.e. beekeeping) may be consistent with the objectives and purpose of the land's current 'Rural' zoning classification in TPS No.2 for the following reasons:

- I. It is unlikely to compromise or have any negative impact upon the continued use of the subject land for broadacre farming purposes;
- II. It is unlikely cause any serious land use conflicts or have a detrimental impact upon the continued operation of other existing established rural uses in the immediate locality;
- III. It is unlikely to have a detrimental impact upon the visual amenity or character of the immediate locality; and

- IV. It has scope to be of significant environmental benefit as it will assist with the pollination of existing native vegetation in the immediate locality.

It is therefore recommended that Council resolve, by absolute majority, to authorise the Shire administration to advertise the proposal for public comment in accordance with one or more of the procedures prescribed in Clause 6.3 of TPS No.2 prior to final determination of the application by Council.

**STATUTORY ENVIRONMENT**

Shire of Corrigin Town Planning Scheme No.2  
Planning and Development Act 2005

**POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**PUBLIC CONSULTATION**

Required to be undertaken for a minimum period of twenty one (21) days in accordance with one or more of the procedures prescribed in Clause 6.3 of TPS No.2 prior to the application being determined by Council.

**FINANCIAL IMPLICATIONS**

There are no significant financial implications in relation to this item.

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council:*

- 1. Determines that the proposed development and use of portions of Lots 13368, 16544, 17181 and 17182 Dwarlaking Road, Bulyee by Mr Traian Vlad (Landowner) for apiculture purposes (i.e. beekeeping) may be consistent with the objectives and purposes of the land's 'Rural' zoning classification in the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No.2); and*
- 2. Authorises the Shire's administration to advertise the proposal in accordance with one or more of the procedures prescribed in Clause 6.3 of TPS No.2 prior to the application being finally determined by Council at its July 2013 Ordinary Meeting subject to the applicant's prior written agreement to pay all costs associated with the required public advertising process.*

**COUNCIL RESOLUTION**

**(8187) Moved Crs – Weguelin and Johnson**

**That Council:**

- 1. Determines that the proposed development and use of portions of Lots 13368, 16544, 17181 and 17182 Dwarlaking Road, Bulyee by Mr Traian Vlad (Landowner) for apiculture purposes (i.e. beekeeping) may be consistent with the objectives and purposes of the land's 'Rural' zoning classification in the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No.2); and**
- 2. Authorises the Shire's administration to advertise the proposal in accordance with one or more of the procedures prescribed in Clause 6.3 of TPS No.2 prior to the application being finally determined by Council at its July 2013 Ordinary Meeting subject to the applicant's prior written agreement to pay all costs associated with the required public advertising process.**

**Carried 6/0**

### **10.2.3. PLANNING APPLICATION – PROPOSED CARPORT**

Applicant:	Mr Terence John Pridham (Landowner)
Location:	Lot 619 (No.18) Spanney Street, Corrigin
Date:	12 June 2013
Reporting Officer:	Messrs Joe Douglas & Carlo Famiano– Consultant Town Planners (Urban & Rural Perspectives)
Disclosure of Interest:	No interest to disclose
File Number:	A10500

#### **BACKGROUND**

This report recommends that a planning application submitted by Mr Terence John Pridham (Landowner) to construct a new steel framed zincalume carport to service an existing single detached dwelling on Lot 619 (No.18) Spanney Street, Corrigin be approved subject to conditions.

The applicant is seeking Council's planning approval to construct a new steel framed zincalume carport within the front setback area of an existing single house on Lot 619 (No.18) Spanney Street, Corrigin.

Lot 619 is located in the north-eastern part of the Corrigin townsite with direct frontage and access to Spanney Street along its western boundary, Camm Street along its northern boundary and a right-of-way (ROW) along its eastern rear boundary. The land is rectangular in shape, comprises a total area of approximately 1,066m<sup>2</sup> and has been developed for low density residential purposes (i.e. single detached dwelling) (see Plans 11 to 13).

