

SHIRE OF



AGENDA

ORDINARY COUNCIL MEETING

TUESDAY 18 DECEMBER 2018

Commencing at 3.00pm in the Shire of Corrigin
Council Chambers, 9 Lynch Street Corrigin



Strengthening our community now to grow and prosper into the future

THIS DOCUMENT CAN BE MADE AVAILABLE (ON REQUEST) IN OTHER
FORMATS FOR PEOPLE WITH DISABILITY



Notice of Meeting

The next Ordinary Council Meeting for the Shire of Corrigin will be held on
Tuesday 18 December 2018 in the Council Chambers, 9 Lynch Street, Corrigin
Commencing at 3.00pm.

Order of Business

11.45am	<i>Lunch at the Corrigin Hotel</i>
1.30 pm	<i>Discussion Forum</i>
2.30pm	<i>Afternoon Tea</i>
3.00 pm	<i>Council Meeting</i>
5.00 pm	<i>Refreshments</i>

I have reviewed this agenda and am aware of all recommendations made to Council and support each as presented.

A handwritten signature in black ink, appearing to read "N. Manton".

Natalie Manton – Chief Executive Officer

Disclaimer:

The Shire of Corrigin gives notice to members of the public that any decisions made at the meeting today, can be revoked, pursuant to the Local Government Act 1995. Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

CONTENTS

1	DECLARATION OF OPENING.....	4
2	ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	4
3	PUBLIC QUESTION TIME	4
4	MEMORIALS	4
5	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	4
6	DECLARATIONS OF INTEREST	4
7	CONFIRMATION AND RECEIPT OF MINUTES	5
7.1	PREVIOUS COUNCIL MEETINGS AND BUSINESS ARISING FROM MINUTES	5
7.1.1	ORDINARY COUNCIL MEETING.....	5
7.2	COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES.....	5
7.2.1	STEVENSON TRUST FUND.....	5
7.2.2	LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC).....	5
7.2.3	AUDIT AND RISK MANAGEMENT ADVISORY COMMITTEE.....	6
7.2.4	CENTRAL COUNTRY ZONE MINUTES.....	6
7.2.5	ROE TOURISM ASSOCIATION	6
8	MATTERS REQUIRING A COUNCIL DECISION.....	7
8.1	CORPORATE AND COMMUNITY SERVICES REPORTS.....	7
8.1.1	CORRIGIN COMMUNITY RESOURCE CENTRE.....	7
8.1.2	ACCOUNTS FOR PAYMENT	10
8.1.3	ACCOUNTS FOR PAYMENT – CREDIT CARDS.....	12
8.1.4	MONTHLY FINANCIAL REPORT	14
8.2	GOVERNANCE AND COMPLIANCE REPORTS	16
8.2.1	AUDIT AND RISK MANAGEMENT COMMITTEE RECOMMENDATIONS	16
8.2.2	ORDINARY COUNCIL MEETING DATES 2019	18
8.2.3	EQUAL EMPLOYMENT OPPORTUNITY MANAGEMENT PLAN	20
8.2.4	DEVELOPMENT APPLICATION – PROPOSED CHANGE OF USE FROM ‘SHOP’ TO ‘SHOP & RESTAURANT / CAFÉ’ ON LOT 19 (NO.14) CAMPBELL STREET, CORRIGIN.....	22
8.2.5	DEVELOPMENT APPLICATION – PROPOSED NEW CARPORT ON LOT 617 (NO.14) SPANNEY STREET, CORRIGIN.....	28
8.2.6	DEVELOPMENT APPLICATION – EXISTING UNAUTHORISED RETAINING WALLS & PROPOSED NEW OUTBUILDING (SHED) ON LOT 612 (NO.4) SPANNEY STREET, CORRIGIN.....	32
8.3	WORKS AND GENERAL PURPOSES.....	37
8.3.1	WANDRRA PROJECT PROGRESS REPORT	37
9	NOTICE OF MOTIONS FOR THE NEXT MEETING	40
10	CHIEF EXECUTIVE OFFICER’S REPORT	40
11	PRESIDENT’S REPORT	41
12	COUNCILLORS’ QUESTIONS, REPORTS AND INFORMATION ITEMS	41
13	URGENT BUSINESS APPROVED BY THE PRESIDENT OR BY A DECISION OF THE COUNCIL	41
14	INFORMATION BULLETIN	41
15	WALGA AND CENTRAL ZONE MOTIONS	41
16	NEXT MEETING	41
17	MEETING CLOSURE.....	41

1 DECLARATION OF OPENING

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

NIL

LEAVE OF ABSENCE

Cr. J A Mason

3 PUBLIC QUESTION TIME

A period of 15 minutes is allocated for questions with a further period of 15 minutes provided for statements from members of the public. The procedure for asking questions and responding is to be determined by the presiding member. The time allocated for questions is to be decided by the members of the Council and members of the public are to be given an equal and fair opportunity to ask a question and receive a response.

Questions and statements are to be –

- a) Presented in writing on the relevant form to the Chief Executive Officer prior to commencement of the meeting; and
- b) Clear and concise

4 MEMORIALS

The Shire has been advised that John Fahey has passed away since the last meeting.

5 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

6 DECLARATIONS OF INTEREST

Councillors and Officers are reminded of the requirements of s5.65 of the Local Government Act 1995, to disclose any interest during the meeting before the matter is discussed and also of the requirement to disclose an interest affecting impartiality under the Shire of Corrigin Code of Conduct.

7 CONFIRMATION AND RECEIPT OF MINUTES

7.1 PREVIOUS COUNCIL MEETINGS AND BUSINESS ARISING FROM MINUTES

7.1.1 ORDINARY COUNCIL MEETING

Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 20 November 2018 (Attachment 7.1.1).

OFFICER'S RECOMMENDATION

That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 20 November 2018 (Attachment 7.1.1) be confirmed as a true and correct record.

7.2 COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES

7.2.1 STEVENSON TRUST FUND

Minutes of the Stevenson Trust Fund meeting held on Monday 3 December 2018 (Attachment 7.2.1).

OFFICER'S RECOMMENDATION

That the minutes of the Stevenson Trust Fund meeting held on Monday 3 December 2018 (Attachment 7.2.1) be received.

7.2.2 LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

Minutes of the LEMC meeting held on Monday 3 December 2018 (Attachment 7.2.2).

OFFICER'S RECOMMENDATION

That the minutes of the LEMC meeting held on Monday 3 December 2018 (Attachment 7.2.2) be received.

7.2.3 AUDIT AND RISK MANAGEMENT ADVISORY COMMITTEE

Minutes of the Audit and Risk Management Advisory Committee meeting held on Tuesday 18 December 2018 (Attachment 7.2.3).

OFFICER'S RECOMMENDATION

That the minutes of the Audit and Risk Management Advisory Committee meeting held on Tuesday 18 December 2018 (Attachment 7.2.3) be received.

7.2.4 CENTRAL COUNTRY ZONE MINUTES

Minutes of the Central Country Zone meeting held on Friday 30 November 2018 (Attachment 7.2.4).

OFFICER'S RECOMMENDATION

That the minutes of the Central Country Zone meeting held on Friday 30 November 2018 (Attachment 7.2.4) be received.

