

SHIRE OF CORRIGIN AGENDA



15
December
2015

ORDINARY COUNCIL MEETING

Agenda for the Ordinary Council Meeting to be held on 15 December 2015 commencing at 3.00pm in the Council Chambers.

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Notice of Meeting

The next Ordinary Meeting of Council for the Shire of Corrigin will be held on Tuesday 15 December 2015 at the Council Chambers 9 Lynch Street Corrigin commencing at 3.00pm.

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Rob Paull – Chief Executive Officer

Order of Business

Ordinary Council Meeting to be held on Tuesday 15 December 2015

10.00am	<i>Audit & Risk Management Committee</i>
11.45am	<i>Lunch at Corrigin Hotel</i>
1.30pm	<i>Discussion Period</i>
2.30pm	<i>Afternoon Tea</i>
3.00pm	<i>Council Meeting</i>
5.00pm	<i>Nibbles</i>
7.00pm	<i>Christmas Lights Competition Judging</i>

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Tuesday 15 December 2015*

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1. DECLARATION OF OPENING

2. ATTENDANCE /APOLOGIES/LEAVE OF ABSENCE

President	L Baker
Deputy President	D L Hickey
	T J Pridham
	J A Mason
	M B Dickinson
	S G Hardingham
	B D Praetz
Chief Executive Officer	R L Paull
Executive Manager, Corporate & Community Services	T L Dayman
Executive Manager, Governance & Compliance	H V Talbot
Governance Executive Officer	D J Whitehead

3. PUBLIC QUESTION TIME

4. MEMORIALS

No memorials have been noted since the last Council meeting.

5. GUEST SPEAKERS

6. DECLARATIONS OF INTEREST

7. CONFIRMATION OF MINUTES

7.1. Minutes of the Ordinary Meeting of Council – 17 November 2015–Attachment 7.1

That the minutes of the Ordinary Meeting of Council held on Tuesday 17 November 2015 be confirmed as a true and correct record.

8. BUSINESS ARISING FROM MINUTES

9. MINUTES OF COMMITTEES

9.1. Minutes of Shire of Corrigin Local Emergency Management Committee–Attachment 9.1

Meeting held on Tuesday 21 September 2015 at the Council Chambers, 9 Lynch Street Corrigin commencing at 2.30pm – Attachment 9.1

OFFICER’S RECOMMENDATION

That the minutes of the Shire of Corrigin Local Emergency Management Committee meeting held on Tuesday 21 September 2015 and as provided in Attachment 9.1 be received.

9.2. Minutes of Wheatbelt South Regional Road Group Regional Road Group–Attachment 9.2

Meeting held on Wednesday 11 November 2015 at the Dryandra Visitors' Centre Narrogin commencing at 10.00am – Attachment 9.2

OFFICER'S RECOMMENDATION

That the minutes of the Wheatbelt South Regional Road Group Regional Road Group meeting held on Wednesday 11 November 2015 and as provided in Attachment 9.2 be received.

9.3. Minutes of Shire of Corrigin Rockview Land Management Committee–Attachment 9.3

Meeting held on Tuesday 17 November 2015 commencing at 11.00am at the Council Chambers, 9 Lynch Street Corrigin – Attachment 9.2

OFFICER'S RECOMMENDATION

That the minutes of the Shire of Corrigin Rockview Land Management Committee meeting held on Tuesday 17 November 2015 and as provided in Attachment 9.2 be received.

The following items were considered by the Shire of Corrigin Rockview Land Management Committee meeting held on Tuesday 17 November 2015 with the recommendations to Council as follows:

5.1 The cropping programme for 2015/16.

Cr Hickey provided the cropping arrangements for the Rockview Land for 2015/16 (Attachment 1) and the Committee discussed harvesting of the land.

COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION

That the Committee recommend to Council that the cropping arrangements for the Rockview Land for 2015/16 (Attachment 1) be accepted.

5.2 Payment for any outstanding costs.

COMMITTEE RECOMMENDATION AND OFFICER RECOMMENDATION

That the Committee recommend that:

1. *Council invite Muirton Farms to invoice the Shire to recoup cost for chemical and fertiliser for cropping of the Rockview Land once the crop has been delivered and funds received.*
2. *Council acknowledge and thank Muirton Farms for the contribution of fuel, time and leadership for the cropping of the Rockview Land.*

Note: Cr Hickey declared a financial interest in Item 5.2 and left the room at 11.34am
The CEO took the role of Chairman.

5.3 Future for the Rockview land.

COMMITTEE RECOMMENDATION AND OFFICER'S RECOMMENDATION

That the Committee recommend to Council that the Rockview land be available commencing in 2016/17, to community groups on the basis of a 3 year term with:

1. *the crop for 2016/17 being a lupin or other crop as agreed to by Council; and*
2. *the interested club to provide a planting program for the period sought subject to Council approval.*

9.4. Minutes of Corrigin Recreation and Events Centre Advisory Committee–Attachment 9.4

Meeting held on 5 November 2015 commencing at 7.30 pm at the Corrigin Recreation and Events Centre – Attachment 9.4

OFFICER'S RECOMMENDATION

That the minutes of the Shire of Corrigin Recreation and Events Centre Advisory Committee meeting held on Tuesday 5 November 2015 and as provided in Attachment 9.4 be received.

9.5. Minutes of WALGA Central Country Zone Meeting–Attachment 9.5

Meeting held on Friday 27 November 2015 at the W B Eva Pavilion Brookton commencing at 9.00am – Attachment 9.5

OFFICER'S RECOMMENDATION

That the minutes of the WALGA Central Country Zone meeting held on Friday 27 November 2015 and as provided in Attachment 9.5 be received.

9.6. Minutes of Wheatbelt South Aged Housing Opportunities–Attachment 9.6

Meeting held on Tuesday 10 November 2015 at the Wickepin Council Chambers commencing at 3.00pm – Attachment 9.6

OFFICER'S RECOMMENDATION

That the minutes of the Wheatbelt South Aged Housing Opportunities meeting held on Tuesday 10 November 2015 and as provided in Attachment 9.6 be received.

9.7. Minutes of Shire of Corrigin Local Emergency Management Committee–Attachment 9.7

Meeting to be held on Monday 14 December 2015 commencing at 2.30pm at the Council Chambers, 9 Lynch Street Corrigin (to be presented to Council).

OFFICER'S RECOMMENDATION

That the minutes of the Shire of Corrigin Local Emergency Management Committee meeting held on Monday 14 December 2015 and as provided in Attachment 9.7 be received.

9.8. Minutes of Shire of Corrigin Audit and Risk Management Committee–Attachment 9.8

Meeting to be held on Tuesday 15 December 2015 (to be presented to Council).

OFFICER'S RECOMMENDATION

That the minutes of the Shire of Corrigin Audit and Risk Management Committee meeting held on Tuesday 15 December 2015 and as provided in Attachment 9.8 be received.

10. MATTERS REQUIRING A COUNCIL DECISION

10.1. Corporate and Community Service Reports

10.1.1. CORRIGIN COMMUNITY RESOURCE CENTRE – NOVEMBER 2015

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Heather Ives, Coordinator Community Services
Disclosure of Interest:	No interest to disclose
File Number:	CS 0008
Attachment Reference:	Nil

COMMENT

1. CORRIGIN CRC – PROJECTS

Thank a Volunteer Grants Program 2016

“Thank a Volunteer” Funding application submitted to hold Sundowner event Feb/March 2016.
Awaiting outcome.

Lottery west - Community Spaces Outdoor

Funding Submitted for CREC Playground for total of \$40 284.
The outcome was Successful.

Bike Week 2016

“Bike Week” Funding application submitted to hold Bike Treasure Hunt event in March 2016.
Awaiting outcome.

National Youth Week 2016

“Corrigin – Sk8, Scoot & BMX Workshop Jam Session” Funding application submitted to hold event in April 2016.
Awaiting outcome.

2. CORRIGIN CRC Monthly Usage - November 2015:

CUSTOMERS ACCESSING 'FEE FOR SERVICE' and SALES					
SERVICES / FEES	MTHLY	YTD from July 15	SALES	MTHLY	YTD from July 15
Internet Use / Computer Use	40	206	Phonebook Sales	23	141
Photocopying / Printing / Faxing	36	239	Moments In Time Books	3	7
Laminating / Binding / Folding	4	27	Books Sales	0	2
Secretarial Services / Scans / CD B	4	49	Wrapping Paper / Postcard Sa	1	6
Room Hire	2	25	Polo Shirt / Eco Bag Sales	4	48
Equipment Hire	1	12	Phonecalls	1	2
Training / Course Fees	1	12	Sale of Assests	1	9
Recourse Centre Membership Fee	7	7	Comedy Gold Show - Ticket S	0	60
Exam Supervision	3	3			
Movie Club Fees	20	34			
		0			
Total	118		Total	33	
<i>Monthly People through :</i>	151				
CUSTOMERS ACCESSING 'CORRIGIN CRC SERVICES' - November 2015:					
SERVICE	MTHLY	YTD from July 15	SERVICE	MTHLY	YTD from July 15
Department of Human Services	95	494	Broadband for Seniors (+Web	8	39
Phonebook Enquiries	6	24	General Enquiries (Face to Fa	124	465
Tourism	35	258	General (Email/Phone/Webs	175	726
Government Access Point	11	54	Corrigin Toy Library	11	51
Conferences/Training / Westlink	65	458	TR Homes (Referrals)	0	3
Video Conference	0	0			
Total	212		Total	318	
<i>Monthly People through :</i>	530				
TOTAL FOR THE MONTH OF November:	681				

COMMUNITY ECONOMIC / BUSINESS and SOCIAL DEVELOPMENT BOOKINGS			
Description	No's	Room	Govt. Hot Office Booking (HO) / Com. Booking ©
DRD Cluster Meeting	13	Conference Room	Commercial Booking
Forrest Personnel - Employment	4	Professional Office	Commercial Booking
Exam Supervision	1	Video Conference	Commercial Booking
Movie Club - November	10	Conference Room	n/a
Exam Supervision	1	Video Conference	Commercial Booking
Forklift - Course	8	Conference Room	n/a
Exam Supervision	1	Video Conference	n/a
Forrest Personnel - Employment	2	Professional Office	Commercial Booking
Wilangi - Meeting	18	Conference Room	Commercial Booking
Westlink - CBA	3	Video Conference	n/a
Kondinin Shire - Meeting	4	Professional Office	Hot Office
CRC Team - Meeting	3	Professional Office	n/a

CORRIGIN CRC - Annual Summary Report:													
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YEAR TOTAL
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	479	6939
2013-14	651	494	516	706	597	479	405	529	641	640	616	553	6827
2014-15	769	757	750	878	651	443	455	569	403	603	486	499	7263
2015-16	543	695	668	813	681								3400
													58118

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

None known

FINANCIAL IMPLICATIONS

None known

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

Focus area: Various

Goals: Various

The operation and activities of the Corrigin Community Resource centre meets a variety of focus areas and goals.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

STRATEGIC THEMES

Various

The operation and activities of the Corrigin Community Resource centre meets a variety of focus areas and goals.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Corrigin Community Resource Centre Report for the month of November 2015.

10.1.2. ACCOUNTS FOR PAYMENT – NOVEMBER 2015

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Maureen Sloan
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	10.1.2

SUMMARY

That Council is provided with a list of all financial dealings relating to all accounts for the previous month.

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 November 2015 are attached.

After payment of the following cheque and EFT payments, the balance of creditors will be \$149,532.43

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 2015/2016 Annual Budget.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government.
A representative model that reflects the community and acts on their aspirations.	Effective governance and advocacy by the Shire.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal 5-1	Manage the Shire's finances and financial service activities to ensure the continuous, sustained operation of Council.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council in accordance with Attachment 10.1.2 endorse:

- 1. Cheques 20027 – 20032 payments in the Municipal fund totalling \$13,761.57;*
- 2. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$75,254.83;*
- 3. Cheque and EFT payments in the Trust Fund totalling \$740.90;*
- 4. EFT payments in the Licensing Account totalling \$66,266.70; and*
- 5. Total payments for November \$840,024.00*

10.1.3. MONTHLY FINANCIAL REPORT – NOVEMBER 2015

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Aaron Robins
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	10.1.3

SUMMARY

For Council to review and accept the monthly Financial Report for the month ending 30 November 2015.

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 as **Attachment 10.1.3**.

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.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government.
A representative model that reflects the community and acts on their aspirations.	Effective governance and advocacy by the Shire.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal 5-1	Manage the Shire's finances and financial service activities to ensure the continuous, sustained operation of Council.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

*That Council accept the Statement of Financial Activity for the month ending 30 November 2015 included as **Attachment** 10.1.3 and as presented, and notes any material variances.*

10.1.4. CORRIGIN RESOURCE CENTRE OPENING HOURS

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Taryn Dayman, Executive Manager Corporate and Community Services
Disclosure of Interest:	No interest to disclose
File Number:	CS 0008
Attachment Reference:	Nil

SUMMARY

Council is requested to endorse a change in opening hours for the Corrigin Resource centre (CRC) from 9am to 5pm to 9am to 4.30pm Monday to Friday.

BACKGROUND

Reference is made to Council policy 1.4 – Office hours where it states;

The Corrigin Community Resource Centre shall be open to the public from 9am to 5pm, Monday to Friday. The Resource Centre will close for 30 minutes each day to accommodate staff lunch breaks.

It is proposed to change the closing hours to allow CRC staff to conduct end of day procedures using synergy soft prior to 5pm.

COMMENT

Currently the CRC processes any payments received manually, which is then summarised and taken to the Council Admin counter for processing into Synergy Soft. It has been the intention of management that the Corrigin Resource Centre is able process payments directly into synergy soft, making the process more efficient.

As part of being able to receipt at the time of collecting payments, CRC staff will need to balance its daily takings and produce the necessary banking reports. Depending on the number of transactions and monies taken, this can take between 15 to 30 minutes to complete.

To ensure that the end of day procedures are completed in a timely manner, it is preferable that staff are not interrupted. It is for this reason why it is recommended to close the CRC at 4.30pm

It is proposed to commence the new opening hours from 4 January 2016 and trial the change in CRC opening hours for a period of 2 months to gauge customer feedback and review any effects on the delivery of services.

After the trial period a review of any feedback and impacts on delivery of customer service will be undertaken and a recommendation will be presented at the March 2016 Council meeting for consideration.

Should Council agree to the trial, the change in opening hours will be widely advertised on the Council and CRC website, Facebook, notice board and the local Windmill.

STATUTORY ENVIRONMENT

The Local Government Act 1995

POLICY IMPLICATIONS

Policy 1.4 Office Hours

FINANCIAL IMPLICATIONS

There are no known financial implications relating to this item.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: Transparent decision-making is important to us

Strategy	Outcome
Maintain a strong customer focus	Effective communication on key decisions

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal 4-2	Develop opportunities for improved customer service through the increase use of technology.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- (1) approves the change on the Corrigin Resource Centre opening hours to 9am to 4.30pm for a 2 month trial period commencing 4 January 2016 until presented to Council for determination.*
- (2) That management review the effects of the change of opening hours and provide Council with a report and recommendations at the March Council meeting.*

10.1.5. BULLARING APPLIANCE BAY FACILITY FUNDING

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	8 December 2015
Reporting Officer:	Taryn Dayman, Executive Manager Corporate and Community Services
Disclosure of Interest:	No interest to disclose
File Number:	GS 0001
Attachment Reference:	10.1.5

SUMMARY

Council is requested to authorise unbudgeted expenditure for the construction of a single appliance bay facility for the Bullaring Bush Fire Brigade (BFB).

BACKGROUND

The Shire of Corrigin applied for funding under the Local Government Grants Scheme – Bush Fire Services 2015/16 for the construction of an appliance bay facility at Bulyee and Bullaring at a cost of \$75,860 per facility.

The funding application for the Bulyee BFB bay facility was approved for the amount of \$72,087, with an expenditure of \$75,860 which was included in the 2015/16 annual budget.

Funding application for the Bullaring bay facility was not funded in the 2015/16 funding round.

COMMENT

Correspondence has been received from the Department of Fire & Emergency Services (DFES) advising that as a consequence of deferring approved vehicle projects to out years that funding of \$1,075m was available for further redistribution across Bush Fire Brigades and State Emergency Services units (note **Attachment 10.1.5**).

As a result 2015/16 unsuccessfully funding applications was re-assessed and we have received advice that the committee has approved the capital grant for the 1 appliance bay facility located in Bullaring.

As this funding income and expenditure was not included in the 2015/16 annual budget, Council is required to authorise the unbudgeted expenditure by absolute majority.

With funding being received from DFES the actual costs to Council is \$3,773, which reflects internal wages and plant costs for site preparation, which is not funding under the scheme.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 6.8 - Expenditure from Municipal fund not included in annual budget

POLICY IMPLICATIONS

There are no known policy implications relating to this item

FINANCIAL IMPLICATIONS

Increase in DFES Grant Income COA 05112 of \$72,087

Increase in Capital Expenditure, Bulyee Fire Shed COA 15182 of \$75,860

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: We want to straighten our community’s position for the future

Strategy	Outcome
Maintain a resilient and independent Shire , with a clear vision for the future	A sustainable and progressive local government.