Under the terms of the information and plans submitted in support of the application the following is proposed:

- I. Construction of a new 35.25m<sup>2</sup> steel framed zincalume carport comprising a width of 4.7 metres and a depth of 7.5 metres (see Plans 14 & 15);
- II. The new carport will comprise a wall height of 2.4 metres;
- III. The new carport will have a setback of 3.5 metres from the land's western front boundary (i.e. Spanney Street) and a 3.1 metre setback from the land's southern side boundary; and
- IV. The new carport will provide a covered on-site car parking bay for the existing single detached dwelling on Lot 619. It is significant to note that the crossover and driveway for the proposed carport is existing and will be reconstructed using brick paving.

#### **COMMENT**

##### Current Zoning & Land Use Permissibility

Lot 619 is classified 'Residential' zone under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No.2) with an applicable residential density coding of R12.5.

The key purpose and intent of the land's current 'Residential' zoning classification is to contain land primarily for low density (single) residential and associated uses, with attached and grouped dwellings and selected non-residential uses being permitted only permitted provided they are undertaken in accordance with the provisions of the Scheme following the issuance of planning approval by Council.



Council's stated objectives for the development and use of any land classified 'Residential' zone are as follows:

- I. That the zone be predominantly residential in use;
- II. That any non-residential uses permitted under the provisions of the Scheme shall be of service to, compatible in character with and of a scale and operation which is not detrimental to the predominant residential use;
- III. That any non-residential use which Council may at its discretion permit in the Residential Zone, shall not detract from the amenity of the area or adversely affect the lifestyle expected in a predominantly residential environment; and
- IV. That all residential development within the zone shall be of a standard that does not adversely affect the overall amenity of other residential development in the zone.

Under the terms of TPS No.2 the construction of a 'carport' in association with a dwelling is permitted on land classified 'Residential' zone subject to the proposal satisfying the relevant development standards of the Residential Design Codes of WA ('R-Codes') and Clause 5.6.12.3 of TPS No.2 as these apply specifically to the development of 'carports'.

#### Compliance with Development Standards

An assessment of the proposal against the development standards contained in the R-Codes and TPS No.2 has confirmed that it satisfies the majority of standards except for the following:

- The proposed new carport comprises a minimum setback of 3.5 metres from the primary street (i.e. Spanney Street) in lieu of a 3.75 metre setback required Element 6.2.1 of the R-Codes.

The following is a brief discussion of these non-compliance issues:

#### **Point 1: R-Code Element 6.2.1 – 'Setback of buildings generally'**

The new carport is proposed to have a minimum setback from the front boundary (i.e. Spanney Street) of 3.5 metres in lieu of a minimum setback of 3.75 metres as required by the 'acceptable development provisions' of Element 6.2.1 of the R-Codes.

Council may consider this non-compliance issue under the 'performance criteria' contained in Element 6.2.1 which states:

*"Buildings setback from street boundaries an appropriate distance to ensure they:*

- contribute to the desired streetscape;
- provide adequate privacy and open space for dwellings; and
- allow safety clearances for easements for essential service corridors."

It is concluded from a detailed assessment of the application in context of the above 'performance criteria' of the R-Codes that the proposal is unlikely to have any adverse impacts on any adjoining properties or the local streetscape for the following reasons:

- I. The proposed variation to the minimum required setback for the new carport from the primary street boundary (i.e. 250mm) is considered minor and is unlikely to have any detrimental impacts upon any adjoining properties;
- II. The new carport is open and constructed of light weight materials. As such the structure will not have any adverse impacts on the local streetscape in terms of its bulk and scale;
- III. Abutting Lot 619 is a substantial verge area with a width of approximately 6.5 metres along the Spanney Street frontage. The verge width provides an increased setback between the

proposed carport and the road pavement, therefore minimising the impact of the proposed built form on the Spanney Street streetscape;

- IV. The average front setback of the development (inclusive of the new carport and the existing dwelling) complies with the 'acceptable development provisions' of the R-Codes; and
- V. There is adequate and sufficient space provided on Lot 619 to accommodate any easements that may be required in the future.

