

# Shire of Tammin

## ORDINARY COUNCIL MEETING

### AGENDA



### NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Shire of Tammin will be held on **Thursday 24 September 2020** in Council Chambers, 1 Donnan Street, Tammin, commencing at **5:00pm**.

Neville Hale  
Chief Executive Officer  
17 September 2020

### MISSION STATEMENT

*"Together with the people of Tammin we will provide leadership, vision and progress to achieve sustainability and growth"*

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## **AGENDA**

### **1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Shire President will declare the meeting open at \_\_\_\_\_ pm.

### **2. PRESENT / IN ATTENDANCE / LEAVE OF ABSENCE PREVIOUSLY GRANTED / APOLOGIES**

#### **Present:**

Cr M Greenwood	Shire President
Cr G Batchelor	Deputy President
Cr N Caffell	Member
Cr T Daniels	Member
Cr T Nicholls	Member
Cr C Thomson	Member

#### **In Attendance:**

Neville Hale	Chief Executive Officer
Morgan Ware	Manager of Finance & Administration
Fabian Houbrechts	Manager of Works & Services

#### **Leave of Absence previously granted:**

Nil

#### **Apologies:**

### **3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

### **4. PUBLIC QUESTION TIME**

### **5. APPLICATIONS FOR LEAVE OF ABSENCE**

### **6. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS**

### **7. DECLARATION OF RELATED PARTY DISCLOSURE IN AGENDA ITEMS**

### **8. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

#### **8.1 Ordinary Council Meeting Minutes – 27 August 2020**

**Recommendation**

That the Minutes of the Ordinary Council Meeting held on 27 August 2020 be confirmed as a true and accurate record of proceedings.

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Simple Majority

Carried/Lost: \_\_\_\_/ \_\_\_\_

**9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

## 11. MATTERS FOR CONSIDERATION – FINANCE

### 11.1 List of Payments for August 2020

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Administration & Finance Officer
<b>Date:</b>	01 September 2020
<b>Author:</b>	Keira Wirth
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	FIN05
<b>Attachment/s:</b>	Attachment Item 11.1 – Payment List Attachment Item 11.1 - Credit Card Statement

#### Background

Accounts paid for August 2020 totaling \$174,616.97 are listed below:

Cheque numbers	6763 - 6766	\$2,553.89
Direct debit payments	01/08/20 – 31/08/20	\$8,150.74
Licensing transfers	01/08/20 – 31/08/20	\$6,338.50
Bank fees	01/08/20 – 31/08/20	\$196.59
VISA payments	01/08/20 – 31/08/20	\$495.61
EFT payments	EFT 3960 – EFT 4014	\$114,466.32
Salaries and wages	01/08/20 – 31/08/20	\$42,415.32
<b>Total payments</b>	<b>01/08/20 – 31/08/20</b>	<b>\$174,616.97</b>

#### Comment

Nil

#### Financial Implications

Directly impacts the Shire of Tammin 2020/2021 Operating Budget

#### Policy Implications

Nil

#### Statutory Implications

***Local Government (Financial Management) Regulations 1996***

### **11. Payment of accounts**

- (1) A local government is to develop procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and properly authorised use of —*
  - a) cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained; and*
  - b) Petty cash systems.*
- (1) A local government is to develop procedures for the approval of accounts to ensure that before payment of an account a determination is made that the relevant debt was incurred by a person who was properly authorised to do so.*
- (2) Payments made by a local government —*
  - a) Subject to sub-regulation (4), are not to be made in cash; and*
  - b) Are to be made in a manner which allows identification of —*
    - (i) The method of payment;*
    - (ii) The authority for the payment; and*
    - (iii) The identity of the person who authorised the payment.*
- (3) Nothing in sub-regulation (3) (a) prevents a local government from making payments in cash from a petty cash system.*

*[Regulation 11 amended in Gazette 31 Mar 2005 p. 1048.]*

### **12. Payments from municipal fund or trust fund**

- (1) A payment may only be made from the municipal fund or the trust fund —*
  - a) If the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
  - b) Otherwise, if the payment is authorised in advance by a resolution of the council.*
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

*[Regulation 12 inserted in Gazette 20 Jun 1997 p. 2838.]*

### **13. Lists of accounts**

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
  - a) The payee's name;*
  - b) The amount of the payment;*
  - c) The date of the payment; and*
  - d) Sufficient information to identify the transaction.*
- (2) A list of accounts for approval to be paid is to be prepared each month showing —*
  - a) For each account which requires council authorisation in that month —*
    - (i) The payee's name;*
    - (ii) The amount of the payment; and*
    - (iii) Sufficient information to identify the transaction; and*
  - b) The date of the meeting of the council to which the list is to be presented.*

- (3) A list prepared under sub-regulation (1) or (2) is to be —
- a) Presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - b) Recorded in the minutes of that meeting.

**Strategic Plan Implications**

Nil

**Recommendation**

That Council notes that during the month of August 2020, the Chief Executive Officer has made the following payments:

Municipal Fund payments totaling \$174,616.97 on Licensing transactions, Bank fees, EFT, Cheques, Visa, Direct Debit and Salaries and Wages payments.