6.2 Focus area four: Environment Development

Goal Four: We want to straighten our community’s position for the future

Strategy	Outcome
Support the increase protection of our Shire’s environment through active land management	Future generations will experience and enjoy our natural environment

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal 5-1	Manage the Shire’s finances and financial service activities to ensure the continuous, sustained operation of Council.

5.4 Environmental Development

Strategic Community Plan link	Strategies
Goal 8-2	Provide ranger services including animal control and bushfire control

VOTING REQUIREMENT

Absolute Majority

OFFICER’S RECOMMENDATION

That Council:

- (1) Approves the construction of a single appliance bay facility for the Bullaring Bush Fire Brigade at a cost of \$75,860.
- (2) Amends the 2015/2016 Annual Budget by an:
 - a. Increase in DFES grant income COA 01552 by \$72,087; and
 - b. Increase in Fire Shed additions Capital Expenditure COA 15182 by \$75,860.

10.1.6. CORRIGIN RECREATION & EVENTS CENTRE PLAYGROUND FUNDING

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Taryn Dayman, Executive Manager Corporate and Community Services
Disclosure of Interest:	No interest to disclose
File Number:	GS 0105
Attachment Reference:	10.1.6

SUMMARY

Council is requested to authorise an increase in capital expenditure for the construction of the Playground facility at the Corrigin Recreation and Events Centre (CREC).

BACKGROUND

As part of Council's budget consideration, the construction of a new playground costing \$72,835 was included in the 2015/2016 draft budget. Due to budget restraints, the provision was reduced to \$31,454 with the intention to investigate using the existing playground equipment which was removed from the site, prior to the construction of the new centre.

COMMENT

Investigations have since concluded that the old playground would not be suitable and may not meet current standards. As the playground is a high priority for the completion of the CREC, staff investigated funding options to assist with funding a new playground construction.

Two funding opportunities were identified and applications were submitted to;

- Department of Infrastructure and Regional Development – Stronger Communities Program \$20,000
- Lotterywest - Community Spaces \$20,284.

Council has unsuccessful in its application to the Department of Infrastructure and Regional Development (note **Attachment** 10.1.6)

Discussions with Lotterywest in relation to unsuccessfully securing other funding partners lead to a request to increase its Lotterywest Application from \$20,284 to \$40,284.

Council has received advised from Lotterywest that its application for \$40,284 has been approved.

As a result of receiving funding, Council is now in a position to fund the construction of a new playground for the CREC costing \$71,738.

As there is a provision for the construction of the CREC playground, this item is not presented to Council in accordance with section 6.8 – Expenditure from municipal fund not included in the annual budget and only requires an endorsement – exceed the original budget allocation by simple majority.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

There are no known policy implications relating to this item

FINANCIAL IMPLICATIONS

Increase in Lotterywest funding – CREC Income COA 11364 of \$40,284
 Increase in Capital Expenditure, CREC Playground COA 11397 of \$40,284

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: We want to straighten our community’s position for the future

Strategy	Outcome
Maintain a resilient and independent Shire , with a clear vision for the future	A sustainable and progressive local government.

6.2 Focus area Three: Social Development

Goal Four: We want good services to support of development as a Shire

Strategy	Outcome
Maintain the range of services and facilities provided by the Shire, particularly those for the rural area (roads) and the sporting community.	Essential services help us to prosper as a community.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal 5-1	Manage the Shire’s finances and financial service activities to ensure the continuous, sustained operation of Council.

5.3 Social Development

Strategic Community Plan link	Strategies
Goal 6-1	Provide and maintain community buildings and facilities, including roads and sporting facilities.

VOTING REQUIREMENT

Absolute Majority

OFFICER’S RECOMMENDATION

That Council:

- (1) Approves the construction of the Corrigin Recreation and Events Centre Playground at a cost of \$71,738.
- (2) Amends the 2015/2016 Annual Budget by an:
 - a. Increase in Lotterywest CREC grant income COA 11364 by \$40,284; and
 - b. Increase in CREC Playground Capital Expenditure COA 15182 by \$40,284.

10.2. Governance and Compliance Reports

10.2.1. ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR THE MONTH OF NOVEMBER 2015

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Deb Whitehead, Governance Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	Various
Attachment Reference:	Nil

SUMMARY

To report back to Council actions performed under delegated authority for November 2015.

BACKGROUND

To increase transparency this report has been prepared for Council and includes all actions performed under delegated authority for:

- Development Approvals issued
- Building Permits issued
- Health Approvals issued
- Septic Tank Approvals issued
- One off delegations to the Chief Executive Officer
- Affixing of Common Seal

COMMENT

The following tables outline the actions performed within the organisation relative to delegated authority for the month of November 2015 and are submitted to Council for information.

Common Seal

Use of the Common Seal was not undertaken for the period 1 November 2015 to 1 December 2015.

Food

Food Act 2008

No delegated decisions were undertaken by Shire pursuant to the Food Act 2008 for the period 1 November 2015 to 1 December 2015.

Hawkers, traders and stall holders

<i>Date of decision</i>	<i>Decision Ref.</i>	<i>Decision details)</i>	<i>Applicant</i>	<i>Other affected person(s)</i>
25/11/2015	N/A	Traders permit to hold stalls on Goyder Street intersection of Campbell Street from 8.00am-12.30pm on 28/11/2015	Corrigin Creative Arts Club	N/A

Public Buildings

Health Act 1911, Part VI Health (Public Buildings) Regulations 1992

No delegated decisions were undertaken by Shire pursuant to public building matters for the period 1 November 2015 to 1 December 2015.

Lodging houses

Health Act 1911, Part V, Division 2

No delegated decisions were undertaken by Shire pursuant to lodging house matters for the period 1 November 2015 to 1 December 2015.

Caravan parks and camp grounds

Caravan Parks and Camp Grounds Act 1995

No delegated decisions were undertaken by Shire pursuant to caravan parks and camping grounds matters for the period 1 November 2015 to 1 December 2015.

Planning Approval

No delegated decisions were undertaken by Shire pursuant to planning matters for the period 1 November 2015 to 1 December 2015.

Building Permits

Building Act 2011

Date of decision	Decision Ref.	Decision details	Applicant	Other affected person(s)
9/11/2015	19-2015	Transportable Office – Lot 377 Walton Street, Corrigin	Steven Warwick 33 Kirkwood Street, Corrigin	N/A
24/11/2015	20-2015	Demolition of Shed (with asbestos)	Andrew Swann Builder Rick Gilmore Asbestos Removal	N/A

STATUTORY ENVIRONMENT

Building Act 2011

Local Government Act 1995 - Section 9.49A

Planning & Development Act 2005 – Part 10 Div. 2

Shire of Corrigin Planning Scheme No. 2 – Cl 8.8

Health Act 1991 – S.107; Health Act 1911, Part VI

Health (Public Buildings) Regulations 1992

POLICY IMPLICATIONS

There are no known policies or policy implications relating to this Item.

FINANCIAL IMPLICATIONS

There are no known financial implications relating to this Item.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

COUNCIL MEETING STATUS REPORT

The following Status Report is for Council information only.

SHIRE OF CORRIGIN STATUS REPORT 2015/2016 AS AT 15 DECEMBER 2015

MINUTE REF	DETAIL	RESPONSIBLE OFFICER	STATUS	ANTICIPATED COMPLETION DATE
8619 20/10/2015	<ol style="list-style-type: none"> 1. Note the Report from Staff and the quotations received in relation to the demolition of the Agricultural Hall. 2. Accept the quotation from State Wide Demolition to demolish the Agricultural Hall (without salvaging materials) for \$38,400 	CEO	<ol style="list-style-type: none"> 1. No action required 2. State Wide Demolition awarded contract 	<ol style="list-style-type: none"> 1. Completed 2. Demolition due to be undertaken around February 2016
8629 20/10/2015	Authorise the Shire President and the CEO to execute the MOU referred to in 2 above and where required, to affix the common seal of the Shire of Corrigin	CEO	Alliance requested to provided MOU for signing	Completed
8633 20/10/2015	The Chief Executive Officer to undertake an investigation that addresses the reinstatement of a 72 hour stopover area for self-contained Recreation Vehicles (RV's) in the town of Corrigin and for the resultant report to be provided to Council at the Chief Executive Officer's earliest possible convenience.	CEO	Assessment and referral to Council	Item 11.1 in December agenda
8634 17/11/2015	That the minutes of the Ordinary Meeting of Council held on Tuesday 20 October 2015 be confirmed as a true and correct record.	CEO	No action required	Completed
8635 17/11/2015	That the minutes of the RoeROC meeting held on Thursday 24 September 2015 be received.	CEO	No action required	Completed
8636 17/11/2015	That the minutes of the Corrigin Recreation and Events Centre Advisory Committee meeting held on Monday 5 October 2015 be received.	CEO	No action required	Completed
8637 17/11/2015	That the minutes of the Roe Tourism Association meeting held on Monday 19 October 2015 be received.	CEO	No action required	Completed
8638 17/11/2015	That the minutes of the Roe Tourism Association Annual General meeting held on Monday 19 October 2015 be received.	CEO	No action required	Completed
8639 17/11/2015	That Council receives the Corrigin Community Resource Centre Report for October 2015.	CEO	No action required	Completed
8640 17/11/2015	<p>That Council in accordance with Attachment 10.1.2 endorse:</p> <ol style="list-style-type: none"> 1. Cheques 20012 – 20026 payments in the Municipal fund totalling \$34,468.45; 2. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$1,014,999.63 3. Cheque and EFT payments in the Trust Fund totalling \$NIL; 	CEO	No action required	Completed

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 15 December 2015*

	4. EFT payments in the Licensing Account totalling \$44,653.30; and 5. Total payments for October \$1,095,121.38.			
8641 17/11/2015	That Council adopts the Statement of Financial Activity for the month ending 31 October 2015, as included as Attachment 10.1.3 and notes any material variances.	CEO	No action required	Completed
8642 17/11/2015	That Council accept the report outlining the actions performed under delegated authority for the months of October/November 2015 and receive the Status Report as at 13 November 2015.	CEO	No action required	Completed
8643 17/11/2015	That Council pursuant to Section 3.12 of the Local Government Act 1995: 1. Adopts the proposed Shire of Corrigin Animals, Environment and Nuisance Local Law (Attachment 10.2.2 modified 2.28 (2) to reflect "townsite;" general modification to include discretion to the Veterinarian for the number of animals) for advertising 2. Gives State-wide public notice stating that: a. The Shire of Corrigin propose to make an Animals, Environment and Nuisance Local Law; i. The purpose of which is to provide for the regulation, control and management of animals and the prevention of environmental damage and nuisances within the District and ii. The effect of which is to establish the requirements with which any person keeping animals or undertaking activities that have the potential to impact the environment or create nuisance must comply; b. A copy of the proposed local law may be inspected or obtained at any place specified in the notice; c. Submissions about the proposed local law may be made to the Shire before the day specified in the notice, being not less than 6 weeks after the notice is given. 3. Provides a copy of the proposed local law and notice to the Minister for Local Government and Minister for Health. 4. Directs the Chief Executive Officer to prepare a report to Council detailing submissions from the community at the first Council meeting following the closure of submissions.	EMGC/EHO	Advertising required	In progress and to be referred back to Council after advertising
8644 17/11/2015	That Council: 1. Appoints the following members of the community to the Recreation Planning Committee: • Mr Graeme Downing • Mr Ron Poultney	CEO	1. Members to be notified	1. Completed

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 15 December 2015*

	<ul style="list-style-type: none"> • Mr Cameron Stone • Mrs Jackie Jones • Mr Kim Courboules <p>2. Request the Recreation Planning Committee to consider inviting suitable members of the community to become members at the next meeting of the committee.</p>			2. Members to be notified	2. Ongoing - discuss with Members																																						
8645 17/11/2015	That Council appoints Ms Ruth Owen to represent Council on the Roe Tourism Association.	CEO		Member to be notified	Completed																																						
8646 17/11/2015	That Council appoints the following representatives to the Central Country Zone of the Western Australian Local Government Association: <ul style="list-style-type: none"> • Councillor Baker to represent Council on the Central Country Zone of the Western Australian Local Government Association. • Councillor Hickey to represent Council on the Central Country Zone of the Western Australian Local Government Association. 	CEO		WALGA to be notified	Completed																																						
8647 17/11/2015	<p>1. That Council acknowledge Messrs Tim and Kevin Hardingham’s submission as provided for in Attachment 10.3.1, however Council has no authority to provide such permission to access roads as Restricted Access Vehicles (RAVs) 2, 3 and 4 under concessional loading.</p> <p>2 That Council submits the following roads for assessment by Main Roads WA for addition to the RAV networks</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Road</th> <th>Current RAV</th> <th>Assessment to RAV</th> </tr> </thead> <tbody> <tr> <td>Parsons Road</td> <td>None</td> <td>2 to 4</td> </tr> <tr> <td>Nambadilling Road</td> <td>None</td> <td>2 to 4</td> </tr> <tr> <td>Connelly Road</td> <td>None</td> <td>2 to 4</td> </tr> <tr> <td>Hills Road</td> <td>None</td> <td>2 to 4</td> </tr> <tr> <td>Schultz Road</td> <td>None</td> <td>2 to 4</td> </tr> <tr> <td>Dilling Road</td> <td>None</td> <td>2 to 4</td> </tr> <tr> <td>Bullaring Gorge Rock Road</td> <td>3</td> <td>4</td> </tr> <tr> <td>Kunjin South Road</td> <td>None</td> <td>2 to 4</td> </tr> <tr> <td>Jenkyn Road</td> <td>None</td> <td>2 to 4</td> </tr> <tr> <td>Baker Road</td> <td>None</td> <td>2 to 4</td> </tr> <tr> <td>Diamond Block Road</td> <td>None</td> <td>2 to 4</td> </tr> <tr> <td>Corrigin Dudinin Road</td> <td>None</td> <td>2 to 4</td> </tr> </tbody> </table>	Road	Current RAV	Assessment to RAV	Parsons Road	None	2 to 4	Nambadilling Road	None	2 to 4	Connelly Road	None	2 to 4	Hills Road	None	2 to 4	Schultz Road	None	2 to 4	Dilling Road	None	2 to 4	Bullaring Gorge Rock Road	3	4	Kunjin South Road	None	2 to 4	Jenkyn Road	None	2 to 4	Baker Road	None	2 to 4	Diamond Block Road	None	2 to 4	Corrigin Dudinin Road	None	2 to 4	CEO	<p>1. No action required</p> <p>2. Applicants/MRWA to be notified</p>	<p>1. Completed</p> <p>2. Completed</p>
Road	Current RAV	Assessment to RAV																																									
Parsons Road	None	2 to 4																																									
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*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 15 December 2015*

	<p>3. Advise the applicants and Main Roads WA that the Shire supports the use of Bendering Road and Corrigin South Road relative to their current RAV rating under condition Type A for the upcoming 2015/2016 harvest period November 2015-January 2016 inclusive.</p> <p>4. Request that the Chief Executive Officer in consultation with the Shire President and Deputy Shire President make necessary arrangements for the Heavy Haulage section of Main Roads WA (MRWA) to address a future meeting at the Shire of Corrigin with invited guests with the aim of addressing the Restricted Access Vehicle (RAV) system within the Shire of Corrigin and ensuring that farmers are lawfully able to access their land with RAV rated vehicles.</p>		<p>3. Applicant/MRWA to be notified</p> <p>4. Meeting to be organised</p>	<p>3. Completed</p> <p>4. In progress - to be discussed with the Shire President and Deputy Shire President</p>
8648 17/11/2015	<p>5. That Council pursuant to Section 5.42 of the Local Government Act, 1995 delegate authority to the Chief Executive Officer to determine acceptance of RAV conditions for Type A and B roads where MRWA have made access conditional on Shire consent. (Absolute Majority)</p>	CEO	Delegation Register updated	Completed

OFFICER'S RECOMMENDATION

That Council accept the report outlining the actions performed under delegated authority for the months of October/November 2015 and receive the Status Report as at 13 November 2015.

10.2.2. PLANNING APPLICATION – PROPOSED ADVERTISING (PYLON) SIGN

Applicant:	Noel Gordon on behalf of Robin & Johanna McMiles (Landowners)
Location:	Lot 481 (No.8) Rendell Street, Corrigin
Date:	8 December 2015
Reporting Officers:	Messrs Joe Douglas & Steve Pandevski – Consultant Town Planners (Urban & Rural Perspectives)
Disclosure of Interest:	No interest to disclose
File Number:	PA996-08-15
Attachment Reference:	10.2.2

SUMMARY

Application for planning approval has been lodged for the erection of a new two (2) sided advertising (pylon) sign in the front setback area on Lot 481 (No.8) Rendell Street, Corrigin.

