
Shire of Kalamunda

General Services Committee

Minutes for 7 March 2006



SHIRE OF KALAMUNDA

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Minutes of General Services Committee
held in the Council Chambers,
2 Railway Road, Kalamunda
Monday, 7 March 2006

1.0 OFFICIAL OPENING

- 1.1 The Chairman opened the Meeting at 7 pm and welcomed Councillors staff and members of the public gallery.

2.0 APOLOGIES AND LEAVE OF ABSENCE

2.1 PRESENT

Councillors

E Taylor	(SHIRE PRESIDENT) NORTH WARD
D McKechnie	NORTH WARD
N Sadler	(CHAIRPERSON) SOUTH WEST WARD
D Sadler	SOUTH WEST WARD
A Morton	SOUTH WEST WARD
P Tonkin	SOUTH WARD
J Giardina	SOUTH WARD
M Casey	NORTH WEST WARD
J Winterhalder	EAST WARD

Officials

D Vaughan	CHIEF EXECUTIVE OFFICER
G Parslow	EXECUTIVE MANAGER CORPORATE SERVICES
K O'Connor	EXECUTIVE MANAGER RESIDENTS' SERVICES
S Burrows	EXECUTIVE MANAGER PLANNING AND DEVELOPMENT SERVICES
M Singh	EXECUTIVE MANAGER ENGINEERING SERVICES
M Garde	MANAGER FINANCIAL SERVICE
D Elkins	MANAGER ENGINEERING SERVICE
R Briede	MANAGER LIBRARY SERVICE
J Smith	MANAGER HEALTH SERVICE
F Lund	MINUTE SECRETARY

Apologies

Cr S Blair – Leave of Absence
 Cr M Cresswell
 Cr S Bilich

NORTH WARD
 NORTH WEST WARD
 SOUTH WARD

Observers

B Blechynden Staff
 M Comber Staff

Newspapers

Echo
 Hills Gazette

3.0 PUBLIC QUESTION TIME

A period of not less than 15 minutes is provided to allow questions from the gallery on matters relating to the functions of this Committee. For the purposes of Minuting, these questions and answers are summarised.

3.1 Nil

4.0 PETITIONS

4.1 **The Residents of Bruce Road, Maida Vale**

Request for removal of Traffic Calming Devices in Bruce Road, Maida Vale.

Subsequent to receipt of this petition, Council was informed that a formal letter will be forthcoming from the residents of Bruce Road requesting no further action be taken on this issue.

4.2 **The Residents David Street, Maida Vale**

Request for installation of Traffic Calming Devices in David Street, Maida Vale.

5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 That the Minutes of the General Services Committee Meeting held on 6 February 2006 are confirmed as a true and correct record of the proceedings.

Moved: (Cr Giardina)

Seconded: (Cr Casey)

CARRIED UNANIMOUSLY

6.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

6.1 Nil

7.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

7.1 Nil

8.0 DISCLOSURE OF INTERESTS

Disclosure of Financial and Proximity Interests

- (a) Members must disclose the nature of their interest in matters to be discussed at the meeting. (Sections 5.60B and 5.65 of the Local Government Act 1995)
- (b) Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the Local Government Act 1995).

Disclosure of Interest Affecting Impartiality

- (a) Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice.

Councillor N Sadler – Item 19 Sub Soil Drainage Installation Maida Vale Reserve

Disclosure of Interest Affecting Impartiality – Councillor Sadler is a Patron of the Kalamunda Districts Soccer Club, the principal user of this reserve.

Councillor Taylor – Item 22 Tour de Perth Cycling Event

Disclosure of Proximity Interest – Cr Taylor owns a business premises on Haynes Street, which is located on a section of the cycle race route.

9.0 REPORT TO COUNCIL

Please Note:

Strategic and Policy related items are bolded and will be dealt with as the first items of business.

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

16.	Creditors Accounts Paid - February 2006	5
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REPORTS

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

16. Creditors Accounts Paid - February 2006 (FI-CRS-002) (Corporate Services)

Purpose of Report

1. To receive creditors' accounts paid for the month of February 2006.

Background

2. It is a requirement of the Local Government (Financial Management) Regulations 1996 (Regulation 12) that a list of Creditors' Accounts Paid be compiled each month.
3. This list is required to show the payee's name, amount of payment, provide sufficient information to identify the transaction and the date of the meeting of Council to which it is to be presented.

Comments

4. Accordingly, the list of Creditors' Paid from 25 January 2006 to 27 February 2006 is attached ([Attachment 1](#)).

COMMITTEE RECOMMENDATION TO COUNCIL

GS 16/2006

1. That the list of Creditors' Paid from 25 January 2006 to 27 February 2006 as per ([Attachment 1](#)) be received by Council in accordance with the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996.

Moved (Cr Casey)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

17. Financial Statements for the Month Ending 31 January 2006
(FI-SRR-006) (Corporate Services)

Purpose of Report

1. To receive financial statements and operating statements.

Background

2. Attached ([Attachment 1](#)) is the summary of the financial statements for the period ending 31 January 2006.
3. In accordance with Section 34 of the Local Government (Financial Management) Regulations 1996, an operating statement ([Attachment 2](#)) is included for the same period.

Comments

4. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL

GS 17/2006

1. That the financial statements and the accompanying operating statement for the period ending 31 January 2006 be received.

Moved (Cr McKechnie)

Seconded: (Cr Winterhalder)

CARRIED UNANIMOUSLY

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

18. Audit Committee - Meeting 9 February 2006
(FI-AUD-003) (Corporate Services)

Purpose of Report

1. To report to Council on the outcomes of the special meeting of the Audit Committee held on 9 February 2006.

Background

2. The Terms of Reference state that the Audit Committee will report through an open Committee, General Services Committee, to Council.

