

SHIRE OF



# AGENDA

ORDINARY COUNCIL MEETING

TUESDAY 15 October 2019

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*

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## Notice of Meeting

The next Ordinary Council Meeting for the Shire of Corrigin will be held on Tuesday 15 October 2019 in the Council Chambers, 9 Lynch Street, Corrigin  
Commencing at 3.00pm.

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## Order of Business

12.30pm	Lunch
1.00 pm	Discussion Forum
2.30pm	Life Membership presentation and Afternoon Tea
3.00 pm	Council Meeting
5.00pm	Refreshments

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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.*

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**1 DECLARATION OF OPENING**

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

**APOLOGIES**

NIL

**LEAVE OF ABSENCE**

NIL

**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 Fay Lipscombe (nee Abe) 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 17 September 2019 (Attachment 7.1.1).

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

*That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 17 September 2019 (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 CORRIGIN COMMUNITY RESOURCE CENTRE

Applicant:	Shire of Corrigin
Date:	3/10/2019
Reporting Officer:	Heather Ives, Coordinator, Community Services
Disclosure of Interest:	NIL
File Ref:	CS.0008
Attachment Ref:	NIL

#### **CORRIGIN CRC MONTHLY USAGE – SEPTEMBER 2019:**

CUSTOMER ACCESSING 'FEE FOR SERVICE' AND SALES					
SERVICES / FEES	MTHLY	FROM JULY 19	SALES	MTHLY	FROM JULY 19
Internet Use / Computer Use	7	25	Movie Club Fees	9	22
Photocopying / Printing / Faxing	24	83	Phonebook Sales	12	44
Laminating / Binding / Folding	5	24	Moments In Time Books	0	1
Sec. Services / Scans / CD Burning	7	21	Book Sales	1	2
Room Hire	10	31	Wrapping Paper / Postcard Sales	0	0
Equipment Hire	5	10	Polo Shirt / Eco Bag Sales	0	0
Training / Course Fees	7	12	Phone calls	0	0
Resource Centre Membership Fees	0	0	Sale of Assets	0	0
Exam Supervision	0	1			
Total:	65	207	Total:	22	69
<i>Monthly People through:</i>		87			
CUSTOMER ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICES	MTHLY	FROM JULY 19	SERVICE	MTHLY	FROM JULY 19
Phonebook Enquiries	4	10	Corrigin Toy Library	14	39
Tourism	80	146	Broadband for Seniors / Webinars	15	46
Government Access Point	0	38	General Enquires (Face/Email/Website)	111	330
Community Information	29	83	Corrigin Public Library	56	189
Conf. / Vid Conf. / Training	56	240	Corrigin Library eResources	74	181
University Exams	0	3			
Total:	169	520	Total:	270	785
<i>Monthly People through:</i>		439			

**TOTAL FOR THE MONTH OF SEPTEMBER: 526**

**COMMUNITY ECONOMIC / BUSINESS AND SOCIAL DEVELOPMENT BOOKINGS – SEPTEMBER 2019**

DESCRIPTION	NO'S	ROOM	GOVT. HOT OFFICE BOOKING (HO), COMMERCIAL BOOKING
Holyoak – Counselling Services	1	Professional Office	Commercial Booking
Tafe – Meeting	2	Video Conference Room	HO
SMYL – Community Services	1	Professional Office	Commercial Booking
NDIS – Workshops	14	Conference Room	Commercial Booking
Rural Traffic Services	10	Video Conference Room	Commercial Booking
Mia Davies MLA	6	Professional Office	HO
Movie Club – September	9	Conference Room	N/A
Forest Personnel	3	Professional Office	Commercial Booking
Holyoak – Counselling Services	3	Professional Office	Commercial Booking
Tafe – Meeting	2	Video Conferencing	Commercial Booking

**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	397	386	562	546	635	617	563	6485
2019-20	583	472	526										

**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 2018-2022:

**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:	8/10/2019
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 – September 2019

#### 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 September 2019 are provided as Attachment 8.1.2 – Accounts for Payment – September 2019.

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	14149 - 14197,		
		14202 - 14272	\$469,580.32	
	Cheque	020434 - 020445	\$31,074.61	
	Direct Debit	September 2019	\$25,913.35	
	Payroll	September 2019	\$119,300.31	<b>\$645,868.59</b>
Trust	EFT	14198 - 14201	\$1,390.35	
	Cheque	No Payments	\$0.00	
	Direct Debit	No Payments	\$0.00	<b>\$1,390.35</b>
Licensing Trust	EFT	No Payments	\$0.00	
	Direct Debit	September 2019	\$30,937.05	<b>\$30,937.05</b>
Edna Stevenson	Cheque	No Payments	\$0.00	<b>\$0.00</b>
<b>Total Payments for the Month of September 2019</b>				<b>\$678,195.99</b>

**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 – September 2019, the following information is provided on the last cheque or EFT number used.

<b>Bank Account</b>	<b>Payment Type</b>	<b>Last Number</b>	<b>First Number in report</b>
Municipal & Trust & Licensing Trust	EFT	EFT14148	EFT14149
Municipal	Cheque	020433	020434
Trust	Cheque	003390	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**

*Local Government (Financial Management) Regulations 1996*

**POLICY IMPLICATIONS**

Policy 2.10 – Purchasing Policy

**FINANCIAL IMPLICATIONS**

Expenditure in accordance with the 2019/2020 Annual Budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2018-2022:

**Objective: Leadership**

**Strong Governance and leadership**

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

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

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

*That Council reviews the list of accounts paid and acknowledges that payments totalling \$678,195.99 have been made during the month of September 2019.*

### 8.1.3 ACCOUNTS FOR PAYMENT – CREDIT CARDS

Applicant:	Shire of Corrigin
Date:	8/10/2019
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 30 Jul 2019 to 28 Aug 2019.

#### 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 2.9 – Purchasing Policy  
Policy 2.16 - Corporate Credit Cards

#### FINANCIAL IMPLICATIONS

Expenditure in accordance with the 2019/2020 Annual Budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2018-2022:

**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 for the period 30 Jul 2019 to 28 Aug 2019 for \$208.60.*

### 8.1.4 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	8/10/2019
Reporting Officer:	Kylie Caley, Deputy Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.4 – Monthly Financial Report – September 2019

#### **SUMMARY**

This report provides Council with the monthly financial report for the month ending 30 September 2019.

#### **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 2019/2020 Annual Budget.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2018-2022:

**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 September 2019 included as Attachment 8.1.4 as presented, along with notes of any material variances.*

## 8.2 GOVERNANCE AND COMPLIANCE

### 8.2.1 SPECIAL MEETING – ELECTION OF PRESIDENT, DEPUTY PRESIDENT AND APPOINTMENT TO COMMITTEES

Applicant:	Shire of Corrigin
Date:	9/09/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	GOV.0024
Attachment Ref:	NIL

#### SUMMARY

Council is to consider holding a Special Meeting of Council to elect Councillors to the positions of Shire President, Deputy Shire President and to appoint Councillors to committees.

#### BACKGROUND

*The Local Government Administration Regulations 1996* require that Council provide public notice of all meeting dates, place and starting times to facilitate attendance or participation in Council Meetings. At the December 2018 Ordinary Meeting the following meeting schedule was adopted.

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

This adopted and advertised schedule of Council meetings did not allow for a Special Meeting to elect Councillors to the positions of Shire President, Deputy Shire President and to appoint Councillors to committees following the local government elections.

#### COMMENT

The term of the three Councillor positions expires on the day of the local government elections on Saturday 19th October 2019. The terms of the President and Deputy President also expire on this day.

The next scheduled meeting after the Council election will be the November Ordinary Meeting to be held on Tuesday 19 November 2019. It is proposed to hold a Special Meeting of Council at 6.00pm on Monday 21 October 2019 at the Shire of Corrigin Council Chambers to conduct the election of Councillors to the positions of Shire President, Deputy Shire President and to appoint Councillors to committees.

Prior to the meeting, a ceremony to swear in the one successfully elected candidate would be held 5.30pm on Monday 21 October 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

## 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 2018-2022:

**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 hold a Special Meeting of Council on Monday 21 October 2019 at 6.00pm at the Shire of Corrigin Council Chambers to conduct the election of Councillors to the positions of Shire President, Deputy Shire President and to appoint Councillors to committees.*

**8.2.2 DEVELOPMENT APPLICATION – PROPOSED WORKERS ACCOMMODATION ON LOT  
23390 RIGBY ROAD, BULYEE**

Applicant:	Mrs Amy Lee
Landowners:	Mr Ivan Lee, Mrs Helen Lee & Mr Steven Lee
Location:	Lot 23390 Rigby Road, Bulyee (Note no street address number assigned)
Date:	9 October 2019
Reporting Officer:	Mr Joe Douglas – Consultant Town Planner (Exurban Rural & Regional Planning)
Disclosure of Interest:	No interest to disclose
File Number:	PA 05-2019
Attachment Reference:	Attachment 8.2.2 – Full Copy of Development Application Submitted

**SUMMARY**

This report recommends that Council grant conditional approval to a development application received from Mrs Amy Lee on behalf of Mr Ivan Lee, Mrs Helen Lee & Mr Steven Lee (Landowners) to place and use two (2) refurbished transportable buildings on Lot 23390 Rigby Road, Bulyee for farm worker accommodation purposes, including a number of associated improvements, as well as conversion and use of an existing single house on the land for general storage purposes associated with the continued use of the land for agricultural purposes.

**BACKGROUND**

The applicant is seeking Council's development approval to place and use two (2) refurbished transportable buildings on Lot 23390 Rigby Road, Bulyee for farm worker accommodation purposes including a number of associated improvements (i.e. on-site parking bays for workers' vehicles and a new effluent disposal system comprising septic tanks and leach drains). Under the terms of the application a total of four (4) people are proposed to be accommodated in the two (2) transportable buildings on a seasonal basis.

In addition, Council's development approval is required to convert the use of existing dwelling on the land to general storage purposes which is no longer used for farm worker accommodation purposes due to its age and poor state of repair. The old dwelling, which is located in the south-western segment of the land in close proximity to where the proposed new workers accommodation buildings will be sited, is proposed to be used for general storage associated with the continued use of the land for broadacre agricultural purposes (i.e. cropping and grazing).

