



AGENDA

ORDINARY COUNCIL MEETING
24 February 2022

Notice of Meeting

The next Ordinary Council Meeting for the Shire of Corrigin will be held on Thursday 24 February 2022 in the Council Chambers, 9 Lynch Street, Corrigin commencing at 3.00pm.

Order of Business

12.30am – 1.00pm	Lunch
1.00pm – 2.30pm	Discussion Forum
2.30pm – 3.00pm	Afternoon Tea
3.00pm	Council Meeting

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



Natalie Manton
Chief Executive Officer
21 February 2022

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.

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1. DECLARATION OF OPENING

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

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 –

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 have been advised that Laura Green (Nee DiFulvio) has passed away since the last meeting.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Steve Rawlings and Ruth Owen

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 OF MINUTES

7.1. PREVIOUS COUNCIL MEETING AND BUSINESS ARISING FROM MINUTES

7.1.1. ORDINARY COUNCIL MEETING

Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 21 December 2021 (Attachment 7.1.1).

OFFICER'S RECOMMENDATION

That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 21 December 2021 (Attachment 7.1.1) be confirmed as a true and correct record.

7.2. COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES

8. MATTERS REQUIRING A COUNCIL DECISION

8.1. CORPORATE AND COMMUNITY SERVICES REPORTS

8.1.1. ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	31/01/2022
Reporting Officer:	Tanya Ludlow, Finance / Human Resources Officer
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.1 – Accounts for Payment – December 2021

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 monthly 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 December 2021 are provided as Attachment 8.1.1 – Accounts for Payment – December 2021.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be -\$55.50.

Bank Account	Payment Type	Reference	Amount	Total
Municipal	EFT	16941 - 16954, 16958 - 17119	\$642,554.31	
	Cheque	020690 - 020701	\$18,814.60	
	Direct Debit	December 2021	\$123,769.06	
	Payroll	December 2021	\$205,693.33	\$990,831.30
Trust	EFT	16956 - 16957	\$40.35	
	Cheque	No Payments	\$0.00	
	Direct Debit	No Payments	\$0.00	\$40.35
Licensing Trust	EFT	No Payments	\$0.00	
	Direct Debit	December 2021	\$44,184.85	\$44,184.85
Edna Stevenson	EFT	16955, 17120	\$4,537.94	
	Cheque	No Payments	\$0.00	
	Direct Debit	No Payments	\$0.00	\$4,537.94
Total Payments for the Month of December 2021				\$1,039,594.44

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 8.1.1 – Accounts for Payment – December 2021, 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, ES Trust and Licensing	EFT	EFT16940	EFT16941
Municipal	Cheque	020689	020690
Trust	Cheque	003392	No Payments
Edna Stevenson	Cheque	000065	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

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

POLICY IMPLICATIONS

Policy 2.7 – Purchasing Policy

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2021 / 2022 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Governance and Leadership
 Strong Governance and leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.4	Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community	4.4.3	Regular reviews of Council’s Long Term Financial Plan to ensure the long term financial stability of the Shire
		4.4.4	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 \$1,039,594.44 have been made during the month of December 2021.

8.1.2. ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	1/02/2022
Reporting Officer:	Tanya Ludlow, Finance / Human Resources Officer
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.2 – Accounts for Payment – January 2022

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 monthly 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 January 2022 are provided as Attachment 8.1.2 – Accounts for Payment – January 2022.

After payment of the following cheque, EFT and Direct Debit payments, the balance of creditors will be \$16,688.42.

Bank Account	Payment Type	Reference	Amount	Total
Municipal	EFT	17121 - 17167	\$258,761.55	
	Cheque	020702 - 020709	\$28,147.32	
	Direct Debit	January 2022	\$28,280.63	
	Payroll	January 2022	\$149,529.59	\$464,719.09
Trust	EFT	No Payments	\$0.00	
	Cheque	No Payments	\$0.00	
	Direct Debit	January 2022	\$5,000.00	\$5,000.00
Licensing Trust	EFT	No Payments	\$0.00	
	Direct Debit	January 2022	\$49,975.75	\$49,975.75
Edna Stevenson	EFT	No Payments	\$0.00	
	Cheque	No Payments	\$0.00	
	Direct Debit	No Payments	\$0.00	\$0.00
Total Payments for the Month of January 2022				\$519,694.84

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 – January 2022, 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, ES Trust and Licensing	EFT	EFT17120	EFT17121
Municipal	Cheque	020701	020702
Trust	Cheque	003392	No Payments
Edna Stevenson	Cheque	000065	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

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

POLICY IMPLICATIONS

Policy 2.7 – Purchasing Policy

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2021 / 2022 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Governance and Leadership
Strong Governance and leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.4	Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community	4.4.3	Regular reviews of Council’s Long Term Financial Plan to ensure the long term financial stability of the Shire
		4.4.4	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 \$519,694.84 have been made during the month of January 2022.