BACKGROUND

The applicant is seeking Council's planning approval for the erection of a new two (2) sided advertising (pylon) sign in the front setback area on Lot 481 (No.8) Rendell Street, Corrigin. Lot 481 is located in the southern part of the Corrigin townsite, on the southern side of Rendell Street, east of Walton Street within the town's designated industrial area. The land is rectangular in shape, comprises a total area of approximately 8,750m² and has direct frontage and access to Rendell Street (see Plans 1 & 2).

Lot 481 is relatively flat throughout, has been extensively cleared of all native vegetation and is currently developed for industrial purposes. It contains a number of improvements associated with the current business use of the land by Agco/Agwest (i.e. a large steel industrial building, a transportable building used as an office and gravel vehicle access ways & parking areas) (see Plan 3). Under the terms of the information and plans submitted in support of the application the following is proposed:

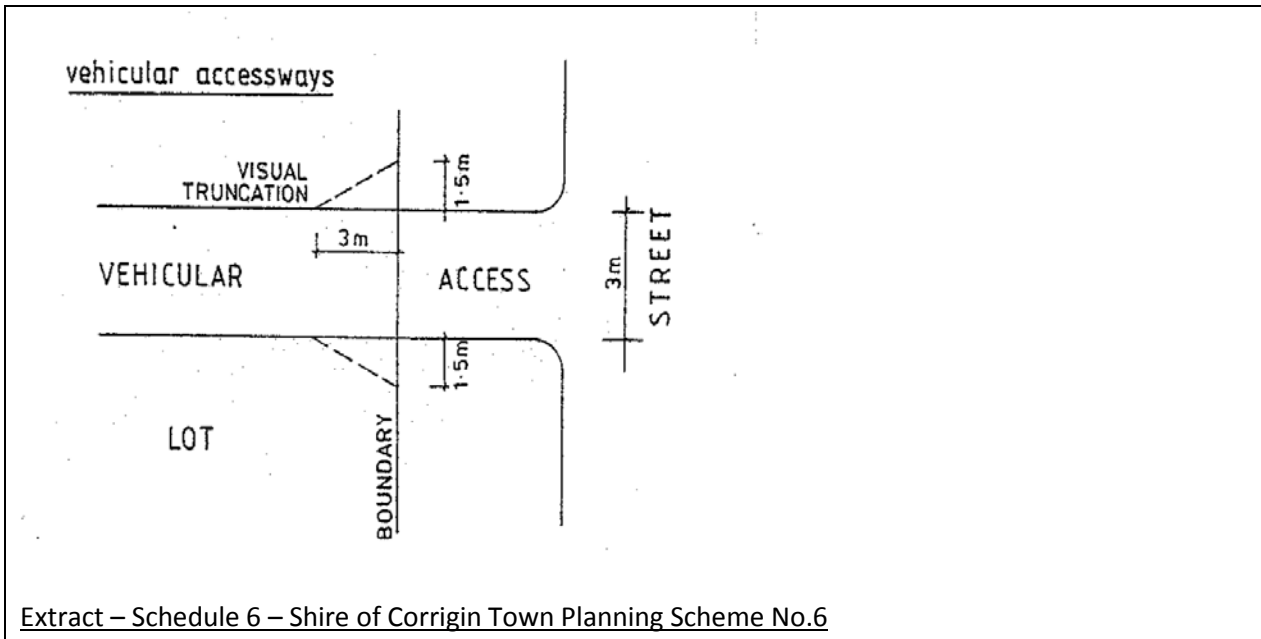
- i) Erection of a new 4.1 metre high and 1.9 metre wide, two (2) sided advertising (pylon) sign toward the front left corner of Lot 481 to advertise the existing business and agricultural machinery brands sold on the premises (see Plans 4 to 7);
- ii) AgCo/Agwest corporate colours will be used on the proposed advertising sign; and
- iii) The advertising sign will be positioned on an angle toward the approach to Lot 481 from Walton Street to the west.

COMMENT

The application has been assessed with due regard for the various development standards prescribed in TPS No.2 including those that apply specifically to land classified 'Industrial' zone. The reporting officers' have concluded the proposal generally satisfies the requirements of TPS No.2 as it applies to signage and advertisements. Notwithstanding the above, it is significant to note Clause 5.6.9 of TPS No.2 contains requirements relating to visual sightline truncations to vehicle accessways to ensure the sightlines of vehicles accessing and egressing a property will not be compromised.

This clause specifically states:

Except with the approval of the Council, no building, wall, fence or other form of visual obstruction greater than 0.75 metres in height, measured from natural ground level at the boundary shall be constructed or placed... within a 3 metre by 1.5 metre truncation of a vehicle access way as depicted in Schedule No.6.



Having regard for clause 5.6.9 and Schedule 6 of TPS No.2 it is recommended, should Council resolve to grant approval to the application, that it impose a condition requiring the proposed pylon sign to be located so as to not impede the visual truncation area as required by Schedule 6 of TPS No.2. Ensuring the appropriate location of the sign having regard for the above is not considered overly burdensome given the large land area available between the building on Lot 481 and the Rendell Street road reserve.

CONCLUSION

It is concluded from a detailed assessment of the application that the proposal to erect a new two (2) sided pylon sign in the front setback area on Lot 481 (No.8) Rendell Street, Corrigin to support the existing industrial business on the land is unlikely to have a negative impact on the general amenity, character and functionality of the immediate locality and may therefore be supported and approved by Council subject to the imposition of a number of conditions to ensure it 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 known policies or policy implications relating to this Item.

FINANCIAL IMPLICATIONS

There are no known financial implications relating to this Item.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.1 Focus area one: Economic Development

Goal One: We want to be able to spend our money locally and encourage others to do the same

Strategy	Outcome
Work with the business community to grow and attract a local workforce, targeting young people	We can help grow the local economy

Goal Two: Utilise the land available in the area for a range of new businesses

Strategy	Outcome
Diversify businesses in the community to improve resilience	Increased customer spending and employment in the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Ec Goal One – 1 and Goal Two - 1	Develop and implement an Economic Development Strategy

VOTING REQUIREMENTS

Simple Majority

OFFICERS' RECOMMENDATION

*That the application for planning approval submitted by Mr Noel Gordon as authorised in writing by R & J McMiles (Landowners) for the erection of a new two (2) sided pylon sign on Lot 481 (No.8) Rendell Street, Corrigin be **approved** subject to the following conditions and advice notes:*

Conditions

1. *The new advertising sign shall be erected in a manner consistent in content, design, materials and colours with the information and plans submitted in support of the application unless otherwise approved by the Shire of Corrigin.*
2. *The new advertising sign shall be erected entirely within the boundaries of Lot 481 and shall not encroach upon the adjoining road reserve area or any adjoining lot.*
3. *The new advertising sign shall be sited so as to maintain a 3m x 1.5m sightline truncation from the primary accessway to/from Lot 481 as required by Schedule 6 of TPS No.2.*
4. *The new advertising sign shall not exceed 1.9 metres in width and 4.1 metres in height.*
5. *Any proposal to illuminate the advertising sign shall require separate approval from the Shire of Corrigin prior to the installation of lighting.*
6. *The new advertising sign shall be maintained in a neat, tidy and functional condition at all times to the specifications and satisfaction of the Shire of Corrigin.*
7. *In the event that the advertising sign falls into a state of disrepair the sign shall be repaired, repainted, restored or otherwise removed within fourteen (14) days of receipt of written notice from the Shire of Corrigin.*

Advice Notes

- 1. The development shall be completed within a period of one (1) year 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 Grace 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 development.*
- 3. The proposed development 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. 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 commenced by the local government.*

10.2.3. PLANNING APPLICATION – PROPOSED AGED & DEPENDENT PERSONS’ DWELLING

Applicant:	TR Homes WA Pty Ltd on behalf of the Shire of Corrigin (Developer) & State of Western Australia (Landowner)
Location:	Reserve 33585 being Lot 502 (No.3) Goyder Street, Corrigin
Date:	8 December 2015
Reporting Officers:	Messrs Joe Douglas & Carlo Famiano – Consultant Town Planners (Urban & Rural Perspectives)
Disclosure of Interest:	No interest to disclose
File Number:	PA783-11-15
Attachment Reference:	10.2.3

SUMMARY

Application for planning approval has been lodged for the erection of a one (1) additional new aged / dependent persons’ dwelling on Reserve 33585 being Lot 502 (No.3) Goyder Street, Corrigin.

BACKGROUND

The applicant is seeking Council’s planning approval to construct one (1) additional new aged / dependent persons’ dwelling on Reserve 33585 being Lot 502 (No.3) Goyder Street, Corrigin to assist with the provision of much needed housing for aged, disabled or dependent persons within the Corrigin townsite.

Reserve 33585 is located centrally within the Corrigin townsite approximately 180 metres north of the intersection of Goyder and Kunjin Streets. The land is rectangular in shape, comprises a total area of approximately 2,679m² and is relatively flat throughout. The property has direct frontage and access to Goyder Street along its western boundary and a right-of-way along its southern and eastern boundaries (see Plans 8 & 9).

The subject land forms part of Crown Reserve 33585 which is owned by the State of Western Australia and currently vested in the Shire of Corrigin for ‘Aged Persons Homes and Civic’ purposes. The land has historically been developed in stages over a number of years for aged accommodation purposes with two (2) dwellings having previously been constructed some time ago (see Plan 10).

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

- i) Construction of one (1) new modular (i.e. transportable) dwelling designed specifically to accommodate aged / dependent persons’ (see Plans 11 & 12);
- ii) The new dwelling will be constructed of colorbond wall cladding (colours yet to be selected) and zincalume roofing;
- iii) The dwelling will have three (3) bedrooms, one (1) bathroom, one (1) toilet and a single carport;
- iv) The dwelling will comprise a total floor area of approximately 105.94m² not including the carport area;
- v) The dwelling will have a wall height of 2.45 metres (i.e. plate height) and a ridge height of approximately 4 metres; and
- vi) The new dwelling will be connected to power, water, telecommunications and reticulated sewerage disposal infrastructure.

COMMENT

Zoning & Land Use Permissibility

Reserve 33585 is classified 'Town Centre' zone under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No.2).

Under the terms of the Zoning Table in TPS No.2 the use of any land in the Scheme Area for the purpose of 'aged / dependent persons' dwellings' is not specifically listed. As such Council must have due regard for the provisions of Clause 3.2.4 of TPS No.2 when considering such uses. Clause 3.2.4 of TPS No.2 states that when considering an application proposing the development and/or use of any land for the purposes of a 'use not listed' in the Zoning Table Council may:

- a) *Determine that the proposed use is **not consistent** with the objectives and purposes of the particular zone and is therefore not permitted; or*
- b) *Determine by absolute majority that the proposed use **may be consistent** with the objectives and purpose of the zone and thereafter follow the advertising procedures of Clause 6.3 in considering an application for planning approval.*

Clause 6.3 of TPS No.2 specifies that planning applications shall be advertised for public comment for a minimum period of twenty one (21) days. As previously mentioned Reserve 33585 has historically been developed and used for aged / dependent persons' dwellings, with Stage 1 of the project having been completed some time ago following the issuance of all required planning and building approvals by the Shire.

It is significant to also note the current approved and designated purpose of Reserve 33585 under the Land Administration Act is '*Aged Persons Homes and Civic*'.

Given these previous approvals for the subject land and the fact it has been extensively developed and is currently being used for its approved purpose, the reporting officers have formed the view the proposal to construct one (1) additional aged / dependent persons' dwelling thereon does not require consideration under Clause 3.2.4 of TPS No.2 and Council has scope to conditionally approve the application without the need for public advertising.

Compliance with Development Standards

Clause 5.2.1 of TPS No.2 states that when considering applications for residential development comprising grouped dwellings (which includes aged / dependent persons' dwellings), an R20 density coding will apply subject to a reticulated sewerage service being available. Given the subject land is serviced by and connected to reticulated sewerage disposal infrastructure, the application for Reserve 33585 has been assessed with due regard for the standards applicable under the R20 density coding.

A detailed assessment of the application by the reporting officers' against the development standards prescribed in TPS No.2 and the 'deemed to comply requirements' of the Residential Design Codes of Western Australia (i.e. the R-Codes) has confirmed it satisfies the majority of standards except for the following:

- i) Element 5.4.5 C5.1 – 'Utilities and facilities'; and
- ii) Element 5.5.2 C2.1 – 'Aged or dependent persons' dwellings'.

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

Point 1: Element 5.4.5 C5.1 – 'Utilities and facilities'

The plans prepared in support of the application do not indicate the provision of a 4m² enclosed and lockable storeroom for the proposed dwelling in accordance with the 'deemed to comply requirements of Element 5.4.5 C5.1 of the R-Codes.

Storerooms are considered to be a vital facility for grouped dwelling developments given the limited space available to store bulky materials (i.e. general household items, gardening equipment, barbecues, bicycles etc). The requirement to provide a storeroom for such developments has been consistently applied throughout the State for many years. As such it is recommended that Council impose a condition on any planning approval issued requiring the proposed dwelling to be provided with a suitable standard storeroom in accordance with the 'deemed to comply requirements' of Element 5.4.5 C5.1 of the R-Codes.

Point 2: Element 5.5.2 C2.1 – 'Aged or dependent persons' dwellings'

The application proposes the following:

- i) A plot ratio for the proposed dwelling is 106m² in lieu of a maximum plot ratio of 100m² as required by the 'deemed to comply requirements' of Element 5.5.2 C2.1 of the R-Codes;
- ii) The construction of three (3) aged / dependent persons' dwellings in lieu of a minimum of five (5) dwellings per development as required by the 'deemed to comply requirements' of Element 5.5.2 C2.1 of the R-Codes; and
- iii) No on-site visitor car parking bays in lieu of one (1) on-site visitor bay required by the 'deemed to comply requirements' of Element 5.5.2 C2.1 of the R-Codes.

Council may consider these non-compliance issues under the 'design principles criteria' contained in Element 5.5.2 of the R-Codes which expressly states:

"P2 Aged or dependent persons' dwellings for the housing of aged or dependent persons designed to meet the needs of aged or dependent persons; and

- *reduces car dependence (i.e. is located in close proximity to public transport and services);*
- *has due regard to the topography of the locality in which the site is located in respect to access and mobility;*
- *does not impinge upon neighbour amenity; and*
- *responds to a demand for aged or dependent persons' accommodation in the locality which is recognised in the local planning framework."*

Following a detailed assessment of the application in the context of the above 'design principles criteria' the reporting officers' have concluded the proposed development is capable of being supported and approved by Council for the following reasons:

- i) The proposed dwellings have been designed and will be constructed in accordance with Australian Standard AS4299 (i.e. 'Adaptable Housing') to ensure they satisfy the specific needs and requirements of the future intended occupants (i.e. aged / dependent persons);
- ii) Reserve 33585 is located centrally within the Corrigin townsite and in close proximity to the town centre area which will provide for the daily needs of the future occupants of the dwelling within a walkable distance;
- iii) There is adequate space within the Goyder Street road reserve to accommodate any on-street car parking demand likely to be generated by the proposed development (i.e. visitor parking);
- iv) The proposed development will not have any adverse impacts on any adjoining properties or the local streetscape in terms of its overall bulk, scale or appearance;
- v) The proposed development has been designed with due regard for the natural topography of the land and its immediate surrounds; and
- vi) The proposed development will benefit the local community by providing much needed housing for aged / dependent persons in the Corrigin townsite which is a key objective of Council's adopted and endorsed *Strategic Community Plan 2013 – 2023*.

CONCLUSION

It is concluded from a detailed assessment of the application that the proposal to construct one (1) new aged / dependent persons' dwelling on Reserve 33585 being Lot 502 (No.3) Goyder Street, Corrigin is capable of being implemented in a proper and orderly manner and is unlikely to have a negative impact on the general amenity, character, functionality and safety of the immediate locality subject to the imposition of a number of conditions. As such it is recommended that Council exercise its discretion and grant conditional approval to the application.

POLICY IMPLICATIONS

There are no known policies or policy implications relating to this Item.