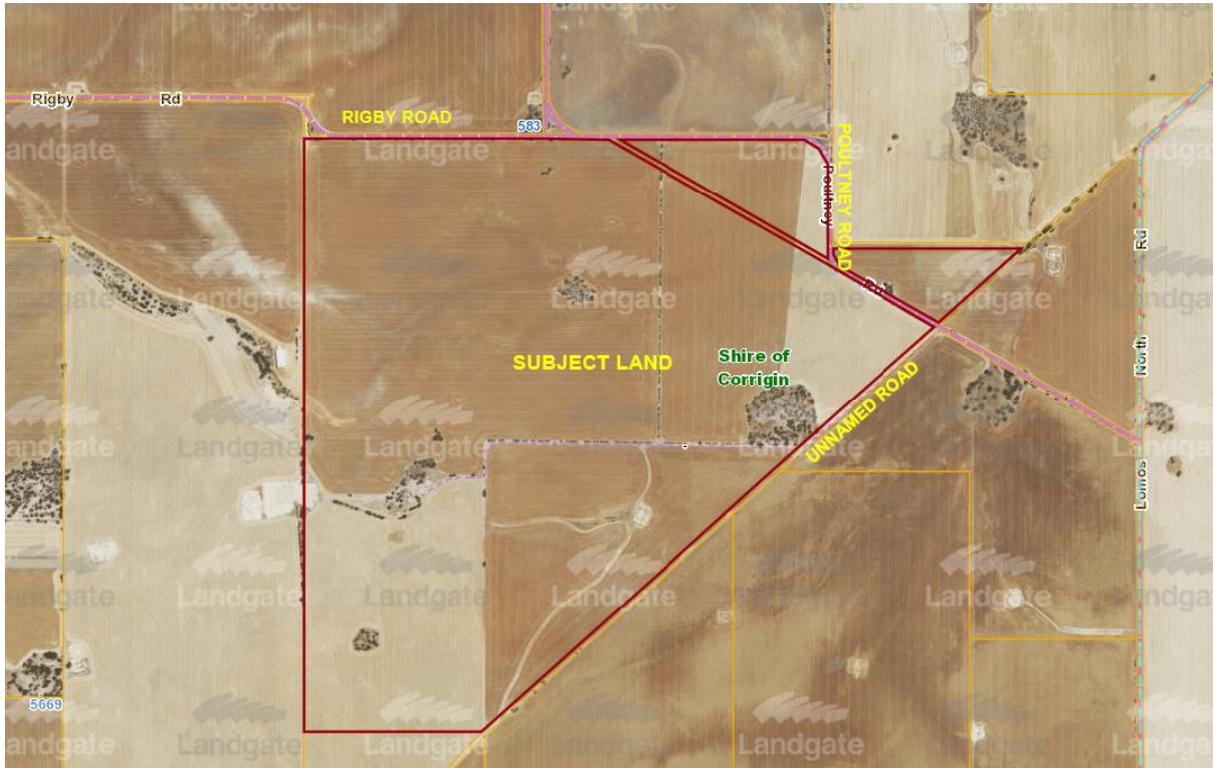
Full details of the application are provided in Attachment 8.2.2.

Lot 23390 is located approximately 29.5 kilometres west of the Corrigin townsite in the locality of Bulyee. The subject land is an irregular shaped lot comprising a total area of approximately 351.34 hectares and has direct frontage and access to Rigby Road along its northern boundary, Poultney Road along its north-eastern boundary and unnamed road reserve along its south-eastern boundary, all of which appear to have been constructed to a basic rural standard.

Lot 23390 is gently to moderately sloping from west to east with the natural ground level ranging from approximately 320 metres AHD in its south-western corner to 280 metres AHD in its eastern extremities. The land is predominantly cleared of all native vegetation with a few small stands remaining in various locations and has been extensively developed and used for

broadacre agricultural purposes (i.e. cropping and grazing) for many years.

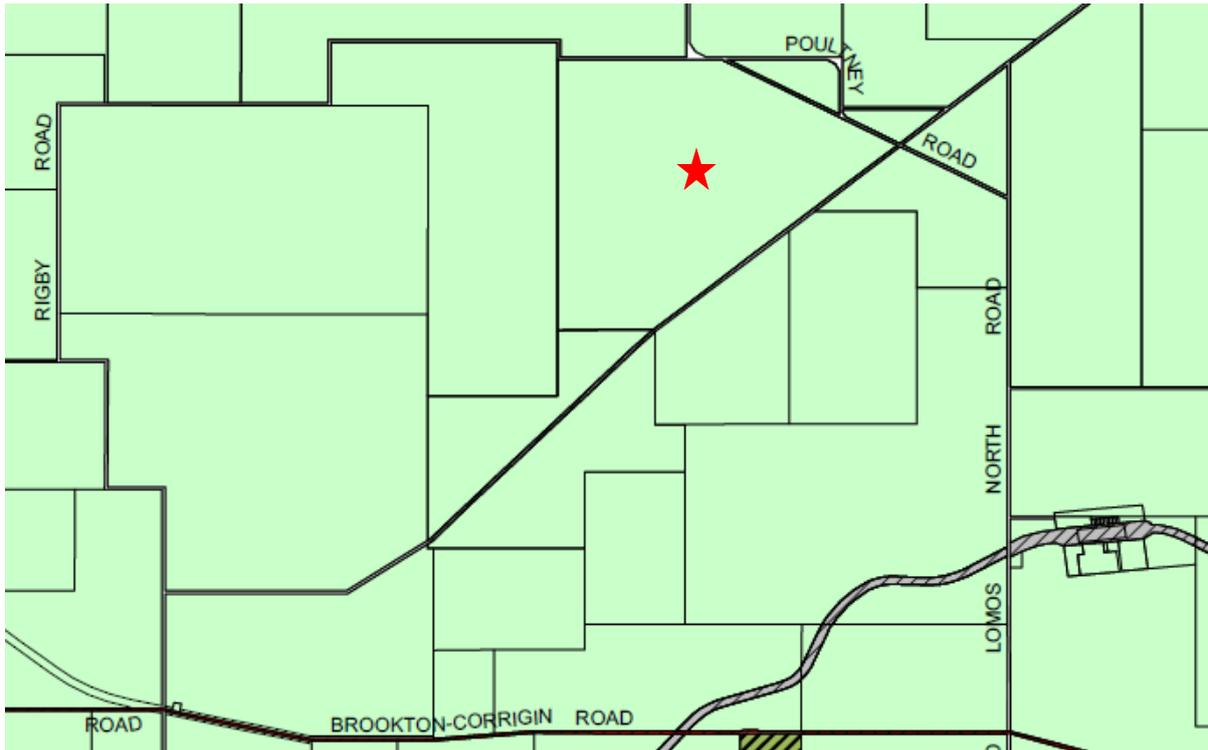
Existing adjoining and other nearby land uses are also rural in nature comprising broadacre agricultural activities on larger sized lots.



Location & Lot Configuration Plan (Source: Landgate)

**COMMENT**

Lot 23390 is classified 'Rural' zone under the Shire of Corrigin Local Planning Scheme No.2 (LPS2).



Current Zoning Plan (Source: Shire of Corrigin Local Planning Scheme No.2)

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

- i) To ensure that a right of vehicular access unfettered as to time, place and circumstance exists to any land which is the subject of any application for development approval;
- ii) To ensure the preservation of the rural character and rural appearance of land within the zone;
- iii) To protect the economic viability of Rural zoned land via support only for subdivision or re-subdivision which enables the retention or promotion of lot or location sizes, which relate to the general farming activity in any particular locality of the Scheme Area;
- iv) To preserve and protect the natural undeveloped land areas throughout the zone and to provide for the planting of trees and other suitable vegetation via the imposition of conditions on any development approval issued, in order to assist in balancing the greenhouse effect, provide shade, prevent erosion, reduce salinity and provide habitats for native fauna;
- v) To ensure that natural drainage patterns/catchments throughout the Scheme Area are paid regard to via the appropriate location of man-made drainage/contour bank networks which will require the development approval of the local government prior to construction; and
- vi) The construction of no more than one single dwelling house on any lot or location, unless the local government grants its development approval for additional farm manager or employee accommodation.

The use class 'workers accommodation' or 'workforce accommodation' is not expressly listed in the Zoning Table of LPS2 and must therefore be considered and determined in accordance with clause 18(4) of that scheme. As such Council must firstly determine whether the proposed use of Lot 23390 for this purpose is:

- a) consistent with the objectives of the 'Rural' zone and is therefore a use that may be

- permitted in this zone subject to conditions imposed by the local government; or
- b) may be consistent with the objectives of the 'Rural' zone and advertise the application for public comment for a minimum required period of fourteen (14) days; or
  - c) not consistent with the objectives of the 'Rural' zone and is therefore not permitted in this zone.

Having regard for:

- i) the nature of the proposed development and use and it's likely limited impact on the character and amenity of the immediate locality;
- ii) the fact such use has previously been conducted on the land with no record of any formal complaints having been received by the Shire; and
- iii) Council's stated objective in LPS2 that workers accommodation for farm management purposes may be permitted and approved at the discretion of Council (i.e. such development and usage is contemplated on 'Rural' zoned land),

it is contended the proposal is consistent with the objectives of the land's current 'Rural' zoning classification and is therefore a use that may be permitted within the zone subject to any conditions Council considers appropriate.

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*. This assessment has confirmed the proposal is compliant with the following relevant requirements:

- Land capability and land use compatibility;
- Minimum required lot size;
- Lot boundary setbacks;
- Building height and privacy;
- Preservation of the rural character and amenity including appearance of second-hand buildings;
- Preservation of natural environmental features, drainage patterns and catchments;
- Vehicle access and parking;
- Essential services; and
- Bushfire, flood risk and stormwater drainage management.

In considering whether or not to exercise discretion and approve the application Council should note the following key points:

- i) Clearing of Native Vegetation – The application proposes the removal of two (2) medium-to-large sized trees in the area where the proposed farm worker accommodation buildings are proposed to be sited on the land. Clause 31(18)(2) of LPS2 expressly states that when considering a development proposal in any zone within the Shire's municipal district Council may at its discretion require the preservation and/or planting of flora as a condition of development approval to realise the following benefits:
  - Rehabilitation of 'Rural' zoned land;
  - Reduction of soil salinity;
  - Reduction of erosion;
  - Provision of habitats for native fauna;
  - Provision of aesthetic pleasure;
  - Reduction of roadside noise; and
  - Visual amenity of the locality.

