

# SHIRE OF CORRIGIN AGENDA



21 November 2017

## ORDINARY COUNCIL MEETING

Agenda for the Ordinary Council Meeting to be held on Tuesday 21 November 2017 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 21 November 2017 in the Council Chambers 9 Lynch Street Corrigin commencing at 3.00pm.*

A handwritten signature in blue ink, appearing to read 'Rob Paull', written in a cursive style.

*Rob Paull – Chief Executive Officer*

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## Order of Business

Ordinary Council Meeting to be held on Tuesday 21 November 2017

<b>11:00 am</b>	<i>Review of the new Depot office (Optional)</i>
<b>11.30 am</b>	<i>Review of the Dentist's accommodation (Optional)</i>
<b>12.15 pm</b>	<i>Presentation and lunch with Kids Cancer Project participants</i>
<b>1.00 pm</b>	<i>Discussion Period</i>
<b>2.30 pm</b>	<i>Afternoon Tea</i>
<b>3.00 pm</b>	<i>Council Meeting</i>
<b>5.00 pm</b>	<i>Nibbles</i>

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**1. DECLARATION OF OPENING**

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

Shire President

Deputy Shire President

Cr. L Baker

Cr. D L Hickey

Cr. B D Praetz

Cr. S G Hardingham

Cr. M B Dickinson

Cr. F R Gilmore

Chief Executive Officer

Deputy Chief Executive Officer

Manager Finance

Governance Executive Officer

R L Paull

T L Dayman

D C Ospina Godoy

J K Baker

**APOLOGIES**

**LEAVE OF ABSENCE**

**3. PUBLIC QUESTION TIME**

**4. MEMORIALS**

It was advised that Mr Doug Keillor had passed away since the last meeting.

**5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

**6. DECLARATIONS OF INTEREST**

**7. CONFIRMATION AND RECEIPT OF MINUTES**

**7.1. PREVIOUS COUNCIL MEETINGS AND BUSINESS ARISING FROM MINUTES**

**7.1.1. MINUTES OF THE ORDINARY MEETING OF COUNCIL**

Minutes of the Ordinary Meeting of Council held on 17 October 2017 at the Shire of Corrigin Chambers (**Attachment 7.1.1**)

**OFFICER'S RECOMMENDATION**

*That the Minutes of the Ordinary Meeting of Council held on 17 October 2017 (**Attachment 7.1.1**) be confirmed as a true and correct record.*

**7.1.2. MINUTES OF THE SPECIAL MEETING OF COUNCIL**

Minutes of the Special Meeting of Council held on 23 October 2017 at the Shire of Corrigin Chambers (**Attachment 7.1.2**)

**OFFICER'S RECOMMENDATION**

*That the Minutes of the Special Meeting of Council held on 23 October 2017 (**Attachment 7.1.2**) be confirmed as a true and correct record.*

**7.2. COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES**

**7.2.1. MINUTES OF THE ROE TOURISM ASSOCIATION AGM (ATTACHMENT 7.2.1)**

Minutes of the Roe Tourism Association AGM held on 16 October 2017 at the Shire of Kondinin  
(**Attachment 7.2.1**)

**OFFICER'S RECOMMENDATION**

*That the Minutes of the Roe Tourism Association AGM held on 16 October 2017 (**Attachment 7.2.1**) be confirmed as a true and correct record.*

**7.2.2. MINUTES OF THE ROE TOURISM ASSOCIATION GENERAL MEETING (ATTACHMENT 7.2.2)**

Minutes of the Roe Tourism Association General Meeting held on 16 October 2017 at the Shire of Kondinin (**Attachment 7.2.2**)

**OFFICER'S RECOMMENDATION**

*That the Minutes of the Roe Tourism Association General Meeting held on 16 October 2017 (**Attachment 7.2.2**) be confirmed as a true and correct record.*

**7.2.3. MINUTES OF THE CENTRAL COUNTRY ZONE SPECIAL ZONE MEETING (ATTACHMENT 7.2.3)**

Minutes of the Central Country Zone Special Zone Meeting held on 18 October 2017 via teleconference (**Attachment 7.2.3**)

**OFFICER'S RECOMMENDATION**

*That the Minutes of the Central Country Zone Special Zone Meeting held on 18 October 2017 (**Attachment 7.2.3**) be confirmed as a true and correct record.*



## 8. MATTERS REQUIRING A COUNCIL DECISION

### 8.1. CORPORATE & COMMUNITY SERVICES REPORTS

#### 8.1.1. CORRIGIN COMMUNITY RESOURCE CENTRE

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 November 2017
Reporting Officer:	Heather Ives, Coordinator, Community Services
Disclosure of Interest:	No interest to disclose
File Number:	CS 0008
Attachment Reference:	N/A

#### GRANT FUNDING

- Department of Communities, Thank a Volunteer Day 2018 - funding approved for Corrigin “Nibbles in the Park 2018” (\$924)
- Apprenticeship Employer Incentive - 6 month claim submitted (\$1,250)
- CRC Trainee Grant – funding approved (\$24,206)

#### CORRIGIN CRC Monthly Usage – October 2017:

CUSTOMER ACCESSING ‘FEE FOR SERVICE’ and SALES					
SERVICES / FEES	MTHLY	YTD FROM JULY 17	SALES	MTHLY	YTD FROM JULY 17
Internet Use / Computer Use	31	116	Phonebook Sales	10	101
Photocopying / Printing / Faxing	37	122	Moments In Time Books	2	3
Laminating / Binding / Folding	4	19	Book Sales	0	0
Sec. Services / Scans / CD Burning	7	27	Wrapping Paper / Postcard Sales	2	2
Room Hire	11	41	Polo Shirt / Eco Bag Sales	0	0
Equipment Hire	3	9	Phone calls	39	98
Training / Course Fees	9	34	Sale of Assets	0	0
Resource Centre Membership Fees	0	0		0	0
Exam Supervision	0	0			
Movie Club Fees	9	19			
Total:	111		Total:	53	
Monthly People through:	164				
CUSTOMER ACCESSING ‘CORRIGIN CRC SERVICES’					
SERVICES	MTHLY	YTD FROM JULY 17	SERVICE	MTHLY	YTD FROM JULY 17
Phonebook Enquiries	12	31	Conf. / Vid Conf. / Training /	98	273
Tourism	58	125	Exams	4	9
VET Affairs	0	1	Broadband for Seniors / Webinars	9	16
ATO	3	6	General Enquires (Face/Email/Website)	244	475
Government Access Point	7	18	Corrigin Toy Library	20	40
Community Information	44	160	TR Homes (Referrals)	0	1
Total:	124		Total:	375	
Monthly People through:	499				

**TOTAL FOR THE MONTH OF OCTOBER: 663**

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on  
Tuesday 21 November 2017*

<b>COMMUNITY ECONOMIC / BUSINESS and SOCIAL DEVELOPMENT BOOKINGS</b>			
DESCRIPTION	NO'S	ROOM	GOVT. HOT OFFICE BOOKING (HO), COMMERCIAL BOOKING
DPIRD Meeting	3	Professional Office	Hot Office Booking
Janeane Anderson (Student Tutoring)	4	Professional Office	Commercial Booking
Movie Club (October)	12	Conference Room	N/A
School Holiday Activities (October)	8	Conference Room	N/A
Holyoake – Drug and Alcohol Counselling	1	Professional Office	Commercial Booking
Shire of Corrigin – CSO Interviews	3	Professional Office	N/A
Skill Hire – Job Seeker Appointments	3	Professional Office	Commercial Booking
Forrest Personnel – Disability Services	5	Professional Office	Commercial Booking
Bush Fire Officers Meeting	8	Conference Room	Commercial Booking
Corrigin Hospital Auxiliary Meeting	8	Conference Room	Commercial Booking
Department of Justice	5	Professional Office	Commercial Booking
WA Super Appointments	12	Professional Office	N/A
WBN 'Business After Hours'	26	N/A	N/A

	JUL	AUG	SEP	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	466	591	534	530	585	626	553	7285
2016-17	620	588	675	618	455	366	513	388	595	336	540	450	6144
2017-18	461	372	516	663									

#### **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 revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

##### **Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.2 An effective and efficient organisation**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.2.2	Continue to improve operational efficiencies and provide effective services	4.2.2.1	Review delivery of services for operational and cost effective efficiencies

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

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

**8.1.2. ACCOUNTS FOR PAYMENT – OCTOBER 2017**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 November 2017
Reporting Officer:	Tanya Ludlow, Finance Officer – Creditors / Payroll
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.2 – Accounts for Payment

**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, EFT and Direct Debit payments that have been raised for the Council meeting and also during the month of October 2017 are attached.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$0.00.

**Previous Accounts for Payment report**

To enable council to check that no sequential payment numbers have been missed from the previous accounts for payment reports and the report presented as attached, the following information is provided on the last cheque or EFT number used.

Bank Account	Payment Type	Last Number	First Number in report
Municipal	Cheque	020241	020242
Municipal & Trust & Police Licensing	EFT	EFT11633	EFT11634
Trust	Cheque	003371	003372
Edna Stevenson	Cheque	000060	No Payments

Please note that the above does not include payments made via Direct Debit (DD) as they are not in sequential number order.

**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 2017/2018 Annual Budget.

## **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### **Objective: Leadership**

#### ***Strong Governance and leadership***

#### **Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

*That Council endorse the following payments for the month of October 2017:*

- 1. Cheque 020242 - 020249 payments in the Municipal Fund totalling \$12,194.17;*
- 2. Electronic Funds Transfer (EFT) payments in the Municipal Fund totalling \$450,750.84;*
- 3. Direct Debit (DD) payments in the Municipal Fund totalling \$3,793.60;*
- 4. Payroll Journal (JNL) payments in the Municipal Fund totalling \$128,905.35;*
- 5. Cheque 00372 - 003373 payments in the Trust Fund totalling \$650.00;*
- 6. Electronic Funds Transfer (EFT) payments in the Trust Fund totalling \$3,010.00;*
- 7. Direct Debit (DD) payments in the Licensing Trust Fund totalling \$52,714.15; and*
- 8. Total payments for October 2017 being \$652,018.11.*

### **8.1.3. ACCOUNTS FOR PAYMENT – CREDIT CARDS**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 November 2017
Reporting Officer:	Catherine Ospina Godoy, Manager Finance
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.3 – Credit Card Payments

#### **SUMMARY**

This report provides Council with a list of all financial dealings relating the use of credit card payments for the period 29<sup>th</sup> August to 28<sup>th</sup> September 2017.

#### **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.

Council is presented with the monthly accounts for payment at each Council meeting, providing information of payments made for the reporting period (**Attachment 8.1.3**). This report includes the monthly payment of the credit card debit to the National Australia Bank.

#### **COMMENT**

Accountability in local government can be multifaceted, as councils seek to achieve diverse social, political and financial goals for the community benefit. The accountability principles of local government are based on strong financial probity, financial propriety, adherence to conflict of interest principles and expectations that local government is fully accountable for community resources.

This report provides Council with detailed information of purchases paid for using the Shire of Corrigin Corporate Credit Cards.

A monthly review of credit card use is independently assessed by the Finance Manager, to confirm that all expenditure has been occurred, is for the Shire of Corrigin and has been made in accordance with Council policy, procedures and the *Local Government Act 1995* and associated regulations. The review by the Finance Manager also ensures that misuse of any corporate credit card can be readily detected.

This review has been conducted and no issues are evident and all areas of compliance have been met.