Comments

3. In accordance with this requirement the minutes of the 9 February 2006 meeting of the Audit Committee are attached ([Attachment 1](#)).
4. The following item of business was dealt with:
 - A briefing by auditors from the Australian Taxation Office following a review of Council's Goods and Services Tax (GST) processes and practices
5. **Councillors discussed the GST issue and were informed that officers from the Australian Taxation Office were invited to be present at the final interview and were complementary of the Shire for taking this initiative.**

COMMITTEE RECOMMENDATION TO COUNCIL GS 18/2006

1. That Council receives the minutes of the 9 February 2006 special meeting of the Audit Committee.

Moved (Cr Winterhalder) Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

Councillor N Sadler – Item 19 Sub Soil Drainage Installation Maida Vale Reserve

Disclosure of Interest affecting Impartiality – Councillor Sadler is a Patron of the Kalamunda Districts Soccer Club, the principal user of this reserve.

19. Sub Soil Drainage Installation - Maida Vale Reserve
(RD-03-020) (Engineering Services)

Refer Item:

Applicant: Kalamunda District Soccer Club

Owner: Shire of Kalamunda

Purpose of Report

1. To advise Council of the proposed installation of subsoil drainage at Maida Vale Reserve, Maida Vale.

Background

2. At its Ordinary Meeting of 18 July 2005, Council resolved as follows:

'That a report on the state of drainage at Maida Vale Reserve be prepared and presented to General Services Committee.'

3. Due to the underlying soil structure, the western playing field (soccer grounds) at Maida Vale Reserve remains wet for a number of days during the winter weather, limiting its safe, all year round use, for organised sports.
4. The principal user of these grounds, the Kalamunda District Soccer Club has reported they require use of the grounds all year round, due to an increased popularity of the sport and growth of their club.
5. Investigations have revealed the problem could be alleviated by installing sub soil drainage. The estimate for installing appropriate drainage and repairing the disturbed turf grass, is approximately \$11 per square metre or \$430,000 for the affected 3.9 hectare (39,000m²) area.

Comments

6. The Sporting Reserve Development Plan 2006, prepared by 'A Balanced View Leisure Consultancy Services' has listed this project as a high priority.
7. The shape of the playing field permits the installation of sub soil drainage in three (3) separate stages. The estimated cost for the initial 1.3 hectare, (13,00m²) stage would be approximately \$145,000.
8. Consultation with the Kalamunda Soccer Club has determined that the most advantageous area to complete first, is the northern most, or Ridge Hill Road end of the field where lights have been installed for night soccer and where the sub soil drains can run straight into the sump on the northern boundary.
9. It is proposed to submit a request for Stage 1 of the project for funding consideration in 2006/07 Budget.

-
10. **Steve Harrap and Paul Young from the Kalamunda United Soccer Club, spoke on behalf of the Recommendation, stating that the outcome will not only benefit their club, but the community as a whole.**

COMMITTEE RECOMMENDATION TO COUNCIL GS 19/2006

1. That consideration be given to fund Stage 1 of the installation of sub-soil drainage in the soccer grounds at Maida Vale Reserve, in the 2006/07 Budget.

Moved (Cr Giardina)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

20. Proposed Street Name for Subdivision of Lot 21 William Street, Wattle Grove
(WL-13/008, 128861) (Planning and Development Services)
Refer Item: N/A
Applicant: Miluc Pty Ltd
Owner: VV Tran

Purpose of Report

1. Council is to consider a new street name for subdivision in Wattle Grove (Cell 9). The Council recommendation is forwarded to Geographic Names Committee (GNC) of the Department of Land Information for approval.

Background

2. Council adopted the Outline Development Plan as the basis for subdivision for Cell 9, Wattle Grove at its meeting of September 2000. The Plan was adopted by the WA Planning Commission in March 2001. ([Attachment 1](#)) An application for subdivision of Lot 21 was approved in September 2005.
3. Street names are required to be shown on survey plans before submission for clearance of the subdivision.

Comments

4. One new street name for subdivision is required ([Attachment 2](#)). The name selected by the developer is-
 - Saligna Bend- Saligna is a botanical name for a type of wattle.
5. Preliminary liaison with GNC has indicated their acceptance of this name and it is recommended that the Council endorse the use of the new name.

COMMITTEE RECOMMENDATION TO COUNCIL GS 20/2006

1. That the Council support the new name of Saligna Bend as shown on ([Attachment 2](#)) and request Geographic Names Committee to approve the name.

Moved (Cr Taylor)

Seconded: (Cr Morton)

CARRIED UNANIMOUSLY

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

21. Proposed Street Names for Subdivision of Lots 1-6 Larwood Crescent, High Wycombe
(127863, 125479) (Planning and Development Services)

Refer Item: N/A

Applicant: Prestige Project Management Pty Ltd

Owner: Kingsoak Pty Ltd (Lots 1-4), Number One Holdings Pty Ltd (Lots 5 & 6)

Purpose of Report

1. Council is to consider street names for subdivisions in High Wycombe Urban Cell (U2)- Larwood Crescent. The recommendation of the Council is forwarded to the Geographic Names Committee (GNC) of the Department for Planning and Infrastructure.