7.2.5 ROE TOURISM ASSOCIATION

Minutes of the Roe Tourism Association meeting held on Monday 10 December 2018 (Attachment 7.2.5).

OFFICER'S RECOMMENDATION

That the minutes of the Roe Tourism Association meeting held on Monday 10 December 2018 (Attachment 7.2.5) be received.

8 MATTERS REQUIRING A COUNCIL DECISION

8.1 CORPORATE AND COMMUNITY SERVICES REPORTS

8.1.1 CORRIGIN COMMUNITY RESOURCE CENTRE

Applicant:	Shire of Corrigin
Date:	5/12/2018
Reporting Officer:	Heather Ives, Coordinator, Community Services
Disclosure of Interest:	NIL
File Ref:	CS.0008
Attachment Ref:	NIL

CORRIGIN CRC MONTHLY USAGE – NOVEMBER 2018:

CUSTOMER ACCESSING 'FEE FOR SERVICE' AND SALES					
SERVICES / FEES	MTHLY	YTD AS OF JULY 18	SALES	MTHLY	YTD AS OF JULY 18
Internet Use / Computer Use	17	100	Movie Club Fees	11	37
Photocopying / Printing / Faxing	45	209	Phonebook Sales	11	127
Laminating / Binding / Folding	7	33	Moments In Time Books	1	3
Sec. Services / Scans / CD Burning	10	37	Book Sales	0	0
Room Hire	9	30	Wrapping Paper / Postcard Sales	0	9
Equipment Hire	0	3	Polo Shirt / Eco Bag Sales	0	3
Training / Course Fees	21	47	Phone calls	0	1
Resource Centre Membership Fees	0	0	Sale of Assets	0	0
Exam Supervision	1	1			
Total:	110		Total:	23	
<i>Monthly People through:</i>	133				
CUSTOMER ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICES	MTHLY	YTD AS OF JULY 18	SERVICE	MTHLY	YTD AS OF JULY 18
Phonebook Enquiries	7	23	University Exams	1	1
Tourism	15	279	Broadband for Seniors / Webinars	11	51
Government Access Point	1	10	General Enquires (Face/Email/Website)	141	847
Community Information	60	297	Corrigin Toy Library	6	41
Conf. / Vid Conf. / Training /	103	353	Library	69	69
Total:	186		Total:	228	
<i>Monthly People through:</i>	414				

TOTAL FOR THE MONTH OF NOVEMBER: 547

COMMUNITY ECONOMIC / BUSINESS AND SOCIAL DEVELOPMENT BOOKINGS – OCTOBER 2018			
DESCRIPTION	NO'S	ROOM	GOVT. HOT OFFICE BOOKING (HO), COMMERCIAL BOOKING
CBH Training	10	Conference Room	Commercial Booking
CBH Training	14	Conference Room	Commercial Booking
Food Sensations	2	Video Conference Room	N/A
Windmill Newspaper – Meeting	4	Professional Office	N/A
Holyoak – Counselling	2	Professional Office	Commercial Booking
Juvenile Justice – Counselling	3	Professional Office	Commercial Booking
Food Sensations	2	Video Conference Room	N/A
Movie Club - October	13	Conference Room	N/A
Remedial Massage – Lauren Pitman	3	Video Conference Room	Commercial Booking
SMYL – Parenting Meeting	2	Professional Office	Commercial Booking
Forest Personnel – Employment	3	Professional Office	Commercial Booking
Seniors Week – Wave Rock Picnic	21	N/A	N/A
Dept. of Justice – Skype Call	5	Video Conference Room	Commercial Booking
Food Sensations	2	Video Conference Room	N/A
EBA – Meeting	6	Conference Room	N/A
Holyoak – Counselling	2	Professional Office	Commercial Booking
WALGA – Meeting	1	Professional Office	N/A
Exam	1	Video Conference Room	Commercial Booking
Wreath Workshop	7	Conference Room	N/A
Food Sensations	2	Video Conference Room	N/A

CORRIGIN CRC Annual Summary Report													
	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	563	422	376	596	563	646	532	444	6154
2018-19	578	521	425	708	547								

STATUTORY ENVIRONMENT

NIL

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

NIL

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2017-2021:

Objective: Social

An effectively serviced, inclusive and resilient community

Outcome 3.1 - An inclusive, welcoming and active community

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
3.1.1	Work in partnership with community and sporting groups	3.1.1.2	Assist sport and recreation clubs in accessing grant funding opportunities
3.1.3	Facilitate, encourage and support community events	3.1.3.1	Promote and support local events with emphases on events that promote visitation of the Shire.
		3.1.3.2	Engage and facilitate the community to encourage the establishment and continuation of local events.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council receives the Corrigin Community Resource Centre Report.

8.1.2 ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	6/11/2018
Reporting Officer:	Tanya Ludlow, Finance Officer - Creditors / Payroll
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.2 – Accounts for Payment – November 2018

SUMMARY

This report provides Council 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 during the month of November 2018 are provided as Attachment 8.1.2 – Accounts for Payment – November 2018.

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

Bank Account	Payment Type	Reference	Amount	Total
Municipal	EFT	13202 - 13247, 13249 - 13279, 13283	\$646,425.71	
		Cheque	020362 - 020367	\$29,232.92
		Direct Debit	November 2018	\$25,843.21
	Payroll	November 2018	\$111,117.77	\$812,619.61
Trust	EFT	13248, 13280 - 13282	\$768.80	
		Cheque	No Payments	\$0.00
	Direct Debit	November 2018	\$480.00	\$1,248.80
Licensing Trust	EFT	No Payments	\$0.00	
	Direct Debit	November 2018	\$33,944.25	\$33,944.25
Edna Stevenson	Cheque	No Payments	\$0.00	\$0.00
Total Payments for the Month of November 2018				\$847,812.66

Previous Accounts for Payment report

To enable Council to check that no sequential payment numbers have been missed from the previous accounts for payment report and the report provided as Attachment 8.1.2 – Accounts for Payment - November, the following information is provided on the last cheque or EFT number used.

Bank Account	Payment Type	Last Number	First Number in report
Municipal & Trust & Licensing Trust	EFT	EFT13201	EFT13202
Municipal	Cheque	020361	020362
Trust	Cheque	003389	No Payments
Edna Stevenson	Cheque	000061	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 1996

POLICY IMPLICATIONS

Policy 2.10 – Purchasing Policy

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2018/2019 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2017-2027 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 reviews the list of accounts paid and acknowledges that payments totalling \$847,812.66 have been made during the month of November 2018.

8.1.3 ACCOUNTS FOR PAYMENT – CREDIT CARDS

Applicant:	Shire of Corrigin
Date:	11/12/2018
Reporting Officer:	Catherine Ospina Godoy, Manager Finance
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.3 – Accounts for Payment – Credit Cards

SUMMARY

This report provides Council with a list of all financial dealings relating to the use of credit card payments for the period 29 September 2018 to 29 October 2018.

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. 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 Manager Finance, to confirm that all expenditure has been incurred, 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 Manager Finance 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 2.10 – Purchasing Policy
Policy 2.18 - Corporate Credit Cards

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2018/2019 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2017-2027 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 September to 29 October 2018 for \$152.68.

8.1.4 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	13/12/2018
Reporting Officer:	Catherine Ospina Godoy, Manager Finance
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.4 – Monthly Financial Report – November 2018

SUMMARY

This report provides Council with the monthly financial report for the month ending 30 November 2018.