In this particular instance it is considered unnecessary to require the preservation and/or planting of flora as a condition of any development approval issued given:

- a) the current and future continued use of the land for broadacre agricultural purposes which requires significant cleared areas to remain commercially viable;
  - b) the land does not appear to be in need of rehabilitation and is not suffering from any form of degradation including soil salinity or erosion (i.e. the land is being managed appropriately to minimise any negative environmental impacts); and
  - c) a significant proportion of the existing vegetation on the land where the farm worker accommodation buildings are proposed to be sited will be retained for its environmental and aesthetic values.
- ii) Landscaping - Table 3 in LPS2 expressly states that the provision of landscaping in support of any new development on land classified 'Rural' zoned within the Shire's municipal district is at the discretion of Council having regard for the circumstances of each case. In this particular instance it is considered the provision of any formal landscaping is unnecessary as it will not generate any immediate benefits given the location of the proposed development on the land and the fact the majority of existing native vegetation where the farm worker accommodation buildings are proposed to be sited will be retained for environmental and aesthetic purposes.
- iii) Vehicle Parking & Access - Table 3 in LPS2 expressly states that the provision of on-site parking in support of any new development on land classified 'Rural' zoned within the Shire's municipal district is at the discretion of Council having regard for the circumstances of each case.

Under the terms of the application a total of two (2) parking bays are proposed to be provided adjacent to the farm worker accommodation buildings to accommodate the seasonal parking demand likely to be generated with additional open areas available surrounding the buildings to accommodate more light vehicle parking if required.

All access to the proposed new parking bays will be via existing unsealed internal driveways that lead directly to the local road network with the exception of an existing driveway through the adjoining Lot 18651 located immediately west which is currently in the same ownership as the subject land. Whilst access to the proposed development on Lot 23390 via the adjoining Lot 18651 is acceptable whilst both lots remain in the same ownership, there is a need to consider and address the potential implications of any future sale of one or both of these lots to another separate party or parties in terms of future access to avoid any legal disputes between the relevant owners, including claims of trespass, and restrictions to any further access. It is therefore recommended a suitable condition be imposed on any development approval issued to ensure suitable access to the proposed farm worker accommodation buildings on Lot 23390 is maintained in perpetuity in the event of a change of ownership of those lots through which access is obtained.

Given all of the above it is concluded the proposed vehicle parking and access arrangements to the proposed farm worker accommodation buildings on Lot 23390 are acceptable and manageable and may therefore be supported and approved by Council subject to the imposition of a suitable condition regarding vehicle access arrangements in the event of any future sale of Lot 18651 or 23390 to another separate party or parties.

- iv) Water Supply – As the subject land is not served by a reticulated water supply from a licensed service provider, any future proposed residential-type development on the land must be served by a suitable capacity water supply tank for domestic consumption purposes.

Under the terms of the application the proposed farm worker accommodation buildings will be served by a potable water supply for domestic consumption purposes using

existing rainwater tanks in close proximity to the proposed buildings with a total combined storage capacity of approximately 90,000 litres. Having regard for the guidance provided in the Western Australian Planning Commission's *Rural Planning Guidelines 2016* it is concluded the proposal is fully compliant in relation to the relevant water supply requirements and may therefore be supported and approved by Council.

In light of the above findings it is concluded the proposal for Lot 23390 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 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 including the proposed variations described above.

### **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 2.5 – Rural Planning

### **FINANCIAL IMPLICATIONS**

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

### **COMMUNITY & STRATEGIC IMPLICATIONS**

The proposal for Lot 23390 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.*

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICER'S RECOMMENDATION**

*That Council:*

1. **Determine** that the placement and use two (2) refurbished transportable buildings on Lot 23390 Rigby Road, Bulyee for farm worker accommodation purposes including a number of associated improvements is consistent with the objectives of the land's current 'Rural' zoning classification in the Shire of Corrigin Local Planning Scheme No.2 and may therefore be permitted in the zone; and
2. **APPROVE** the development application submitted by Mrs Amy Lee on behalf of Mr Ivan Lee, Mrs Helen Lee & Mr Steven Lee (Landowners) to place and use two (2) refurbished transportable buildings on Lot 23390 Rigby Road, Bulyee for farm worker accommodation purposes, including a number of associated improvements, as well as conversion and use of an existing single house on the land for general storage purposes associated with the continued use of the land for agricultural purposes 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 dated 2 September 2019 subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.*
2. *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.*
3. *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.*
4. *Any external defects on the proposed second-hand transportable farm worker accommodation buildings shall be rectified within one hundred and twenty (120) days of the buildings being positioned on the land including any external painting that may be required.*
5. *The sub-floor area of the proposed farm worker accommodation buildings shall be enclosed with brick, stone, vermin proof battens or other means acceptable to the Shire's Chief Executive Officer within one hundred and twenty (120) days of the buildings being positioned on the land.*
6. *The proposed farm worker accommodation buildings shall be provided with an adequate on-site effluent disposal system as determined by the Shire's Environmental Health Officer or Executive Director of Public Health with all such work to be undertaken to the specifications and satisfaction of the Shire's Chief Executive Officer or Executive Director of Public Health prior to their occupation and use.*
7. *The proposed farm worker accommodation buildings shall be provided with a potable water supply service comprising on-site water tank/s with a minimum combined storage capacity of 90,000 litres for domestic consumption purposes prior to their occupation and use.*
8. *The proposed farm worker accommodation buildings shall be provided with a suitable capacity electricity supply service to the specifications of the relevant service provider prior to their occupation and use.*
9. *All stormwater drainage generated by the proposed farm worker accommodation buildings shall be contained and managed on-site to the specifications and satisfaction of the Shire's Chief Executive Officer.*
10. *In the event of any future possible sale of Lot 23390 or the adjoining Lot 18651 on Deposited Plan 83979 to another party, all access to / from Lot 23390 shall be via the unnamed road along the land's south-eastern boundary or a new suitable width internal driveway to / from Rigby or Poultney Roads to be approved by Council prior to construction unless a suitable right-of-carriageway easement is prepared and registered on the certificate of title of both lots at the landowners' cost to ensure access to/from Lot 23390 via the adjoining Lot 18651 to/from Rigby Road is maintained in perpetuity.*

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. *An 'Application to Construct or Install an Apparatus for the Treatment of Sewage' prepared pursuant to the specific requirements of the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 must be prepared and submitted to the Shire of Corrigin or the Executive Director of Public Health for consideration and determination prior to preparation and lodgement of a building permit application. Confirmation of the relevant requirements in this regard can be obtained by contacting the Shire's Environmental Health Officer.*
4. *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.*
5. *The proposed second-hand transportable farm worker accommodation buildings 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 permit application.*
6. *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.*
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/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.*

**8.2.3 DEVELOPMENT APPLICATION – PROPOSED NEW TRANSPORTABLE SINGLE HOUSE ON LOT 5 (NO.275) DRY WELL ROAD, CORRIGIN**

Applicant:	Murray River North Pty Ltd T/As TR Homes
Landowners:	Mr MJ & Ms RK Ferrari and Wandilla Superannuation Pty Ltd
Location:	Lot 5 (No.275) Dry Well Road, Corrigin
Date:	9 October 2019
Reporting Officer:	Mr Joe Douglas – Consultant Town Planner (Exurban Rural & Regional Planning)
Disclosure of Interest:	No interest to disclose
File Number:	PA 06-2019
Attachment Reference:	Attachment 8.2.3 –Full Copy of Development Application Submitted

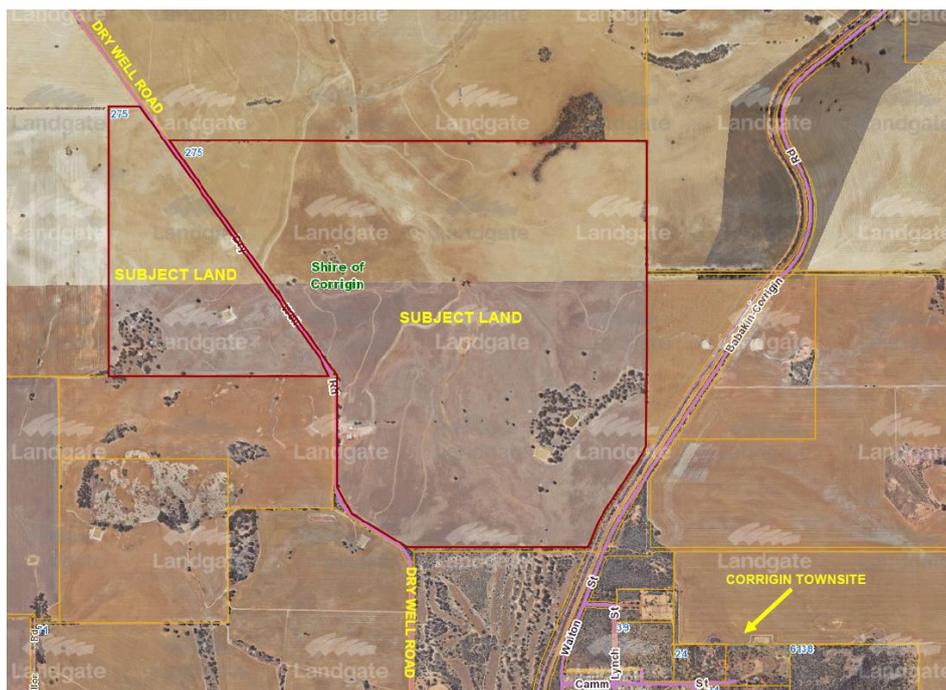
**SUMMARY**

This report recommends that Council grant conditional approval to a development application received from Murray River North Pty Ltd T/As TR Homes on behalf of the current landowners for the placement and use of a proposed new 372.31m<sup>2</sup> transportable single house on Lot 5 (No.275) Dry Well Road, Corrigin including a number of associated improvements.

