

SHIRE OF



# MINUTES

ORDINARY COUNCIL MEETING

TUESDAY 17 SEPTEMBER 2019



*Strengthening our community now to grow and prosper  
into the future*

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FOR PEOPLE WITH A DISABILITY.

CONTENTS

1	DECLARATION OF OPENING .....	3
2	ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE .....	3
3	PUBLIC QUESTION TIME .....	3
4	MEMORIALS .....	3
5	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS .....	3
6	DECLARATIONS OF INTEREST .....	3
7	CONFIRMATION AND RECEIPT OF MINUTES .....	4
7.1	PREVIOUS COUNCIL MEETINGS AND BUSINESS ARISING FROM MINUTES .....	4
7.1.1	ORDINARY COUNCIL MEETING.....	4
7.2	COMMITTEE MEETINGS AND BUSINESS ARISING FROM MINUTES.....	4
7.2.1	CENTRAL COUNTRY ZONE.....	4
7.2.2	ROE TOURISM.....	4
7.2.3	EDNA STEVENSON TRUST.....	4
7.2.4	LOCAL EMERGENCY MANAGEMENT COMMITTEE .....	5
8	MATTERS REQUIRING A COUNCIL DECISION .....	6
8.1	CORPORATE AND COMMUNITY SERVICES REPORTS .....	6
8.1.1	CORRIGIN COMMUNITY RESOURCE CENTRE .....	6
8.1.2	ACCOUNTS FOR PAYMENT.....	9
8.1.3	ACCOUNTS FOR PAYMENT – CREDIT CARDS .....	11
8.1.4	MONTHLY FINANCIAL REPORT .....	13
8.2	GOVERNANCE AND COMPLIANCE .....	15
8.2.1	DEVELOPMENT APPLICATION – PROPOSED ADDITION TO EXISTING CHEMICAL STORAGE SHED AND OTHER PROPOSED ASSOCIATED IMPROVEMENTS ON LOTS 3 AND 202 (NO.11) WALTON STREET, CORRIGIN .....	15
8.2.2	DEVELOPMENT APPLICATION – PROPOSED EXTENSION TO EXISTING APPROVED OUTBUILDING (DOMESTIC STORAGE SHED) ON LOT 4 (NO.39) BOYD STREET, CORRIGIN .....	23
8.2.3	DUAL FIRE CONTROL OFFICERS 2019/2020.....	30
8.2.4	AGREEMENT FOR THE PROVISION OF MUTUAL AID FOR RECOVERY DURING EMERGENCIES .....	32
8.2.5	RECRUITMENT – DEPUTY CHIEF EXECUTIVE OFFICER.....	38
8.2.6	RURAL HEALTH WEST APPOINTED REPRESENTATIVE ENDORSEMENT .....	40
8.3	WORKS AND SERVICES .....	42
8.3.1	WICKEPIN-CORRIGIN ROAD HEAVY VEHICLE AMMS ASSESSMENT .....	42
8.3.2	TENDER MECHANICAL SERVICES.....	45
8.3.3	WHEATBELT SECONDARY FREIGHT ROUTE– FORMALISATION OF COMMITMENT .....	47
9	NOTICE OF MOTIONS FOR THE NEXT MEETING .....	51
10	CHIEF EXECUTIVE OFFICER’S REPORT .....	51
11	PRESIDENT’S REPORT .....	51
12	COUNCILLORS’ QUESTIONS, REPORTS AND INFORMATION ITEMS .....	51
13	URGENT BUSINESS APPROVED BY THE PRESIDENT OR BY A DECISION OF THE COUNCIL ..	52
13.1	LATE AGENDA ITEM - 2019 EXTRAORDINARY ELECTION .....	52
14	INFORMATION BULLETIN .....	54
15	WALGA AND CENTRAL ZONE MOTIONS.....	54
16	NEXT MEETING.....	54
17	MEETING CLOSURE .....	54

**1 DECLARATION OF OPENING**

The Chairperson, Shire President Cr. L Baker opened the meeting at 3.07pm.

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

Shire President

Cr. L Baker  
Cr. F R Gilmore  
Cr. M A Weguelin  
Cr J A Mason  
Cr. D Hickey  
Cr. M Dickinson

Chief Executive Officer  
Manager Finance  
Executive Support Officer

N A Manton  
D C Ospina Godoy  
K L Biglin

**APOLOGIES**

Cr. S G Hardingham

**LEAVE OF ABSENCE**

NIL

**3 PUBLIC QUESTION TIME**

NIL

**4 MEMORIALS**

The Shire was advised that David Abe, Ivy McMiles and Joan Wright have passed away since the last meeting.

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

NIL

**6 DECLARATIONS OF INTEREST**

Cr Baker declared a Financial Interest in item 8.2.6  
Cr Gilmore declared a Proximity Interest in item 8.2.1

## **7 CONFIRMATION AND RECEIPT OF MINUTES**

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

#### **7.1.1 ORDINARY COUNCIL MEETING**

Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 20 August 2019 (Attachment 7.1.1).

##### **COUNCIL RESOLUTION**

*(119/2019) Moved: Cr Weguelin*

*Seconded: Cr Gilmore*

*That the Minutes of the Shire of Corrigin Ordinary Council meeting held on Tuesday 20 August 2019 (Attachment 7.1.1) be confirmed as a true and correct record.*

**Carried 6/0**

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

#### **7.2.1 CENTRAL COUNTRY ZONE**

Minutes of the Central Country Zone meeting held on Friday 30 August 2019 (Attachment 7.2.1).

##### **COUNCIL RESOLUTION**

*(120/2019) Moved: Cr Gilmore*

*Seconded: Cr Mason*

*That the minutes of the Central Country Zone meeting held on Friday 30 August 2019 (Attachment 7.2.1) be received.*

**Carried 6/0**

#### **7.2.2 ROE TOURISM**

Minutes of the Roe Tourism meeting held on Monday 19 August 2019 (Attachment 7.2.2).

##### **COUNCIL RESOLUTION**

*(121/2019) Moved: Cr Mason*

*Seconded: Cr Weguelin*

*That the minutes of the Roe Tourism meeting held on Monday 19 August 2019 (Attachment 7.2.2) be received.*

**Carried 6/0**

#### **7.2.3 EDNA STEVENSON TRUST**

Minutes of the Edna Stevenson Trust meeting held on Monday 26 August 2019 (Attachment 7.2.3).

##### **COUNCIL RESOLUTION**

*(122/2019) Moved: Cr Weguelin*

*Seconded: Cr Gilmore*

*That the minutes of the Edna Stevenson Trust meeting held on Monday 26 August 2019 (Attachment 7.2.3) be received.*

**Carried 6/0**

**7.2.4 LOCAL EMERGENCY MANAGEMENT COMMITTEE**

Minutes of the Local Emergency Management Committee held on Monday 26 August 2019 (Attachment 7.2.4)

**COUNCIL RESOLUTION**

***(123/2019) Moved: Cr Weguelin***

***Seconded: Cr Hickey***

*That the minutes of the Local Emergency Management Committee meeting held on Monday 26 August 2019 (Attachment 7.2.4) be received.*

***Carried 6/0***

## 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:	4/09/2019
Reporting Officer:	Heather Ives, Coordinator, Community Services
Disclosure of Interest:	NIL
File Ref:	CS.0008
Attachment Ref:	NIL

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

CUSTOMER ACCESSING 'FEE FOR SERVICE' AND SALES					
SERVICES / FEES	MTHLY	FROM JULY 19	SALES	MTHLY	FROM JULY 19
Internet Use / Computer Use	8	18	Movie Club Fees	7	13
Photocopying / Printing / Faxing	29	59	Phonebook Sales	10	32
Laminating / Binding / Folding	6	19	Moments In Time Books	1	1
Sec. Services / Scans / CD Burning	10	14	Book Sales	1	1
Room Hire	9	21	Wrapping Paper / Postcard Sales	0	0
Equipment Hire	2	5	Polo Shirt / Eco Bag Sales	0	0
Training / Course Fees	2	5	Phone calls	0	0
Resource Centre Membership Fees	0	0	Sale of Assets	0	0
Exam Supervision	0	1			
Total:	66	142	Total:	19	47
<i>Monthly People through:</i>	85				
CUSTOMER ACCESSING 'CORRIGIN CRC SERVICES'					
SERVICES	MTHLY	FROM JULY 19	SERVICE	MTHLY	FROM JULY 19
Phonebook Enquiries	4	6	Corrigin Toy Library	12	25
Tourism	28	66	Broadband for Seniors / Webinars	21	31
Government Access Point	37	38	General Enquires (Face/Email/Website)	98	219
Community Information	30	54	Corrigin Public Library	61	133
Conf. / Vid Conf. / Training	69	184	Corrigin Library eResources	27	107
University Exams	0	3			
Total:	168	351	Total:	219	515
<i>Monthly People through:</i>	387				