BACKGROUND

Local Government (Financial Management) Regulations 1996, regulation 34 states that a local government must prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget.

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 report, provided 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

NIL

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2018/2019 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2017-2027 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 30 November 2018 included as Attachment 8.1.4 as presented, along with notes of any material variances.

8.2 GOVERNANCE AND COMPLIANCE REPORTS

8.2.1 AUDIT AND RISK MANAGEMENT COMMITTEE RECOMMENDATIONS

Applicant:	Audit and Risk Management Committee
Date:	12/12/2018
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0045
Attachment Ref:	Attachment 8.2.1 Annual Report and Audited Financial Statement (to be tabled)

SUMMARY

The Audit and Risk Management Advisory Committee recommends that Council endorse the resolutions from the meeting held on Tuesday 18 December 2018.

BACKGROUND

Representatives from the Shire of Corrigin auditor, Moore Stephens, visited the administration offices in April 2018 to conduct an interim audit and again in October 2018 to conduct the final audit.

The CEO received the Auditor's Report and management letter regarding the 2017/18 Annual Financial Report from Moore Stephens on *** 2018 and a copy is included as Attachment 8.2.1. The CEO has responded to issues raised in the management report.

Mr Greg Godwin, partner at Moore Stephens, in his capacity as the Shire of Corrigin Auditor met with Audit and Risk Management Committee on 18 December 2018 to provide an overview of the 2017/18 annual financial report and address issues raised in the audit and management reports.

COMMENT

The CEO is required to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government. The annual report along with the Auditor's Report for 2017/18 is required to be adopted by Council prior to advertising a date for the annual meeting of electors.

A general electors meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report. In order to comply with this requirement an annual meeting of electors would need to be held prior to 11 February 2019. It is proposed that the Electors meeting be held on Monday 4 February 2018 commencing at 6.00pm.

A copy of the annual financial report of a local government is to be submitted to the Departmental CEO within 30 days of the receipt by the local government.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Audit Regulations) 1996

Local Government (Administration Regulations) 1996

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

- 3.1 Risk management policy
- 2.15 Significant accounting policies
- 8.11 Audit and Risk Management Committee
- 8.12 Appointment of Auditor

FINANCIAL IMPLICATIONS

The costs associated with providing the 2017/18 audit were provided in the 2017/18 and 2018/19 budget. Of \$20,000.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2017-2027 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
4.1.2	Undertake strategic planning and ensure legislative compliance	4.1.2.2	Review Council policies and Corporate Business Plan
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
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the shire	4.1.3.5	Provide Council with adequate and appropriate information on a timely basis.

VOTING REQUIREMENT

Absolute Majority

COMMITTEE'S RECOMMENDATION

That Council:

- 1) *Accept the Annual Report and Audited Financial Statement; auditors report and management report for the 2017/18 financial year as presented in Attachment 8.2.1;*
- 2) *Hold a General Meeting of Electors on Monday 4 February 2019 commencing at 6.00pm at the Corrigin Community Resource Centre.*

8.2.2 ORDINARY COUNCIL MEETING DATES 2019

Applicant:	Shire of Corrigin
Date:	4/12/2018
Reporting Officer:	Julia Baker, Governance Executive Officer
Disclosure of Interest:	NIL
File Ref:	GOV.0024
Attachment Ref:	NIL

SUMMARY

Council is requested to consider and approve dates to be advertised for Ordinary Council Meetings for 2019.

BACKGROUND

The Shire of Corrigin currently holds Ordinary Council Meetings on the third Tuesday of each month excluding January, with a starting time of 3.00pm.

COMMENT

Regulation 12(1) of the Local Government (Administration) Regulations 1996 states that at least once each year a local government is to give local public notice of the dates on which and the time and place at which —

- (a) The ordinary council meetings; and
 - (b) The committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,
- Are to be held in the next 12 months.

The following Ordinary Council Meeting dates for 2019 are recommended to Council (note: Council does not ordinarily meet in January):

19 February 2019
19 March 2019
16 April 2019
21 May 2019
18 June 2019
16 July 2019
20 August 2019
17 September 2019
15 October 2019
19 November 2019
17 December 2019

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Administration) Regulations 1996

Reg. 12. Meetings, public notice of (Act s. 5.25(1)(g)) (1)

At least once each year a local government is to give local public notice of the dates on which and the time and place at which:

- (a) the ordinary council meetings; and*
- (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public*

Are to be held in the next 12 months.

POLICY IMPLICATIONS

Policy 8.6 - Monthly Ordinary Council Meetings and Councillor Discussion Period

FINANCIAL IMPLICATIONS

NIL

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2017-2027 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:

Approve the following schedule for Ordinary Council Meeting for 2019, commencing at 3.00pm in the Shire of Corrigin Council Chambers, 9 Lynch Street and request the Chief Executive Officer to give local public notice of the Ordinary Council Meeting dates as provided.

- 19 February 2019*
- 19 March 2019*
- 16 April 2019*
- 21 May 2019*
- 18 June 2019*
- 16 July 2019*
- 20 August 2019*
- 17 September 2019*
- 15 October 2019*
- 19 November 2019*
- 17 December 2019*

8.2.3 EQUAL EMPLOYMENT OPPORTUNITY MANAGEMENT PLAN

Applicant:	Shire of Corrigin
Date:	23/11/2018
Reporting Officer:	Heather Talbot, Governance Projects Officer
Disclosure of Interest:	NIL
File Ref:	PER.0004
Attachment Ref:	Attachment 8.2.3 – Equal Employment Opportunity Management Plan – review 2018

SUMMARY

This report relates to the review of Council's Equal Employment Opportunity Management Plan that was last reviewed and adopted by Council in November 2016.

BACKGROUND

Authorities as defined in section 139 of the *Equal Opportunity Act 1984* are required to prepare and implement an Equal Employment Opportunity (EEO) Management Plan under section 145(1).

Council's current plan was adopted in November 2016 for the period 2017 to 2019.

COMMENT

A review of the current plan has been completed and a new plan for the period 2019 to 2021 finalised. A copy of the plan is provided as attachment 8.2.3.

Once the current EEO Management Plan is endorsed by Council it must be forwarded to the Director of Equal Opportunity in Public Employment at the Public Sector Commission.

STATUTORY ENVIRONMENT

Equal Opportunity Act 1984

Section 145. Preparation and implementation of management plans

- (1) Each authority shall prepare and implement an equal opportunity management plan in order to achieve the objects of this Part.

POLICY IMPLICATIONS

Policy 3.4 – Equal Employment Opportunity: reference to the EEO plan will require updating.

FINANCIAL IMPLICATIONS

NIL

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2017-2027 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.
4.1.2	Undertake strategic planning and ensure legislative compliance	4.1.2.2	Annual review of Council's policies and Corporate Business Plan

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorse the Shire of Corrigin Equal Employment Opportunity Management Plan 2019 to 2021.