**BACKGROUND**

The applicant is seeking Council’s development approval for the placement and use of a proposed new 372.31m<sup>2</sup> transportable single house on Lot 5 (No.275) Dry Well Road, Corrigin including a number of associated improvements to support the continued use of the land for broadacre agricultural purposes (i.e. cropping & grazing).

Lot 5 is located immediately north of the Corrigin townsite and has direct frontage and access to Dry Well Road, a sealed and drained local road under the care, control and management of the Shire which physically divides the land into two (2) distinct separate parts. It is significant to note the proposed dwelling will be located in the western segment of the land comprising a small stand of native remnant vegetation that has previously been developed and used for single residential purposes.



Location & Lot Configuration Plan (Source: Landgate)

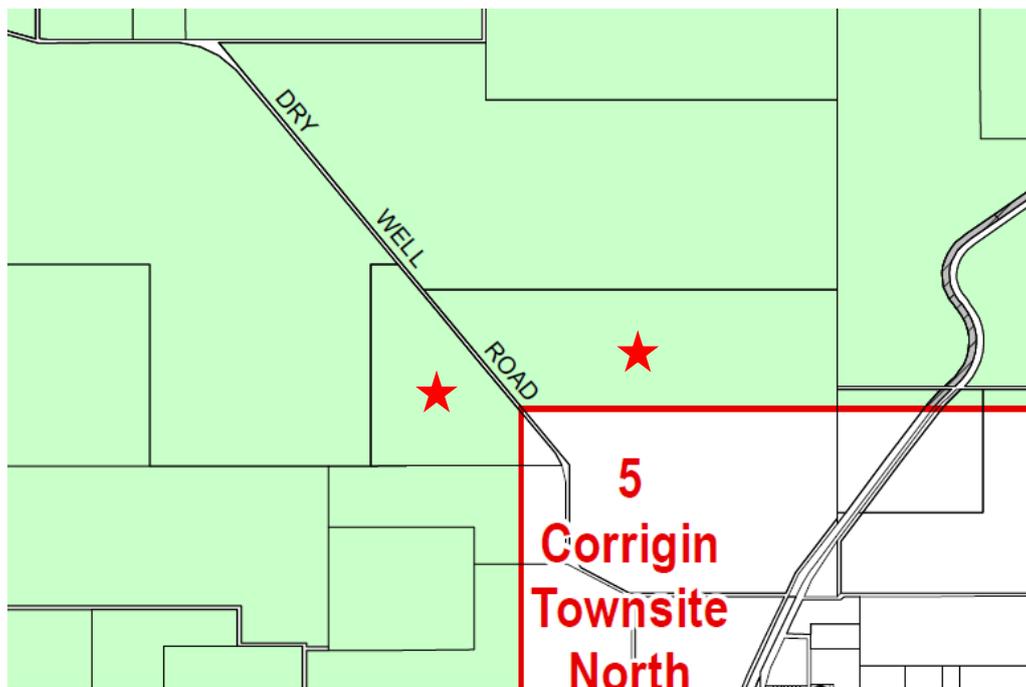
Lot 5 comprises a total combined area of approximately 408.89 hectares and is gently sloping from north to south with the natural ground level ranging from approximately 330 metres AHD in its northern parts to 305 metres AHD in its southern extremities. The land is predominantly cleared of all native vegetation with a few small stands remaining in various locations and has been extensively developed and used for broadacre agricultural purposes (i.e. cropping and grazing) for many years. It is understood an older-style single house has recently been demolished in the same general area where the proposed new transportable dwelling will be sited and contains an existing approved storage shed which will be retained and continue to be used for general storage purposes.

Existing adjoining and other nearby land uses are predominantly rural in nature comprising broadacre agricultural activities on larger sized lots. By virtue of the land's location immediately north of the Corrigin townsite, it also abuts the town's public golf course, cemetery and other land set aside for environmental conservation, public recreational and railway purposes.

Full details of the application are provided in Attachment 8.2.3.

## COMMENT

Lot 5 is classified 'Rural' zone under the Shire of Corrigin Local Planning Scheme No.2 (LPS2).



Current Zoning Plan (Source: Shire of Corrigin Local Planning Scheme No.2)

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

- i) To ensure that a right of vehicular access unfettered as to time, place and circumstance exists to any land which is the subject of any application for development approval;
- ii) To ensure the preservation of the rural character and rural appearance of land within the zone;
- iii) To protect the economic viability of Rural zoned land via support only for subdivision or re-subdivision which enables the retention or promotion of lot or location sizes, which relate to the general farming activity in any particular locality of the Scheme Area;

- iv) To preserve and protect the natural undeveloped land areas throughout the zone and to provide for the planting of trees and other suitable vegetation via the imposition of conditions on any development approval issued, in order to assist in balancing the greenhouse effect, provide shade, prevent erosion, reduce salinity and provide habitats for native fauna;
- v) To ensure that natural drainage patterns/catchments throughout the Scheme Area are paid regard to via the appropriate location of man-made drainage/contour bank networks which will require the development approval of the local government prior to construction; and
- vi) The construction of no more than one single dwelling house on any lot or location, unless the local government grants its development approval for additional farm manager or employee accommodation.

The development of a single dwelling house on any land classified 'Rural' zone is listed in the Zoning Table of LPS2 as being a permitted (i.e. 'P') use subject to compliance with the specific standards and requirements of that scheme. In this particular instance Council's development approval is required due to the need for Council to exercise discretion in relation to the proposed vegetation clearing works for bushfire management purposes, landscaping, vehicle parking including associated access arrangements and the provision of a suitable potable water supply for domestic consumption and firefighting purposes.

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*. This assessment has confirmed the proposal is compliant or capable of compliance with the following relevant requirements:

- Land capability and land use compatibility;
- Minimum required lot size;
- Lot boundary setbacks;
- Building height and privacy;
- Preservation of the rural character and amenity including appearance of buildings;
- Preservation of natural environmental features, drainage patterns and catchments;
- Vehicle access and parking;
- Essential services; and
- Bushfire, flood risk and stormwater drainage management.

In considering whether or not to exercise discretion and approve the application Council should note the following key points:

- i) Clearing of Native Vegetation - An asset protection zone comprising a radius of 25 metres around the periphery of the proposed new single house on the land is required to be provided pursuant to the recommendations contained in the Bushfire Attack Level (BAL) assessment submitted in support of the development application to achieve a recommended bushfire risk rating of BAL-19 (i.e. moderate risk of ember attack and burning debris ignited by wind-borne embers and a likelihood of exposure to radiant heat).

In order to achieve the recommended BAL rating a small amount of native vegetation is required to be cleared where the new dwelling is proposed to be sited. It is understood the vegetation to be cleared has not been identified as being of regional environmental significance. Furthermore it is understood that a clearing permit approval is not required from the Department of Water and Environmental Regulation as clearing to accommodate a single house is listed in the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004* as being exempt from the need for a clearing permit approval.

Clause 31(18)(2) of LPS2 expressly states that when considering a development proposal in any zone within the Shire's municipal district Council may at its discretion require the preservation and/or planting of flora as a condition of development approval to realise the following benefits:

- Rehabilitation of 'Rural' zoned land;
- Reduction of soil salinity;
- Reduction of erosion;
- Provision of habitats for native fauna;
- Provision of aesthetic pleasure;
- Reduction of roadside noise; and
- Visual amenity of the locality.

In this particular instance it is considered unnecessary to require the preservation and/or planting of flora as a condition of any development approval issued given:

- a) the current and future continued use of the land for broadacre agricultural purposes which requires significant cleared areas to remain commercially viable;
  - b) the land does not appear to be in need of rehabilitation and is not suffering from any form of degradation including soil salinity or erosion (i.e. the land is being managed appropriately to minimise any negative environmental impacts); and
  - c) a significant proportion of the existing vegetation on the land where the new house is proposed to be sited will be retained for its environmental and aesthetic values.
- ii) Landscaping - Table 3 in LPS2 expressly states that the provision of landscaping in support of any new development on land classified 'Rural' zoned within the Shire's municipal district is at the discretion of Council having regard for the circumstances of each case. In this particular instance it is considered the provision of any formal landscaping is unnecessary as it will not generate any immediate benefits given the location of the proposed development on the land and the fact the majority of existing native vegetation where the new dwelling is proposed to be sited will be retained for environmental and aesthetic purposes;
- iii) Vehicle Parking & Access - Table 3 in LPS2 expressly states that the provision of on-site parking in support of any new development on land classified 'Rural' zoned within the Shire's municipal district is at the discretion of Council having regard for the circumstances of each case.

Under the terms of the application a carport capable of accommodating two (2) light vehicles will be attached to and form part of the proposed dwelling with sufficient area available adjacent to the dwelling to accommodate any additional parking demand likely to be generated.

Furthermore it should be noted all vehicle access to / from the land will be via an internal driveway which is proposed to be upgraded to ensure compliance with the specific requirements of the *Guidelines for Planning in Bushfire Prone Areas 2017* as they apply specifically to vehicle access for any development located within a designated bushfire prone area.

Given all of the above it is concluded the proposed vehicle parking and access arrangements to the proposed new dwelling on the land are acceptable and may therefore be supported and approved by Council.

- iv) Water Supply – As the subject land is not served by a reticulated water supply from a licensed service provider any future proposed residential development on the land must be served by a suitable capacity water supply tank for domestic consumption purposes. In addition, a static water supply comprising a minimum volume of 10,000 litres is also required for firefighting purposes to ensure compliance with the specific requirements of

the *Guidelines for Planning in Bushfire Prone Areas 2017*.

Under the terms of the application a water supply tank comprising a total storage capacity of 120,000 litres is proposed to be provided in close proximity to the proposed new dwelling for both domestic consumption and firefighting purposes. Having regard for the guidance provided in the Western Australian Planning Commission's *Rural Planning Guidelines 2016* and *Guidelines for Planning in Bushfire Prone Areas 2017*, it is concluded the proposal is fully compliant in relation to the relevant water supply requirements and may therefore be supported and approved by Council.

In light of the above findings it is concluded the proposal for Lot 5 is generally consistent with the objectives of the land's current 'Rural' zoning classification as well as the majority of standards and requirements prescribed in LPS2 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 including the proposed variations described above.