Background

2. Council adopted the Outline Development Plan as the basis of subdivision for High Wycombe Urban Cell U2- Larwood Crescent at its meeting of February 2005. The Plan was adopted by WA Planning Commission in May 2005. The subdivision of lots 1-4 was approved in June 2005. Subdivision of lots 5 & 6 was approved in July 2005.

Comments

3. Four new street names are required for subdivisions ([Attachment 1](#)). The names selected by the developer are as follows:
 - Nottingham Close;
 - Witney Close;
 - Norwich Way and
 - Epping Court.

All the proposed names are following the theme of English towns already in use in adjacent Jacaranda Springs.

4. Two existing street names are to be extended:
 - Benson Way- The road is an extension of Benson Way to the South and
 - Welby Crescent- The road is an extension of Welby Crescent to the East.
5. Preliminary liaison with the GNC has indicated its acceptance of these names and it is recommended that the Council endorse the use of the new names.

COMMITTEE RECOMMENDATION TO COUNCIL

GS

21/2006

1. That the Council supports the new names of Nottingham Close, Witney Close, Norwich Way and Epping Court and the extensions of Benson Way and Welby Crescent as shown on **(Attachment 1.)** and request Geographic Names Committee to approve these names.

Moved (Cr Casey)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

Councillor E Taylor – Item 22 Tour de Perth Cycling Event

Disclosure of Proximity Interest – Cr Taylor owns a business premises on Haynes Street, which is located on a section of the cycle race route.

Cr Taylor left the Chambers at 7.26pm.

22. 2006 Tour de Perth Cycling Event
(EG-RDM-009) (Community Services)
Refer Item:
Applicant: WA Cycling Federation Inc
Owner: N/A

Purpose of Report

1. Council is requested to consider an application to conduct the Tour de Perth (TDP) Australian Road Championships and associated cycle races, within the Shire of Kalamunda.

Background

2. The Tour De Perth has been held in the Shire of Kalamunda for the past three years. In 2006, the West Australian Cycling Federation partnered with Sports Performance Management (the Partnership), to assist with the running of this years' event. The Federation envisage the TDP evolving into a major national event; therefore have sought expert advice on sports event management.
3. The TDP is a national series event on the Cycling Australia Calendar. It is expected to attract the best domestic riders from interstate as well as leading riders from Western Australia. The Malaysian Cycling Team made their debut in the 2005 event and have committed to compete in the 2006 event. The TDP will attract a field of 200 riders in the Men's & Women's event, competing over two days. This will include 20 competitors from Malaysia and 40 interstate competitors.
4. Additionally the 'Peoples Race' is proposed, a new race which will be based upon similar events conducted in conjunction with major Cycling Tours. These include the L'Etape du Tour (during the Tour De France) where 8000 cyclists took part, also the 'Be Active Tour' (during the Tour Down Under in Adelaide) involving 2500 cyclists. Whilst those who participate in the Peoples Race will not reach these numbers, it would be expected to grow considerably over a number of years as cycling continues to gain popularity with the general public. It is anticipated that The People's Race will attract over 400 starters of all ages, in the 2006 event.
5. In previous events the 'Stage 4 Criterium' Kalamunda route, has been restricted to the Williams Street and Railway Parade circuit. In 2006 the Partnership has proposed a full road closure of Haynes Street so that the circuit will run along Barber Street, Mead Street, Railway Road and back into Haynes Street..
6. The event consists of two races on Saturday and two races on Sunday for the TDP. It is anticipated that visitors to Kalamunda will reach 1000 to the Saturday events and a possible 2000 on the Sunday The People's Race will coincide with, and be part of, the first TDP event on Sunday. Details of the race events are as follows:

Saturday 27 May	9:00am	Tour De Perth Stage 1 –Time Trial
	1:00pm	Tour De Perth Stage 2 - Road Race
Sunday 28 May	9:15 am	Tour De Perth Stage 3 - Road Race
	7:00am	People's Race – Road Race
	2:00pm	Tour De Perth Stage 4- Criterium

7. A request has been made for the suspension of the Road Traffic Act for Stages 1 & 2 resulting in a half road closure. There will be site specific signage ie 'Caution Cyclist on Road'. Marshals will maintain the integrity of all event signage through the duration of the event and stop cyclists if a road hazard or danger arises. At no time will Marshals direct vehicular traffic on a road.
8. A request has been made for an application for a full road closure' for Stages 3 & 4, commencing on Sunday 28 May. A Traffic Management Plan is to be provided which must be in accordance with Australian Standards. Emergency Service vehicles will have full access of the routes under emergency conditions. The event organiser will advise Marshals to stop cyclists in the event of an emergency situation. Local traffic to Ocean View Parade will have full access, controlled by the race Marshals.
9. The event will be covered by Public Liability Insurance of \$20,000,000 that fully indemnifies the Council from prosecution.

Comments

10. Feedback will be required from businesses and residents along the route of the Criterium (Stage 4) through central Kalamunda, in relation to the proposed road closure. A letter advising Sunday traders affected by the proposed races will be delivered by staff in early March.
11. A letter will be sent to affected residents advising them of the proposed road closures. The Partnership has stated that their objective is to design an effective event that is safe whilst ensuring there is minimum disruption to local businesses, residents and other activities. There will however be some change to normal operations during the event times.
12. Stirk Park has been selected by the Partnership as a central venue for 'before and after' event activities, hospitality and presentations. Start and finish for all groups, with the exception of the short course start, will be in Kalamunda. Start options will include Williams Street and Stirk Park and finish options will include Railway Road, adjacent to the hotel and Stirk Park.
13. The WA Cycling Federation has requested that in return for providing financial support towards the advertising for the road closures, at an estimated cost of \$550.00, the Shire will receive public acknowledgment.
14. **Two race commencement times were adjusted from 9am to 7am, to reflect correct information.**

COMMITTEE RECOMMENDATION TO COUNCIL

GS 22/2006

1. That approval be granted to the WA Cycling Federation, for a half road closure to conduct cycle races on Saturday 27 May 2006, as shown at ([Attachments 1 & 2.](#)).