**TOTAL FOR THE MONTH OF AUGUST: 472**

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

DESCRIPTION	NO'S	ROOM	GOVT. HOT OFFICE BOOKING (HO), COMMERCIAL BOOKING
Shire of Corrigin – Staff Training	16	Conference Room	N/A
CSBP – Meeting	6	Video Conference Room	Commercial Booking
Movie Club – August	10	Conference Room	N/A
Holyoak – Counselling Services	2	Professional Office	Commercial Booking
Roe Tourism – Meeting	21	Conference Room	N/A
Holyoak – Counselling Services	1	Professional Office	Commercial Booking
CBH Group – Meeting	13	Conference Room	Commercial Booking
Department Human Services – Mobile Service Truck	35	Mobile Service Truck	HO

**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											

**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

**COUNCIL RESOLUTION**

**(124/2019) Moved: Cr Mason**

**Seconded: Cr Weguelin**

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

**Carried 6/0**



## 8.1.2 ACCOUNTS FOR PAYMENT

Applicant:	Shire of Corrigin
Date:	4/09/2019
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 – August 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 August 2019 are provided as Attachment 8.1.2 – Accounts for Payment – August 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	14028 - 14093,		
		14099 - 14148	\$466,711.39	
	Cheque	020426 - 020433	\$11,855.78	
	Direct Debit	August 2019	\$24,832.48	
	Payroll	August 2019	\$153,184.37	<b>\$656,584.02</b>
Trust	EFT	14094 - 14098	\$380.80	
	Cheque	No Payments	\$0.00	
	Direct Debit	No Payments	\$0.00	<b>\$380.80</b>
Licensing Trust	EFT	No Payments	\$0.00	
	Direct Debit	August 2019	\$31,643.56	<b>\$31,643.56</b>
Edna Stevenson	Cheque	No Payments	\$0.00	<b>\$0.00</b>
<b>Total Payments for the Month of August 2019</b>				<b>\$688,608.38</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 – August 2019, the following information is provided on the last cheque or EFT number used.

Bank Account	Payment Type	Last Number	First Number in report
Municipal and Trust and Licensing Trust	EFT	EFT14027	EFT14028
Municipal	Cheque	020425	020426
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**

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

**COUNCIL RESOLUTION**

**(125/2019) Moved: Cr Hickey      Seconded: Cr Mason**

*That Council reviews the list of accounts paid and acknowledges that payments totalling \$688,608.38 have been made during the month of August 2019.*

**Carried 6/0**

### 8.1.3 ACCOUNTS FOR PAYMENT – CREDIT CARDS

Applicant:	Shire of Corrigin
Date:	9/09/2019
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 29 June 2019 to 29 Jul 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

**COUNCIL RESOLUTION**

**(126/2019) Moved: Cr Hickey      Seconded: Cr Gilmore**

*That Council in accordance with Attachment 8.1.3 endorse credit card payments for the period 29 Jun 2019 to 29 Jul 2019 for \$76.50.*

**Carried 6/0**

### 8.1.4 MONTHLY FINANCIAL REPORT

Applicant:	Shire of Corrigin
Date:	13/06/2019
Reporting Officer:	Catherine Ospina Godoy, Manager Finance
Disclosure of Interest:	NIL
File Ref:	FM.0036
Attachment Ref:	Attachment 8.1.4.1 – Monthly Financial Report – July 2019 Attachment 8.1.4.2 – Monthly Financial Report – August 2019

#### **SUMMARY**

This report provides Council with the monthly financial report for the month ending 31 July 2019 and 31 August 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 8.1.4.1 and 8.1.4.2.

#### **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

### COUNCIL RESOLUTION

**(127/2019) Moved: Cr Weguelin**

**Seconded: Cr Gilmore**

*That Council accept the Statement of Financial Activity for the month ending 31 July 2019 and 31 August 2019 included as Attachment 8.1.4.1 and 8.1.4.2 as presented, along with notes of any material variances.*

**Carried 6/0**

Cr Gilmore left the room at 3:22pm.

## 8.2 GOVERNANCE AND COMPLIANCE

### 8.2.1 DEVELOPMENT APPLICATION – PROPOSED ADDITION TO EXISTING CHEMICAL STORAGE SHED AND OTHER PROPOSED ASSOCIATED IMPROVEMENTS ON LOTS 3 AND 202 (NO.11) WALTON STREET, CORRIGIN

Applicant:	Solutionswon Group Pty Ltd
Landowner:	Landmark Operations Limited
Location:	Lots 3 & 202 (No.11) Walton Street, Corrigin
Date:	10 September 2019
Reporting Officer:	Mr Joe Douglas – Consultant Town Planner (Exurban Rural & Regional Planning)
Disclosure of Interest:	No interest to disclose
File Number:	PA 03-2019
Attachment Reference:	Attachment 8.2.1 – Full Copy of Development Application Submitted

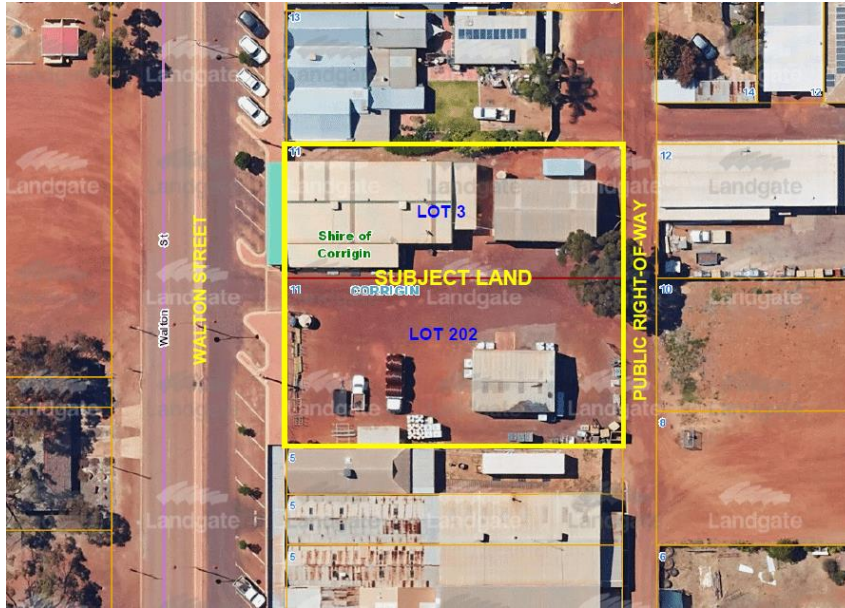
#### SUMMARY

This report recommends that Council grant conditional approval to a development application received from Solutionswon Group Pty Ltd on behalf Landmark Operations Limited (Landowner) to construct a proposed new 146.24m<sup>2</sup> addition to an existing chemical storage shed on Lot 202 (No.11) Walton Street, Corrigin including a number of other associated improvements on the land and the adjoining Lot 3 located immediately north.

#### BACKGROUND

The applicant is seeking Council's development approval to construct a proposed new 146.24m<sup>2</sup> addition to an existing chemical storage shed on Lot 202 (No.11) Walton Street, Corrigin including a number of associated improvements on the land and the adjoining Lot 3 located immediately north, both of which are currently used by Landmark for the purposes of a farm supply centre.

Lots 3 & 202 are located centrally in the Corrigin townsite's designated commercial precinct. Both lots are regular in shape, comprise a total combined area of approximately 2,289m<sup>2</sup> and have direct frontage and access to Walton Street along their front western boundary which is a sealed and drained local road under the care, control and management of the Shire of Corrigin. The subject landholdings also have direct frontage and access to an unsealed public right-of-way along their rear boundaries.



Location & Lot Configuration Plan (Source: Landgate)

Lots 3 & 202 are relatively flat throughout their entire area with an average natural ground level of approximately 293.55 metres AHD. Both lots have been cleared of all native vegetation and extensively developed and used for the purposes of a farm supply centre.

Lot 3 contains a number of improvements associated with its current approved use including a large showroom and administration building along its Walton Street frontage, including various staff amenities within, as well as a medium size storage shed, sea container, vehicle accessways, parking and loading/unloading areas at the rear which have been graded and finished using compacted gravel.

Lot 202 is located immediately south of Lot 3 and contains an existing 112m<sup>2</sup> zincalume storage shed in its rear half. This lot is characterised by large open, compacted gravel areas around the existing storage shed which are currently used for vehicle access, parking, loading/unloading and trade display purposes.

Existing adjoining and other nearby land uses are predominantly commercial in nature given the subject land's location in the town's designated commercial precinct. Notwithstanding this fact, that land located on the western side of Walton Street has been extensively developed and used for public purposes including a large recreational vehicle parking area, public toilets and playground facilities. It is significant to also note a large number of sealed and drained public car parking bays and associated pedestrian accessways have also been constructed along the land's Walton Street frontage which are available for use by both customers and the travelling public.