#### **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 2.5 – Rural Planning
- State Planning Policy 3.7 – Planning in Bushfire Prone Areas

#### **FINANCIAL IMPLICATIONS**

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

#### **COMMUNITY & STRATEGIC IMPLICATIONS**

The proposal for Lot 5 is considered to be consistent with the following stated objective and outcome 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.*

#### **VOTING REQUIREMENT**

Simple Majority

## **OFFICER'S RECOMMENDATION**

That Council resolve to **approve** the development application submitted by Murray River North Pty Ltd T/As TR Homes on behalf of Mr MJ & Ms RK Ferrari and Wandilla Superannuation Pty Ltd for the placement and use of a proposed new 372.31m<sup>2</sup> transportable single house on Lot 5 (No.275) Dry Well Road, Corrigin including a number of associated improvements subject to the following conditions and advice notes:

### Conditions

1. The proposed development shall be undertaken in a manner consistent with all the information submitted in support of the application including the final amended plans dated 23 September 2019 subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
2. 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.
3. 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.
4. The proposed transportable single house shall be provided with an adequate on-site effluent disposal system as determined by the Shire's Environmental Health Officer or Executive Director of Public Health with all such work to be undertaken to the specifications and satisfaction of the Shire's Chief Executive Officer or Executive Director of Public Health prior to its occupation and use.
5. The proposed transportable single house shall be provided with a suitable capacity electricity supply service to the specifications of the relevant service provider prior to its occupation and use.
6. The proposed transportable single house shall be provided with a potable water supply service comprising an on-site water tank with a minimum storage capacity of 120,000 litres and suitable couplings for domestic consumption and firefighting purposes prior to its occupation and use.
7. All stormwater drainage generated by the proposed development shall be contained and managed on-site to the specifications and satisfaction of the Shire's Chief Executive Officer.
8. All land within twenty five (25) metres of the proposed transportable single house shall be set aside and maintained as an asset protection zone for the life of the development to help guard against any future potential bushfire risk. The asset protection zone should be created prior to occupation and use of the proposed dwelling and maintained in accordance with the following standards:
  - i) Fences within the APZ shall be constructed using non-combustible materials (e.g. iron, brick, limestone, metal post and wire). It is recommended that solid or slatted non-combustible perimeter fences are used;
  - ii) Combustible objects must not be located / stored within 10 metres of any building/s or close to any vulnerable parts of any building/s (i.e. windows and doors);
  - iii) Fine Fuel loads: combustible dead vegetation matter less than 6 millimetres in thickness shall be reduced to and maintained at an average of two tonnes per hectare.
  - iv) Trees greater than 5 metres in height: trunks at maturity should be a minimum distance of 6 metres from all elevations of the building/s, branches at maturity should not touch or overhang the building/s, lower branches should be removed to a height

of 2 metres above the ground and or surface vegetation, canopy cover should be less than 15% with tree canopies at maturity well spread to at least 5 metres apart as to not form a continuous canopy;

- v) Shrubs 0.5 metres to 5 metres in height should not be located under trees or within 3 metres of building/s, should not be planted in clumps greater than 5m<sup>2</sup> in area, clumps of shrubs should be separated from each other and any exposed window or door by at least 10 metres. Shrubs greater than 5 metres in height are to be treated as trees;
- vi) Ground covers less than 0.5 metres in height can be planted under trees but must be properly maintained to remove dead plant material and any parts within 2 metres of any structure, but 3 metres from windows or doors if greater than 100 millimetres in height. Ground covers greater than 0.5 metres in height are to be treated as shrubs; and
- vii) Grass should be managed to maintain a height of 100 millimetres or less.

#### 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. An 'Application to Construct or Install an Apparatus for the Treatment of Sewage' prepared pursuant to the specific requirements of the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 must be prepared and submitted to the Shire of Corrigin or the Executive Director of Public Health for consideration and determination prior to preparation and lodgement of a building permit application. Confirmation of the relevant requirements in this regard can be obtained by contacting the Shire's Environmental Health Officer.
4. 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.
5. The proposed transportable single house 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.
6. The applicant/landowners are 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.
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/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.

### 8.2.4 DUAL FIRE CONTROL OFFICERS 2019/2020

Applicant:	Shire of Quairading
Date:	8/10/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	ES.0001
Attachment Ref:	NIL

#### **SUMMARY**

The Shire of Quairading has requested the Shire of Corrigin appoint Dual Fire Control Officers for the 2019/2020 bush fire season.

#### **BACKGROUND**

The Shire of Corrigin has received a letter from the Shire of Quairading requesting the following people be appointed as Dual Fire Control Officers in the Shire of Corrigin for the 2019/2020 bush fire season:

Shire of Quairading:

- Mr Gregory Hughes

#### **COMMENT**

Fire Control Officers who adjoin neighbouring shires require the adjoining shires approval to act as a Dual Fire Control Officers.

#### **STATUTORY ENVIRONMENT**

*Bush Fires Act 1954*

#### **POLICY IMPLICATIONS**

NIL

#### **FINANCIAL IMPLICATIONS**

NIL

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2018-2022:

**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 legislative compliance		
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 appoint the following Dual Fire Control Officers in the Shire of Corrigin for the 2019/2020 bush fire season, subject to the officers obtaining the appropriate accreditation, further noting that Dual Fire Control Officers are not permitted to issue burning permits within the Shire of Corrigin:*

*Shire of Quairading:*

- *Mr Gregory Hughes*

## 8.2.5 REGISTER OF POLICIES REVIEW

Applicant:	Shire of Corrigin
Date:	9/10/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	CM.0059
Attachment Ref:	Attachment 8.2.5.1 – Register of Policies – review 2019 Attachment 8.2.5.2 – Road Maintenance and Hierarchy Policy Attachment 8.2.5.3 – Recognition of Service for Elected Members

### SUMMARY

This report relates to the review of Council's existing register of policies that was last reviewed and adopted by Council in October 2018.

### BACKGROUND

The register of policies is to be reviewed annually by the Office of the CEO and is to be put to Council for consideration and adoption.

### COMMENT

The objectives of the register of policies are:

- to provide Council with a formal written record of all policy decisions;
- to provide staff with precise guidelines in which to act in accordance with Council's wishes;
- to enable staff to act promptly in accordance with Council's requirements but without continual reference to Council;
- to enable Councillors to adequately handle enquiries from electors without undue reference to the staff or Council;
- to enable Council to maintain a continual review of Council policy decisions and to ensure they are in keeping with community expectations, current trends and circumstances; and
- to enable ratepayers to obtain immediate advice on matters of Council policy.

Attachment 8.2.5.1 shows track changes throughout the document to draw attention to any minor amendments that have been made to policies. A summary of the changes sought are referenced in the document control table at the beginning of the document.

**STATUTORY ENVIRONMENT**

Council’s role to determine the Local Government’s policies is defined in the Local Government Act, Section 2.7(2) (b):

Local Government Act 1995 – Section 2.7 Role of council

- “(1) The council —
- (a) governs the local government’s affairs; and
  - (b) is responsible for the performance of the local government’s functions.
- (2) Without limiting subsection (1), the council is to —
- (a) oversee the allocation of the local government’s finances and resources; and
  - (b) determine the local government’s policies.”

**POLICY IMPLICATIONS**

Review of Council’s register of policies. Some minor and some significant changes will be made to the document.

**FINANCIAL IMPLICATIONS**

NIL

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2018-2022:

**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.
4.1.3	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**

Absolute Majority

**OFFICER’S RECOMMENDATION**

*That Council*

- 1 *In accordance with Section 2.7(2)(b) of the Local Government Act 1995, adopt the amendments to policies as provided for in Attachment 8.2.5.1 – Register of Policies – review 2019 to become the new Shire of Corrigin Register of Policies.*
- 2 *Substitute the Road Maintenance and Hierarchy Policy for the existing Policy 11.3 Road Maintenance Policy.*
- 3 *That Council add a new policy 8.14 Recognition of Service for Elected Members to the Policy Manual.*

## 8.2.6 DRAFT COMMUNITY ENGAGEMENT POLICY

Applicant:	Shire of Corrigin
Date:	25/09/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	XX.0000
Attachment Ref:	Attachment 8.2.6 – Shire of Corrigin Community Engagement Policy

### SUMMARY

Council is requested to consider the Shire of Corrigin Draft Community Engagement Policy for the purpose of seeking public comment for a period of 30 days, with any submissions received being referred to Council for final consideration.

### BACKGROUND

The Shire does not have a current Community Engagement Policy.

The Integrated Planning and Reporting (IPR) Framework and Guidelines were introduced in Western Australia (WA) in 2010 as a part of the State Government's Local Government Reform Program. In 2018, the Department of Local Government, Sport and Cultural Industries (DLGSCI) gave the following overview of the IPR:

*Integrated planning and reporting gives local governments a framework for establishing local priorities and to link this information to operational functions. Three major parties are involved in the development of an integrated plan: the local government administration, the Council and the community. Each party has a unique role and responsibilities for effective and sustainable integrated planning and reporting, with the Local Government (Administration) Regulations 1996 requiring each local government to adopt a Strategic Community Plan and a Corporate Business Plan.*

*The Framework:*

- Recognises that planning for a local government is holistic in nature and driven by the community*
- Builds organisational and resource capability to meet community need*
- Optimises success by understanding the integration and interdependencies between the components, and*
- Emphasises performance monitoring so that local governments can adapt and respond to changes in community needs and the business environment.*

*The Framework and Guidelines provide a process to:*

- Ensure community input is explicitly and reliably generated*
- Provide the capacity for location-specific planning where appropriate*
- Update long term objectives with these inputs*
- Identify the resourcing required to deliver long-term objectives, and*
- Clearly convey long term financial implications and strategies”*

The 2016 Integrated Planning and Reporting Framework and Guidelines set out that:

*Community engagement plays a pivotal roles in the IPR Framework. If the local government has an existing engagement plan, it is expected that this will be applied in preparing for their IPR engagement process. Otherwise, it is expected that local governments will prepare a community engagement plan specifically for their IPR.*

The Department of Local Government defines community engagement as:

*The process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to provide input that enhances decision making processes on issues that may impact on their well-being or interests. It can be used as a key method for local government to navigate community priorities. It encompasses the way in which local government inform, consult, engage and empower activity by the community.*

The Draft Community Engagement Policy outlines the purpose, principles and approach to community engagement to be taken by the Shire of Corrigin when communicating and seeking feedback from community members. The Policy is underpinned by some key principles set out in the Shire's Community Strategic Plan 2017-2027. These principles will help in achieving the Shire's mission of providing leadership, direction and opportunities for the community involvement including:

- Respecting the points of view of individuals and groups;
- Building on existing community involvement; and
- Encouraging community leadership.