2. That approval be granted to conduct cycling races on Sunday 28 May 2006 between the hours of **7.00am** – 11.00am according the Section 81 of the Road Traffic Act, shown at ([Attachment 3.](#)), the circuit as follows;

<i>Road Closed</i>	<i>From</i>	<i>To</i>	<i>Type of Closure</i>
Zig Zag Scenic Drive	Ridgehill Road	Zig Zag Scenic Drive	Full

3. That approval be granted to conduct cycling races on Sunday 28 May 2006 between the hours of **7.00am** – 11.00am according the Section 83 of the Road Traffic Act, as shown as ([Attachment 3.](#)), the circuit as follows;

<i>Road Closed</i>	<i>From</i>	<i>To</i>	<i>Type of Closure</i>
Zig Zag Scenic Drive	Ocean View Parade	Lascelles Parade	Half
Lascelles Parade	Lascelles Parade	Williams Road	Half
Williams Road	Williams Road	Spring Road	Half
Spring Road	Williams Road	Railway Road	Half

4. That approval be granted to conduct cycling races on Sunday 28 May 2006 between the hours of 1:30pm - 3:30pm according the Section 81 of the Road Traffic Act, as shown as ([Attachment 4.](#)), the circuit as follows;

<i>Road Closed</i>	<i>From</i>	<i>To</i>	<i>Type of Closure</i>
Haynes Street	Canning Road	Railway Road	Full
Barber Street	Mead Street	Haynes Street	Full

5. That approval be granted to conduct cycling races on Sunday 28 May 2006 between the hours of 1:30pm - 3:30pm according the Section 83 of the Road Traffic Act, as shown as ([Attachment 4.](#)), the circuit as follows;

<i>Road Closed</i>	<i>From</i>	<i>To</i>	<i>Type of Closure</i>
Railway Road	Haynes Street	Mead Street	Half
Mead Street	Railway Road	Canning Road	Half

Moved (Cr Casey)

Seconded: (Cr D Sadler)

CARRIED UNANIMOUSLY**Cr Taylor returned to the Chambers at 7.28pm.**

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

23. Cultural Plan Working Party
(CO0-CCS-051) (Community Services)
Refer Item: GS 67/2005
Applicant:
Owner:

Purpose of Report

1. To seek Council's endorsement on the progress and content of the revised Draft Cultural Plan.

Background

2. The Draft Cultural Plan was completed and accepted by Council in November 2003. In order to progress this first draft, the Council resolved that a Cultural Plan Working Party be established to '...examine the results of community consultation and the Draft Cultural Plan prepared by staff with a view to presenting a final version focused on culture and the arts for the Shire of Kalamunda'.
3. The Working Party comprised seven councillors, six community representatives and two staff members.
4. Project goals were:
 1. To provide the Shire of Kalamunda residents with a clear vision and plan for the cultural welfare of our community.
 2. The Plan would be developed to reflect the overall strategic planning objectives of the Shire of Kalamunda.
5. The Working Party has developed the format and content of the revised Draft Cultural Plan shown at ([Attachment 1](#)), to reflect community consultation.

Comments

6. The Draft Cultural Plan has been extensively reviewed over the past six months, with considerable input by community representatives, in order to develop the new revised version.
7. **Di McAtee a member of the Working Party, urged the Committee that once endorsed, the Cultural Plan be viewed as a living, working document. She would like to see the community given the opportunity to provide further input into the plan.**
8. **Councillors discussed concerns regarding Natural Environment section of the Cultural Plan, to clarify the reference to 'off road' vehicle areas. Punctuation changes to the section clarify the issue. The Shire President and CEO thanked the Working Party for their efforts regarding Cultural Plan.**

RECOMMENDATION GS 23/2006

1. That the revised Draft Cultural Plan be endorsed and considered by Council in the context of the Strategic Plan, Plan for the Future and other relevant Council documents.
2. That the budget implications be listed for consideration in accord with the timelines and progress for the Strategic Plan and Plan for the Future implementation.

COMMITTEE RECOMMENDATION TO COUNCIL GS 23/2006

1. That the revised Draft Cultural Plan be endorsed and considered by Council in the context of the Strategic Plan, Plan for the Future and other relevant Council documents.
2. That the budget implications be listed for consideration in accord with the timelines and progress for the Strategic Plan and Plan for the Future implementation.

3. That the Cultural Plan be endorsed with the following amendment;

'Ensure that the Sport and Recreation Plan includes the utilisation of nature reserves for passive recreation. Further development of walk and bridle trails. The identification of an off road vehicle area within the plan brief.'