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Simple Majority

Carried/Lost: \_\_/ \_\_

Payment List August 2020				
Ref	Date	Creditors	Description	Amount
<b>Licensing</b>				
62	03/08/2020	Department of Transport	Daily Licensing Fee	\$ 394.40
62	04/08/2020	Department of Transport	Daily Licensing Fee	\$ 1,340.05
62	06/08/2020	Department of Transport	Daily Licensing Fee	\$ 44.05
62	07/08/2020	Department of Transport	Daily Licensing Fee	\$ 43.10
62	12/08/2020	Department of Transport	Daily Licensing Fee	\$ 15.40
62	14/08/2020	Department of Transport	Daily Licensing Fee	\$ 540.10
62	17/08/2020	Department of Transport	Daily Licensing Fee	\$ 947.15
62	18/08/2020	Department of Transport	Daily Licensing Fee	\$ 391.35
62	19/08/2020	Department of Transport	Daily Licensing Fee	\$ 29.75
62	20/08/2020	Department of Transport	Daily Licensing Fee	\$ 751.40
62	24/08/2020	Department of Transport	Daily Licensing Fee	\$ 1,158.70
62	26/08/2020	Department of Transport	Daily Licensing Fee	\$ 347.45
62	27/08/2020	Department of Transport	Daily Licensing Fee	\$ 335.60
			<b>Subtotal</b>	<b>\$ 6,338.50</b>
<b>Bank Fees</b>				
62	03/08/2020	MERCHANT FEES	CBA MERCHANT FEES	\$ 166.20
62	05/08/2020	BANK FEES	NAB TRANSACT BANK FEES	\$ 4.90
62	24/08/2020	BANK FEES	NAB CONNECT BANK FEES	\$ 25.49
			<b>Subtotal</b>	<b>\$ 196.59</b>
<b>EFT Payments</b>				
EFT3960	04/08/2020	Adapt Electrical Solutions	Call out Tamma Village to inspect a faulty retic controller	\$ 280.15
EFT3961	04/08/2020	Dempsey's Flooring and Sandstone Serives	Deposit 50% commencement of job to repair flooring, sanding and two coats of hard wax oil 251 M2 as per quote dated 28/07/2020	\$ 6,760.50
EFT3962	04/08/2020	Farmways Kellerberrin	Various supplies for road maintenance, Depot supplies and Staff protective clothing gumboots & work boots	\$ 610.40
EFT3963	04/08/2020	Fulton Hogan	Supply cold mix Ex-plant all roads	\$ 2,090.00
EFT3964	04/08/2020	ITR Pacific PTY LTD	10 x Grader BL6ftX6X5/8X5/8BLT-HTR	\$ 951.72
EFT3965	04/08/2020	LGIS (WA)	LGIS Property Insurance Policy number 000080	\$ 16,969.70
EFT3966	04/08/2020	Landgate	Rural UV Interim Valuation shared 03/08/2020 - 10/07/2020	\$ 85.46
EFT3967	04/08/2020	Moore Stephens	Monthly Reporting Template & Documentation 2020/21, Hardcopy and upload to the client portal.	\$ 583.00
EFT3968	04/08/2020	Perfect Computer Solutions	21/07/2020 - Backup TMM Synergy account for CDO rollover process, 29/07/2020 restart the server via iLo after power outage, monthly daily monitoring fee	\$ 170.00
EFT3969	04/08/2020	Synergy	Street lighting charges 25/06/2020 - 24/07/2020	\$ 1,679.80
EFT3970	04/08/2020	T-Quip	Supply and deliver 3 bed knives 27 (700mm length) and 30 screws to suit	\$ 366.70
EFT3971	04/08/2020	Wright Express Australia Pty Ltd (Puma)	Various fuel charges for the month of July 2020	\$ 5,978.97
EFT3972	13/08/2020	Adapt Electrical Solutions	Supply and install new LED lights at the Town Hall exit doors	\$ 799.00
EFT3973	13/08/2020	Astone Professional Painting	Painting of ladies toilet room at the Town Hall	\$ 770.00
EFT3974	13/08/2020	Australia Post	Postage charges for the month of July 2020	\$ 308.78
EFT3975	13/08/2020	Autopro Northam	Globe H4 24V 75/70W Halogen	\$ 20.16
EFT3976	13/08/2020	Avon Valley Glass	Repair aluminium fixed window with 6.38mm clear laminated safety glass at Pavilion, Standard powder coat colour amplimesh stainless steel security screen installed to prevent vandalism, Travel	\$ 1,093.05
EFT3977	13/08/2020	Avon Waste	Refuse Collection - Parks and Gardens, Domestic refuse collection for the month of July	\$ 3,020.34