Under the terms of the information and plans submitted in support of the application the following is proposed:

- i) Construction of a new 16 metre long, 9.14 metre wide and 5.1 metre high addition to the western side of the existing 112m<sup>2</sup> zincalume storage shed located in the rear half of Lot 202, including all associated minor earthworks, to be used for farm chemical storage purposes;
- ii) The proposed addition will be a steel framed structure with white coloured steel (i.e. colorbond) wall and roof sheeting on three (3) sides, chain mesh sliding gates on its northern side façade and 'cottage green' trims throughout to tie into the existing shed and complement the external appearance of the existing showroom and administration



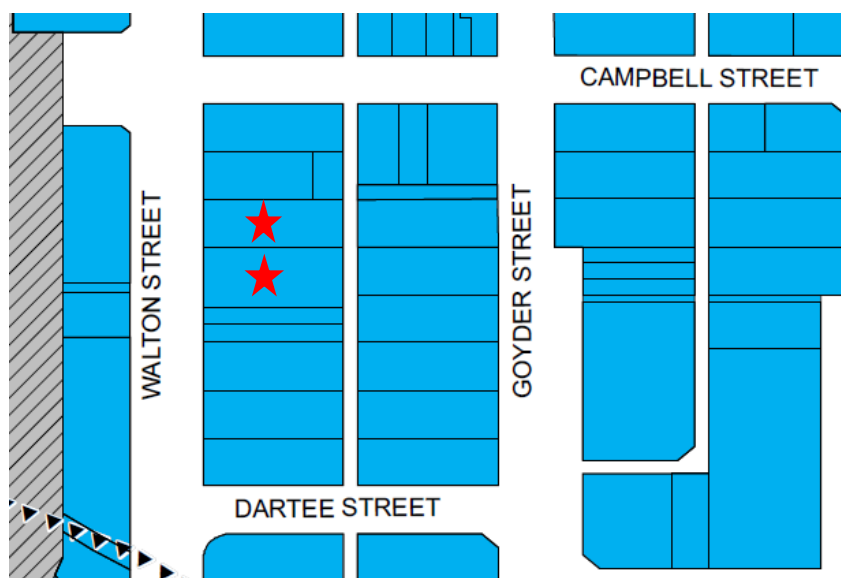
- building on the adjoining Lot 3;
- iii) Installation of a new concrete floor with a final finished floor level of 293.97 metres AHD, concrete bunding around its edges and a centrally located trench grate and pit inside the proposed shed extension to help guard against any future potential chemical spills;
  - iv) The provision of a total of ten (10) newly designated on-site parking bays across both lots and a proposed new loading/unloading area near their common central boundary, all of which will be provided using the land's existing compacted gravel trafficable surfaces;
  - v) The installation of a new one (1) metre wide landscaping strip immediately adjacent to the front boundary of Lot 202 to help improve the land's visual appearance when viewed from Walton Street; and
  - vi) Installation of a new rainwater tank and stormwater piping to be connected to the existing drainage infrastructure on the land which directs all stormwater to the Walton Street road reserve area for disposal in the Shire's local drainage system.

It is significant to note the landowner has submitted an application to the Western Australian Planning Commission for approval to amalgamate Lots 3 and 202 into one (1) new separately titled lot to allowed for shared parking and access over both lots and avoid the need to install new bathroom and toilet facilities in the existing shed on Lot 202 proposed to be extended which the Shire's Environmental Health Officer confirmed would be required if the two lots aren't amalgamated.

Full details of the application, including a covering letter and supporting plans, are provided in Attachment 8.2.1.

#### COMMENT

Lots 3 & 202 are classified 'Commercial' 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 'Commercial' zone are as follows:

- i) To encourage development of a high visual, functional and environmental standard, serving both town and rural residents and the development of new buildings and or the modification/ restoration of existing buildings in a manner which is compatible with the

- existing or planned streetscape in terms of scale, height, design, building materials, location and visual facade appearance;
- ii) To promote convenient and safe shopping facilities and relate these to the wide variety of civic, service, business, entertainment and social functions of the town centre;
  - iii) To encourage the wide range of compatible uses within a compact/accessible town centre which are necessary to promote this as a vibrant functional sector in the everyday life of the community it services; and
  - iv) To provide for safe pedestrian movement and the safe and efficient flow of traffic and the adequate provision of car parking facilities.

The proposed development forms part of an existing approved 'farm supply centre' on the land which is most appropriately defined as 'trade supplies' given the land use definitions contained in Part 6 of LPS2.

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:

- Boundary setbacks and building height;
- External finishes and visual amenity including compatibility with local streetscape character;
- Vehicle access and loading/unloading areas;
- Stormwater drainage management;
- Flood mitigation measures given the land's location in a designated flood prone area and advice received from the Department of Water and Environmental Regulation regarding the potential flood risk and final recommended finished floor level for the proposed storage shed extension;
- Environmental protection given the proposed mitigation measures to help guard against any future potential chemical spills from the storage shed; and
- Bushfire protection and safety.

Notwithstanding the above conclusion Council should note the following key points:

- i) Car Parking - Table 3 in LPS2 does not prescribe any minimum on-site car parking standards for the use class 'trade supplies'. As such the total number of on-site parking bays required to be provided is at the discretion of Council having regard for the future needs and requirements of the proposed development.

Under the terms of the application a total of ten (10) new on-site parking bays are proposed to be provided in convenient and accessible locations on the land. It is significant to also note there are a total of seven (7) existing parking bays located immediately adjacent to the subject land's Walton Street frontage which are available for use by customers and the travelling public at all times of the day.

Given there will be a total of seventeen (17) parking bays available either on or immediately adjacent to Lots 3 & 202, it is contended there will be a sufficient amount of parking available to service the needs of the existing and proposed expanded use of the land.

- ii) Landscaping - Table 3 in LPS2 does not prescribe any minimum standard for the total amount of on-site landscaping required to be provided for the use class 'trade supplies'. Despite this fact clause 31(3)e and Schedule 4 in LPS2 require the provision of:
  - a) a landscaping strip with a minimum width of two (2) metres between any on-site car parking areas and adjoining street boundaries; and

- b) landscaping strips with a minimum width of one (1) metre along all side boundaries from a front property boundary to the front wall of any existing or proposed buildings on land (i.e. the front setback area only).

In addition to the above requirements, clause 31(3)c of LPS2 states that one (1) native or locally acceptable tree capable of growing to a height of at least five (5) metres must be planted for every ten (10) square metres of landscaped area.

Under the terms of the site development plan submitted in support of the application a new one (1) metre wide landscaping strip comprising a total area of approximately 17.67m<sup>2</sup> is proposed to be provided along the land's Walton Street frontage only with no provision made for any landscaping along the land's two side boundaries in the front setback area for the proposed shed extension as required by clause 31(3)e. Furthermore no specific details regarding the type and ultimate height of the vegetation proposed to be installed in the new landscaping strip have been provided despite having been requested.

Having regard for the nature of the existing use of the subject land, the existing development and use of the adjoining properties immediately north and south and all future proposed vehicle access and parking arrangements, it is considered impractical and unnecessary to require the provision of any more landscaping over and above that shown on the proposed site development plan. The landscaping arrangements proposed can be expected to improve the overall visual appearance of the land along its Walton Street frontage and make a positive contribution to the character and amenity of the local streetscape without compromising the ability to develop and use the land for its intended purpose provided suitable plant species are provided and maintained for the life of the development.

In light of the above findings it is concluded the proposal for Lots 3 & 202 is generally consistent with the objectives of the land's current 'Commercial' 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 some minor proposed variations thereto.

#### **STATUTORY ENVIRONMENT**

Planning and Development Act 2005 (as amended)

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Corrigin Local Planning Scheme No.2

#### **POLICY IMPLICATIONS**

NIL.

#### **FINANCIAL IMPLICATIONS**

NIL.

All costs associated with the proposed development will be met by the landowner.