Moved (Cr McKechnie)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

24. Future of the Former Rollerama Building - Reserve 26843, 38 Collins Road Kalamunda (CL-11/038) (Community Services)
Refer Item:
Applicant:
Owner:

Purpose of Report

1. To consider the options and future of the former Rollerama building.

Background

2. In 1981 Council was granted a Vesting Order of this reserve, shown at ([Attachment 1.](#)) for the purpose of 'Recreation' (Swimming Pool and Roller Skating Rink) with the power to lease for twenty one years. The current building was erected as a purpose built roller skating rink in 1982, the building comprises a total area of 1353m² made up of the following areas:
 - Office, reception, toilets, storage areas and viewing area (465m²)
 - Roller Skating rink (888m²)
3. Council requested a change of purpose of the use of the reserve in August 2002, to 'Recreation'. A Management Order was issued to the Shire by the Department of Land Administration on 17 September 2002 for use as 'Recreation' with the power to lease for twenty one years.
4. The last remaining lease of the building expired in January 2003, since that date the Council has made two attempts to re-lease the building on a commercial basis both of which have been unsuccessful.
5. Under the terms of the previous lease the sub-lessee was responsible for delivering the premises in a tenantable condition. Some minor maintenance and repair works have been carried out on the building since its closure.

Comments

6. An assessment of the building was conducted by staff in July 2005, to provide an initial report on the building's compliance with the Health (Public Buildings) Regulations 1992.
7. The building was completed in 1981 and during this time there have been substantial changes to the requirements for a public building as described in the abovementioned Regulations. As the building has not been in use for over three years, it would need to undergo significant renovations to comply with all components of the Health (Public Buildings) Regulations 1992.
8. The inspection revealed numerous items that need to be replaced or repaired in order to meet the current requirements for a public building.

9. The following estimated costs as provided by staff, are to bring the building up to a reasonable public buildings standard only. Where works require further investigation or are optional, a cost range is provided as follows:

	Low	High
• Cleaning of building internal, external & removal of rubbish	1,500	2,000
• Removal or replacement of all floor coverings	7,000	13,000
• Repaint all previously painted internal surfaces	9,500	11,000
• Relocation of hand basins to toilet areas	3,500	3,500
• Refurbish one toilet cubicle for disabled access	4,500	6,000
• Provide disabled access to all areas of the building	8,500	8,500
• Repair all roof leaks & replace translucent sheeting	2, 250	3,000
• Service all air conditioning units	3,400	3,500
• Repair or replace kitchen	5,000	15,000
• Replace guttering, downpipes & verandah sheeting	3,500	4,000
• Cracks to external brickwork, possible structural damage (subject to engineer's report)	20,000	50,000
• Upgrading & relocation of fire equipment	6,500	6,500
• Check & service all plumbing	2,500	2,500
• Upgrade security system	3,500	3,500
• Contingency	11,000	11,000
ESTIMATED TOTAL	92,150	143,000

10. A structural Engineer was commissioned to inspect the building and provide a report on his findings. The report has identified that the existing brick work to the gable ends is inadequate and the brick work to the West wall is 'just adequate'. The Engineer has provided recommendations for repairing and providing an acceptable level of structural integrity, this work has not been costed and would be subject to either a request for tender or quotations.

11. The following potential uses are based on upgrading the existing building to comply with the (Public Buildings) Regulations 1992 only.

Community Use

- (a) Community Arts/Craft groups with activity, project and exhibition space: usage to be coordinated by community group under a permanent hire arrangement with Council.
- (b) Youth activity project, programme space: usage to be coordinated by Shire staff or community group under a permanent hire arrangement with Council.
- (c) Co-location of (a) and (b) above, depending on usage levels and compatibility.
- (d) Recreational and/or other community activities that require full or portion of large floor space: usage to be operated under a lease/licence or a permanent hire arrangement.
- (e) The building becomes a public 'hire' facility and included in Council's schedule of fees and charges.

Semi-Commercial – Not for Profit Use

- (a) Recreational, artistic, leisure pursuits e.g. classes, activities/displays/competitions requiring large floor space: usage to be operated under a lease/licence arrangement.

12. Other potential semi-commercial not for profit uses that would be suitable for the building but would require an amendment to the Management Order are;

- (a) Indoor markets – this would need to be products/produce that are dissimilar to those available at the existing open air markets. This type of activity would only provide limited usage of the building.
- (b) Trade Shows/Expos and exhibition space. This type of activity would only provide limited usage of the building.
- (c) Training/Education classes, activities/displays/competitions requiring large floor space.

13. Since the closure of the building in 2003, Shire staff have received numerous enquiries from various community, commercial and not-for-profit groups, who have expressed an interest in hiring or leasing the Rollerama building.

14. In addition to previous tender processes, the following parties have submitted written interest:

- Kalamunda Youth Swing Band 2003
- Darling Range Masonic Lodge 2003
- Kalajos Gymnastics 2004
- Local Kalamunda Youth 2004
- Karen Nash 2005
- Unique Physical Gym 2005
- Zig Zag Festival Inc. 2005
- Oz Skate Proprietor 2006
- Kalajos Gymnastics 2006

15. Management Options

- 15.1. That the building is viewed by Council as an important community asset which should be upgraded to a useable public building standard, with the necessary furniture and equipment, to enable it to be hired out to the public for various activities, functions and events.
- 15.2. That the building is viewed by Council as an important community asset that should be upgraded to a useable public building standard and be tenanted on the basis of a standard lease or licence agreement by a local community group or not-for-profit organisation subject to;
- (a) The group making a contribution towards the cost of upgrading the building to a public building standard.
- 15.3. That Council invite 'Expressions of Interest' from parties who may wish to lease the building for recreation purposes on a commercial basis, subject to;
- (a) Being responsible for the full cost of upgrading the building to a public building standard.
- (b) Making a contribution towards the cost of upgrading the building to a public building standard.

16. Representatives from Kalajos Gymnastics and Fit to Cheer attended this meeting to speak on behalf of their respective interests in the venue, but were advised not speak, due to the conflict it may cause regarding 'Conditions of Tendering'. The groups were understanding of this advice and chose to return to the gallery. Fit to Cheer stated that they were in support of the Recommendation.