8.1.3. MONTHLY FINANCIAL REPORTS

Applicant:	Shire of Corrigin
Date:	17/02/2022
Reporting Officer:	Kylie Caley, Deputy Chief Executive Officer
Disclosure of Interest:	Nil
File Number:	FM.0037
Attachment Ref:	Attachment 8.1.3 – Monthly Financial Statements for the period ending 31 December 2021

SUMMARY

This report provides Council with the monthly financial reports for the month ending 31 December 2021.

BACKGROUND

The *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

Further information on the December financial position is in the variance report included in the monthly financial reports.

STATUTORY ENVIRONMENT

s. 6.4 Local Government Act 1995, Part 6 – Financial Management
r. 34 Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2021/22 Annual Budget.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Governance and Leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.4	Provide informed and transparent decision making that, meets our legal obligations, and the needs of our diverse community	4.4.3	Regular reviews of Council’s Long Term Financial Plan to ensure the long term financial stability of the Shire
		4.4.4	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 December 2021 as presented, along with notes of any material variances.

8.2. GOVERNANCE AND COMPLIANCE

8.2.1. DEVELOPMENT APPLICATION - PROPOSED TELECOMMUNICATIONS INFRASTRUCTURE

Applicant:	Crisp Wireless Pty Ltd
Landowner:	Mr Alan Edward Manton
Location:	Lot 25575 on Deposited Plan 151915 Bullaring with all access via Lot 7121 & Lot 19720 (No.1118) Bullaring Road, Bullaring
Date:	7/02/2022
Reporting Officer:	Mr Joe Douglas, Consultant Town Planner (Exurban Rural & Regional Planning)
Disclosure of Interest:	NIL
File Ref:	A134
Attachment Ref:	Attachment 8.2.1 – Development Application

SUMMARY

This report recommends that Council grant conditional approval to a development application received from Crisp Wireless Pty Ltd to erect and operate telecommunications infrastructure on a portion of Lot 25575 on Deposited Plan 151915 Bullaring with all access via Lot 7121 and Lot 19720 (No.1118) Bullaring Road, Bullaring.

BACKGROUND

Crisp Wireless Pty Ltd have submitted a development application under the authority of Mr Alan Edward Manton (Landowner) seeking Council's approval to install a new 30-metre-high telecommunications tower and associated infrastructure in the south-eastern portion of Lot 25575 on Deposited Plan 151915 Bullaring to improve wireless broadband coverage throughout the locality.

Given Lot 25575 does not have direct frontage and access to a constructed public road in the immediate locality, all access to the proposed new telecommunications tower and associated infrastructure on Lot 25575 will be via Lot 7121 and Lot 19720 (No.1118) Bullaring Road, Bullaring located immediately south which are also owned by Mr Alan Edward Manton.

It is understood from information provided by the applicant that no clearing of any existing native vegetation on the subject land will be required to accommodate the proposed development.

A full copy of the development application received, including supporting documentation and plans, is provided in Attachment 8.2.1.

Lot 25775 is located approximately 26 kilometres south-west of the Corrigin townsite in the locality of Bullaring. The subject land is rectangular in shape and comprises a total area of approximately 239.52 hectares.

Bullaring Road, which is located approximately 1.5 to 2 kilometres south of Lot 25775, is a sealed and drained local distributor road under the care, control and management of the Shire of Corrigin. Given the existing public road reserve abutting the northern and eastern boundaries of Lot 25775 is unconstructed with no plans by the Shire to construct this road in the short-to-medium term future, all access to/from Lot 25575 is currently via Lot 7121 and Lot 19720 (No.1118) Bullaring Road, Bullaring immediately south.

