
Shire of Kalamunda

General Services Committee

Minutes for 7 July 2008



SHIRE OF KALAMUNDA

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Minutes of General Services Committee Held in the Council Chambers 2 Railway Road, Kalamunda Monday 7 July 2008

1.0 OFFICIAL OPENING

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

2.0 APOLOGIES AND LEAVE OF ABSENCE

- 2.1 PRESENT

Councillors

D McKechnie	(SHIRE PRESIDENT) NORTH WARD
E Taylor	NORTH WARD
M Thomas	NORTH WARD
D Sadler	SOUTH WEST WARD
M Robinson	SOUTH WEST WARD
A Morton	SOUTH WEST WARD
P Tonkin	SOUTH WARD
J Giardina	SOUTH WARD
C Everett	SOUTH WARD
M Cresswell	(CHAIRPERSON) NORTH WEST WARD
P Heggie	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
K Singh	A/EXECUTIVE MANAGER ENGINEERING SERVICES
B Millan	EXECUTIVE ASSISTANT CHIEF EXECUTIVE OFFICER
S Leeson	MANAGER FINANCIAL SERVICE
R Neale	MANAGER LIBRARY SERVICE
J Smith	MANAGER HEALTH SERVICE
M Comber	MINUTE SECRETARY

Apologies	Nil.
Observers	(Arrived 7.07) 1
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 Nil.

4.0 PETITIONS

4.1 Nil.

5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 The Item numbers for the meeting held on Tuesday 3 June 2008 should be from 58 to 70 not 57 to 69 as in the current Minutes.

5.2 That following the above correction the Minutes of the Meeting of General Services Committee held on Tuesday 3 June 2008 be confirmed as a true and correct record of the proceedings.

Moved: (Cr Thomas)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

6.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Nil.

7.0 MATTERS FOR WHICH MEETING MAY BE CLOSED

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. (Section 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. (Section 5.70 of the Local Government Act 1995)

Nil.

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.

8.1 Item 75 - Ray Owen Sports Centre Management Committee – Nomination for Membership

Cr Everett declared an interest affecting impartiality as she is Vice Patron of the Basketball Association and also chairs the meetings.

8.2 Item 77 – Aged Accommodation Strategy for Shire of Kalamunda – Final Report

Cr Everett declared an interest affecting impartiality as she works in the aged Care industry.

9.0 REPORT TO COUNCIL

Please Note:

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

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71. Creditors Accounts Paid for June 2008

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 June 2008.

BACKGROUND

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

DETAILS

4. Accordingly, the list of Creditors' paid May 2008 is attached. ([Attachment 1](#))

STATUTORY AND LEGAL IMPLICATIONS

5. Nil.

POLICY IMPLICATIONS

6. Nil.

PUBLIC CONSULTATION/COMMUNICATION

7. Nil.

FINANCIAL IMPLICATIONS

8. Nil.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

9. Nil.

OFFICER COMMENT

10. Nil.

MEETING COMMENT

11. A Cr queried which State Team received the numerous payments on page 21 of the Cheque Listing; question taken on notice by the Executive Manager Community Services.

COMMITTEE RECOMMENDATION TO COUNCIL GS 71/2008

1. That the list of Creditors' paid for June 2008 attached ([*GSC Item 71, 1 Attachment 1*](#)) be received by Council in accordance with the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996.

Moved: (Cr Giardina)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

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

72. Financial Activity Statements for the Period 31 May 2008

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

PURPOSE

1. To receive the financial activity statement reports for the period ended 31 May 2008.

BACKGROUND

2. Attached are the financial activity statement reports for the period ending 31 May 2008 ([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 previously been agreed a percentage value of 10% variance be used for the 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.
6. Financial Commentary

To the end of May 2008, the Shire of Kalamunda's financial position remains largely in surplus, having received the final quarterly instalment of Financial Assistance and untied road funding grants of \$500k, with most fee revenue exceeding further the budget targets for 08/09, mainly in planning and building, plus public open space contributions now at \$1.72m for the year.