EFT3978	13/08/2020	DHS Official Administered Receipts CSA Account	Payroll deductions	\$ 66.67
EFT3979	13/08/2020	Dempsey's Flooring and Sandstone Serives	Final payment for repairs to Town Hall flooring - sanding and two coats of hard wax oil on 251 M2	\$ 6,760.50
EFT3980	13/08/2020	Earthstyle Contracting Pty Ltd	Maintenance grading including grader and roller on Bungulla South Rd, Leslie Road, Palmer Road, Saunders Road, Tremlett Road & Turon Road 48 hours in total	\$ 12,144.00
EFT3981	13/08/2020	Eastway Food Supplies	White Foam soap dispensers 4x & Foam soap mild 11t x12 for public toilets	\$ 212.30
EFT3982	13/08/2020	Goodfield Quality Meats	Refreshments for Council Meeting, 23 July 2020.	\$ 90.00
EFT3983	13/08/2020	Kellerberrin Farmers Co-Operative	Special Council Meeting refreshments 02/07/2020	\$ 102.78
EFT3984	13/08/2020	LGRCEU	Payroll deductions	\$ 20.50
EFT3985	13/08/2020	Navsdron Pty Ltd ATF Navsdron Trust	Financial Assistance, LTFP, Financial reporting & general assistance	\$ 4,950.00
EFT3986	13/08/2020	Officeworks	Whiteboard KY-JB Porcelain W/Brd 1800x900 Sr for Depot	\$ 676.86
EFT3987	13/08/2020	Prestige Alarms	24 hour monitoring of Security Alarm System for period 01/09/2020 - 30/11/2020	\$ 143.00
EFT3988	13/08/2020	Promotional Exposure	Balance for Comedy Gold show 2020	\$ 1,760.00
EFT3989	13/08/2020	Samantha Pimlott	Reimbursement for supplies for Comedy Gold 13/08/2020	\$ 170.43
EFT3990	13/08/2020	Southern Cross Austereo Pty Ltd	Radio Advertisement - Comedy Gold Merredin hit 105.1, Merredin Triple M, Northam hit 96.5, Northam Triple M 31/07/2020	\$ 275.00
EFT3991	13/08/2020	SupaTurf WA	2x DM/15 Duramark White 15l	\$ 209.00
EFT3992	13/08/2020	Talis Consultants Pty Ltd	Provision of Consultancy Services for the period ending 31 July 2020 - Footpath Asset Report	\$ 1,100.00
EFT3993	13/08/2020	Tammin P & C	Catering for Shire function 07 July 2020 farewell	\$ 1,230.00
EFT3994	13/08/2020	Telstra	Land line & internet charges for Administration Office, Tabloid & Depot for periods 22/07/2020 - 17/08/2020	\$ 942.46
EFT3995	13/08/2020	Toll Ipec	Toll freight charges for the month of July	\$ 157.85
EFT3996	13/08/2020	Western Lockservice	Supply and deliver 7 padlocks	\$ 861.48
EFT3997	13/08/2020	Wheatbelt Office and Business Machines	Fuji Xerox Apeosport Printing charges for period 09/06/2020 - 06/08/2020	\$ 1,422.22
EFT3998	13/08/2020	You lie and Son Spreading Services	Grader Roller combination hire for multiple road within the Shire totalling 60.4 hours	\$ 17,811.20
EFT3999	20/08/2020	Ceiling Manufacturers of Australia	Supply and Deliver 3 x packs of ceiling panels for Town Hall	\$ 261.36
EFT4000	20/08/2020	Chatfields Tree Nursery	Delivery of seedlings returned from McDonalds farm - re-deliver to the Depot	\$ 331.98
EFT4001	20/08/2020	Combined Tyres Cunderdin	Supply and install tyres on dolly 11Rx22.5 Hifly & Disposal of Truck tyres	\$ 990.00
EFT4002	20/08/2020	Cutting Edges Equipment Parts	Supply and deliver grader blades GB6858HT	\$ 865.26
EFT4003	20/08/2020	DHS Official Administered Receipts CSA Account	Payroll deductions	\$ 66.67
EFT4004	20/08/2020	Farmways Kellerberrin	Various weed control materials for the the Oval and small plant equipment	\$ 722.00
EFT4005	20/08/2020	Itagz Pty Ltd	Red 95mm Wrap Strap Dog Tag #0001- 0200 & Red 75mm Wrap Strap Cat Tag #0001- 0200 & Freight	\$ 235.40
EFT4006	20/08/2020	LGRCEU	Payroll deductions	\$ 20.50
EFT4007	20/08/2020	Officeworks	Washington HB chair black - Depot & Overnight delivery fee for remote area	\$ 358.95
EFT4008	20/08/2020	Synergy	Electricity charges for Town Hall, Office, Car park lighting, Tamma Village, Kep & 12 Russell Street 16/06/2020 - 11/08/2020	\$ 2,087.39
EFT4009	27/08/2020	DEKK Rubber Tracks & Pads	RT4965 DEKK Rubber Track Multibar as per quote ESTDT0006427	\$ 5,324.00
EFT4010	27/08/2020	Department of Fire and Emergency Services	2020/21 ESLB 1st Quarter Contribution	\$ 8,667.90
EFT4011	27/08/2020	Tammin Bowling Club	Hire of club including bar staff and refreshments on the 07/07/2020, Retirement farewell	\$ 450.00
EFT4012	27/08/2020	Telstra	LH, MWS & CEO mobile phone charges Telstra tablet charges from 18/08/2020 - 17/09/2020.	\$ 319.93
EFT4013	27/08/2020	Toll Ipec	Freight charges for parts - Reel mower	\$ 10.78
EFT4014	27/08/2020	WA Hino Sales & Service	Coolant for Hino Truck TN302 2 x 5 Litre bottles	\$ 110.22
			<b>Subtotal</b>	<b>\$114,466.32</b>

Cheque Payment				
6763	13/08/2020	Shire of Tammin	1GCX771 - 1 year vehicle registration	\$ 250.50
6764	13/08/2020	Water Corporation	Water usage Standpipe & Depot for period 11 June 2020 - 10 August 2020	\$ 611.55
6765	20/08/2020	Shire of Tammin	Vehicle Licence 12 month registration for Isuzu Tip Truck	\$ 386.10
6766	27/08/2020	Water Corporation	Water charges for various locations 01/07/2020 - 31/08/2020	\$ 1,305.74
			<b>Subtotal</b>	<b>\$ 2,553.89</b>
Direct Debit				
DD1551.1	04/08/2020	WA Local Government Superannuation Plan	Payroll deductions	\$ 3,251.67
DD1551.2	04/08/2020	Australian Super	Superannuation contributions	\$ 371.59
DD1560.1	18/08/2020	WA Local Government Superannuation Plan	Payroll deductions	\$ 3,286.89
DD1560.2	18/08/2020	Australian Super	Superannuation contributions	\$ 371.59
DD1562.1	13/08/2020	Bond Administrator	Bond - 3 Nottage Way Tammin WA 6409	\$ 700.00
DD1567.1	18/08/2020	Messages on Hold	Interactive Voice Recordings 18/08/2020 to 17/09/2020	\$ 169.00
			<b>Subtotal</b>	<b>\$ 8,150.74</b>
NAB Visa Payments				
DD1554.1	03/08/2020	NAB Business Visa	NAB Visa Transactions from 30/06/2020 to 28/07/2020	\$ 495.61
			<b>Subtotal</b>	<b>\$ 495.61</b>
Salaries & Wages				
	04/08/2020	Shire of Tammin	Salaries & Wages	\$ 21,165.06
	18/08/2020	Shire of Tammin	Salaries & Wages	\$ 21,250.26
			<b>Subtotal</b>	<b>\$ 42,415.32</b>
<b>Total paid Municipal Account for the Month of August</b>				<b>\$174,616.97</b>

## 11.2 Financial Management Report for the month of August 2020

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Manager of Finance and Administration
<b>Date:</b>	14 August 2020
<b>Author:</b>	Morgan Ware
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Attachment Item 11.2 - August 2020 Monthly Financial Report

### Background

Enclosed is the Monthly Financial Report for the month of August 2020.