FINANCIAL IMPLICATIONS

There are no known financial implications relating to this Item.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.3 Focus area three: Social Development

Goal Six: We need good services to support our development as a Shire

Strategy	Outcome
Develop aged care facilities in the Shire, including low care	Our residents can reside in the community for their whole life

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Ec Goal One – 1 and Goal Two - 1	Develop and implement an Economic Development Strategy

VOTING REQUIREMENTS

Simple Majority

OFFICERS' RECOMMENDATION

*That the application for planning approval submitted by TR Homes WA Pty Ltd on behalf of the Shire of Corrigin and the State of Western Australia to construct one (1) additional new aged / dependent persons' dwelling on Reserve 33585 being Lot 502 (No.3) Goyder Street, Corrigin be **approved** subject to compliance with the following conditions and advice notes:*

Conditions

- 1. The proposed development shall be undertaken in a manner consistent with the information and plans submitted in support of the application unless otherwise approved by Council.*
- 2. At least one (1) permanent occupant of the dwelling shall be aged or physically dependent as defined by the Residential Design Codes of Western Australia (2015).*
- 3. The proposed dwelling shall incorporate, as a minimum, the following design elements as prescribed by the Residential Design Codes of Western Australia (2015):*

- i) Level external entry path to the front door, with preferably all external doors having level external entry paths;*
 - ii) All external and internal doors shall have a minimum 820mm wide clear opening (AS4299);*
 - iii) All internal corridors to be a minimum 1,000mm wide with the width to be increased to a minimum of 1,200mm in corridors with openings on side walls;*
 - iv) A visitable toilet (AS4299), preferably located within the bathroom; and*
 - v) Toilet and toilet approach doors shall have a minimum 250mm high nib wall on the door handle side of the door and provision for the installation of grab rails in accordance with AS4299.*
- 4. All proposed vehicle crossovers, accessways and parking areas shall be constructed and maintained to the specifications and satisfaction of the Shire of Corrigin.*
 - 5. All dwellings shall be connected to reticulated sewerage disposal infrastructure to the satisfaction of the Shire of Corrigin and Water Corporation.*
 - 6. The carport shall be an open structure and is not permitted to be enclosed by any walls or doors unless otherwise approved by Council.*
 - 7. All stormwater drainage discharge generated by the proposed development shall be managed to the specifications and satisfaction of the Shire of Corrigin.*
 - 8. All landscaping shall be completed in accordance with approved plans prior to occupation of the dwellings and shall be maintained to the satisfaction of the Shire of Corrigin.*
 - 9. The proposed dwelling shall be provided with a 4m² storeroom (minimum dimension of 1.5 metres) in accordance with the 'deemed to comply requirements' of the Residential Design Codes (2015) or other arrangement as agreed to by the Chief Executive Officer.*
 - 10. Any front walls and/or fencing within the primary street setback area of the proposed development shall be visually permeable to the satisfaction of the Shire of Corrigin.*
 - 11. The street verge adjacent to the development shall be landscaped to the satisfaction of the Shire of Corrigin.*

Advice Notes

- 1. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period this approval will lapse and be of no further effect. Where this 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 development on the land.*
- 3. The proposed development 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. No works are permitted on Sundays or Public Holidays.*
- 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 commenced by the local government.*

10.2.4. PLANNING APPLICATION – PROPOSED NEW SINGLE DETACHED DWELLING

Applicant:	Rural Building Company on behalf of Chadd & Wendy Gardner (Landowners)
Location:	Lot 1 Kunjin Street, Corrigin
Date:	8 December 2015
Reporting Officers:	Messrs Joe Douglas & Carlo Famiano – Consultant Town Planners (Urban & Rural Perspectives)
Disclosure of Interest:	No interest to disclose
File Number:	PA1103-10-15
Attachment Reference:	10.2.4

SUMMARY

Application for planning approval has been lodged to construct a new single detached dwelling on Lot 1 Kunjin Street, Corrigin.

BACKGROUND

The applicant is seeking Council’s planning approval to construct a new single detached dwelling on Lot 1 Kunjin Street, Corrigin. Lot 1 is located at the western gateway to the Corrigin townsite approximately 60 metres west of the intersection of Kunjin and Talbot Streets with direct frontage and access to Kunjin Street along its southern boundary. The land is rectangular in shape, comprises a total area of approximately 1.3481 hectares and is relatively flat throughout (see Plans 13 & 14).

Lot 1 has been extensively cleared and has historically been developed and used for rural residential purposes. The land previously contained a single detached dwelling which has been demolished and removed. Notwithstanding this fact, the land still contains a number of physical improvements associated with its previous use for rural residential purposes including a medium size outbuilding (i.e. zincalume shed), vehicle access driveway/crossover to Kunjin Street (basic gravel standard) and boundary fencing (see Plan 15).

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

- i) Construction of a new 381m² single detached dwelling comprising four (4) bedrooms, two (2) bathrooms, a double garage, alfresco area and a verandah along its front facade (see Plans 16 to 18);
- ii) The dwelling will have a wall height of 2.44 metres and a ridge height of approximately 5.5 metres;
- iii) The dwelling will be constructed using masonry (i.e. face brick walls) and colorbond roofing (Note the colours to be used are yet to be determined);
- iv) The new dwelling will be located centrally on Lot 1 in approximately the same position as the previous dwelling with a setback of approximately 100.66 metres from the land’s southern front boundary (i.e. Kunjin Street), a 10 metre setback from the western side boundary, a 22.167 metre setback from the eastern side boundary and a 91.666 metre setback from the northern rear boundary;
- v) The dwelling will be constructed on a one (1) metre high built-up sand pad;
- vi) The dwelling will be provided with an on-site effluent disposal system; and
- vii) The dwelling will be connected to electricity and water supply infrastructure located along the land’s southern front boundary.

COMMENT

Zoning & Land Use Permissibility

Lot 1 is classified 'Rural Residential' zone under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No.2).

A key objective of the land's current 'Rural Residential' zoning classification is to provide for rural smallholdings, low density residential living in close proximity to the Corrigin urban area and enable persons to work on the land on which they reside. In addition, any development within the 'Rural Residential' zone must have due regard for the overall amenity of the zone and cannot be of an industrial nature.

Under the terms of the Zoning Table in TPS No.2 the construction of a single detached dwelling is permitted on land classified 'Rural Residential' subject to Council's formal planning approval.

An assessment of the plans submitted in support of the application against the specific standards and requirements of TPS No.2 has confirmed the proposal for Lot 1 is fully compliant. As such it is recommended that Council exercise its discretion and grant conditional approval to the application.

POLICY IMPLICATIONS

There are no known policies or policy implications relating to this Item.

FINANCIAL IMPLICATIONS

There are no known financial implications relating to this Item.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.3 Focus area three: Social Development

Goal Six: We need good services to support our development as a Shire

Strategy	Outcome
Increase housing options to attract new families	Increased growth and participation in our community

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Ec Goal One – 1 and Goal Two - 1	Develop and implement an Economic Development Strategy

VOTING REQUIREMENTS

Simple Majority

OFFICERS' RECOMMENDATION

*That the application for planning approval submitted by the Rural Building Company on behalf of Chadd & Wendy Gardner (Landowners) to construct a new single detached dwelling on Lot 1 Kunjin Street, Corrigin be **approved** subject to compliance with the following conditions and advice notes:*

Conditions

- 1. The proposed development shall be undertaken in a manner consistent with the information and plans submitted in support of the application unless otherwise approved by Council.*
- 2. All vehicle access to and from the proposed dwelling shall be via the existing driveway crossover along the land's Kunjin Street frontage which shall be upgraded and maintained to the specifications and satisfaction of the Shire of Corrigin and Main Roads WA.*
- 3. A suitable on-site effluent disposal system for the new dwelling shall be constructed and maintained to the specifications and satisfaction of the Shire of Corrigin and Department of Health.*
- 4. All stormwater drainage discharge generated by the new dwelling shall be managed to the specifications and satisfaction of the Shire of Corrigin.*
- 5. The property shall be maintained in a neat and tidy condition at all times to the specifications and satisfaction of the Shire of Corrigin.*

Advice Notes

- 1. The development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period this approval will lapse and be of no further effect. Where this 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 development on the land.*
- 3. The proposed development 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. No works are permitted on Sundays or Public Holidays.*
- 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 commenced by the local government.*

10.2.5. HEALTH LOCAL LAW 2015

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Heather Talbot, Executive Manager Governance and Compliance
Disclosure of Interest:	No interest to disclose
File Number:	LE 0002
Attachment Reference:	10.2.5

SUMMARY

For Council to endorse the changes to the Shire of Corrigin Health Local Law 2015 and authorise staff to commence advertising for public consultation period.

BACKGROUND

During the May Council meeting, staff were directed to proceed with the adoption of the Shire of Corrigin Health Local Law 2015 and the complete the requirements for public consultation. Council has since at the September 2015 meeting reviewed the submissions received after the close of public consultation process and directed staff to prepare the finalised local law for adoption at the October Council meeting.

At the October Council meeting an error in the copy provided to Council was detected so the matter was laid on the table.

The CEO in consultation with Council's EHO has since made a number of changes to the local law and it was agreed that the process for adoption of the local law be recommenced to ensure adequate public consultation on the changes that have occurred. **Attachment 10.2.5** provides for the revised Shire of Corrigin Health Local Law 2015.

COMMENT

The process for adopting local laws is set out in Section 3.12 of the *Local Government Act 1995* however an additional step is required to obtain Executive Director of Public Health approval. This includes:-

1. At the council meeting the person presiding is to give notice to the council meeting of the purpose and effect of the proposed local law;
2. State-wide and local public notice is to be given stating that the Shire intends to make a local law. Advertising is to remain open for at least 6 weeks;
3. As soon as the notice is given, a copy of the proposed local law, together with the public notice and National Competition Policy form are to be provided to the Minister for Local Government and Minister for Health(C/- Director, Environmental Health Directorate);
4. A copy of the proposed local law is to be provided to any person requesting it;
5. After the last day of submissions, the local government is to consider any submissions and may by absolute majority proceed with the local laws as proposed or make alterations which are not significantly different from what was first proposed;
6. Three (3) signed copies of the local law are to be forwarded to the Executive Director, Public Health for their consent pursuant to Section 342(1)(a) of the *Health Act 1911*. Two of the signed copies will be returned to the Shire. One of these signed copies must be forwarded for publication in the Government Gazette;
7. The adopted local law is published in the Government Gazette and a copy is provided to the appropriate Ministers;
8. Another public notice is given stating the title of the local law, its intent and date the local law will come into effect;

9. Forwarding all documentation to Parliaments Joint Standing Committee on Delegated Legislation.

Therefore, according to the above the President must give notice of the purpose and effect of the proposed local law in the prescribed manner. Reg 3 Local Government (Functions and General) Regulations.

- PURPOSE:** The purpose of the proposed local laws is to provide for the regulation, control and management of day to day public health matters within the Shire of Corrigin.
- EFFECT:** The effect of the proposed local law is to establish various health standards and requirements which people living and working within the Shire of Corrigin must observe.

The community will once again be provided with opportunity to comment on the proposed local laws. These comments must be considered by Council. Where alterations will make a local law significantly different to what was proposed the procedure for making the local law must be recommenced.

STATUTORY ENVIRONMENT

Local Government Act 1995, section 3.12 – Adoption of a local law

POLICY IMPLICATIONS

There are no known policies or policy implications relating to this Item

FINANCIAL IMPLICATIONS

Budgeted costs associated with preparation of the local law and required advertising and publication in the government gazette.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.3 Focus area three: Social Development

Goal six: We need good services to support our development as a Shire

Strategy	Outcome
Maintain the range of services and facilities provided by the Shire, particularly those for the rural area (roading) and the sporting community	Essential services help us to prosper as a community

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.3 Social Development

Strategic Community Plan link	Strategies
Goal Six - 1	Provide environmental health services to protect public health

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council pursuant to Section 3.12 of the Local Government Act 1995 1995:

1. *Adopts the proposed Shire of Corrigin Health Local Law as provided for in **Attachment 10.2.5** for advertising;*
2. *Gives State-wide public notice stating that:*
 - a. *The Shire of Corrigin propose to make a Health Local Law;*
 - i. *The purpose of which is to provide for the regulation, control and management of day to day public health matters within the Shire of Corrigin and*
 - ii. *The effect of which is to establish various health standards and requirements which people living and working within the Shire must observe;*
 - b. *A copy of the proposed local law may be inspected or obtained at any place specified in the notice;*
 - c. *Submissions about the proposed local law may be made to the Shire before the day specified in the notice, being not less than 6 weeks after the notice is given;*
3. *Provides a copy of the proposed local law and notice to the Minister for Local Government and Minister for Health; and*
4. *Directs the Chief Executive Officer to prepare a report to Council detailing submissions from the community at the first Council meeting following the closure of submissions.*

10.2.6. RESERVE 26073, LOT 391 KIRKWOOD STREET CORRIGIN (CORRIGIN CARAVAN PARK) LEASE

Applicant:	J & G Reynolds, T & M Dyer
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Heather Talbot, Executive Manager Governance and Compliance
Disclosure of Interest:	No interest to disclose
File Number:	CP 0065
Attachment References:	10.2.6 -1 Draft Lease (Under separate cover to Councillors) 10.2.6 -2 Deed of Surrender (Under separate cover to Councillors) 10.2.6 -3 Location Plan 10.2.6 -4 Fixtures and fittings

SUMMARY

Council has received two separate requests from two interested parties each requesting to enter into a lease agreement for Reserve 26073 being Lot 391 Kirkwood Street Corrigin ('Corrigin Caravan Park'). Council is requested to determine the future direction of the Corrigin Caravan Park.

BACKGROUND

In March 2006, Council leased the caravan park to John and Gwenda Reynolds for a five year period and has subsequently extended the lease to have a current expiry date of 22 March 2016.

In accordance with clause 3.6 of the current lease, Mr and Mrs Reynolds can assign the lease to another person provided the consent of the Shire has been obtained. Consent from the Shire must not be unreasonably withheld.

In February 2014, a similar request was received which eventually fell through. At the February 2014 meeting Council directed staff to investigate the management options for the Corrigin Caravan Park with respect to lease, sale or otherwise.

Legal advice at that time was that the current lease document was wholly inadequate. Furthermore, as the consent of the Minister for Lands was not obtained at the time of entering the lease agreement in 2006, the lease was in fact invalid.

The then Chief Executive Officer, Julian Murphy directed staff to arrange for the preparation of a new lease agreement and Deed of Surrender for the current lessee. A copy of the draft lease and Deed of Surrender that were prepared are provided as **Attachment 10.2.6-1** and **10.2.6-2**.

Should Council decide to enter into a leasehold arrangement it is suggested this document be the basis for the new lease agreement. The document will require minor adjustment as the land on which the Caravan Park lies is currently being purchased from the Crown as part of the upgrade to the recreation precinct to secure the power supply to the new Recreation and Events Centre. It is anticipated that the land tenure issue can be resolved before the March expiry date and if not the permission of the Minister for Lands will again be required.

If Council does enter into a lease agreement with either party it is a requirement that Council go through the process of advertising that the Caravan Park is up for lease as per s3.58 of the *Local Government Act 1995*. A plan showing the boundary of the Caravan Park including an additional area for Recreation Vehicle parking (as addressed in Item 11.1 to this Agenda) is included as **Attachment 10.2.6-3**.

COMMENT

Having regard for the above, staff consider that there are four realistic options available to Council to consider in regards to the future direction and management of the Corrigin Caravan Park.

1. Public tender on similar management terms

Proceed to a public tender process for the lease of the caravan park on similar terms as it is currently being managed under. The tender would be advertised in the Narrogin Observer. This would allow for any interested party to make a submission to Council on the level of service they could provide, future plans for the improvement of the facility and how those improvements could be funded. A decision on the accepted tender would need to be made at the February 2016 Ordinary meeting to allow for suitable changeover period if required. Council could potentially increase the lease payment and set aside those funds for future capital improvements over the next ten years, this would assist the new lessee in the overall improvement of the Caravan Park facility.

2. Offer the lease to the current leaseholders

Offer the lease under the new lease agreement to the current leaseholders John and Gwenda Reynolds. At present the Reynolds pay a nominal lease payment of \$1,000 and reimburse Council for all power and water. They have added a camp kitchen and shade structure as major items of improvement over the past ten years. The office is also part of their assets provided at the park, as well as the washing machines, dryer, basic reticulation, pump, TV antennae, small shed and various advertising signage both at the park and on the entrance roads to Corrigin. They have the right to remove these items from the Caravan Park if the lease is not awarded to them. As stated previously in this report the requirement for advertising that the Caravan Park is up for lease as per section 3.58 of the Local Government Act 1995 is still required and as such Council needs to be aware they may receive public comment regarding the proposal. Council would need to record the reason for their decision taking into consideration any public responses received.

3. Take back the running of the Caravan Park as a function of Council

This would involve Shire staff employed to maintain the buildings and gardens as well as manage bookings, promotion, call outs and all other duties involved in the management of a caravan park. There is no allocation in the 2015-16 budget so any expenditure would be unbudgeted expenditure and nor has this arrangement been identified in any strategic document produced by Council or the community. Council would need to find these funds from savings elsewhere in the existing budget and which would require a more in depth assessments of costs. In this regard, the Shire would provide a further report to Council based on the estimated cost of managing and developing the park.

4. Close the Caravan park and sell

This would again require Council to advertise through a public tender process. This presents a problem with the land being part of the soon to be created freehold title land covering the entire Recreation Precinct. Council would have to arrange for this area of land to be excised from the remaining freehold land and potentially the installation of a separate power source to service the Caravan Park. The intent of purchasing the land from the crown as part of the Recreation precinct upgrade was to avoid this type of expenditure as both the Recreation facilities and Caravan Park are supplied via the same power source. Previously there has been discussion on relocating the Caravan Park to another area of the townsite, which could potentially be further investigated.