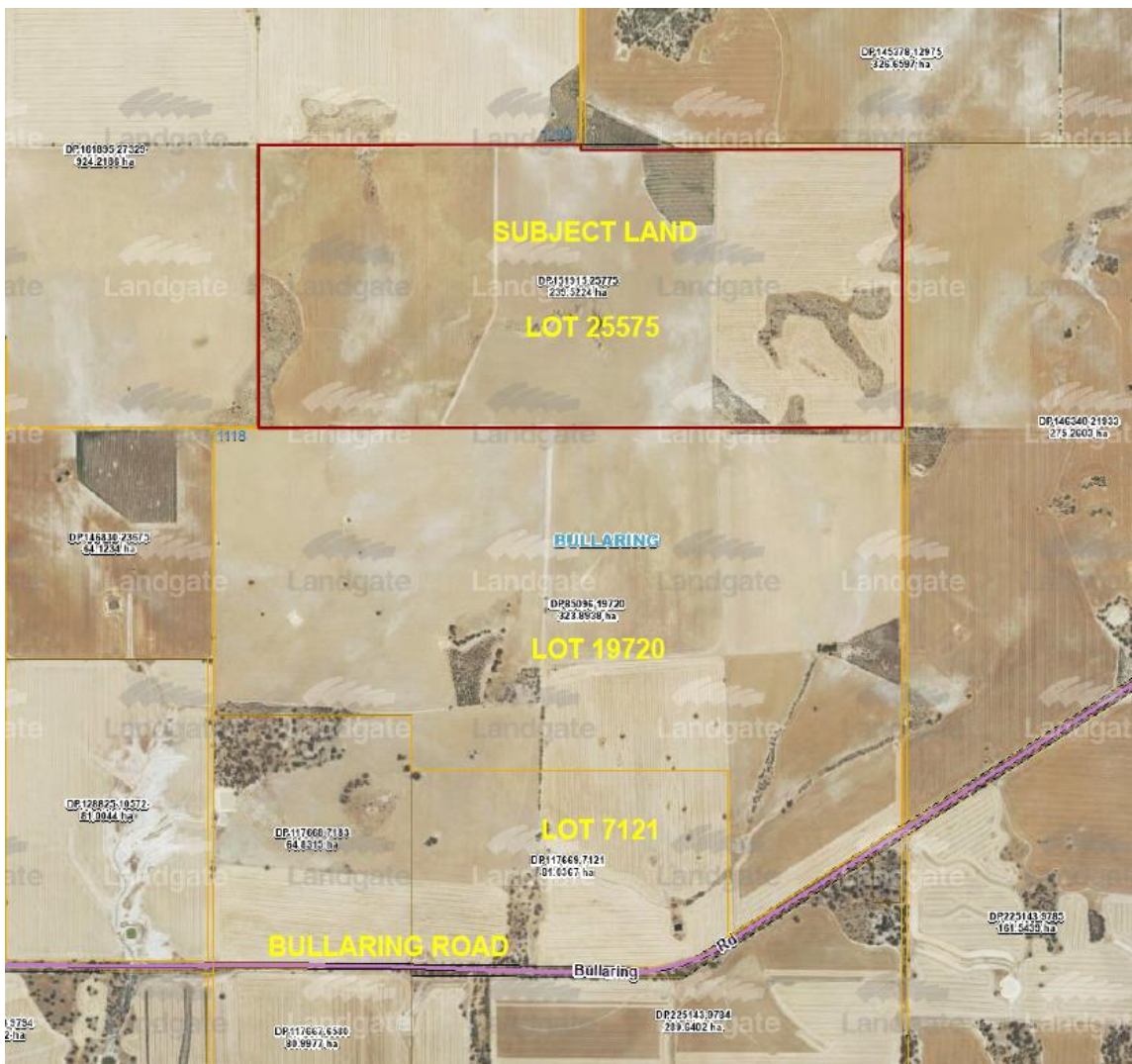
Lot 25575 is gently sloping from north to south and is currently used for broadacre agricultural purposes (i.e. cropping & grazing). The land has been extensively cleared throughout, with the exception of a number of small stands of native vegetation that have been retained for land management purposes, and contains a small tree plantation located centrally along its northern boundary.

Aside from cleared and fenced paddocks, unsealed internal access tracks, firebreaks and boundary fencing, the property contains no other notable built form improvements.

It is significant to note none of the lots the subject of this application have been designated as being flood prone or subject to inundation during extreme storm events and contain no buildings or places of European or Aboriginal cultural heritage significance.

Various parts of all three lots, including that portion of Lot 25575 where the proposed new telecommunications infrastructure is proposed to be constructed, have however been designated by the Fire and Emergency Services Commissioner of WA as being bushfire prone. Notwithstanding this fact, as the proposed development will not result in the intensification of land usage, increase the number of employees on the land, the occupation of employees on site for any considerable amount of time, or an increase to the overall bushfire threat, a bushfire attack level (BAL) assessment and bushfire management plan are not required in support of the application.

Existing adjoining and other nearby land uses are predominantly rural in nature (i.e. broadacre cropping & grazing) on lots ranging in size from 64 to 924 hectares.



Location & Lot Configuration Plan (Source: Landgate 2022)

COMMENT

All three (3) lots the subject of this application are classified 'Rural' zone under the Shire of Corrigin Local Planning Scheme No.2 (LPS2).

Under the terms of LPS2 the development of any land classified 'Rural' zone for the purpose of telecommunications infrastructure is listed as being discretionary (i.e. a 'D' use) which means it is not permitted unless Council has exercised its discretion by granting development approval.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS2 and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* including State Planning Policy No.5.2 entitled '*Telecommunications Infrastructure*'. This assessment has confirmed the proposal is generally compliant or capable of compliance with the following relevant requirements:

- Land capability and land use compatibility;
- Lot boundary setbacks;
- Preservation of productive agricultural land;
- Preservation of rural character and amenity and places of cultural heritage significance;
- Preservation of natural environmental features, drainage patterns and catchments; and
- Bushfire risk and stormwater drainage management.

