
Shire of Kalamunda

General Services Committee

Minutes for 5 November 2007



SHIRE OF KALAMUNDA

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Minutes of General Services Committee Held in the Council Chambers 2 Railway Road, Kalamunda Monday 5 November 2007

1.0 OFFICIAL OPENING

- 1.1 The Chairman opened the meeting at 7:02pm and welcomed Councillors, staff and members of the public gallery.

2.0 APOLOGIES AND LEAVE OF ABSENCE

- 2.1 PRESENT

Councillors

E Taylor	NORTH WARD
D McKechnie	(SHIRE PRESIDENT) NORTH WARD
M Robinson	SOUTH WEST WARD
D Sadler	SOUTH WEST WARD
A Morton	SOUTH WEST WARD
P Tonkin	SOUTH WARD
J Giardina	SOUTH WARD
C Everett	SOUTH WARD
P Heggie	NORTH WEST WARD
M Cresswell	(CHAIRPERSON) NORTH WEST WARD
F Lindsey	EAST WARD

Officials

D Vaughan	CHIEF EXECUTIVE OFFICER
N Wilson	EXECUTIVE MANAGER CORPORATE SERVICES
K O'Connor	EXECUTIVE MANAGER COMMUNITY SERVICES
R O'Brien	EXECUTIVE MANAGER PLANNING & DEV SERVICES
M Singh	EXECUTIVE MANAGER ENGINEERING SERVICES
F Lund	A/EXECUTIVE ASSISTANT CHIEF EXECUTIVE OFFICER
R Neale	MANAGER LIBRARY SERVICE
J Smith	MANAGER HEALTH SERVICE
D McPherson	MINUTE SECRETARY

Apologies

M Thomas

NORTH WARD

Observers

10

Newspapers

0

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 Mr Michael Harding, Gooseberry Hill

- Q1. With reference to the Council's decision not to provide a Bulkwaste Kerbside Collection service for its ratepayers in the year 2007/2008, will the new Council Members on this Committee acknowledge that they hold their new positions, in large part, due to the intensity of adverse feelings generated amongst voters by policy which many regard as short-sighted, not to say a potentially dangerous, decision?
- Q2. In view of the minutes being silent at the meetings of this Committee on 5 June and 6 August when this decision was made, will the new President now publicly indicate for the record if he personally supported that decision then and, if so, will he now acknowledge that he was mistaken and initiate steps to urgently to rectify the removal of an essential service which has the potential to encourage the retention and proliferation of inflammable materials on large hills residential blocks as the extreme fire danger season hovers on the horizon?
- Q3. Will the new Councillors indicate if they are prepared to support immediate steps to produce a policy which is more appropriate than the issuing of two vouchers per household for the taking of a trip to the tip with a tiny 6 x 4 trailer, acknowledging that not everyone has either a towbar on their vehicle, nor easy access to a trailer and that, in any event, most hills blocks annually discard far greater amounts of green refuse in an effort to reduce the fire hazards on their properties and few can afford up to \$300 for the private hire of a skip?
- A. Questions taken on Notice.

4.0 PETITIONS

- 4.1 Nil.

5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 That the Minutes of the General Services Committee Meeting held on 2 October 2007 is confirmed as a true and correct record of the proceedings.

Moved: (Cr Tonkin)

Seconded: (Cr Taylor)

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 INTERESTSDisclosure 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)

Item No. 110 Recognition of Service – Gratuity Payments and Gifts to Employees on Resignation or Retirement

Cr Everett declared a financial interest as her daughter works for the Shire.

Item No. 110 Recognition of Service – Gratuity Payments and Gifts to Employees on Resignation or Retirement

Mr D Vaughan, Chief Executive Officer, declared a financial interest declaring that whilst he does not hold a direct interest in this item attention is drawn to reference in the body of the report referring to a council decision which relates to him.

Item No. 110 Recognition of Service – Gratuity Payments and Gifts to Employees on Resignation or Retirement

Mr N Wilson, Executive Manager Corporate Services, declared a financial interest as he may have a possible future pecuniary interest.

Item No. 110 Recognition of Service – Gratuity Payments and Gifts to Employees on Resignation or Retirement

Mr M Singh, Executive Manager Engineering Services, declared a financial interest as he is an employee.

Item No. 110 Recognition of Service – Gratuity Payments and Gifts to Employees on Resignation or Retirement

Mr R O'Brien, Executive Manager Planning and Development Services, declared a financial interest as he is an employee.

Item No. 110 Recognition of Service – Gratuity Payments and Gifts to Employees on Resignation or Retirement

Mr K O'Connor, Executive Manager Community Services, declared a financial interest as there may be a possible pecuniary interest.

Item No. 114 Lot 25, 26 & 28 Crystal Brook Road Lesmurdie (Lions Lookout) Management Order and Proposed Road Closure

Cr Taylor declared a financial interest as she is in receipt of a lawyers letter regarding a fatal accident at this site e.g. Lions Lookout deeming her as Shire President answerable. Until such matters are resolved she will not participate in any discussion or item of business.

Item No. 116 Kalamunda Regional Open Space – Proposed Road Closure

Cr Robinson disclosed a proximity interest as her property borders Darling Range Regional Park.

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 had given or will give advice.

Item No. 116 Kalamunda Regional Open Space – Proposed Road Closure

Cr McKechnie declared an interest affecting impartiality as he is a resident of Temby Avenue.

9.0 REPORT TO COUNCIL

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.

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107.	Bush Fire Advisory Committee – Election of Office Bearers, Appointment of Bush Fire Control Officers	17
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103. Creditors Accounts Paid for October 2007

Previous Items: Nil
Service Area: Corporate Services
File Reference: FI-CRS-002
Applicant: N/A
Owner: N/A

PURPOSE

1. To receive creditors' accounts paid for the month of October 2007.

BACKGROUND

2. It is a requirement of the Local Government (Financial Management) Regulations 1996 (Regulation12) that a list of Creditors' Accounts Paid is compiled each month.
3. This 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.