#### **STATUTORY ENVIRONMENT**

*S6.4 Local Government Act 1995, Part 6 – Financial Management*  
*R34 Local Government (Financial Management) Regulations 1996*

#### **POLICY IMPLICATIONS**

Policy 2.15 – Corporate Credit Cards and;  
Policy 2.9 Purchasing Policy

#### **FINANCIAL IMPLICATIONS**

Financial implications and performance to budget are reported to Council on a monthly basis. In this regard, expenditure must be in accordance with the 2017/2018 Annual Budget.

## **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### **Objective: Leadership**

#### ***Strong Governance and leadership***

#### **Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council in accordance with (Attachment 8.1.3) endorse credit card payments made for the period 29<sup>th</sup> August to 28<sup>th</sup> September 2017 was \$ 161.95*

#### **8.1.4 MONTHLY FINANCIAL REPORT – OCTOBER 2017**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 November 2017
Reporting Officer:	Taryn Dayman, Deputy Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	FM 0036
Attachment Reference:	Attachment 8.1.4 - Statement of Financial Activity

#### **SUMMARY**

For Council to review and accept the monthly Financial Report for the month ending 31 October 2017.

#### **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 8.1.4**.

#### **STATUTORY ENVIRONMENT**

*S6.4 Local Government Act 1995, Part 6 – Financial Management*

*R34 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 revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

#### **Objective: Leadership**

#### ***Strong Governance and leadership***

#### **Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

#### **VOTING REQUIREMENT**

Simple Majority



**OFFICER'S RECOMMENDATION**

*That Council accept the Statement of Financial Activity for the month ending 31 October 2017 included as **Attachment 8.1.4** and as presented, along with notes of any material variances.*

## **8.2. GOVERNANCE AND COMPLIANCE REPORTS**

### **8.2.1. ACTIONS PERFORMED UNDER DELEGATED AUTHORITY FOR OCTOBER 2017**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 November 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	Various
Attachments:	N/A

#### **SUMMARY**

To report back to Council actions performed under delegated authority from the period 1 October 2017 to 31 October 2017.

#### **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
- 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 from the period 1 October 2017 to 31 October 2017 and are submitted to Council for information.

#### ***Bushfire***

No known delegated decisions were undertaken by Shire pursuant to bushfire matters from the period 1 October 2017 to 31 October 2017.

#### ***Caravan parks and camp grounds***

No delegated decisions were undertaken by Shire pursuant to caravan parks and camping grounds matters from the period 1 October 2017 to 31 October 2017.

#### ***Common Seal***

<b><i>Date of decision</i></b>	<b><i>Decision Ref.</i></b>	<b><i>Decision details</i></b>	<b><i>Applicant</i></b>	<b><i>Other affected person(s)</i></b>
22/08/2017	180/2017	Adoption of Local Planning Scheme Amendment No. 5	Shire of Corrigin	N/A
22/08/2017	180/2017	Adoption of Local Planning Scheme Amendment No. 5	Shire of Corrigin	N/A
22/08/2017	180/2017	Adoption of Local Planning Scheme Amendment No. 5	Shire of Corrigin	N/A

#### ***Dangerous Goods Safety Act 2004***

No delegated decisions were undertaken by Shire pursuant to the Food Act 2008 from the period 1 October 2017 to 31 October 2017

**Food Act 2008**

No delegated decisions were undertaken by Shire pursuant to the Food Act 2008 from the period 1 October 2017 to 31 October 2017.

**Hawkers, traders and stall holders**

<b>Date of decision</b>	<b>Decision Ref.</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
20/10/2017	N/A	Approval for Traders Permit	Amanda Bootsma	Corrigin DHS

**Liquor Laws**

No delegated decisions were undertaken by Shire pursuant to Liquor Control Act 1988 from the period 1 October 2017 to 31 October 2017

**Lodging houses**

No delegated decisions were undertaken by Shire pursuant to lodging house matters from the period 1 October 2017 to 31 October 2017

**Power to Defer, Grant Discounts, Waive or Write Off Debts Waive fees**

<b>Date of decision</b>	<b>Decision Ref.</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
12/10/2017	N/A	Waiving of fee for hire of CREC main function room – P&C Quiz Night	Janeane Mason	N/A
22/10/2017	N/A	Waiving of fee for hire of Wellness Centre, portable projector, screen and laptop - Alzheimer's research study	Lyn Baker	N/A

**Public Buildings**

No delegated decisions were undertaken by Shire pursuant to Health (Public Buildings) Regulations 1992 from the period 1 October 2017 to 31 October 2017

**Septic Tank Approvals**

No delegated decisions were undertaken by Shire pursuant to Septic Tank Approvals from the period 1 October 2017 to 31 October 2017

**Street Scape, Tree Planting, Pruning, Removal, Picking Flora**

No delegated decisions were undertaken by Shire pursuant to *Street Scape, Tree Planting, Pruning, Removal, Picking Flora* from the period 1 October 2017 to 31 October 2017

**Planning Approval** (Note: the following planning approval was inadvertently not included in the actions performed under delegated authority for September 2017):

<b>Date of decision</b>	<b>Decision Ref.</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
15/9/2017	16/17	Single Self-Contained transportable building to provide temporary workers accommodation at the rear of Lot 200 (No. 7a) Walton Street, Corrigin	Echuca Nominees Pty Ltd	N/A

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on  
Tuesday 21 November 2017*

No delegated decisions were undertaken by Shire pursuant to *Planning & Development Act 2005 – Part 10 Div. 2* from the period 1 October 2017 to 31 October 2017.

**Building Permits**

<b>Date of decision</b>	<b>Decision Ref.</b>	<b>Decision details</b>	<b>Applicant</b>	<b>Other affected person(s)</b>
30/10/2017	COBP17-17	Approval for Temporary Accommodation Unit	Hutton & Northey Sales	N/A

**STATUTORY ENVIRONMENT**

*Building Act 2011*

*Bushfire Act 1954*

*Dangerous Goods Safety (Explosives) Regulations 2007*

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

*Health (Public Buildings) Regulations 1992*

*Liquor Control Act 1988*

*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*

**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 revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

<b>Strategic Community Plan</b>		<b>Corporate Business Plan</b>	
<b>Outcome</b>	<b>Strategies</b>	<b>Action No.</b>	<b>Actions</b>
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**COUNCIL MEETING STATUS REPORT**

The following Status Report below is for Council information only.

**SHIRE OF CORRIGIN STATUS REPORT AS AT 15 NOVEMBER 2017**

<b>MINUTE REFERENCE</b>	<b>DETAIL</b>	<b>RESPONSIBLE OFFICER</b>	<b>STATUS</b>	<b>ANTICIPATED COMPLETION DATE</b>
20/2016 16/2/2016	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Adopt the draft "Planning Policy - Areas of Potential Flood Risk within the Corrigin Townsite" as included as Attachment 10.2.2(B) and</li> <li>2. Advertise in accordance with clause 7.3 of the Shire of Corrigin Town Planning Scheme No. 2 (District Planning Scheme).</li> <li>3. Directs that upon completion of the advertising period referred to in 1. above, the matter to be referred back to Council for further consideration.</li> <li>4. Council to request the CEO investigate the cost of remodelling the "flood map" for clarification of flood risk in the area.</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> <li>2. GEO</li> <li>3. CEO</li> <li>4. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Advertising in Narrogin Observer 25/2/2016</li> <li>3. Assessment and referral to CEO to refer back to Council</li> <li>4. Council requested investigation by CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Completed</li> <li>2. Completed</li> <li>3. Pending</li> <li>4. In Progress</li> </ol>
173/2016 19/07/2016	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Note the Correspondence from the Corrigin Masonic Lodge No. 120 W.A.C. ('Lodge') as provided in Attachment 8.2.2 to this Report.</li> <li>2. Resolve to request the Chief Executive Officer (CEO) to write to the Lodge: <ol style="list-style-type: none"> <li>a) seeking confirmation that it would be prepared to sell the portion of Lot 178 Kirkwood Street, Corrigin (approximately 3m x 90 m) currently occupied as a 'laneway' for a nominal price of \$1; and</li> <li>b) advising that until the 'laneway' is eventually transferred to the Shire, the Lodge be reminded that it will need to ensure it has suitable public liability for the 'laneway'.</li> </ol> </li> <li>3. Once written confirmation from the Lodge of the acceptance to sell the portion of Lot 178 (approximately 3m x 90 m) is confirmed and appropriate funds are included in the 2016/17 Budget, the Shire commences a survey to be undertaken followed by an application for Subdivision Approval from the Western Australian Planning Commission.</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO</li> <li>2. CEO</li> <li>3. CEO</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Letter sent</li> <li>3. Lodge has offered laneway for \$1.</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Completed</li> <li>3. Completed</li> </ol>

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	<p>4. Authorise the CEO to enter a part lease over Lot 178 Kirkwood St for an interim period covering the proposed PAW until such time as the creation and sale of the PAW is finalised.</p> <p>5. Should Subdivision Approval be received, the Shire President and Chief Executive Officer be authorised to enter into a contract of sale with appropriate use of the Common Seal and process the creation of the PAW reserve.</p>	<p>4. CEO</p> <p>5. CEO</p>	<p>4. Lease signed by Lodge</p> <p>5. Noted</p>	<p>4. Completed</p> <p>5. Subdivision approval sought from WAPC</p>
124/2017 18/07/2017	<p>That Council:</p> <p>1. Agree to extend the Roe Regional Environmental Health Services Scheme Memorandum of Understanding (MOU) subject to the removal of Bruce Rock from the Cost Schedule.</p> <p>2. Agree to extend the Roe Regional Environmental Health Services Scheme Memorandum of Understanding (MOU) subject to the removal of Bruce Rock from the Cost Schedule.</p> <p>3. That the Chief Executive Officer be authorised to prepare and sign the necessary documentation on behalf of the Shire to undertake the extension of the Roe Regional Environmental Health Services Scheme MOU as provide for in 1. above.</p>	<p>1. CEO/GPO</p>	<p>1. Process commenced</p>	<p>1. In Progress</p>
177/2017 22/08/2017	<p>1. Authorises the Chief Executive Officer to offer for sale by Public Tender, Lots 2-7 (inclusive) 9-16 (inclusive) and 19-33 (inclusive) Granite Rise Estate, Corrigin as required by Section 3.58 of the Local Government Act 1995.</p> <p>2. Requests the Chief Executive Officer to refer the matter back to Council at the conclusion of the Public Tender.</p>	<p>1. CEO</p>	<p>1. Noted</p> <p>2. Process commenced</p>	<p>1. Complete</p> <p>2. In Progress</p>
179/2017 22/08/2017	<p>That Council:</p> <p>1. Authorise the Chief Executive Officer and Shire President to execute the relevant documents associated with any application to LandGate for new titles associated with land currently referred as Lots 78 to 83 (incl), 86 &amp; 94 Janes Drive, Turner Avenue and Courboules Crescent, Corrigin.</p> <p>2. Requests the Chief Executive Officer to seek the views of local and regional real estate agents as required to ascertain an estimated value of Lots 78 to 83 (incl), 85 &amp; 94 Janes Drive, Turner Avenue and Courboules Crescent, Corrigin and to refer the matter back to Council for consideration.</p>	<p>1. CEO</p>	<p>1. Noted</p> <p>2. Process commenced</p>	<p>1. Complete</p> <p>2. In Progress</p>