17. The Chairperson tabled a letter from Fit to Cheer, regarding the Rollerama building, as they wished it formally recorded that they have submitted a written interest.

RECOMMENDATION

GS

24/2006

1. That draft specifications be prepared and Council call for Tenders to bring the building up to a tenatable condition with these costs then listed for consideration in the 2006/07 Budget.
2. Following this work, Council will call Tenders for the lease of the building.

Moved (Cr McKechnie)

As there was no Seconder the Motion lapsed.

COMMITTEE RECOMMENDATION TO COUNCIL GS 24/2006

1. **That specifications be prepared to bring the building up to a tenatable condition, with these costs then listed for consideration in the 2006/07 Budget.**
2. **And that on completion of the specifications, Tenders be invited for the lease of the building, specifying the works that will be undertaken by the Council.**
3. **That once Council has agreed to enter into a lease, Tenders be invited to upgrade the building.**

Moved (Cr Winterhalder)

Seconded: (Cr Taylor)

FOR

Cr Giardina
Cr Tonkin
Cr Morton
Cr Casey
Cr Winterhalder
Cr Taylor
Cr N Sadler

AGAINST

Cr McKechnie
Cr D Sadler

CARRIED

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

25. Aquatic Centre Feasibility Study
(CL-11/040) (Community Services)

Refer Item: N/A

Applicant: Shire of Kalamunda

Owner: Shire of Kalamunda

Purpose of Report

1. To identify a procedure for the implementation of the Kalamunda Aquatic Centre feasibility study.

Background

2. The existing Kalamunda Swimming Pool is a 50 metre outdoor pool that has no artificial heating and is approximately 40 years old.
3. The current lease agreement for the Kalamunda Swimming Pool expires in 2009.
4. In 2005 it was decided that there was a need to establish the requirements for an aquatic facility in the Shire of Kalamunda before the current lease agreement expired.
5. Council approved an amount of \$35,000 in the 2005/06 budget to engage a consultant to prepare a study on the needs and the feasibility for aquatic facilities in the Shire of Kalamunda.
6. A Kalamunda Swimming Pool 'Need's Study' was completed in 1994, which assessed the pools condition and its ability to meet the needs of the community. The report recommended three options:
 - a) maintain the existing pool
 - b) develop an indoor aquatic centre; or
 - c) heat the pool and make some design changes to improve the usage levels.
7. Only options (a) and (b) were considered to meet the swimming needs of the community. Due to the relatively small population base and high cost of these two options, they were not considered viable unless some of the capital costs could be recouped from pool revenue or a lease agreement.
8. Members of the community have continued to comment that the pool is too cold and its aging infrastructure no longer meets the needs of the community.

Comments

9. As part of this new study it is felt that there is a need to establish the current condition of the Kalamunda Swimming Pool and associated infrastructure, before making decisions on the redevelopment of the current pool or location of a new facility.
10. A detailed report on the mechanical and engineering aspects of the pool facility, would allow the feasibility study to accurately assess the cost of redeveloping the current facility,

as compared to building a new facility on this site or elsewhere and for Council to decide on the preferred upgrading and management options.

11. The existing condition and ability to upgrade the equipment and infrastructure currently onsite, will impact on the proposed feasibility study.
12. A limited inspection of the swimming pool has revealed potential problems with disability access, quality of changing rooms and toilets, deterioration of other buildings and the general 'tiredness' of the facility. It is unknown whether the existing filtration plant and pumps would be able to meet imminent new public swimming pool guidelines, to be issued by the Western Australian Department of Health.
13. Potential consultants have indicated that a mechanical and building report should be the first stage of a feasibility study, as following this report it will become clearer as to whether redevelopment of the current facility is possible.
14. Consultants will be requested to provide a separate cost for the preparation of the mechanical/engineering and building report, as part of the overall aquatic centre needs and feasibility study.

COMMITTEE RECOMMENDATION TO COUNCIL GS 25/2006

1. That Council invite Tenders for the preparation of an Aquatic Centre Feasibility Study that includes the following components:
 - a) a mechanical/engineering and building report on the condition of the Kalamunda Swimming Pool's infrastructure
 - b) a needs assessment to indicate whether or not redevelopment or new development options for an aquatic facility are justified; and
 - c) subject to the needs assessment, a feasibility of providing an aquatic facility within the Shire of Kalamunda, which includes a proposal for either redevelopment or development and management of the facility under a commercial lease arrangement.

Moved (Cr Tonkin)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

26. Pickering Brook Primary School Parents and Citizens Association Petition
(PC-01/241) (Community Services)

Refer Item: N/A

Applicant:

Owner:

Purpose of Report

1. To consider a petition received from the Pickering Brook Primary School Parents and Citizens Association (P&C), requesting maintenance and upgrade of Shire facilities in the Pickering Brook Community.