DETAILS

4. Accordingly, the list of Creditors' paid for October 2007 is attached. ([*Attachment 1*](#))

STATUTORY AND LEGAL IMPLICATIONS

5. Nil.

POLICY IMPLICATIONS

6. Nil.

PUBLIC CONSULTATION/COMMUNICATION

7. Nil.

FINANCIAL IMPLICATIONS

8. Nil.

STRATEGIC IMPLICATIONS

9. Nil.

OFFICER COMMENT

10. Nil.

MEETING COMMENT

11. Councillor queries regarding payments were distributed to all Councillors.
12. A Councillor queried the expenditure of \$18,712 for bobcat services. The Committee was advised that this was for a contract operator. The contract goes to tender every three (3) years.
13. A Councillor queried why in addition to a grant of \$25,000 to the Zig Zag Festival there was additional expenditure allocated to the Festival. The Executive Manager Community Services advised some of these payments referred to "Walk the Zig Zag" which is a Shire of Kalamunda event. The October 2007 cheque listing will be reviewed to identify other expenditures and a report provided.

COMMITTEE RECOMMENDATION TO COUNCIL**GS 103/2007**

1. That the list of Creditors' paid for October 2007 attached ([*Attachment 1*](#)) be received by Council in accordance with the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996.

Moved: (Cr Taylor)

Seconded: (Cr Lindsey)

CARRIED UNANIMOUSLY

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

104. Financial Activity Statements for the Period Ending 30 September 2007

Previous Items: Nil
Service Area: Corporate Services
File Reference: FI-SRR-006
Applicant: N/A
Owner: N/A

PURPOSE

1. To receive the draft financial activity statements for the period ended 30 September 2007.

BACKGROUND

2. Attached are the financial activity statement reports for the period ending 30 September 2007 ([Attachment 1](#)) prepared in accordance with the requirements of Section 34 of the Local Government (Financial Management) Regulations 1996.
3. It is also a requirement of this regulation that each financial year a local government is to adopt a percentage or value to be used in statements of financial activity for reporting material variances.

DETAILS

4. It has been agreed a percentage value of 10% variance be adopted for the 2007/2008 Financial Activity Statement. This amount is in accordance with the materiality provision of the Australian Accounting Standards (Refer AAS5) which is also set at 10%.
5. Refer [Attachment 1](#) for the comments relating to the above mentioned variances.

STATUTORY AND LEGAL IMPLICATIONS

6. Nil.

POLICY IMPLICATIONS

7. Nil.

PUBLIC CONSULTATION/COMMUNICATION

8. Nil.

FINANCIAL IMPLICATIONS

9. Nil.

STRATEGIC IMPLICATIONS

10. Nil.

OFFICER COMMENT

11. Nil.

MEETING COMMENT

12. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL

GS 104/2007

1. That the Financial Activity Statement reports for the period ending 30 September 2007 ([*Attachment 1*](#)) be received.

Moved: (Cr Tonkin)

Seconded: (Cr Robinson)

CARRIED UNANIMOUSLY

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

105. Debtors and Creditors Report

Previous Items: N/A
Service Area: Corporate Services
File Reference:
Applicant: N/A
Owner: N/A

PURPOSE

1. To receive a monthly report on debtors and creditors.

BACKGROUND

2. Attached is a report detailing aged debtors and creditors as at 30 September 2007.
[*\(Attachment 1\)*](#)
3. Council has requested information as to outstanding debtors and creditors be reported on a monthly basis.

DETAILS

4. Debtors
 - > 90 days Aged debtor collection / write off project since commenced as per Audit Committee 2007. A list of suggested write offs has been commenced. Main Roads account nil balance in October.
 - > 60 days Sporting Club invoices
 - > 30 days Hartfield Country Club \$17,000 loan payment since received in October. Office of Crime Prevention \$22,000 - Community Safety and Prevention Grant. Unpaid hall hire charges - various community groups and organisations.
 - Current Main Roads WA \$348,000 grant invoice since received in October.
5. Creditors
 - > 90 days Industrial invoices for projects carried over into 2007/2008.
 - > 60 days Major Motors original invoices not received.
 - > 30 days These invoices are paid on the third fortnightly payment run.

STATUTORY AND LEGAL IMPLICATIONS

6. Nil.

POLICY IMPLICATIONS

7. Nil.

PUBLIC CONSULTATION/COMMUNICATION

8. Nil.

FINANCIAL IMPLICATIONS

9. Nil.

STRATEGIC IMPLICATIONS

10. Nil.

OFFICER COMMENT

11. Nil.

MEETING COMMENT

12. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL

GS 105/2007

1. That the aged outstanding debtors and creditors report as at 30 September 2007 ([*Attachment 1*](#)) be received.

Moved: (Cr Robinson)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

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

106. Rates Debtors Report

Previous Items: N/A
Service Area: Corporate Services
File Reference:
Applicant: N/A
Owner: N/A

PURPOSE

1. To receive a report on rates debtors as at 30 September 2007.

BACKGROUND

2. Attached is the report detailing rates debtors as at 30 September 2007. ([Attachment 1](#))

DETAILS

3. Rates Debtors

Approximately \$4.8m cash received to the end of September 2007

Early indications are a for a high number of ratepayers electing to pay by installments.

Installment dates are as follows	1st	2nd October 2007
	2nd	3rd December 2007
	3rd	4th February 2008
	4th	4th April 2008

STATUTORY AND LEGAL IMPLICATIONS

4. Nil.

POLICY IMPLICATIONS

5. Nil.

PUBLIC CONSULTATION/COMMUNICATION

6. Nil.

FINANCIAL IMPLICATIONS

7. Nil.

STRATEGIC IMPLICATIONS

8. Nil.

OFFICER COMMENT

9. Nil.

MEETING COMMENT

10. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL

GS 106/2007

1. That the rates debtors report as at 30 September 2007 ([Attachment 1](#)) be received.

Moved: (Cr Sadler)

Seconded: (Cr Morton)

CARRIED UNANIMOUSLY

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

107. Bush Fire Advisory Committee – Election of Office Bearers, Appointment of Bush Fire Control Officers

Previous Items: N/A
Service Area: Corporate Services
File Reference: BA-BFC-006
Applicant: N/A
Owner: N/A

PURPOSE

1. To establish membership of the Bush Fire Advisory Committee and appoint Bush Fire Control Officers.

BACKGROUND

2. It is a requirement of the Bush Fire Act (Section 67) that councils with established Bush Fire Brigades shall provide for the appointment of persons to the Bush Fire Advisory Committee and may appoint persons as Bush Fire Control Officers (Section 38).
3. Council Policy (Bush Fire Policy 5.2) requires Council to appoint Bush Fire Control Officers as necessary.

DETAILS

4. At the Annual General Meeting of the Bush Fire Advisory Committee of the Shire of Kalamunda held on 23 October 2007, the following appointments were endorsed.