### Financial Implications

Financial Management of 2020/2021

### Statutory Implications

#### ***Local Government (Financial Management) Regulations 1996***

#### ***34. Financial activity statement report — s. 6.4***

*(1A) In this regulation — **committed assets** means revenue unspent but set aside under the annual budget for a specific purpose.*

*(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*

- a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
- b) budget estimates to the end of the month to which the statement relates;*
- c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
- d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- e) the net current assets at the end of the month to which the statement relates.*

*(2) Each statement of financial activity is to be accompanied by documents containing —*

- a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
- b) an explanation of each of the material variances referred to in sub regulation (1)(d); and*

c) *such other supporting information as is considered relevant by the local government.*

(3) *The information in a statement of financial activity December be shown —*

a) *according to nature and type classification; or*

b) *by program; or*

c) *by business unit.*

(4) *A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —*

a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*

b) *recorded in the minutes of the meeting at which it is presented.*

*Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

### **Policy Implications**

Council resolved that in accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* a variance percentage of 10% or \$10,000, whichever is greater, be adopted for reporting material variances.

### **Strategic Plan Implications**

Nil

### **Recommendation**

That Council adopt the Monthly Financial Report for the period ending 31 August 2020 comprising;

a) Statement of Financial Activity

b) Note 1 to Note 12

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Simple Majority

Carried/Lost: \_\_\_\_/\_\_\_\_

### 11.3 Tender 02-20 - Gravel Re-sheeting 2020/21 Road Program

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Works Department
<b>Date:</b>	15 September 2020
<b>Author:</b>	Fabian Houbrechts
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	TEND48
<b>Attachment/s:</b>	Attachment Item 11.3 - Tender evaluation 02-20 Gravel resheet Tammin

#### **Proposal/Summary**

For Council to determine the allocation of tender 02-20 for its 2020/21 road works program.

#### **Background**

Tender 02-20 for the Shire's road works program was called on 22 August 2020 for which five (5) tenders were received at the close at 2.00pm on 11 September 2020.

All five tenders met the requirements of Local Government (Functions & General) Regulations Reg 18 and were duly considered.

An evaluation matrix has been prepared, detailing the assessment process, and is attached for Council's information.

#### **Comments**

The attached evaluation has been assessed against the criteria set-out in the Tender Document.

The average cost of submitted tenders was \$532,842 inclusive of GST. The scores ranged from 4.38 to 11.77 with the highest score being that of Earthstyle Contracting Pty Ltd.

Accordingly, the recommended tender is from Earthstyle Contracting Pty Ltd of Cunderdin with a total cost of works of \$210,760 inclusive of GST (\$191,600 net).

#### **Consultation**

Manager of Works & Services – Fabian Houbrechts  
CEO – Neville Hale

## **Statutory Implications**

Local Government Act 1995 – s3.57 Tenders for providing goods or services

Local Government (Functions and General) Regulations, 1996

### **18. Rejecting and accepting tenders**

- (1) A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for tenders.
- (2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.
- (3) If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.
- (4) Tenders that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them (if any) it thinks it would be most advantageous to the local government to accept.
- (4a) To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.
- (5) The local government may decline to accept any tender.
- (6) If a local government has accepted a tender but acceptance of the tender does not create a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.
- (7) If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.

## **Policy Implications**

Policy 3.1 – Purchasing Framework

## **Financial Implications**

The recommended Tender of \$210,760 inclusive of GST is within the Shire's budget parameter for these works.

## **Strategic Implications**

### **Infrastructure & Transport Strategies**

Our local town, amenities and facilities will be maintained and enhanced, ensuring that our town is one that community loves to be in and is proud of.

The following outcomes and strategies have been identified to achieve this vision:

Outcome 5.1 A well-connected and serviced community accessible to all

5.1.1 Advocate for the needs of our residents for improved levels of health, water, energy, communications and transport infrastructure to be provided by State Government, to meet increasing demand and to support our growth as a community

5.1.2 Develop partnerships with government agencies for improved services.

### **Recommendation**

That Council:

1. Award Tender 02-20, being the 2020-2021 Gravel Re-sheet Program, to Earthstyle Contracting Pty Ltd at the tendered cost of \$210,760 inclusive of GST; and,
2. Authorise the Shire President and Chief Executive Officer to affix the Shire's Common Seal to the works performance contract.

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Simple Majority

Carried/Lost: \_\_\_\_/\_\_\_\_

## 11.4 Outstanding Rates Report

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Council
<b>Date:</b>	17 September 2020
<b>Author:</b>	Rates Officer
<b>Item Approved by:</b>	Chief Executive Officer – Neville Hale
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	FIN06
<b>Attachment/s:</b>	Nil

### Proposal/Summary

For Council to be advised of the rates outstanding as at 16 September 2020 being post the due date of 27<sup>th</sup> August 2020.

### Background

The 2020/21 Budget made provision to raise \$1,133,774 in rates with \$20,000 for discounts of 2% (net \$1,121,536) if receipted into the Shire's bank account by the close of business on the 27<sup>th</sup> August 2020. In 2020/21 \$19,093 of discounts were provided against the Budget provision of \$20,000.