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<p>202/2017 19/09/2017</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. As its first priority, supports an application being prepared for 2018/19 (Attachment 8.2.3) and to be submitted by the Shire to the Department of Local Government, Sport and Cultural Industries Community Sporting and Recreation Facilities Fund for redevelopment of the Corrigin Bowling Club including the installation of synthetic greens and upgrade of surrounds.</li> <li>2. Allocates sufficient funds as part of the Long Term Financial Plan in the 2017/18 and 2018/19 Budgets for the completion of the required works based on an allocation of \$130,000 by the Shire of Corrigin, one third from the Department of Local Government, Sport and Cultural Industries and the remainder from the Corrigin Bowling Club. Any cost overruns to be provided by the Corrigin Bowling Club.</li> </ol>	<p>1. CEO/GPO</p>	<p>1. Noted</p> <p>2. Process to be considered as part of 2018/19 Budget</p>	<p>1. Complete</p> <p>2. In Progress</p>
<p>203/2017 19/09/2017</p>	<p>That Council in accordance with s 3.16 of the Local Government Act 1995:</p> <ol style="list-style-type: none"> <li>1. Adopts the Report of the Review of the Shire of Corrigin Local Laws Relating to Health; Animals, Environment and Nuisance; Trading in Public Places; Fencing; Standing Orders; Swimming Pool Memorial; and Pest Plants (Attachment 8.2.4) and retains without amendment the local laws relating to the following; <ul style="list-style-type: none"> <li>• Health;</li> <li>• Trading in Public Places; and</li> <li>• Pest Plant.</li> </ul> </li> <li>2. Progress the adoption of a Shire of Corrigin Animal, Environment and Nuisance Amendment Local Law 2016.</li> <li>3. Repeals the Local Law relating to Fencing and adopt a new Local Law relating to Fencing in accordance with section 3.12 of the Local Government Act 1995.</li> <li>4. Repeals the Local Law relating to Standing Orders and adopt a new Local Law relating to Standing Orders in accordance with section 3.12 of the Local Government Act 1995.</li> <li>5. Repeals the Swimming Pool Memorial Local Law.</li> <li>6. Progress the adoption of two new local laws relating to: <ul style="list-style-type: none"> <li>• Cemeteries; and</li> <li>• Dogs.</li> </ul> </li> </ol>	<p>1-6 CEO/GPO</p>	<p>1-6 Noted with further report to Council</p>	<p>1. In Progress</p>

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211/2017 17/10/2017	That Council pursuant to Section 40 of the Bush Fires Act appoint the following local government fire control officers as a dual fire control officer in the Shire of Corrigin: <ul style="list-style-type: none"> <li>• Shire of Brookton: Bevan Walters, Darrell Turner, Travis Eva</li> <li>• Shire of Kulin: Greg Doyle, Bryce Nicholls</li> <li>• Shire of Pingelly: Rod Shaddick, Rob Kirk, Jeffrey Edwards, Victor Lee</li> <li>• Shire of Wickepin: David Stacey, Colin Coxon</li> </ul>	1. CEO	1. Advertising and notification to local governments required	1. Complete
213/2017 17/10/2017	That Council record a positive and highly satisfactory performance over the past 12 months, by Mr Paull.	1. CEO	1. Noted	1. Complete
222/2017 17/10/2017	That Council in accordance with Section 2.7(2)(b) of the Local Government Act 1995: <ol style="list-style-type: none"> <li>1. Rescind the policies that establish the July 2016 Shire of Corrigin Policy Manual and Register of Policies.</li> <li>2. Adopt the policies as amended in Attachment 8.2.3 to form the Shire of Corrigin Register of Policies.</li> </ol>	1. CEO	1. Policies finalised	1. Complete
223/2017 17/10/2017	<ol style="list-style-type: none"> <li>1. Not object to subdivision application Western Australian Planning Commission (WAPC) No. 155769 from Peter Gow on behalf of Strathmore Pty Ltd for Lot No's 202, 21 Morrell Road Corrigin and does not seek to impose any conditions.</li> <li>2. Suggest to the WAPC that it not apply a Bushfire Attack Level Assessment to Subdivision No. 155769 in this instance as the subdivision does not create any additional lots and a Bushfire Attack Level Assessment will still be applicable in any future approvals for dwellings etc.</li> <li>3. Request the Chief Executive Officer to advise the WAPC of 1 and 2. above and provide the WAPC with a copy of the Shire report.</li> </ol>	1. CEO	1. WAPC to be informed	1. Complete
225/2017 17/10/2017	<ol style="list-style-type: none"> <li>1. Note the Report of the Returning Officer – 2017 Local Government Elections; and</li> <li>2. Note the decision of the Shire President pursuant to Section 4.9(1) (a) of the Local Government Act 1995 to hold the extraordinary election on Saturday 9th December 2017 to fill the vacant elected member position (one 4 year term).</li> </ol>	1. CEO	1. Noted	1. Complete



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227/2017 17/10/2017	That Council appoints WALGA to undertake the recruitment and selection for the position of Chief Executive Officer in accordance with the methodology outlined in the (confidential) 'Recruitment Proposal' as presented as Attachment10.2A. of the Report to Council.	1. CEO/Shire President	1. Noted	1. Complete
230/2017 17/10/2017	That Council Notes The WANDRRA PROJECT PROGRESS REPORT as Provided as Attachment 13.1.	1. CEO	1. Noted	1. Complete
231/2017 17/10/2017	That Council adopt the revised Price Schedule for Red Dust Holdings associated with reinstatement works associated with the WANDRRA AGRN743 (Attachment 13.2).	1. CEO	1. Noted	1. Complete
232/2017 23/10/2017	That Council by Simple Majority, in relation to the Ordinary election, as carried out under Local Government Act 1995 Schedule 2.3 (When and How mayors, presidents, deputy mayors and deputy presidents are elected by the council) resolve to: 1. AFFIRM that the requirement set under Section 2.29 (Oath or affirmation of allegiance and declaration) of the elected President Cr Baker has been done.	1. CEO	1. Noted	1. Complete
233/2017 23/10/2017	That Council by Simple Majority, in relation to the Ordinary election, as carried out under Local Government Act 1995 Schedule 2.3 (When and How mayors, presidents, deputy mayors and deputy presidents are elected by the council) resolve to: 1. AFFIRM that the requirement set under Section 2.29 (Oath or affirmation of allegiance and declaration) of the elected Deputy President Cr Hickey has been done.	1. CEO	1. Noted	1. Complete
234/2017 23/10/2017	That Council defer appointment and Delegation of the Works and General Purposes Committee until the swearing-in of the seventh Corrigin Councillor.	1. CEO	1. Noted	1. To be considered after the Extra-ordinary Election
235/2017 23/10/2017	That Council defer appointment and Delegation of the Infrastructure and Building Maintenance Committee until the swearing-in of the seventh Corrigin Councillor.	1. CEO	1. Noted	1. To be considered after the Extra-ordinary Election

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236/2017 23/10/2017	That Council, in accordance with the Instrument of Appointment and Delegation of the Audit and Risk Management Committee (Attachment 9.1.C) and s 5.10 & 5.11A Local Government Act 1995 appoints all Councillors to be members of the Audit and Risk Management Committee.	1. CEO	1. Noted	1. Complete
237/2017 23/10/2017	That Council defer appointment and Delegation of the Chief Executive Officer's Performance Review Occasional Committee the swearing-in of the seventh Corrigin Councillor.	1. CEO	1. Noted	1. To be considered after the Extraordinary Election
238/2017 23/10/2017	That Council, in accordance with the Instrument of Appointment and Delegation of the Corrigin Local Emergency Management Committee (Attachment 9.1E) and s 5.10 & 5.11A Local Government Act 1995 appoints (2 positions) the: <ul style="list-style-type: none"> <li>• President Councillor Baker as a member and Presiding Member of the Corrigin Local Emergency Management Committee.</li> <li>• Deputy President /Councillor Hickey to the Corrigin Local Emergency Management Committee as deputy in the absence of the Shire President.</li> </ul>	1. CEO	1. Noted	1. Complete
239/2017 23/10/2017	That Council defer appointment and Delegation of the Recreation Planning Advisory Committee the swearing-in of the seventh Corrigin Councillor.	1. CEO	1. Noted	1. To be considered after the Extraordinary Election
240/2017	That Council defer appointment and Delegation of the Rockview Land Management Advisory Committee the swearing-in of the seventh Corrigin Councillor.	1. CEO	1. Noted	1. To be considered after the Extraordinary Election
241/2017 23/10/2017	That Council, in accordance with the Instrument of Appointment and Delegation of the Corrigin Recreation & Events Centre Advisory Committee (Attachment 9.2C) and s 5.10 & 5.11A Local Government Act 1995 appoints (2 positions):	1. CEO	1. Noted	1. Complete

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	<ul style="list-style-type: none"> <li>• Councillor Dickinson as a member of the Corrigin Recreation &amp; Events Centre.</li> <li>• Councillor Baker as a member of the Corrigin Recreation &amp; Events Centre.</li> </ul>			
242/2017 23/10/2017	<p>That Council, in accordance with the Instrument of Appointment and Delegation of the Corrigin Bush Fire Advisory Committee (Attachment 9.2D) and s 5.10 &amp; 5.11A Local Government Act 1995 appoints (1 position and Shire President if sought):</p> <ul style="list-style-type: none"> <li>• The President of the Shire of Corrigin, Councillor Baker as a member of the Corrigin Bush Fire Advisory Committee.</li> </ul>	1. CEO	1. Noted	1. Complete
243/2017 23/10/2017	<p>That Council appoints the following representatives to the following external organisations and committees:</p> <p><u>ROE Regional Environmental Health Services Scheme (ROE Health) (2 positions)</u></p> <ul style="list-style-type: none"> <li>• Councillor Baker to represent Council on the Eastern Districts Regional Health Scheme.</li> <li>• Councillor Hickey to represent Council on the Eastern Districts Regional Health Scheme.</li> </ul> <p><u>Corrigin District High School Parents and Citizens Association (1 position)</u></p> <ul style="list-style-type: none"> <li>• Councillor Hardingham to represent Council on the Corrigin District High School Parents and Citizens Association.</li> </ul> <p><u>Corrigin Senior Citizens Committee (1 position)</u></p> <ul style="list-style-type: none"> <li>• Councillor Baker to represent Council on the Corrigin Senior Citizens Committee.</li> </ul> <p><u>Small Business Centre Eastern Wheatbelt (1 position)</u></p> <ul style="list-style-type: none"> <li>• Councillor Baker to represent Council on the Small Business Centre Eastern Wheatbelt.</li> </ul> <p><u>Wheatbelt South Regional Road Group (2 positions)</u></p> <ul style="list-style-type: none"> <li>• The President of the Shire of Corrigin Councillor Baker (if desirous of participating) to represent Council on the Wheatbelt South Regional Road Group.</li> <li>• The Deputy President of the Shire of Corrigin Councillor Hickey (if desirous of participating) to represent Council on the Wheatbelt South Regional Road Group.</li> </ul>	1. CEO	1. Noted	1. Complete