- **Bush Fire Advisory Committee**

- Chairman

Council Representative

- Deputy Chairman

Keith Stitt

- Delegates to Bush Fire Advisory Committee

Kalamunda Volunteer Fire and Rescue Services (2)

- **Tony Moiler**
- **Jim Armanasco**

Kalamunda Volunteer Bush Fire Brigade (2)

- **Keith Stitt**
- **Jamie O'Neill**

Kalamunda Emergency Service (1)

- **John White**

Chief Bush Fire Control Officer

- **Craig Brendan Garrett**

Deputy Chief Bush Fire Control Officers

- Deputy 1. – **Duncan Wilson** – Shire of Kalamunda
- Deputy 2 – **Craig Bowers** – Kalamunda Volunteer Bush Fire Brigade

Secretary

- **Duncan Wilson**

- **Bush Fire Control Officers**

The following officers were nominated as Bush Fire Control Officers.

Chief Bush Fire Control Officer

(With all the associated powers under the provisions of the Bush Fire Act 1954)

Craig Brendan Garrett – Shire of Kalamunda

Deputy Chief Bush Fire Control Officers

(With all the associated powers under the provisions of the Bush Fire Act 1954)

Deputy 1 – **Duncan Wilson – Shire of Kalamunda**

Deputy 2 – **Craig Bowers – Kalamunda Volunteer Bush Fire Brigade**

- **Operational**

(With all the associated powers under the provisions of the Bush Fire Act 1954)

Shire of Kalamunda

Peter Brown

Peter Wilson

Phillip Howe

Di Hart

Bruno Mark Casotti

Peter Ashley Sewell

Scott Edward Andrew Jones

Kalamunda Volunteer Bush Fire Brigade

Keith Stitt

Jamie O'Neill

Kalamunda Volunteer Fire & Rescue Service

Tony Moiler

Jim Armanasco

- **Administration**

(In accordance with Section 38 (4) of the Bush Fires Act 1954 powers restricted to issuing of burning permits, property fire hazard inspections, issuing work orders and issuing of infringements)

Shire of Kalamunda

Benjamin Day

Fire Weather Officer

Duncan Wilson – Shire of Kalamunda

The following appointments have been revoked:

**Eddie Van Rijnswood
Stuart Hopwood**

STATUTORY AND LEGAL IMPLICATIONS

5. Nil.

POLICY IMPLICATIONS

6. Nil.

PUBLIC CONSULTATION/COMMUNICATION

7. Nil.

FINANCIAL IMPLICATIONS

8. Nil.

STRATEGIC IMPLICATIONS

9. Nil.

OFFICER COMMENT

10. Nil.

MEETING COMMENT

11. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 107/2007

1. That Council endorse the appointment of Office Bearers as agreed by the Annual General Meeting of the Bush Fire Advisory Committee held on 23 October 2007.

2. That Council appoints Bush Fire Control Officers as follows:

- **Bush Fire Advisory Committee**

- Chairman

Council Representative

- Deputy Chairman

Keith Stitt

- Delegates to Bush Fire Advisory Committee

Kalamunda Volunteer Fire and Rescue Services (2)

- **Tony Moiler**
- **Jim Armanasco**

Kalamunda Volunteer Bush Fire Brigade (2)

- **Keith Stitt**
- **Jamie O'Neill**

Kalamunda Emergency Service (1)

- **John White**

Chief Bush Fire Control Officer

- **Craig Brendan Garrett**

Deputy Chief Bush Fire Control Officers

- Deputy 1. – **Duncan Wilson** – Shire of Kalamunda
- Deputy 2 – **Craig Bowers** – Kalamunda Volunteer Bush Fire Brigade

Secretary

- **Duncan Wilson**

- **Bush Fire Control Officers**

The following officers were nominated as Bush Fire Control Officers.

Chief Bush Fire Control Officer

(With all the associated powers under the provisions of the Bush Fire Act 1954)

Craig Brendan Garrett – Shire of Kalamunda

Deputy Chief Bush Fire Control Officers

(With all the associated powers under the provisions of the Bush Fire Act 1954)

Deputy 1 – **Duncan Wilson – Shire of Kalamunda**

Deputy 2 – **Craig Bowers – Kalamunda Volunteer Bush Fire Brigade**

- **Operational**

(With all the associated powers under the provisions of the Bush Fire Act 1954)

Shire of Kalamunda

Peter Brown

Peter Wilson

Phillip Howe

Di Hart

Bruno Mark Casotti

Peter Ashley Sewell

Scott Edward Andrew Jones

Kalamunda Volunteer Bush Fire Brigade

Keith Stitt

Jamie O'Neill

Kalamunda Volunteer Fire & Rescue Service

Tony Moiler

Jim Armanasco

- **Administration**

(In accordance with Section 38 (4) of the Bush Fires Act 1954 powers restricted to issuing of burning permits, property fire hazard inspections, issuing work orders and issuing of infringements)

Shire of Kalamunda

Benjamin Day

Fire Weather Officer

Duncan Wilson – Shire of Kalamunda

The following appointments have been revoked:

Eddie Van Rijnswood

Stuart Hopwood

Moved: (Cr Robinson)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

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

108. Kalamunda Volunteer Bush Fire Brigade - Constitution

Previous Items: N/A
Service Area: Corporate Services
File Reference:
Applicant: N/A
Owner: N/A

PURPOSE

1. To adopt the newest constitution of the Kalamunda Volunteer Bush Fire Brigade.

BACKGROUND

2. The Kalamunda Volunteer Bushfire Brigade has reviewed and amended its constitution to bring it up to date. The document needs to be signed by the Chief Executive Officer as accepted by the Shire of Kalamunda.

DETAILS

3. The Shire of Kalamunda last adopted a modified constitution for the Kalamunda Volunteer Bush Fire Brigade in 1996. A copy of that constitution is presented as [Attachment 1](#), whilst a copy of the proposed constitution is presented as [Attachment 2](#).

STATUTORY AND LEGAL IMPLICATIONS

4. The constitution of the Kalamunda Volunteer Bush Fire Brigade has to be accepted by the Shire of Kalamunda.

POLICY IMPLICATIONS

5. Nil.

PUBLIC CONSULTATION/COMMUNICATION

6. The draft constitution as presented ([Attachment 2](#)) has been prepared by the Kalamunda Volunteer Bushfire Brigade themselves and presented to Council.