The policy will assist the Shire of Corrigin to make informed decisions which reflect the interests and concerns of people in our community and those impacted by those decisions.

These core values of community engagement include and understanding that:

1. people who are affected by a decision have a right to be involved in the decision-making process.
2. the public's contribution will influence the decision.
3. sustainable decisions recognise and communicate the needs and interests of all participants, including decision makers.
4. Community engagement seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
5. input from participants is sought in designing how they participate.
6. information is provided on how they need to participate in a meaningful way.

## **COMMENT**

Local governments are required to engage with their community when creating the ten year Strategic Community Plan. The community must also be consulted on such matters as local laws, differential rates, planning and other matters and aspirations that are relevant to the diverse needs of individuals within a community.

Local government is also bound by the numerous provisions of legislation which provides maximum forms of engagement and advertising requirements.

It is recommended that Council endorse the draft Community Engagement Policy to provide Council and staff with guidance and clarification of the expectations when communicating and consulting with the community and stakeholders prior to making important decisions that will impact them.

**STATUTORY ENVIRONMENT**

*Integrated Planning and Reporting guidelines*

**POLICY IMPLICATIONS**

New policy

**FINANCIAL IMPLICATIONS**

Council will be required to consider the potential costs of encouraging and supporting a broader range of community engagement activities, methods and techniques as part of its annual budget process. Examples of engagement methods the Shire may use are outlined in a matrix within the Draft Community Engagement Policy. Delivery of community engagement beyond legally required levels will depend on the decisions to be made (or project or service to be delivered), the community’s interest to participate, the need for Council to understand the community’s view, and the opportunity for the community to influence the decisions.

Social media and advances generally in technology have made it easier and more cost-effective for governments to engage with their communities.

The engagement activities will need to be suited to the local community; the issue or topic, and within the resources of the local government to undertake. The Shire of Corrigin will endeavour to use low cost, creativity and innovative techniques to entice the community to participate.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2018-2022:

**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.
		4.1.1.3	Develop and implement a community engagement strategy including community surveys, community reference groups and council representation on strategic community groups.

**VOTING REQUIREMENT**

Simple Majority

**OFFICER’S RECOMMENDATION**

*That Council endorse the draft Community Engagement Policy and advertise the document for the purpose of seeking public comment for a minimum period of 30 days, with any submissions received being referred to Council for final consideration.*

## 8.3 WORKS AND SERVICES

### 8.3.1 ACCEPTANCE OF BITUMEN REQUEST FOR QUOTE

Applicant:	Shire of Corrigin
Date:	8/10/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0020
Attachment Ref:	Confidential Attachment RFQ VP160790- Supply and Lay of Bitumen Products including Aggregate 2019/20

#### SUMMARY

This item seeks to advise Council of the submissions received in relation to the request for quote to supply and lay bitumen products including aggregate as outlined in the 2019/20 budget and recommends the contract be awarded to the quote that represents the best value for money.

#### BACKGROUND

Council has made allowance in the 2019/20 budget for bitumen sealing works in accordance with the road works program. The budgeted value of the work required to be completed by external contractors exceeded the \$150,000 expenditure threshold and therefore it was necessary to call for tenders or seek quotes from the WA Local Government Association (WALGA) Preferred Supplier Panel using the eQuote portal, in order to comply with the Local Government statutory requirements. A tender exemption applies to all Preferred Supplier Contracts.

A Request for Quote (RFQ) was submitted via the WALGA e-Quotes on 10 September 2019 and closed on 26 September 2019. The RFQ included the following specifications and schedule of work:

- Seal design;
- Supply and application of hot sprayed cutback bitumen;
- Supply, precoat and spread of aggregate;
- Pre and post seal application sweeping;
- Rolling; and
- Traffic control during spray seal works.

Location (Subject to variation)	Length (m)	Width (m)	Area (m <sup>2</sup> )	Material Cover	Seal Type	Cover Size (mm) 1 <sup>st</sup> Coat	Cover Size (mm) 2 <sup>nd</sup> Coat
Corrigin -Naremben Rd SLK 0.00 - 1.48	1,480	8	11,840	Aggregate	Prime	14	N/A
Corrigin -Naremben Rd SLK 1.47 - 4.50 SLK 7.25 - 7.64	3,420	8	27,360	Aggregate	Reseal	N/A	10
Corrigin Quairading Rd RRG	2,390	8	19,120	Aggregate	Prime	14	N/A

SLK 14.95- 17.34							
Corrigin Quairading Rd Blackspot	1,000	8	8,000	Aggregate	Prime	14	7
SLK 13.95-14.95							
Bulyee Rd	5,500	8	44,000	Aggregate	Prime	14	7
Various sections							
Rabbit Proof Fence Rd RRG	1,000	8	8,000	Aggregate	Prime	14	7
SLK 21.1-22.1							
Bullaring Gorge Rock Rd	1,210	7	8,470	Aggregate	Reseal Crumbed Rubber	N/A	10
SLK 0.00 - 1.21							
Bullaring Pingelly Rd	9,000	3.6	32,400	Aggregate	Reseal Crumbed Rubber	N/A	10
(indicative SLK's)							
SLK 1.96 -5.52							
SLK 9.92 – 12.98							
SLK 14.41 – 16.78							
Bilbarin East Road	4,000	3.6	14,400	Aggregate	Reseal Crumbed Rubber	N/A	10
SLK 0.00 – 2.10							
SLK 8.70 – 10.51							

The RFQ was sent to 13 suppliers and responses were received from the following companies:

- Bitutek
- Fulton Hogan
- Colas, and
- Kee Surfacing.

The responses received were very competitive, with the variation between the highest and lowest prices being \$46,750.

**COMMENT**

The responses were evaluated by a panel comprising the Natalie Manton, Chief Executive Officer; Greg Tomlinson, Manager of Works and Nick Darke, General Hand –Technical against pre-determined selection criteria.

Evaluation Criteria

Item No	Description	Weighting
1	Tendered Price(s) - Any related factors affecting the total cost including early settlement discounts. - Lifetime costs. - Contract management cost.	70 %
2	Demonstrated Recent Experience - Providing services of a similar size and scope. - Quality and standard of work. - Timeliness of work and productivity. - Maximise net benefit of the services to the Shire of Corrigin.	10 %
3	Recent Customers - Referees. - Satisfaction of work completed on time - Within budget - Meets required standard. - Reliability- adherence to response times. - Condition of equipment. - Ability to work safely	10%
4	Regional Price Preference - Price preference 10% to tenderers in Shire of Corrigin	10%

The submissions received were professional, detailed and addressed the criteria.

The Shire of Corrigin has worked with three of the four companies in the past and was satisfied with their work.

All tenderers scored similarly on the qualitative criteria assessment with all having similar experience in providing bitumen products and services to Western Australian local governments.

A confidential report outlining the tender prices is contained in Attachment 8.3.1.

The following table details the combined assessment of each tender against the evaluation criteria.

Evaluation for Bitum		Combined Scores											
Average Lump Sum Price = \$852,585		Tendered Price		Operator Skill and		Recent customers		Organisation Profile		Regional Price			
Comparison (using average) - avg price = 2.5 score		70%		10%		10%		10%		10%			
		The tendered price(s) will be considered along with related factors affecting the total cost to the Principal. Early settlement discounts, lifetime costs, Principal's contract management costs		Organisations to demonstrate recent experience with providing services of a similar size and scope. Quality and standard of work. Timeliness of work		Contact must recent referees and check: Size & Type of works conducted Any excessive bills and frequency Satisfaction of works completed -on time, within budget		Organisation profile and key personnel		Regional Price Preference of 10% for tenderer's in Shire of Corrigin			
Applicant	General Notes Provide comment when score >3c	Score 0-5	Weighted Score	Score 0-5	Weighted Score	Score 0-5	Weighted Score	Score 0-5	Weighted Score	Score 0-5	Weighted Score	TOTAL weighted score	RANKING
Bitutek	Subject to rise and fall not specified	15	210.0	13	26.0	13	26.0	13	26.0	0	0.0	288.0	1
Fulton Hogan	Subject to rise and fall	12	168.0	12	24.0	12	24.0	12	24.0	0	0.0	240.0	2
Colas	Subject to rise and fall	10	140.0	12	24.0	11	22.0	12	24.0	0	0.0	210.0	3
Kee	Subject to rise and fall not specified	11	154.0	7	14.0	6	12.0	7	14.0	0	0.0	194.0	4

Based on the combined evaluation scores the submission by Bitutek was deemed to represent the best value for money at a total cost of \$824,878.

**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 \$150,000 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**

Purchase of bitumen in accordance with budget provisions to the value of \$824,878. The 2019/20 budget contains an indicative provision of \$996,789 for the planned contract bitumen sealing works. The difference between the contract price and the budgeted amount may be required due to variances that may occur due to weather and environmental conditions and may affect the actual bitumen application rates. Any surplus funds will be reviewed towards the end of the works program.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2018-2022:

**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:*

1. *That Council accepts the price submitted by Bitutek for the Supply and Lay of Bitumen Products including Aggregate 2019/20 at a total cost of \$824,878 including GST based on the indicative Shire of Corrigin works program and subject to final seal design and spray rates.*
2. *Authorise the Chief Executive Officer to execute and manage the contract, including any variations, providing these variations do not exceed the allocated budget provision or reduce the overall scope.*

### 8.3.2 ADOPTION OF 10 YEAR ROAD AND FOOTPATH PROGRAM AND ASSET MANAGEMENT PLAN

Applicant:	Shire of Corrigin
Date:	8/10/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	CM.0049
Attachment Ref:	Attachment 8.3.2 – 10 Year Road and Footpath Program Report and Asset Management Plan

#### SUMMARY

The Shire of Corrigin 10 Year Road and Footpath Program and Asset Management Plan has been reviewed and is provided for consideration and adoption.

