
Shire of Kalamunda

General Services Committee

Minutes for 7 February 2005



SHIRE OF KALAMUNDA

Index for General Services Committee Meeting 7 February 2005

1.0 OFFICIAL OPENING.....	4
2.0 APOLOGIES AND LEAVE OF ABSENCE	4
3.0 PUBLIC QUESTION TIME	5
4.0 PETITIONS	5
5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING	5
6.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	5
7.0 MATTERS FOR WHICH MEETING MAY BE CLOSED	6
8.0 DISCLOSURE OF INTERESTS.....	6
9.0 REPORT TO COUNCIL.....	6
1. Audit Committee - Meeting 8 November 2004	8
2. 2005/2006 Budget Programme.....	10
3. Creditors Accounts Paid - December 2004 and January 2005	14
4. Financial Statement Period Ending 30 November 2004 and 31 December 2004.....	15
5. Local Laws - Minor Amendments	16
6. Mid Year Budget Review 2004/2005	20
7. Review Of Impoundment Fees And Charges	22
8. Cell 9 Payment For Land Acquisition.....	24
9. Long Vehicle Permit - 29 Arthur Road, Wattle Grove.....	26
10. Rear Access To 18 Ryan Way, Lesmurdie	27
11. Road Train Permit Request - Berkshire Road.....	29
12. Proposed Closure of Right Of Way - Stanhope Road, Kalamunda	31
13. Proposed Street Names For Subdivision Of Lot 517 Hawtin Road, Forrestfield.....	34
14. Proposed Street Name For Subdivision Of Lot 54 St John Road, Wattle Grove.....	36
15. Consideration of Deferred Payments of Cell Infrastructure Contributions	37
16. Games Trailer Charges.....	40
17. Hartfield Park Skatebowl	42

18. Use Of Former Dawson Avenue Landfill Site For National Bug In Motorkhana Event	44
19. Perth Hills Tourism Precinct - Destination Signage And Branding	46
10.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	49
11.0 QUESTIONS BY MEMBERS WITHOUT NOTICE	49
12.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION	49
13.0 MATTERS BEHIND CLOSED DOORS	49
14.0 CLOSURE	49



Minutes of General Services Committee
held in the Council Chamber,
2 Railway Road, Kalamunda
Monday, 7 February 2005

1.0 OFFICIAL OPENING

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

2.0 APOLOGIES AND LEAVE OF ABSENCE

Councillor Sadler presented to the meeting an application from Councillor Stallard, requesting a 'Leave of Absence' for the February round of Council meetings.

Moved: (Cr Tonkin)

Seconded: (Cr Govan)

CARRIED UNANIMOUSLY

2.1 PRESENT

Councillors

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

Officials

D Vaughan	CHIEF EXECUTIVE OFFICER
G Parslow	EXECUTIVE MANAGER CORPORATE SERVICES
K O'Connor	EXECUTIVE MANAGER COMMUNITY SERVICES
S Burrows	EXECUTIVE MANAGER PLANNING AND DEVELOPMENT SERVICES
G Milward	EXECUTIVE MANAGER ENGINEERING SERVICES
B Millan	EXECUTIVE ASSISTANT

R Briede	MANAGER LIBRARY SERVICE
A Stephens	MANAGER HEALTH SERVICE
D Elkins	ACTING/MANAGER ENGINEERING SERVICE
F Lund	MINUTE SECRETARY

Apologies

G Stallard	SOUTH WARD
S Bilich	SOUTH WARD

Observers 5

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 **Kevin Mosey – Gooseberry Hill**

(Summary of question)

Q. Will an upgrade of the Kalamunda Aquatic Centre be included on the 2005/06 Budget?

A. This question was taken on notice, with a written response to be sent to Mr Mosey, posted to his address at 11 Graham Road, Gooseberry Hill.

4.0 PETITIONS

4.1 'We the residents of Flora Terrace request the installation of Traffic Calming Devices around Flora Terrace, Lesmurdie'. 16 Signatures.

4.2 'We the residents of Lenori Road formally request that the Shire of Kalamunda introduce Traffic Calming Devices along Lenori Road, Gooseberry Hill.' 21 signatures.

5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 That the Minutes of the General Services Committee Meeting held on 6 December 2005 is confirmed as a true and correct record of the proceedings.

Moved: (Cr Taylor)

Seconded: (Cr Govan)

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.

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.

<u>Report No.</u>	<u>Page No.</u>
1. Audit Committee - Meeting 8 November 2004	8
2. 2005/2006 Budget Programme	10
3. Creditors Accounts Paid - December 2004 and January 2005	14
4. Financial Statement Period Ending 30 November 2004 and 31 December 2004.....	15
5. Local Laws - Minor Amendments	16
6. Mid Year Budget Review 2004/2005	20
7. Review Of Impoundment Fees And Charges	22
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15.	Consideration of Deferred Payments of Cell Infrastructure Contributions	37
16.	Games Trailer Charges.....	40
17.	Hartfield Park Skatebowl.....	42
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19.	Perth Hills Tourism Precinct - Destination Signage And Branding	46

REPORTS

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

1. Audit Committee - Meeting 8 November 2004
(FI-AUD-003) (Corporate Services)
Refer Item: N/A
Applicant: N/A
Owner: N/A

Purpose of Report

1. To report to Council on the outcomes of the meeting of the Audit Committee held on 8 November 2004.

Background

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

Comments

4. In accordance with this requirement the minutes of the 8 November 2004 Meeting of the Audit Committee are attached ([Attachment 1](#)).
5. The following items of business were dealt with:-
 - Year ended 30th June 2004
Interim Audit Visit
Annual Report.
 - Review of Financial Management Systems – Internal Audit Stage 2
6. **A error was pointed out on the third page of (*Attachment 1.*) at Point 8, which should read:**

'Council's Audit Committee met on 8 November 2004 and reviewed and accepted the 2003/2004 Annual Report and Financial Statements.'
7. **A Councillor queried if it was normal that two people primarily responsible for the Council's financial state, consist of 50% of the Audit Committee. The Chief Executive Officer advised that the two members in question are not members, but Officers supporting the Committee, without voting capacity.**

COMMITTEE RECOMMENDATION TO COUNCIL

GS

1/2005

1. That Council notes and endorses the actions arising from the minutes of the 8 November 2004 meeting of the Audit Committee.

Moved: (Cr Taylor)

Seconded: (Cr Tonkin)

CARRIED UNANIMOUSLY

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

2. 2005/2006 Budget Programme
(FI-BUD-009) (Corporate Services)
Refer Item: N/A
Applicant: N/A
Owner: N/A

Purpose of Report

1. To endorse the programme for the setting of the 2005/06 Budget.

Background

2. The setting of the Municipal Budget is one of the most significant decision making processes for Council to address on an annual basis. Accordingly, at this stage in the financial year it is appropriate to consider strategies and procedures for setting the 2005/06 Budget.