FINANCIAL IMPLICATIONS

7. Nil.

STRATEGIC IMPLICATIONS

8. Nil.

OFFICER COMMENT

9. As members can see in comparing the 1996 Constitution to the draft proposed constitution there is little difference other than changes in titles and names etc.

MEETING COMMENT

10. A Councillor queried some aspects of the constitution and foreshadowed a new motion.

OFFICER RECOMMENDATION

1. That the Constitution of the Kalamunda Volunteer Bush Fire Brigade as presented ([Attachment 2](#)) to be accepted by the Shire of Kalamunda.

As there was no mover for the recommendation it **LAPSED**.

COMMITTEE RECOMMENDATION TO COUNCIL

GS 108/2007

1. **That the Constitution of the Kalamunda Volunteer Bush Fire Brigade return to staff for submission in December with clarification on some points.**

Moved: (Cr McKechnie)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

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

109. Change to Council Policy FIRE1 – Review Bush Fire Policy, Fire Protection and Suppression Plans

Previous Items: N/A
Service Area: Corporate
File Reference: RA-BFC-014
Applicant: NA
Owner: NA

PURPOSE

1. To adopt changes to Council's Bush Fire Policy, Fire Protection and Suppression Plans.

BACKGROUND

2. The Bushfire Policy, Fire Protection and Suppression Plans are listed for review.
3. A review of the policy and plans has been undertaken by the Chief Bush Fire Control Officer.
4. A resolution from Council's Bush Fire Advisory Committee endorsed the amendments and requested that the policy and plans be presented to Council for approval.

DETAILS

5. The review of the policy and plans has been completed and the final document is attached. ([Attachment 1](#))
6. The amendments are considered to be significant due to the time since the last update and the changes in fire prevention and suppression strategies.

STATUTORY AND LEGAL IMPLICATIONS

7. The current policy is an adopted policy of Council.
8. The current policy states that a review will be undertaken every three (3) years.
9. The policy and associated plans assist to promulgate Council's duty of care.

POLICY IMPLICATIONS

10. Nil

PUBLIC CONSULTATION/COMMUNICATION

11. Consultation with the Kalamunda Bush Fire Brigade, Department of Environment & Conservation and Fire & Emergency Services Authority.

FINANCIAL IMPLICATIONS

12. Nil

STRATEGIC IMPLICATIONS

13. The update provides an opportunity to consolidate various Mutual Aid agreements, Standard Operating Procedures, Fire Prevention Strategies and Suppression Objectives.

OFFICER COMMENT

14. In recent years there have been a number of changes and improvements in bushfire safety and advice to the community. The update of these documents will assist in the direction and objectives of Council in managing fire in the district.

Changes to the policy and plans include:

- a. Reference to Mutual Aid agreement between Shire & FESA.
- b. Reference to Standard Operating Procedures involving Task Force/ Strike Team formation.
- c. Reference to Zone Two Operational Protocols.
- d. Documenting FESA Operational Response Agreement and Financial Assistance SAP.
- e. Inclusion of an Annual Action Plan for fire prevention.
- f. Changes to Standard Operating Procedures.
- g. Inclusion of an Evacuation policy.
- h. Update of Incident Control Points.

MEETING COMMENT

15. A Councillor queried if this recommendation to council would compromise the motion from the previous item. It was advised this would have no affect.

COMMITTEE RECOMMENDATION TO COUNCIL**GS 109/2007**

1. That the revised Bush Fire Policy, Fire Protection and Suppression Plans as per [Attachment 1](#) be adopted.

Moved: (Cr Taylor)

Seconded: (Cr Robinson)

CARRIED UNANIMOUSLY

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

110. Recognition of Service – Gratuity Payments and Gifts to Employees on Resignation or Retirement

Cr Everett declared a Financial Interest as her daughter works for the Shire. She left the chambers at 7:26pm and returned at 7:39pm she did not vote on the item.

Mr D Vaughan, Chief Executive Officer, declared a financial interest declaring that whilst he does not hold a direct interest in this item attention is drawn to reference in the body of the report referring to a council decision which relates to him.

Mr N Wilson, Executive Manager Corporate Services, declared a financial interest as he may have a possible future pecuniary interest.

Mr M Singh, Executive Manager Engineering Services, declared a financial interest as he is an employee.

Mr R O'Brien, Executive Manager Planning and Development Services, declared a financial interest as he is an employee.

Mr K O'Connor, Executive Manager Community Services, declared a financial interest as there may be a possible pecuniary interest.

Previous Items:	N/A
Service Area:	Corporate Services
File Reference:	
Applicant:	N/A
Owner:	N/A

PURPOSE

1. To adopt a policy in relation to employees whose employment with the Shire of Kalamunda is finishing, setting out:
 - i. the circumstances in which the Shire of Kalamunda will pay an employee an amount in addition to any amount to which the employee is entitled under a contract of employment or award relating to the employee; and
 - ii. the manner of assessment of the additional amount.

BACKGROUND

2. Section 5.50 of the Local Government Act 1995 requires a local government to produce a policy as detailed above.

DETAILS

3. The Shire's current policy HR8 refers to redundancy and settlement that may be made in order to avoid litigation and does not allow for payments to be made in the case of ordinary resignation or retirement.

-
4. The draft policy as presented as [Attachment 1](#) is intended to compliment Council's existing policy HR8 presented as [Attachment 2](#) not to replace it.
 5. Council did address this issue in September 2006, but failed to adopt a policy at that time.
 6. A report of similar policy amounts as used by other local authorities is presented as [Attachment 3](#).

STATUTORY AND LEGAL IMPLICATIONS

7. Section 5.50 of the Local Government Act 1995 requires a policy addressing this issue. It is also noted that a local government must not make any payments of this kind unless the local government has adopted such a policy (Section 5.50 (1a) of the Local Government Act 1995).

POLICY IMPLICATIONS

8. Adoption of a new policy.

PUBLIC CONSULTATION/COMMUNICATION

9. Local Public Notice will be given in relation to this policy as required under Section 5.50 (1) of the Local Government Act 1995.

FINANCIAL IMPLICATIONS

10. The future financial impact is unknown and will depend upon the length of the employees stay with the Shire of Kalamunda.
11. Council has resolved to make a \$5,000 gratuity to its retiring Chief Executive Officer, Mr David Vaughan, which will be in accordance with this policy.