Operating expenditure has increased \$2m for the month, as anticipated within a \$24m annual budget, primarily a result of receiving waste contractor invoices and continued expenditure on building and reserve maintenance of \$137k and \$120k respectively for the month.

Capital income has increased \$1.8m for the month as capital grants are invoiced for as projects near/are completed. Road infrastructure projects remain behind schedule, with early indications of approximately \$1.7m to be carried over into the 2008/09 budget year.

As we move closer towards the end of the 2007/08 financial year, the current surplus will reduce significantly as it is common to expend a larger proportion of budgeted funds during the last two months. Also funds to be transferred to reserves are determined and processed, plus invoice accruals and any carry over projects may be identified.

Key reporting areas:

Salaries and Wages

Employee costs to the end of May are now only slightly down on a year to date budget basis. Additional recruitment costs are offsetting all savings in casual and relief budgets in not providing external cover for staff on leave. Staff training budgets are only 50% spent.

Operating Income

Unbudgeted cash in lieu of public open space contributions for the High Wycombe are currently \$1.72m, though as reported previously, though these funds are restricted in nature and are not available for general funding purposes. Interest earnings continue to exceed budget. A substantial amount will be allocated proportionately to general funding / reserves / public open space, further restricting this additional income received.

Operating Expenditure

Alternative verge collection related expenditure within the Community Amenities area continues to be well down against budget, though these savings will be transferred to the Waste Management reserve at year end. The review of asset register depreciation charges has reallocated expenditure across departments and revealed an over allowance on building depreciation within the current budget, though this is offset by under budgeted parks and road depreciation charges. Other variations in expenditure largely represent timing differences against year to date budgets, where either expenditure is made up front at the beginning of the financial year, or not until later when the projects are completed.

STATUTORY AND LEGAL IMPLICATIONS

7. Nil.

POLICY IMPLICATIONS

8. Nil.

PUBLIC CONSULTATION/COMMUNICATION

9. Nil.

FINANCIAL IMPLICATIONS

10. Nil.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

11. Nil.

OFFICER COMMENT

12. Nil.

MEETING COMMENT

13. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 72/2008

1. That the Financial Activity Statement reports for the period ending 31 May 2008 ([GSC Item 72, Attachment 1](#)) be received.

Moved: (Cr Thomas)

Seconded: (Cr Everett)

CARRIED UNANIMOUSLY

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

73. Debtors and Creditors Report

Previous Items: N/A
Service Area: Corporate Services
File Reference: FI-SRR-006
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 31 May 2008. ([Attachment 1](#)).
3. Council has requested information as to outstanding debtors and creditors be reported on a monthly basis.

DETAILS

4. Debtors
As per attached schedule. ([Attachment 1](#)).
5. Creditors
As per attached schedule. ([Attachment 1](#)).

STATUTORY AND LEGAL IMPLICATIONS

6. Nil.

POLICY IMPLICATIONS

7. Nil.

PUBLIC CONSULTATION/COMMUNICATION

8. Nil.

FINANCIAL IMPLICATIONS

9. Nil.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

10. Nil.

OFFICER COMMENT

11. Nil.

MEETING COMMENT

12. A Cr noted large amounts outstanding from the Basketball and Netball Associations and queried how staff were dealing with this. Executive Manager Corporate Services stated that contact has been made with Presidents of both clubs regarding the matter.

COMMITTEE RECOMMENDATION TO COUNCIL GS 73/2008

1. That the outstanding debtors and creditors report as at 31 May 2008 ([GSC Item 73 Attachment 1](#)) be received.

Moved: (Cr Taylor)

Seconded: (Cr Thomas)

CARRIED UNANIMOUSLY

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

74. 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 31 May 2008.