Notwithstanding this general conclusion, Council should note the following key points when considering and finally determining the application:

Building Height

Clause 31(16) of LPS2 expressly states no site shall be developed or building constructed to contain more than two (2) storeys or exceed ten (10) metres in height however Council may 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.

Having regard for the location of the proposed development and the nature of existing development in the immediate locality, which is predominantly rural in nature, it is contended the proposed new 30 metre high telecommunications mast will not affect the privacy enjoyed by neighbouring properties and will not have any significant negative impact on the character and amenity of the immediate locality.

Vehicle Access

A key objective of the land's current 'Rural' zoning classification in LPS2 is to ensure a right of vehicular access unfettered as to time, place and circumstance exists to any land which is the subject of any application for development approval.

Given Lot 25575 is effectively 'landlocked' as described previously above, there is a need to consider and address the proposed vehicle access arrangements to the new telecommunications infrastructure on this lot via Lots 7121 and 19720 located immediately south to avoid any potential disputes regarding access, including restrictions to access and claims of trespass, in the event one of these lots is ever sold to a third party in the future. This issue can be resolved by imposing a condition on any development approval issued requiring the preparation and registration of a right-of-carriageway easement on the certificate of title of Lots 7121 and/or 19720 to provide legal access rights through these lots to/from Lot 25575 within ninety (90) days of settlement of any future contract for the sale of any of these lots to a third party.

Council should note this condition will run with the land in perpetuity as part of any development approval that may ultimately be granted and will not apply if all three (3) lots are sold at the same time to one (1) new landowner only. It is recommended an advice note be included on any approval granted to inform the applicant and landowner accordingly.

In light of the above findings, it is concluded the development proposal for Lot 25575, including the proposed vehicle access arrangements via Lots 7121 and 19720 located immediately south, is acceptable and 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 proposed development proceeds in a proper and orderly manner.

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

NIL

PUBLIC CONSULTATION

Not required or deemed necessary.

FINANCIAL IMPLICATIONS

Nil immediate financial implications for the Shire aside from the administrative costs associated with processing the application which are provided for in Council's annual budget. All costs associated with the proposed development will be met by the applicant.

It is significant to note should the applicant/landowner be aggrieved by Council's final decision in this matter, they have the right seek a formal review of that decision by the State Administrative Tribunal. Should this occur for whatever reason, which is considered highly unlikely in this particular instance, the Shire would need to respond. The cost to respond to an appeal cannot be determined at this preliminary stage but could be expected, based on the recent experience of other local government authorities in Western Australia, to range anywhere from \$5,000 to \$60,000 excluding GST depending upon how far the matter proceeds through the review process.

COMMUNITY AND STRATEGIC OBJECTIVES

The proposed development is consistent with the following elements of the *Shire of Corrigin Strategic Community Plan 2021-2031* and *Corporate Business Plan 2021-2025*:

Objective: Economic

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

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
2.1	Support the diverse industry across the Shire	2.1.4	Advocate for improved communications infrastructure within the district by lobbying stakeholders to meet the needs of the district, both residential and commercial, now and into the future.

Objective: Environment

An attractive natural and built environment for the benefit of current and future generations.

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
3.5	Conservation of our natural environment	N/A	No actions listed.

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

*That Council **APPROVE** the development application submitted by Crisp Wireless Pty Ltd under the authority of Mr Alan Edward Manton (Landowner) to erect and operate telecommunications infrastructure on a portion of Lot 25575 on Deposited Plan 151915 Bullaring with access via Lot 7121 on Deposited Plan 117669 and Lot 19720 (No.1118) Bullaring Road, Bullaring located immediately south subject to the following conditions and advice notes:*

Conditions

1. *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 use shall not be carried out without the further approval of Council having first being sought and obtained.*
2. *The proposed development shall be undertaken in a manner consistent with all the information 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.*
3. *Any additional development which is not in accordance with the application the subject of this approval or any condition of approval will require the further approval of Council.*
4. *The proposed telecommunications infrastructure and all associated improvements shall be maintained in good working order for the full term of their operational lifespan to avoid any potential risk or hazards.*
5. *The proposed telecommunications infrastructure and all associated improvements must be decommissioned and removed from the land at the end of their operational lifespan with the ground rehabilitated to its natural state (i.e. bare earth with no vegetation) and stabilised as may be required no later than six (6) months thereafter to the satisfaction of the local government unless otherwise approved by Council.*

6. *In the event one (1) of the lots the subject of this approval is ever sold to a third party in the future, the relevant landowners shall, within ninety (90) days of settlement of the contract of sale, arrange for the preparation and registration of a right-of-carriageway easement on the certificates of title of Lots 7121 and/or 19720 to provide legal access rights through these lots to/from Lot 25575.*