STRATEGIC IMPLICATIONS

12. The recognition of staff is a strategy used for Attraction and Retention purposes.

OFFICER COMMENT

- 13.

MEETING COMMENT

14. Councillors discussed the policy and an amendment to the policy, as presented, was agreed upon. In paragraph 1 the word "shall" was changed to "may".

COMMITTEE RECOMMENDATION TO COUNCIL

GS 110/2007

1. That Council adopt the policy Recognition of Service – Gratuity Payments and Gifts to Employees on Resignation or Retirement as presented ([Attachment 1](#)) with the agreed change in paragraph 1 the word “shall” being replaced with “may”.

Moved: (Cr Taylor)

Seconded: (Cr McKechnie)

FOR:

Cr Tonkin
Cr Morton
Cr Lindsey
Cr Taylor
Cr McKechnie
Cr Cresswell

AGAINST:

Cr Giardina
Cr Robinson
Cr Sadler
Cr Heggie

CARRIED

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

111. Bulk Waste Kerbside Collection – Option for In House Service Provision

Previous Items: Bulk Waste Kerbside Collection Tender T0707
Service Area: Community Services
File Reference: HE-RLW-09
Applicant:
Owner:

PURPOSE

1. To consider the provision of the bulk waste kerbside collection as an in-house operation.

BACKGROUND

2. Council resolved at the August 2007 Ordinary Council Meeting
 1. *That Council not accept any tender on the basis of price.*
 2. *That Council provides two free tip passes per residential property upon request for the use at the Red Hill Facility for the financial year 07/08*
 3. *That staff prepare a report showing the expected costing for the provision of tip passes for consideration at the August Ordinary Council Meeting*
 4. *That tenders be recalled to provide an annual collection service (1 green and 1 junk collection), commencing from 1 July 2008 for three or five years.*

Additionally Council Resolved

1. *That the information be noted for Budget deliberations.*
2. *That Staff be requested to provide reports to Council on :*
 - a. *A proposal to allow residential householders the option of a \$40.00 payment towards the cost of a 'skip bin' as an alternative to the provision of two tip passes.*
 - b. *The option of the Shire of Kalamunda providing a verge side pickup on an in house basis.*

This report considers proposal (b).

3. The previous contract required two (2) combined collections per annum. Green waste and junk was collected separately, uncontaminated green waste was shredded and removed. Junk was landfilled at Red Hill, with the exception in the last year of the contract where steel was collected separately and recycled.
4. The contractor used two (2) teams to fulfil the contract obligations. Each team consisted of two rear loading refuse trucks with a bob cat with grabs. On occasions when a large amount of material was placed out a third team was used.

-
5. If this service is to be conducted in-house then it is proposed that the service is split and a programme be set, consisting of three 12 week periods, with the balance of time available to be taken up by involvement in the Shire street tree pruning programme, staff leave requirements and other programmes as determined, and could include specific recycling runs for materials such as mattresses and white goods.
 6. A number of larger Local Authorities who also collect residential rubbish, provide this service in-house on the basis of lower operational costs and greater flexibility in the service i.e. able to easily modify the service to meet changing expectations and needs of residents.

STATUTORY AND LEGAL IMPLICATIONS

7. Nil.

POLICY IMPLICATIONS

8. Nil.

PUBLIC CONSULTATION/COMMUNICATION

9. Nil; however from formal and informal feedback received it is noted that a large number of residents are strongly in favour of the recommencement of this services as soon as possible.

FINANCIAL IMPLICATIONS

10. 2008/2009 Waste Management Budget

STRATEGIC IMPLICATIONS

11. Nil.

OFFICER COMMENT

12. The method of operation by the previous Shire contractors and other Councils has been considered and it is the view of Shire of Kalamunda staff that the most effective way of providing this service in-house would be to use a team consisting of two rear loading refuse trucks, an articulated loader and trailer. This would require two truck drivers, one loader driver and two labourers, all with a truck driver's license.
13. An additional tip truck with a crane would be required to collect bulk steel and double as a back up truck in the event of mechanical breakdown of the refuse trucks.
14. A supervisor would be required to oversee the day to day operations of this service and a utility is required for this position.
15. A Customer Service Officer would be required to operate the 'call centre'. Specifically to answer all phone call inquiries on the service, follow up complaints and undertake inspections prior to and following the collections to ensure that non compliant set outs are dealt with and liaise with the Supervisor and staff undertaking this service.

16. The proposal would be to have two green waste collections and one junk collection, each consisting of a twelve week cycle.

March	-	May	(Green waste)
June	-	August	(Junk)
September	-	November	(Green waste)

17. The uncontaminated green waste would be stored at Dawson Ave, stockpiled and shredded by a contractor. This material would then be used, either onsite, or sold to private enterprise. The junk (excepting steel) would be disposed of at Red Hill.
18. The following annual cost estimates are provided for the in-house provision of this service:

These estimates are based on collecting 3,000T green waste and 2,700T of junk, and equates to up to 25T/day/green waste (approx 5 loads/day) and up to 38T/day/junk (approx 7 loads/day) over 12 six day weeks. It is difficult to compare these figures with the previous contract as both green waste and junk was collected in the same period, and on occasions up to 6 trucks were used. It is noted, however, that on occasions one or more trucks undertook 5-6 loads/day/green waste to Dawson Ave and up 3 loads/truck/day to Red Hill (Red Hill closes at 4.00p.m.).

	\$ Cost	\$ Annual Cost
Capital cost		
2 x rear loader refuse truck	600,000.00	
Tip truck with crane	250,000.00	
Articulated loader	85,000.00	
trailer	15,000.00	
utility	30,000.00	
Depreciate 70% over 5 years /annual cost	70% of 980,000.00 Over 5 years	137,500.00
Operating Cost		
Refuse Trucks	25,000.00 x 2	50,000.00
Tip truck	20,000.00	20,000.00
loader	10,000.00 x 1	10,000.00
Utility	10,000.00	10,000.00
Wages & Overheads		
Truck/loader drivers	38,000.00 x 5	190,000.00
Supervisor	50,000.00	50,000.00
CSO	46,000.00	46,000.00
Overtime – work Sat		30,000.00
Overheads 50%		158,000.00
Contractor(backup)		
If required		35,000.00
Shredding Costs		
Estimated 3000T x \$26.5		79,500.00
Disposal costs \$15/T		45,000.00
Administration		
Printing		6,000.00
Distribution		6,000.00
Advertising		9,000.00
Postage/Phones/Stat		5,000.00
Admin overheads		18,000.00
Total Per Annum Cost		\$905,000.00