Comments

3. It is proposed to follow a programme similar to last year with Budget adoption being incorporated into the July Ordinary Council Meeting.
4. The following programme is proposed:

Part (a)

February 2005	- Distribution of Recurrent proformas to Executive Managers
March 2005	- Recurrent Operations Review (rolling programme)
	- Commencement of period of Budget discussions regarding major issues priorities and strategies
	- Closing date for Non-Recurrent submissions (31 March)
April 2005	- Recurrent proformas to be completed by Executive Managers
	- Executive Management Committee consideration of 1 st Draft Non-Recurrent proposals (commence prioritisation)
	- Distribution of 1 st Draft Non-Recurrent proposals to Councillors
	- Executive Management Committee consideration of 1 st Draft Recurrent proposals
May 2005	- Distribution of 1 st Draft Recurrent proposals to Councillors

	- Executive Management Committee consideration of 2 nd Draft Non-Recurrent (prioritised)
	- Councillors Forum (to be confirmed)
	- Informal publicity period to continue progressively throughout the Budget programme
	- Executive Management Committee consideration 2 nd Draft Recurrent, 3 rd Draft Non-Recurrent, Staff Establishment

5. The above programme (a) is for internal management processes and maybe subject to minor variation.

6. Part (b)

Wednesday 8 June 2005	- Councillors Forum. To consider 1 st Draft composite Budget.
Monday 20 June 2005	- Ordinary Council Meeting to consider endorsement of Draft Budget for release for public comment.
Monday 27 June 2005	- Commencement of 14 day public comment period: - Notices to be placed in local press advising that details of Budget proposals are available for inspection and inviting comment. - Specific advice forwarded to Community Groups providing a summary of Budget proposals and inviting comment.
Monday 11 July 2005	- Conclusion of public comment period
Monday 18 July 2005	- Formal Adoption of 2005/06 Budget incorporated in July Ordinary Council Meeting

7. Part (b), the closing dates for public submissions and the Council timetable will be advertised in the local press to make the community aware of the proposed programme for the setting of the Budget.

COMMITTEE RECOMMENDATION TO COUNCIL

GS

2/2005

1. It is proposed to follow a programme similar to last year with Budget adoption being incorporated into the July Ordinary Council Meeting.
2. The following programme is proposed:

Part (a)

February 2005	- Distribution of Recurrent proformas to Executive Managers
March 2005	- Recurrent Operations Review (rolling programme)
	- Commencement of period of Budget discussions regarding major issues priorities and strategies
	- Closing date for Non-Recurrent submissions (31 March)
April 2005	- Recurrent proformas to be completed by Executive Managers
	- Executive Management Committee consideration of 1 st Draft Non-Recurrent proposals (commence prioritisation)
	- Distribution of 1 st Draft Non-Recurrent proposals to Councillors
	- Executive Management Committee consideration of 1 st Draft Recurrent proposals
May 2005	- Distribution of 1 st Draft Recurrent proposals to Councillors
	- Executive Management Committee consideration of 2 nd Draft Non-Recurrent (prioritised)
	- Councillors Forum (to be confirmed)
	- Informal publicity period to continue progressively throughout the Budget programme
	- Executive Management Committee consideration 2 nd Draft Recurrent, 3 rd Draft Non-Recurrent, Staff Establishment

3. The above programme (a) is for internal management processes and maybe subject to minor variation.
4. Part (b)

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Monday 11 July 2005	- Conclusion of public comment period
Monday 18 July 2005	- Formal Adoption of 2005/06 Budget incorporated in July Ordinary Council Meeting

5. Part (b), the closing dates for public submissions and the Council timetable will be advertised in the local press to make the community aware of the proposed programme for the setting of the Budget.

Moved: (Cr Casey)

Seconded: (Cr McKechnie)

CARRIED UNANIMOUSLY

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

3. Creditors Accounts Paid - December 2004 and January 2005 (FI-CRS-002) (Corporate Services)
Refer Item: N/A
Applicant: N/A
Owner: N/A

Purpose of Report

1. To receive creditors' accounts paid for the months of December 2004 and January 2005.

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 for 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 3 December 2004 to 28 January 2005 is attached.
5. **A Councillor queried the details for cheque number 46131, 'Contribution to Kalamunda District Chamber of Commerce'. The Executive Manager Corporate Services (EMCS) took the question on notice.**
6. **The meeting was informed that on page one of (*Attachment 1.*) the Invoice Description of cheque number 46075, which reads 'Catering for Seniors Week', should actually read 'Catering'.**

COMMITTEE RECOMMENDATION TO COUNCIL

GS

3/2005

1. That the list of Creditors Paid from 3 December 2004 to 28 January 2005 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 McKechnie)

Seconded: (Cr Casey)

CARRIED UNANIMOUSLY

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

5. Local Laws - Minor Amendments
(LE-ACT-009) (Corporate Services)
Refer Item: N/A
Applicant: N/A
Owner: N/A

Purpose of Report

1. To comply with a notice from the Joint Standing Committee on Delegated Legislation to make some minor amendments to three of the Council's Local Laws, and the covering explanatory memoranda.

Background

2. In accordance with National Competition Policy and the requirements of the local Government Act 1995 a review of Councils' local laws was undertaken and a number of amended Local Laws were gazetted in September 2001.
3. The Joint Standing Committee on Delegated Legislation subsequently advised that although the Committee resolved to allow the local laws there would need to be some minor amendments.

Comments

4. The amendments, detailed on ([Attachment 1](#)), relate to the following local laws
- Trading in Thoroughfares & Public Places Local Law,
 - Local Laws relating to Fencing,
 - Parking and Parking Facilities Local Law.
5. The process of amending a local law is prescribed by the Local Government Act 1995 Section 3.12 which states:

3.12 (2) At a Council meeting the person presiding is to read aloud, or cause to be read aloud, a summary of the purpose and effect of the proposed local law.

(3) The local government is to –

(a) give Statewide public notice stating that –

- (i) the local government proposes to make a local law the purpose and effect of which is summarized in the notice;*
- (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and*
- (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;*

(b) *as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and*

(c) *provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.*

(3a) *a notice under subsection (3) is also to be published and exhibited as if it were a local public notice.*

(4) *After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.*

* Special majority required.

(5) *After making the local law, the local government is to publish it in the Gazette and give copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.*

(6) *After the local law has been published in the Gazette the local government is to give Statewide public notice –*

(a) *stating the title of the local law;*

(b) *summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and*

(c) *advising that copies of the local law may be inspected or obtained from the local government's office.*

(7) *The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.*

6. Accordingly the following Local Law amendments are to be advertised:

Trading Thoroughfares and Public Places Local Law

- Forms 5, 6, 7 and 8 (refer [Attachment 2](#)) be gazetted.

Local Laws Relating to Fencing

(a) To Part 1 – Preliminary

Clause 4 Interpretation

“dangerous”

Paragraph (a) delete “Part 6”

Insert “Part 5”

“local government”

delete “[insert name of local government]”

insert "Shire of Kalamunda"

"notice of breach"

Delete "clause 15(1);"

Insert "clause 16(1);"

(b) To Part 7 – Offences

Clause 19 Form of Notices paragraph (b)

Delete "Clause 6 (2) (a)"

Parking and Parking Facilities Local Law

- Heading preceding Table of Contents

Delete "Local Laws Relating to Parking:"

Insert "Parking and Parking Facilities Local Law"

7. The Explanatory Memoranda of the previously gazetted local laws have now been appropriately signed and forwarded to the Joint Standing Committee.

8. The purpose and effect of the proposed Local Law amendments is as follows

Purpose

To correct minor drafting anomalies in three previously gazetted local laws.

Effect

That these local laws will now be correct in regard to the inclusion of forms, Table of Contents, references and title.

9. A Councillor queried who the 'Joint Standing Committee' comprises of. Staff advised that this committee is made up from members of State Parliament, who are set aside to review delegated legislation, including Local Laws.

COMMITTEE RECOMMENDATION TO COUNCIL

GS

5/2005

1. That Council agrees to give public notice, pursuant to Section 3.12(3) and (3a) of the Local Government Act 1995, to amend previously gazetted local laws as follows:

Trading Thoroughfares and Public Places Local Law

- Forms 5, 6, 7 and 8 (refer [Attachment 2](#)) be gazetted.