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	<p><u>Roe Regional Organisation of Councils</u> (2 positions)</p> <ul style="list-style-type: none"> <li>• The President of the Shire of Corrigin Councillor Baker to represent Council on the Roe Regional Organisation of Councils.</li> <li>• The Deputy President of the Shire of Corrigin Councillor Hickey to represent Council on the Roe Regional Organisation of Councils.</li> </ul> <p><u>Corrigin Historical Society</u> (1 position)</p> <ul style="list-style-type: none"> <li>• Councillor Praetz to represent Council on the Corrigin Historical Society.</li> </ul> <p><u>Community Development Fund Committee</u> (1 position)</p> <ul style="list-style-type: none"> <li>• Councillor Baker to represent Council on the Community Development Fund Committee.</li> </ul> <p><u>Corrigin Local Health Advisory Group</u> (1 position)</p> <ul style="list-style-type: none"> <li>• Councillor Praetz to represent Council on the Corrigin Local Health Advisory Group.</li> </ul> <p><u>Giggle Pots Day Care Centre</u> (1 Position)</p> <ul style="list-style-type: none"> <li>• Councillor Dickinson to represent Council on the Giggle Pots</li> </ul> <p><u>Edna Stevenson Trust</u> (1 position)</p> <ul style="list-style-type: none"> <li>• The President of the Shire of Corrigin Councillor Baker to represent Council on the Edna Stevenson Trust.</li> </ul> <p><u>Wheatbelt South Aged Housing Alliance</u> (1 position)</p> <ul style="list-style-type: none"> <li>• Councillor Baker to represent Council on the Wheatbelt South Aged Housing Alliance.</li> </ul>			
244/2017 23/10/2017	<p>That Council defer appointment representatives to the following external organisations and committees until the swearing-in of the seventh Corrigin Councillor:</p> <p><u>Corrigin Tidy Towns Committee</u> (1 position)</p> <ul style="list-style-type: none"> <li>• Councillor _____ to represent Council on the Council on the Roe Tourism Association.</li> </ul> <p><u>Central Agcare Financial &amp; Family Counselling</u> (1 Position)</p> <ul style="list-style-type: none"> <li>• Councillor _____ to represent Council on the Central Agcare Financial &amp; Family Counselling</li> </ul> <p><u>Roe Tourism Association</u> (1 position)</p> <ul style="list-style-type: none"> <li>• Councillor to represent Council on the Council on the Roe Tourism Association.</li> </ul>	1. CEO	1. Noted	1. All to be considered after the Extra-ordinary Election

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248/2017 23/10/2017	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Establishes the Chief Executive Officer Recruitment and Selection Committee in accordance with Section 5.9(2)(a) of the Local Government Act.</li> <li>2. Appoints all Elected Members to the Committee with the Shire President being chair.</li> <li>3. Authorises the Chief Executive Officer Recruitment and Selection Committee to liaise with the appointed independent recruitment consultant under the following Terms of Reference: The CEO Recruitment and Selection Committee is to be an advisory Committee for the duration of the CEO recruitment process; <ul style="list-style-type: none"> <li>• The CEO Recruitment and Selection Committee is to coordinate the recruitment process in an appropriately confidential manner, including working with the appointed recruitment consultant to attract and select appropriate candidates;</li> <li>• The CEO Recruitment and Selection Committee, with the assistance of the recruitment consultant, is to coordinate the advertising, search for candidates, short listing, development of interview process, conducting interviews, screening, assessing, conducting second round interviews, conducting referee checks, writing reports and contract preparation; and</li> <li>• The CEO Recruitment and Selection Committee is to report back to Council throughout the process and provide Council with sufficient advice to permit a determining decision to be made at an Ordinary Meeting of Council regarding the final selection, appointment and contracting of the CEO.</li> </ul> </li> <li>4. Accept the application kit comprising documentation relevant to the vacant Chief Executive Officer position as modified by Council.</li> </ol>	<ol style="list-style-type: none"> <li>1. CEO/Shire President</li> <li>2. CEO/Shire President</li> <li>3. CEO/Shire President/WA LGA</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted</li> <li>2. Noted</li> <li>3. Noted</li> </ol>	<ol style="list-style-type: none"> <li>1. Complete</li> <li>2. Complete</li> <li>3. Underway</li> </ol>
		<ol style="list-style-type: none"> <li>4. CEO/Shire President/WA LGA</li> </ol>	<ol style="list-style-type: none"> <li>4. Noted</li> </ol>	<ol style="list-style-type: none"> <li>4. Complete</li> </ol>

### OFFICER'S RECOMMENDATION

*That Council accept the report outlining the actions performed under delegated authority for the period 1 October 2017 to 31 October 2017 and receive the Status Report as at 15 November 2017.*

**8.2.2. GENERAL COMPLIANCE REPORTING FOR THE MONTH OF OCTOBER 2017**

Applicant:	Shire of Corrigin
Location:	Shire of Corrigin
Date:	21 November 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	N/A
Attachment Reference:	Attachment 8.2.2 - General Compliance Report

**SUMMARY**

Council is requested to acknowledge the General Compliance Report for October 2017 and recommended outcomes (noting that this is first Compliance Report provided to Council).

**BACKGROUND**

The purpose of the report is to record the ongoing local government compliance on a monthly basis so as to provide Council surety that all known compliance and operational requirements are being addressed as part of staff workloads and to that degree, an ongoing of internal audit is being completed on a monthly basis.

As the month progresses, staff in conjunction with the Chief Executive Officer (CEO) or Deputy CEO will undertake the analysis of the work required and determine the extent of action needed that will be required to complete items. During Agenda week the monthly report/list is reviewed to ensure compliance items are completed and can be reported to Council. Accordingly, only matters of 'non-compliance' are provided with specific comment in this report.

A 'compliance calendar' has been established for the administration staff member detailing their compliance requirements for the month.

**COMMENT**

This report addresses general compliance matters for October 2017 and refers to the majority of compliance and operation issues that are required throughout the year (**Attachment 8.2.2**). It is noted that this process is not definitive as each month additional items and/or actions may be identified and are then added to the monthly checklist workload. Some items may not always be completed each month and will be suitably notated.

There are no identified matters of non-compliance to report for the month of October 2017.

**STATUTORY ENVIRONMENT**

There are no statutory obligations.

**POLICY IMPLICATIONS**

There are no known policy implications relating to this report or the officer's recommendation.

**FINANCIAL IMPLICATIONS**

In the generation of the report or the officer's recommendation, there are no known budget or financial implications. However, there may be items that require additional administrative effort to complete or require external assistance to resolve. In those cases, individual financial implications will be reported.

**COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

**Objective: Leadership**

***Strong Governance and leadership***

**Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.3.1	Council maintain financial stability
		4.1.3.3	Provide Council adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council acknowledge the General Compliance Report for October 2017 as provided in **Attachment 8.2.2.***

**8.2.3. PLANNING APPLICATION – TELSTRA MOBILE PHONE BASE STATION AT LOT 10 BROOKTON – CORRIGIN ROAD, BULYEE**

Applicant:	Planning Solutions Pty Ltd
Owner:	Telstra Corporation Limited
Location:	Lot 10 Brookton-Corrigin Road, Bulyee
Date:	21 November 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	A524; PA 17-15
Attachment Reference:	Attachment 8.2.3 Supporting Information

**SUMMARY**

Council is requested to provide conditional planning approval for Telstra Mobile Phone Base Station at Lot 10 Brookton-Corrigin Road, Bulyee.

**BACKGROUND**

The proposed Telstra Mobile Phone Base Station at Lot 10 Brookton-Corrigin Road, Bulyee.



The facility proposed by Telstra comprises six (6) panel antennas mounted on a triangular headframe on a proposed 12-metre extension to the existing 49.2m guyed mast, one (1) new equipment shelter at ground level and one (1) GPS antenna mounted on the equipment shelter, together with cabling and ancillary equipment, including nine (9) radio remote units.

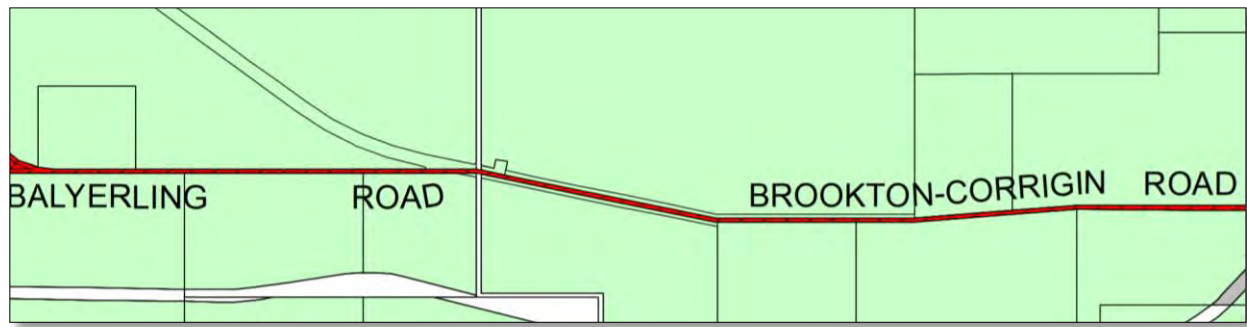
The submitted application has been included as **Attachment 8.2.3**.

**COMMENT**

The *Commonwealth Telecommunications Act 1997* exempts telecommunications equipment from environmental and planning legislation except where the facility does not meet the definition of a low impact facility, in this case requiring the lodgement of a planning application and assessment by Council of this matter. In addition to the requirements of the *Commonwealth Telecommunications Act 1997* and the *Planning and Development Act 2005* the applicant is also bound by the *Telecommunications Code of Practice 1997*, and the *Australian Communications and Media Authority's Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003*.

Lot 10 Brookton-Corrigin Road, Bulyee is zoned 'Rural' under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No. 2) as follows:





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

**“16. Zones**

- (1) Zones are shown on the Scheme Map according to the legend on the Scheme Map.
- (2) The objectives of each zone are as follows—

**(d) Rural Zone**

- (i) To ensure the preservation of the rural character and rural appearance of land within the zone;
- (iii) To protect the economic viability of Rural zoned land via support only for subdivision or 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 Scheme Area;”

**“31. Additional site and development requirements**

**(17) General Local Rural Policy**

*In considering any support for the subdivision and/or development of Rural zoned land within the scheme area, the local government shall in addition to the provisions of the Scheme, have regard to—*

- (a) *The objectives for the Rural zone laid down in Clause 16(2)(d);*
- (b) *Possible conflict between incompatible land uses as a result of subdivision and/or development within the Rural zone;*
- (e) *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.”*

‘Telecommunications infrastructure’ is defined under the TPS No. 2 as follows: “....telecommunications infrastructure means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network.”

‘Telecommunications infrastructure’ is listed by the Scheme as a ‘D’ (‘discretionary’) use within the ‘Rural’ zone which means that it is not permitted unless the local government has exercised its discretion by granting planning approval.

Clause 16 of TPS No. 2 states that:

*“No site shall be developed or building constructed to contain more than two (2) storeys or exceed 10 metres in height. The local government may however use its discretion and vary these requirements if it can be assured that any height variation proposed will not affect the privacy enjoyed by neighbouring developments and is sympathetic with the scale and character of the surrounding built environment.”*

On this basis, this application has not been approved under delegated authority, and has instead been presented to Council for its deliberation to enable due consideration to be given.

It is considered that:

- there is practical need for the Mobile Phone Base Station for the local community and travelling public;
- the tower is existing (49.2m) with a 12.2m extension); and
- the cost to the community of limited mobile phone reception can relate to personal, business and emergency communication.

#### **STATUTORY ENVIRONMENT**

*Commonwealth Telecommunications Act 1997*

*Telecommunications Code of Practice 1997*

*Australian Communications and Media Authority's Radio communications Licence Conditions (Apparatus Licence) Determination 2003.*

*Planning & Development Act 2005*

*Shire of Corrigin Local Planning Scheme No.2*

#### **POLICY IMPLICATIONS**

Council does not have a policy in relation to this item, however, the Western Australian Planning Commission have prepared Statement of Planning Policy 5.2 'Telecommunications Infrastructure' (2015) for applications for above and below ground telecommunications infrastructure other than those facilities exempted under the Telecommunications Act 1997.