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 Shire of Corrigin Annual Fire Break Notice as it applies to all land within the municipal district.*
4. *In relation to Condition 6, please note this condition will run with the land in perpetuity and will not apply if all three (3) lots are sold at the same time to one (1) new landowner only.*
5. *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.*
6. *If the applicant/landowner 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.*

8.2.2. TOWN HALL RAMP

Applicant:	Shire of Corrigin
Date:	02/02/2022
Reporting Officer:	Emma Shaw, Administration Officer
Disclosure of Interest:	NIL
File Number:	FM.0241
Attachment Ref:	

SUMMARY

This item seeks endorsement from Council to remove the existing access ramp adjoining the main steps to the entrance of the Corrigin Town Hall, restore the main steps to their original format and to construct a new accessible ramp to the North of the hall ensuring compliance with the disability standards

BACKGROUND

The restoration works on the Town Hall and Roads Board were completed in January 2022. Shire staff approached Colgan Industries, who carried out the work on the hall, to provide a quote to remove the non-compliant accessible ramp at the front of the hall and reinstate the steps to their original form. A design proposal for the construction and installation of a compliant accessible ramp to the north side of the Town Hall using the double door entry was produced.

An application was made with Department of Planning Lands and Heritage and the proposal was referred to the State Heritage Council where approval was granted with three conditions:

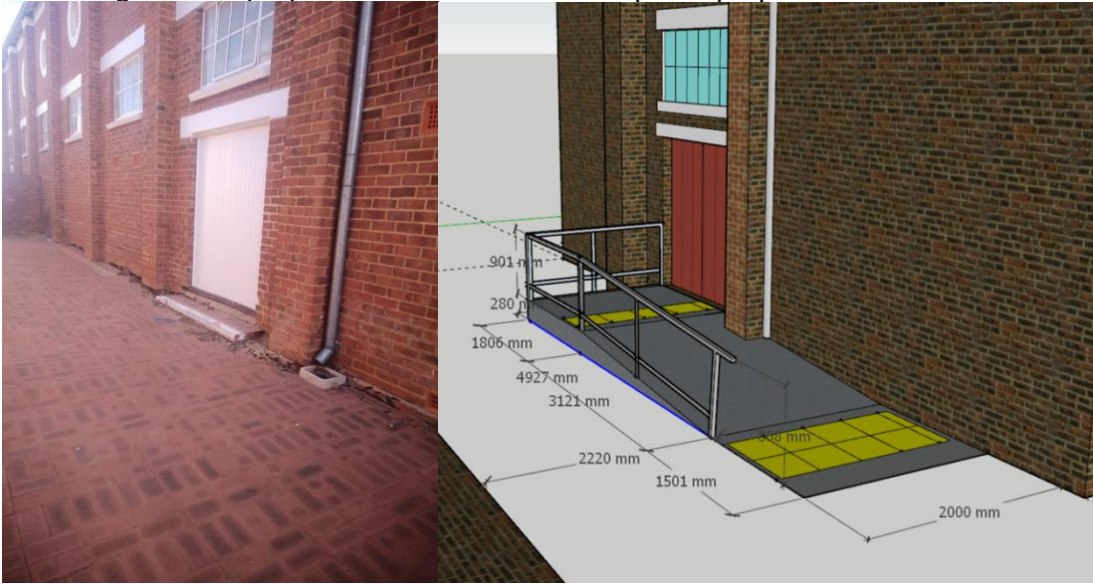
- The reinstatement of the front steps shall be undertaken in a manner to match the original materials, profile and finish.
- The proposed new accessible ramp shall be a lightweight structure and capable of being removed without damaging the significant fabric
- The Shire of Corrigin is also required under r.42(3) of the *Heritage Regulations 2019* to provide us with a copy of the Council determination within 10 days after making the decision.

COMMENT

Ms Laura Gray, Director, Heritage Intelligence Consulting, was engaged to produce the 2018 Heritage Conservation Management Strategy for the Corrigin Town Hall. The strategy outlined the long term actions required including:

- Restore the existing front steps where the concrete is chipped and cracked.
- Take opportunities to remove the existing intrusive non-compliant ramp. It may be that the original steps can be retrieved and restored after the ramp is removed (carefully where it intersects with the steps. Consider a light-weight (metal) portable ramp on the north side to access the entry.

The design for the proposed new accessible ramp and proposed location is shown below:



STATUTORY ENVIRONMENT

Heritage Act 2018

Disability (access to Premises- Buildings) Standards 2010

Building Code Australia

Disability Discrimination Act (1992)

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost to remove the existing ramp and rails, and reinstate the steps and bullnosed treads is approximately \$12,000+GST

The estimated cost of installing a new accessible ramp on the northern side of the Corrigin Town Hall is estimated to be \$6,000.