As at 16<sup>th</sup> September, the Shire had \$147,949.72 of rates outstanding. \$105,413.80 are current rates and \$42,535.92 from 19/20 rates in arrears. \$24,063 of the outstanding rates apply to pensioners, with the remaining non pensioner amount totaling \$122,301.15.

In addition to the above, there remains \$8,510.43 outstanding for waste collection charges, \$10,230.36 for ESL charges, \$19,565.16 for legal fees and penalty surcharges, minus \$2,034.97 in rates paid in excess, giving a total outstanding of \$184,707.09.

### Comments

The Shire has 328 rateable properties of which 81 attract minimum rates of \$573.

The outstanding balance of \$147,949.72 represents 13% of the current year's rates.  
There are currently 83 Assessments listed on the 16 September 2020 Overdue Rates Report.

There are 29 properties on instalments this equates to \$40,493.28. These amounts are not overdue but are included in the total outstanding rates.

Second Instalment notices are due to be sent on the 24<sup>th</sup> October 2020.



## **Consultation**

N/A

## **Statutory Implications**

Local Government Act 1995

Part 6 — Financial management

Division 6 — Rates and service charges

Subdivision 5 — Recovery of unpaid rates and service charges

## **Policy Implications**

Policy 3.6 – Rates – Discount/Prize eligibility

## **Financial Implications**

The current outstanding rates, excluding pensioners, is 6.3%

It is essential for good governance that outstanding rates are monitored and pursued where necessary to ensure that the Shire can meet its budgeted obligations. A target for outstanding rates in any given year is in the order of 3% or \$34,013. For the 2019/20 year the Shire achieved an outcome of 3.8%.

## **Strategic Implications**

Civic Leadership

Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents

### Outcome 6.2 An efficient and effective organisation

6.2.1 Ensure sound long-term financial management and deliver value for money

## **Recommendation**

That Council receives the report for its noting.

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Simple Majority

Carried/Lost: \_\_\_\_/ \_\_\_\_

## **12. MATTERS FOR CONSIDERATION – ADMINISTRATION**

### **12.1 Waste Collection Interim Contract**

<b>Location:</b>	Tammin
<b>Applicant:</b>	Shire of Tammin
<b>Date:</b>	10 September 2020
<b>Author:</b>	Fabian Houbrechts
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	ENVH41
<b>Attachment/s:</b>	Attachment Item 12.1 – Agreement for kerbside general waste and bulk recycling collection services.

#### **Proposal/Summary**

For Council to endorse an interim contract with Stondon Pty Ltd, trading as “Avon Waste” for the collection of waste and recyclables, whilst a regional tender arrangement for such services is finalised.

#### **Background**

Records show that the previous contract for waste collection is dated of the 1<sup>st</sup> of July 2014, for a term of 2 years with a possible extension of 2 years as per clause 19.1 of the contract. Accordingly, the service arrangements have been undertaken on an annualised basis. In this regard, the annual collection costs for this service is in the order of \$45,000 and within the prescribed limits for which tenders are mandated, i.e. \$250,000

However, following discussions with the Shires of Cunderdin and Tammin together with WALGA Procurement Services, it is likely that a more competitive price structure could be secured through the pursuit of a regional based service contract. This process is currently underway.

#### **Comments**

The regional based tender process involving other Local Councils has started with the view that this may attract more service suppliers and competition for services.

The attached interim contract with Stondon Pty Ltd will be in force for a maximum period of 12 months and/or until the tender process for new services, has been awarded.

#### **Consultation**

WALGA  
Avon Waste  
Manager of Works Shire of Tammin

## **Statutory Implications**

### **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.

#### **9.49A. Execution of documents**

- (1) A document is duly executed by a local government if —
  - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
  - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
  - (a) the mayor or president; and
  - (b) the chief executive officer or a senior employee authorised by the chief executive officer,each of whom is to sign the document to attest that the common seal was so affixed.

### **Local Government (Functions & General) Regulations 1996**

#### **11. When tenders have to be publicly invited**

- (1A) In this regulation —  
***state of emergency declaration*** has the meaning given in the *Emergency Management Act 2005* section 3.
- (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 \$250 000 unless subregulation (2) states otherwise.

## **Policy Implications**

N/A

## **Financial Implications**

No additional cost impact as services are being provided in accordance with annual CPI adjustments.

## **Strategic Implications**

### **Environmental Strategies**

Provide leadership and promote local regional sustainability principles and practices. Enhance local natural areas and open spaces.

The following outcomes and strategies have been identified to achieve this vision.

- Outcome 2.1 A well maintained attractive environment servicing the needs of the community
- 2.1.1 Develop a sustainable approach for the management of waste, including waste facility, recycle and resource recovery plan

### **Recommendation**

That Council:

3. Endorse the attached interim contract for waste collection with Stondon Pty Ltd trading as Avon Waste with effect from 1 July 2020; and,
4. Authorise the Shire President and Chief Executive Office to apply the Common Seal of the Shire of Tammin, in accordance with s9.49A of the Local Government Act, to the attached contract with Avon Waste.

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Simple Majority

Carried/Lost: \_\_\_\_/\_\_\_\_

## 12.2 Bush Fire Advisory Committee Meeting Minutes – 16<sup>th</sup> September 2020

<b>Location:</b>	Tammin
<b>Applicant:</b>	Community Emergency Services Manager (CESM)
<b>Date:</b>	17 September 2020
<b>Author:</b>	Simon Bell
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Attachment Item 12.2 – BFAC 16.09.20 Meeting Minutes

### Proposal/Summary

That Council receives the minutes of the Bush Fire Advisory Meeting held on Wednesday 16 September 2020 for noting, and considers the following recommendations and election of office bearers.

### Background

The Bush Fire Advisory Committee met on Wednesday 16 September 2020 at the Tammin Volunteer Fire and Emergency Service Station.