Council should also consider that advice from the Environmental Health Officer is that at present the Caravan Park does not meet all the current requirements under *Caravan Park and Camping Grounds*

Regulations 1997. The following matters have been outstanding from before the Caravan Park was leased to Graham Perry in middle of 2000.

- There is no slop hopper provided in the laundry facility [Schedule 7 cl. 30(4)]. If there is an alternative way for waste water from cleaning to be disposed of, this may be approved.
- There is no babies bath provided in the ablutions [Schedule 7 cl. 25]
- A compliant wash trough for campers to wash cooking utensils is required [Schedule 7 cl. 31]
- A chemical dump point is not provided for occupiers of the park to use [Schedule 7 cl. 47]. However due to the provision of a chemical dump point located on Walton Street, it may be acceptable not to provide a chemical toilet dump point at the park.
- A “recreational area” should be provided at the park [Schedule 7 cl.18]. it should be 10% of the park – grassed area not used for camping sites could be defined as this, and the existing communal building/shed with the outdoor area with seating would fall into this category, so if that was to be removed there would be less recreational area in the park.

The option recommended to Council is to offer the lease to the current leaseholders. This would reflect the status quo although it would still be an option for the lessee to pursue sale of the fixtures and fittings and ‘good will’ to another potential operator. However, should another operator seek to manage the park, a new lease would be required. Fixtures and fittings the Shire and the current lessee have agreed is the property of the lessee is included as attachment **10.2.6 -4**.

One aspect of the park management arrangements that will need to be addressed is the need for ongoing maintenance of Shire facilities at the park. As noted under ‘Financial Implications’ of this report Council has a strategic direction of significant funding of the park however this will need to be more formally addressed by Council as part of its Budget deliberations. In regards to longer term maintenance however, it is considered appropriate that the fee for the lease be placed in a specific reserve fund for the caravan park with the purpose being for maintenance of Shire owned facilities at the park. In addition, the fee would be subject to annual CPI increases. Should Council resolve to pursue a lease arrangement, s 3.58(4) (c) requires the local government to seek an independent valuation of the land before disposition.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 3.58 Disposing of Property

When disposing of property whether by sale, lease or other means, a Local Government is bound by the requirements of section 3.58 of the Local Government Act as follows:

3.58. Disposing of property

(1) In this section—

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;

property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

- (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;
 - and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
- (a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
 - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
 - (d) any other disposition that is excluded by regulations from the application of this section.

Land Administration Act 1997 - Section 18 Crown Land Transaction

The Caravan Park is located on Reserve 26073. The land is vested with the Shire with the power to lease for any term not exceeding 21 years, subject to the consent of the Minister for Lands. However, the land is still to be transferred from reserve to a fee simple lot and it is possible that this could occur prior to action any Council resolution associated with the land. Should this occur, the Minister's approval would not be required.

Caravan Parks & Camping Grounds Act 1995

Caravan Parks & Camping Grounds Regulations 1997

POLICY IMPLICATIONS

None known

FINANCIAL IMPLICATIONS

Dependent on the option Council chooses to take, there would be significant variation in the level of expenditure required. All options other than option three would require the cost of advertising. Option three would incur considerable unbudgeted expenditure for the employment of staff to manage the facility.

In relation to renovations to address matters identified by the Environmental Health Officer for compliance with the *Caravan Park and Camping Grounds Regulations 1997*, Council's Long Term Financial Plan anticipates for the 2106/17 Budget that up to \$100,000 will be budgeted for such upgrades. Clearly however, Council will determine when deliberating on the Budget the availability and extent of such funds.

In addition to the above, in anticipation of progressing a new lease, the Shire had already engaged McLeods Barristers & Solicitors to prepare a revised lease and termination of the current lease which was considered to be not reflective of current leasing standards. The cost of legal advice for the new lease was addressed in the 2013/14 financial year and amounted to \$2,344.70 including GST, some additional expenditure may be required to finalise the documents.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area one: Economic Development

Goal One: We want to be able to spend our money locally and encourage others to do the same

Strategy	Outcome
Develop tourism in the Shire, showcasing existing attractions new events and the Main Street	Showcasing our attractions increases the number of people visiting the area
Develop short-term and overnight accommodation options in the Shire	Visitors stay longer in our community and short-term employees can reside in the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.1 Economic Development

Strategic Community Plan link	Strategies
Goal One - 2	Support the existing and new local events that promote visitation to the Shire
Goal One - 3	Investigate and promote overnight and short- stay options in the towns

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Request the Chief Executive Officer to seek:*
 - i. *Approval from the Minister for Lands in accordance with Land Administration Act 1997 s.18 for a new Commercial Lease and assign the Lease on Reserve 26073 being Lot 391 Kirkwood Street Corrigin ('Corrigin Caravan Park') to John and Gwenda Reynolds for a period of 5 years with an option for an additional 5 year period.*
 - ii. *An independent valuation of the property as required under s 3.58(4) (c) of the Local Government Act 1995.*

2. *Subject to a favourable response from the Minister for in relation to 1(i) above and receipt of the independent valuation as required in 1(ii) above, Council delegates the Chief Executive enter to into a lease with John and Gwenda Reynolds for the occupation of Corrigin Caravan Park as shown bound in blue on attachment 10.2.6-3 subject all of the following:*
 - i. *Deed of Surrender of the current lease with John and Gwenda Reynolds on Corrigin Caravan Park which expires 22 March 2016 being signed by the lessee.*
 - ii. *Prepare and assign a new Lease on the on the Corrigin Caravan Park to John and Gwenda Reynolds for a period of 5 years with an option for an additional 5 year period from the date the lease referred to in 1(a) above is terminated.*
 - iii. *That the annual Lease rental amount for the Corrigin Caravan Park to be as determined by the independent valuation inclusive of GST and outgoings and indexed annually to CPI and for the rental to be placed in a reserve fund as determined by the Chief Executive Officer with the purpose of ongoing maintenance of Shire owned facilities at the Caravan Park.*
 - iv. *The tenant being responsible for the provision and payment of all connection and consumption charges applied to the Corrigin Caravan Park.*
 - v. *All the costs of the preparation of the lease are met by the lessee.*
 - vi. *Advertise the disposal of property of the Corrigin Caravan Park in accordance with Section 3.58 of the Local Government Act 1995 for Disposal of Property.*

**10.2.7. SUBDIVISION APPLICATION WAPC 152834 - LOT NO'S. 16863 & 25904 DICKINSON ROAD
KURRENKUTTEN**

Applicant:	PH & KE Gow Licensed Surveyors on behalf of the owners Peter Dickinson and Karen Dickinson
Location:	Lot No 25904 Dickinson Road Kurrenkutten
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	A318
Attachment Reference:	10.2.7

SUMMARY

Council is requested to provide comment to the Western Australian Planning Commission (WAPC) in respect of the subdivision of Lot No's 16863 & 25904 Dickinson Road Kurrenkutten whereby a boundary realignment is proposed (classified as 'subdivision') to create two lots of 486.55ha and 50.08ha respectively (currently Lot No 16863 has an area of 335.71 ha & Lot 25904 is 201.0ha).

BACKGROUND

Subdivision Application Process

Application to the WAPC for subdivision approval is initiated by a landowner and/or applicant. Application forms, any explanatory documents and plan(s) are lodged with the WAPC and assessed on its behalf by the Department of Planning. If the WAPC is of the opinion that the subdivision may affect the functions of a local government, utility provider or public agency, it may (under Section 142 of the Planning and Development Act 2005) refer the application for objections and recommendations. In reality, almost all subdivision applications are referred.

The Act provides referral agencies with 42 days to respond, unless otherwise agreed, and if referral advice is not received in this timeframe there is deemed to be no objection and no requested conditions. The WAPC may consider some referral agencies' advice to be critical to the assessment of an application, and on that basis can provide referral agencies with additional time to provide a recommendation. The Department assesses the application, recommending to the WAPC that the application be refused or approved with or without conditions (using the Model Subdivisions Schedule as a basis for the condition setting). In accordance with Section 145 of the Planning and Development Act 2005 an approval may be granted for a 'prescribed period', which is defined as four years for applications involving more than five lots (excluding common property) and three years in any other case. The subdivision can be constructed in accordance with the approval conditions.

The landowner and/or applicant is responsible for obtaining the 'clearance' from the agency prescribed with the responsibility for 'clearing' the relevant condition. Additionally, they are responsible for advising the WAPC that the requirements of the condition have been fulfilled so that the WAPC are able to endorse the diagram or plan of survey of subdivision. Subdivision conditions are to be drafted to include a clearance agency and when no clearance agency is nominated the WAPC is the nominated clearing agency. As all subdivision conditions are to the satisfaction of the WAPC, the WAPC will arbitrate if there is a dispute as to the clearance requirements.

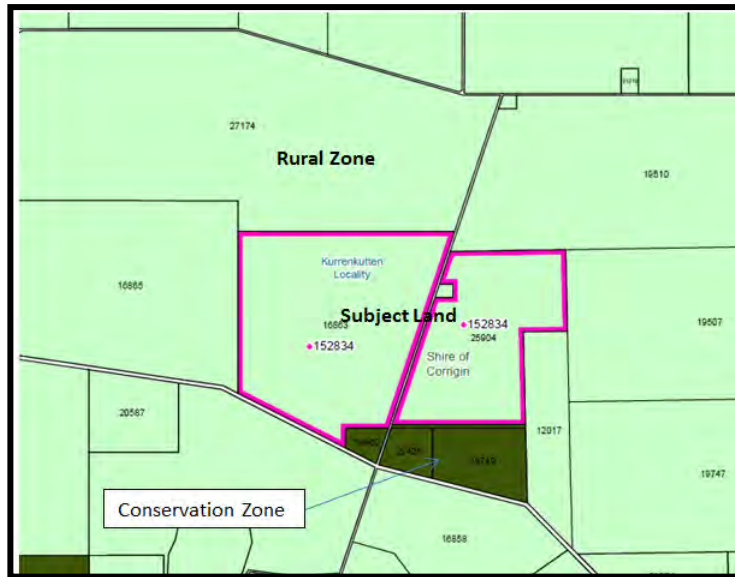
Lot No 25904 Dickinson Road Kurrenkutten

In April 2015, Council issued planning approval for a hay processing plant (i.e. 'Rural Industry') within an existing shed on portion of Lot 25904. Specifically, the approval provided for the:

- use of an existing 3,328m² shed on the south-western portion of Lot 25904 for the purpose of establishing a hay processing plant;

- processing and storage of approximately 4,000 and 6,000 tonnes of hay from a number of farming properties within the immediate locality;
- on-site parking of vehicles for up to six (6) employees;
- estimated hours of operation are between 7am and 8pm; and
- use of 'B Double' trucks to transport incoming and outgoing hay during Spring and Autumn, respectively.

Lot 25904 is zoned 'Rural' zone under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No.2) and abuts land reserved for 'Conservation' purposes.



Subdivision Application WAPC 152834

The WAPC application before Council seeks to subdivide Lot No's 16863 & 25904 in the form of a boundary realignment to create two lots of 486.55ha and 50.08ha respectively (currently Lot No 16863 has an area of 335.71 ha & Lot 25904 is 201.0ha in area) (**Note Attachment 10.2.7**). Correspondence from the applicant on behalf of the land owner provided with the WAPC application states:

"The purpose of this boundary realignment is to create a 50ha lot surrounding a hay storage shed, so that a title may be allocated to the hay business ancillary to the farm operation in case the hay business needs to be sold. The area of 50 ha is required to facilitate future expansion for storage. A copy of the Determination on Application for Planning Approval from the Shire of Corrigin has been attached, for your information. This subdivision would create no additional dwelling entitlements. There is no power requirement needed for the lot. On behalf of our client I request that the commission grant preliminary approval for the subdivision as submitted."

COMMENT

TPS No. 2 has the following Objectives and provisions relevant to the application:

"3.5.4 Rural Zone

The use of land in any Rural Zone shall be consistent with the following objectives:-

- a) 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.*
- b) To ensure the preservation of the rural character and rural appearance of land within the zone.*

- c) *To protect the economic viability of rural zoned land via support only for subdivision or re-subdivision 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.*

7.4.4 General Local Rural Policy

In considering any support for the subdivision and/or development of Rural Zoned Land, within the Shire, Council shall in addition to the provisions of the Scheme, have regard to:-

- a) *The objectives for the Rural Zone laid down in Clause 3.5.4.*
b) *Possible conflict between incompatible land uses as a result of subdivision and/or development within the Rural Zone.*
c) *The fact that the existence of more than one dwelling house on a Rural Zoned Lot location should not be construed as a basis for Council support to the subdivision of the lot/location.*
d) *Inappropriate subdivision and/or development generating problems relating to land drainage, water supply, bush fire safety and inadequate road access, which could result in additional cost to the community at large."*

The application does not create any additional lots and the ensure lot viability through the hay processing plant proposed on the 50ha lot.

The application is in keeping with the provisions of TPS No. 2. In this regard, it is considered appropriate that Council not oppose the application and advise the WAPC that the Shire does not seek to impose any conditions.

STATUTORY ENVIRONMENT

Local Government Act 1995

Shire of Corrigin Town Planning Scheme No. 2

Planning & Development Act 2005

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.1 Focus area one: Economic Development

Goal Three: We want a sustainable agricultural sector supporting our local economy

Strategy	Outcome
Work with Federal and State Government to support the growth of the agricultural sector	A sustainable and progressive local government

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- 1. Not object to subdivision application WAPC 152834 from PH & KE Gow Licensed Surveyors on behalf of the owners Peter Dickinson and Karen Dickinson to subdivide Lot No's 16863 & 25904 Dickinson Road Kurrenkutten to create two lots of 486.55ha and 50.08ha respectively and does not seek to impose any conditions.*
- 2. Request the Chief Executive Officer to advise the Western Australian Planning Commission of 1. above and provide the Commission with a copy of the Shire report.*

10.2.8. COUNCIL MEETING DATES – 2015

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Heather Talbot, Executive Manager Governance and Compliance
Disclosure of Interest:	No interest to disclose
File Number:	GOV 0024
Attachment Reference:	Nil

SUMMARY

To consider and approve dates to be advertised for Council meetings for the year 2016, except for January when Council does not meet.

BACKGROUND

Currently Council holds meetings on the third Tuesday of each month with a starting time of 3pm. Council does not meet in January and in 2016 due to Christmas falling in the third week of the month the December date will be brought forward to the second week of December. This would mean the following dates for the 2016 Calendar year.

16 February 2015
15 March 2015
19 April 2015
17 May 2015
21 June 2015
19 July 2015
16 August 2015
20 September 2015
18 October 2015
15 November 2015
13 December 2015

COMMENT

Determination of ordinary meetings of Council dates and times the requirements of regulation 12(1) of the *Local Government (Administration) Regulations 1996* which requires the City to give local public notice of the dates, time and place of Council meetings and those Committee meetings that are required under the Act to be open to members of the public at least once a year.

STATUTORY ENVIRONMENT

Local Government Act 1995
Local Government (Administration) Regulations 1996

POLICY IMPLICATIONS

Council Policy 3.1 Notice of Ordinary Meetings.

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- Adopt the following schedule for Ordinary Meetings of Council from January 2016 to December 2016 commencing at 3pm in the Shire Council Chambers, 9 Lynch Street, Corrigin:*

Tuesday 16 February 2015

Tuesday 15 March 2015

Tuesday 19 April 2015

Tuesday 17 May 2015

Tuesday 21 June 2015

Tuesday 19 July 2015

Tuesday 16 August 2015

Tuesday 20 September 2015

Tuesday 18 October 2015

Tuesday 15 November 2015

Tuesday 13 December 2015

- Request the Chief Executive Officer to give local public notice of the Ordinary Council Meetings for 2016 as provide for in 1. above.*

10.3. Works and General Purposes Reports

10.3.1. ADDITIONAL RESTRICTED ACCESS VEHICLE ROUTES

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	TT0001
Attachment Reference:	Nil

SUMMARY

Council is requested to consider whether it wishes seeks additional roads to be Restricted Access Vehicle (RAV) rated in relation to an earlier request for RAV rating to Main Roads WA (MRWA).

BACKGROUND

RAV ratings determine the heavy vehicle combination that is permitted to travel on Western Australian roads. It applies to vehicles that are over 42.5 tonnes with a total combination greater than 19 metres, or 12.5 metres when not part of a combination. RAV road ratings are determined by Main Roads WA and local governments and are subject to change at any time.