8.2.4 DEVELOPMENT APPLICATION – PROPOSED CHANGE OF USE FROM ‘SHOP’ TO ‘SHOP & RESTAURANT / CAFÉ’ ON LOT 19 (NO.14) CAMPBELL STREET, CORRIGIN

Applicant:	Ms Peri Larment
Owner:	P & V Hovell
Location:	Lot 19 (No.14) Campbell Street, Corrigin
Date:	6 December 2018
Reporting Officer:	Mr Joe Douglas – Consultant Town Planner (Exurban Rural & Regional Planning)
Disclosure of Interest:	NIL
File Number:	PA 08-2018
Attachment Reference:	Attachment 8.2.4 – Full Copy of Development Application

SUMMARY

This report recommends that Council grant conditional approval to a development application received to change the current approved use of portion of an existing commercial building on Lot 19 (No.14) Campbell Street, Corrigin from ‘shop’ to ‘shop and restaurant / café’.

BACKGROUND

The applicant is seeking Council’s development approval to change the current approved use of portion of an existing commercial building on Lot 19 (No.14) Campbell Street, Corrigin from ‘shop’ to ‘shop and restaurant / café’ to allow for the establishment of a proposed new 50.2m² café and an 11.7m² commercial kitchen catering for up to twenty (20) patrons at any one time from 8:30am to 5:00pm Monday to Friday including the incidental sale of health foods, teas, local jams, candles, flowers, tea cups etc. within the café area.

Lot 19 is located centrally in the Corrigin townsite in the town’s designated commercial precinct and comprises a total area of approximately 516m². The land is rectangular in shape and has historically been developed and used for commercial and residential purposes. The existing single storey building on the land contains a shop (i.e. hairdressing and beauty therapy) and a small area used for residential accommodation purposes (i.e. a caretaker’s premises) by the owner of that business. A significant proportion of the building previously approved to be used as a shop is currently vacant and not being used for any specific purpose/s.



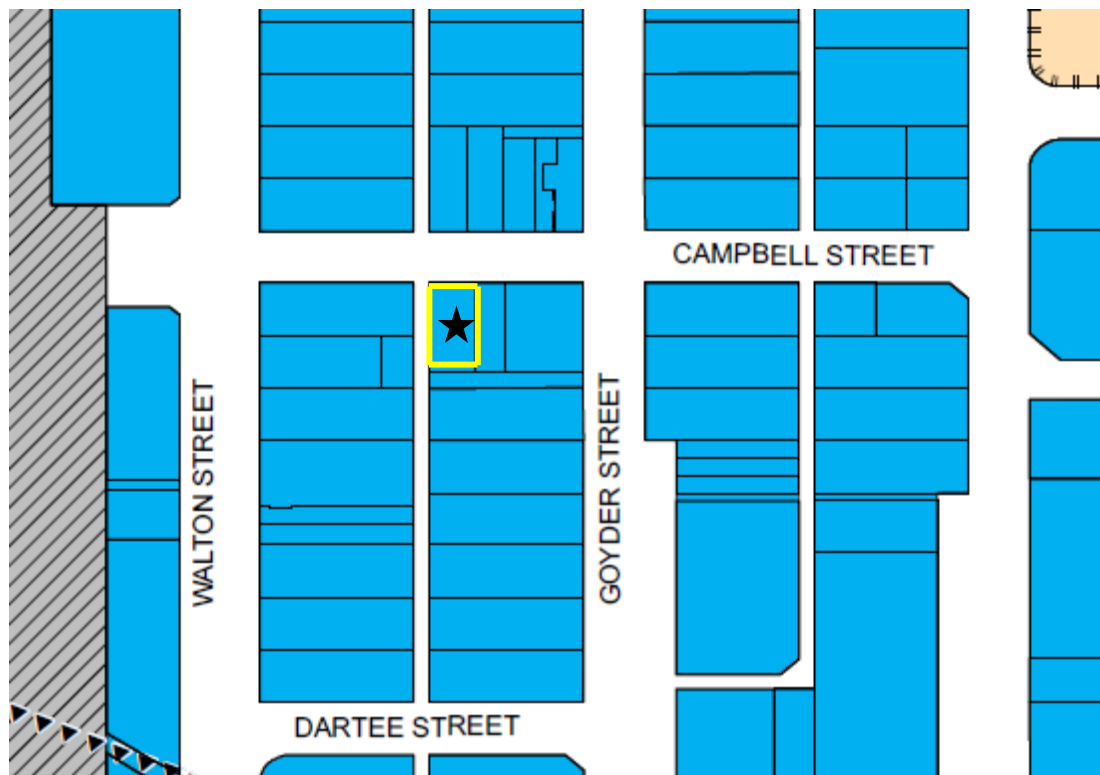
Location & Lot Configuration Plan (Source: Landgate)

Lot 19 has direct frontage and access to Campbell Street along its front boundary to the north and a constructed public right-of-way along its western boundary, both of which are under the care, control and management of the Shire of Corrigin. A significant number of public parking bays have also be constructed within the Campbell, Goyder and Walton Street road reserve areas to accommodate the parking demand generated by the existing established commercial uses in the immediate area.

Full details of the application, including a covering letter and supporting plans, are provided in Attachment 8.2.4.

COMMENT

Lot 19 is classified 'Commercial' zone under the Shire of Corrigin Local Planning Scheme No.2 (LPS2).



Current Zoning Plan (Source: Shire of Corrigin LPS2)

Council’s stated objectives for the development and/or use of any land classified ‘Commercial’ zone are as follows:

- 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; and
- iv) To provide for safe pedestrian movement and the safe and efficient flow of traffic and the adequate provision of car parking facilities.

The use class 'restaurant / café' is not expressly listed in the Zoning Table of LPS2 and cannot reasonably be determined as falling within any other use class referred to in that table. As such when considering a development application for a 'restaurant / café' in any zone within the Scheme Area, Council must determine whether such use:

- a) **is consistent** with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions; or
- b) **may be consistent** with the objectives of a particular zone and advertise the application for public comment before considering an application for development approval for the use of the land; or
- c) **is not consistent** with the objectives of a particular zone and is therefore not permitted in the zone.

In this particular instance the reporting officer concluded, in consultation with the Shire's Chief Executive Officer, that the proposed use of Lot 19 for the purposes of a 'restaurant / café' **may be consistent** with the objectives of the land's current 'Commercial' zoning classification in LPS2 due to the property's limited size, existing use and possible concerns regarding vehicle access and parking arrangements.

Accordingly, the application was advertised for public comment for the minimum required period of fourteen (14) days including publication on the Shires website, public display of the application at the Shire Administration Centre and correspondence to all commercial property owners in the immediate locality inviting feedback and comment. At the conclusion of public advertising no submissions had been received by the Shire in respect of the proposal.

The application was subsequently assessed with due regard for the specific objectives and standards of the Shire's local planning framework including Local Planning Scheme2 (LPS@) and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This assessment has confirmed the proposal is generally compliant or capable of compliance with the following relevant requirements:

- Land use compatibility;
- Visual amenity including streetscape character and amenity;
- The preservation of buildings of architectural or historic interest;
- Essential services;
- Vehicle access arrangements including service vehicles; and
- Waste management and disposal.

Notwithstanding the above conclusion, it should be noted LPS2 requires a minimum of twenty one (21) parking bays to be provided on Lot 19 to accommodate the parking demand likely to be generated by the existing and proposed use of the existing commercial building on the land. The plans submitted in support of the application make provision for the parking of up to seven (7) light vehicles (i.e. cars) at the rear of the land which represents a total shortfall of fourteen (14) on-site parking bays.