### **CONCLUSION**

It is concluded from a detailed assessment of the application that the proposal to construct a new steel framed zincalume carport to service the existing single detached dwelling on Lot 619 (No.18) Spanney Street, Corrigin is unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality and may therefore be approved by Council subject to the imposition of a number of conditions to ensure that the development proceeds in a proper and orderly manner.

### **STATUTORY ENVIRONMENT**

Shire of Corrigin Town Planning Scheme No.2  
Planning and Development Act 2005

### **POLICY IMPLICATIONS**

State Planning Policy No.3.1 - *Residential Design Codes of Western Australia (Variation 1)*

### **FINANCIAL IMPLICATIONS**

There are no significant financial implications in relation to this item.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council approves that the application for planning approval submitted by Mr Terence John Pridham (Landowner) to construct a new steel framed zincalume carport to service the existing single detached dwelling on Lot 619 (No.18) Spanney Street, Corrigin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:*

#### Conditions

1. *The development is to be undertaken in a manner consistent with the details of the plans submitted in support of the application.*
2. *The new carport shall be of steel framed and zincalume roof construction and have a total area not exceeding 35.25m<sup>2</sup>.*
3. *The new carport shall be setback no less than 3.5 metres from the front (i.e. western) boundary of Lot 619.*
4. *The new carport shall be an open structure and shall not therefore be enclosed by any walls or doors unless otherwise approved by Council.*
5. *The crossover and driveway shall be constructed and maintained to the specifications and satisfaction of the Shire of Corrigin.*
6. *All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Corrigin.*

Advice Notes

1. The development is to be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Corrigin having first been sought and obtained.
2. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land.
3. The new carport is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.
4. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
5. No construction works shall commence on the land prior to 7am without the Shire's written approval.
6. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Town Planning Scheme No.2 and may result in legal action being initiated by the local government.

**COUNCIL RESOLUTION**

**(8188) Moved Crs – Hickey and Johnson**

**That Council approves that the application for planning approval submitted by Mr Terence John Pridham (Landowner) to construct a new steel framed zincalume carport to service the existing single detached dwelling on Lot 619 (No.18) Spanney Street, Corrigin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:**

Conditions

1. The development is to be undertaken in a manner consistent with the details of the plans submitted in support of the application.
2. The new carport shall be of steel framed and zincalume roof construction and have a total area not exceeding 35.25m<sup>2</sup>.
3. The new carport shall be setback no less than 3.5 metres from the front (i.e. western) boundary of Lot 619.
4. The new carport shall be an open structure and shall not therefore be enclosed by any walls or doors unless otherwise approved by Council.
5. The crossover and driveway shall be constructed and maintained to the specifications and satisfaction of the Shire of Corrigin.
6. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Corrigin.

**Advice Notes**

- 7. The development is to be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Corrigin having first been sought and obtained.**
- 8. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land.**
- 9. The new carport is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.**
- 10. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.**
- 11. No construction works shall commence on the land prior to 7am without the Shire's written approval.**
- 12. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Town Planning Scheme No.2 and may result in legal action being initiated by the local government.**

**Carried 6/0**

**10.2.4. PLANNING APPLICATION – PROPOSED UPGRADE TO CBH CORRIGIN GRAIN HANDLING AND STORAGE FACILITY**

Applicant:	Co-operative Bulk Handling Ltd (CBH) (Landowner)
Location:	Lot 500 Walton Street, Corrigin
Date:	12 June 2013
Reporting Officer:	Messrs Joe Douglas & Carlo Famiano– Consultant Town Planners (Urban & Rural Perspectives)
Disclosure of Interest:	No interest to disclose
File Number:	A2012

**BACKGROUND**

This report recommends that a planning application submitted by Co-Operative Bulk Handling Limited (CBH) (Landowner) to construct a new office at its Corrigin grain handling and storage facility on Lot 500 Walton Street, Corrigin be approved subject to conditions.