The conservation work is proposed to be funded from the Town Hall Reserve.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Environmental

An attractive natural and built environment for the benefit of current and future generations

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
3.3	We prepare and maintain our assets for the current and future community	3.3.2	Municipal Heritage Inventory and Conservation Plans reviewed, updated, integrated and implemented.
		3.3.3	Review update and work towards achievement of our Disability, Access and inclusion plan.

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council:

- 1. endorse the recommendation made in the 2018 Heritage Conservation Management Strategy to remove the non compliant accessible ramp at the main entrance of the Corrigin Town Hall and reinstate the steps to original form;*
- 2. install a lightweight non intrusive compliant ramp on the northern side of the Town Hall building; and*
- 3. include the additional cost of restoring the original Town Hall steps and construction of the new accessible ramp in the budget review.*

8.2.3. CRISP WIRELESS

Applicant:	Crisp Wireless
Date:	19/02/2022
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	A10047
Attachment Ref:	Attachment 8.2.3 – Product data sheets

SUMMARY

This item seeks Council's consideration of the request from Crisp Wireless to mount equipment on the existing Shire of Corrigin radio tower located on a portion of Lot 625 on Deposited Plan 406791 on part of the property known as 24 Larke Street Corrigin described in Certificate of Title Volume 2912 Folio 931.

BACKGROUND

The Shire of Corrigin has received a request from Crisp Wireless to instal telecommunications equipment on the existing bushfire radio mast at 24 Larke Street Corrigin described in Certificate of Title Volume 2912 Folio 931 Corrigin.

The Department of Fire and Emergency Services (DFES) have confirmed that the Shire of Corrigin owns the tower and the old mid band bush fire repeater system attached to it. The old St John Ambulance radio repeater is also located on the tower. The St John Ambulance do not currently use the radios but may reinstate them as a communication option if the mobile phone tower is not working.

According to DFES there was previously a 50/50 grant scheme operating for equipment and communications and the Corrigin tower was most likely installed with this grant. The radio equipment has been decommissioned no maintenance has been done since the WAERN radio replace the mid band radios.



The application seeks permission to affix a force 425 dish mounted at 14 metres and a KP Performance Omni antenna 5Ghz mounted at 16 metres to the bushfire radio mast as

described in Attachment 8.2.3. The proposal includes a small stand alone power system with solar panels on the roof of the existing hut.

Crisp Wireless seeks permission to erect, construct and maintain transmission equipment for the purpose of transmitting telecommunication signals, with all reasonable access being permitted. This agreement is based on:

- A no cost rental agreement in favour of Crisp Wireless.
- Crisp Wireless to conduct a structural engineering assessment prior to installation of any new equipment.
- Crisp Wireless to ensure that there is no interfere with other telecommunications in the vicinity.
- Crisp Wireless to replace the bottom four sets of guy wires on the tower with new rated stainless steel guy wires.
- A cargo box setup with batteries to be installed inside the existing hut.
- The Shire being indemnified in relation to the installation, use and maintenance of the Crisp Wireless equipment.
- The Shire covering the cost of electricity, which would be negligible.
- The Shire agreeing to access to the site for Crisp Wireless subject to reasonable notice being given.
- The Shire of Corrigin removing old and unused equipment and batteries from the site.
- A five year period, with possible extension.
- The ability to terminate the lease with notice period of three months.
- Crisp Wireless being responsible their own Workplace Health and Safety.
- Crisp Wireless being responsible to restore the site as far as practical to its original condition if the agreement is terminated.
- Crisp Wireless to provide evidence of \$20,000,000 public liability insurance cover.

COMMENT

The Shire of Corrigin has entered into a similar agreement with United Christian Broadcasters Australia for the installation of radio broadcasting equipment on the Telstra CDMA tower.

It is recommended that any agreement with Crisp Wireless be granted on the condition that existing facilities such as radio mast, Telstra and Optus reception and bush fire network are not adversely affected. Crisp Wireless would be asked to remove the equipment if any interference is encountered or problems occurred.

Telecommunications has been a significant issue for many years in the Corrigin area and the proposal from Crisp Wireless will provide additional options for internet and data that will benefit the local business and community members

A structural engineering assessment is recommended prior to installation of any new equipment on the radio tower.

STATUTORY ENVIRONMENT

Local Government Act 1995

3.58. Disposing of property

(1) In this section —

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

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

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

(a) the highest bidder at public auction; or

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

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

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

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

(a) the names of all other parties concerned; and

(b) the consideration to be received by the local government for the disposition; and

(c) the market value of the disposition —

(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

(5) This section does not apply to —

(a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or

(b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or

(c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or

(d) any other disposition that is excluded by regulations from the application of this section.