Despite the proposal's non-compliance with the on-site parking requirements of LPS2, Council has sufficient discretion to still approve the application given:

- i) the subject land's limited size, historical development and usage and the inability to provide any additional on-site parking without potentially compromising its cultural heritage character and significance;
- ii) the significant amount of public parking immediately available within the Campbell, Goyder and Walton Street road reserve areas;
- iii) the fact the public parking areas referred to in point ii) above were constructed for the specific purpose of accommodating any additional parking demand generated by existing

- businesses in the Corrigin town centre area; and
- iv) the minimal potential for conflict with the continued operation of other existing approved commercial uses in the immediate area in terms of the shared use of public parking facilities currently available.

Council should note that it does have the ability to require the applicant to make a cash payment to the Shire in lieu of the providing the total number of on-site parking bays required by LPS2. Any cash-in-lieu payment required must not be less than the total estimated cost to the applicant of providing and constructing the additional fourteen (14) on-site parking bays required by LPS2 **plus** the value of that portion of Lot 19 which would have been occupied by these parking bays had they been provided.

Despite Council's ability to require the applicant to make a cash-in-lieu payment for the on-site parking shortfall likely to arise from the proposed use of Lot 19, it should be noted it has typically not done so when granting approval to a variety of other commercial uses in the past due to concerns regarding the commercial viability of new business ventures burdened by significant upfront costs and the fact it could prove to be a major disincentive to their establishment in the Corrigin townsite and the Shire more generally.

In light of the above findings it is concluded the proposal for Lot 19 is consistent with the objectives of the land's current 'Commercial' zoning classification in LPS2 and all relevant development standards and requirements and is therefore unlikely to have any negative impact on the general amenity, character, functionality and safety of the immediate locality. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

STATUTORY ENVIRONMENT

Planning and Development Act 2005 (as amended)

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Corrigin Local Planning Scheme No.2

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no known financial implications in relation to this item. All costs associated with the proposal will be met by the applicant.

COMMUNITY & STRATEGIC IMPLICATIONS

The proposal for Lot 19 is considered to be consistent with the following stated objectives and outcomes in the Shire of Corrigin Strategic Community Plan 2017-2027:

- *Economic Objective - A strong, diverse economy supporting agriculture, local business and attracting new industry;*
- *Economic Outcome 1.3 - Well supported diverse industry and business;*
- *Environment Objective - An attractive natural and built environment for the benefit of current and future generations;*
- *Environment Outcome 2.2 – A well-managed built environment;*
- *Social Objective - An effectively serviced, inclusive and resilient community;*
- *Social Outcome 3.1 - An inclusive, welcoming and active community; and*

- Social outcome 3.2 - A community for all ages.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to:

1. **Determine** that the proposed use of portion of an existing commercial building on Lot 19 (No.14) Campbell Street, Corrigin for the purpose of a 'restaurant / café' may be consistent with the objectives of the 'Commercial' zone in accordance with clause 18(4)(b) of the Shire of Corrigin Local Planning Scheme No.2;
2. **Note** that clause 18(4)(b) of the Shire of Corrigin Local Planning Scheme No.2 requires the use class 'restaurant / café' to be advertised for public comment as a 'use not listed' and that the Shire Administration has advertised the application in accordance with Schedule 2, clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015; and
3. **Approve** the development application submitted by Ms Peri Larment under the authority of P & V Hovell (Landowners) to change the current approved use of portion of the existing commercial building on Lot 19 (No.14) Campbell Street, Corrigin from 'shop' to 'shop and restaurant / café' subject to the following conditions and advice notes:

Conditions

1. The proposed 'shop and restaurant/café uses shall be undertaken in a manner consistent with all the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
2. The proposed 'shop and restaurant/café uses shall be substantially commenced within a period of two (2) years from the date of this approval. If the uses are not substantially commenced within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the uses shall not be carried out without the further approval of Council having first being sought and obtained.
3. The proposed uses shall not occupy an area greater than 61.9m² unless otherwise approved by Council.
4. A maximum of twenty (20) patrons are permitted to be accommodated in the proposed 'shop and restaurant/café' at any one time unless otherwise approved by Council.
5. All waste generated by the proposed uses shall be managed and disposed of to the specifications and satisfaction of the Shire's Chief Executive Officer.
6. No signs or hoardings are to be erected in relation to the proposed uses without the separate development approval of Council unless such signs or hoardings are listed in the Shire of Corrigin Local Planning Scheme No.2 as being exempt from the need for approval.

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant/landowners and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Corrigin under its Local Planning Scheme

- No.2. *It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowners to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.*
3. *The applicant/landowner is reminded of their obligation to ensure compliance with the specific standards and requirements of the Health Act 1911 and all associated regulations including the Health (Public Buildings) Regulations 1992 and Shire of Corrigin Health Local Law 2016.*
 4. *The proposed restaurant/café shall comply in all respects with the Food Act 2008 and operate only once notification and registration of the food business has been received and approved by Council's Environmental Health Officer, and a Certificate of Registration and Notification has been granted.*
 5. *The proposed restaurant/café shall comply in all respects with the specific standards and requirements of the Australia New Zealand Food Standards Code, and in particular Chapter 3: Food Safety Standards (Australia only).*
 6. *The final internal layout plan, elevations and surface coverings for the proposed commercial kitchen in the existing building on the land are subject to final approval by the Shire's Environmental Health Officer and Building Surveyor.*
 7. *In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction on the land including any proposed structural modifications to the building/s thereon.*
 8. *Any proposed building works are required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the building permit application.*
 9. *Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Local Planning Scheme No.2 and may result in legal action being initiated by the local government.*
 10. *If the applicant/landowners are aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted directly to the State Administrative Tribunal within 28 days of the determination.*

8.2.5 DEVELOPMENT APPLICATION – PROPOSED NEW CARPORT ON LOT 617 (NO.14) SPANNEY STREET, CORRIGIN

Applicant:	M and R Keillor
Owner:	M and R Keillor
Location:	Lot 617 (No.14) Spanney Street, Corrigin
Date:	6 December 2018
Reporting Officer:	Mr Joe Douglas – Consultant Town Planner (Exurban Rural & Regional Planning)
Disclosure of Interest:	NIL
File Number:	PA 09-2018
Attachment Reference:	Attachment 8.2.5 – Full Copy of Development Application

SUMMARY

This report recommends that Council grant conditional approval to a development application received for a proposed new carport on Lot 617 (No.14) Spanney Street, Corrigin.

BACKGROUND

The applicants are seeking Council's development approval to construct a new 72m² steel framed and clad carport on Lot 617 (No.14) Spanney Street, Corrigin for domestic parking purposes.

Lot 617 is located in the north-eastern segment of the Corrigin townsite in a recently established, low density residential precinct and comprises a total area of approximately 1,083m². The land is rectangular in shape and has historically been developed and used for residential purposes (i.e. a single detached dwelling, shed, patio, and associated vehicle access, parking and landscaping).

The subject land has direct frontage and access to Spanney Street along its front boundary to the west and a constructed public right-of-way at the rear, both of which are under the care, control and management of the Shire of Corrigin.