**BACKGROUND**

The applicant is seeking Council's planning approval to construct a new office at CBH's existing grain handling and storage facility on Lot 500 Walton Street, Corrigin.

Lot 500 is located in the south-western part of the Corrigin townsite immediately adjacent to the southern boundary of the existing railway reserve (see Plans 16 to 18).

Lot 500 is irregular in shape, comprises a total area of approximately 6.599 hectares and has frontage to Walton Street along a portion of its eastern boundary. The land has been extensively developed for 'rural industry' purposes and contains a number of structures associated with CBH's existing grain handling and storage facilities on the land (i.e. sheds, a weighbridge and grain storage bins).

Under the terms of the information and plans submitted in support of the application the proposed development will comprise the following key elements:

- I. Installation of a 36m<sup>2</sup> transportable office building comprising a width of 3 metres and a length of 12 metres (see Plans 19 & 20);
- II. The new office will be constructed of steel framing and refrigerator panelling materials;
- III. The new office will comprise a wall height of 2.5 metres and will be elevated 500mm above the natural ground level (i.e. it will have an overall height of 3 metres);
- IV. The new office will have a setback of approximately 105 metres from the land's eastern front boundary (i.e. Walton Street) and a setback of approximately 25 metres from the land's southern side boundary;
- V. Installation of on-site effluent disposal system (i.e. septic tanks and leach drains);
- VI. The office will operate Monday to Friday between 6am & 6pm with the hours of operation extending to Saturday and Sunday during the harvest period;
- VII. The office will accommodate up to six (6) staff members at any given time; and
- VIII. All vehicle parking associated with the proposed use will occur on-site in and around the existing trees located immediately adjacent to the new office.

## **COMMENT**

### Town Planning Scheme No.2 (TPS No.2)

Lot 500 is classified 'Industrial' zone under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No.2).

The key purpose and intent of the land's current 'Industrial' zoning classification is to contain land for the industrial uses in the Shire's towns.

Council's stated objectives for the development and use of any land classified 'Industrial' zone are as follows:

- a. Encourage the consolidation and improvement of industrial development into an area which has been appropriately located and serviced for that purpose.
- b. Protect the amenity of the zone abutting the industrial zone via the establishment of landscaping buffers and the imposition of landscaping and setback land use conditions on any planning approval issued for industrial development, in conformity with the provisions of Schedule No.7 of TPS No.2.
- c. Ensure that no person erects a building in this zone unless the facade of the building is constructed of and/or clad in a building material to a design and specification approved by Council.

The current use of the land for grain handling and storage purposes is most appropriately defined in Schedule 1 of TPS No.2 as a 'rural industry' which is a use class considered to be consistent with the objectives of the land's current 'Industrial' zoning classification in TPS No.2.

Under the terms of TPS No.2 the development and use of land in the 'Industrial' zone for the purposes of a 'rural industry', including any incidental office type use as proposed by this application, is classified as being a permitted use. As such Council has scope in this particular instance to exercise its discretion and grant the necessary planning approval.

### Compliance with TPS No.2 Development Standards

TPS No.2 does not contain any standards specific to the development and/or use of land classified 'Industrial' zone for 'rural industry' purposes. As such the application has been assessed with due regard for the general development standards contained in TPS No.2 for 'general industry' uses.

Having regard for the information submitted in support of the application the reporting officers' have concluded that the proposal satisfies the various general development standards prescribed by TPS No.2 with the exception of on-site car parking.

The following is a brief discussion of this non-compliance issue:

### On-Site Car Parking

The plans prepared in support of the application do not indicate the provision of any additional on-site car parking bays to address the increase in parking demand generated by the new office (i.e. 6 employees).

Schedule No.4 of TPS No.2 ('Zone/Use Development Table - General') does not prescribe any on-site car parking standards for the 'rural industry' or 'general industry' use classes. As such Council has the discretion to impose any car parking standard it considers appropriate in the circumstances.