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19. It should be noted that these are total costs. The programme runs for 3 x 12 weeks, therefore a total of 36 weeks, allowing one extra week per collection for overruns and four weeks for annual leave. This leaves approximately nine (9) weeks where plant and labour are available for other purposes not limited to, but could include assisting in the Shire street tree pruning programme and running specific recycling runs for materials such as mattresses and white goods.
 20. This service has not been operated in-house previously. Due to it being a relatively small scale operation and the need to provide fulltime dedicated labour and plant, it is considered that this will result in inefficient use of resources and unavoidable fixed costs being added to the operation of this service.
 21. Plant failure and or staff absenteeism would adversely impact on the smooth timely operation of this service. Larger Councils who operate this service in-house generally have a pool of truck drivers and spare plant to cover times when plant failure, servicing and absenteeism occur.
 22. There are likely to be long delays when purchasing new plant. Currently there are problems in attracting suitable staff and indications are that this may not change in the short to medium term. If this proposal was to proceed Council needs to be aware that it may not be possible to be fully operational by the first week in September 2008.
 23. It is also necessary to consider the lost opportunity in spending nearly \$1,000,000 in purchasing plant cost. The above figures do not consider the lost investment potential of this money.
 24. Providing this service in-house would allow greater flexibility in amending this service to suit the requirements of residents. Separating the service and allowing for two green waste collections should result in less material placed out at each collection giving an overall neater appearance.
 25. The most recent tendered price for the Bulk Waste Kerbside Collection Service including shredding costs, from the recommended tenderer was \$784,250 (based on one green waste and one junk collection estimated 5200T). The actual contract cost for the two combined collections for 2006/2007 was \$680,564.
 26. The cost estimated for the in-house option is significantly higher than the tendered price considered by Council at the August 2007 Ordinary Council Meeting.
 27. On the basis of the estimated cost, the volatile labour market and time constraints in being able to have this service operational by the first week in September 2008, it is not recommended that this service be operated in-house.
 28. If Council considers that an in-house tender is warranted, then this should be prepared by a consultant and submitted as part of the normal tender process.
 29. Due to the need to adhere to strict timeframes for the commencement of this service in September 2008 tenders have now been recalled for this service.

MEETING COMMENT

30. Cr Taylor foreshadowed a new motion.
31. A Councillor enquired if any other options had been explored in addition to the one reported. The Executive Manager Community Services advised other options had been investigated by staff.

OFFICER RECOMMENDATION

1. That Council does not provide the bulk waste kerbside collection service as an in-house operation at this stage.
2. That staff continue to investigate the viability of providing this service as an in-house operation.

Moved: (Cr Sadler)

Seconded: (Cr Lindsey)

FOR:Cr Sadler
Cr Lindsey**AGAINST:**Cr Everett
Cr Giardina
Cr Tonkin
Cr Robinson
Cr Morton
Cr Heggie
Cr Taylor
Cr McKechnie
Cr Cresswell**LOST**

Councillor Taylor presented a new motion to explain the process being followed in order to re-instate the Bulk Waste Kerbside Collection Service.

COMMITTEE RECOMMENDATION TO COUNCIL

GS 111/2007

- 1. That Council note that tenders have been recalled to meet as short a time frame as possible for recommencement of the Bulk Waste Kerbside Collection Service.**
- 2. That Staff continue to monitor the viability of providing this service in house. The in house service will not be provided at this stage as it is not currently a financial feasible option.**

Moved: (Cr Taylor)

Seconded: (Cr McKechnie)

FOR:

Cr Everett
Cr Giardina
Cr Tonkin
Cr Robinson
Cr Morton
Cr Heggie
Cr Lindsey
Cr Taylor
Cr McKechnie
Cr Cresswell

AGAINST:

Cr Sadler

CARRIED

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

112. Morrison Oval, Forrestfield – Additional Works, Demolition of Kiosk

Previous Items: N/A
Service Area: Community Services
File Reference: HL-01/199
Applicant: Shire of Kalamunda
Owner: Shire of Kalamunda

PURPOSE

1. To consider the allocation of surplus funds from the Morrison Oval expansion project to be used for the demolition of the old kiosk at Morrison Oval and relocation of the electrical infrastructure.

BACKGROUND

2. The Shire allocated \$105,000 in the 2006/07 budget for the expansion of Morrison Oval on Hartfield Park reserve, Forrestfield.
3. All works were not completed in 2006/07 and the remaining funds, totalling \$72,440 were carried over to the 2007/08 budget.
4. Due to an altered design and construction methods, the remaining project costs are now expected to be \$54,000, which will leave \$18,440 in savings from this project.

DETAILS

5. Shire staff previously identified the old kiosk on the north side of Morrison Oval as in need of removal or renovation, however, in recent times it has been badly vandalised ([Attachment 1.](#)). The structure no longer serves a purpose and has been identified as a safety risk to sporting club members and residents using the reserve.
6. The kiosk is no longer used by community groups or Shire staff; however, light switches and other electrical infrastructure for the lights on Morrison Oval are housed inside the kiosk. The removal of the kiosk would require the installation of new electrical housing in the same vicinity.

STATUTORY AND LEGAL IMPLICATIONS

7. In accordance with S.6.8 (b) of the Local Government Act 1995, a Local Government is not to incur expenditure from its municipal funds for an additional purpose except where the expenditure is authorised in advance by resolution (absolute majority required).

POLICY IMPLICATIONS

8. Nil.

PUBLIC CONSULTATION/COMMUNICATION

9. The Hartfield Park Advisory Committee supports the removal of the kiosk and has previously listed the kiosk as an eye sore.

FINANCIAL IMPLICATIONS

10. Costs savings from the original Morrison Oval project could be available to fund the removal of the kiosk and installation of appropriate electrical housing.
11. There are no other budgeted funds to carry out the requested works.

STRATEGIC IMPLICATIONS

12. Nil.

OFFICER COMMENT

13. Shire parks staff previously identified the old kiosk as a potential site for storing equipment and other maintenance items; however the building experiences regular break-ins and vandalism which has since made it unsuitable for this purpose.
14. Since the expansion of Morrison Oval, the playing surface and spectators are now closer to the kiosk. The kiosk is considered unsightly and a potential danger to reserve users, especially since the major damage to the supporting pillars at the front of the building. Removal of the kiosk would improve the amenity of the area.
15. Shire building maintenance staff have inspected the building and advised that repairs would not be justified given the extent of the existing damage.
16. The expected cost of the demolition of the kiosk and rehousing of the electrics is expected to be approximately \$9,000.