### Comments

The Committee discussed various items including the CESM, CBFCO, DCBFCO & FCO reports, election of office bearers, pre-season synopsis, restricted burning and upcoming Bush Fire exercise and training.

The Committee recommend to Council that a Farm Response Bush Fire Brigade be established for the Shire of Tammin and for the committee to seek members. The creation of a Farm Response Bush Fire Brigade within the Shire of Tammin will allow for the Shire to have access to funding through the Local Government Grant Scheme allowing opportunity for the purchase of personal protective clothing and equipment for listed volunteers as well as covering all insurance costs. Those present at the meeting were not interested in the acquisition of appliances at this time, solely to establish a brigade as a Farm Response Brigade.

Nominations were not received for the position of Chief Bus Fire Control Officer, leaving this position vacant at this time.

Nominations were not received for the position of Deputy Chief Bus Fire Control Officer, leaving this position vacant at this time.

The Committee recommends the following persons to be elected as Fire Control officers for the Shire of Tammin for a period of 12 months.

- Mr S Bell, Mr N Hale, Mr B Humphry, Mr D Thomson, Mr A Mackin, Mr N Caffell, Mr G Charlton, Mr H Dixon and Mr T York.

The Committee recommends to Council that the below dates be listed for prohibited burning

- Prohibited Burning for 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> April 2021
- Prohibited Burning before 12pm, 25<sup>th</sup> April 2021

### **Consultation**

CESM – Simon Bell

Bush Fire Advisory Committee

### **Statutory Implications**

Bush Fires Act 1954 Part 4 s38 Local government may appoint bush fire control officer

(1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

(2A) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.

The Bush Fires Act 1954 Section 41 (1) states the below:

41. Bush fire brigades

(1) For the purpose of carrying out normal brigade activities a local government may, in accordance with its local laws made for the purpose, establish and maintain one or more bush fire brigades and may, in accordance with those local laws, equip each bush fire brigade so established with appliances, equipment and apparatus.

### **Policy Implications**

Nil

### **Financial Implications**

Nil

## **Strategic Implications**

### **Social /Community Strategies**

Grow and sustain the population through planned provision of services. Maintain the sense of community, which is inclusive and welcoming for all.

The following outcomes and strategies have been identified to achieve this vision.

Outcome 1.2 - A growing, healthy and safe community

1.2.3 Support provision of emergency services and encourage community volunteers

### **Recommendation**

That Council:

1. Receive the minutes of the Bush Fire Advisory Committee for its meeting on 16 September 2020;
2. Authorise the establishment of a Farm Response Bush Fire Brigade;
3. Authorise \_\_\_\_\_ as Chief Bush Fire Control Officer;
4. Authorise \_\_\_\_\_ as Deputy Chief Bush Fire Control Officer;
5. Authorise the following persons as Fire Control Officers for a period of 12 months:

Mr Simon Bell, Mr Neville Hale, Mr Brian Humphry, Mr David Thomson, Mr Ashley Mackin, Mr Nick Caffell, Mr Gavin Charlton, Mr Haydn Dixon and Mr Tim York; and

6. Authorise the below dates be listed for prohibited burning

Prohibited Burning for 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> April 2021

Prohibited Burning before 12pm, 25<sup>th</sup> April 2021

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Simple Majority

Carried/Lost: \_\_\_\_/\_\_\_\_

## 12.3 Local Emergency Management Arrangements

<b>Location:</b>	Tammin
<b>Applicant:</b>	Community Emergency Services Manager (CESM)
<b>Date:</b>	17 September 2020
<b>Author:</b>	Simon Bell
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Attachment Item 12.3 – Tammin Local Emergency Management Arrangements August 2020

### Proposal/Summary

That Council receive the Shire of Tammin revised Local Emergency Management Arrangements.

### Background

Local Government is required to have active Local Emergency Management Arrangements, to be reviewed annually, with a major review occurring every 5 years as part of the State Emergency Management Committee policy.

### Comments

The Local Emergency Managements arrangements have recently been re-written and reformatted into a new template. The Arrangements were endorsed by the Committee via email.

The Arrangements will allow for the Shire of Tammin to be better prepared in the event of any emergency that may occur within the Local Government, with basic understanding and plans in place should they be required to be utilised for any scenario.

Due to the Local Emergency Management Arrangements being over due to be raised at the State Emergency Management Committee, there was very little community consultation regarding the document. Once the Basic Format has been adopted by Council, the majority of the document will be circulated for the public to be made aware of, at such a time any and all comments and feedback will be taken in and the document is able to have small modifications as and if required.

### Consultation

Local Emergency Management Committee

### Statutory Implications

The Tammin Local Emergency Arrangements have been produced and issued in compliance with s(41)(1) and (2) of the Emergency Management Act 2005 ('the Act'), endorsed by the Shire of Tammin and Shire

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of Kellerberrin Local Emergency Management Committee (LEMC) and Council, the District Emergency Management Committee (DEMC) and State Emergency Management Committee (SEMC).

These arrangements should be read in conjunction with the Emergency Management Act 2005 and the State Emergency Management Plans (WESTPLAN), State Hazard Plans (SHP), State Emergency Management Policy Statements and the Department of Communities' Local Emergency Management Plan for the Provision of Welfare Support.

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

Social /Community Strategies

Grow and sustain the population through planned provision of services. Maintain the sense of community, which is inclusive and welcoming for all.

The following outcomes and strategies have been identified to achieve this vision.

Outcome 1.2 - A growing, healthy and safe community

1.2.3 Support provision of emergency services and encourage community volunteers

#### **Recommendation**

That Council receive and adopt the revised Shire of Tammin Local Emergency Management Arrangements.