Having regard for the proposed use and the anticipated number of staff members occupying the new office, the reporting officers' have concluded that a minimum of six (6) on-site car parking bays should be provided in a clearly designated location. As such it is recommended that Council impose the following conditions on any planning approval issued in respect of Lot 500:

- a. A revised, suitably scaled site plan shall be prepared and submitted to the Shire indicating the location, configuration and dimensions of six (6) new on-site car parking bays; and
- b. All surface treatments and stormwater drainage associated with the new office, car parking and vehicle access areas shall be constructed and maintained to the specifications and satisfaction of the Shire of Corrigin.

### **CONCLUSION**

It is concluded from a detailed assessment of the application that the proposal to construct a new office to support CBH's existing grain handling and storage facility on Lot 500 Walton Street, Corrigin is unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality and may therefore be approved by Council subject to the imposition of a number of conditions to ensure that the development proceeds in a proper and orderly manner.

### **STATUTORY ENVIRONMENT**

Shire of Corrigin Town Planning Scheme No.2  
Planning and Development Act 2005

### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

### **FINANCIAL IMPLICATIONS**

There are no significant financial implications in relation to this item.

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council APPROVES the application for planning approval submitted by Co-Operative Bulk Handling Limited (CBH) to construct a new office at CBH's grain handling and storage facility on Lot 500 Walton Street, Corrigin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:*

#### Conditions

1. *Additional information and plans are required to be submitted to the Shire for consideration and approval by the Shire's Chief Executive Officer prior to the commencement of any development on the land. The additional information and plans are required to address the following matters:*
2. *The location, configuration and dimensions of six (6) new on-site parking bays to accommodate the car parking associated with the proposed new office building; and*
3. *All stormwater drainage management arrangements for the office, parking and vehicle access areas.*
4. *The development is to be undertaken in a manner consistent with the information and plans originally submitted in support of the application as well as the additional information and*

plans required by Condition No.1 above if and when they are approved by the Shire of Corrigin.

5. The new office shall have a maximum floor area of 36m<sup>2</sup>.
6. All on-site vehicle accessways and parking areas shall be constructed and maintained to the specifications and satisfaction of the Shire of Corrigin.
7. The proposed office shall be provided with an adequate on-site effluent disposal system constructed and maintained to the specifications and satisfaction of the Shire of Corrigin.
8. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Corrigin.
9. The sub-floor area of the proposed office shall be enclosed with brick, stone, vermin battens or other means acceptable to the Shire of Corrigin.

#### Advice Notes

1. The development is to be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Corrigin having first been sought and obtained.
2. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land.
3. The new office is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.
4. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
5. No construction works shall commence on the land prior to 7am without the Shire's written approval.
6. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Town Planning Scheme No.2 and may result in legal action being initiated by the local government.

#### **COUNCIL RESOLUTION**

**(8189) Moved Crs – Hickey and Johnson**

**That Council APPROVES the application for planning approval submitted by Co-Operative Bulk Handling Limited (CBH) to construct a new office at CBH's grain handling and storage facility on Lot 500 Walton Street, Corrigin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:**

#### Conditions

1. **Additional information and plans are required to be submitted to the Shire for consideration and approval by the Shire's Chief Executive Officer prior to the commencement of any development on the land. The additional information and plans are required to address the following matters:**
2. **The location, configuration and dimensions of six (6) new on-site parking bays to accommodate the car parking associated with the proposed new office building; and**
3. **All stormwater drainage management arrangements for the office, parking and vehicle access areas.**
4. **The development is to be undertaken in a manner consistent with the information and plans originally submitted in support of the application as well as the additional**



*information and plans required by Condition No.1 above if and when they are approved by the Shire of Corrigin.*