Local Laws Relating to Fencing

(a) To Part 1 – Preliminary

Clause 4 Interpretation

"dangerous"

Paragraph (a) delete "Part 6"

Insert "Part 5"

"local government"

delete "[insert name of local government]"

insert "Shire of Kalamunda"

"notice of breach"

Delete "clause 15(1);"

Insert "clause 16(1);"

(b) To Part 7 – Offences

Clause 19 Form of Notices paragraph (b)

Delete "Clause 6 (2) (a)"

Parking and Parking Facilities Local Law

- Heading preceding Table of Contents

Delete "Local Laws Relating to Parking:"

Insert "Parking and Parking Facilities Local Law"

Moved: (Cr Tonkin)

Seconded: (Cr Blair)

CARRIED UNANIMOUSLY

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

6. Mid Year Budget Review 2004/2005
(FI-BUD-001) (Corporate Services)
Refer Item: N/A
Applicant: N/A
Owner: N/A

Purpose of Report

1. To apprise Council of the estimated unrestricted cash position of Council's Municipal Fund at 30 June 2005.

Background

2. A review of the estimated position of unrestricted cash in Council's Municipal Fund at 30 June 2005 in comparison with the 2004/2005 Budget has been completed.

Comments

3. A summary of major variances as detailed in ([Attachment 1.](#)) follows:

	\$
• Income in Excess of Budget	448,700
• Expenditure Under Budget	<u>15,700</u>
Total	464,400
Less	
• Income Under Budget	22,900
• Expenditure in Excess of Budget	<u>259,100</u>
Total Surplus (deficit)	182,400

4. The above indicates that if actual performance follows that predicted, Council will have an operational surplus at 30 June 2005 of \$182,400 in excess of the 2004/05 Budget.
5. **A Councillor queried the amount of rent received from and the operations of the Wattle Grove Centre.**
6. **The Chief Executive Officer advised that discussions with TAFE are likely to take place before the next Budget. Executive Manager Community Services reported that at this stage 'status quo' will remain until August/September 2005, after which a review of programmes for the centre will be carried out. The existing Memorandum of Understanding (partnership agreement) will continue to be operated under in the mean time.**

COMMITTEE RECOMMENDATION TO COUNCIL	GS	6/2005
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1. That Council notes the estimated unrestricted cash surplus in the Municipal Fund at 30 June 2005 of \$182,400.
2. That surplus funds be held in the Municipal Fund until financial year end.
3. That any unrestricted cash surplus remaining in the Municipal Fund at financial year end be transferred to Building Construction Reserve.

Moved: (Cr Casey)

Seconded: (Cr Taylor)

FOR

Cr Tonkin
Cr Govan
Cr Morton
Cr Casey
Cr Cresswell
Cr Winterhalder
Cr Taylor
Cr Blair
Cr Sadler

AGAINST

Cr McKechnie

CARRIED**ABSOLUTE MAJORITY**

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

7. Review Of Impoundment Fees And Charges
(RA-AMC-005) (Corporate Services)

Refer Item: N/A

Applicant: N/A

Owner: N/A

Purpose of Report

1. To review the level of impoundment fees and charges levied by Council.

Background

2. The current level of impoundment fees and charges as adopted in 2004/05 Budget, have been in place since at least 1998/99 financial year, with only minor adjustments since then to reflect the implementation of a goods and services tax.
3. Staff have become aware of the fact that the Shire of Kalamunda's impoundment fees and charges are considerably lower than that of neighbouring Councils and that a review should be undertaken prior to the setting of the 2005/06 Budget.

Comments

4. Comparisons with that of neighbouring local governments are attached – Refer Attachment 1.

5. These indicate that:

- a. Dog Pound Fees

Kalamunda is well below the local average. An increase is proposed to maintain the balance between income and expenditure in this area.

- b. Vehicles

Rather than attempting to ascertain and on-charge actual costs it is proposed that a predetermined schedule of fees apply. It is proposed that a schedule of fees as indicated on ([Attachment 1](#)) be considered.

- c. Livestock

- (i) Rangers Fees

Ranger Attendance Fee – It is proposed to levy a fee for the cost of a Ranger attending to straying livestock in a public place (including road reserve) or for being in a place without consent. At present, unless the animals are impounded, no fee can be charged. This would accord with the Dog Act which provides for an infringement if a dog is wandering. Proposed charge of \$50 per hour, or part therefore. This is not charged by other neighbouring Councils.

Rangers Fees – Category 3 – Wethers, ewes, lambs etc. – it is proposed that the after hours charge be increased to reflect additional costs incurred – other areas to remain the same.

Rangers Fees - Category 4 - Float Hire. To transport animals to the pound often a float or stock trailer is required. In the past a float has been hired or a stock trailer has been borrowed. The latter arrangement is not always satisfactory. There should be capacity to recover the cost of hired stock transport if required.

(ii) Poundage Fees

The proposal is to increase fees however, to charge Category 1, 2 and 3 animals at the same level as amount of effort and cost is approximately the same. Category 4 livestock to remain unchanged.

(iii) Sustenance

It is proposed to increase sustenance charges to a level comparable with neighbouring Councils.

6. 6. In terms of budgetary impact the total revenues from impoundments and associated costs in 2003/04 was around \$12,000. The effect of the proposed new fees and charges would be estimated to increase this amount by around \$10,000 to \$22,000.

7. **It was pointed out that in ([Attachment 1](#).) in the first column, headed 'Livestock', the second heading reads 'impounded between 6am to 6pm' and should read 'impounded between 6pm to 6am'.**

COMMITTEE RECOMMENDATION TO COUNCIL

GS

7/2005

1. That following a review of the current Impoundment Fees and Charges (Refer [Attachment 1](#)) Council agrees to give consideration to the proposed schedule of fees and charges (as detailed in Attachment 1) during 2005/06 Budget deliberations.

Moved: (Cr Blair)

Seconded: (Cr Casey)

CARRIED UNANIMOUSLY

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

8. Cell 9 Payment For Land Acquisition
(PG-DEV-013) (Engineering Services)

Refer Item:

Applicant:

Owner:

Purpose of Report

1. The Council is requested to adopt a practice relating to the determination of amounts to be paid for the purchase of land within Cell 9.

Background

2. The District Planning Scheme Number Two - Provisions for Cell 9, clause 7.8, read, 'Estimates': The Council may, before any item of Cell Infrastructure Costs has been finally ascertained from time to time, (but in any event shall at least annually) make estimates of that cost on the best advice or information available to the Council, and in calculating Cell Infrastructure Contributions, may rely upon such estimates.
3. Since the adoption of Cell 9, the Cell Infrastructure Contributions have been reviewed annually, with the exception of 2004, when the review was completed after a period of eleven months.
4. The original contribution rate was \$6,700 per lot and that has now increased to \$12,550 per lot. In excess of 80% of that increase has been brought about by the increasing land values and at the time of the last review, 63% of the outstanding costs to be incurred by the Cell, represented land purchase costs. It is expected that the next review will see that 63% increase to approximately 70%, as a result of increasing land values.

Comments

5. As land purchase costs represent such a large proportion of the total costs, it is most important that the Cell Infrastructure Contribution rate very accurately reflects the amounts being paid for land purchases.
6. When purchasing land, practice to date has been to complete a valuation of the land to be purchased, at the time it is to be transferred to the Crown. This could have occurred up to twelve months after a review of contributions, and could result in a greater amount being paid than was included within the estimates used to determine the ruling rate for Cell Infrastructure Contributions.
7. To ensure that the amount paid for land purchases remains in step with contributions being collected, it is suggested that a practice be adopted whereby a developer is paid for land provided, using the same land value that was used to calculate the contribution rate paid by the developer.
8. The District Planning Scheme Provisions allow for disputes relating to Cell Infrastructure Costs to be referred to arbitration, and it is possible that the practice proposed above, could lead to a dispute if a developer felt that the amount to be paid should accurately

reflect the land value at the time of transfer to the Crown. It would appear however, that if a matter was taken to arbitration, the fact that a land valuation was directly linked to the Cell Infrastructure Contribution rate, should represent a strong argument for the Council's position.