At the Ordinary meeting of 15 September 2015, Council resolved (8597) as follows:

“That additional roads relating to RAV7 submitted by Luke Hickey be entered into Minutes and that Council submits all of the following roads for assessment by Main Roads WA for addition to the RAV networks:

<i>Bin Site</i>	<i>Road</i>	<i>Section</i>	<i>Current RAV</i>	<i>Assessment to RAV</i>
<i>Bulyee</i>	<i>Bulyee – Kweda Rd</i>	<i>Bulyee Rd to CBH entrance</i>	<i>3</i>	<i>4 to 7</i>
<i>Bullaring</i>	<i>Station St</i>	<i>Wickepin Corrigin Rd to CBH entrance</i>	<i>3</i>	<i>4 to 7</i>
<i>N/A</i>	<i>Nornakin East Rd</i>	<i>From junction of Corrigin-Babakin Rd to junction of Corrigin-Bruce Rock Rd</i>	<i>None</i>	<i>1 to 7</i>
<i>N/A</i>	<i>Corrigin-Bruce Rock Rd</i>	<i>From Brookton Hwy to Access Point 15 – (15.683 klm)</i>	<i>6</i>	<i>To 7</i>
<i>N/A</i>	<i>Corrigin-Babakin Rd</i>	<i>From edge of Corrigin Town Boundary to Walton Rd</i>	<i>3</i>	<i>4 to 7</i>
<i>N/A</i>	<i>Heal Rd</i>	<i>From Corrigin-Babakin Rd to Corrigin-Bruce Rock Rd</i>	<i>3</i>	<i>4 to 7</i>
<i>N/A</i>	<i>Parsons Rd</i>	<i>From Nornakin East Rd to Corrigin-Bruce Rock Rd (2.504klm)</i>	<i>None</i>	<i>1 to 7</i>
<i>N/A</i>	<i>Nambadilling Rd</i>	<i>From Parsons Rd Junction to Bendering Rd (2.737klm)</i>	<i>None</i>	<i>1 to 7</i>
<i>N/A</i>	<i>Walton Rd</i>	<i>From Corrigin-Babakin Rd to Access Point 1 – (2.1klm)</i>	<i>None</i>	<i>1 to 7</i>
<i>N/A</i>	<i>Bendering Rd</i>	<i>From the Nambadilling Rd Junction to Brookton Highway</i>	<i>4 with conditions</i>	<i>5 to 7</i>

As a response, MRWA has queried as follows:

“In reference to your request received by this office for a route assessment of Station Street, I can advise that your request would require additional roads for connectivity for RAV 7.

This request would also require Attwood St (4040150: 0.00 – 0.07 slk) and Bullaring Rd (4040003: 17.71 – 17.77 slk) to be approved also. Does the Shire approve of these roads to be included in this requested assessment?

Approval of these roads would also be subject to the RAV 7 network approval of Wickepin-Corrigin Rd from Brookton Hwy to Bullaring-Gorge Rock Rd which is a currently pending route assessment request.”

COMMENT

Permits are required to operate certain types of RAVs in WA and are an instrument issued by the Commissioner of Main Roads Western Australia to grant access to these vehicles to certain parts of the road network under specific operating conditions.

The Shire considers that the inclusion of Attwood Street, Bullaring (4040150: 0.00 – 0.07 slk) and Bullaring Road, Bullaring associated with the request for Station Street, Bullaring as RAV 4 -7 to be acceptable.

STATUTORY ENVIRONMENT

- Local Government Act 1995*
- Road Traffic Act 1972*
- Road Traffic (Vehicles) Act 2012*
- Road Traffic (Vehicle Standards) Regulations 2002*

POLICY IMPLICATIONS

Whilst there are no known policies relating to this Item, it would be appropriate for the Shire to investigate a policy arrangement for Council to address the RAV system on Shire roads.

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community’s position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council submits for assessment by Main Roads WA the following addition to the RAV networks:

- *Attwood Street, Bullaring (4040150: 0.00 – 0.07 slk); and*
- *Bullaring Road, Bullaring;*

associated with the Council's request for Station Street, Bullaring as RAV 4 -7 (as per Resolution 8597 of 15 September 2015).

10.4. Chief Executive Officer Reports

10.4.1. ACTIONS OF CHIEF EXECUTIVE OFFICER - HARVESTING OF ROCKVIEW LAND

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	PR 0006
Attachment Reference:	Nil

SUMMARY

This item is presented to Council to seek endorsement of the Chief Executive Officer's actions in response to providing fuel to the value of \$910.80 for harvesters provided and operated by volunteers on the Shire's Rockview land.

BACKGROUND

The cropping programme for 2015/16 period resulted in all net income from the land would be directed to the development of the Corrigin Recreation and Events Centre. This was reflected in the recommendation of the Rockview Land Management Committee of Tuesday 15 April 2014 as follows:

"That the Rockview Land Management Committee coordinate the cropping of the Rockview land for the next 2 years".

The Minutes of the Committee were adopted by Council on 20 May 2014, thus also adopting the above Committee Recommendation.

The matter of harvesting was discussed at the Committee meeting of 17 November 2015. By Email on 19 November 2015, Rockview Land Management Committee Chairman and coordinator of the harvest, Cr Hickey wrote to the Chief Executive Officer (CEO) requesting between 600-700 litres diesel fuel to fuel the harvesters.

COMMENT

The clear intent of Council was that through the Rockview Land Management Committee, seeding and harvesting of the crop would be undertaken and all net income from the land would be directed to the development of the Corrigin Recreation and Events Centre. Although the harvest itself would be undertaken through the machinery, labour and transportation of volunteers, fuel for the harvesters would need to be either donated or provided by the Shire. The opportunity to seek donations was considered too short to ensure a guaranteed supply hence arrangements were made to access the Shire's fuel supply. Some 759 litres of diesel was provided at a cost of \$910.80. There is no specific GL code for the provision of fuel for the harvesting of the Rockview land.

Endorsement is sought for decision made by the CEO that relates to the use of Shire fuel associated with the harvesting of the Rockview land.

STATUTORY ENVIRONMENT

Local Government Act 1995

The payment of charges is required pursuant to provisions of the Local Government Act, 1995. Specifically, Section 6.2(b) of the Act affords Council the ability to waive payments as outlined below:

6.12. Power to defer, grant discounts, waive or write off debts

(1) Subject to subsection (2) and any other written law, a local government may —

- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
- (b) waive or grant concessions in relation to any amount of money; or
- (c) write off any amount of money, which is owed to the local government.

* Absolute majority required.

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

It should also be noted that the Local Government Act, 1995 does not afford Council the ability to empower the CEO to suspend or waive fees as shown in Section 5.43 which states:

5.43. Limits on delegations to CEO A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;

In light of this, a retrospective decision of Council is required to authorise the expenditure of fuel..

POLICY IMPLICATIONS

There are no known policies relevant to this matter.

FINANCIAL IMPLICATIONS

GL 14302 addresses 'Fuel & Oils Expense' in the 2015/16 Budget. It is considered that expenditure associated with harvesting fuel for the Shire owned Rockview Land of which expenses are covered under GL10707 ('Cropping Land').

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area three: Social Development

Goal six: We need good services to support our development as a Shire

Strategy	Outcome
Maintain the range of services and facilities provided by the Shire, particularly those for the rural area (roads) and sporting community.	Essential services help us to prosper as a community.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Social Development

Strategic Community Plan link	Strategies
Goal 6 – 1	Provide and maintain community buildings and facilities, including roads and sporting facilities.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the actions of the Chief Executive Officer whereby he authorised 759 litres of diesel fuel at a cost of cost of \$910.80 associated with the harvesting of the Shire owned land known as 'Rockview'.

10.4.2. APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	DAYM T
Attachment Reference:	Nil

SUMMARY

Council is requested to appoint Miss Taryn Dayman to the position of Acting Chief Executive Officer for the period during the Christmas/New Year shut-down period when the Chief Executive Officer is interstate.

BACKGROUND

The Chief Executive Officer (CEO) Rob Paull is scheduled to take leave generally during the Christmas/New Year shut-down period. Although he will be available via mobile phone, he will be out of the State during this period. To ensure appropriate Shire actions can be undertaken should there be an emergency, Council's Executive Manager Corporate & Community Services, Miss Taryn Dayman is available to act in the Chief Executive Officer position for the period that the Chief Executive Officer will be on leave.

COMMENT

Miss Dayman has acted in the role of Chief Executive Officer previously and is well qualified for the position. It is recommended that Council appoint Miss Taryn Dayman to the position of Acting Chief Executive Officer for the period of the Chief Executive Officer's leave.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 5.36 of the *Local Government Act 1995* requires that a local government is to employ a person to be the CEO of the local government. Section 5.36(2) of the Act states that a person is not to be employed in the position of CEO unless the council believes that the person is suitably qualified for the position.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

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

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government

A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire
--	--

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council appoints Miss Taryn Dayman to the position of Acting Chief Executive Officer (CEO) for the period of the Chief Executive Officer's leave being from 24 December 2015 and concluding on 2 January 2016.

10.4.3. TRAINING FOR COUNCILLORS

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	GOV 0004
Attachment Reference:	10.4.3

SUMMARY

To seek Council approval along with Councillor interest for essential training for existing and newly elected Members conducted by the WA Local Government Association (WALGA) to be held at the Shire of Beverley during February/March 2016 (Note **Attachment** 10.4.3).

BACKGROUND

WALGA training is being subsidised by the State Government through the Royalties for Regions Country Local Government Funding Program, which will enable Elected Members in WA's Country Local Governments to build their skills and improve governance and decision making.

In the past, Councillors have been provided with training in this regard, however, it has required either the Councillor attending the course in Perth which is at considerable cost to Council. The courses offered are briefly outlined as follows –

- *Serving on Council* is designed to give Elected Members the confidence to perform their role on Council. This course has been specifically developed to address the unique needs of Elected Members in leading and supporting their communities whilst acting within the processes and procedures imposed on Local Government in general and, more specifically, at the governing body level. The course provides an overview of the roles and responsibilities of Elected Members, the Local Government environment and Council operating procedures. It recognises both internal and external influences on Councillors and the necessity for them to perform their role in a due diligence environment.
- *Meeting Procedures and Debating* is specifically designed for both experienced and newly Elected Members who wish to enhance their meeting skills. Concentrating on knowledge of meeting procedures and high level debating techniques, this course is a practical tool kit for those who attend Council and committee meetings as Members or Presiding Members.
- *Land Use Planning* is a function of Local Government that can place demands upon Elected Members and can be one of the most difficult areas to deal with. Ordinary Council meeting agendas often deal with complex planning issues that may generate a great deal of interest and controversy within the local community. It is important for Elected Members to have a thorough understanding of what the purpose of planning is and how the process of planning is managed in order to meet the expectations of the community. Topics covered include an introduction to land use planning, various roles and responsibilities, types of legislation, regional planning instruments, local planning instruments and community consultation processes.
- *Strategy and Managing Risk* uses existing legislation as its basis to explore the way in which Local Governments are required to plan for the future. Legislation establishes links between planning objectives, funding and reporting.

Many Local Governments adopt processes for their long term planning that go beyond the requirements of legislation. Links are explored between land use planning, policy development and major strategy documents such as asset management and infrastructure plans. Topics covered within the course include putting strategic planning in perspective, the integrated planning and reporting framework, the analysis and consultation process, and formulation and implementation of a strategic plan.

The Training for Country Councillors will be hosted at the Shire of Beverley from 9.00am - 4.30pm for a cost of \$50 (GST exempt) per participant per course:

Title	Date
Serving on Council (Beverley)	25 February 2016
Meeting Procedures and Debating (Beverley)	26 February 2016
Land Use Planning (Beverley)	31 March 2016
Strategy and Managing Risk (Beverley)	1 April 2016

In addition to the above, the Shire is investigating whether LGIS would be prepared to undertake its “Elected Members – Role & Responsibility” and “Risk Management in Decision Making” with Council.

COMMENT

It is suggested that existing and newly Elected Members attend the sessions as the training is considered essential and will provide Members with the knowledge and understanding necessary to carry out their role as a Councillor. The subsidised training program also allows Council to save on costs associated with Councillor training.

STATUTORY ENVIRONMENT

Presently there is no statutory requirement for mandatory training of Elected Members. However, it has been suggested by WALGA that possible State Government policy or legislative intervention on Elected Member training requirements is likely to be introduced at some stage in the near future.

POLICY IMPLICATIONS

Policy 8.7 Training and Development – Elected Members

“Elected Members are encouraged to participate in conferences, programs and training courses specifically designed for professional development relating to their role and responsibilities in local government.

Elected Members are entitled to attend the Annual Western Australian Local Government Convention and AGM.

Requests for course participation or conference attendance may be initiated by the Elected Member and should be forwarded to the CEO prior to enrolment or registration.

The CEO is authorised to approve request from Elected Members for professional development, training and conference attendance without referral to Council providing that the cost does not exceed a total of \$3,000 for Councillors and \$5,000 for the President in any 12 month period, and the course or conference is organised by an identified, industry-recognised training provider.

Any requests outside this policy, including those for attendance at course or conferences outside Western Australia, are to be submitted to Council for consideration.

Newly elected Councillors are to undertake an induction program with the Chief Executive Officer, this includes encouraging enrolment in WALGA Elected member training programs.”

FINANCIAL IMPLICATIONS

The 2015/2016 Budget has an allocation set aside for Councillor Training.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council inform the Western Australian Local Government Association (WALGA) that it accepts the offer to provide training at the reduced cost of \$50 per Elected Member for training with the following Councillors seeking to register as follows:

Title	Date	Councillor/s
Serving on Council (Shire of Beverley)	25 February 2016	
Meeting Procedures and Debating (Shire of Beverley)	26 February 2016	
Land Use Planning (Shire of Beverley)	31 March 2016	
Strategy and Managing Risk (Shire of Beverley)	1 April 2016	

**10.4.4. 2015 CHRISTMAS/ 2016 NEW YEAR STAND DOWN FOR SHIRE ADMINISTRATION AND
OPERATIONAL STAFF**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	CUS 0008
Attachment Reference:	Nil

SUMMARY

To advise Council of the stand down arrangements for the period between Christmas Day 2015 and New Year 2016.

BACKGROUND

In previous years the Shire staff observed a Christmas/New Year stand down in which the Shire buildings/offices has been closed during the period between Christmas and New Year. These Christmas stand downs have been successful and there is no evidence of any adverse impact or effect on the public. Therefore, it is proposed that a similar Christmas stand down be observed over the period between Christmas and New Year 2015/2016.

COMMENT

The annual Christmas/New Year stand down would appear to be an appropriate response where there is not a high volume of counter or telephone enquiries, and where there is no particular need to have the administration open at what is otherwise considered a very quiet part of the year.

Where a Christmas stand down is invoked, all staff will be expected to take that time off through use of accrued leave. The proposed closure will be from 3pm Thursday 24 December and reopening at 8.30am Monday 4 January 2016 (7 days in total) with 3 of these days being Public Holidays (i.e. Friday 25 and Monday 28 December 2015; Friday 01 January 2016).

Staff are also entitled to a discretionary fourth Public (Government) Holiday at this time, being Monday 04 January 2016, although the Shire's administration will be returned to normal.

In the event that urgent action needs to be undertaken arrangements are in place for staff to be available on public holidays and others days during shutdown.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Policy 1.5 Office Closure – Christmas/New Year Period:

"The Shire Administration Office, Corrigin Community Resource Centre and Works Depot will be closed at a suitable time agreed to by the Chief Executive Officer on the last working day before Christmas and re-open on the first working day following the New Year's Day public holiday. Shire staff will take leave entitlements during this closure period for those days that are not designated public holidays."

FINANCIAL IMPLICATIONS

This proposal is accommodated within the current 2015/2016 financial budget through the salary and wages allocation to cater for the proposed closure.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community’s position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council note the observance of the 2015 Christmas/2016 New Year stand-down for Shire Administration Office, Corrigin Community Resource Centre and Works Depot which will be closed from 3.00pm on Thursday 24 December 2015 and re-opening at 8.30am on Monday 04 January 2016.

10.4.5. REPORT ADDRESSING RESOLUTION OF COUNCIL FROM THE 20 OCTOBER 2015 ORDINARY MEETING – INVESTIGATION INTO THE REINSTATEMENT OF A 72 HOUR STOPOVER AREA FOR SELF-CONTAINED RECREATION VEHICLES

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	RCS 0014
Attachment Reference:	10.4.5-1 RV Friendly Town Assessment Form 10.4.5-2 RV Friendly Town Criteria 10.4.5-3 RV Indicative Location of RV Sites

SUMMARY

This report addresses the resolution of Council from the 20 October 2015 Ordinary meeting that the Shire investigates the reinstatement of a 72 hour stopover area for self-contained Recreation Vehicles (RV's)

BACKGROUND

Some years back, Council had an area set aside in Walton Street, Corrigin as a 'free camp' site for self-contained RV's under the auspices of the Campervan & Motorhome Club of Australia Limited (CMCA). In 2009 and as a result of a complaint from a member of the CMCA regarding parking area in Walton Street, the CMCA revoked Corrigin's RV status. The Shire had installed the dump point on Walton Street on the condition that caravans could not use it and instead had to use the caravan park to ensure they continue to receive business. The CMCA's 'RV' friendly signage was removed. It is understood at around this period, due to use by other campers and potential non-compliance with Camping Grounds and Caravan Parks Act and Regulations, the Shire removed the free camp status and only allowed temporary day parking for RV's and other users.