## COMMUNITY & STRATEGIC IMPLICATIONS

The proposal for Lots 3 & 202 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

## COUNCIL RESOLUTION

**(128/2019) Moved: Cr Mason**

**Seconded: Cr Hickey**

That Council resolve to **approve** the development application submitted by Solutionswon Group Pty Ltd on behalf Landmark Operations Limited (Landowner) to construct a proposed new 146.24m<sup>2</sup> addition to an existing chemical storage shed and a number of associated improvements on Lots 3 & 202 (No.11) Walton Street, Corrigin to support the continued operation of the existing approved 'trade supplies' business on the land subject to the following conditions and advice notes:

### Conditions

1. *The proposed development shall be undertaken in a manner consistent with all revised information and plans submitted in support of the application dated 5 August 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 addition to the existing chemical storage shed on Lot 202 shall be constructed using new materials only and comprise a maximum floor area of 146.24m<sup>2</sup>.*
5. *The final finished floor level of the proposed addition to the existing chemical storage shed on Lot 202 shall be a minimum of 293.94 metres AHD which equates to a total minimum required build-up of 0.39 metres above the land's average natural ground level of approximately 293.55 metres AHD to help guard against any future potential flood risk given the land's location in a designated flood prone area;*
6. *The edges of the sand pad foundation for the proposed addition to the existing chemical storage shed on Lot 202 shall slope away from this new structure and the existing adjoining storage shed at a minimum gradient of 1 in 6 and stabilised to avoid any dust or erosion.*
7. *Power points, electrical and/or data connection outlets in the proposed addition to the existing chemical storage shed on Lot 202 shall be installed 1.0 metre above the structure's final finished floor level.*

8. All stormwater collected from the roof of the extended chemical storage shed on Lot 202 shall be directed to the proposed new rainwater tank and the existing stormwater drainage system servicing the land for discharge into the local government's stormwater drainage system to the specifications and satisfaction of the Shire's Chief Executive Officer. These works shall be completed prior to occupation and use of the extended chemical storage shed.
9. The one (1) metre wide landscaping strip along Lot 202's frontage to Walton Street shall be planted using drought resistant trees and shrubs of a type that require little maintenance and must include two (2) native or locally acceptable trees capable of growing to a height of at least five (5) metres. All landscaping works shall be completed within six (6) months of the date of this approval unless otherwise approved by the Shire's Chief Executive Officer.
10. Lots 3 & 202 shall be amalgamated into one (1) new separately titled lot within six (6) months of the date of this approval unless otherwise approved by the Shire's Chief Executive Officer. Evidence of the land's amalgamation as required by this condition shall be provided to the Shire's Chief Executive Officer within fourteen (14) days of issuance of a new certificate of title for the land by Landgate.

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. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.
4. The proposed addition to the existing chemical storage shed on the land is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be submitted with the building permit application.
5. No construction works shall commence on the land prior to 7am without the Shire's written approval. No construction works are permitted on Sundays or Public Holidays.
6. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
7. 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's designated townsites.
8. All chemical storage in the extended chemical storage shed on Lot 202 shall be undertaken in a manner consistent with the Dangerous Goods Safety Act 2004 and all associated regulations as well as Australian Standard AS 2507-1998 entitled 'The Storage and Handling of Agricultural and Veterinary Chemicals'. Any queries regarding the relevant requirements should be directed to the Department of Mines, Industry Regulation and Safety.

9. *Any future proposed advertising signage shall be provided in accordance with the specific requirements of the Shire of Corrigin Local Planning Scheme No.2 unless otherwise approved by Council.*
10. *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.*
11. *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.*

**Carried 5/0**

Cr Gilmore returned to the room at 3:24pm.

## 8.2.2 DEVELOPMENT APPLICATION – PROPOSED EXTENSION TO EXISTING APPROVED OUTBUILDING (DOMESTIC STORAGE SHED) ON LOT 4 (NO.39) BOYD STREET, CORRIGIN

Applicant:	Mr Vincent Gallinagh
Landowner:	Vincent & Susan Gallinagh
Location:	Lot 4 (No.39) Boyd Street, Corrigin
Date:	10 September 2019
Reporting Officer:	Mr Joe Douglas – Consultant Town Planner (Exurban Rural & Regional Planning)
Disclosure of Interest:	No interest to disclose
File Number:	PA 04-2019
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 the current landowners for a proposed new 108m<sup>2</sup> extension to an existing approved outbuilding (i.e. domestic storage shed) on Lot 4 (No.39) Boyd Street, Corrigin.

### BACKGROUND

The applicant is seeking Council's development approval to construct a proposed new 108m<sup>2</sup> extension to an existing approved outbuilding (i.e. domestic storage shed) on Lot 4 (No.39) Boyd Street, Corrigin to service the existing single detached dwelling on the land.

Lot 4 is located in the south-eastern part of the Corrigin townsite in a designated rural living precinct and has direct frontage and access to Boyd Street along its western boundary and Knight Court along its northern boundary, both of which are sealed and drained local roads under the care, control and management of the Shire. The land is regular in shape, comprises a total area of approximately 1.05 hectares and has been extensively developed for rural living purposes (i.e. a single detached dwelling and various other associated improvements including two existing outbuildings). It is significant to note the subject land is not located in a designated flood prone area.



Location and Lot Configuration Plan (Source: Landgate)



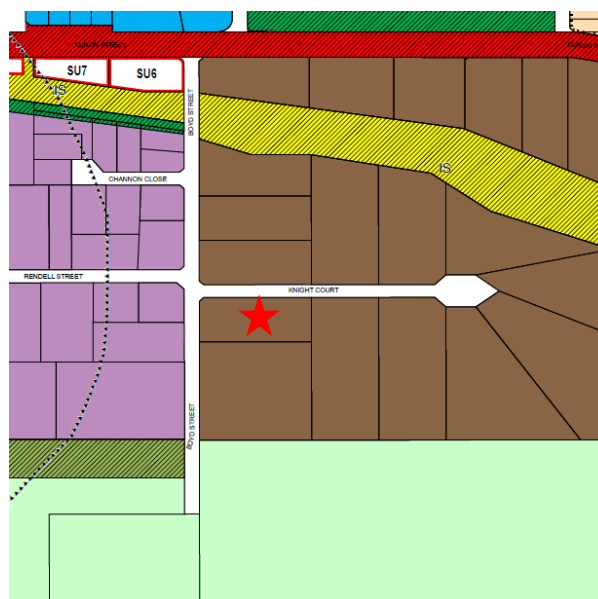
Under the terms of the information and plans submitted in support of the application the following is proposed:

- Removal of a small amount of existing vegetation and some minor structures on the eastern side of the existing 180m<sup>2</sup> outbuilding proposed to be extended (i.e. shed, lean-to structure & rainwater tank);
- Construction of a new 12 metre long, 9 metre wide and 3.65 metre high steel framed extension on the eastern side of the existing 180m<sup>2</sup> outbuilding with the proposed extension to this structure comprising a total floor area of approximately 108m<sup>2</sup>;
- The proposed shed extension will maintain the same setback to the land's southern side boundary which is compliant with the requirements of the Shire of Corrigin Local Planning Scheme No.2 (i.e. 10 metres) and will be well clear of the minimum required setback to the land's eastern rear boundary (i.e. 5 metres);
- The proposed shed extension will be finished using zincalume steel wall and roof sheeting with a roof pitch of 10 degrees to match the external finish and design of the existing shed;
- The proposed shed extension will have a 75mm thick concrete floor to be constructed above the natural ground level with only minimal earthworks required to provide for its construction;
- A suitable capacity rainwater tank will be installed immediately adjacent to the proposed shed extension for stormwater drainage management purposes;
- All vehicle access to/from the proposed shed extension will be via an existing gravel driveway on the southern side of the existing shed which provides a direct connection to the local road network; and
- The extended shed will continue to be used by the current landowners for domestic parking and general storage purposes.

Full details of the application are provided in Attachment 8.2.2.

## COMMENT

Lot 4 is classified 'Rural Residential' 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 Residential' zone are as follows:

- i) *To provide for 'rural' smallholdings and a low density residential living environment in close proximity to the Corrigin urban area;*
- ii) *To enable persons to work on the land on which they reside, provided the location of any development proposed pays regard to the overall amenity of the zone and the land use proposed is not of an industrial nature;*
- iii) *To ensure that all lots with an area of less than two (2) hectares shall be connected to a reticulated scheme water supply and that where no reticulated scheme water supply is available, lots with a minimum area of two (2) hectares will be recommended provided they have a potable water supply agreed to by the local government;*
- iv) *To ensure that no development will be granted development approval on any lot within the zone unless a single dwelling exists on the lot, or is to be constructed as the first stage of the development proposal, in a location no closer than 10 metres to any lot frontage, 10 metres to any rear boundary or 5 metres to any side boundary;*
- v) *To ensure that all buildings to be constructed on any lot will be of a material approved by the local government and all roof and where approved, wall cladding will be finished in non-reflective material (e.g. colorbond);*
- vi) *To ensure that all fencing proposed on any lot is to be of material and located in a position approved by the local government;*
- vii) *To ensure that no person shall erect or cause to be erected any building excluding a single residence nearer than 20 metres to the front street boundary, 10 metres to the rear boundary and 5 metres to any side boundary of a lot;*
- viii) *To ensure that in the case where a lot has more than one street frontage, local government discretion is used to consider the construction of buildings nearer to the street frontage nominated by the local government, but not nearer than 10 metres to that street or streets;*
- ix) *To ensure that, where the local government deems it necessary, all development and/or building on a specified lot, is located within a building envelope, which has an area no greater than 1,000 square metres and which is located on the lot in a position approved by the local government. Where a building envelope is described on a lot, the criteria detailed in clause 31(10) will apply;*
- x) *To ensure that, no person shall use or permit to be used the land within either 20 metres from lot frontage and 10 metres as may be approved in (vii) above, except for one or more of the following purposes—*
  - *The construction of a single residence and associated outbuildings;*
  - *A means of access and or egress;*
  - *Landscaping;*
  - *If permission is granted by the local government in writing, advertising and trade display;*
- xi) *To ensure that all parking or loading and unloading of vehicles associated with any onsite activity other than those of a single residential nature, is to take place in the lot area contained behind the 20 metre building line from the lot frontage;*
- xii) *To ensure that no unsightly material or equipment, which could detract from the amenity of the area in general or adjoining properties in a particular, is to be stored onsite unless it is screened in a manner acceptable to the local government;*

- xiii) To ensure via a condition of development approval that the planting of a minimum of (20) twenty drought resistant native trees capable of growing to a height of at least 5 metres, is undertaken on each lot in a position agreed to by the local government; and
- xiv) To ensure that any advertising sign proposed on a lot is only approved if it complies with the sign specifications as they relate to a Home Occupation activity as laid down in Part 6 of the Scheme.