- 5. The new office shall have a maximum floor area of 36m<sup>2</sup>.*
- 6. All on-site vehicle accessways and parking areas shall be constructed and maintained to the specifications and satisfaction of the Shire of Corrigin.*
- 7. The proposed office shall be provided with an adequate on-site effluent disposal system constructed and maintained to the specifications and satisfaction of the Shire of Corrigin.*
- 8. All stormwater generated by the proposed development shall be managed and disposed of to the specifications and satisfaction of the Shire of Corrigin.*
- 9. The sub-floor area of the proposed office shall be enclosed with brick, stone, vermin battens or other means acceptable to the Shire of Corrigin.*

**Advice Notes**

- 7. The development is to be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period the approval will lapse and be of no further effect. Where an approval has lapsed, no development shall be carried out without the further approval of the Shire of Corrigin having first been sought and obtained.*
- 8. A completed building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land.*
- 9. The new office is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.*
- 10. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.*
- 11. No construction works shall commence on the land prior to 7am without the Shire's written approval.*
- 12. Failure to comply with any of the conditions of this planning approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Town Planning Scheme No.2 and may result in legal action being initiated by the local government.*

*Carried 6/0*

### 10.3. Works and General Purpose Reports

#### 10.3.1. EMERGENCY SERVICES REVIEW – OPTION TO TRANSFER BUSH FIRE BRIGADES

Applicant:	Department of Fire and Emergency Services (DFES)
Location:	Shire of Corrigin
Date:	12 June 2013
Reporting Officer:	Julian Murphy, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	GR0044

#### **BACKGROUND**

The Department of Fire and Emergency Services (DFES) is undertaking a review of the emergency services legislation. One of the issues being considered in the review is the option for local governments to transfers responsibility for bush fire brigades operations and administration to DFES.

The 2006 Community Development and Justice Standing Committee – Inquiry into Fire and Emergency Services Legislation made the following recommendations:

#### **Recommendation 55**

*The emergency services legislation is to provide FESA (now DFES) and local government to enter into an agreement for the purpose of local government transferring the following responsibilities to FESA on a permanent basis:*

- *Emergency incident control;*
- *Bushfire brigade operations and administration;*
- *The determination and administration of Emergency Services Levy (ESL) in relation to the capital and recurring costs associated with bushfire brigades.*

#### **Recommendation 56**

*Such an agreement is only to be entered into if both FESA and the local government agree to terms and conditions.*

#### **Recommendation 58**

*Any additional costs to transfer bushfire brigades from local government to FESA, apart from those normally funded under the ESL are to be borne by the state.*

In order for DFES to assess the economic impact on the state DFES is seeking feedback from each local government on the likelihood of local governments transferring bush fire brigade operations and administration to the state. DFES is seeking Council's response to the following question:

***If future legislation provided the option for local governments to transfer the responsibility for bush fire brigade operations and administration to DFES, would your local government be likely to retain or transfer responsibility?***

The position provided in the above question is indicative only and does not obligate Council in any way. DFES acknowledges that community consultation would be required before a formal decision is

made by Council. DFES has requested this information in confidence and is seeking the information on the basis of assessing the economic impact on the state.

#### **COMMENT**

There are a number of issues to consider with respect to the transfer of responsibility for bush fire brigades to DFES. While responsibility for the administration and operations of bush fire brigades has traditionally been with the Council, DFES has administered volunteer fire & rescue brigades, volunteer fire services brigades, and volunteer emergency services brigades (combination FRS, SES & Bush Fire) in some local governments around the state.

The benefit of retaining responsibility for bush fire brigades is retaining local control and administration. The main drawback of retaining control is that local government must ensure adequate equipment and training of brigades and volunteers which exposes Council to a greater level of risk.

#### **Equipment**

Since the introduction of the ESL the level of equipment has improved dramatically particularly with respect to the quality of fire fighting appliances and personal protective clothing. It is unlikely that the equipping of brigades would be adversely affected if DFES took over responsibility. It is more likely that the level of equipment would continue to improve.

The allocation of fire fighting appliances is done on the basis of a resources-to-risk assessment and this approach is unlikely to change regardless of who is responsible for bush fire brigades. The Shire of Corrigin has upgraded all of its fire appliances in the last ten years with additional appliances ordered for Bulyee and a new replacement appliance is scheduled for Bullaring.