Background

2. The Pickering Brook Primary School P & C and local community members have, through a petition tabled at General Services on 6 February 2006, requested that works be undertaken at the Carilla Camping Grounds (Reserve 18809) on Pickering Brook Road, Pickering Brook.
3. The reserve is vested to the Shire of Kalamunda, with permission to lease under Section 33 of the Land Act 1933 for the purposes of Hall Site, Recreation and Camping.
4. The petition requested several items be addressed at the Carilla Camping Grounds, including the upgrading of the tennis courts and surrounds, cleaning and upgrading of toilets, removal of trees and development of a carpark. There was also a request for the play equipment to be revitalised and for a footpath outside the school to be improved.
5. The tennis courts have been used in the past by the school and local community for tennis as well as school events and other recreational activities. The camping ground is predominantly used as a carpark by the school and other community groups, including the Pickering Brook Historical Society who have a lease on a section of this reserve.
6. A map of the reserve and facilities currently on the site is shown at ([Attachment 1.](#))

Comments

7. Current users of the Carilla Camping Grounds include the following:
 - Pickering Brook Historical Society
 - Pickering Brook Primary School
 - Southern Districts Cycling Club
 - Other cycling groups
 - Travelling tours and tourists
8. Pickering Brook Primary School are the main user of the carpark and tennis courts during the day. It has been used on a regular basis for school activities for many years and the majority of the issues regarding the carpark occur during school drop off and pick up times. Usage by other members of the community is currently quite low.

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9. Reports from the local community suggest that many members of both the local Pickering Brook community and wider Shire, used the facility many years ago however, the deterioration of the courts has resulted in people travelling to other venues in the Shire with more appropriate facilities. Sporting facilities exist at the local Pickering Brook Sports Club and it is understood that the club allows public use of these facilities except where liquor licence conditions apply.
 10. The tennis courts are currently predominantly used by the school for school activities. The surface of the courts is uneven and badly cracked. The marked lines are faded and grass is growing through the court surface. The fence surrounding the courts is in need of repair. There are large holes in several places and falling branches have badly damaged the fence.
 11. Shire staff has assessed the courts and consider the surface to be too badly deteriorated to reseal with bitumen. The surface will need to be completely rebuilt and resealed. The fence is also beyond satisfactory repair and needs to be replaced. The total cost of this project including fencing is approximately \$40,000.
 12. Initial communications from the Education Department indicate they will only lease the facility from the Shire, if it is upgraded to a useable condition, but will not contribute to the capital costs of the upgrade. The school Principal has indicated that the lease, if proceeded with, could include public access to the facility, when not in use by the school.
 13. A lease or joint use arrangement, similar to those with other local schools using Shire reserves, could be appropriate. This would give the school priority access during school hours with maintenance costs divided 50/50 each year.
 14. The Community Sport and Recreation Facility Fund (CSRFF) is a potential source of funds for the upgrading of the tennis courts. The next round of funding closes in October 2006 and funds would be available for the 2007/08 budget. The CSRFF programme will provide up to one third of the project cost, with the balance funded by the Shire or local user groups. There is no guarantee of this funding.
 15. The current parking area has developed over time, in response to the need for the Pickering Brook Primary School to have car parking facilities. The surface of the car park is loose gravel which when combined with the steep slope on the site, produces various problems. These include pedestrians slipping when moving across the area, cars struggling to move onto Pickering Brook Road, winter rains creating erosion problems and stormwater runoff, which drains towards the school and tennis courts, causing large puddles.
 16. The school and local P & C have reported safety issues with traffic management at school pick up and drop off times with cars, buses, parents and children all moving across the same area.
 17. Cycling groups use the camping area as a meeting place and set off point for club events and the area is quite well known within the cycling community. It is not unusual for large numbers of cars and people to be at the site on weekends, making use of the limited facilities available.
 18. The Education Department have indicated that they would like to enter into an arrangement to provide some car parking at the site. This would provide fifteen (15) sealed parking bays and would be funded on a 50/50 basis with the Shire, subject to budget approvals. The P & C have requested that the other areas of the carpark be graded regularly and an engineering solution is found for the large amounts of stormwater runoff from the carpark.

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19. The footpath that passes across the front of the Carilla Camping Ground has a section missing and is in poor condition. A section of footpath further up from the school crosses the road at a corner and needs to be realigned to ensure the safety of pedestrians. These items have been listed for inclusion in the Shire's 'Footpaths Works Programme' for 2006/07
20. The pine log play equipment no longer meets the standards regarding play grounds and requires removal; this is scheduled for 2006/07. Some maintenance work is required for the remaining equipment including new soft fall for the flying fox.
21. The public toilets located on the reserve are in poor condition. There is only a partial roof over the toilets which allow rain and tree debris to fall into the facility, making cleaning difficult. The toilets were repainted late in 2005 and do not receive large amounts of vandalism in comparison with other public toilets within the Shire.
22. Following meetings with community representatives and onsite inspections by Shire staff, the following works and actions have been instigated;
- Branches, brush, and other loose items have been removed from areas around the tennis courts and camping grounds. The grass has also been slashed.
 - Following an assessment of their condition, two trees have been removed due to the danger they presented and four more will be removed when the Council's contractor is available.
 - Arrangements have been made to have the public toilets cleaned twice per week to maintain them at an appropriate standard and staff will put forward a budget request to have some upgrading works undertaken in the 2006/07 financial year.
 - A budget request will also be put forward for the BBQ to be upgraded to an appropriate standard for community use.
 - Regular maintenance will be conducted on the vegetation surrounding the site to ensure it is kept tidy. This will include the removal of existing metal, concrete and other rubbish.
 - Shire staff will assess the carpark site and arrange appropriate drainage solutions to restrict the flow of water.
23. **Naomi Fantuz and Kathryn Gava from the Pickering Brook Community spoke on behalf of the Recommendation. They requested that the wording in the Recommendation, be changed from 'tennis courts' to 'multi purpose courts'.**

COMMITTEE RECOMMENDATION TO COUNCIL

GS

26/2006

1. That consideration be given in the 2006/07 Budget to construct a parent carpark for Pickering Brook Primary School, subject to a 50% contribution being made available by the Education Department.
2. That consideration be given in the 2006/07 budget to the upgrading of the **multi purpose courts**.