9. **It was pointed out an error in Point 7, where the sentence 'used to calculate the contribution' had been repeated.**
10. **A Councillor queried if land owners receive written notice informing them of Council decisions relating to these kinds of costs. Staff advised that last time a review of Cell 9 Contribution Costs was carried out, a letter was sent to all owners. It would be appropriate to do the same thing now to the balance of owners.**
11. **It was requested that an additional point be added to the Recommendation, reflecting this.**

RECOMMENDATION GS 8/2005

1. That for any individual development, the amount to be paid for the purchase of associated land, required for Cell 9 purposes, be the amount applied to that property when calculating the Cell Infrastructure Contribution rate used to determine the contribution paid by the developer.

COMMITTEE RECOMMENDATION TO COUNCIL GS 8/2005

1. That for any individual development, the amount to be paid for the purchase of associated land, required for Cell 9 purposes, be the amount applied to that property when calculating the Cell Infrastructure Contribution rate used to determine the contribution paid by the developer.
2. **That owners of land still to be developed, be advised of the Council decision.**

Moved: (Cr Taylor)

Seconded: (Cr Morton)

CARRIED UNANIMOUSLY

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

9. Long Vehicle Permit - 29 Arthur Road, Wattle Grove
(AR-07/029) (Engineering Services)

Refer Item:

Applicant:

Owner:

Purpose of Report

1. The Council is requested to ask Main Roads WA to revoke the Long Vehicle Permit, issued to V & R Pengilley, to drive a Long Vehicle on Hale Road and Arthur Road, Wattle Grove.

Background

2. Approximately ten years ago, Main Roads WA issued a permit to V & R Pengilley, to operate the Long Vehicle. Since that time the Cell 9 development has commenced, and the construction of residential properties on the land, opposite 29 Arthur Road, is well progressed. The completion of the upgrade of Arthur Road, between Hale Road and Bruce Road, is in progress and this will lead to a considerable increase in the amount of residential traffic past 29 Arthur Road.

Comments

3. In view of the change of nature of the properties opposite 29 Arthur Road and traffic on Arthur Road, it is no longer appropriate for a Long Vehicle to be operating in the vicinity. It is suggested therefore, that the Council requests Main Roads WA to revoke the permit.
4. V & R Pengilley were advised on 28 June 2004 of the likely revocation because of the changes detailed above.
5. **Committee queried whether the applicant was aware of the Recommendation. Staff informed the meeting that the applicant was aware of the situation and accepted of the proposed Recommendation.**

COMMITTEE RECOMMENDATION TO COUNCIL

GS

9/2005

1. That Main Roads WA be requested to revoke the permit issued to V & R Pengilley of 29 Arthur Road, allowing the movement of a Long Vehicle on Hale Road and Arthur Road, Wattle Grove.

Moved: (Cr Govan)

Seconded: (Cr Morton)

CARRIED UNANIMOUSLY

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

10. Rear Access To 18 Ryan Way, Lesmurdie
(RY-04/018) (Engineering Services)

Refer Item:

Applicant:

Owner:

Purpose of Report

1. The Council is requested to consider an application from the owners of 18 Ryan Way Lesmurdie, to permit access to the rear of their property, via Ind Street.

Background

2. When the property at 18 Ryan Way was created, the road reserve of Ind Street extended to its rear boundary, as shown on ([Attachment 1.](#))
3. To maximise available land area when Lot 34 Ind Street, which straddled the road reserve, was subdivided, a portion of Ind Street was closed, creating the road layout shown at ([Attachment 2.](#)). That closure removed the Ind Street frontage to the rear of 18 Ryan Way.
4. The proposal to close a portion of Ind Street was advertised in August 1992. The current owner of 18 Ryan Way, purchased the property in July 1993, without any knowledge of the proposed closure. The land title issued at that time for the property is shown at ([Attachment 3.](#)) and indicates the Ind Street frontage. The closure of the portion of Ind Street was gazetted in 1994.
5. The owners of 18 Ryan Way have requested approval to drive along a portion of the Pedestrian Access Way (PAW), adjacent to their property, as shown cross hatched on ([Attachment 2.](#)) to permit them to house a caravan in the rear of their property. It is not possible for the caravan to be taken through the carport, alongside the house.

Comments

6. In view of the circumstances under which the property was purchased, in relation to the timing of the closure of the portion of Ind Street, it considered reasonable that provision be made for vehicular access, to the rear of 18 Ryan Way, via Ind Street.
7. The difficulty is however, that PAW's are set aside for the specific purpose of servicing pedestrians and under normal circumstances usage by motor vehicles should not be supported. An option which is available however, is to request the Department for Planning and Infrastructure to amend the status of that area of the PAW shown cross hatched on ([Attachment 2.](#)) from PAW to Right of Way. This would enable vehicular access to be gained from Ind Street, via the existing Right of Way and the portion of Pedestrian Access Way converted to Right of Way.
8. If this action is supported, it would be appropriate to consult nearby residents to determine their views on the proposal.

-
9. **The owner of 18 Ryan Way assured the meeting that pedestrians will not be prevented from using the PAW and that traffic will not use the PAW as a complete ROW.**

COMMITTEE RECOMMENDATION TO COUNCIL

GS

10/2005

1. That comments from residents be sought on the proposal to permit vehicular access from Ind Street to the property at 18 Ryan Way, by converting that portion of the Pedestrian Access Way, shown cross hatched on ([Attachment 2.](#)) to a Right of Way.
2. That subject to the receipt of no objection to the proposal, the Department for Planning and Infrastructure be requested to amend the status of the affected land from Pedestrian Access Way to Right of Way, to permit vehicular access from Ind Street to 18 Ryan Way.

Moved: (Cr Tonkin)

Seconded: (Cr Govan)

CARRIED UNANIMOUSLY

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

11. Road Train Permit Request - Berkshire Road
(BR-08/GEN) (Engineering Services)
Refer Item: N/A
Applicant: PJ & CM Francis Transport
Owner: N/A

Purpose of Report

1. The Council is requested to consider an application from PJ & CM Francis Transport, for permission to operate a Road Train on the section of Berkshire Road between Dundas Road and Walters Way, Forrestfield.

Background

2. PJ & CM Francis Transport operate a transport business from 76 Harrison Road, Forrestfield and are requesting Council approval to operate a Road Train in Berkshire Road and Walters Way as it will provide a relatively safer access to their property at 76 Harrison Road, permitting a right turn from Harrison Road into the property. Refer ([Attachment 1.](#)) If drivers approach 76 Harrison Road, directly from Dundas Road, they have to drive the Road Train on the incorrect side of Harrison Road, to undertake a left turn into the property.
3. The company has indicated that they will operate a maximum of one Road Train per week.
4. Residents abutting Berkshire Road were requested to comment on the proposal. 21 residents responded out of which 18 were objections and 3 non objections. A summary of comments appears at ([Attachment 2.](#))

Comments

5. Council has previously resolved to give a blanket approval to operate Road Trains in the internal roads of the Forrestfield Industrial area including Walters Way. However, Council did not support the operation of Road Trains in Berkshire Road.
6. The Minister for Transport had previously indicated that Main Roads would not issue permits to access Roe Highway via Berkshire Road.
7. It is relatively safer for a Road Trains to negotiate a right turn, as the Road Train stays on the correct side of the road. However, since there is only one vehicle movement per week, and relatively low traffic volumes in a slow speed environment, turning left to access the property from Harrison Road is not considered a major inconvenience to the applicant and other road users.
8. **The applicant informed the meeting that his request will impact upon only four of the respondents. He does not want full access to Berkshire Road and will not be using the Berkshire Road/Roe Highway intersection.**
9. **Staff spoke on the issue, agreeing with the clarifications the applicant raised.**

COMMITTEE RECOMMENDATION TO COUNCIL

GS

11/2005

1. That approval not be granted for the request from PJ & CM Francis Transport, for permission to operate a Road Train on the section of Berkshire Road between Dundas Road and Walters Way, Forrestfield.