#### BACKGROUND

Following a period of community consultation in 2017 the Shire of Corrigin developed a new Strategic Community Plan 2017 – 2021. A Corporate Business Plan outlining actions to achieve the desired strategic direction was developed at the same time and revised in July 2019. A key objective of the plan was to develop a road and footpath asset management plan to be implemented through the road works program.

A thorough and detailed assessment of the road conditions, traffic volumes and expected future transport requirements was conducted in early 2019. This field analysis, together with expected funding from grants and rates, was considered in the formation of the 10 Year Road and Footpath Program.

The 10 Year Road and Footpath Program will be integrated into the Long Term Financial and will assist the Shire of Corrigin to determine the capability to sustainably deliver the assets and services required by the community. It allows the local government to deliver short, medium and long term community priorities within its resourcing capabilities.

#### COMMENT

The development of the 10 Year Road and Footpath Program and Asset Management Plan will assist the Shire of Corrigin improve the planning and delivery of a key element of the Strategic Community Plan. The plans will be reviewed and adjusted annually depending on availability of funding and changing priorities. The plans will also be used to communicate realistic and achievable service delivery expectations to the community and ratepayers.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995*

*S5.56. Planning for the future*

- 1) *A local government is to plan for the future of the district.*
- 2) *a local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

*Local Government (Administration) Regulations 1996*

*S19DA. Corporate business plans, requirements for (Act s. 5.56)*

- 3) *A corporate business plan for a district is to —*
  - c) *Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*

**POLICY IMPLICATIONS**

- 11.2 Gravel Supplies
- 11.3 Road Maintenance

**FINANCIAL IMPLICATIONS**

Annual budgets for the period 2019/20 2029/29.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2018-2022:

**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 to be implemented through the road works program.

**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	4.1.2.1	Review Council's Community Strategic Plan to ensure it remains aligned to the community's vision, aspirations and desired outcomes
4.1.3	Maintain accountability and financial responsibility to ensure the stability of the Shire	4.1.2.2	Annual review of Council's policies and Corporate Business Plan
		4.1.2.3	Regular review of Integrated Planning and Reporting documents and informing strategies, including Long Term Financial Plans, Asset Management Plans and Workforce Plan
		4.1.3.3	Provide Council with adequate and appropriate financial information on a timely basis

**VOTING REQUIREMENT**

Absolute Majority

**OFFICER'S RECOMMENDATION**

*That Council*

1. *Receive and adopt the Shire of Corrigin 10 Year Road and Footpath Program Report and Asset Management Plan as provided in Attachment 8.3.2.*

### 8.3.3 RAV 7 ASSESSMENTS

Applicant:	Shire of Corrigin
Date:	7/10/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	TT.0001
Attachment Ref:	NIL

#### SUMMARY

Council is requested to consider the roads submitted to Main Roads for assessment to determine if suitable to amend the Restricted Access Vehicle Network (RAV) 7.

#### BACKGROUND

Heavy Vehicle Services (HVS) has received applications to add the following section of road(s) onto the Restricted Access Vehicle (RAV) Network within the Shire of Corrigin. The Shire of Corrigin is requested to provide support as the road owner to add the following sections of road to the RAV network including any comments relating to road condition, planning conflicts or development issues that may be impacted.

Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
4040063	Tipton Rd	Dry Well Rd (0.00)	Hillside Rd (5.12)	RAV 4	RAV 7
4040064	Hillside Rd	Corrigin – Wogerlin Rd (0.00)	Dry Well Rd (5.06)	RAV 4	RAV 7
4040011	Bilbarin – Quairading Rd	Babakin – Corrigin Rd (0.00)	Quairading – Corrigin Rd (28.86)	RAV 4	RAV 7
4040170	Quairading – Corrigin Rd	Bilbarin – Quairading Rd (5.56)	Brookton Hwy (25.70)	RAV 5	RAV 7
4040024	Dry Well Rd	Bilbarin – Quairading Rd (0.00)	Woglin St (21.10)	RAV 4	RAV 7
4040140	Woglin St	Dry Well Rd (0.00)	Brookton – Corrigin Rd (0.83)	RAV 5	RAV 7
4040035	Morrell Rd	Quairading – Corrigin Rd (0.00)	Dry Well Rd (6.12)	RAV 4	RAV 7
4040058	Copestakes Rd	Bilbarin – Quairading Rd (0.00)	Copestakes Rd (3.40)	RAV 4	RAV 7
4040031	Walton Rd (B)	Babakin – Corrigin Rd (0.00)	Bilbarin – Quairading Rd (8.74)	RAV 4	RAV 7
4040027	Caley Nornakin	Walton Rd (0.00)	Corrigin – Wogerlin Rd (2.79)	RAV 4	RAV 7
4040016	Babakin – Corrigin Rd	Heal Rd (4.35)	Bilbarin – Quairading Rd (15.76)	RAV 4	RAV 7
4040100	Heal Rd	Corrigin – Bruce Rock Rd (0.00)	Babakin – Corrigin Rd (3.31)	RAV 6	RAV 7

4040050	Fulwood Rd	Corrigin Kondinin Rd (0.00)	Gnerkadilling Rd (7.89)	RAV 4	RAV 7
4040015	Gnerkadilling Rd	Fulwood Rd (9.96)	Rogers Rd (10.38)	RAV 4	RAV 7
4040014	Corrigin South Rd	Schultz Rd (10.38)	Bullaring Gorge Rock Rd (17.16)	RAV 4	RAV 7
4040066	Pannell Rd	Bilbarin – Quairading Rd (0.00)	Pannell Rd (9.78)	RAV 4	RAV 7

Main Roads Heavy Vehicle Services (HVS) has requested that the Shire of Corrigin provide any comments relating to road condition, planning conflicts, development issues etc. that may be impacted by adding the above road(s) onto the RAV network.

The preliminary assessment checklist below identifies any significant deficiencies that may render the road(s) unsuitable for RAV 7 access.

RAV Preliminary Assessment 5/10/2019

Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Assess to RAV	Average Daily Traffic VPD	School Bus Route YES/NO	Sealed/unsealed	Road width metres	Sealed width	Sight distance - list any restrictions	Road Condition	Council Conditions 8/10/2019	Shire of Corrigin Conditions
4040063	Tipton Rd	Dry Well Rd (0.00)	Hillside Rd (5.12)	RAV 4	RAV 7	0 - 75	NO	UNSEALED	8		Lacks clearance and sight distance and road is narrow in places 1km from Drywell Road	FAIR condition ( needs gravel and widening )		not supported
4040064	Hillside Rd	Corrigin – Wogerlin Rd (0.00)	Dry Well Rd (5.06)	RAV 4	RAV 7	0 - 75	NO	UNSEALED	8		Lacks clearance and sight distance and road is narrow in places ( need 100 metre vision on crests and corners)	FAIR condition ( needs gravel and widening )	1,4,6,7,10	Headlights on. No operation on unsealed roads when visibly wet.
4040011	Bilbarin – Quairading Rd	Bilbarin – Corrigin Rd (0.00)	Quairading – Corrigin Rd (28.86)	RAV 5	RAV 7	0 - 75	YES	BOTH	8	3.6	gravel section is quite wide but narrow seal in places	Shoulders need widening on sealed section. Gravel is good condition	1,4,6,7,11	Local Access Permit
4040170	Quairading – Corrigin Rd	Bilbarin – Quairading Rd (5.56)	Brookton Hwy (25.70)	RAV 5	RAV 7	0 - 75	YES	SEALED	8	6	narrow culverts and poor visibility on S bend	POOR and rough in sections.	1,4,6,7,12	not supported until upgraded
4040024	Dry Well Rd	Bilbarin – Quairading Rd (0.00)	Woglin St (21.10)	RAV 4	RAV 7	0 - 75	NO	UNSEALED	8.5		Lacks clearance and sight distance and road is narrow in places ( need 100 metre vision on crests and corners)	Good	1,4,6,7,13	Local Access Permit
4040140	Woglin St	Dry Well Rd (0.00)	Brookton – Corrigin Rd (0.83)	RAV 5	RAV 7	0 - 75	NO	BOTH	7.5 - 9	3.6	Lacks clearance and sight distance and road is narrow in places	FAIR condition ( needs gravel and widening )	1,4,6,7,14	Headlights on. No operation on unsealed roads when visibly wet.
4040038	Morell Rd	Quairading – Corrigin Rd (0.00)	Dry Well Rd (6.12)	RAV 4	RAV 7	0 - 75	NO	UNSEALED	10		Lacks clearance and sight distance and road is narrow in places ( need 100 metre vision on crests and corners)	FAIR condition ( needs gravel and widening )	1,4,6,7,15	Local Access Permit
4040058	Copestakes Rd	Bilbarin – Quairading Rd (0.00)	Copestakes Rd (3.40)	RAV 4	RAV 7	0 - 75	NO	UNSEALED	8		Straight road with good sight distance.	FAIR condition ( needs gravel and widening )	1,4,6,7,16	Local Access Permit
4040031	Walton Rd (B)	Bilbarin – Corrigin Rd (0.00)	Bilbarin – Quairading Rd (8.74)	RAV 4	RAV 7	0 - 75	NO	UNSEALED	8		Some sharp corners. Lacks clearance and sight distance and road is narrow in places ( need 100 metre vision on crests)	FAIR condition ( needs gravel and widening )	1,4,6,7,17	Headlights on. No operation on unsealed roads when visibly wet.
4040027	Caley Normakin Rd	Walton Rd (0.00)	Corrigin – Wogerlin Rd (2.79)	RAV 4	RAV 7	0 - 75	NO	UNSEALED	7		Lacks clearance and sight distance and road narrow in places.	POOR needs gravel and rough in sections.		not recommended
4040016	Bilbarin – Corrigin Rd	Heal Rd (4.35)	Bilbarin – Quairading Rd (15.76)	RAV 4	RAV 7	0 - 75	YES	SEALED	10	7	Sight distance around Normakin Road	Pavement already has failed in sections due to heavy loads.	1,4,6,7,19	not supported
4040100	Heal Rd	Corrigin – Bruce Rock Rd (0.00)	Bilbarin – Corrigin Rd (3.31)	RAV 6	RAV 7	0 - 75	NO	UNSEALED	7.5		Poor sight distance on entry to Bilbarin Road	FAIR condition ( needs gravel and widening )	1,4,6,7,20	Local Access Permit
4040050	Fulwood Rd	Corrigin Kondinin Rd (0.00)	Gnerkadilling Rd (7.89)	RAV 4	RAV 7	0 - 75	YES	UNSEALED	8.5		Lacks clearance and sight distance and road narrow in places.	GOOD Needs Gravel	1,4,6,7,21	Local Access Permit
4040015	Gnerkadilling Rd	Fulwood Rd (9.96)	Rogers Rd (10.38)	RAV 4	RAV 7	0 - 75	YES	UNSEALED	8		Sight distance and road narrow in places.	GOOD	1,4,6,7,22	Local Access Permit
4040014	Corrigin South Rd	Schultz Rd (10.38)	Bullaring Gorge Rock Rd (17.16)	RAV 4	RAV 7	0 - 75	NO	SEALED	8	3.6	Straight road with generally good sight distance except for corner and crest near Bullaring Gorge Rock Road.	GOOD	1,4,7,9	Approval from road owner. Headlights on. Direct radio contact. Max speed 80km
4040066	Pannell Rd	Bilbarin – Quairading Rd (0.00)	Pannell Rd (9.78)	RAV 4	RAV 7	0 - 75	NO	UNSEALED	7		Lacks clearance and sight distance and road narrow in places.	POOR needs gravel and rough in sections.		not supported