The policy has the following objectives:

- facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs;
- manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure;
- ensure that telecommunications infrastructure is included in relevant planning processes as essential infrastructure for business, personal and emergency reasons; and,
- promote a consistent approach in the preparation, assessment and determination of planning decisions for telecommunications infrastructure.

Section 5.1 of the policy recognises that in many instances the primary impact of a mobile phone tower is a visual one and provides the following guidance:

*"For telecommunications infrastructure to be effective, structures are generally located prominently, at high points in the landscape or on top of buildings, where they are more likely to be visible to the public. The planning authority may exercise discretion in addressing the visual impacts of telecommunications infrastructure. Visual impacts of an infrastructure development proposal should be assessed by applying the following set of policy measures to guide the location, siting and design of the structure.*

*5.1.1 The benefit of improved telecommunications services should be balanced with the visual impact on the surrounding area.*

- i. Assessment of the visual impact of development proposals for telecommunications infrastructure should be made on a case by case basis;*
- ii. Telecommunications infrastructure should be sited and designed to minimise visual impact and whenever possible:*
  - a) be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;*
  - b) be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;*

- c) *not be located on sites where environmental, cultural heritage, social and visual landscape values maybe compromised and*
  - d) *display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;*
- iii. *In addition to the existing exemptions under the Telecommunication Act, local governments should consider exempting telecommunications infrastructure from the requirement for development approval where:*
  - a) *The infrastructure has a maximum height of 30 metres from finished ground level;*
  - b) *The proposal complies with the policy measures outlined in this policy; and*
  - c) *The proponent has undertaken notification of the proposal in a similar manner to 'low impact facilities' as defined and set out in the Mobile Phone Base Station Deployment Industry Code (C564:2011);*
- iv. *Telecommunications infrastructure should be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community; and*
- v. *Telecommunications infrastructure should be collocated and whenever possible:*
  - a) *Cables and lines should be located within an existing underground conduit or duct; and Ordinary Meeting of Council 16 March 2016 - Agenda 40*
  - b) *Overhead lines and towers should be co-located with existing infrastructure and/or within existing infrastructure corridors and/or mounted on existing or proposed buildings."*

The applicant is considered to have satisfactorily addressed the key assessment criteria of Policy 5.2 in Section 5.2 of their submitted documentation

#### **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 revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

#### **Objective: Economic**

**A strong, diverse economy supporting agriculture, local business and attracting new industry**

#### **Outcome 1.2 Adequate land availability for development**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.2.2	Review Local Town Planning Scheme	1.2.2.2	Provide, maintain and review Town Planning Scheme to support development along with orderly and proper planning

#### **VOTING REQUIREMENT**

Simple Majority

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

*That Council:*

1. *After considering the relevant provisions of the Shire of Corrigin Town Planning Scheme No. 2, approves the application for planning approval submitted by Planning Solutions Pty Ltd to establish a Mobile Phone Base Station upon Lot 10 Brookton-Corrigin Road, Bulyee in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:*

*Condition:*

1. *Development shall generally be in accordance with plans with the Application and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.*

*Advice Notes:*

- a) *All operations must be carried out in accordance with the separate requirements of the Australian Communications and Media Authority, and Australian Radiation Protection and Nuclear Safety Agency pertaining (but not limited) to electromagnetic energy.*
- b) *The facility must be in compliance with any separate requirements of the Civil Aviation Safety Authority.*
- c) *Rights of appeal are also available under the Planning and Development Act 2005 (as amended) against the decision of Council, including any conditions associated with this decision. Any such appeal must be lodged within 28 days of the date of this decision to the State Administrative Tribunal (Level 6, State Administrative Tribunal Building, 565 Hay Street, PERTH WA 6000 or GPO Box U1991, Perth 6845 Phone: (08) 9219 3111 or 1300 306 017).*
- d) *This Planning Approval issued by the Shire of Corrigin does not remove any responsibility the Applicant may have in obtaining a vegetation clearing permit from the Department of Environment in accordance with the Environment Protection Act 1986. Further information can be obtained from the Department of Environment or at the following website [www.environment.wa.gov.au](http://www.environment.wa.gov.au)*

#### 8.2.4. PLANNING APPLICATION – TELSTRA MOBILE PHONE BASE STATION AT LOT 2 SORENSONS ROAD BILBARIN

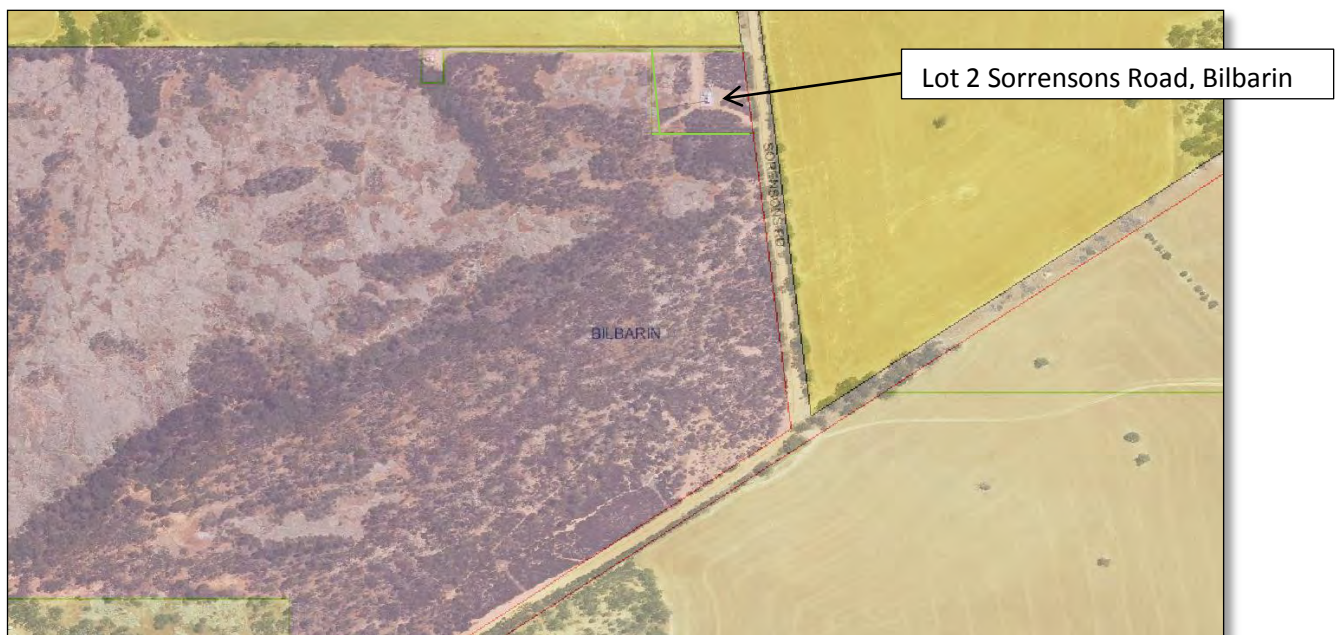
Applicant:	Planning Solutions Pty Ltd
Owner:	J Caley
Location:	Lot 2 Sorensens Road, Bilbarin
Date:	21 November 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	A218; PA 17-17
Attachment Reference:	Attachment 8.2.4 Supporting Information

##### SUMMARY

Council is requested to provide conditional planning approval for Telstra Mobile Phone Base Station at Lot 2 Sorensens Road, Bilbarin

##### BACKGROUND

The proposed Telstra Mobile Phone Base Station at Lot 2 Sorensens Road, Bilbarin.



The facility proposed by Telstra comprises six (6) panel antennas mounted on a triangular headframe on a proposed 40-metre monopole, a parabolic antenna mounted on the monopole, one (1) new equipment shelter at ground level and one (1) GPS antenna mounted on the equipment shelter, together with cabling and ancillary equipment, including six (6) tower mounted amplifiers. There is provision for emergency services organisation infrastructure to be mounted on the monopole

The submitted application has been included as **Attachment 8.2.4.**

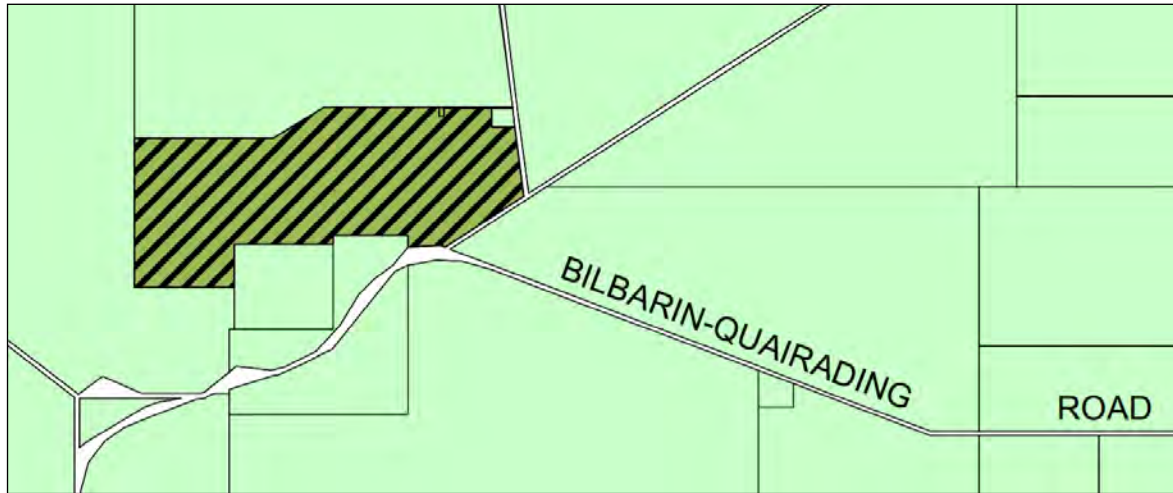
##### COMMENT

The *Commonwealth Telecommunications Act 1997* exempts telecommunications equipment from environmental and planning legislation except where the facility does not meet the definition of a low impact facility, in this case requiring the lodgement of a planning application and assessment by Council of this matter.



In addition to the requirements of the *Commonwealth Telecommunications Act 1997* and the *Planning and Development Act 2005* the applicant is also bound by the *Telecommunications Code of Practice 1997*, and the *Australian Communications and Media Authority's Radiocommunications Licence Conditions (Apparatus Licence) Determination 2003*.

Lot 2 Sorensens Road, Bilbarin is zoned 'Rural' under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No. 2) as follows:



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

**"16. Zones**

- (1) Zones are shown on the Scheme Map according to the legend on the Scheme Map.
- (2) The objectives of each zone are as follows—

**(d) Rural Zone**

- (i) To ensure the preservation of the rural character and rural appearance of land within the zone;
- (iii) To protect the economic viability of Rural zoned land via support only for subdivision or 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 Scheme Area;"

**"31. Additional site and development requirements**

**(17) General Local Rural Policy**

*In considering any support for the subdivision and/or development of Rural zoned land within the scheme area, the local government shall in addition to the provisions of the Scheme, have regard to—*

- (a) *The objectives for the Rural zone laid down in Clause 16(2)(d);*
- (b) *Possible conflict between incompatible land uses as a result of subdivision and/or development within the Rural zone;*
- (e) *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."*

'Telecommunications infrastructure' is defined under the TPS No. 2 as follows: "...telecommunications infrastructure means premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network."

'Telecommunications infrastructure' is listed by the Scheme as a 'D' ('discretionary') use within the 'Rural' zone which means that it is not permitted unless the local government has exercised its discretion by granting planning approval.