Moved: (Cr Casey)

Seconded: (Cr Cresswell)

CARRIED UNANIMOUSLY

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

12. Proposed Closure of Right Of Way - Stanhope Road, Kalamunda
(ST-07/GEN) (Planning and Development Services)
Refer Item: N/A
Applicant: Frank Pinner
Owner: Crown

Purpose of Report

1. Council is to consider the proposed closure of the Right of Way abutting 107 and 109 Canning Road, 11 Lyndhurst Road and 3 Stanhope Road, Kalamunda.

Background

2. Council, at its Ordinary meeting of December 2004, resolved to not initiate an Amendment to Town Planning Scheme to allow for the additional uses of Professional Office, Consulting Rooms and Veterinary Clinic on 109 Canning Road.
3. The ROW is accessed off Stanhope Road and abuts 107 and 109 Canning Road, 11 Lyndhurst Road and 3 Stanhope Road (Refer [Attachment 1](#)). The ROW is neither constructed nor fenced, and gives the visual impression of forming part of the rear of 107 and 109 Canning Road.

Comments

4. The closure of the ROW has been requested by the owner of 109 Canning Road. The owner has requested the closure for security reasons, as the ROW provides a gap between the boundary fence between 107 and 109 Canning and the side of 3 Stanhope. The owner has offered to purchase either the whole or a portion of the ROW if the closure proceeds.
5. The proposed closure was referred to adjoining land owners and service authorities. (Refer [Attachment 2](#) –Schedule of submissions). An objection was received from the owner of 107 Canning Road, which is currently undeveloped. The objection was on the basis that closure would limit the opportunity for access to the rear of the site when it was developed. It was also stated that access to the rear would be beneficial as the site is on a bend on a busy road. A gate has been installed in the fence of 3 Stanhope, which presumably was put in to allow access to the property via the ROW. It is not clear if the gate and access is actively used. The owner of 3 Stanhope did not make a submission on the proposal.
6. When the house was constructed on 109 Canning Road, a low fence was constructed across the ROW at the Stanhope Road frontage.
7. The Council has two options it may consider. Firstly, if Council resolves to proceed with the closure, a recommendation will be forwarded to the Department of Planning and Infrastructure, which will ultimately determine the matter. If the DPI agrees to the closure, the land will be offered to adjoining landowners for purchase. The second option is to not support the closure so that rear access to the lots will be maintained.

-
8. It is considered that the ROW should not be closed as its retention provides the option for alternate access to the lots fronting Canning Road. Additionally, it is recommended that the owner of 109 Canning Road be requested to remove the section of the fence on the Stanhope frontage where it crosses the ROW.
 9. **The applicant informed the meeting that he is willing to pay his share towards the purchase of a portion of the ROW, to resolve the access situation. Staff advised that the tree which currently blocks the ROW could be removed, should the ROW remain open.**
 10. **The owner of 107 Canning Road is not in favour of closing the ROW. The rear secondary access on Stanhope Road is a much safer access for him and he reported that the applicant has closed the ROW by constructing a wall, without his agreement.**
 11. **Discussion followed with the final outcome being a deferral until further investigation and negotiation takes place.**

RECOMMENDATION GS 0/2005

1. That the request for closure of Right of Way between Lot 154 (109) Canning Road and Lot 19 (3) Stanhope Road is not supported on the grounds of it being a potentially important secondary access to three properties.
2. That the owner of Lot 154(109) Canning Road be requested to remove the section of fence on the Stanhope Road Frontage where it crosses the ROW. The fence should be removed within 3 months.

Moved: (Cr Tonkin)

Seconded: (Cr Taylor)

FOR

AGAINST

Cr Tonkin
 Cr Govan
 Cr Morton
 Cr Casey
 Cr Cresswell
 Cr Winterhalder
 Cr Taylor
 Cr Blair
 Cr McKechnie
 Cr Sadler

MOTION WAS LOST

RECOMMENDATION GS 0/2005

1. **That the request for closure of the Right of Way between Lot 154 (109) Canning Road and Lot 19 (3) Stanhope Road be supported and forwarded to the Department for Planning and Infrastructure for determination.**
2. **That land for the Right of Way be offered to the adjoining land owners for purchase, if the closure is supported.**

Moved: (Cr McKechnie)

MOTION LAPSED

COMMITTEE RECOMMENDATION TO COUNCIL

GS

0/2005

1. **That the Item be withdrawn, referred back to staff for reassessment and then brought back to Committee.**

Moved: (Cr Winterhalder)

Seconded: (Cr Taylor)

FOR

Cr Tonkin

Cr Govan

Cr Morton

Cr Casey

Cr Cresswell

Cr Winterhalder

Cr Taylor

Cr Blair

Cr Sadler

AGAINST

Cr McKechnie

CARRIED

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

13. Proposed Street Names For Subdivision Of Lot 517 Hawtin Road, Forrestfield
(PG-NAM-OO1 & 125951)
(Planning and Development Services)

Refer Item: N/A

Applicant: McMullen Nolan Surveyors

Owner: N/A

Purpose of Report

1. Council is to consider street names for a subdivision in Forrestfield Urban Cell 7. The recommendation of Council is forwarded to Geographic Names Committee of the Department of Land Information for approval.

Background

2. The Modification to Outline Development Plan for Forrestfield Urban Cell 7 was forwarded to WA Planning Commission in October 2004. ([Attachment 1](#)) The subdivision is currently before the WA Planning Commission for consideration.
3. There is a requirement for street names to be shown on survey plans before submission of clearance diagrams.

Comments

4. Two additional street names are required for this subdivision. ([Attachment 2](#)) The developer has chosen the theme of Flora types in line with the estate name of "Forrestfield Gardens". The names are as follows:
 - Azelia Gardens
 - Camellia Loop.
5. Preliminary liaison with GNC has indicated their acceptance of these names and it is recommended that Council endorses these new names.

RECOMMENDATION

GS

13/2005

1. That Council supports new street names of Azelia Gardens and Camellia Loop as shown on [Attachment 2](#) and requests Geographic Names Committee to approve these names.

Moved: (Cr Govan)

Seconded: (Cr Morton)

FOR

Cr Govan
Cr Morton

AGAINST

Cr Tonkin
Cr Casey
Cr Cresswell
Cr Winterhalder
Cr Taylor

Cr Blair
Cr McKechnie
Cr Sadler

MOTION WAS LOST

AMENDMENT TO RECOMMENDATION GS

13/2005

1. That Council supports new street names of **Azalea** Gardens and Camellia Loop as shown on *Attachment 2* and requests Geographic Names Committee to approve these names.

Moved: (Cr Winterhalder)

Seconded: (Cr Tonkin)

FOR

Cr Tonkin
Cr Casey
Cr Cresswell
Cr Winterhalder
Cr Taylor
Cr Blair
Cr McKechnie
Cr Sadler

AGAINST

Cr Govan
Cr Morton

AMENDMENT TO RECOMMENDATION CARRIED

COMMITTEE RECOMMENDATION TO COUNCIL

GS

13/2005

1. **That Council supports new street names of Azalea Gardens and Camellia Loop as shown on *Attachment 2* and requests Geographic Names Committee to approve these names.**

Moved: (Cr Winterhalder)

Seconded: (Cr Tonkin)

FOR

Cr Tonkin
Cr Casey
Cr Cresswell
Cr Winterhalder
Cr Taylor
Cr Blair
Cr McKechnie
Cr Sadler

AGAINST

Cr Govan
Cr Morton

CARRIED

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

14. Proposed Street Name For Subdivision Of Lot 54 St John Road, Wattle Grove
(PG-NAM-001 & 125705) (Planning and Development Services)
Refer Item: N/A
Applicant: Foothills Developments Pty Ltd
Owner: N/A

Purpose of Report

1. Council is to consider a street name for a subdivision in the Wattle Grove Urban Development Zone (Cell 9). The recommendation of Council is forwarded to Geographic Names Committee 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](#)) Subdivision of Lot 54 was approved in November 2004 by WA Planning Commission.
3. Street names are required to be shown on survey plans before submission of clearance diagrams.