Under the terms of Schedule A of LPS2 the erection or extension of an outbuilding (i.e. shed) on the same lot as a single house where the Residential Design Codes do not apply does not require Council's development approval where the objectives and development standards set out in LPS2 for that particular zone (including boundary setbacks) are satisfied and the land is not:

- i) entered in the Register of Heritage Places under the *Heritage of Western Australia Act 1990*; or
- ii) the subject of an order under Part 6 of the *Heritage of Western Australia Act 1990*; or
- iii) included on a heritage list prepared in accordance with this Scheme; or
- iv) within an area designated under the Scheme as a heritage area; or
- v) the subject of a heritage agreement entered into under the *Heritage of Western Australia Act 1990* section 29; or
- vi) abutting an unconstructed road or a lot or location which does not have frontage to a constructed road.

Assessment of this latest development application for Lot 4 against the relevant objectives and development standards contained in LPS2 has confirmed it does not satisfy the following requirements hence the need for Council's development approval prior to commencement of the building permit application process:

- Maximum permitted floor area of any zincalume outbuilding. Under the terms of clause 31(14)(b)(i) of LPS2 the maximum permitted floor area of any zincalume outbuilding on any lot classified 'Rural Residential' zone is 55m<sup>2</sup>. Under the terms of the application received the total proposed floor area of the extended outbuilding on Lot 4 will be 288m<sup>2</sup>;
- Maximum permitted floor area of all outbuildings on any one lot. Under the terms of clause 31(14)(b)(i) of LPS2 the maximum permitted floor area of all outbuildings on any lot classified 'Rural Residential' zone is 130m<sup>2</sup>. Under the terms of the application received the total proposed floor area of all outbuildings on Lot 4 will be 451m<sup>2</sup>;
- Wall and roof cladding materials. Clause 16(2)(e)(v) of LPS2 requires the roof and wall cladding of all outbuildings on any land classified 'Rural Residential' zone to be finished using non-reflective materials (e.g. colorbond steel sheeting). Under the terms of the application received all roof and wall cladding for the proposed new shed extension will be constructed using zincalume steel sheeting.

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

It is concluded, following detailed consideration and assessment of the application by the reporting officer, that the proposed variations outlined above may be supported and approved by Council for the following reasons:

- i) Council has previously granted approvals to the construction of zincalume clad outbuildings on the land with individual and combined floor areas greater than that permitted by LPS2;

- ii) The Shire has no record of any formal complaints from immediately adjoining or other landowners or occupiers in the immediate locality regarding any impacts arising from the existing outbuildings on the land;
- iii) The proposed shed extension will be sited at the rear of the property in accordance with the relevant setback requirements of LPS2 and will be constructed using new materials to match the existing shed. As such it will be screened from public view, won't be visually prominent and is therefore unlikely to have any adverse visual impacts on the local streetscape or any adjoining property in terms of its bulk, scale or external finish;
- iv) The proposed shed extension will not compromise the ability to provide direct sunlight and ventilation to the existing dwelling and open spaces on the subject land or any adjoining properties;
- v) The proposed shed extension will not give rise to any overlooking and resultant loss of privacy on any adjoining property;
- vi) All stormwater drainage will be continue to be managed and disposed of on-site despite the total combined area of all outbuildings on the land and their associated roof catchments; and
- vii) The proposed shed will allow for the effective and efficient use of space on the land to provide for additional domestic parking and the general storage of household items.

In light of the above findings it is concluded the proposal for Lot 4 is generally consistent with the objectives of the land's current 'Rural Residential' 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 all proposed variations thereto.

#### **STATUTORY ENVIRONMENT**

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

#### **POLICY IMPLICATIONS**

NIL.

#### **FINANCIAL IMPLICATIONS**

NIL.

All costs associated with the proposed development will be met by the landowners.

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

The proposal for Lot 4 is considered to be consistent with the following stated objective, outcome and strategy in the Shire of Corrigin Strategic Community Plan 2017-2027:

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

## VOTING REQUIREMENT

Simple Majority

## COUNCIL RESOLUTION

**(129/2019) Moved: Cr Mason**

**Seconded: Cr Dickinson**

That Council resolve to **approve** the development application submitted by Vincent & Susan Gallinagh (Landowners) to construct a proposed new 108m<sup>2</sup> extension to an existing approved outbuilding (i.e. domestic storage shed) on Lot 4 (No.39) Boyd Street, Corrigin subject to the following conditions and advice notes:

### Conditions

1. The proposed development shall be undertaken in a manner consistent with all the information and plans submitted in support of the application dated 14 August 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 addition to the existing 180m<sup>2</sup> outbuilding (i.e. domestic storage shed) on the land shall be constructed using new materials only and comprise a maximum floor area of 108m<sup>2</sup>.
5. All stormwater collected from the roof of the extended outbuilding (i.e. domestic storage shed) on the land shall be directed to the proposed new rainwater tank to be sited adjacent to it. These works shall be completed prior to occupation and use of the extended outbuilding.
6. The extended outbuilding on the land shall be used for domestic purposes only (i.e. the parking of light vehicles, personal hobbies and general household storage) unless otherwise approved by Council.

### Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant/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. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.
4. The proposed addition to the existing 180m<sup>2</sup> outbuilding (i.e. domestic storage shed) on the land is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements are required to be

*submitted with the building permit application.*

- 5. No construction works shall commence on the land prior to 7am without the Shire's written approval. No construction works are permitted on Sundays or Public Holidays.*
- 6. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.*
- 7. 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's designated townsites.*
- 8. 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.*
- 9. 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.*

**Carried 6/0**

### 8.2.3 DUAL FIRE CONTROL OFFICERS 2019/2020

Applicant:	Shire of Brookton
Date:	10/09/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	ES.0001
Attachment Ref:	NIL

#### **SUMMARY**

The Shire of Brookton 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 Brookton 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 Brookton:

- Mr Darrell Turner
- Mr Travis Eva
- Mr Bevan Walters

#### **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

**COUNCIL RESOLUTION**

**(130/2019) Moved: Cr Hickey**

**Seconded: Cr Gilmore**

*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 Brookton:

- Mr Darrell Turner
- Mr Travis Eva
- Mr Bevan Walters

**Carried 6/0**

## 8.2.4 AGREEMENT FOR THE PROVISION OF MUTUAL AID FOR RECOVERY DURING EMERGENCIES

Applicant:	Shire of Corrigin
Date:	10/08/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	ES.0003
Attachment Ref:	NIL

### SUMMARY

Council is asked to consider a Memorandum of Understanding (MOU) between local governments for the provision of mutual aid during emergencies and post incident recovery.

### BACKGROUND

At the WALGA Central Country Zone meeting on 15 March 2019 discussion was held on the potential for a Partnering Agreement for the Provision of Mutual Aid for Recovery during Emergencies. The meeting agreed to refer the concept of a Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery (MOU), to Member Councils for comment and the matter be listed for consideration at the in-person Zone meeting on Friday 30 August 2019.

To assist in the consideration of this issue is the draft of an MOU prepared for the South West Country Zone.

The WALGA Central Country Zone meeting on 30 August 2019 in Beverley considered the draft MOU where it resolved:

*That, subject to any amendment, the Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery be adopted for a period of three years from the date of signing, subject to it being considered and endorsed by each local government.*

### COMMENT

A similar MOU has operated in the South West of WA by twelve (12) local governments without any issues arising. It is recommended that Council agree to be part of the cooperative approach of assisting other local governments in the Central Country Zone in emergency events by endorsing the attached MOU.



**STATUTORY ENVIRONMENT**

NIL

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

Staff salary/wages for assisting in the emergency and any loss, damage or cost associated with the provision of support such as plant, equipment and protective clothing etc.

The local government requesting the assistance will be responsible for all incidental cost associated with the provider’s personnel and equipment such as catering, accommodation, OHS, transport, fuel and storage.