#### **Volunteers**

The Shire of Corrigin relies entirely on volunteers to operate its bush fire brigades. It is been a difficult task to maintain accurate records of local volunteers as the majority of fire fighters view the involvement in a seasonal manner (summer/harvest). Whilst the Shire of Corrigin has a core group of dedicated volunteers and fire control officers there are many volunteers particularly in farmer response brigades that do not attend meetings, briefings or training sessions.

#### **Training**

Responsibility for the training of volunteers currently sits with Council. Whilst there has been intermittent training opportunities provided in conjunction with DFES Area Managers there is not a structured approach to training. It has been difficult to implement a comprehensive training regime under the current arrangements primarily because the Shire does not have dedicated staff assigned to the task of managing volunteers and training. Training is not always viewed as a priority by volunteers.

Overall the Shire does a reasonable job of administering and operating bush fire brigades however the resources available to DFES allows DFES to apply a more comprehensive and structured approach to the management of brigades. DFES has experience with other types of volunteer brigades and could apply those resources and experience to bush fire brigades as well.

Any formal decision by Council to transfer bush fire brigades to DFES would require comprehensive community and stakeholder consultation, however at this stage it is recommended that Council indicate that it is likely to take up the opportunity to transfer bush fire brigades to DFES if the legislation is amended.

**STATUTORY ENVIRONMENT**

Bush Fire Act 1954

Emergency Services Act 2005

**POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

**FINANCIAL IMPLICATIONS**

Future costs for the operation and administration of bush fire brigades transferred to the state.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council indicates to the Department of Fire and Emergency Services that if future legislation provided the option for local governments to transfer the responsibility for bush fire brigade operations and administration to the Department of Fire and Emergency Services, it is likely to do so.*

**COUNCIL RESOLUTION**

***(8190) Moved Crs – Downing and Hickey***

***That Council indicates to the Department of Fire and Emergency Services that if future legislation provided the option for local governments to transfer the responsibility for bush fire brigade operations and administration to the Department of Fire and Emergency Services, it is likely to do so.***

***Carried 6/0***

### **10.3.2. CAPITAL ROADWORKS PROGRAM**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	12 June 2013
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	ROA 0022

#### **BACKGROUND**

As part of the Integrated Planning and Reporting Framework Councils are required to prepare a Resourcing Strategy of at least 10 years to identify the resources it needs to implement the Strategic Community Plan. An essential element of the resourcing strategy is that it must including provisions for long term financial planning.

A Long Term Financial Plan (LTFP) has been developed and includes Council's Capital Roadworks Program for the next 10 years and ensures that the program is fully funded and achievable. This has resulted in the existing Capital Roadworks Program to be reviewed and amended. In addition, keeping in line with the LTFP, the program has increased from a 5 years to a 10 year program

The programming of roadworks is undertaken during the budget process. Attached is a draft 10 year Capital Roadworks Program for the period 2012/13 to 2020/21. Council should note that year one, being the currently financial year, is based on budget figures, as used in the LTFP, and not actuals.

As part of the process, Council generally undertakes a physical inspection of the roads where works are programmed for the following year.

#### **COMMENT**

The program is in draft form and has been included in the LTFP and is presented as a guide to Council at this early stage of budget planning. The plan also includes the grain route capital roadworks.

It is intended that Council will review the program as well as carry out a road inspection before the program is fully costed and presented to Council for adoption as part of the 2013/14 budget.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995 – section 5.56 Planning for the Future

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Projected expenditure for capital roadworks for the next ten years.