Comments

4. One street name is required for the subdivision. ([Attachment 2](#)) The name selected by the applicant is
 - Alata Way- The name Alata is the prefix of a Latin name for a species of wattle that grows in the Shire.
5. Preliminary liaison with GNC has established a list of wattle names that can be used throughout Wattle Grove, Alata being one of them, it is therefore recommended that the Council endorse the use of this name.
6. **A Councillor reported that the name Alata is not the prefix to the Latin name, as recorded in Point 4, it is actually a botanical adjective.**

COMMITTEE RECOMMENDATION TO COUNCIL

GS

14/2005

1. That the Council supports the new street name of Alata Way as shown on [Attachment 2](#) and request Geographic Names Committee to approve this name.

Moved: (Cr McKechnie)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

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

15. Consideration of Deferred Payments of Cell Infrastructure Contributions

(PG-DEV-013) (Planning and Development Services)

Refer Item: N/A

Applicant: Darren Blowes

Owner: A.A Adams

Purpose of Report

1. Council is requested to give consideration to the deferred payment of Cell Infrastructure Contributions for an existing house located on Lot 22 (20) William Street, Wattle Grove. The subject lot comprises part of the Wattle Grove Urban Cell U9. Refer [Attachment 1](#) Locality Plan.

Background

2. An application to subdivide the subject lot into 21 residential lots (WAPC Ref: 125238) was approved by the Western Australian Planning Commission in December 2004 (refer [Attachment 2](#)).
3. The existing 1970's house is located on a 4007m² lot comprising part of the abovementioned subdivision approval (refer [Attachment 3](#)).
4. In November 2002, Council considered an item regarding deferral of Cell Infrastructure contributions where it involved the retention of the house lot until the land is redeveloped. Council resolved to adopt as part of its Interim Strategy for Cell 9 the following:
 - a. The lot created to contain the residence and structures associated with the residential enjoyment of that lot may be up to a maximum of 3000m².
 - b. Deferral of payment of Cell Infrastructure contributions can be applied to the lot containing the existing residence on the basis that any further application for additional residential development or subdivision of that lot will attract full Cell Infrastructure Contributions.
 - c. Notwithstanding one (1) Cell Infrastructure Contributions shall be charged for that lot, in addition to the required contributions for the rest of the subdivision.

Comments

5. The applicant has submitted a request for subdivision clearance for Lot 22, creating a single lot of 4007m² (retaining the existing dwelling) identified as Lot 900 and the remaining balance of 1.6448 ha being a super lot identified as Lot 9000 (refer [Attachment 3](#)). The owner of Lot 22 would remain in the existing dwelling until such time as they decide to sell or subdivide the lot. It is anticipated that the existing dwelling will be demolished to facilitate the future subdivision of the 4007m² lot at a later date. The balance of Lot 22 (9000) being the superlot will be further subdivided to create 20 single residential lots in accordance with the approved plan of subdivision and will incur

the maximum number of contributions when the request for subdivision clearance of the super lot is submitted.

6. The applicant is seeking Council approval for the deferred payment of Cell Infrastructure payments for the proposed 4007m² containing the existing dwelling. Under the provisions of Appendix L of the Scheme, Cell Infrastructure Cost Payments are calculated on the basis of one contribution per lot or dwelling (whichever ever the greater), created as part of the subdivision of development application submitted. The current cell infrastructure cost contribution is \$12,550.00 plus GST. The existing house is located on a 4007m² and would therefore require eight (8) contributions for a total of \$100,400.00 plus GST.
7. Council has previously supported the deferred payment of Cell Infrastructure Contributions in Cell 9 for a lot containing an existing residence, where it has been demonstrated that the land will not be subdivided for residential purposes at this point in time. In this regard, the lot contains a substantial family home and associated outbuildings which the owners wish to remain in which restricts the subdivision of the land. However, as part of the Interim Strategy adopted for Cell 9, the size of the lot is restricted to 3000m². The applicant is proposing a lot size of 4007m².
8. To ensure compliance with Council's Interim Strategy, Council has two options available to proceed with:
 - Reduce the size of the 4007m² lot to 3000m² which would incur one (1) contribution, with the balance of the lot being added to the super lot.
 - Retain the 4000m² lot and incur the maximum cell infrastructure contribution applicable, i.e. eight (8) contributions.
9. In the event that Council agrees to deferring the cell infrastructure contribution, as indicated in the first option, the outstanding contributions would be collected when the lot is either subdivided for single residential dwellings or developed for grouped housing purposes. Either way payment of the contributions would occur at the rate applicable at that time.
10. In conclusion, it is recommended that the request to defer payment of Cell Infrastructure Contributions be supported subject to the applicant reducing the size of the lot to 3000m² in accordance with Council's Interim Strategy and paying the necessary contribution accordingly.
11. **The applicant addressed the meeting, stating that he was unable to comply with either of the two Recommendations. He stated that the new owner has no intention to further subdivide the land, nor does the existing owner. The intention is to only create a 4007m² homestead lot, and he would like the property to be considered as such, as opposed to making it arbitrarily 3000m².**
12. **After discussion an alternative Recommendation was moved.**

RECOMMENDATION GS 15/2005

1. That Council defer payment of Cell Infrastructure Contributions for the proposed 4007m² lot containing the existing dwelling located on Lot 22 (20) William Street, Wattle Grove subject to the following:
 - a. Proposed Lot 900 being reduced to 3000m² in accordance with Council's Interim Strategy.

-
2. The applicant be advised that one (1) contribution will be charged for the 3000m² lot at the time of subdivision clearance. However, once subdivision and or development of the land proceeds, the contributions rate will be calculated on the basis of the maximum development potential of the land at the contribution rate applicable at the time of subdivision clearance.

MOTION LAPSED

COMMITTEE RECOMMENDATION TO COUNCIL

GS

15/2005

1. **That Council defer payment of Cell Infrastructure Contributions for the proposed 4007m² lot containing the existing dwelling located on Lot 22 (20) William Street, Wattle Grove subject to the following:**
- a. **One (1) contribution will be charged for the 4007m² lot at the time of subdivision clearance. However, once subdivision and or development of the land proceeds, the contributions rate will be calculated on the basis of the maximum development potential of the land at the contribution rate applicable at the time.**

Moved: (Cr Taylor)

Seconded: (Cr McKechnie)

CARRIED UNANIMOUSLY

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

16. Games Trailer Charges
(HL-01/199) (Community Services)
Refer Item: GS 85/2004
Applicant: Shire of Kalamunda
Owner: Shire of Kalamunda

Purpose of Report

1. That Council adopt the new charges set for the Shire of Kalamunda Games Trailer.

Background

2. The Games Trailer was donated to the Shire by the organisation 'Life Be in It' to be hired out to community groups for functions. The Games Trailer included such equipment as 'tug-a-war ropes', mobile volleyball nets, cricket set and quoits. After many years of use, the Games Trailer and its equipment became dilapidated. It was then decided that \$3000 would be set aside in 2003/2004 Youth Budget for the replacement of the Games Trailer.
3. Expenditure included a new trailer, sign writing (including Shire logo and contact details for hire) and new sports and activity equipment. The trailer is now ready to be hired. It is envisaged that local schools, community groups, church groups, businesses and the general public will use the trailer.
4. Proposed costs for the Games trailer are:
- | | | |
|----------------|----------|-----------------|
| a. Half day - | \$40.00 | (up to 4 hours) |
| b. whole day - | \$60.00 | (4 hours plus) |
| c. Seven days | \$300.00 | (weekly charge) |

With a \$200.00 refundable bond.