In the context of this report, the Shire considers an RV refers to and is understood to include:

- Motorhomes
- Caravans and 5th wheelers (Up to 14m in Length)
- Trailers/boat campers
- 4 Wheel Drive off road campers
- Campervans and backpacker vans
- Self-Contained vehicles, which are generally described as being those RV's that can contain within the vehicle fixed shower and toilet, sullage (grey) and black water waste (sewerage) storage and have capacity for carrying multiple days' worth of drinking water.

Tent campers and those sleeping in caravan park cabins (those traveling by private sedan automobile, bicycle, on foot or otherwise and sleeping in tents or cabins) are not considered an RV. At the 20 October 2015 Ordinary Meeting, Council resolved as follows:

"That the Shire of Corrigin requests the Chief Executive Officer to undertake an investigation that addresses the reinstatement of a 72 hour stopover area for self-contained Recreation Vehicles (RV's) in the town of Corrigin and for the resultant report to be provided to Council at the CEO's earliest possible convenience." (8633)

Essentially, the context of the above resolution determined by the Shire is that Corrigin would provide a 72 hour stopover area for self-contained RV's and for this to be achieved it would need to become an 'RV Friendly' town.

COMMENT

The Tourism Western Australia's (TWA) Caravan and Camping action Plan describes caravan parks as an extremely important component of WA's tourism industry. The TWA research indicates that in 2010, an estimated 506,600 people stayed in a caravan park in WA. This equates to approximately 4,209,100 visitor nights with an average stay of 3 nights.

The current value of the caravan and camping sector in Western Australia is estimated to be around \$300m annually. This is comprised of:

- Approximately \$190 million of direct tourism expenditure by visitors to caravan parks (based on an estimated extrapolation of the 2010 National Visitor Survey figure of \$178 million) plus;
- Approximately \$110 million by permanent or long stay residents in WA

The same study found that commercial caravan parks provide a significant economic contribution to local communities where they operate - for every \$1.00 of commercial caravan park turnover, \$1.38 of local economic activity is generated by the individual park to the local area. It is not clear what this multiplier equates for the total direct expenditure by tourist users of caravan parks in the region (and specifically Corrigin).

A report titled *"Economic Benefit Report - Spending Patterns of Commercial Campers & Non-Commercial Campers"*, prepared by BDO in 2013 (for the Caravan, RV & Accommodation Industry of Australia) noted that the average daily spend for commercial campers (i.e. a tourist staying in a commercial caravan park) equals \$73, compared to \$53 for non-commercial campers (i.e a tourist staying in a non-commercial camping area). In addition to spending more in each location commercial campers, on average, also spend longer at each location than non-commercial campers.

<http://www.caravanwa.com.au/wp-content/uploads/2013/05/Spending-Patterns-Commercial-Non-Commercial-Campers.pdf>

Self-contained vehicles, which are described as "those RV's that can contain within the vehicle fixed shower and toilet, sullage (grey) and black water waste (sewerage) storage and have capacity for carrying multiple days' worth of drinking water", make up 12% of the market. (BDO Caravanning Vehicle Registration Data Report). It is understood that 83% of domestic travellers are under the age of 65 and unlikely to travel in a motorhome.

The Shire of Corrigin Strategic Community Plan 2013-2023 includes a community goal to 'Develop short-term and overnight accommodation options in the Shire'.

The Wheatbelt Development Commission's Regional Blueprint identifies:

"Experiential tourism continues to attract both domestic and international visitors. Activities such as recreational aviation, camping and caravanning, gourmet food experiences and diverse events (equestrian, motorsports, arts and music) attract visitors throughout the year".

It is considered beneficial to pursue ways in which tourism and caravanning in particular contribute towards the strengthening of Corrigin as an RV destination in order to generate additional revenue for the economy by capturing a share of spending of RV travellers who currently bypass the town or by increasing the length of stay of current visitors.

Essentially, Corrigin would need to be promoted as an 'RV Friendly' town either through an aligned organisation or by the Shire through marketing and promotion campaigns (or potentially both).

The CMCA has provided direction for towns to be 'accredited' as 'RV Friendly' with the attachment **10.4.5-1** providing the *RV Friendly Town Assessment Form* and attachment **10.4.5-2** the '*RV Friendly Town Criteria*'. Importantly for accreditation, the CMCA do not require 'free' RV parking nor does it require as 'essential criteria' a minimum length of stay. The table below summarises the criteria for a town or city to be accredited as 'RV Friendly' with the CMCA as well as indicating Corrigin's current status and recommendations should Council seek to make the town CMCA RV Friendly:

Essential Criteria	Does Corrigin qualify for accreditation regarding this objective?	Comment	Actions Council should consider to make the town CMCA 'RV Friendly'
Provision of appropriate parking within the town centre, including access to a general shopping area with groceries or fresh produce.	Yes. This is available on reserved land in Walton Street and opposite the Town Hall in the Goyder Street carpark.	It would be appropriate to upgrade signage and increasing the ease of navigation by means of online information and maps.	1. Upgrade signage and increasing the ease of navigation by means of online information and maps.
Provision of short term, low cost overnight parking (24/48 hours) for self-contained recreational vehicles, as close as possible to the CBD.	No	It would be appropriate to consider supporting overnight and for stays up to 72 hours for RV's on land abutting the caravan park as a preference to having such arrangements on land that cannot readily be managed or payment sought (note plan provided in attachment 10.4.5-3 . Such arrangements would need to include 'low cost' exclusive RV sites as part of any lease agreement with the caravan park lessee. From discussions with CMCA representatives it is understood that 'low cost' sites are in the vicinity of \$10 per site for RV's. This would provide the lessee of the caravan park with a modest incentive to manage RV sites as part of the caravan park.	2. Support overnight and for stays up to 72 hours on land abutting the caravan park as provided in attachment 10.4.5-3 with 'low cost' exclusive RV sites \$10 per site.

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on
Tuesday 15 December 2015*

Desirable Criteria	Does Corrigin qualify for accreditation regarding this objective?	Comment	Actions Council should consider to make the town CMCA 'RV Friendly'
Access to potable water.	Not formally provided currently but informally available at various sources.	It is understood that caravanners and RV owners access water from a variety of places including the Road House (when they purchase fuel), the caravan park when they stay over and informally via the taps associated with Shire land and reserves. The cost to the Shire of using Shire taps is unknown. There would potential to purchase a water vending machine (approximately \$6,000 plus installation) but the Shire would need to removed/lock taps in public areas.	3. That Council consider as a bid to the 2016/17 budget to purchase a water vending machine (approximately \$8,000 including installation) and remove/lock taps in public areas.
Access to a free dump point within the town precinct.	Yes. This is available on reserved land in Walton Street	Should Council accept the recommendations as provided in the Shire report, it would be available for Council to pursue an additional dump point at the caravan park. However, the location of the dump point is at the commercial end of town and would encourage users to access shops and the like during opening hours.	4. No action at this stage.
Provision of long term parking for self-contained recreational vehicles.	No.	The Shire recommendation is that overnight and for stays up to 72 hours could be made available on land abutting the caravan park rather than being remote from the caravan park site area.	5. Not to provide long term parking for self-contained recreational vehicles

Desirable Criteria	Does Corrigin qualify for accreditation regarding this objective?	Comment	Actions Council should consider to make the town CMCA 'RV Friendly'
Access to medical facilities or an appropriate emergency service.	Yes	Council financially supports the provision of very high standard medical services in Corrigin.	6. No action recommended
Access to a pharmacy or a procedure to obtain pharmaceutical products.	Yes	Corrigin has a very high standard pharmacy.	7. No action recommended
(Victoria) to provide a town map showing essential facilities, such as short and long term parking areas, dump point and potable water.	No map is currently available	While this is criteria for Victorian local governments, such a map would be of benefit for the Shire.	8. Consider as a bid to the 2016/17 budget, a map showing essential facilities, such as parking areas, dump point and potable water.
Visitor Information Centre (Victoria) with appropriate parking facilities.	Yes	While this is criteria for Victorian local governments the Corrigin Resource Centre has excellent parking opportunities.	9. No action recommended.
RV Friendly Town™ signs to be erected within the town precinct.	Although a caravan and RV sign is located on the entry from the west (Brookton Highway), it isn't a RV Friendly Town™ sign.	Should the Shire seek and be accepted as a RV Friendly Town™ such signage would be appropriate.	10.As part of any application RV Friendly Town™ status, CMCA be requested to provide such signs.

It is a realistic option for Council to consider establishing (or re-establishing) a '..... 72 hour stopover area for self-contained Recreation Vehicles (RV's) in the town of Corrigin....' on land abutting the caravan park. This is considered more practical on management grounds than having RV's remote from the caravan park site area. The plan included as attachment **10.4.5-3** should be considered as indicative only. Subject to Council's favourable consideration on this Report, Staff would discuss further arrangements with the caravan park lessee.

It should be noted that Item 10.2.6 to this Agenda addresses the lease arrangements for the caravan park and it is available to Council to include 'RV' requirements as part of the lease for the park and to limit RV sites to \$10 (plus CPI).

Based on the results of Corrigin's assessment against the CMCA's RV Friendly criteria, it may also be available for Council to consider seeking to be aligned to the CMCA. In this regard, Council's direction on this matter is sought. If this is the preference of Council, Part 3 of the resolution would read:

3. *Request the Chief Executive Officer to discuss further with the Campervan & Motorhome Club of Australia Limited (CMCA) arrangements for the town of Corrigin to achieve CMCA 'RV Friendly' accreditation and to report these outcomes back to Council.*

Should Council not wish to pursue CMCA 'RV Friendly' accreditation, it is recommended that Council would not include Part 3 of the resolution (i.e. not provide any reference to MCA 'RV Friendly' accreditation).

STATUTORY ENVIRONMENT

Local Government Act 1995
Caravan Parks and Camping Grounds Act 1995
Caravan Parks and Camping Grounds Regulations 1997

POLICY IMPLICATIONS

Whilst there are no known policies or policy implications relating to this Item, it is likely that should Council accept the Notice of Motion as proposed, a future Shire report will address a policy position that Council may wish to consider.

FINANCIAL IMPLICATIONS

There are no significant financial implications in relation to this item. However, should Council accept the recommendations as provided in the Shire report, the lessee of the caravan park would modestly benefit from RV accommodation arrangements.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.1 Focus area one: Economic Development

Goal One: We want to be able to spend our money locally and encourage others to do the same

Strategy	Outcome
Develop tourism in the Shire, showcasing existing attractions new events and the Main Street	Showcasing our attractions increases the number of people visiting the area
Develop short-term and overnight accommodation options in the Shire	Visitors stay longer in our community and short-term employees can reside in the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
L Goal Five - 1	Manage the Shire's finances and financial service activities to ensure the continuous, sustained operation of Council

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

- Note this Report as the Shire's response to Council resolution No. 8633:*

“That the Shire of Corrigin requests the Chief Executive Officer to undertake an investigation that addresses the reinstatement of a 72 hour stopover area for self-contained Recreation Vehicles (RV’s) in the town of Corrigin and for the resultant report to be provided to Council at the CEO’s earliest possible convenience.” (8633)

- 2. Request the Chief Executive Officer to discuss further with the caravan park lessee, arrangements associated with Recreation Vehicles (RV’s) stopover parking outlined in this Report and FURTEHR advise Council as to the detailed arrangements required to establishing (or re-establishing) a 72 hour stopover area for self-contained RV’s on land abutting the caravan park as generally outlined in attachment **10.4.5-3**.*
- 3. Provide direction to the Shire with respect to whether Council wishes to pursue making the town Campervan & Motorhome Club of Australia Limited ‘Recreation Vehicle’ Friendly.*

10.4.6. DELEGATED AUTHORITY REVIEW

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	GOV 0001
Attachment Reference:	10.4.6

SUMMARY

To consider the annual review of Council's delegations of authority to the Chief Executive Officer (CEO), as required by Section 5.46(2) of the Local Government Act 1995 ('the Act').

BACKGROUND

Under the Act, Council can delegate certain powers and duties to the CEO and the CEO, in turn, can on-delegate those powers and functions to other employees. S5.46 of the Act requires the CEO to keep a record of the delegations adopted by Council and on-delegated by the CEO. This Section also requires the delegations to be reviewed at least once every financial year. The current Delegated Authority Register was last reviewed by Council at its meeting on 19 August 2014.

COMMENT

The Act does not specify the manner in which Council must 'review' its delegations and simply states that a review must occur. In the past, these annual reviews have resulted in very few or no changes being made to the delegations previously granted by Council. In the case of the current review process, Administration has reviewed and tested the appropriateness of all delegations granted by Council and has identified that the delegations generally fall into the following categories:

- The delegation relates to a power that is already a function of the CEO under the Act and which Council therefore has no ability to delegate;
- The delegation relates to a power that is exercisable by Administration in an 'Acting Through' capacity and which does not require a delegation;
- The delegation operates as a de facto Policy in the absence of a formal Council Policy;
- The delegation is contrary to the Act or Policy;
- The delegation is appropriate, with or without some modification.

For the purpose of this review exercise, a detailed consideration of the delegations is contained in attachment **10.4.6**.

STATUTORY ENVIRONMENT

Section 5.46(2) of the *Local Government Act 1995* requires the Council to carry out a review of its delegations at least once every financial year.

POLICY IMPLICATIONS

There are no known policies relevant to this matter.

FINANCIAL IMPLICATIONS

There are no known financial implications relevant to this matter.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Five: We want to strengthen our community's position for the future

Strategy	Outcome
Maintain a resilient and independent Shire, with a clear vision for the future	A sustainable and progressive local government
A representative model that reflects the community and acts on their aspirations	Effective governance and advocacy by the Shire

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
Goal Four - 1	Regular Council meetings and forums are held to facilitate transparent and informed decision making

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

*That Council adopt the delegations detailed in the Register of Delegations (**Attachment 10.4.6**).*

10.4.7. COUNCIL CONTRIBUTION TO ESPERANCE FIRE APPEAL

Applicant: Shire of Corrigin
Location: N/A
Date: 15 December 2015
Reporting Officer: Rob Paull, Chief Executive Officer
Disclosure of Interest: No interest to disclose
File Number: CR 0010
Attachment Reference: 10.4.7

SUMMARY

In response to the recent bush fires in the Shire of Esperance which have resulted in tragic loss of life and property, Council is requested to consider donating \$1,000 to the Shire of Esperance.

BACKGROUND

Bushfires resulting from lightning strikes on 15th November at Salmon Gums, Grass Patch and Scaddan within the Shire of Esperance resulted in four people losing their lives, over 150,000 hectares of farmland and bushland being burned, three homes destroyed along with a large number of buildings and sheds, numerous vehicles and items of farm machinery along with the loss of 15,000 head of livestock.

COMMENT

Councillors have informally discussed providing a donation to the community of Esperance due to the recent devastating fires. It is available for Council to donate to the 'Lord Mayor's Distress Relief Fund'.

The Lord Mayor's Distress Relief Fund was established in 1961 to provide relief of personal hardship and distress arising from natural disasters occurring within Western Australia. The Shire of Corrigin has made several donations to this fund over the past years.

However as an alternative and as an empathetic and symbolic gesture of support for the residents of Esperance on behalf of the residents of the Shire of Corrigin, it is suggested that on this occasion, donation be made direct to the Shire of Esperance rather than to the 'Lord Mayor's Distress Relief Fund'.

STATUTORY ENVIRONMENT

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

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

The donation is to be posted to GL 04111 (Members Subscriptions, Donations) where provision of \$22,333 has been allocated in the 2015/2016 Budget. Specifically, this account provides for 'Lord Mayor's Distress Fund' where \$1,000 is currently unspent.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: Transparent decision-making is important to us

Strategy	Outcome
Ensure active engagement with the community to inform decision-making	Community contribution to how local issues are managed

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
L Goal Five - 1	Manage the Shire's finances and financial service activities to ensure the continuous, sustained operation of Council

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council donates \$1,000 to the Shire of Esperance to use for the purpose of community recovery.

10.4.8. TENDER FOR SALE OF LAND – LOTS 1-16 AND 18-33 GRANITE RISE ESTATE, CORRIGIN

Applicant:	Shire of Corrigin
Location:	Corrigin
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	RFT 04/2014
Attachment Reference:	Nil

SUMMARY

This item relates to the process of disposing of 32 lots at the Granite Rise Estate Corrigin and calls for public tender in accordance with s3.58 of the *Local Government Act 1995*.

BACKGROUND

As part of its long term development program for Corrigin, the Shire developed a 32 residential lots subdivision known as Granite Rise Estate.