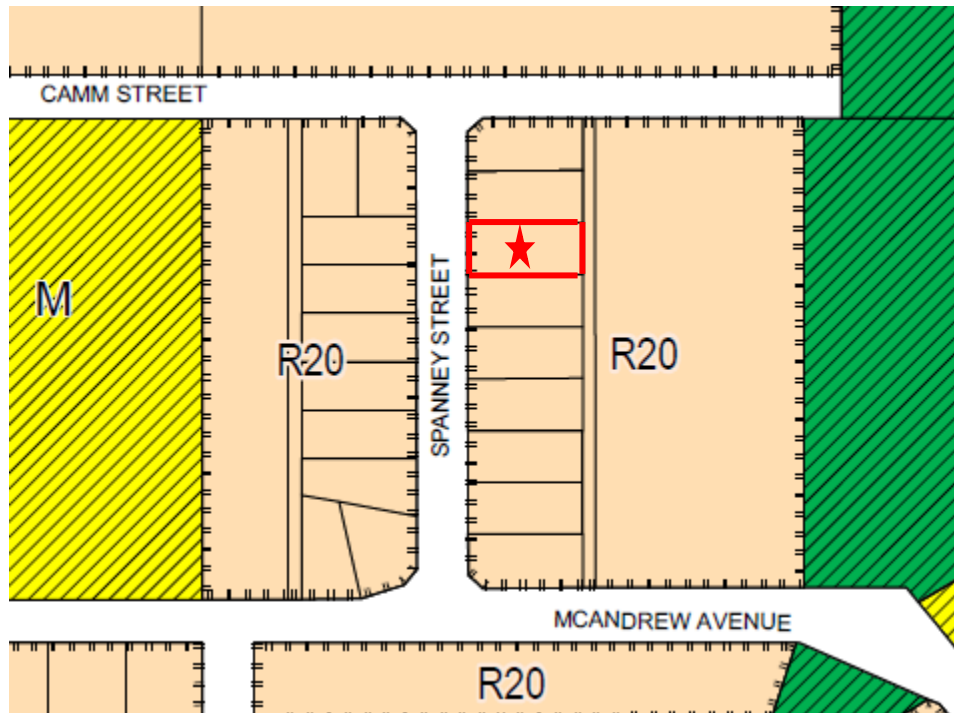


Location and Lot Configuration Plan (Source: Landgate)

Full details of the application including plans are provided in Attachment 8.2.5.

COMMENT

Lot 617 is classified 'Residential' zone under the Shire of Corrigin Local Planning Scheme No.2 (LPS No.2) with a density code of R20.



Current Zoning Plan (Source: Shire of Corrigin LPS No.2)

Under the terms of LPS No.2 the construction of a carport in association with a dwelling that does not satisfy the deemed to comply requirements of the Residential Design Codes (i.e. the R-Codes) and/or clause 31(14)(c)(iii) of the Scheme is not permitted without Council's formal development approval.

Assessment of the proposal against the relevant development standards contained in the R-Codes and LPS No.2 has confirmed the proposed side boundary setback of 1 metre does not satisfy the deemed-to-comply requirement of element C3.1(i) and Table 2a of the R-Codes which specify a minimum required setback of 1.5 metres for a 12 metre long carport.

In considering whether or not to approve this proposed variation to the applicable standards Council must decide whether it is likely to have a detrimental impact upon the amenity and character of the immediate locality or any immediately adjoining or other nearby properties.

It is concluded following detailed assessment of the application by the reporting officer that the proposed variation to the minimum required side boundary setback outlined above may be supported and approved by Council for the following reasons:

- i) The proposed carport will be sited well behind the existing dwelling's front setback area and constructed using new materials. As such it won't be visually prominent and will be an attractive structure that could be expected to complement the existing dwelling and make a positive contribution to the character and amenity of the immediate locality;
- ii) The proposed carport is unlikely to have any adverse visual impacts on the local streetscape or any adjoining property in terms of its bulk and scale as the proposed variation to the minimum required side boundary setback standard is considered minor;
- iii) The proposed carport will not compromise the ability to provide adequate direct sun and

ventilation to the existing dwelling and open spaces on the land or any adjoining properties;

- iv) The proposed carport will not give rise to any overlooking and resultant loss of privacy on any adjoining property; and
- v) The proposed carport will allow for the effective use of space on the land to provide for the covered parking of vehicles by the occupiers of the existing dwelling thereon.

In light of the above findings and conclusions it is recommended Council exercise its discretion and grant conditional approval to the application.

STATUTORY ENVIRONMENT

- Planning and Development Act 2005 (as amended)
- Planning and Development (Local Planning Schemes) Regulations 2015
- Shire of Corrigin Local Planning Scheme No.2

POLICY IMPLICATIONS

- State Planning Policy 3.1 – *Residential Design Codes*

FINANCIAL IMPLICATIONS

There are no known financial implications in relation to this item. All costs associated with the proposal will be met by the applicant.

COMMUNITY & STRATEGIC IMPLICATIONS

The proposal for Lot 617 is considered to be consistent with the following stated objective, outcome and strategy in the Shire of Corrigin Strategic Community Plan 2017-2027:

- Environment Objective - An attractive natural and built environment for the benefit of current and future generations;
- Environment Outcome 2.2 – A well-managed built environment; and
- Environment Strategy 2.2.3 – Enhance and maintain our townscape.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to approve the development application submitted by M & R Keillor to construct a new carport on Lot 617 (No.14) Spanney Street, Corrigin subject to the following conditions and advice notes:

Conditions

1. *The proposed development shall be undertaken in a manner consistent with all the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.*
2. *The proposed development shall be substantially commenced within a period of two (2) years from the date of this approval. If the development is not substantially commenced within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the development shall not be carried out without the further approval of Council having first being sought and obtained.*
3. *The proposed carport shall be constructed using new non-reflective materials.*
4. *All stormwater collected on the roof of the proposed carport shall be managed and disposed of to the specifications and satisfaction of the Shire's Chief Executive Officer.*

5. *The proposed carport shall remain unenclosed unless otherwise approved by Council. A door may be installed along its front façade without the need for any further development approval from Council provided any such door is visually permeable.*

Advice Notes

1. *This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.*
2. *This is a development approval of the Shire of Corrigin under its Local Planning Scheme No.2. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant and landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.*
3. *In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.*
4. *The proposed carport is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.*
5. *No construction works shall commence on the land prior to 7am without the Shire's written approval. No construction works are permitted on Sundays or Public Holidays.*
6. *Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Local Planning Scheme No.2 and may result in legal action being initiated by the local government.*
7. *If the applicant/landowners are aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted directly to the State Administrative Tribunal within 28 days of the determination.*

8.2.6 DEVELOPMENT APPLICATION – EXISTING UNAUTHORISED RETAINING WALLS & PROPOSED NEW OUTBUILDING (SHED) ON LOT 612 (NO.4) SPANNEY STREET, CORRIGIN

Applicant:	D & J MacGregor
Owner:	D & J MacGregor
Location:	Lot 612 (No.4) Spanney Street, Corrigin
Date:	6 December 2018
Reporting Officer:	Mr Joe Douglas – Consultant Town Planner (Exurban Rural & Regional Planning)
Disclosure of Interest:	NIL
File Number:	PA 07-2018
Attachment Reference:	Attachment 8.2.6 – Full Copy of Development Application

SUMMARY

This report recommends that Council grant conditional approval to a development application received for existing unauthorised retaining walls, including all associated site works, and a proposed new outbuilding (i.e. shed) on Lot 612 (No.4) Spanney Street, Corrigin.