BACKGROUND

2. Attached is the report detailing rates debtors as at 31 May 2008. ([Attachment 1](#)).

DETAILS

3. Rates Debtors

As per attached schedule. ([Attachment 1](#))

STATUTORY AND LEGAL IMPLICATIONS

4. Nil.

POLICY IMPLICATIONS

5. Nil.

PUBLIC CONSULTATION/COMMUNICATION

6. Nil.

FINANCIAL IMPLICATIONS

7. Nil.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

8. Nil.

OFFICER COMMENT

9. Nil.

MEETING COMMENT

10. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 74/2008

1. That the rates debtors report as at 31 May 2008 ([*GSC Item 74, Attachment 1*](#)) be received.

Moved: (Cr Thomas)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

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

Cr Everett declared an interest affecting impartiality as she is Vice Patron of the Basketball Association and also chairs the meetings.

75. Ray Owen Sports Centre Management Committee - Nomination for Membership

Previous Items: N/A
Service Area: Community Services
File Reference: CO-CCS-010/3
Applicant: Shire of Kalamunda
Owner: Shire of Kalamunda

PURPOSE

1. To consider a nomination for the appointment of a member to the Ray Owen Sports Centre Management Committee.

BACKGROUND

2. Julie Hodge has been nominated to represent the Kalamunda and Districts Netball Association on the Ray Owen Sports Centre Management Committee.
3. Julie Hodge will replace Janet Rodwell who has resigned from the netball committee.

DETAILS

4. The current members of the committee are listed below:

Peter Hanson	Kalamunda and Districts Basketball Association
Marian Rolphe	Kalamunda and Districts Basketball Association
Jenny Warwick	Kalamunda and Districts Netball Association
Cr Carol Everett	Shire of Kalamunda

5. Julie Hodge has been on the Kalamunda and Districts Netball Association committee since 2006 as Media Officer and is an Association coach.

STATUTORY AND LEGAL IMPLICATIONS

6. Appointments are made in accordance with section 5.10 (1) (d) of the Local Government Act 1995.

POLICY IMPLICATIONS

7. Policy CTEE3 Management and Advisory Committees – Representation, review and procedure.

PUBLIC CONSULTATION/COMMUNICATION

8. Nil.

FINANCIAL IMPLICATIONS

9. Nil.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

10. Nil.

OFFICER COMMENT

11. Julie Hodge's nomination is in accordance with the Terms of Reference and Policy Guidelines.

MEETING COMMENT

12. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 75/2008

1. That council appoint Julie Hodge as a member of the Ray Owen Sports Centre Management Committee as a representative of the Kalamunda and Districts Netball Association.

Moved: (Cr Tonkin)

Seconded: (Cr Giardina)

CARRIED UNANIMOUSLY/ABSOLUTE MAJORITY

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

**76. Kalamunda and Districts Rugby Club, Hartfield Park, Forrestfield-
Replacement of Clubhouse Roof**

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

PURPOSE

1. To consider replacing the storm damaged roof at the Kalamunda Districts Rugby Club clubrooms, Hartfield Park, Forrestfield.

BACKGROUND

2. On the 27 August 2007 the Kalamunda and Districts Rugby Club clubrooms sustained roof damage during a storm. Approx 130m² of the roof sheeting (which equates to approximately 1/3 of the roof area) was peeled back. The ceilings were also damaged.
3. Roof sheeting on the clubrooms was previously replaced in 2005 following a storm.
4. The matter was considered by the Executive Management Team at a meeting in November 2007 and it was decided that Engineering Staff would inspect the roof.

DETAILS

5. Following a detailed inspection by the Building Maintenance Coordinator and Manager of Engineering Services to determine why the sheets kept lifting, it was discovered that the roof battens had not been sufficiently fixed or strapped to the trusses and are also incorrectly spaced.

STATUTORY AND LEGAL IMPLICATIONS

6. Under the licence agreement with the Kalamunda and Districts Rugby Club, the Shire is responsible for any major building works.

POLICY IMPLICATIONS

7. Nil.

PUBLIC CONSULTATION/COMMUNICATION

8. Nil.

FINANCIAL IMPLICATIONS

9. The insurance company have agreed to a payout of \$2,355 to help cover the costs of remedial work that was undertaken to make the building usable following the storm.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

10. Nil.

OFFICER COMMENT

11. As the roofing battens have been found to be structurally inadequate and the sheet fixing not in accordance with the sheet manufacturers specifications, it is recommended the entire roof be re-battened and sheeted.
12. This is considered to be the best long term option to avoid any further problems with storm damage and risk management of the facility.
13. Following completion of the re-roofing works, an insurance claim will be submitted to claim that portion relating to storm damage (approximately \$5,000).
14. Quotations to repair the roof were sought from three contractors. Only one quotation was received at a cost of \$35,385. It is recommended that a contingency loading of 20% also be added to take into account the rise in building costs. The total approximate cost would therefore be \$42,462.