RAV Networks 2 to 7 and 9 to 10 consists of some Low Volume roads that do not strictly comply with the assessment guidelines. These roads have been approved due to the low traffic volumes and are subject to the following:

(a) "Type A" Low Volume roads:

1. Current written approval from the road owner, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request;
2. Operation is not permitted while the school bus is operating on the particular road.
3. Operators must contact the relevant schools directly for school bus timetables; or where direct contact can be made with the school bus driver, operation is permitted once the school bus driver confirms all schools.
4. Headlights must be switched on at all times;
5. When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover;
6. No operation on unsealed road segment when visibly wet, without road owner's approval; and
7. Direct radio contact must be maintained with other RAV's to establish their position on or near the road (UHF channel 40).

(b) "Type B" Low Volume roads:

All conditions stipulated in subclause 8.3(a) for "Type A" Low Volume roads apply; and

8. For a single lane road, the road must not to be entered until the driver has established via radio contact that there is no other RAV on the road travelling in the oncoming direction, and
9. The RAV must not exceed a speed of 40 km/h.

If the road is deemed unsuitable to be added to a RAV network when assessed it may be considered for a Restricted Local Access Permit (RLAP). This permit is for individual access to a road with a specific combination and with suitable conditions to mitigate any risk.

Permits are required for all operators of Class 2 and 3 Restricted Access Vehicles (RAVs) to access the heavy vehicle network. Examples of Class 2 and 3 RAVs include B-doubles, road trains and truck and trailers.

RAV Networks 2 to 7 and 9 to 10 consists of some Low Volume roads that do not strictly comply with the assessment guidelines. These roads have been approved due to the low traffic volumes and are subject to the following additional conditions:

(a) "Type A" Low Volume roads:

- Current written approval from the road owner, endorsing use of the road, must be obtained, carried in the vehicle and produced upon request;
- Operation is not permitted while the school bus is operating on the particular road.
- Operators must contact the relevant schools directly for school bus timetables; or where direct contact can be made with the school bus driver, operation is permitted once the school bus driver confirms all school drop-offs / pick-ups have been completed on the particular road;
- Headlights must be switched on at all times;
- When travelling at night, the RAV must travel at a maximum speed of 40km/h and display an amber flashing warning light on the prime mover;
- No operation on unsealed road segment when visibly wet, without road owner's approval; and
- Direct radio contact must be maintained with other RAV's to establish their position on or near the road (UHF channel 40).

(b) "Type B" Low Volume roads:

All conditions stipulated in subclause 8.3(a) for "Type A" Low Volume roads apply; and

- For a single lane road, the road must not to be entered until the driver has established via radio contact that there is no other RAV on the road travelling in the oncoming direction, and
- The RAV must not exceed a speed of 40 km/h.

### **COMMENT**

It is recommended that Council supports the application from Kailim Transport for some roads to be considered to be added to the RAV network as a conditional RAV 7 or for a Local Access Permit.

There are some sections of these roads that are not recommended for RAV 7 due to the sight distances at intersecting roads, narrow road sections and existing pavement failures on bitumen roads.

### **STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Road Traffic Act 1972*

*Road Traffic (Vehicles) Act 2012*

*Road Traffic (Vehicle Standards) Regulations 2002*

### **POLICY IMPLICATIONS**

11.9 Assessing Applications to Operate Restricted Access Vehicles (RAV) on Local Government Roads

### **FINANCIAL IMPLICATIONS**

Ongoing maintenance and cost of road maintenance and upgrade due to heavier loads.

**COMMUNITY AND STRATEGIC OBJECTIVES**

Shire of Corrigin Strategic Community Plan 2017-2027 and Corporate Business Plan 2018-2022:

**Objective: Economic**

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

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

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

**VOTING REQUIREMENT**

Simple Majority

**OFFICER’S RECOMMENDATION**

1. That Council supports the application from Kailm Transport for the following roads to be assessed by Main Roads WA for addition to the RAV network as a RAV 7 with the following low volume conditions:

- Approval from road owner.
- Headlights on.
- No operation on unsealed roads when visibly wet.
- Direct radio contact.
- Max speed 60km

4040064	Hillside Rd	Corrigin – Wogerlin Rd (0.00)	Dry Well Rd (5.06)
4040140	Woglin St	Dry Well Rd (0.00)	Brookton – Corrigin Rd (0.83)
4040031	Walton Rd (B)	Babakin – Corrigin Rd (0.00)	Bilbarin – Quairading Rd (8.74)
4040014	Corrigin South Rd	Schultz Rd (10.38)	Bullaring Gorge Rock Rd (17.16)

2. That Council supports the applications from Kailm Transport for the following roads to be assessed by Main Roads WA for addition to the RAV network as a RAV 7 with a Local Access Permit.

4040011	<i>Bilbarin – Quairading Rd</i>	<i>Babakin – Corrigin Rd (0.00)</i>	<i>Quairading – Corrigin Rd (28.86)</i>
4040170	<i>Quairading – Corrigin Rd</i>	<i>Bilbarin – Quairading Rd (5.56)</i>	<i>Brookton Hwy (25.70)</i>
4040024	<i>Dry Well Rd</i>	<i>Bilbarin – Quairading Rd (0.00)</i>	<i>Woglin St (21.10)</i>
4040140	<i>Woglin St</i>	<i>Dry Well Rd (0.00)</i>	<i>Brookton – Corrigin Rd (0.83)</i>
4040035	<i>Morrell Rd</i>	<i>Quairading – Corrigin Rd (0.00)</i>	<i>Dry Well Rd (6.12)</i>
4040058	<i>Copestakes Rd</i>	<i>Bilbarin – Quairading Rd (0.00)</i>	<i>Copestakes Rd (3.40)</i>
4040031	<i>Walton Rd (B)</i>	<i>Babakin – Corrigin Rd (0.00)</i>	<i>Bilbarin – Quairading Rd (8.74)</i>
4040027	<i>Caley Nornakin</i>	<i>Walton Rd (0.00)</i>	<i>Corrigin – Wogerlin Rd (2.79)</i>
4040016	<i>Babakin – Corrigin Rd</i>	<i>Heal Rd (4.35)</i>	<i>Bilbarin – Quairading Rd (15.76)</i>
4040100	<i>Heal Rd</i>	<i>Corrigin – Bruce Rock Rd (0.00)</i>	<i>Babakin – Corrigin Rd (3.31)</i>
4040050	<i>Fulwood Rd</i>	<i>Corrigin Kondinin Rd (0.00)</i>	<i>Gnerkadilling Rd (7.89)</i>
4040015	<i>Gnerkadilling Rd</i>	<i>Fulwood Rd (9.96)</i>	<i>Rogers Rd (10.38)</i>

3. That Council does not support the applications from Kailm Transport for the following roads to be assessed by Main Roads WA for addition to the RAV network as a RAV 7 due to the sight distances at intersecting roads, narrow road sections and existing pavement failures on bitumen roads.

4040063	<i>Tipton Rd</i>	<i>Dry Well Rd (0.00)</i>	<i>Hillside Rd (5.12)</i>
4040170	<i>Quairading – Corrigin Rd</i>	<i>Bilbarin – Quairading Rd (5.56)</i>	<i>Brookton Hwy (25.70)</i>
4040027	<i>Caley Nornakin</i>	<i>Walton Rd (0.00)</i>	<i>Corrigin – Wogerlin Rd (2.79)</i>
4040016	<i>Babakin – Corrigin Rd</i>	<i>Heal Rd (4.35)</i>	<i>Bilbarin – Quairading Rd (15.76)</i>
4040066	<i>Pannell Rd</i>	<i>Bilbarin – Quairading Rd (0.00)</i>	<i>Pannell Rd (9.78)</i>

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

## **10 CHIEF EXECUTIVE OFFICER'S REPORT**

### **Talk to a Mate Breakfast**

The team at the Community Resource Centre is to be congratulated on their initiative to host Talk to a Mate breakfasts around the shire this month. The breakfasts were well attended with approximately 20 people attending at each of the four venues to hear a presentation from Wheatbelt Men's Health. The presentations also provided an opportunity for the CEO to listen to any concerns from community members and share information.

### **Corrigin Town Hall**

Unfortunately the Town Hall has had to be closed and some of the bookings moved to alternative venues after another piece of the ceiling fell down after the recent strong winds. The Shire of Corrigin has budgeted funds to restore the ceiling but it will take time to assess the work that is required and arrange necessary approvals and engage contractors. It is envisaged that this will take several months and it is not expected that the hall will reopen until later in 2020.

## **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 on Tuesday 19 November 2019 at 3.00pm.

## **17 MEETING CLOSURE**