*Clause 16 of TPS No. 2 states that:*

*"No site shall be developed or building constructed to contain more than two (2) storeys or exceed 10 metres in height. The local government may however use its discretion and vary these requirements if it can be assured that any height variation proposed will not affect the privacy enjoyed by neighbouring developments and is sympathetic with the scale and character of the surrounding built environment."*

On this basis, this application has not been approved under delegated authority, and has instead been presented to Council for its deliberation to enable due consideration to be given.

It is considered that:

- there is practical need for the Mobile Phone Base Station for the local community and travelling public; and
- the cost to the community of limited mobile phone reception can relate to personal, business and emergency communication.

#### **STATUTORY ENVIRONMENT**

*Commonwealth Telecommunications Act 1997*

*Telecommunications Code of Practice 1997*

*Australian Communications and Media Authority's Radio communications Licence Conditions (Apparatus Licence) Determination 2003.*

*Planning & Development Act 2005*

*Shire of Corrigin Local Planning Scheme No.2*

#### **POLICY IMPLICATIONS**

Council does not have a policy in relation to this item, however, the Western Australian Planning Commission have prepared Statement of Planning Policy 5.2 'Telecommunications Infrastructure' (2015) for applications for above and below ground telecommunications infrastructure other than those facilities exempted under the Telecommunications Act 1997.

The policy has the following objectives:

- facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs;
- manage the environmental, cultural heritage, visual and social impacts of telecommunications infrastructure;
- ensure that telecommunications infrastructure is included in relevant planning processes as essential infrastructure for business, personal and emergency reasons; and,
- promote a consistent approach in the preparation, assessment and determination of planning decisions for telecommunications infrastructure.

Section 5.1 of the policy recognises that in many instances the primary impact of a mobile phone tower is a visual one and provides the following guidance:

*"For telecommunications infrastructure to be effective, structures are generally located prominently, at high points in the landscape or on top of buildings, where they are more likely to be visible to the public. The planning authority may exercise discretion in addressing the visual impacts of telecommunications infrastructure. Visual impacts of an infrastructure development proposal should be assessed by applying the following set of policy measures to guide the location, siting and design of the structure."*

- 5.1.1 The benefit of improved telecommunications services should be balanced with the visual impact on the surrounding area.*
- vi. Assessment of the visual impact of development proposals for telecommunications infrastructure should be made on a case by case basis;*
  - vii. Telecommunications infrastructure should be sited and designed to minimise visual impact and whenever possible:*
    - e) be located where it will not be prominently visible from significant viewing locations such as scenic routes, lookouts and recreation sites;*
    - f) be located to avoid detracting from a significant view of a heritage item or place, a landmark, a streetscape, vista or a panorama, whether viewed from public or private land;*
    - g) not be located on sites where environmental, cultural heritage, social and visual landscape values maybe compromised and*
    - h) display design features, including scale, materials, external colours and finishes that are sympathetic to the surrounding landscape;*
  - viii. In addition to the existing exemptions under the Telecommunication Act, local governments should consider exempting telecommunications infrastructure from the requirement for development approval where:*
    - d) The infrastructure has a maximum height of 30 metres from finished ground level;*
    - e) The proposal complies with the policy measures outlined in this policy; and*
    - f) The proponent has undertaken notification of the proposal in a similar manner to 'low impact facilities' as defined and set out in the Mobile Phone Base Station Deployment Industry Code (C564:2011);*
  - ix. Telecommunications infrastructure should be located where it will facilitate continuous network coverage and/or improved telecommunications services to the community; and*
  - x. Telecommunications infrastructure should be collocated and whenever possible:*
    - c) Cables and lines should be located within an existing underground conduit or duct; and Ordinary Meeting of Council 16 March 2016 - Agenda 40*
    - d) Overhead lines and towers should be co-located with existing infrastructure and/or within existing infrastructure corridors and/or mounted on existing or proposed buildings."*

The applicant is considered to have satisfactorily addressed the key assessment criteria of Policy 5.2 in Section 5.2 of their submitted documentation

#### **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 revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

##### **Objective: Economic**

**A strong, diverse economy supporting agriculture, local business and attracting new industry**



**Outcome 1.2 Adequate land availability for development**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.2.2	Review Local Town Planning Scheme	1.2.2.2	Provide, maintain and review Town Planning Scheme to support development along with orderly and proper planning

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council:*

1. *After considering the relevant provisions of the Shire of Corrigin Town Planning Scheme No. 2, approves the application for planning approval submitted by Planning Solutions Pty Ltd to establish a Mobile Phone Base Station upon Lot 2 Sorensens Road, Bilbarin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:*

*Condition:*

1. *Development shall generally be in accordance with plans with the Application and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.*

*Advice Notes:*

- a) *All operations must be carried out in accordance with the separate requirements of the Australian Communications and Media Authority, and Australian Radiation Protection and Nuclear Safety Agency pertaining (but not limited) to electromagnetic energy.*
- b) *The facility must be in compliance with any separate requirements of the Civil Aviation Safety Authority.*
- c) *Rights of appeal are also available under the Planning and Development Act 2005 (as amended) against the decision of Council, including any conditions associated with this decision. Any such appeal must be lodged within 28 days of the date of this decision to the State Administrative Tribunal (Level 6, State Administrative Tribunal Building, 565 Hay Street, PERTH WA 6000 or GPO Box U1991, Perth 6845 Phone: (08) 9219 3111 or 1300 306 017).*
- d) *This Planning Approval issued by the Shire of Corrigin does not remove any responsibility the Applicant may have in obtaining a vegetation clearing permit from the Department of Environment in accordance with the Environment Protection Act 1986. Further information can be obtained from the Department of Environment or at the following website [www.environment.wa.gov.au](http://www.environment.wa.gov.au)*

**8.2.5. PLANNING APPLICATION – FOR A 5.457 METRE FREE STANDING ILLUMINATED POLE SIGN  
ALONG WITH THREE (3X) 9 METRE FLAG POLES (FOR COMMERCIAL SIGNAGE/BANNERS) AT  
LOT 8 (NO. 5) WALTON STREET, CORRIGIN**

Applicant:	Digi Marketing Corporate
Owner:	Echuca Nominees Pty Ltd The Hutton and Northey Unit Trust
Location:	Lot 8 (No. 5) Walton Street, Corrigin
Date:	21 November 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	A524; PA 17-15
Attachment Reference:	Attachment 8.2.5 Supporting Information

**SUMMARY**

Council is requested to provide conditional planning approval for a 5.457m free standing illuminated pole sign along with three (3) 9m flag poles (for commercial signage/banners) at Lot 8 (No. 5) Walton Street, Corrigin.

**BACKGROUND**

The proposed 5.457m free standing illuminated pole sign along with three (3) 9m flag poles (for commercial signage/banners) is to advertise the commercial use of the site for the sales and service of CASE agricultural equipment. The proposed 5.457m free standing illuminated pole sign replaces a pole sign of a similar height but of significantly lesser proportions.



The submitted application has been included as **Attachment 8.2.5**.

**COMMENT**

Lot 8 (No. 5) Walton Street, Corrigin is zoned 'Commercial' zone under the Shire of Corrigin's current operative Town Planning Scheme No.2 (TPS No. 2) and which has the following Objectives and provisions relevant to the application:

**"16. Zones**

- (1) Zones are shown on the Scheme Map according to the legend on the Scheme Map.
- (2) The objectives of each zone are as follows—
  - (b) Commercial Zone

- i. *To encourage development of a high visual, functional and environmental standard, serving both town and rural residents and the development of new buildings and or the modification/ restoration of existing buildings in a manner which is compatible with the existing or planned streetscape in terms of scale, height, design, building materials, location and visual facade appearance;*
- ii. *To promote convenient and safe shopping facilities and relate these to the wide variety of civic, service, business, entertainment and social functions of the town centre;*
- iii. *To encourage the wide range of compatible uses within a compact/accessible town centre which are necessary to promote this as a vibrant functional sector in the everyday life of the community it services."*

**"31. Additional site and development requirements**

**(1) General Townscape Policy—Corrigin Urban Area**

*In considering any application for subdivision or development approval within this area, the local government shall have regard to the townscape of Corrigin which is being progressively promoted and developed by the local government and community at large.*

**(2) General Townscape, Landscape and Development Improvement Policy**

*Notwithstanding the specific provisions of the Scheme or any General Policies detailed within the same, the local government shall in considering any development proposal have regard to any systems area designated by the Department of Environment Regulation and/or any Townscape and/or Soil Conservation Plan which relates to land within the scheme area and may impose conditions relating to the following—*

- (c) The height, bulk and location of buildings in order to preserve a streetscape, enhance views, preserve local character and the amenity of the area generally;*
- (d) The preservation of areas or buildings of architectural or historic interest and the development of land abutting the same;*
- (e) The amenity of the zone and the possible resulting need to either refuse to support the subdivision of land within the zone, or approve the development of a project submitted for consideration."*

It is considered that the proposed 5.457m free standing illuminated pole sign along with three (3) 9m flag poles (for commercial signage/banners) at Lot 8 (No. 5) Walton Street, Corrigin is in keeping with the relevant Objectives and provisions of TPS No. 2 and should be supported.

**STATUTORY ENVIRONMENT**

*Planning & Development Act 2005*

*Shire of Corrigin Local Planning Scheme No.2*

**POLICY IMPLICATIONS**

Council does not have a policy 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 revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

**Objective: Economic**

**A strong, diverse economy supporting agriculture, local business and attracting new industry**

**Outcome 1.2 Adequate land availability for development**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.2.2	Review Local Town Planning Scheme	1.2.2.2	Provide, maintain and review Town Planning Scheme to support development along with orderly and proper planning

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council:*

1. *After considering the relevant provisions of the Shire of Corrigin Town Planning Scheme No. 2, approves the application for planning approval submitted by Digi Marketing Corporate to erect a 5.457m free standing illuminated pole sign along with three (3) 9m flag poles (for commercial signage/banners) at Lot 8 (No. 5) Walton Street, Corrigin in accordance with the details of the plans submitted in support of the application subject to compliance with the following conditions and advice notes:*

*Condition:*

1. *Development shall generally be in accordance with plans with the Application and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.*

*Advice Notes:*

1. *Rights of appeal are also available under the Planning and Development Act 2005 (as amended) against the decision of Council, including any conditions associated with this decision. Any such appeal must be lodged within 28 days of the date of this decision to the State Administrative Tribunal (Level 6, State Administrative Tribunal Building, 565 Hay Street, PERTH WA 6000 or GPO Box U1991, Perth 6845 Phone: (08) 9219 3111 or 1300 306 017).*

### **8.3 WORKS AND GENERAL PURPOSES REPORTS**

#### **8.3.1 REQUEST FOR COUNCIL TO ADD TO THE LIST OF RESTRICTED ACCESS VEHICLE (RAV) ROUTES IN CORRIGIN**

Applicant:	Shire of Corrigin and Stretton Farms (1977) Pty Ltd
Location:	Shire of Corrigin
Date:	21 November 2017
Reporting Officer:	Rob Paull, Chief Executive Officer
Disclosure of Interest:	No interest to disclose
File Number:	TT 0001
Attachment Reference:	N/A

#### **SUMMARY**

Council is requested to add to the list of roads forming Restricted Access Vehicle (RAV) assessments in the Shire for Rendell Street, Boyd Street and Channon Close, Corrigin (as RAV 7) and Stretton Road Bullaring (as RAV 4) and to formally request the Shire to seek support from Main Roads WA (MRWA).