MEETING COMMENT

15. A Councillor queried whether the original work had been carried out by volunteer workers or by the Shire. This question was taken on notice by the Executive Manager Community Services. The Chief Executive Officer believed the work had been done a very long time ago, and may indeed have been carried out by club volunteers. In recent times Shire approval and supervision of all works is required.
16. Executive Manager Community Services noted that the initial \$2,300 was a recoup of the costs to cover the initial work to make the building usable. If the remedial works proceed there will be a further payment once the work has been completed. The insurance payment will only cover the storm damage component.

COMMITTEE RECOMMENDATION TO COUNCIL GS 76/2008

1. That Council approve expenditure of up to \$42,500 to allow urgent roof repairs to be undertaken at the Kalamunda and Districts Rugby Club Clubrooms, with the amount being drawn from the Building Reserve Fund.

Moved: (Cr Everett)

Seconded: (Cr Robinson)

CARRIED UNANIMOUSLY/ABSOLUTE MAJORITY

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

Cr Everett declared an interest affecting impartiality as she works in the aged care industry.

77 Aged Accommodation Strategy for Shire of Kalamunda – Final Report

Previous Items: Nil.
Service Area: Community Services
File Reference: CO-SPL-004
Applicant: Shire of Kalamunda
Owner: N/A

PURPOSE

1. To receive the Shire of Kalamunda Aged Accommodation Strategy prepared by Community Perspectives and endorse the Strategies and Actions.

BACKGROUND

2. Funds were provided in the 2007/2008 budget to engage a consultant to prepare a report that would provide the Council with a clear direction for its future role in planning for Aged Care and Seniors Accommodation.

DETAILS

3. A number of project objectives were included in the consultant's brief, to help guide the delivery of strategies that would address the challenges faced by Council and the Community. Some of the project objectives included:
 - To analyse demographic trends and projections.
 - To identify demand and supply for accommodation.
 - To identify the different types of housing that exist in the Shire and to assess the suitability of this housing for the current and future population.
 - To undertake a survey of people 55+ years of age to assess their future housing preferences and needs.
 - To assess the Shire's roles and responsibilities and recommend strategies for how it can meaningfully engage in the process.
 - To examine Commonwealth, State Government and Private Sector roles and responsibilities and how the Shire can link with those organisations.
 - To assess the supply of home based care for those not able to access aged care accommodation.

-
4. In order to achieve the stated objectives and outcomes expected of the study, the consultant adopted the following methodology
- Demographic Profiling and Analysis. A demographic report was prepared to inform and guide the Aged Accommodation Strategy by providing an analysis and picture of the 55+ population in the Shire of Kalamunda.
 - Supply and Demand Analysis. A literature review and consultation with peak bodies, government agencies and service providers was undertaken to identify emerging trends and the key issues and challenges facing the residential care industry. The role of government, the not for profit and private sector was also examined.
 - Compile Findings and Strategy Development. The key findings and outcomes of each stage were collated and analysed and a strategic framework developed to address the accommodation needs of older residents in the Shire of Kalamunda.

STATUTORY AND LEGAL IMPLICATIONS

5. Nil.

POLICY IMPLICATIONS

6. Two of the three Objectives contained in the strategy section of the report (7.3) would require some review and development of Council's Planning Policies.

PUBLIC CONSULTATION/COMMUNICATION

7. During preparation of the report consultation was undertaken with Shire Staff, various peak bodies, Commonwealth and State Government Agencies and aged care providers.
8. A sample survey of 483 people in the 55+ age group was undertaken to determine the level of suitability of current housing, future needs and location preferences.