**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
3.1.4	Collaborate with emergency service and community volunteers	3.1.4.1	Engage with the community, in particular volunteers and volunteer organisations to establish how the community can ensure a going sustainable volunteer services/roles within the community
		3.1.4.2	Continue to lobby the key stakeholders to ensure the necessary support is provided for volunteer services who support Corrigin

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**(131/2019) Moved: Cr Gilmore**

**Seconded: Cr Mason**

*That Council endorse the Memorandum of Understanding for the Provision of Mutual Aid during Emergencies and Post Incident Recovery be adopted for a period of three years from the date of signing.*

**Carried 6/0**

## Local Government MoU

This Memorandum of Understanding is made on the [date] day of [month] [year].

### Parties to the Agreement

Shire of Beverley,  
Shire of Brookton  
Shire of Corrigin  
Shire of Cuballing,  
Shire of Dumbleyung,  
Shire of Kulin,  
Shire of Lake Grace,  
Shire of Narrogin,  
Shire of Pingelly,  
Shire of Quairading,  
Shire of Wagin,  
Shire of Wandering,  
Shire of West Arthur,  
Shire of Wickepin,  
Shire of Williams

Hereinafter called the ‘partnering LGs’ ‘parties’ or ‘partners’

### Aim

This Memorandum of Understanding (MOU) sets out a basic framework for cooperation between the Local Governments named, to promote cooperation in a disaster event which affects one or more of the partnering LGs.

The guiding principle of this MOU is that any support given to a partnering LG in a particular emergency event shall be voluntary and of a level that will not unduly compromise the operability of the partnering LG providing the support.

### Purpose

To facilitate the provision of mutual aid between partnering LGs during emergencies and post incident recovery.

To enhance the capacity of our communities to cope in times of difficulty.

To demonstrate the capacity and willingness of participating LGs to work co-operatively and share resources within the region.

### **Partnering Objectives**

Partners to this MOU, in times of community distress due to an emergency incident, agree where possible to:

1. Provide whatever resources may reasonably be available within the capacity of that LG to respond to the emergency incident if requested;
2. Provide at its absolute discretion, whatever resources may be available within the means of that LG to assist with post incident recovery in the community.

### **Allocation of Resources**

1. This MOU acknowledges that the allocation of a partnering LG's personnel and plant resources is an operational issue, and as such is the responsibility of the CEO of the LG seeking to offer aid.
2. This MOU seeks to demonstrate that the CEO's commitment to supporting other LGs in need is supported by the Elected Members of each participating Council.

### **Responsibilities**

The partners to this MOU recognise their responsibilities to have adequate arrangements in place in order to be in a position to respond to non-natural and natural disasters.

This MOU recognises that each LG will have its own LEMPs in place in accordance with the *Emergency Management Act 2005*. However, the intention of this MOU is to improve the efficiency of joint response to a disaster, share experiences, enhance cooperation between partnering LGs and improve regional resilience to disaster events.

The parties acknowledge that the provisions of this document are not intended to create binding legal obligations between them.

The parties acknowledge that:

1. nothing in this document authorises a party to incur costs or expenses on behalf of the other party; and
2. a party has no authority to act for, or to create or assume any responsibility obligation or liability on behalf of, the other party.

### **Partnering Expectations**

1. To provide where possible both physical and human resources to assist with the immediate response and recovery. Ongoing protracted assistance may be needed, this

may be subject to further negotiation and agreement in writing between the partners concerned.

2. Where possible, and if appropriate, the affected LG must utilise internal resources and local contractors before requesting assistance from another LG. This will ensure LGs are not seen to be competing with local businesses or offers of assistance.
3. All requests for support will be made through the Incident Controller (IC) of the designated Hazard Management Agency (HMA) for the incident, in consultation with the designated Local Recovery Coordinator (LRC) and the Local Emergency Coordinator (LEC).
4. All equipment provided must be covered by the partners own insurance, each LG is responsible for ensuring insurance policies allow for the provision of mutual aid.
5. Each individual Council will be responsible for continued salary and any workers compensation insurance for their own staff regardless of where they are operating during the disaster event.
6. Each LG will be responsible for any loss, damage or cost associated with the provision of support unless otherwise agreed in writing.
7. The LG requesting support will be responsible for all incidental costs associated with the provider's personnel and equipment such as catering, accommodation, OHS issues, transport, fuel and storage.

### **Cost Recovery**

The West Australian National Disaster Relief and Recovery Arrangement (WANDRRA) guidelines provide for the reimbursement of expenditure incurred by partnering LGs during a disaster event. Each partnering LG is responsible for maintaining an accurate record of its expenditure during an event.

In the event the emergency is declared a Disaster, State and Commonwealth funding assistance will be sought in compliance with relevant State and Commonwealth Policies. The affected partnering LG area will claim these costs accordingly under the WANDRRA guidelines.

In the event a partnering LG's resources and/or equipment are required to assist another partnering LG, these costs would not be claimable via WANDRRA. Therefore, any intended claim for reimbursement is a matter between partnering LGs.

### **Duration and Amendment**

The MOU will come into effect at the date which all parties have signed the agreement.

This MOU can be reviewed at any time but cannot be amended except with the written consent of all partners.

### **Term**

Unless mutually extended, terminated or parties withdraw, this MOU will expire on [date to be inserted].

### **Withdrawal**

Any partner may withdraw from this MOU by giving 90 days written notice to the partnering LG's and the State Emergency Management Committee.

### **Notices**

Communications in relation to this MOU should be addressed to:

The Executive Officer, Central Country Zone of WALGA,

## 8.2.5 RECRUITMENT – DEPUTY CHIEF EXECUTIVE OFFICER

Applicant:	Shire of Corrigin
Date:	11/09/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	Personnel
Attachment Ref:	Attachment 8.2.5 - Deputy CEO Report (Confidential)

### REASON FOR CONFIDENTIALITY

The agenda item is confidential in accordance with section 5.23(2)(a) of the Local Government Act because it deals with matters affecting an employee of Council.

### COUNCIL RESOLUTION

**(132/2019) Moved: Cr Hickey**

**Seconded: Cr Weguelin**

*That Council in accordance with Clause 15.10 of the Standing Orders close the meeting to the public.*

**Carried 6/0**

**Note: The meeting was closed to the public.**

**Catherine Ospina Godoy and Kirsten Biglin left the room at 3.31pm**

### SUMMARY

This item seeks Council endorsement of the CEO's decision to enter into a three year contract of employment for the Deputy CEO position.

### BACKGROUND

The position of Deputy Chief Executive Officer is a designated Senior Employee in accordance with section 5.37 of the Local Government Act 1995 and Council Policy 5.6.

### COMMENT

The employment and salary arrangements for the contract of employment for the Deputy Chief Executive Officer are presented to Council for endorsement.

### STATUTORY ENVIRONMENT

Local Government Act 1995

s5.36 (3)(b) Council to satisfy itself as to the arrangements relating to a person's employment.

s5.37 (2) The CEO is to inform the council of each proposal to employ or dismiss a senior employee, other than a senior employee referred to in section 5.39(1a), and the council may accept or reject the CEO's recommendation but if the council rejects a recommendation, it is to inform the CEO of the reasons for its doing so.

s5.39 Senior employees to be employed under a contract.

s5.41(g) CEO responsible for the employment, management supervision, direction and dismissal of other employees (subject to S 5.37(2) in relation to senior employees);

### POLICY IMPLICATIONS

Policy 5.6 The following positions are classified as Senior Employees for the purposes of Section 5.37(1) of the *Local Government Act 1995*:

- CEO
- Deputy CEO

**FINANCIAL IMPLICATIONS**

Budgeted expenditure for administration staff salaries

**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

**COUNCIL RESOLUTION**

**(133/2019) Moved: Cr Weguelin**

**Seconded: Cr Dickinson**

*That Council:*

1. *Notes and accepts the CEO’s decision in regard to the senior designated employee.*
2. *Authorise the Chief Executive Officer to sign the contract of employment.*

**Carried 6/0**

**COUNCIL RESOLUTION**

**(134/2019) Moved: Cr Weguelin**

**Seconded: Cr Gilmore**

*That Council in accordance with Clause 15.10 of the Standing Orders reopen the meeting to the public.*

**Carried 6/0**

*Cr Baker left the room at 3.40pm*

*Cr Hickey assumed the chair*

*Kirsten Biglin and Catherine Ospina-Godoy re-entered the room at 3:41pm*

## 8.2.6 RURAL HEALTH WEST APPOINTED REPRESENTATIVE ENDORSEMENT

Applicant:	Shire of Corrigin
Date:	11/09/2018
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	CS.0039
Attachment Ref:	NIL

### SUMMARY

Council is requested to consider endorsing the position of Cr Lyn Baker on the Board of Rural Health West following her retirement from local government at the 2019 elections.