#### **BACKGROUND**

From mid 2014 until July 2016, Council determined the additional to the RAV networks for assessment by MRWA as follows:

#### **19 August 2014**

<i>Minute No.</i>	<i>Item No.</i>	<i>Resolution</i>
8404	10.3.1	<p><i>That Council submits the following roads for assessment by Main Roads WA for addition to the RAV networks:</i></p> <p><i>RAV 4 Network</i></p> <ul style="list-style-type: none"> <li>• <i>Pontifex Road</i></li> <li>• <i>Parsons Road</i></li> <li>• <i>Nambadilling Road</i></li> <li>• <i>Caley Nornakin Road</i></li> <li>• <i>Grylls Road</i></li> <li>• <i>Nornakin East Road</i></li> <li>• <i>Walton Road</i></li> <li>• <i>Dilling Road</i></li> <li>• <i>Szczecinski Road</i></li> <li>• <i>Hewett Road</i></li> <li>• <i>Copestakes Road</i></li> <li>• <i>Hillside Road</i></li> <li>• <i>Barber Road</i></li> <li>• <i>Jenkyns Road</i></li> <li>• <i>Corrigin Wogerlin Road</i></li> <li>• <i>Shackleton Bilbarin Road</i></li> <li>• <i>Gardeners Road</i></li> <li>• <i>George Road</i></li> <li>• <i>Willis Road</i></li> <li>• <i>Reed Road</i></li> </ul> <p><i>RAV 5 Network</i></p> <ul style="list-style-type: none"> <li>• <i>Dilling Railway (from Western Stabilisers to Woglin St)</i></li> <li>• <i>Woglin Street</i></li> <li>• <i>Corrigin Narembreen</i></li> </ul>

**17 November 2015**

Minute No.	Item No.	Resolution																																							
8647	10.3.1	<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"> <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> <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>	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
Road	Current RAV	Assessment to RAV																																							
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**15 December 2015**

Minute No.	Item No.	Resolution				
8597	10.2.8	That the additional roads relating to RAV7 submitted by Luke Hickey be entered into Minutes and that Council submits the following roads for assessment by Main Roads WA for addition to the RAV networks:				
		Bin Site	Road	Section	Current RAV	Assessment to RAV
		Bulyee	Bulyee – Kweda Rd	Bulyee Rd to CBH entrance	3	4 to 7
		Bullaring	Station St	Wickepin Corrigin Rd to CBH entrance	3	4 to 7
		N/A	Nornakin Rd East	From junction of Corrigin-Babakin Rd to junction of Corrigin-Bruce Rock Rd	?	to 7
		N/A	Corrigin-Bruce Rock Rd	From Brookton Hwy to Access Point 15 – (on Attachment 1)	?	to 7

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on  
Tuesday 21 November 2017*

		N/A	Corrigin-Babakin Rd	From edge of Corrigin Town Boundary to Walton Rd	?	to 7
		N/A	Heal Rd	From Corrigin-Babakin Rd to Corrigin-Bruce Rock Rd	?	to 7
		N/A	Parsons Rd	From Nornakin Rd East to Corrigin-Bruce Rock Rd	?	to 7
		N/A	Nambadilling Rd	From Parsons Rd Junction to Bendering Rd	?	to 7
		N/A	Walton Rd	From Corrigin-Babakin Rd to Access Point 1 – (on Attachment 2)	?	to 7
		N/A	Bendering Rd	From the Nambadilling Rd Junction to Brookton Highway	?	to 7

**February 2016**

Minute No.	Item No.	Resolution
38/2016	10.3.1	<p><i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>Advise Main Roads WA (MRWA) that:</i> <ol style="list-style-type: none"> <li><i>MRWA's reference to 'Station Street' appears show 'Station Street' to be located within a railway reserve and not a road reserve.</i></li> <li><i>The access to the Bullaring Bin is from the Wickepin Corrigin road and it is questioned where there would need to be additional access for entry to the Bin from the other side of the rail line.</i></li> <li><i>On the basis of a) and b) above, Council does not consider that Attwood Street, Bullaring (4040150: 0.00 – 0.07 slk) needs to be included as RAV 4 - 7.</i></li> <li><i>Council has no objection to the inclusion of Bullaring Road, Bullaring as RAV 4-7</i></li> </ol> </li> </ol>

**July 2016**

Minute No.	Item No.	Resolution
181/2016	8.3.3	<p><i>That Council:</i></p> <ol style="list-style-type: none"> <li><i>Submit the following additional roads for assessment by Main Roads WA for addition to the RAV network:</i> <ul style="list-style-type: none"> <li><i>Wilson Road from Lot 13368 (White's Farm) to Brookton Highway (RAV 3)</i></li> <li><i>Dwarlaking Road from Lot 13368 (White's Farm) to Bulyee Road(RAV 3)</i></li> <li><i>Gardners Road to Lot 6158 (Wilkinson's Farm) (RAV 5)</i></li> <li><i>Walton Street from BP fuel depot entry (opposite Dartee Street) through to the Brookton Highway (Conditional RAV 4 to RAV 7)</i></li> <li><i>Walton Street from the town boundary where Babakin Road starts through to the BP fuel depot entry (opposite Dartee Street) (RAV 3 to Conditional RAV 7)</i></li> </ul> </li> <li><i>Authorise the Chief Executive Officer in consultation with Cr Hickey and Cr Hardingham, to determine a 'priority' list of route assessments for the Restricted Access Vehicle (RAV) network in the Shire based on previous Council resolutions, namely:</i> <ul style="list-style-type: none"> <li><i>Minute no. 8404 of 19 August 2014;</i></li> </ul> </li> </ol>

*Agenda for the Ordinary Meeting of Council held in the Shire of Corrigin Council Chambers on  
Tuesday 21 November 2017*

		<ul style="list-style-type: none"> <li>• Minute no. 8647 of 17 November 2015;</li> <li>• Minute no. 8597 of 15 December 2015;</li> <li>• Minute no. 38/2016 of 16 February 2016; and</li> <li>• 1 above.</li> </ul> <p><i>Request the Chief Executive Officer to advise Main Roads Western Australia of the 'priority' list of route assessments for the RAV.</i></p>
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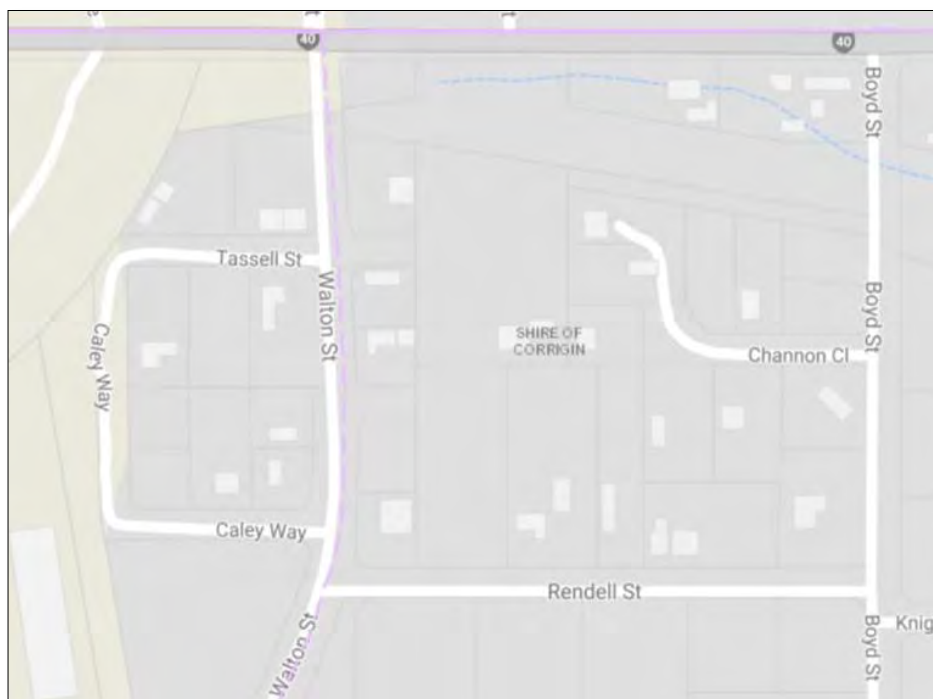
As Council will appreciate, there are a significant number of roads in the Shire that are not 'RAV rated'. The Shire was advised by a transport operator that the roads in the industrial area (Rendell Street, Boyd Street and Channon Close, Corrigin) were not RAV rated. In addition, the Shire has received a request for Stretton Road Bullaring to be supported for RAV 4 (currently Stretton Road isn't RAV rated).

**COMMENT**

*Corrigin Industrial Area - RAV rating*

In late October 2017, the Shire was contacted by owner/operators in the industrial area advising that their drivers had been detained by MRWA Heavy Vehicles Transport Inspectors who advised that they were potentially driving 'oversized vehicles' in the industrial area; specifically on Boyd Street, Channon Close and Rendell Street. These roads are not RAV rated and the maximum vehicle combination that could access Boyd Street, Channon Close and Rendell Street were a Prime Mover with a Semi Trailer combination (19m length). It is understood it was a surprise to the owners (and possibly other users within the industrial area) that the roads were not rated to at least RAV 4 (Prime Mover with a Semi Trailer & 6 Axle Dog Trailer combination {27.5m length}).

As noted below, the only RAV rated road in the industrial area is Walton Street (Conditional RAV 7 and shown in purple).



The lack of RAV rating greatly impacts the day to day running of the business particularly now that harvest is fast approaching. In addition, the assessment process by MRWA for RAV rating is around 8 - 12 weeks.



In a bid to shorten the process, the Chief Executive Officer contacted all Councillors seeking their individual support for the Shire to make application to MRWA for Boyd Street, Channon Close and Rendell Street to be rated RAV4 (consent was provided by all Councillors). However, it is important to note that Council can still decide not to support the RAV 4 Application.

In addition, the Shire sought to further assist and shorten the process by employing a 'Road Safety Auditing and Works Management' consultant to undertake the RAV evaluation for the rating of roads in the industrial area and address as follows:

- What RAV rating can the Shire reasonably expect from MRWA (in the industrial area) without any works being undertaken (i.e. for immediate use); and
- What RAV rating can we reasonably expect from MRWA (in the industrial area) with additional works being undertaken (e.g. culvert works or road widening).

After completing the RAV evaluation, the auditor's conclusions are as follows:

- Boyd Street be rated for RAV Category 7 subject to Main Roads assessment of the swept paths and the inclusion of guide posts at the culvert structure at slk 0.088.
- Channon Close be rated for RAV 7 with the conditions:
  - o right turns only from Channon Close onto Boyd Street and (2 ) right turns only from Boyd Street onto Channon Close until widening work can be completed at the culvert and the swept paths are increased to a complying size to allow for all turns in and out of Channon Close, at which time the conditions be lifted.
- Rendell Street be rated for RAV Category 7 subject to Main Roads assessment at Walton road and at Boyd Street and the removal of the two shrubs reducing the sight line from Rendell St looking north along Boyd Street.

On the basis of the audit report, the Chief Executive Officer again contacted all Councillors seeking their individual support for the Shire to make application to MRWA for Boyd Street, Channon Close and Rendell Street to be rated RAV7 (consent was provided by all Councillors). Council can still decide not to support the RAV7 Application.