Council has made allowance in the 2015/16 Budget for the sale of the Granite Rise Estate based on the reserve price for the lots as determined by Council in August 2014:

Lot No.	Street No.	Street Name	Area (m ²)	Reserve Price (inc-GST)
1	8	Lawton Way	802	\$ 54,900
2	6	Lawton Way	801	\$ 54,800
3	4	Lawton Way	871	\$ 59,600
4	2	Lawton Way	887	\$ 66,700
5	8	Haydon Close	822	\$ 62,300
6	6	Haydon Close	874	\$ 59,800
7	4	Haydon Close	805	\$ 55,100
8	2	Haydon Close	805	\$ 55,100
9	1	Haydon Close	757	\$ 51,800
10	3	Haydon Close	775	\$ 53,100
11	5	Haydon Close	723	\$ 49,500
12	7	Haydon Close	715	\$ 55,000
13	8	Price Retreat	724	\$ 55,600
14	6	Price Retreat	769	\$ 52,700
15	4	Price Retreat	776	\$ 53,100
16	2	Price Retreat	756	\$ 51,800
18	12	Lawton Way	813	\$ 55,600
19	3	Abe Way	928	\$ 63,500
20	5	Abe Way	930	\$ 63,700
21	7	Abe Way	931	\$ 63,700
22	1	Lindsay Rise	789	\$ 54,000
23	3	Lindsay Rise	742	\$ 50,800
24	5	Lindsay Rise	747	\$ 51,100
25	2	Lindsay Rise	1490	\$ 102,000
26	4	Lindsay Rise	1517	\$ 103,700
27	6	Lindsay Rise	1516	\$ 103,800
28	8	Lindsay Rise	1516	\$ 103,800
29	10	Lindsay Rise	1515	\$ 103,800

30	12	Lindsay Rise	1515	\$ 103,700
31	14	Lindsay Rise	1515	\$ 103,700
32	16	Lindsay Rise	1508	\$ 103,200
33	18	Lindsay Rise	1380	\$ 100,400

When disposing of property, a local government is required to comply with the provisions of s3.58 of the *Local Government Act 1995* whereby local government property is to be sold by public auction or tender.

The *Local Government (Functions and General) Regulations* (Reg. 30) allows for the sale of property other than by tender or public auction provided it is undertaken within six months of Council putting the sale of land out for public tender.

Council has previously appointed Mr Ralph Bolton of Landmark Realty as selling agent for the land and delegated authority to the Chief Executive Officer (CEO) to accept offers to purchase lots, received within the six months following the close of tenders, in the Granite Rise Estate that are equal to or greater than the reserve price for lots set by Council.

COMMENT

Council is again obliged to pursue the sale of lots under a public tender. Although it is likely that as previously, no tenders will be received it is necessary to follow this statutory process in order to be available to sell land should a prospective buyer be interested. Otherwise, the Shire would then need refer any offer of purchase to Council and undertake notification under S3.58 the *Local Government Act 1995*. This is not a process that enables swift consideration of land sales.

Essentially, Council needs to pursue a tender ever six months in order to address *Local Government (Functions and General) Regulations* (Reg. 30).

Council would also be aware that demand for residential land at Granite Rise has not been strong and for the foreseeable future, demand will continue to be weak until a new economic driver within the locality is established.

STATUTORY ENVIRONMENT

Local Government Act 1995 – Section 3.58 disposing of property.

3.58. Disposing of property

(1) *In this section —*

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) *Except as stated in this section, a local government can only dispose of property to —*

- (a) *the highest bidder at public auction; or*
- (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*

(3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*

- (a) *it gives local public notice of the proposed disposition —*
 - (i) *describing the property concerned; and*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*

- and
- (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
- (a) the names of all other parties concerned; and
 - (b) the consideration to be received by the local government for the disposition; and
 - (c) the market value of the disposition —
 - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
 - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
- (a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or
 - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
 - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
 - (d) any other disposition that is excluded by regulations from the application of this section.

Local Government (Functions and General) Regulations

30. Dispositions of property excluded from Act s. 3.58

- (1) A disposition that is described in this regulation as an exempt disposition is excluded from the application of section 3.58 of the Act.
- (2) A disposition of land is an exempt disposition if —
 - (a) the land is disposed of to an owner of adjoining land (in this paragraph called the **transferee**) and —
 - (i) its market value is less than \$5 000; and
 - (ii) the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee;
 - or
 - (b) the land is disposed of to a body, whether incorporated or not —
 - (i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
 - (ii) the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions;
 - or
 - (c) the land is disposed of to —
 - (i) the Crown in right of the State or the Commonwealth; or
 - (ii) a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth; or
 - (iii) another local government or a regional local government;
 - or
 - (d) it is the leasing of land to an employee of the local government for use as the employee's residence; or
 - (e) it is the leasing of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land; or

- (f) *it is the leasing of land to a person registered under the Health Practitioner Regulation National Law (Western Australia) in the medical profession to be used for carrying on his or her medical practice; or*
 - (g) *it is the leasing of residential property to a person.*
- (2a) *A disposition of property is an exempt disposition if the property is disposed of within 6 months after it has been —*
- (a) *put out to the highest bidder at public auction, in accordance with section 3.58(2)(a) of the Act, but either no bid is made or any bid made does not reach a reserve price fixed by the local government; or*
 - (b) *the subject of a public tender process called by the local government, in accordance with section 3.58(2)(b) of the Act, but either no tender is received or any tender received is unacceptable; or*
 - (c) *the subject of Statewide public notice under section 3.59(4) of the Act, and if the business plan referred to in that notice described the property concerned and gave details of the proposed disposition including —*
 - (i) *the names of all other parties concerned; and*
 - (ii) *the consideration to be received by the local government for the disposition; and*
 - (iii) *the market value of the disposition as ascertained by a valuation carried out not more than 12 months before the proposed disposition.*
- (2b) *Details (see section 3.58(4) of the Act) of a disposition of property under subregulation (2a) must be made available for public inspection for at least 12 months from the initial auction or tender, as the case requires.*
- (3) *A disposition of property other than land is an exempt disposition if —*
- (a) *its market value is less than \$20 000; or*
 - (b) *the entire consideration received by the local government for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$75 000.*

POLICY IMPLICATIONS

There are no known policy implications in relation to this item

FINANCIAL IMPLICATIONS

There are no known financial implications in relation to this item

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: Transparent decision-making is important to us

Strategy	Outcome
Ensure active engagement with the community to inform decision-making	Community contribution to how local issues are managed

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
L Goal Five - 1	Manage the Shire's finances and financial service activities to ensure the continuous, sustained operation of Council

VOTING REQUIREMENT

Absolute Majority

OFFICER'S RECOMMENDATION

That Council:

1. *Authorises the Chief Executive Officer to offer for sale by Public Tender, Lots 1-16 (inclusive) and 18-33 (inclusive) Granite Rise Estate, Corrigin as required by Section 3.58 of the Local Government Act 1995.*
2. *Requests the Chief Executive Officer to refer the matter back to Council at the conclusion of the Public Tender.*

10.4.9. POSSIBILITY OF THE CORRIGIN BOWLING CLUB RELOCATING TO THE CORRIGIN RECREATION AND EVENTS CENTRE

Applicant:	Corrigin Bowling Club
Location:	Corrigin Recreation and Events Centre
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	RCS 0001 & CP 0057
Attachment Reference:	Nil

SUMMARY

Council is requested to consider a request from the Corrigin Bowling Club ('Club') seeking Council's interest having the Club relocate to the Corrigin Recreation and Events Centre (CREC).

BACKGROUND

The Club has written to the Shire requesting Council's views on relocation of the greens and clubhouse to the CREC as follows:

"On behalf of the subcommittee of the Corrigin Bowling Club I am writing to the Shire Council to formally inquire if the Council is interested in having the Bowling Club move its operation to a new synthetic surface to be built at the Recreation Centre, as discussed with our Club President Clifton Crombie and Sub Committee Chairperson Greg Humphries.

A move to the Recreation Centre in the future, if council is interested, is one of the various options which the subcommittee is investigating.

As this communication is a request to determine the acceptance or otherwise of such a proposal your earliest reply would be appreciated."

COMMENT

On face value, relocating the Club to the CREC would have an overall benefit to the community through consolidation of events, access and sharing of CREC facilities.

However, there are some matters associated with relocation that would need to be investigated including (but not limited too) determining the location of the site at CREC, sharing of the facility with other groups, along with finding a potential alternate use and development of the existing Club site.

In this regard, it is appropriate that Council advise the Club of its 'keen interest' in having the Club relocate to CREC and refer the matter to the Shire of Corrigin Recreation Planning Committee for consideration and advice on the practicality, opportunity and constraints of relocation to the CREC along with potential alternate uses of the exiting site of the Club.

STATUTORY ENVIRONMENT

N/A

POLICY IMPLICATIONS

There are no known policy implications associated with this item.

FINANCIAL IMPLICATIONS

There are no known policy implications associated with this item.

However, it is likely that should the Corrigin Bowling Club consider relocation, Council may need to consider some degree of financial assistance, even if it is 'in kind' cost. In addition, Council may need to look at modification to its Long Term Financial Plan.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area three: Social Development

Goal six: We need good services to support our development as a Shire

Strategy	Outcome
Maintain the range of services and facilities provided by the Shire, particularly those for the rural area (roads) and sporting community.	Essential services help us to prosper as a community.

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Social Development

Strategic Community Plan link	Strategies
Goal 6 – 1	Provide and maintain community buildings and facilities, including roads and sporting facilities.

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

1. *Note the correspondence from the Corrigin Bowling Club to pursue relocation of the greens and clubhouse to the Corrigin Recreation and Events Centre.*
2. *Refer the Corrigin Bowling Club’s request to the Shire of Corrigin Recreation Planning Committee consideration and advice on the practicality, opportunity and constraints to relocate to the Corrigin Recreation and Events Centre.*
3. *Advise the Club of its ‘keen interest’ in having the Corrigin Bowling Club relocate to CREC and invite the Club to participate in the Shire of Corrigin Recreation Planning Committee consideration and advice on the practicality, opportunity and constraints to relocate to the Corrigin Recreation and Events Centre.*

11. NOTICE OF MOTION

11.1. Councillor Motion

Applicant:	Cr Terry Pridham
Location:	Shire of Corrigin
Date:	15 December 2015
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	WM 0003
Attachment Reference:	Nil

SUMMARY

At the Ordinary Council meeting of 17 November 2015, Cr Pridham gave notice that he intends move the following motion at the 15 December Council meeting:

“That the Shire of Corrigin:

- *erect a lockable gate at the Green Waste Site;*
- *has the Green Waste Site on a roster (similar to the Main Tip); and*
- *install a security camera for surveillance”.*

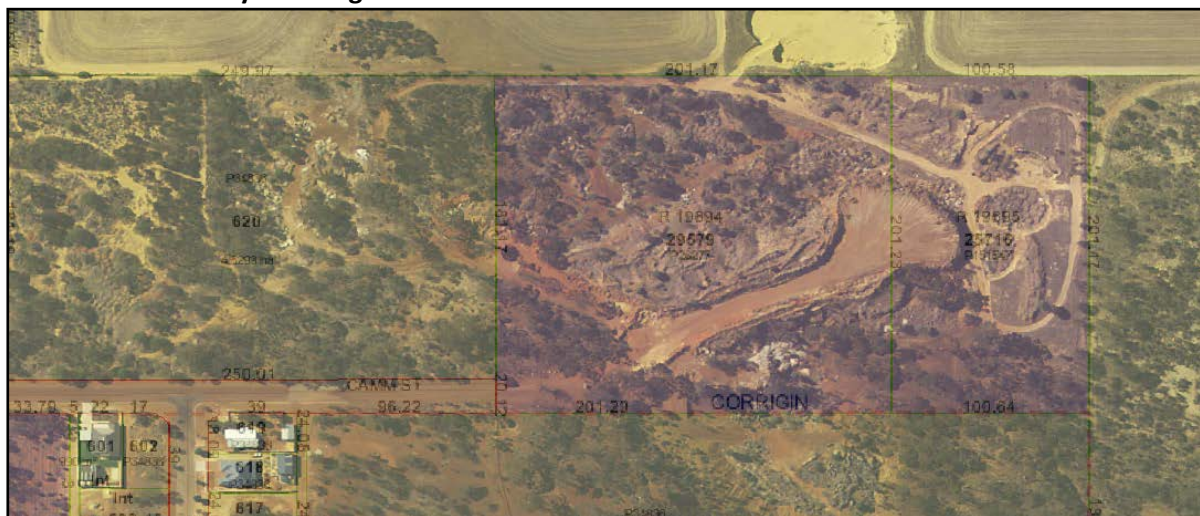
BACKGROUND

For a number of years, the ‘Green Waste’ site has been provided by the Shire as an informal and uncontrolled area for community member to dump green waste. The site is comprises two reserves and vested in the Shire for different purposes:

- Reserve No. 19694 purpose is for ‘access, gravel and quarry’; and
- Reserve No. 19695 purpose is for ‘sanitary site’.

Both reserves are accessed by vehicles from Camm Street. Power is not available to the site and informal access is available from all sides.

Aerial Photo courtesy of Landgate 2011



Aerial Photo courtesy of Landgate 2011



COMMENT

The purpose of this report is to address Cr Pridham's proposed Notice of Elected Members Motion as follows:

"That the Shire of Corrigin:

- *erect a lockable gate at the Green Waste Site;*
- *has the Green Waste Site on a roster (similar to the Main Tip); and*
- *install a security camera for surveillance".*

As written, the Motion will impact the adopted 2015/16 Budget in relation to the construction and erection of the gate, additional hours to man the gate and purchase, establishment and upkeep of the camera surveillance system. In this regard, the Shire estimate that the establishment costs for the gate, camera surveillance system and manning of the Green Waste site will be as follows:

- Two farm style gates and steel posts and erection of gates approximately \$2,500.
- Solar powered wireless camera surveillance system and pole will vary in price depending on whether the purpose of the camera is as a deterrent and therefore not of significant quality or is to be of a quality that can distinguish vehicle number plates and features of the drivers. In this regard, the cost could vary from \$6,000 of a very basic system that is unlikely to have quality of production or longevity of use to a \$20,000 motion sensitive system that could send images to a mobile phone.
- The Motion as written in relation to having the "*.... Green Waste Site on a roster (similar to the Main Tip)*" can be interpreted in two (2) ways:
 - the site is manned while open; or
 - the gate is simply manned to be opened and closed at designated hours.

Both scenarios have cost implications to the Shire but the impact will depend on which arrangement is sought. These scenarios are discussed as follows:

- The site is manned while open
Should Council resolve to have the site manned, the cost will be in the form of an additional staff member and if based on the current waste disposal site represents a 0.6FTE position. In addition, appropriate shelter would need to be provided. Accordingly, the initial set up costs would be in the vicinity of \$20,000 plus an ongoing cost of around \$55,000,
- The gate is simply manned
To maintain the opening and closing of the gate is somewhat problematic on the basis that it is possible that a Depot staff member with an allocated Shire vehicle could open the gate on the way to work and close the gate after working hours on week days. This would provide a general arrangement whereby on Monday to Friday the Green Waste site would be normally open from around 7am – 4pm. However, on monthly RDO's and weekends, the Shire would need to make arrangements and potentially provide a vehicle for a staff member to carry out the opening and closing of the site.

If the waste disposal site operator was to be asked to be responsible opening and closing the site on the weekends, the Shire would be obliged to either provide a vehicle or kilometre allowance for visiting the site however, the hours would either generally reflect the waste disposal site hours of 10am-3pm Saturday and 9am-12noon Sunday or overtime (or other agreed arrangement) would arise for any additional hours. This is a more difficult arrangement to cost as it would depend on the hours of opening sought. For an extended period, it is possible that the cost could be in the vicinity of \$4,000 - \$6,000.

It is noted that should the Cr Pridham's motion be supported, it would indicate that Council considers the current use of the Green Waste site as a concern and which generates potential risk to the Council and the Shire.

Should this be the case, it is respectfully suggested that perhaps Council may wish to close and appropriately fence the Green Waste site and consider alternate green waste arrangements at a controlled location such as the waste disposal site. This arrangement should be discussed further with Council, determine what costs this arrangement may result and be carried out in consultation with the community.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

None known.

FINANCIAL IMPLICATIONS

As addressed in the 'Comment' section of the report, there are financial implications in relation to this item which do not have a budget allocation.

Should Council resolve to adopt the Notice of Motion as written, Council will also need to provide a corresponding budget re-allocation for the works and equipment required as an outcome of a resolution and depending on the security system sought, could realistically be in the vicinity of \$15,000 to \$25,000.

COMMUNITY & STRATEGIC OBJECTIVES

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Strategic Community Plan 2013-2023:

6.2 Focus area two: Developing Leadership

Goal Four: Transparent decision-making is important to us

Strategy	Outcome
Ensure active engagement with the community to inform decision-making	Community contribution to how local issues are managed

The matter before Council generally accords with the following Shire desired outcome as expressed in the Shire of Corrigin Corporate Business Plan 2013-2017:

5. STRATEGIC THEMES

5.2 Developing Leadership

Strategic Community Plan link	Strategies
L Goal Five - 1	Manage the Shire’s finances and financial service activities to ensure the continuous, sustained operation of Council

VOTING REQUIREMENT

Simple Majority

NOTICE OF MOTION – COUNCILLOR PRIDHAM

“That the Shire of Corrigin:

- *erect a lockable gate at the Green Waste Site;*
- *has the Green Waste Site on a roster (similar to the Main Tip); and*
- *install a security camera for surveillance”.*

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