BACKGROUND

The applicants are seeking Council’s development approval for existing unauthorised retaining walls, including all associated site works, and a proposed new outbuilding (i.e. shed) at the rear of Lot 612 (No.4) Spanney Street, Corrigin.

Lot 612 is located in the north-eastern segment of the Corrigin townsite in a recently established, low density residential precinct and comprises a total area of approximately 1,070m². The land is rectangular in shape and has historically been developed and used for residential purposes (i.e. a single detached dwelling, shed, patio, and associated vehicle access, parking and landscaping).

The subject land has direct frontage and access to Spanney Street along its front boundary to the west and a constructed public right-of-way at the rear, both of which are under the care, control and management of the Shire of Corrigin.

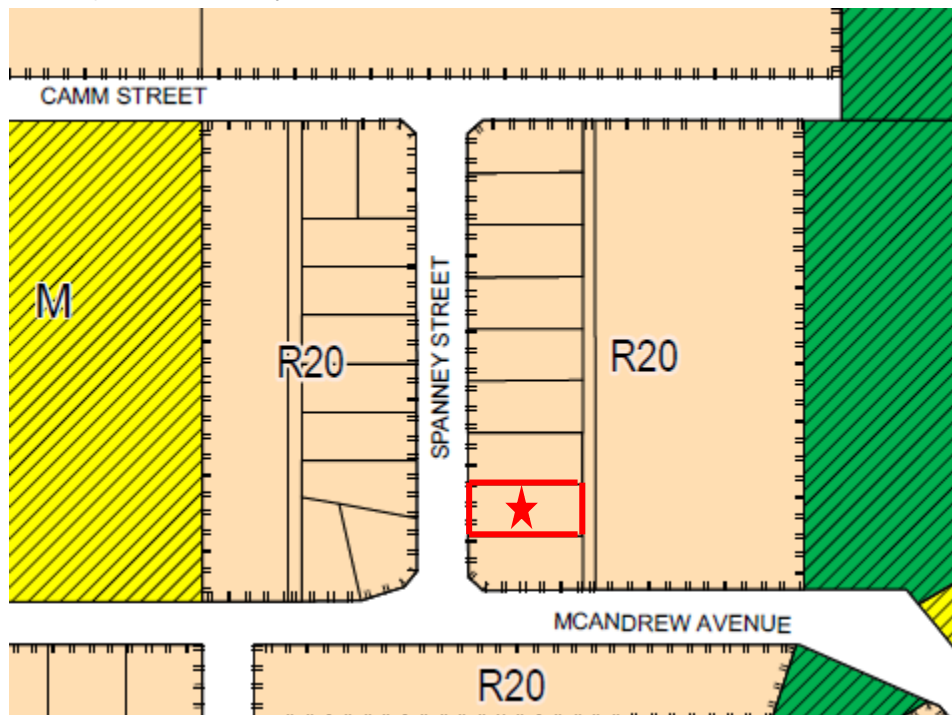


Location & Lot Configuration Plan (Source: Landgate)

The applicants' have previously excavated and constructed substantial retaining walls of varying height, including associated pedestrian access steps, along and adjacent to the land's rear boundary without realising the need to seek and obtain Council's development approval. This issue came to light when the applicants' submitted a development application seeking Council's approval for a proposed new 27.5m² domestic storage shed to be sited on a concrete pad on top of the existing unauthorised retaining walls at the rear of the property. The applicants' have subsequently submitted an amended development application seeking the necessary approval for all existing and proposed structures at the rear of the land including payment of the applicable retrospective application fee. Full details of the amended application including plans are provided in Attachment 8.2.6.

COMMENT

Lot 612 is classified 'Residential' zone under the Shire of Corrigin Local Planning Scheme No.2 (LPS No.2) with a density code of R20.



Current Zoning Plan (Source: Shire of Corrigin LPS No.2)

Under the terms of LPS No.2 the construction of retaining walls, including all associated site works, and an outbuilding (i.e. shed) in association with a dwelling that do not satisfy the deemed to comply requirements of the Residential Design Codes (i.e. the R-Codes) and/or clauses 31(14)(a) & (c) of the Scheme are not permitted without Council's formal development approval.

Assessment of the proposal against the relevant development standards contained in the R-Codes and LPS No.2 has confirmed the proposal is not compliant with the following deemed-to-comply requirements:

- i) Excavation works to accommodate the existing unauthorised retaining wall along the land's rear boundary have been undertaken to a depth of approximately 1.2 metres below the natural ground level in lieu of a maximum permitted depth of 0.5 metres below the natural ground level as required by element C7.3 of the R-Codes;
- ii) The existing unauthorised retaining wall and associated excavation works along the land's rear boundary have a nil setback to this boundary in lieu of a minimum setback of 1.5 metres as required by elements C7.2 and C8 and Tables 1 and 2 of the R-Codes ; and

- iii) The proposed new outbuilding will have a setback of 0.5 metres from the land's rear boundary in lieu of a minimum setback of 1.2 metres as required by clause 31(14)(c)(i)(b) of LPS No.2.

In considering whether or not to approve these proposed variations to the applicable standards Council must decide whether they are likely to have a detrimental impact upon the amenity and character of the immediate locality or any immediately adjoining or other nearby properties.

It is concluded following detailed assessment of the application by the reporting officer that the proposed variations to the deemed-to-comply standards outlined above may be supported and approved by Council for the following reasons:

- i) The excavation and retaining works along the land's rear boundary were undertaken in response to the natural features of the land and the significant difference in the natural ground level from front to rear which were a significant constraint to the development and use of the land for low density residential purposes;
- ii) The final finished level of all excavation and associated retaining works are not considered excessive given the land's original topography and the fact these works have respected and tie into the natural ground level along the land's rear boundary;
- iii) The retaining wall along the land's rear boundary, the smaller ones immediately adjacent and all associated steps have allowed for the creation of a backyard which allows for the more effective and productive use of the land for the benefit of all occupants of the dwelling thereon and do not detrimentally affect any immediately adjoining properties; and
- iv) The reduced rear boundary setback for the proposed new outbuilding is considered acceptable given the adjoining property at the rear is a public-right-of-way that is maintained by the Shire and will be used in perpetuity for public access purposes. Furthermore the reduced setback will not have any negative impacts on any adjoining properties in terms of building size and bulk, reduced access to direct sunlight and ventilation or the loss of privacy due to overlooking.

In light of the above findings and conclusions it is recommended Council exercise its discretion and grant conditional approval to the application.

STATUTORY ENVIRONMENT

Planning and Development Act 2005 (as amended)

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Corrigin Local Planning Scheme No.2

POLICY IMPLICATIONS

State Planning Policy 3.1 – *Residential Design Codes*

FINANCIAL IMPLICATIONS

There are no known financial implications in relation to this item. All costs associated with the proposal will be met by the applicant.