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Simple Majority

Carried/Lost: \_\_\_\_/\_\_\_\_

### 13. MATTERS FOR CONSIDERATION – BUILDING & HEALTH

Nil

### 14. MATTERS FOR CONSIDERATION – TOWN PLANNING

#### 14.1 Proposed Shire of Tammin Local Planning Scheme No.2

<b>Location:</b>	Tammin
<b>Applicant:</b>	Town Planner
<b>Date:</b>	9 September 2020
<b>Author:</b>	Natasha Jurmann
<b>Item Approved by:</b>	Neville Hale, Chief Executive Officer
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Attachment Item 14.1 – Table of Changes Tammin 2020 Attachment Item 14.1 – Table of Submissions Tammin Local Planning Scheme No.2 Attachment Item 14.1 – Shire of Tammin modified draft Local Planning Scheme No.2 March 18 Maps Attachment Item 14.1 – Tammin North Map Attachment Item 14.1 – Tammin Central Map Attachment Item 14.1 – Tammin South Map Attachment Item 14.1 – Tammin Town site Map

#### **Proposal/Summary**

For Council to adopt the recommended changes to the proposed Shire of Tammin Local Planning Scheme No.2 (Scheme), replacing its previous Town Planning Scheme No.1.

#### **Background**

The Scheme is a requirement of the Planning and Development (Local Planning Schemes) Regulations, 2015 (*Regulations*). The Shire of Tammin currently operates under its Town Planning Scheme No.1.

The current Shire of Tammin Town Planning Scheme No. 1 was gazetted in 2001 making it over 19 years old. It currently uses terms and zones that have since been replaced in accordance with the requirements of the *Regulations*. Moreover, the current Scheme has a limited number of approved “uses”, requiring some planning applicants to seek Council approval for a “use” not listed that may otherwise have been dealt with under delegation.

The *Regulations* require that Council review its Local (previously Town) Planning Scheme once every 5 years (Reg. 65), with this review report being submitted to the Western Australian Planning Commission within 6 months of the due date (Reg. 66).

Council, at its 25 October 2018 Ordinary Council Meeting, resolved:

1. ***“Adopt for advertising purposes the draft Shires of Cunderdin, Quairading and Tammin Regional Local Planning Strategy and Shire of Tammin Local Planning Scheme No. 2 for submission to the Western Australian Planning Commission for certification to advertise.”***

Following the adoption of the Draft Local Planning Scheme, it was advertised for a period of three (3) months (Reg. 22) with notification letters being sent to affected property owners and relevant government departments for comment that resulted in feedback from the departments in particular the Department of Water, Environment and Reserves with clarification queries being requested from a number of local property owners. In addition, two requests were made by land owners to rezone their properties.

As a result, the Draft Shire of Tammin Local Planning Scheme No.2 , including amendments to address the above required changes, was prepared and advertised. The advertising requirement was completed at the end of February 2020 and the recommended departmental changes have been included in the document.

### **Comment**

In reviewing its current Town Planning Scheme No.1 it was found that;

- The format of the Scheme is outdated and not in keeping with the latest standards and provisions prescribed in Schedule 1 – Model Scheme Text of the Planning and Development (Local Planning Schemes) Regulations 2015.
- The Scheme text does not incorporate good definitional principals to determine a policy or action, resulting in vague provisions to control and guide land use and development in the local government area.
- The Scheme maps need to be updated to reflect a number of changes to the purpose of various reserves and cadastral boundaries that have occurred as a result of subdivision/ amalgamation approvals issued by the Western Australian Planning Commission.
- The Scheme reflects the pattern of land use and development within the Shire that prevailed in 2007 and does not provide a strategy or concise guidelines for development options in line with anticipated local government and community desires. As such the Scheme does not fulfil ideal development controls or long term planning objectives.
- The Scheme has limitations in terms of land use options and is generally ineffective in terms of development control as there are insufficient provisions within the Scheme to safeguard and enhance the character, amenity, environmental values and natural resources of the Shire and to promote ecologically sustainable land use and development; and
- The Scheme will require updating following the adoption of the new Regional Local Planning Strategy. It does not reflect or assist in the implementation of recent Regional or State Planning Strategies and Policies.

The proposed Shire of Tammin Local Planning Scheme No. 2 has undergone many months of consultation between the Contract Planner and Officers of the Department of Planning to determine the best possible

outcome for the future planning of the Shire. As such a few minor changes were made to allow businesses in the Shire of Tammin to continue to operate as they have always done. In addition, there were several one off properties rezoned as a result of community consultation including several blocks to the west of town.

### **Consultation**

The scheme was advertised for a period of three (3) months as required by the Planning and Development (Local Planning Schemes) Regulations, 2015. This resulted in eight (8) Submissions as detailed in attachment item 14.1 – Table of Submissions Tammin Local Planning Scheme No.2

### **Statutory Implications**

#### ***Planning and Development Act 2005 and Planning and Development (Local Planning Scheme) Regulations 2015***

The Town Planning Scheme No.1 Review Report received by Council in September 2017 was endorsed by the *Western Australian Planning Commission (WAPC)* and it recommended that due to the age of the Scheme and the non-conformance with the new Model Scheme Text, that a new “local planning scheme” be developed, in conjunction with the development of a regional local planning strategy.

### **Local Planning Strategy**

Part 3 of the *Regulations* sets out the requirement for a local planning strategy and the approval process, including consultation requirements.

### **Local Planning Scheme**

Part 5 of the *Planning and Development Act 2005* and Part 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* set out the requirements for the development, content, advertising and approval of a new local planning scheme. A flowchart depicting the process has been published by the Department of Planning, Lands and Heritage.

The attached documents have been prepared in accordance with the requirements of the Regulations and the Department of Planning, Land and Heritage’s (DPLH) Local Planning Manual.

The current Shire of Tammin Town Planning Scheme No. 1 will be superseded by the new Shire of Tammin Local Planning Scheme No.2.