Local Government (Functions and General) Regulations

30. Dispositions of property excluded from Act s. 3.58

POLICY IMPLICATIONS

NIL

FINANCIAL IMPLICATIONS

Minor financial cost for advertising and preparation of a right to use agreement.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Economic

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

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
2.1	Support the diverse economy across the shire	2.1.4	Advocate for improved communications infrastructure within the district by lobbying stakeholders to meet the needs of the district, both residential and commercial, now and into the future

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That Council authorise the CEO to

1. *to obtain a market valuation for the right to use the bush fire tower in Corrigin.*
2. *to give local public notice of its intention to enter into an agreement with Crisp Wireless to install telecommunications equipment on the existing bushfire radio tower at Lot 625 on Deposited Plan 406791, 24 Larke Street Corrigin in accordance with section 3.58 of the Local Government Act 1995.*
3. *Subject to not receiving any submissions from the advertising process, delegates authority to the Chief Executive Officer to enter into an agreement on behalf of the Shire of Corrigin for the right to use the bush fire radio tower.*

8.2.4. PHASE 3 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE

Applicant:	Shire of Corrigin
Date:	02/022022
Reporting Officer:	Emma Shaw Administration Officer
Disclosure of Interest:	NIL
File Number:	FM.0269, GS.0123
Attachment Ref:	Attachment 8.2.4 – Rotary Park Concept Staging Plan

SUMMARY

This item seeks Council's endorsement of the preferred option for the Rotary Park Redevelopment project for the Local Roads and Community Infrastructure Program (LRCIP) Phase 3 grant.

BACKGROUND

In 2020 the Australian Government announced new funding for the Local Roads and Community Infrastructure Program (LRCI Program). The objective of the funding is to support local councils to deliver priority local road and community infrastructure projects, supporting jobs and the resilience of local economies to recover from the COVID-19 pandemic.

The concept design and the construction of phase 1 by Nature Play Solutions was endorsed by council in May 2021. Phase 1 included the sewage connection, new toilet block, entry statement piece and footpaths and picnic area surrounding the toilet block area. This phase is also being carried out in conjunction with the Regional Bike Network Project for the construction of a dual use access pathway between Lynch and Kunjin Street. Works for phase one are scheduled to be completed at the beginning of April 2022.

The Concept Plan and scope of works was costed into stages so council could proceed with the redeveloped stages as the funding became available. Local Roads and Community Infrastructure (LRCI) funding criteria met the objectives of the Rotary Park Redevelopment project. Council endorsed that the phase 3 of LRCI be allocated to Rotary Park in June 2021.

The Shire of Corrigin will need to seek revised quotes for the remaining phases of the Rotary Park Redevelopment to meet the detailed scope outlined in the Request for Quote since the quoted prices omitted items or included additional items that are not required

COMMENT

Nature Play Solutions have provided a design for stage two of the project which included a fun and interactive way for visitors to the park to be able to move from the car park to the main play space. This met the design brief that was provided to Nature Play Solutions however it was over the allocated budget/funding cost.

The Local Roads Community and Infrastructure funding program Phase 3 allocation is \$944,311. Council is requested to consider one of the following options to scale back the cost of the boardwalk crossing over the creek or to allocate extra funds to stage 2 of the redevelopment.

Option One:

The first option is to create a boardwalk that has a viewing platform as per the diagram below. The cost of this option would be \$240,036 bringing the stage 2 project cost to a total of \$956,479. This is \$12,168 over the budget/funding allocation and would require extra funds to be allocated in the budget.



Option Two:

The second option is to create a simplified boardwalk across the creek as a walkway only as per the diagram below. The cost of this option would be \$154,205, bringing the stage 2 project cost to a total of \$870,648. This is \$73,663 below the budget/funding allocation and would require extra additions to the project to bring the cost up to meeting the funding allocation.



Option Three:

This option allows the boardwalk across the creek as a walkway only as per option two and additionally adds the flying fox which was an independent section scheduled to be installed when funds were available. The combined cost of this option is \$249,941 bringing the total

cost of the main play space, boardwalk and flying fox area to \$966,384. This is \$22,073 over the budget/funding allocation and would require extra funds to be allocated in the budget.



It is recommended that Council endorse option three including the boardwalk and flying fox as it most closely

The Rotary Park Redevelopment aims to achieve the following objectives:

- Create an intergenerational recreational park improving the appearance, connectivity and street appeal of the area for the local community and for visitors, while encouraging further exploration of the town.
- A unique recreation and playground destination using innovative natural design to maximise the use of the large open space, outdoor play, recreation activities and exercise.
- Improved streetscape to invite visitors and locals to stop and utilise the park while encouraging exploration and patronage of local businesses and facilities in Corrigin.
- Improved connection with other recreation facilities such as Corrigin Recreation and Events Centre, Caravan Park, swimming pool and ovals.
- Improve parking space.
- Sustainable, low maintenance and water-wise garden landscape in keeping with the dry wheatbelt climate and showcasing local plant species and wildflowers in a contemporary setting.
- Disability access and enjoyment.
- Active and accessible places created for all people with a high degree of both real and perceived safety including subtle solar lighting throughout the park.