MEETING COMMENT

17. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 112/2007

1. That the expenditure of funds of up to \$9,000 for the demolition of the old Morrison Oval kiosk including the relocation of the existing electrical infrastructure be authorised.

Moved: (Cr McKechnie)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY/ABSOLUTE MAJORITY

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

113. Appointment of Management and Advisory Committee Members Following the 2007 Council Elections

Previous Items: N/A
Service Area: Community Services
File Reference: CO-CCS-001
Applicant: Shire of Kalamunda
Owner: Shire of Kalamunda

PURPOSE

1. To consider the re-appointment of Committee Members whose membership has expired following the 2007 Council Ordinary Elections.

BACKGROUND

2. In accordance with Council Policy, when a person is appointed as a member to an Advisory or Management Committee, the tenure of the person's membership expires after the next ordinary election day.

DETAILS

3. As per Council Policy, Council may elect to appoint members of a Management or Advisory Committee for a further term without necessarily calling for nominations.
4. Current Members of the Committees were contacted to determine whether or not they wished to continue membership on their respective Committees.
5. If a Committee Member does not wish to be re-nominated a vacancy will occur and nominations will be sought through normal media and other appropriate channels.
6. A list of the Committees and the Members wishing to re-nominate is contained in [\(Attachment 1.\)](#)

STATUTORY AND LEGAL IMPLICATIONS

7. Section 5.11 (2) (d) of the Local Government Act 1995 – Tenure of Committee Membership

POLICY IMPLICATIONS

8. Policy CTEE3 (1) (1) and CTEE3 (1) (2) - Committee Representation.

PUBLIC CONSULTATION/COMMUNICATION

9. Current Members of the affected Committees were contacted and an advertisement was placed in a local newspaper calling for expressions of interest for membership to Management/Advisory Committees, should vacancies arise.

FINANCIAL IMPLICATIONS

10. Nil.

STRATEGIC IMPLICATIONS

11. Nil.

OFFICER COMMENT

12. Those Members affected by the expiry of their terms as Committee Members were all previously appointed by Council through a formal process.
13. The appointment of those Management/Advisory Committee Members who wish to re-nominate, will ensure a seamless continuity of the Committee process.

MEETING COMMENT

14. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL

GS 113/2007

1. That Council appoints those persons re-nominated to fill the list of Committee vacancies as shown in ([*Attachment 1.*](#)) for the period 22 October 2007 to 17 October 2009.

Moved: (Cr Robinson)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY/ABSOLUTE MAJORITY

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

114. Lots 25, 26 & 28 Crystal Brook Road, Lesmurdie (Lions Lookout) Management Order and Proposed Road Closure

Cr Taylor declared a Financial Interest as she is in receipt of a lawyers letter regarding a fatal accident at this site e.g. Lions Lookout deeming her as Shire President answerable. Until such matters are resolved she will not participate in any discussion or item of business. Cr Taylor left the Chambers at 8:05pm and returned at 8:06pm she did not vote on this item.

Previous Items:

Service Area: Engineering Services

File Reference: CR-27/028

Applicant: Western Australian Planning Commission

Owner:

PURPOSE

1. To consider the closure of the unmade road reserve abutting Lots 25, 26, & 28 Crystal Brook Road, Lesmurdie (Lions Lookout), as shown at ([Attachment 1.](#))

BACKGROUND

2. The Western Australian Planning Commission (WAPC) currently owns Lots 25, 26, & 28 Crystal Brook Road, Lesmurdie, comprising a total area of 8738m².
3. In January 1993 Council resolved to take a vesting (Management Order) over these lots. However, the WAPC subsequently decided to lease the land to the Shire instead of a Management Order.

DETAILS

4. The Department for Planning and Infrastructure (DPI) has now received advice from the WAPC to set aside these lots as a 'Reserve for Recreation'. The DPI requested confirmation that the Shire of Kalamunda agrees to take a Management Order over the proposed reserve.
5. The DPI also proposes to close the unmade road reserve adjoining Lots 25, 26, & 28 Crystal Brook Road, Lesmurdie, and amalgamate it with the proposed 'Reserve for Recreation'.

STATUTORY AND LEGAL IMPLICATIONS

6. The road closure will be affected under Section 58 of the Land Administration Act 1997.

POLICY IMPLICATIONS

7. Nil.

PUBLIC CONSULTATION/COMMUNICATION

8. As there is a statutory requirement for a public notice, no community consultation has been undertaken at this stage.

FINANCIAL IMPLICATIONS

9. Nil.

STRATEGIC IMPLICATIONS

10. Nil.

OFFICER COMMENT

11. The WAPC was previously advised that the Shire will accept the Management Order if the above lots are set aside as a 'Reserve for Recreation'.
12. The road reserve is surplus to current and future requirements for the road network and the closure will enhance the use of the proposed 'Reserve for Recreation'.
13. The applicant will deal directly with the Department for Planning and Infrastructure, regarding the closure of the road reserve.

MEETING COMMENT

14. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL**GS 114/2007**

1. That Council agrees to accept the Management Order of the proposed 'Reserve for Recreation' which is being created, by amalgamating Lots 25, 26, & 28 Crystal Brook Road, Lesmurdie (Lions Lookout).
2. That the intention to close the road reserve abutting Lots 25, 26, & 28 Crystal Brook Road, Lesmurdie (Lions Lookout), as shown in ([*Attachment 1.*](#)) be advertised, in accordance with Section 58 of the Land Administration Act 1997.
3. That in the event no objections are received at the end of the notice period, closure of the road reserve abutting Lots 25, 26, & 28 Crystal Brook Road, Lesmurdie (Lions Lookout) be recommended to the Minister for Planning and Infrastructure.