**STRATEGIC IMPLICATIONS**

Planning for capital roadworks for the next ten years

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council review the Draft ten (10) Year Capital Roadworks Program 2012/13 to 2020/21 and carry out a road inspection on a date convenient to the majority of Councillors.*

**COUNCIL RESOLUTION**

***(8191) Moved Crs – Hickey and Downing***

***That Council review the Draft ten (10) Year Capital Roadworks Program 2012/13 to 2020/21 and carry out a road inspection on a date convenient to the majority of Councillors.***

***Carried 6/0***

### **10.3.3. PLANT REPLACEMENT PROGRAM**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	13 June 2013
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	PES 009

#### **BACKGROUND**

As part of the Integrated Planning and Reporting Framework Councils are required to prepare a Resourcing Strategy of at least 10 years to identify the resources it needs to implement the Strategic Community Plan. An essential element of the resourcing strategy is that it must including provisions for long term financial planning.

A Long Term Financial Plan (LTFP) has been developed and includes Council's Plant Replacement Program for the next 10 years and ensures that the program is fully funded and achievable. This has resulted in the existing Plant Replacement Program to be reviewed and amended.

The programming of plant replacement is undertaken on a projected bases showing estimated costs and funding sources involving reserves.

A detailed plan allows Council to plan for expenditure on plant items and ensures that adequate reserves are maintained to facilitate large purchases.

A ten year plant replacement program has been developed for the period 2012/13 to 2021/22. A copy of the program is attached. Council should note that year one, being the currently financial year, is based on budget figures, as used in the LTFP, and not actuals.

#### **COMMENT**

The program is in draft form and has been included in the LTFP and is presented as a guide to Council at this early stage of budget planning.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995 – Section 5.56 Planning for the Future

#### **POLICY IMPLICATIONS**

There are no direct policy implications in relation to this item.

#### **FINANCIAL IMPLICATIONS**

Projected expenditure for future plant replacement

#### **STRATEGIC IMPLICATIONS**

Ten year plan of plant replacement

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council review the Plant Replacement Program 2012/13 to 2021/22 as part of the 2013/2014 budget planning process.*

**COUNCIL RESOLUTION**

***(8192) Moved Crs – Johnson and Hickey***

***That Council review the Plant Replacement Program 2012/13 to 2021/22 as part of the 2013/2014 budget planning process.***

***Carried 6/0***



#### **11. NOTICE OF MOTIONS**

There was no Notice of Motions.

#### **12. NOTICE OF MOTIONS FOR THE NEXT MEETING**

There was no Notice of Motions for the next meeting.

#### **13. CHIEF EXECUTIVE OFFICER'S REPORT**

##### Narembeen Road Upgrade

The CEO advised works on the Narembeen Road will be carried over to 2013/2014.

Staff are currently continuing maintenance grading, with one grader scraping, rain is needed before more can be done.

##### Medical Centre Extensions

Works at the Doctor's surgery are near completion, the project is also on budget.

##### Staff

Miss Natalie Jackson has been appointed the new Customer Service position, she will work full time between the Shire and Resource Centre. Mrs Pippa Davey has since started in the role of Executive Support Officer.

The CEO advised that due to staff leave and some recent resignations the outside staff levels are low. There have been no applications for the grader operator; the position will need to be re-advertising.

#### **14. PRESIDENT'S REPORT**

The President spoke about the recent trip to Melbourne with Mr Murphy and Cr Downing to visit architects and to view their projects.

The President also spoke about attending the National Assembly Conference in Canberra with Mr Murphy.

The President advised she had recently attended the Aged Care Planning meeting, where residents gathered to bring up their needs and concerns with servicers and facilities in the town.

#### **15. COUNCILLORS' REPORTS**

There were no Councillors' reports.

#### **16. URGENT BUSINESS**

There was no urgent business to discuss.

#### **17. INFORMATION BULLETIN**

Cr Hickey questioned the location of Lot 502 mentioned in the letter from the Senior Citizens. Mr Murphy advised that this was one of the lots comprising the Senior Citizens development.

#### **18. WALGA AND CENTRAL ZONE MOTIONS**

There were no WALGA or Central Country Zone Matters.

**19. MEETING CLOSURE**

There being no further business to discuss, the President thanked everyone of their attendance and closed the meeting at 4.57pm.