Comments

5. The proposed cost for the Games Trailer were considered by Council and endorsed at the October round of meetings in 2004.
6. Following on from this decision and in accordance with Section 6.19 of the Local Government Act 1995, we advertised prices for the Games Trailer in the West Australian newspaper for a period of two weeks calling for public comment regarding the prices.
7. During the period there was no comment made regarding the proposed costs for the Games Trailer.

COMMITTEE RECOMMENDATION COUNCIL

GS 16/2005

1. That Council adopts the following charges for the Games Trailer:

- a. Half day - \$40.00 (up to 4 hours)
- b. whole day - \$60.00 (4 hours plus)
- c. Seven days \$300.00 (weekly charge)

with a \$200.00 refundable bond, to apply from the 21 December 2004.

Moved: (Cr Govan)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

ABSOLUTE MAJORITY

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

17. Hartfield Park Skatebowl
(HL-1/199) (Community Services)
Refer Item: N/A
Applicant: Shire of Kalamunda
Owner: Shire of Kalamunda

Purpose of Report

1. For Council to consider an allocation of specific funds from the Youth Programming budget towards the Hartfield Park Skatebowl project.

Background

2. Funds were allocated in the 2002/2003 non-recurrent budget to upgrade the Hartfield Park Skatebowl. At this stage the Skatebowl was considered antiquated and not meeting the needs of young people in the Forrestfield area.
3. During this period plans were developed and community consultation regarding the Skatebowl occurred, however it was decided that the plans did not meet community expectations at this time. As a result these funds were rolled over into the 2003/2004 budget year in the hope that matching funding could be sought to increase the project fund.
4. In 2003/2004 the Shire applied to the Department of Sport and Recreation through the Community Sporting Recreation Facilities Fund (CSRFF) for an additional \$13,300 towards this project. When this item went through Council for consideration, it was noted that if the funding was not successful then Council would consider additional funds for the project through the 2004/2005 non-recurrent budget.
5. The application to the Department of Sport and Recreation was unsuccessful. Community Services applied through the non-recurrent budget for an additional \$20,000 for the project. An additional \$20,000 was allocated to the Youth Programming budget and it is now suggested that this allocation be set aside for the refurbishment of the Hartfield Park Skatebowl, so that the project can proceed.

Comments

6. The Skatebowl is still heavily utilised by the public, although the current bowl is only adequate for use by two or three skaters / BMX riders at one time. A new and improved facility will cater for more BMX riders and skaters at one time and will meet the changing needs of our youth.
7. Shire Officers are continually fielding questions regarding the impending refurbishment of the site and have a current listing of young people who regularly write to the Shire asking about the refurbishment of the bowl and requesting involvement in the project.
8. YMCA Mobile Youth Services Bus is located at the Bowl every Tuesday night and support by way of anecdotal evidence that there is a demand for the upgraded facilities. YMCA staff have also noted that they are happy to form a working committee made up of attendees of the YMCA Bus, Shire Officers and other interested young people in the area to progress this project.

9. Hartfield Park Skatebowl is the only Youth facility in the Forrestfield area where young people can skate or ride. The nearest facilities for young people are Fleming Reserve in High Wycombe, the Skatepark in Maida Vale or alternatively the Skatepark in Kalamunda. Limited public transport makes it extremely difficult for young people living in Forrestfield to access these facilities. The Hartfield Park Skatebowl is situated close to bus stops, allowing young people from of all areas of Forrestfield to access the area easily. Hartfield Park Reserves is already a hub of Recreation, and the Skatebowl area includes a half Basketball Court and a proposed BMX Track. A number of Youth sports are also played in the external area of the Bowl.
10. When seeking quotes for an upgrade of the Hartfield Park Skatebowl for the CSRFF grant the lowest quote was estimated at \$36,000 (2002/2003 financial year).
11. We envisage that the refurbishment of the Skatebowl will be the first stage in this project, as part of an extensive upgrade of this area as a youth facility. It is proposed that the Legal Art Wall, BMX track and the other youth amenities including access to water, shade and toilets will make up the second stage of this project.
12. **The Chief Executive Officer informed the meeting that if a larger facility is to be developed, Hartfield Park is not the only location available to the Council. It would be of benefit to residents if a facility such as the Belmont centre, could be investigated. There is potential to attract substantial funds through grants from Federal sources. Mr Vaughan thanked the Executive Manager Community Services and his staff for the considerable effort put into the application, and whilst the submission time lapsed due to the alternative motion being presented at this meeting, there will be a second round of funds available in the near future. This will give staff time to assess the alternative motion.**
13. **Committee suggested that a Working Party be formed to investigate other suitable locations and to have input into the design of the facility.**

RECOMMENDATION GS 17/2005

1. That Council re-allocate the additional \$20 000 located in the Youth Programming budget to the refurbishment of the Hartfield Park Skatebowl so the project can proceed.
2. That a working committee is formed including YMCA, Shire staff and local young people to progress this project.

MOTION LAPSED

COMMITTEE RECOMMENDATION TO COUNCIL GS 17/2005

1. **That the proposed refurbishment of the Hartfield park Skatebowl be deferred until the project can be further assessed by staff having particular regard to:**
 - **Skatebowl usage levels, trends and needs.**
 - **Further development of this area for additional youth recreation activities.**

Moved: (Cr Sadler)

Seconded: (Cr Govan)

CARRIED UNANIMOUSLY

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

18. Use Of Former Dawson Avenue Landfill Site For National Bug In Motorkhana Event
(HL-01/199) (Community Services)
Refer Item: N/A
Applicant: Volkswagen Club of WA
Owner: N/A

Purpose of Report

1. To seek Council approval for the use of the South East corner of the former Dawson Avenue landfill site as a course for the Volkswagen Club of WA's Motorkhana event during their 'National Bug In'.

Background

2. The National Bug In run by the Volkswagen Club of WA will be taking place in Western Australia in March 2005. A formal letter of intent was received in October 2004 outlining the programme of events for the weekend.
3. It will be taking place between 25-28 March, 2005. Volkswagen enthusiasts from Australia wide will be gathering in Forrestfield for the event. The group will be based at the Perth International Tourist Park situated directly across the road to Hartfield Park Recreation Centre. Due to the proximity of Hartfield Park the group are keen to utilise the facilities available.

Prospective programme:

4. Friday 25 March, 2005 – BBQ to be held at Forrestfield Junior Football Club, Reid Oval, 6:00pm – 12:00pm. The football club have been approached by the group to cater for the evening.
5. Saturday 26 March, 2005 – Show & Shine Car Show to be held on Reid Oval, Hartfield Park, 9:00am – 12:00 midday. The VW Club intend to place around 30 vehicles on the oval and will attract mainly VW enthusiasts with anticipated spectator attendance around the 250 mark. A minimum number of visitors vehicles are expected, therefore Council has suggested that parking is provided on the perimeter of the oval.
6. Sunday 27 March, 2005 – 9:00 am to 5:00pm. Motorkhana car events. These events have been developed along the lines of driver training courses. Witches hats are set out around a course to measure the driving skills of the VW owners. (Please note that the Motorkhana is not a speed test or time trial event). The club have traditionally run this event at York, however this year they would prefer to stay within the area to avoid long trips. The VW Club are seeking an area to hold the event. Organisers have requested information on suitable sites within a reasonable travelling distance of their accommodation. A number of sites have been suggested, however due to the, albeit low level of surface damage, the best that we can offer is a corner of the old Dawson Avenue landfill site, refer [\(Attachment 1\)](#) for site plan.