### BACKGROUND

The Shire of Corrigin is an organisational member of Rural Health West and Cr Baker is the nominated representative on the Board. Cr Baker was elected as an organisation member to represent local government on the Rural Health West Board and her third and final term expires in October 2020.

In order to complete her term on the Board the Shire of Corrigin will need to re-affirm her as the shire's appointed representative.

### COMMENT

Cr Baker provides an important local government perspective and has successfully represented the interests of rural communities during her tenure on the Rural Health West Board.

### 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 3.2 - A Community for all Ages**

Strategic Community Plan		Corporate Business Plan	
Outcome	Strategies	Action No.	Actions
3.2.4	Ongoing support for the provision of health and associated services	3.2.4.1	Ensure that the residents have regular access to a medical practitioner and support the medical practitioner in the delivery of these services
		3.2.4.2	Work with neighbouring local governments, key stake holders to have a collaborative approach to the provision of medical and allied health services to the region
		3.2.4.3	Support the health services by lobbying stake holders (to address local concerns and issues facing the industry now and into the future
		3.2.4.4	Representation on key Boards and associations for the delivery of health services to the district
		3.2.4.5	Support of local groups for the provision of health services within the district

**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

**COUNCIL RESOLUTION**

**(135/2019) Moved: Cr Weguelin**

**Seconded: Cr Mason**

*That Council endorse Lynette Baker as the Shire of Corrigin appointed representative for Rural Health West following her retirement from local government at the 2019 elections to enable her to complete her term on the Rural Health West Board.*

**Carried 5/0**

Cr Baker re-entered the room at 3:45pm and resumed the chair

### 8.3 WORKS AND SERVICES

#### 8.3.1 WICKEPIN-CORRIGIN ROAD HEAVY VEHICLE AMMS ASSESSMENT

Applicant:	Shire of Corrigin
Date:	11/09/2019
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 road submitted to Main Roads by Cropline PTY Ltd for assessment to determine if suitable level 3 access to the Restricted Access Vehicle Network (RAV).

#### BACKGROUND

Main Roads Heavy Vehicle Services has requested that the Shire of Corrigin provide support as the road owner to add the following section of road to the RAV network including any comments relating to road condition, planning conflicts or development issues that may be impacted.

Road Owner	Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
Shire of Corrigin	4040171	Wickepin – Corrigin Rd	Lake Rd & Wickepin – Corrigin Rd (LGA Boundary) (0.00)	Brookton – Corrigin Rd (32.95)	RAV 5	N4.3

The request from the transport operator is for access to the Wickepin - Corrigin from the Shire of Corrigin boundary approximately 1.5 kilometres from Yealering at the intersection of Lake Road and the Wickepin Corrigin Road (SLK 0.00) to Brookton Highway for trucks outloading grain from the CBH bin at Yealering to the Brookton Highway.

The requested road is currently approved for RAV 5 and the applicant is seeking RAV 4 (27.5m) concessional level 3 access (N4.3). If permission is granted for N4.3 it will allow trucks to travel on the road with a heavier load of up to 99 tonnes. The road is currently approved for loads of up to 84 tonnes.

#### Requested Axle Mass Level

	Tandem Axle Group	Tri Axle Group
Level 1	17.0t	21.5t
Level 2	17.0t	22.5t
Level 3	17.5t	23.5t

The road is used as a school bus route from Stretton Road to Elsegood Road and from the Bullaring townsite to Grylls Road. The road is narrow in sections and the quality of the pavement is poor to very poor.



**COMMENT**

It is recommended that Council advise Main Roads Heavy Vehicle Services that the application for Network 4.3 access from the Shire of Corrigin boundary at Lake Road to Brookton Highway is not supported for the following reasons:

- Poor condition on several sections of existing bitumen surface will require significant investment to upgrade road, including stabilisation, to accommodate additional load of up to 99 tonnes.
- School bus route.

**STATUTORY ENVIRONMENT**

*Local Government Act 1995*

*Road Traffic Act 1972*

*Road Traffic (Vehicles) Act 2012*

*Road Traffic (Vehicle Standards) Regulations 2002*

**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: 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

**COUNCIL RESOLUTION**

**(136/2019) Moved: Cr Gilmore**

**Seconded: Cr Hickey**

*That Council advise Main Roads Heavy Vehicle Services that the application for Network 4.3 access the Wickepin Corrigin Road from the Shire of Corrigin boundary at intersection of Lake Road to the Brookton Highway is not supported for the following reasons:*

- *Poor condition on several sections of existing bitumen surface will require significant investment to upgrade road, including stabilisation, to accommodate additional load of up to 99 tonnes.*
- *School bus route.*

**Carried 6/0**

### 8.3.2 TENDER MECHANICAL SERVICES

Applicant:	Shire of Corrigin
Date:	11/09/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	TENDER 01/2019, FM.0020
Attachment Ref:	NIL

#### SUMMARY

Council is asked to consider the recommended successful tenderer to provide heavy plant and machinery servicing on an hourly basis within the Shire of Corrigin for the 2019/20 financial year.

#### BACKGROUND

Tender 2/2018 for mechanical servicing was awarded to Western Stabilisers Pty Ltd for the 2018/19 financial year. The contract was extended until September 2019 by mutual agreement to allow time to conduct a new tender process for 2019/20.

Council considered the requirements for servicing the Shire of Corrigin fleet of heavy vehicles along with the current staff structure, which does not include provision for an in house mechanic, as part of the 2019/20 budget process. The estimated annual cost of mechanical servicing is approximately \$180,000 and the Shire of Corrigin is required to call tenders when the anticipated expenditure is over \$150,000.

A public tender process for mechanical servicing for one year with an option of a further year was recently conducted with a closing date of 29 August 2019. One compliant tender was received by the closing date and was evaluated Natalie Manton, CEO and Catherine Ospina-Godoy, Manager of Finance against a predetermined compliance and weighted assessment criteria.

#### COMMENT

The cost of heavy vehicle servicing during 2019/20 is likely to exceed the tender threshold of \$150,000 requiring tenders to be called. The tender process provided the most efficient and effective method of mitigating risk, determining value for money and ensuring openness, fairness, transparency and equity among suppliers for mechanical services for the 2019/20 financial year.

#### STATUTORY ENVIRONMENT

Local Government Act 1995

3.57. Tenders for providing goods or services

(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.

(2) Regulations may make provision about tenders.

Local Government (Functions and General) Regulations 1996

(1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$150, 000 unless sub-regulation (2) states otherwise.

(2) Tenders do not have to be publicly invited according to the requirements of this Division if:

- (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or  
 (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program;  
 Regulation 18(4) of the Functions and General Regulations

Regulation 20(1) of the Functions and General Regulations  
 Regulation 20(2) of the Functions and General Regulations

**POLICY IMPLICATIONS**

Policy 2.9 Purchasing Policy

Purchasing that is \$150,000 or below in total value (excluding GST) must be in accordance with the purchasing requirements under the relevant threshold as defined under section 4.4 of this 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

**FINANCIAL IMPLICATIONS**

Cost of heavy vehicle service and maintenance included as repairs and maintenance item in 2019/20 annual budget of approximately \$180,000

**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**

Absolute Majority

**COUNCIL RESOLUTION**

**(137/2019) Moved: Cr Hickey**

**Seconded: Cr Dickinson**

*That Council:*

- Accepts the Tender submitted by Western Stabilisers Pty Ltd as the most advantageous Tender to form a Contract.*
- Delegates the formation of the Contract to the Chief Executive Officer, subject to any variations (of a minor nature) prior to entering into a Contract.*

**Carried 6/0**

### 8.3.3 WHEATBELT SECONDARY FREIGHT ROUTE– FORMALISATION OF COMMITMENT

Applicant:	Shire of Corrigin
Date:	10/09/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	FM.0057
Attachment Ref:	Attachment 8.3.3 - Wheatbelt Secondary Freight Network

#### SUMMARY

It is requested by the Wheatbelt Secondary Freight Network (WSFN) Steering Committee that the associated 42 Local Governments formalise their commitment to WSFN Program, to be eligible for future funding and project consideration, via a formal resolution of Council.

#### BACKGROUND

Forty two local governments in the Wheatbelt region have worked collaboratively for over four years to secure funding to improve secondary freight network routes on local government roads in the Wheatbelt. The Wheatbelt Secondary Freight Network (WSFN) Program has been allocated \$70m of Federal funding through the Roads of Strategic Importance (ROSI) program and this has been matched with State funding of \$17.5m (reflecting the 80/20 funding agreement). The State funding will be sourced two thirds from the State and one third from the local governments whose assets are being upgraded. The available \$87.5m will not be sufficient to upgrade all 80 of the identified routes. Good governance of this program and ongoing collaboration between all parties will be critical in securing additional funding.