STATUTORY ENVIRONMENT

Local Government Act 1995 section 3.57 – Tenders for providing goods or services

Local Government (Functions and General) Regulations 1996 section 3.57 Part 4 – Provisions of Goods and Services, Division 2 – Tenders for Providing Goods and Services.

POLICY IMPLICATIONS

2.9 Purchasing Policy

Purchasing that exceeds \$250,000 in total value (excluding GST) must be put to public tender when it is determined that a regulatory tender exemption, as stated under 4.5 of this policy is not deemed to be suitable.

4.5 Tendering Exemptions

An exemption to publicly invite tenders may apply in the following instances:

- the purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program or State Government Common Use Arrangement.

FINANCIAL IMPLICATIONS

Expenditure is in accordance with the 2021/2022 Annual Budget.

Extra funds to a maximum of approximately \$25,000 may need to be allocated in the 2022/2023 budget to complete stage two of the project dependant on the option selected by council.

COMMUNITY AND STRATEGIC OBJECTIVES

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Environmental

An attractive natural and built environment for the benefit of current and future generations.

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
3.2	Parks, gardens, recreational and social spaces are safe and encourage active, engaged and healthy lifestyles	3.21	Manage and maintain the Council's parks, gardens and open space at appropriate service levels and standards.
		3.2.2	Redevelop Rotary Park and Hill Street open space

VOTING REQUIREMENT

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. *endorse option_____ as the preferred option for the main play space as part of the Rotary Park Redevelopment using Local Roads and Community Infrastructure funding.*
2. *Accepts the price submitted by Nature Play Solutions for the design and construction of the Rotary Park Redevelopment main play space at a total cost of \$966,384, excluding GST, based on the scope outlined in the RFQ 8-2021.*
3. *Delegates the formation of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entry to Contract.*

8.2.5. RECORDS DISASTER MANAGEMENT AND IT DISASTER PLANS

Applicant:	Shire of Corrigin
Date:	17/022022
Reporting Officer:	Emma Shaw Administration Officer
Disclosure of Interest:	NIL
File Number:	CM.0061
Attachment Ref:	Records Disaster Management Plan and IT Disaster Recovery Plan

SUMMARY

The Shire of Corrigin has reviewed and updated the Records Disaster Management Plan and implemented an Information Technology (IT) Disaster Recovery Plan. The plans captures key information about key contacts and processes to follow in the event of a natural disaster that will impact on hardcopy and digital records held within the Shire of Corrigin.

BACKGROUND

The Shire of Corrigin has never implemented an IT specific plan documenting what records are saved electronically and what IT infrastructure is located within the Shire of Corrigin administration office and the Depot. With the assistance from Wallis Computer Solutions the Shires contract IT provider, the plan has now been created so in the event of a disaster when the IT infrastructure is damaged or destroyed a process is in place to recover digital records and ensure business continuity within the Shire operations.

The Records Disaster Management Plan outlines the strategies an organisation should take to avoid potential risks to its records, and in the event of a disaster to minimise interruption to its business activities. The Plan was last reviewed in 2012 was outdated and contained irrelevant information pertaining to emergency contacts and recovery procedures.

COMMENT

Once adopted, both plans will be implemented and communicated to staff, and a process will be developed to test and evaluate the effectiveness and adequacy of the plans on a regular basis. The Record Keeping Plan must be reviewed every five years and is due in 2023. These plans will be included as an appendix to the Record Keeping Plan and in the event of a disaster all relevant plans are kept together for efficiency and will be utilised in conjunction with the Local Emergency Management Plan.

STATUTORY ENVIRONMENT

State Records Act 2000

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

Community and Strategic Objectives

Shire of Corrigin Strategic Community Plan 2021-2031 and Corporate Business Plan 2021-2025:

Objective: Governance and Leadership: Strong governance and leadership

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
4.5	Implement systems and processes that meet legislative and audit obligations.	4.5.1	Continual improvement in governance and operational policies and implementation.

VOTING REQUIREMENT

Simple Majority

OFFICER’S RECOMMENDATION

That council endorse the IT Disaster Recovery Plan and Records Disaster Management Plan as outlined in attachment 8.2.5.

8.3. WORKS AND SERVICES

9. CHIEF EXECUTIVE OFFICER REPORT

10. PRESIDENT'S REPORT

11. COUNCILLORS' QUESTIONS REPORTS, AND INFORMATION ITEM

**12. URGENT BUSINESS APPROVED BY THE PRESIDENT OR BY A DECIDED OF
THE COUNCIL**

13. INFORMATION BULLETIN

14. WALGA AND CENTRAL ZONE MOTIONS

15. NEXT MEETING

Ordinary Council Meeting on Tuesday 15 March 2022.

16. MEETING CLOSURE