7. Sunday 27 March, 2005 – Presentation Dinner to be held in the Forrestfield Soccer Club Rooms, 7:00pm – 12:00 midnight. Around 100 guests are expected and the Soccer Club have been approached to cater for the evening.
8. A site meeting took place with a representative from the VW Club, Manager of Health Services and Event Co Ordinator on Friday 10 December to discuss the use of the old Dawson Avenue landfill site as a suitable venue for the Motorkhana event. There was some concern raised by Manager of Health Services about dust and noise emissions. He recommended a particular section of the site which would minimise noise to surrounding properties.
9. It is planned that 30 vehicles will run on the Motorkhana course. Owners prefer to travel at low speeds around the course in order to avoid damage to, in some cases, vintage cars. The low levels of speed would ensure too that dust emissions would be minimised.

Comments

10. The Volkswagen Club have been well organised and proactive during the planning stage of this national event. They have ensured that community groups associated with Hartfield Park Recreation Centre have had an opportunity to be involved in the organisation of the event as well as being able to fund raise as a result of the event being held at the centre.
11. The National Bug In is not an annual event in Western Australia and only occurs every five years in this state.
12. The Sunday Motorkhana event is a private event, not open to the general public. Consequently the club will appoint approximately ten marshals to control access during the event.
13. The club will arrange for the course to be marked out and inspected by a Council officer during the week before the event for approval.
14. Due to the location of the Motorkhana course, noise and dust emissions at Dawson Avenue will be kept to a minimum.
15. A letter box drop advising residents on Dawson Avenue about the timing and the nature of the event is recommended.
16. **The meeting was assured that access to the event, will take place from Dawson Avenue and not Hicks Street.**

COUNCIL RECOMMENDATION TO COUNCIL

GS

18/2005

1. That the Volkswagen Club of WA be permitted to use the prescribed area of the former Dawson Avenue landfill site as a course for their Motorkhana event to be held on 27 March 2005..
2. That a letter box drop is conducted by the club, on Dawson Avenue **and Hicks Street** informing residents of the event.

Moved: (Cr Govan)

Seconded: (Cr Casey)

CARRIED UNANIMOUSLY

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

19. Perth Hills Tourism Precinct - Destination Signage and Branding
(CO-INS-007) (Community Services)
Refer Item: NA
Applicant: NA
Owner: NA

Purpose of Report

1. To seek Council approval for the introduction of standardised destination signage for tourism services and attractions within the Perth Hills Tourism Precinct area (Shires of Kalamunda and Mundaring).

Background

2. The partnership between the Shire of Kalamunda, the Shire of Mundaring and the Eastern Metropolitan Regional Council which led to the adoption of the Perth Hills Destination Marketing and Precinct Development Business Plan (2003), has also resulted in media and industry recognition of the Perth Hills brand "Get a Fresh Perspective".
3. The Perth Hills marketing campaign received further recognition when it was recently nominated as a State finalist in the 2004 Tourism WA Awards in the destination marketing category.
4. The Perth Hills Implementation Working Group (PHIWG) is now working on implementing the strategies and actions from the business plan to build on and leverage from their success, to obtain further promotional and marketing funding from government and industry groups.
5. One of the three successful funding submissions already sourced for the Perth Hills Tourism Precinct, was for the development of a coordinated signage policy/guidelines and the design, manufacture and installation of "Welcome To" and directional signage throughout the Perth Hills region.
6. These grant funds also allow for the design and production of a map/guide for the Perth Hills region which will promote visitor services, destinations and tourism/small business attractions that meet certain essential criteria.
7. The Kalamunda & Districts Tourism Association and the Bickley & Carmel Valley Tourism Association both have representatives on the PHIWG and were key contributors in the development of the business plan. Whilst these groups in our Shire and similar groups and individual businesses in Mundaring Shire have designed and installed various site specific signs, there is a strong industry acknowledgement that the opportunity for a best practice tourism signage standard should be pursued.

Comments

8. Following an assessment of the tourism signage standards and policies in the Swan Valley, Margaret River and Donnybrook-Balingup regions, officers from the Shires of Mundaring and Kalamunda met with representatives from Tourism WA and the City of

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- Swan to review the City's experience with the Swan Valley tourist signage and review the criteria, guidelines and policies applying to tourist signage throughout the state.
9. Considerable discussion has occurred within the Working Party as to whether to develop a brand of signage particular to the Perth Hills that would then be subject to the specific approval of Main Roads WA (if granted) or use the currently approved tourism signage. In recognition of the experiences of the City of Swan in seeking to negotiate changes it is proposed that the approved tourism signage be used. Importantly this will also provide consistency of experience for visitors to both the Perth Hills and Swan Valley.
 10. As the proposed signage is consistent with established signage policies and requirements of Main Roads WA it can be applied immediately subject to the approval of individual applications. Some approved tourism businesses within the Shire are currently using elements of the signage.
 11. Whilst Tourism WA has established a set of essential and desirable criteria to assess the status of a tourist attraction, some concessions to these were negotiated by the City of Swan for the Swan Valley. It is proposed to seek a similar concession for both the Shire of Mundaring and Kalamunda to again ensure a consistency of experience within the region. Refer [\(Attachment 1\)](#) for an example of the approved gateway signage that is intended to be used for "Welcome To Perth Hills" For an example of the business directional signage to apply to approved tourism businesses and the essential criteria refer [\(Attachment 2\)](#).
 12. This partnership approach to developing a regional marketing strategy to promote the Perth Hills is relevant to the following excerpts from our Strategic Plan 2000-2025:
 - Strategic Direction – Tourism and service industries will also expand and new forms of tourism, such as "eco-tourism" will continue to emerge with the internet playing a key role.
 - Economic Outcomes/Strategies – We will implement the following strategies in order to achieve economic outcomes:
 - Develop and promote tourism, including:
 - working with the Western Australian Tourism Commission to become the hub of the Perth Hills tourism region;
 - improving overall signage; and
 - evaluating the introduction of welcoming "entry statements" at key access points to the Shire
 13. An Outer Metropolitan Community Fund (OMCF) grant of \$22,080, the two Council's cash component totalling \$15,000 and in kind contributions of \$10,500 will provide for the purchase and erection of new signage, the design and production of a Perth Hills map and guide, signage audit and the development of a tourist signage policy and guidelines.
 14. There will need to be recurrent budget allocations made each year for the provision of additional tourist attractions/services signage and for maintenance/replacement of existing signage in accordance with the new policy.
 15. Some of the benefits to the Councils involve in having an integrated and coordinated tourist signage package are as follows:
 - A consolidated destination marketing package of signage, maps and guides will attract visitors to the region and encourage them to stay longer.
 - By providing clear signage and informative operator/business details, the area will be seen as a desirable destination providing a wide cross section of places of interest, places to stay, things to see and do and attractions.
 - This stage of the Perth Hills Tourism Precinct project will see many of the current positive stakeholder relationships strengthen, as both the signage and map work
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will require considerable input and liaison between Shire representatives and small business operators.

COMMITTEE RECOMMENDATION TO COUNCIL

GS

19/2005

1. That Council endorse the use of currently approved MRWA & Tourism WA signage standards within the Perth Hills Tourism Precinct.
2. That the new tourist signage policy and guidelines, **to be** drafted by the Perth Hills Implementation Working Group, be endorsed by the two Councils and Tourism Associations before being put out for public comment.

Moved: (Cr Taylor)

Seconded: (Cr Blair)

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 Councillor McKechnie asked if the printing of the invitation flyers for the Falls Road celebration was paid for by Council. Councillor Tonkin assured the meeting that no Shire money was used to produce the flyers.

12.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

12.1 Nil

13.0 MATTERS BEHIND CLOSED DOORS

13.1 Nil

14.0 CLOSURE

There being no further business, the Chairman declared the meeting closed at 8.40 pm. I confirm these Minutes to be a true and accurate record of the proceedings of this Council.

Signed Chairman

Dated thisday of2005