The Program Governance Plan (PGP) identifies how key governance and administrative aspects will be undertaken to ensure successful delivery of the program. It will outline the structure and processes for decision making and consultation within the Wheatbelt Region Regional Road Groups (WRRRG) and local governments. The plan will provide a framework and guidelines for all members of the WSFN Program to operate within and will be used to communicate how the program will be governed to all stakeholders. This governance plan should be read in conjunction with the Program Delivery Plan and the Multi-Criteria Analysis (MCA) methodology documents that provide operational details about how on-ground capital works will be delivered for Stage 1 and beyond.

The initial funding for the delivery of on-ground capital works for Stage 1 has been confirmed and it is now proposed that all 42 Local Governments formalise their commitment to WSFN Program, to be eligible for future funding and project consideration. It is requested by the WSFN Steering committee that this formal commitment from all 42 Councils be via a formal resolution of Council, which will entail the presentation and acknowledgement of the following WSFN program documents:

- Project Governance Plan
- Program Delivery Plan
- Multi Criteria Analysis Methodology.

The 42 Council resolutions will be collated as addendums to a formal agreement that the Regional Road Group will sign with the Federal and State Governments on behalf of participating local governments, with the WSFN program formalising the ongoing commitment to the program.

In order to demonstrate best outcomes and value for money it is necessary to develop a transparent process to identify which routes have the highest priority for the limited available funding. A prioritisation of the WSFN routes will be via a multi-criteria analysis (MCA) will be

developed to score each route based on the available data submitted by local governments and the Revitalising Agricultural Region Freight (RARF) strategy being coordinated by the WA State Government.

The criteria upon which each route will be assessed in the MCA includes:

Data Set	Description
ROSMA KSI Rate	Road Safety Management System (ROSMA) data will be supplied by Main Roads WA. It captures the rate of 'Killed or Serious Injury' (KSI) incidents on a route.
Seal Width	The seal width of the road described as a percentage of the route length, allowing an average seal width will be applied across the route. Seal width will be compared to a minimum seal width of 7m as per a Type 5 road.
Road Condition	Shire's have assessed road condition on a one to five scale, which has been applied as a direct metric. Five indicating very poor condition
ADT Counts	Average Daily Traffic counts provide data on the average number of total vehicles traveling on a road per day over the measurement period, capturing both heavy and light vehicle use.
ESA Counts	An Equivalent Standard Axle is defined as a dual tyred single axle transmitting 8.2 tonne to the pavement. ESA counts are therefore reflective of the total number and load of heavy vehicles that impact a road.

On-ground works for the WSFN program are expected to commence in financial year 2020/21 and be staged over a three to five year period depending upon Federal Government stipulations.

For the year 2019/20 the WSFN have identified two pilot projects to begin on-ground works and refine project delivery methodologies and processes. These will be \$1 million dollars each and have been identified for the following Shires:

- Wheatbelt North
  - Shire of Victoria Plains
  - Lancelin to Meckering Route
  - Mogumber - Yarawindah Road
  - Project value \$1M
- Wheatbelt South
  - Shire of Quairading
  - Cunderdin to Kweda Route
  - Cunderdin - Quairading Road
  - Project Value \$1M

Corrigin roads included in the project are as follows:

MRWA Road	Collector Route Name	Road Name
4040007	Corrigin - Katanning	Rabbit Proof Fence Rd
4040168	Corrigin - Bruce Rock	Corrigin - Bruce Rock Rd
4040026	Bulyee-Tincurrin	Bulyee Rd
4040169	Bulyee-Tincurrin	Lomos South Rd



4040003	Bulyee-Tincurrin	Bullaring Rd
4040097	Bulyee-Tincurrin	Yealering South East Rd
4040171	Wickepin - Yealering	Wickepin - Corrigin Rd
4040172	Corrigin - South Kumminin	Corrigin - Narembeen Rd

**COMMENT**

The commitment and contributions from all 42 local governments involved in the WSFN project will enable further funding applications to be submitting to progress the project and facilitate on ground works to upgrade priority freight routes.

**STATUTORY ENVIRONMENT**

NIL

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

Council commitment of \$6,000 in 2019/20 budget. Local Governments with projects approved over the course of the WSFN program will be required to contribute approximately 7% of each individual project’s total cost. The remaining funding will be provided by Federal Government 80% and State Government 13%.

**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 and footpath management plan to be implemented through road works program.

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**(138/2019) Moved: Cr Hickey**

**Seconded: Cr Weguelin**

*That Council:*

1. *Formalise their commitment to the program the Wheatbelt Secondary Freight Network Program enabling them to be eligible for future funding and project consideration.*
2. *Receive the following WSN Program documents which outline how the WSN Steering Committee propose to administer the WSN Program:*
  - *Program Governance Plan*
  - *Program Delivery Plan*
  - *Multi Criteria Analysis Methodology.*
3. *Endorse the processes and procedures outlined in the Program Governance Plan which enables the Wheatbelt North and Wheatbelt South Regional Road Groups and the WSN Steering Committee to make decisions in accordance with in the Program Governance Plan.*

**Carried 6/0**

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

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

### **Mr Seimons 100 Birthday Garden**

A lovely celebration was held for Mr Seimons 100<sup>th</sup> birthday on Sunday 8 September 2019 with the unveiling of a commemorative garden and plaque. Thank you to Cr Baker, Heather Ives, Greg Tomlinson, Shane McMiles and the works crew for designing and organising the garden and plaque for the special occasion.

Mr Seimons was very pleased and passed on his appreciation to all involved.

### **Shire of Corrigin Freeman Mr David Abe**

The Shire of Corrigin Councillors and staff extend their deepest sympathy to the Abe family on the passing of Mr David Abe. Mr Abe was a Shire Councillor from 1975 to 2003 and President from 1995 to 2001. He was awarded an Honorary Freeman of the Shire in 2010 for his outstanding service to the community.

## **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

### COUNCIL RESOLUTION

(139/2019) Moved: Cr Hickey

Seconded: Cr Mason

That council allow a late item

Carried 6/0

### 13.1 LATE AGENDA ITEM - 2019 EXTRAORDINARY ELECTION

Applicant:	Shire of Corrigin
Date:	16/09/2019
Reporting Officer:	Natalie Manton, Chief Executive Officer
Disclosure of Interest:	NIL
File Ref:	GOV.0045
Attachment Ref:	NIL

#### SUMMARY

Council to set an election date for an extraordinary election after receiving only one nomination for the 2019 election that required three vacant positions to be filled.

#### BACKGROUND

Nominations for the 2019 election seeking three candidates for four year terms closed 4pm Thursday 12 September 2019. At the close of nominations only one nomination had been received. Cr Mike Weguelin has been re-elected unopposed until 2023.

#### COMMENT

As sufficient nominations have not been received an extraordinary election is now required. To comply with the advertising and other requirements of the Local Government Act a date is best set that is less than 100 days after the current election day (19/10/2019) so that a new electoral roll is not required and not later than on the 45th day before the proposed extraordinary election day.

Given Christmas and New Year, the January Holiday period and the statutory requirements it is recommended that the extraordinary election day be Saturday 14 December 2019. Holding the election over until February or later is not considered suitable given the time without two councillors and the need to undertake the electoral roll preparation process again.

#### STATUTORY ENVIRONMENT

Local Government Act 1995

In this circumstance Section 4.9 of the Act states:

##### 4.9. Election day for extraordinary election

- (1) Any poll needed for an extraordinary election is to be held on a day decided on and fixed
  - (a) by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or
  - (b) by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).

**POLICY IMPLICATIONS**

NIL

**FINANCIAL IMPLICATIONS**

Election advertising

**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
4.1.1	Provide leadership, communication and active engagement with the community	4.1.1.1	Elected members provide strategic leadership for the benefit of the community.

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL RESOLUTION**

**(140/2019) Moved: Cr Gilmore**

**Seconded: Cr Mason**

*That Council:*

1. *Confirm the Chief Executive Officer as the Returning Officer for the extraordinary election.*
2. *Nominates the Shire of Corrigin Administration Building to conduct the election process including for polling of votes and the counting of votes.*
3. *Confirm that the CEO as the returning Officer will write to the Electoral Commissioner of the Western Australia Electoral Commission requesting that the electoral roll used for the 2019 elections be used for this extraordinary election.*
4. *Note the Report of the Returning Officer – 2019 Local Government Elections; and*
5. *Note the decision of the Shire President pursuant to Section 4.9(1) (a) of the Local Government Act 1995 to hold the extraordinary election on Saturday 14 December 2019 to fill the vacant elected member positions (two 4 year terms).*

**Carried 6/0**

**14 INFORMATION BULLETIN**

**15 WALGA AND CENTRAL ZONE MOTIONS**

**16 NEXT MEETING**

Ordinary Council meeting on Tuesday 15 October 2019 at 3.00pm.

**17 MEETING CLOSURE**

The Chairperson, Shire President Cr. L Baker closed the meeting at 4.09pm.