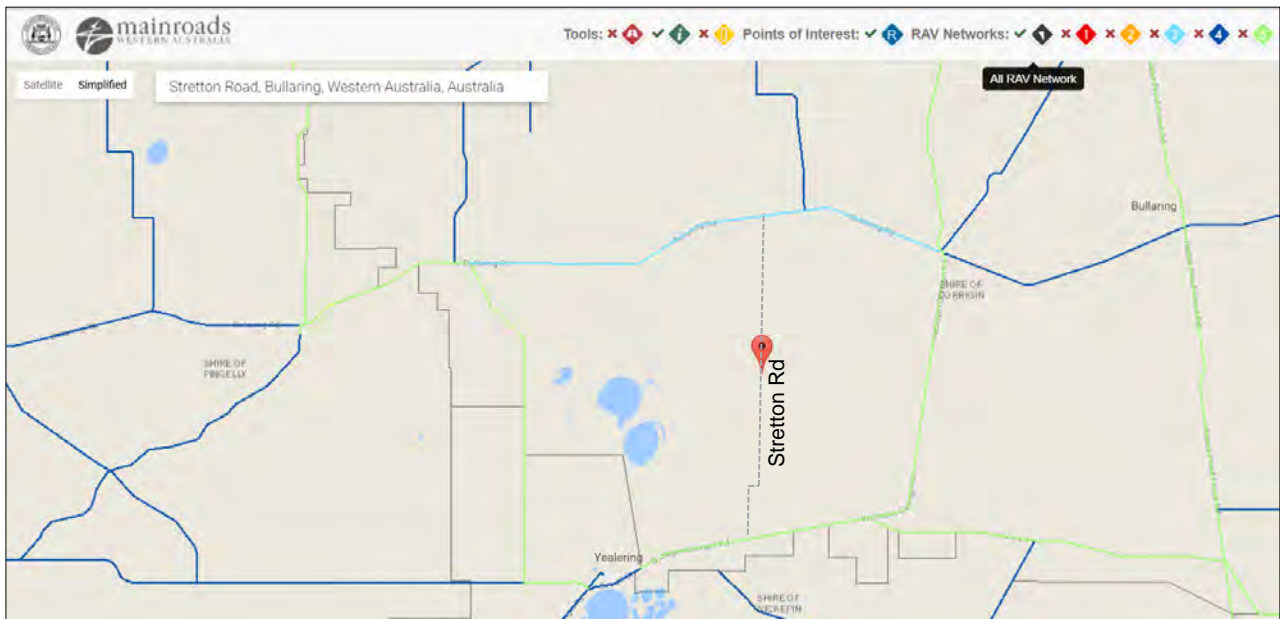
It is noted that the RAV assessor also undertook an evaluation for Tassell Street and Caley Street. These roads have been determined to be not capable to achieve a RAV rating until extensive works are carried out. This may be a matter that Council could consider for the 2018/19 Budget.

As a result of the action of the Shire in relation to RAV ratings for Boyd Street, Channon Close and Rendell Street, Council is requested to:

1. Endorse the actions of the Chief Executive Officer in requesting MRWA to rate:
  - Boyd Street, Channon Close and Rendell Street as RAV4; and
  - Boyd Street, Channon Close and Rendell Street as RAV7.
2. Support the Shire as a priority:
  - including guide posts at the culvert structure at the Boyd Street/Kunjin Street intersection (slk 0.088);
  - extending the culverts in Boyd Street onto Channon Close; and
  - removing the shrubs in Rendell Street as identified in RAV assessment.
3. Consider road improvement works in the draft 2018/19 Budget for Tassell Street and Caley Streets to enable them to be considered as a RAV4 rating.

**Stretton Road, Bullaring - RAV rating**

Stretton Road, Bullaring is currently not RAV rated. Stretton Farms (1977) Pty Ltd has requested that Stretton Road be included as RAV4.



Source: MRWA Mapping Tool

It is noted that the majority of Stretton Road has been identified under the WANDRRA AGRN743 claim for re-construction works. The timing for the WANDRRA works to commence is at least six months away. A sample of the road damage to the road from the WANDRRA event is noted below:



There is no objection to Stretton Road being referred to MRWA as RAV4, however it is noted that the Bullaring-Pingelly Road is rated RAV3. In this regard, it is considered reasonable that should Council support RAV4 for Stretton Road that it also seeks Bullaring-Pingelly Road to be RAV4.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Road Traffic Act 1972*

*Road Traffic (Vehicles) Act 2012*

*Road Traffic (Vehicle Standards) Regulations 2002*

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS**

The financial implications in relation to this item will result in road maintenance funds being allocated to extending the culverts in Boyd Street onto Channon Close. The cost of the RAV Assessment for the Industrial Area is attributed to 'road maintenance'.

Whilst there is no cost to request the change in RAV rating for Stretton Road and Bullaring-Pingelly Road, it is anticipated that should the assessment result in additional works be required to achieve the RAV rating as sought, this may result in additional (unforeseen) costs to Council.

## **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

### **Objective: Economic**

**A strong, diverse economy supporting agriculture, local business and attracting new industry**

#### ***Outcome 1.1 A well planned and connected transport and communications network within the district***

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
1.1.1 Develop and implement road asset management plans		1.1.1.1	Develop a road asset management plan including network hierarchy and service levels.
		1.1.1.3	Road asset management plan and footpath management plan to be incorporated in the review and expansion of the Asset Management Plan (AMP)

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

*That Council:*

### **1. Corrigin Industrial Area**

*i. Endorse the actions of the Chief Executive Officer in requesting MRWA to rate:*

- *Boyd Street, Channon Close and Rendell Street as RAV4; and*
- *Boyd Street, Channon Close and Rendell Street as RAV7.*

*ii. Support the Shire as a priority to:*

- *including guide posts at the culvert structure at the Boyd Street/Kunjin Street intersection (slk 0.088);*
- *extending the culverts in Boyd Street onto Channon Close; and*
- *removing the shrubs in Rendell Street as identified in RAV assessment.*

*iii. Request the Chief executive Officer to included road improvement works in the draft 2018/19 Budget for Tassell Street and Caley Streets to enable them to be considered as a RAV4 rating.*

### **2. Stretton Road and Bullaring-Pingelly Road**

*Submit Stretton Road and Bullaring-Pingelly Road for assessment by Main Roads WA for addition to the RAV network as RAV4.*

**9 NOTICE OF MOTIONS FOR THE NEXT MEETING**

**10 CHIEF EXECUTIVE OFFICER'S REPORT**

**11 PRESIDENT'S REPORT**

**12 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS**

**12.1 ATTENDANCE OF CR BAKER AT THE NATIONAL ROADS & TRANSPORT CONGRESS 2017  
ALBANY 6-8 NOVEMBER 2017**

Applicant:	N/A
Location:	N/A
Date:	21 November 2017
Reporting Officer:	Cr Lyn Baker, Shire President
Disclosure of Interest:	No interest to disclose
File Number:	TT 0001
Attachment Reference:	N/A

**SUMMARY**

Cr Lyn Baker, Shire President attended the National Roads & Transport Congress 2017 in Albany on 6-8 November 2017 and in accordance with Council policy, has provided a report on the Conference.

**COMMENT**

This year's Roads and Transport Congress was held in Albany and was attended by about 200 delegates from every state. On Monday November 6<sup>th</sup> delegates were taken on an "Albany Showcase and Tour". We visited CBH, the Port of Albany, the Gap and had the Manager, Main Roads WA Great Southern explain the future Ring Road and other potential developments.

Guest speakers included The Hon Darren Chester, Federal Minister for Infrastructure and Transport, Minister for Regional Development, Minister for Local Government and Territories. He made a couple of announcements - Building Better Regions Fund Round 2 opening; Roads to Recovery statement of expectations. He also told us that the government has "unfrozen" the indexation of our Financial Assistance Grants – which means that there is an extra \$80 billion to be distributed.

The Federal Black Spot programme is locked in until 2020; Roads to Recovery will prioritise safety outcomes and he is looking for "joint projects and pooling resources". We need to form partnerships and we need to sell our story.

Adrian Kemp, an economist from HoustonKemp, has a particular interest in the role that data and technology can play to improve transport infrastructure policies and practices. The data which is currently collected through mobile phones (even with location services disabled!), and our vehicles' gps systems has enabled the tracking of speed and volume on particular roads. For example, Adrian brought up a map which showed that the Shires of Pingelly and Lake Grace had the biggest percentage of speeders in the South West Region.

Another slide showed a map indicating road roughness – Corrigin is in the 0 – 5% category of roads deemed to be "bad" i.e. rough. Very interesting data and interpretation.

Dr Andrew Higgins from CSIRO also presented on data collection through industry which aims to optimise agriculture transport and logistics to increase productivity across the supply chains. His work analyses every possible vehicle and rail trip to determine the best possible network. He has developed the Transport Network Strategic Investment Tool (TRANSIT) which is a state-of-the-art model for assessing and optimising infrastructure investments.

Cr Ricky Storer, Chair, Regional Road Group Wheatbelt North, presented our Secondary Freight Route project to the Congress. We believe that the Secondary Freight Route project ticks many of Minister Chester's boxes and if we could get our hands on some of the data which Mr Kemp and Dr Higgins have access to that would strengthen our case in getting the project on Infrastructure Australia's list and thereby successfully applying for funding.

Natalie Lockwood from Austroads and Dr Dan Sullivan from Solutions in Transport spoke about road safety. Ms Lockwood presented graphs which showed that while deaths on our roads are falling, since 2014 there has been an increase. She questioned whether this could be because of distraction through mobile phones. Fifty percent of all crashes are on local roads.

Dr Sullivan's work has been focussed on improving safety at roadwork sites. 85% of drivers do not slow down at sites and often this is because the sites don't comply with signage standards and signs are out when there is no need for them. The danger to workers is real and significant.

Peter Damen, CEO, Australian Road Research Board presented evidence that rehabilitating roads at an optimum time rather than waiting to re-construct is far more cost-effective. He spoke about the Intelligent Pavement Assessment Vehicle (iPave <https://www.arrb.com.au/ipave> ), a van which travels at traffic speeds collecting data from the pavement and sub-pavement. This could be a fantastic tool for Local Governments – if only it was affordable.

The Australian Local Government Association President Mayor David O'Loughlin announced that ALGA has called for \$300m per year over 4 years for a Local Government Community Infrastructure Programme (Royalties for Regions??). He asks for Local Governments to submit three examples of infrastructure projects which they would like to develop in the next few years.

This was a very informative conference and well worth taking the time to attend. I thank Council for the opportunity.

#### **STATUTORY ENVIRONMENT**

There are no statutory matters associated with this Item.

#### **POLICY IMPLICATIONS**

*Policy 8.9 Elected Members' Business, Conferences and Training Expenses* is relevant to this Item.

#### **FINANCIAL IMPLICATIONS**

Funds allocated in the 2017/18 budget for this purpose.

#### **COMMUNITY & STRATEGIC OBJECTIVES**

The matter before Council generally accords with the following Shire desired outcome as expressed in the revised Shire of Corrigin Strategic Community Plan 2013-2023 and Corporate Business Plan 2017-2021:

##### **Objective: Leadership**

##### ***Strong Governance and leadership***

##### **Outcome 4.1 - A strategically focussed dynamic Council serving the community**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.1.1	Provide leadership, communication and active engagement with the community	4.1.1.1	Elected members provide strategic leadership for the benefit of the community.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council note Cr Lyn Baker's report on the National Roads & Transport Congress 2017 in Albany on 6-8 November 2017.*

**13 URGENT BUSINESS APPROVED BY THE PRESIDENT OR BY A DECISION OF THE COUNCIL**

**14 INFORMATION BULLETIN**

**15 WALGA AND CENTRAL ZONE MOTIONS**

**16 NEXT MEETING**

The next ordinary meeting of Council is scheduled for Tuesday 19 December 2017 at 9 Lynch Street Corrigin commencing at 3pm.

**17 MEETING CLOSURE**