FINANCIAL IMPLICATIONS

9. The majority of the proposed Actions (2008-2013) identified in the report would need to be delivered by Council staff with some governance input.
10. With the knowledge that we are not increasing our current staff levels in 2008/2009, in order to implement these Actions, existing staff would need to realign or shift their focus to follow the strategic direction outlined in the objectives and strategies contained in this report.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

11. The population of people aged 55+ in the Shire of Kalamunda was 25% in 2006, by 2030 this age group will have reached over 30% or 18,459, when one in three residents will be 55+ years old. This trend will continue and is indicative of world population trends resulting from longer lifespans, decline in birth rates and the ageing of the 'baby boomer' generation.
12. This demographic shift is affecting all local governments including the Shire of Kalamunda, where dealing with an ageing population is recognised in the Shire's 2025 Strategic Plan as a Key Challenge. More recently this issue was identified as a new initiative in our Plan for the Future of the District. A focus of the Five Year Plan is to "promote and facilitate provision of hostel and nursing home accommodation within the Shire". Achieving this goal, however, is further challenged by a range of land use and geographic factors given the Shire of Kalamunda's location.
13. The Shire of Kalamunda resolved to prepare this Aged Accommodation Strategy, to consider how best these challenges can be addressed in the medium to longer term.
14. The strategies contained within the report are consistent with both State and Commonwealth Ageing Strategies.

OFFICER COMMENT

15. While the Executive Manager Community Services has had responsibility for overseeing the preparation of the report, the Executive Manager Planning and Development Services and Planning Staff have provided valuable input and feedback to the consultant.
16. The context in which the strategies are prepared, is to provide the Council with sufficient information on the roles and responsibilities of the Commonwealth and State Governments; also what involvement the charitable and private sector have in aged care and seniors accommodation. It was also to provide a strategic framework for how the Shire of Kalamunda can meaningfully engage in the process.
17. The consultant's research has uncovered that there is a lack of local level planning for residential care facilities and that this information needs to be incorporated into the Current Regional Planning Model before a more targeted and equitable approach to residential care places, that match local needs, is possible.
18. All agreed outcomes and objectives from the consultant's scope of works for this project have been delivered in the final report, including an assessment of the need for home based support services for those unable to access aged care accommodation.
19. Staff have worked closely with the consultant and are very supportive of the Objectives, Strategies and Actions (*[Attachment 1.](#)*) provided in the report. If endorsed by Council, the 2008-13 Actions will be prioritised by staff and put into an implementation plan.

MEETING COMMENT

20. A Councillor queried whether St Emilies, private retirement accommodation for nuns, was listed in the report; this was taken on notice by the Executive Manager Community Services.
21. Executive Manager Community Services confirmed that there had been some public consultation, particularly with identified stakeholders, within the Consultant's Brief.
22. Executive Manager Community Services confirmed that identifying suitable land for aged accommodation development would be one of the challenges facing Council.
23. Council members debated the recommendation prior to voting.

COMMITTEE RECOMMENDATION TO COUNCIL GS 77/2008

1. That Council receives the Shire of Kalamunda Aged Accommodation Strategy report and endorses the Strategies and (2008-2013) Action Plans ([*GSC Item 77 Attachment 1.*](#)), subject to budget considerations.
2. That staff prepare a prioritised implementation plan which identifies any additional resources that may need to be considered for inclusion in future Council budgets.
3. That the community, service providers, relevant government agencies and other key interest groups be informed about the Aged Accommodation Strategy development and implementation.
4. That Council undertakes a review of the progress of the Aged Accommodation Strategy on an annual basis and in 2013 develop a plan of action for 2014-2019.