COMMUNITY & STRATEGIC IMPLICATIONS

The proposal for Lot 612 is considered to be consistent with the following stated objective, outcome and strategy in the Shire of Corrigin Strategic Community Plan 2017-2027:

- Environment Objective - An attractive natural and built environment for the benefit of current and future generations;
- Environment Outcome 2.2 – A well-managed built environment; and

- Environment Strategy 2.2.3 – Enhance and maintain our townscape.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council resolve to approve the development application submitted by D & J MacGregor for the existing unauthorised retaining walls, including all associated site works, and a proposed new outbuilding (i.e. shed) on Lot 612 (No.4) Spanney Street, Corrigin subject to the following conditions and advice notes:

Conditions

- 1. The proposed development shall be undertaken in a manner consistent with all the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.*
- 2. Development of the proposed new outbuilding (i.e. shed) shall be substantially commenced within a period of two (2) years from the date of this approval. If development of the outbuilding is not substantially commenced within this period this approval shall lapse and be of no further effect. Where an approval has so lapsed, the development shall not be carried out without the further approval of Council having first being sought and obtained.*
- 3. The proposed outbuilding shall be constructed using new non-reflective materials.*
- 4. The personal access door to the proposed outbuilding shall be hinged so the door opens inwards to that structure and not outwards into any portion of the public right-of-way located immediately adjacent to the land's rear boundary.*
- 5. All stormwater collected on the roof of the proposed outbuilding shall be managed and disposed of to the specifications and satisfaction of the Shire's Chief Executive Officer.*
- 6. The proposed outbuilding shall be used for domestic storage purposes only unless otherwise approved by Council.*

Advice Notes

- 1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.*
- 2. This is a development approval of the Shire of Corrigin under its Local Planning Scheme No.2. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant and landowner to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.*
- 3. In relation to the existing unauthorised retaining walls and in accordance with the Building Act 2011 and Building Regulations 2012, a building approval certificate application (i.e. a Form BA13) must be submitted to and approved by the Shire's Building Surveyor.*
- 4. In relation to the proposed new outbuilding and in accordance with the Building Act 2011 and Building Regulations 2012, a building permit application (i.e. a Form BA1 or BA2) must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.*

5. *The existing retaining walls and proposed outbuilding are required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building approval certificate and building permit applications.*
6. *No construction works shall commence on the land prior to 7am without the Shire's written approval. No construction works are permitted on Sundays or Public Holidays.*
7. *Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Corrigin Local Planning Scheme No.2 and may result in legal action being initiated by the local government.*
8. *If the applicant/landowners are aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted directly to the State Administrative Tribunal within 28 days of the determination.*

8.3 WORKS AND GENERAL PURPOSES

8.3.1 WANDRRA PROJECT PROGRESS REPORT

Applicant:	Ian Gilmour, Associate, Core Business Australia
Date:	6/12/2018
Reporting Officer:	Ian Gilmour, Associate, Core Business Australia
Disclosure of Interest:	NIL
File Ref:	ROA.0037
Attachment Ref:	NIL

SUMMARY

The report seeks to update Council on the reinstatement works associated with the WANDRRA AGRN743 claim at several locations across the Shire's local road network.

BACKGROUND

Over the period of January/February 2017 the Shire of Corrigin received severe rainfall resulting in significant flooding. Damage was widespread throughout the Shire, with the majority of the damage confined to the south-west corner and which mainly consists of road carriageway and road shoulder scours, areas where unsealed gravel road pavements have been washed away, destroyed or blocked piped culverted, destruction or dislocation of culvert headwalls and silting of table and cut-off drains.

COMMENT

Core Business Australia Pty Ltd (CORE) as Supervisor for '*AGRN743 Corrigin Flood Recovery Minor Works*' has prepared Project Progress Report of the WANDRRA works as follows:

Contractor Administration

Recent Work Cycles:

Please refer the Schedule of Construction and Roster below.

Progress to date

The works programme is on schedule almost to the day.

Methodology

We may consider engaging another side tipper after Xmas to achieve continuous supply, with two trucks we cannot have one break down.

Recommendations

Gravel Sources

Bullaring Contractors have continued with gravel pit rehabilitation. We have used all the Gravel in Jobs Pit to be off-set with other surplus sources.

Schedule

The Culvert crew has finished. We now have a crew of 10 people.

Next Stage Completion

1. Reed
2. Rogers
3. Bartlett
4. Hill

Completed Roads

1. Fulwood
2. Crossland
3. George
4. Pruden

SHIFT/DATE	13th Nov	22nd Nov	RDO	27th Nov	6th Dec	RDO	11th Dec	20th Dec	XMAS	8th Jan
			Swing 23			Swing 24				
Re- sheet										
Gnerkadilling										
Crossland										
Pruden/George										
Reed										
Roger										
Hill										
Graham										
Old Kulin										
Doyle										

Current schedule suggests the Flood Damage works will be completed in March 2018.

STATUTORY ENVIRONMENT

Local Government Act 1995

3.57. *Tenders for providing goods or services*

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

Local Government (Functions and General) Regulations 1996

- (1) *Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150, 000 unless sub-regulation (2) states otherwise.*
- (2) *Tenders do not have to be publicly invited according to the requirements of this Division if:*
 - (a) *the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or*
 - (b) *the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program;*

POLICY IMPLICATIONS

Policy 2.10 Purchasing Policy

FINANCIAL IMPLICATIONS

2018/19 Budget expenditure WANDRRA of \$3,203,355

COMMUNITY AND 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 2017-2027 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.
		1.1.1.2	Develop a footpath management plan, including 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)
		1.1.1.4	Road asset management plan and footpath management plan to be implemented through road works program.

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council notes the WANDRRA Project Progress as provided in the report.

9 NOTICE OF MOTIONS FOR THE NEXT MEETING

10 CHIEF EXECUTIVE OFFICER'S REPORT

Wheatbelt South Aged Housing Alliance

The Wheatbelt South Aged Housing Alliance (WSAHA) was unsuccessful in its bid to obtain Royalties for Regions funding of \$1,642,200 in March 2018 to build 20 units across five shires with two being considered for Corrigin. The WSAHA received notification in July 2018 that the application to the Building Better Regions Fund Infrastructure Projects Stream for \$4,924,000 was also not successful.

The CEO attended a meeting of the Wheatbelt South Aged Housing Alliance in December to discuss the revised Royalties for Regions Regional Aged Accommodation Program grant application and Business Case. Following the previous unsuccessful grant application the Wheatbelt Development Commission requested a revised application which included a more robust assessment of the housing options and number of units.

The Shires participating in the revised application include Cuballing, Corrigin, Kondinin and Wickepin with the number of units reduced from 20 to 14 and an option of 10 units was also considered.

The revised total project cost for 14 units is \$5,098,300 with funding of \$3.36million being sought from the Regional Aged Housing Program.

The Shire of Corrigin provided a letter of support for the project and has committed \$190,000 in the Long Term Financial Plan over the 2019/20 and 2020/21 financial years.

End of Year Staff Party

The Shire of Corrigin held the end of year Staff Party in the beer garden at the Corrigin Hotel on Friday 7 December 2018. The event was enjoyed by all who attended with excellent atmosphere, food and drinks. The Shire President Cr Lyn Baker and CEO thanked the staff for their hard work during the year.

Road Works

Work has commenced on the widening and reconstruction of 3km of the Corrigin Narembeen Road.

11 PRESIDENT'S REPORT

12 COUNCILLORS' QUESTIONS, REPORTS AND INFORMATION ITEMS

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

Ordinary Council meeting *** at 3.00pm.

17 MEETING CLOSURE