Moved: (Cr Tonkin)

Seconded: (Cr Sadler)

CARRIED UNANIMOUSLY

115. Lot 1 Welshpool Road, Wattle Grove – Proposed Road Closure

Previous Items: N/A
Service Area: Engineering Services
File Reference: WL-10/880
Applicant: Western Australian Planning Commission
Owner:

PURPOSE

1. To consider the closure of road reserve abutting Lot 1 Welshpool Road, Wattle Grove, shown shaded red at ([Attachment 1.](#))

BACKGROUND

2. The road reserve proposed for closure appears to be a **remnant** of Gavour Road, Wattle Grove, which existed prior to the construction of Welshpool Road. The Shire's current maps show this as part of Schofield Road. Refer ([Attachment 2.](#))
3. The Western Australian Planning Commission (WAPC) owns Lot 1 Welshpool Road, Wattle Grove, shown outlined blue at ([Attachment 1.](#)) and is in the process of acquiring the adjacent portion of Lot 440 Gavour Road, Wattle Grove. This lot currently abuts Welshpool Road and is required for Planning Control Area No. 67 – Bush Forever Site 50.
4. The WAPC propose to close the unmade portion of road reserve and incorporate it into the Bush Forever site at the same time.

DETAILS

5. Lot 1 Welshpool Road and Lot 440 Gavour Road, Wattle Grove, along with the closed road reserve will be amalgamated in the future with adjoining Crown Reserve 32901.

STATUTORY AND LEGAL IMPLICATIONS

6. The road closure will be affected under Section 58 of the Land Administration Act 1997.

POLICY IMPLICATIONS

7. Nil.

PUBLIC CONSULTATION/COMMUNICATION

8. As there is a statutory requirement for a public notice, no community consultation has been undertaken at this stage.

FINANCIAL IMPLICATIONS

9. Nil.

STRATEGIC IMPLICATIONS

10. Nil.

OFFICER COMMENT

11. The road reserve is surplus to current and future requirements for the road network.
12. The applicant will deal directly with the Department for Planning and Infrastructure, regarding the closure of the road reserve.

MEETING COMMENT

13. A Councillor requested clarification on the intent of the closure of the road reserve.

COMMITTEE RECOMMENDATION TO COUNCIL**GS 115/2007**

1. That the intention to close road reserve abutting 1 Welshpool Road, Wattle Grove, shown at ([Attachment 1.](#)), be advertised, in accordance with Section 58 of the Land Administration Act 1997.
2. That in the event no objections are received at the end of the notice period, the closure of road reserve abutting 1 Welshpool Road, Wattle Grove, be recommended to the Minister for Planning and Infrastructure.

Moved: (Cr Tonkin)

Seconded: (Cr Morton)

CARRIED UNANIMOUSLY

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

116. Kalamunda Regional Open Space – Proposed Road Closure

Cr Robinson disclosed a proximity interest as her property borders Darling Range Regional Park. Cr Robinson left the chambers at 8:09pm and returned at 8:23pm she did not vote on the item.

Cr McKechnie declared an interest affecting impartiality as he is a resident of Temby Avenue. Cr McKechnie left the chambers at 8:11pm and returned at 8:23pm he did not vote on the item.

Previous Items:	N/A
Service Area:	Engineering Services
File Reference:	PG-STU-006
Applicant:	Western Australian Planning Commission
Owner:	

PURPOSE

1. To consider the closure of various road reserves contained within the Darling Range Regional Park Kalamunda, as highlighted in ([Attachment 1.](#))

BACKGROUND

2. The Western Australian Planning Commission (WAPC) has acquired the majority of the land in the area with the indicative boundary of the Darling Range Regional Park and proposes that the land will eventually be transferred to the Department of Environment and Conservation.

DETAILS

3. In order for the transfer to take place, property titles will need to be amalgamated.
4. There are a number of un-named road reserves within the area that are no longer required.

STATUTORY AND LEGAL IMPLICATIONS

5. The road closure will be affected under Section 58 of the Land Administration Act 1997.

POLICY IMPLICATIONS

6. Nil.

PUBLIC CONSULTATION/COMMUNICATION

7. As there is a statutory requirement for a public notice, no community consultation has been undertaken at this stage.

FINANCIAL IMPLICATIONS

8. Nil.

STRATEGIC IMPLICATIONS

9. Nil.

OFFICER COMMENT

10. The road reserve is surplus to current and future requirements for the road network.
11. The applicant will deal directly with the Department for Planning and Infrastructure, regarding the closure of the road reserve.

MEETING COMMENT

12. A Councillor queried the manner in which residents are advised of the road closures. The Executive Manager Engineering Services advised the requirement to advertise as stated in the Land Administration Act will be adhered to.

OFFICER RECOMMENDATION

1. That the intention to close various road reserves contained within the Darling Range Regional Park Kalamunda, as highlighted in ([Attachment 1.](#)) be advertised, in accordance with Section 58 of the Land Administration Act 1997.
2. That in the event no objections are received at the end of the notice period, the closure of the various road reserves contained within the Darling Range Regional Park Kalamunda, be recommended to the Minister for Planning and Infrastructure.

COMMITTEE RECOMMENDATION TO COUNCIL**GS 116/2007**

1. **That the intention to close various road reserves contained within the Darling Range Regional Park Kalamunda, as highlighted in (*Attachment 1.*) be advertised, in accordance with Section 58 of the Land Administration Act 1997.**
2. **That in the event no objections are received at the end of the notice period, the closure of the various road reserves contained within the Darling Range Regional Park Kalamunda, be recommended to the Minister for Planning and Infrastructure.**

-
- 3. That the Western Australian Planning Commission be advised that the access track through the Regional Public Open Space between Ozone Terrace and Lewis Road be maintained for emergency purposes.**

Moved: (Cr Taylor)

Seconded: (Cr Tonkin)

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 Property at Stirk Road, Kalamunda (Cr Everett)**

Q. What is happening with the property at the corner of Stirk and Healingly Road Kalamunda?

A. The land owner is refurbishing the units on this property. The refurbishment includes sewerage connection. An application has been received and approved.

11.2 Question in relation to Item 112 (Cr Sadler)

Q. Could the Executive Manager provide a breakdown of how the allocation in the 2006/2007 Budget of \$105,000 for works at Morrison Oval Forrestfield has been used.

A. The question is taken on notice with the information being provided to Councillors at a later date.

11.3 Local Law on Unkept Land (Cr Taylor)

Q. A copy of a Local Law on Unkept of Vacant Land was provided for investigation by staff. Is it possible to prepare a Local Law for presentation to Council?

A. Question taken on notice.

12.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

12.1 Nil.

13.0 MATTERS CLOSED TO THE PUBLIC

13.1 Nil

14.0 CLOSURE

There being no further business, the Chairman declared the meeting closed at 8:27pm.

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

Signed.....Chairman

Dated thisday of.....2007