### **Policy Implications**

No policy implications, all the current policies would continue to be in effect.

### **Financial Implications**

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NIL

### **Strategic Implications**

Local planning schemes are the principal statutory tool for implementing the local planning strategy and achieving the local government's aims and objectives with respect to the development of its local area. While schemes deal mainly with land use, development control and infrastructure coordination, they must be developed in the context of the strategic framework and the broader environmental, social and economic goals and objectives.

### **Recommendation**

That Council:

- 1 endorse Draft Shire of Tammin Local Planning Scheme No.2, inclusive of the previously approved and advertised modifications; and,
- 2 submit the Scheme document to the Department of Planning, Lands & Heritage for final approval.

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Simple majority

Carried/Lost: 0/0

## 14.2 Proposed Shires of Cunderdin, Quairading and Tammin Joint Local Planning Strategy

<b>Location:</b>	Cunderdin, Quairading and Tammin
<b>Applicant:</b>	Town Planner
<b>Date:</b>	9 September 2020
<b>Author:</b>	Natasha Jurmann
<b>Item Approved by:</b>	Neville Hale, Chief Executive Officer
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Attachment Item 14.2 – Schedule of Submissions Joint Strategy Attachment Item 14.2 –Certified Joint Strategy Maps Attachment Item 14.2 – Table of Changes Joint Strategy Attachment Item 14.2 – Draft Joint Local Planning Strategy July 2020

### Proposal/Summary

For Council to adopt the recommended changes to the proposed Shires of Cunderdin, Quairading and Tammin Joint Local Planning Strategy (Strategy).

### Background

The Strategy is a requirement of the Planning and Development (Local Planning Schemes) Regulations, 2015. The Shire of Tammin does not currently have a Local Planning Strategy and the new Joint Local Planning Strategy will ensure the Shire's compliance though be it on a regional rather than local basis.

Council, at its 25 October 2018 Ordinary Council Meeting, resolved:

2. *"Adopt for advertising purposes the **draft Shires of Cunderdin, Quairading and Tammin Regional Local Planning Strategy** and Shire of Tammin Local Planning Scheme No. 2 for submission to the Western Australian Planning Commission for certification to advertise."*

Following adoption of the Draft Strategy it was advertised for a period of three (3) months within the Shires of Cunderdin, Quairading and Tammin. It was forwarded to relevant government departments for comment, resulting in feedback, in particular the Department of Water, Environment and Reserves. Whilst the feedback resulted in changes within the Shire of Cunderdin, which can be found in the Table of Changes document attached, no such changes were required for the Shire of Tammin.

Each Shire now needs to review the revised document and adopt the Strategy subject to any further modifications.

## **Comment**

The Shires of Cunderdin, Quairading and Tammin Joint Local Planning Strategy (Strategy) provides the vision and framework for long-term planning and development in the Region over the next 10 – 15 years. This Strategy is to create an interface between State, regional and local planning, and will be seen by government agencies as the means by which to address economic, resource management, environmental and social issues at a strategic level ensuring the best possible outcomes for the three shires.

Since October 2018, the proposed Joint Local Planning Strategy has undergone a number of changes, but none of these changes are expected to have a significant impact on the Shire of Tammin and have also been incorporated into the new Local Planning Scheme No.2

Please refer to the attached documents.

## **Consultation**

The strategy was advertised for a period of three (3) months, which is longer than the 6 weeks required by the Planning and Development (Local Planning Scheme) Regulations 2015. This was done as it was required to advertise the new Local Planning Scheme No. 2 for a period of 3 months.

Refer to Attachment 14.2- Schedule of Submissions Joint Strategy

## **Statutory Implications**

*Planning and Development Act 2005 and*  
*Planning and Development (Local Planning Scheme) Regulations 2015*

The Town Planning Scheme No.1 Review Report received by Council in September 2017 was endorsed by the *Western Australian Planning Commission* (WAPC) and it recommended that due to the age of the Scheme and the non-conformance with the new Model Scheme Text, that a new “local planning scheme” be developed, in conjunction with the development of a regional local planning strategy.

## **Local Planning Strategy**

Part 3 of the Regulations sets out the requirement for a local planning strategy and the approval process, including consultation requirements.

## **Local Planning Scheme**

Part 5 of the *Planning and Development Act 2005* and Part 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015* set out the requirements for the development, content, advertising and approval of a new local planning scheme. A flowchart depicting the process has been published by the Department of Planning, Lands and Heritage and has been attached to this report for Council’s reference.

The draft documents have been prepared in accordance with the requirements of the Regulations and the Department of Planning, Land and Heritage's (DPLH) Local Planning Manual.

### **Policy Implications**

No policy implications, all the current policies would continue to be in effect.

### **Financial Implications**

Nil

### **Strategic Implications**

The local planning strategy is the framework for local planning and the strategic basis for local planning schemes. It provides the interface between regional and local planning, and is increasingly being seen by other agencies as the means by which to address economic, resource management, environmental and social issues at a strategic level.

Local planning schemes are the principal statutory tool for implementing the local planning strategy and achieving the local government's aims and objectives with respect to the development of its local area. While schemes deal mainly with land use, development control and infrastructure coordination, they must be developed in the context of the strategic framework and the broader environmental, social and economic goals and objectives.

### **Recommendation**

That Council:

1. Endorse the attached "*Draft Shires of Cunderdin, Quairading and Tammin Joint Local Planning Strategy*", inclusive of the previously approved and advertised modifications; and,
2. Submit the Strategy document to the Department of Planning, Lands & Heritage for final approval.

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Simple majority

Carried/Lost: 0/0



**15. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

**16. MATTERS FOR WHICH THE MEETING MAY BE CLOSED (S`5.23)**

**17. CLOSURE OF MEETING**

There being no further business the Shire President declared the meeting closed at \_\_\_\_pm.