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3. That if the **multi purpose courts'** upgrading is approved, the Education Department be advised that any joint use agreement will be based upon a shared 50/50 basis for all ongoing maintenance costs.

Moved (Cr Winterhalder)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

Declaration of financial/conflict of interests to be recorded prior to dealing with each item

27. Shire of Kalamunda Sporting Reserve Development Plan
(CO-CCS-059) (Community Services)

Refer Item: N/A

Applicant: Shire of Kalamunda

Owner: N/A

Purpose of Report

1. To receive the Shire of Kalamunda Sporting Reserve Development Plan.

Background

2. Community usage of reserves has been increasing for some time which is placing greater pressure on reserves and leading to increased requests for funding from the Shire.
3. The majority of Shire sporting reserves do not have a business or management plan and, as such, prioritising major works during the budget process can be a difficult task.
4. It has become increasingly clear that the Shire needs a framework within which it can meet the predicted demands on infrastructure and services, having an overall strategic plan will greatly assist in planning for the future.
5. \$10,000 was placed in the 2005/06 non recurrent budget for the development of a planning document for the Shire of Kalamunda's active sporting reserves, as shown at **(Attachment 1.)** Note: Report has been distributed under a separate cover.

Comments

6. 'A Balanced View Leisure Consultancy Services' were commissioned to prepare the plan which was to address the following project objectives:
 - Outline the current challenges regarding our sporting reserves and offer solutions and recommendations to these challenges.
 - Prioritise extensions and modifications to Reserves and Pavilions based on demand, availability and budget constraints and prioritise these within a 5 (0-5yrs) year timeframe. Projects that cannot be met within the 5 year timeframe will be identified in the 5-10 year portion of the Plan.
 - Outline current and future needs of our Sporting Groups based on National and Regional trends and the sports development within the Shire.
 - Review of current provisions with recommendations for rationalisation or alterations to the current structures and allocation of our Sporting Reserves.
 - To ascertain strengths, weaknesses, opportunities and obstacles related to our current recreation facilities and services.

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7. The consultant has made 26 recommendations regarding sporting reserves. These have been divided into Sporting Reserve Improvements, Development and Management.

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8. The report's recommendations aim to improve not only the quality of the sporting reserves available to residents of the Shire of Kalamunda, but also improvements to recreation service delivery, through improved policies and management practices.
 9. **Mike Perry from the Kostera Oval Advisory Committee and the Kalamunda and Districts Junior Football Club spoke on behalf of the Recommendation, however he requested that the Sporting Reserve Development Plan be distributed to stakeholders for further public comment. Councillors discussed this issue and noted that the public have already had extensive exposure to the Plan, prior to the finalising of the document. Mr Perry then requested the Plan be amended to include the unsealed carpark at Kostera Oval, listing how many bays there are, as it is the only reserve in the Plan which does not have a carpark reference.**
 10. **Mr Perry informed the meeting in 1997 the Pat Moran Pavilion was extended using contributions from both the Shire and football and cricket club's contributions, via a 30 year loan. He announced to the Committee that the loan has now been paid off in 8 years. The Committee, through the Chair, congratulated the clubs.**

COMMITTEE RECOMMENDATION TO COUNCIL

GS 27/2006

1. That the Shire of Kalamunda Sporting Reserve Development Plan 2006, be received and endorsed for consideration in Council's future budget and planning decisions.
2. That the Shire of Kalamunda Sporting Reserve Development Plan 2006, be distributed to relevant stakeholders.

Moved (Cr Taylor)

Seconded: (Cr McKechnie)

CARRIED UNANIMOUSLY

10.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

10.1 Nil

11.0 QUESTIONS BY MEMBERS WITHOUT NOTICE

11.1 Cr McKechnie – Zig Zag Railway Feasibility Study Report. Many of our ratepayers have grave concerns about this whole project, environmentally and the about the viability of the project. There are many questions to be answered. Can we acquire a copy of the Feasibility Study for each Councillor; The Executive Manager Community Services informed the meeting that his service area is in the process of obtaining a copy of the Study and when it is made available, will be placed on the Shire’s website. The CEO added that a copy will be provided to each Councillor as soon as possible.

12.1 Cr McKechnie - A large dam has been constructed on the property at the corner of Ridgehill Road and John Farrant Drive. His question pertained to the engineering safety of this dam and whether the construction has Planning approval. He added it is aesthetically unsightly; The questions were taken on board by the Executive Manager Planning and Development Services (EMPDS).

13.1 Cr Taylor referred to the ‘car sales yard’ on the corner of Midland Road and Kalamunda Road, Maida Vale. This location contained 67 cars on the weekend. What is Shire staff doing about this problem; The EMPDS informed the meeting that this matter has been investigated by her service area in the past. The land is privately owned and land owners have been written to on more than one occasion, requesting them to formally address the issue. The owners have responded that they have attempted to resolve the problem, which is successful for a period of time, but does not last. The EMPDS stated that they will approach the owners again, requesting a permanent resolution.

14.1 Cr Winterhalder informed the meeting that the same scenario is taking place on the private land adjacent to the Woolworths Shopping Centre, Lesmurdie and would also like this location investigated and dealt with accordingly.

12.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

13.0 MATTERS BEHIND CLOSED DOORS

14.0 CLOSURE

There being no further business, the Chairman declared the meeting closed at 8.55 pm.

I confirm these Minutes to be a true and accurate record of the proceedings of this Council.

Signed Chairperson

Dated thisday of2006