Moved: (Cr Thomas)

Seconded: (Cr McKechnie)

For the Recommendation

Cr Everett
Cr Giardina
Cr Morton
Cr Heggie
Cr Lindsey
Cr Thomas
Cr McKechnie
Cr Cresswell

Against the Recommendation

Cr Tonkin
Cr Robinson
Cr Sadler
Cr Taylor

CARRIED

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

Cr Lindsey left the chambers at 7.24pm and returned at 7.32pm

78 Tender for Provision of Verge Vegetation Management Services (T0804)

Previous Items: N/A
Service Area: Engineering Services
File Reference: T0804
Applicant: N/A
Owner: N/A

PURPOSE

1. To consider Tenders for the Provision of Verge Vegetation Management Services.

BACKGROUND

2. The Tender for the Provision of Verge Vegetation Management Services was advertised in the West Australian on Saturday 3 May 2008 and closed at 4.00 pm on Wednesday 28 May 2008.
3. The Contract is for a two (2) year period with an option for a further one (1) year.

DETAILS

4. Three Tenders were received. Details of prices submitted are presented at [*\(Attachment 1.\)*](#)

STATUTORY AND LEGAL IMPLICATIONS

5. The Tender is undertaken in accordance with the statutory requirements of the Local Government Regulations 1996.

POLICY IMPLICATIONS

6. Nil.

PUBLIC CONSULTATION/COMMUNICATION

7. Nil.

FINANCIAL IMPLICATIONS

8. Nil.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

9. Nil.

OFFICER COMMENT

10. Joepina Pty Ltd trading as A1 Walliston Complete Tree Services submitted the lowest prices for each pruning activity in the five localities.
11. A1 Walliston Complete Tree Services has undertaken quoted work for the Shire of Kalamunda for approximately eight years and has been in operation since 1988.
12. Although the company has not been engaged in a large scale vegetation management contract by a local authority previously they have provided sufficient documentation and evidence including referees to confirm that they have the necessary resources to successfully complete the contracted tasks.

MEETING COMMENT

13. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 78 /2008

1. That the Contract for the Provision of Verge Vegetation Management Services be awarded to Joepina Pty Ltd trading as A1 Walliston Complete Tree Services, based upon their Tendered prices shown at ([*GSC Item 78, Attachment 1.*](#))

Moved: (Cr Taylor)

Seconded: (Cr McKechnie)

CARRIED UNANIMOUSLY

10.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

11.0 QUESTIONS BY MEMBERS WITHOUT NOTICE**11.1 Kalamunda Shire Friends Manual, (Cr McKechnie)**

- Q. Could the staff members involved in putting together the Friends Manual be complimented for producing such a tremendous publication?
- A. The Chief Executive Officer stated that he was very pleased to receive this feedback on behalf of the staff and noted that a comprehensive team effort had been involved.

11.2 Bibbulmun Track Foundation Celebrations in Kalamunda (Cr Tonkin)

- Q. I understand the Bibbulmun Track volunteers are going to have a celebration in Kalamunda, is Kalamunda Shire involved at all?
- A. Executive Manager Community Services noted that the Kalamunda Shire is represented on the working group that is arranging the 10th anniversary celebrations, culminating at the Northern Terminus of the Bibbulmun Track in September 2008 and there will be invitations to Councillors and other dignitaries.
- Q. Will there be community involvement?
- A. Executive Manger Community Services noted that the physical size of the terminus location was not suitable for large numbers of people and he understood that the Bibbulmun Track Foundation were inviting members and supporters of their group.

The Chief Executive Officer requested that Councillors be kept informed by the Councillor Bulletin and that a request be made to the Bibbulmun Track Foundation Planning Committee to involve the Kalamunda community as it is of significance to the Shire of Kalamunda, it may be possible to continue through to another location such as Stirk Park.

11.3 History of Local Street Names for History Village (Cr Taylor)

- Q. Could History Village have a copy of the list of street names, compiled by Bob Cruickshank a retired employee of the Shire, and circulated recently.
- A. The Chief Executive Officer noted that this is available through the library but a further copy could be supplied to History Village. Other Councillors noted they had further information that could be added to this document; the Chief Executive Officer suggested information be passed to the Executive Manager Community Services who can liaise with the Manager Library Services to see how this could be added to the document.

12.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil.

13.0 MATTERS CLOSED TO THE PUBLIC

Nil.

14.0 CLOSURE

There being no further business, the Chairman declared the meeting closed at 7.33 pm.

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

Signed.....Chairman

Dated thisday of.....2008