
Shire of Kalamunda

General Services Committee

Minutes for 3 June 2008



SHIRE OF KALAMUNDA

Index for General Services Committee Meeting 3 June 2008

1.0	OFFICIAL OPENING	3
2.0	APOLOGIES AND LEAVE OF ABSENCE	3
3.0	PUBLIC QUESTION TIME	4
4.0	PETITIONS	4
5.0	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	4
6.0	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION	4
7.0	MATTERS FOR WHICH MEETING MAY BE CLOSED	4
8.0	DISCLOSURE OF INTERESTS	5
9.0	REPORT TO COUNCIL	6
	57.Creditors Accounts Paid for May 2008.....	7
	58.Financial Activity Statements for the Period 30 April 2008	9
	59.Debtors and Creditors Report.....	11
	60.Rates Debtors Report	13
	61.HACC Reserve Transfer of Funds	15
	62.Revaluation Reserve	17
	63.Transfer to Reserve - Plant	20
	64.Adoption of Local Emergency Management Arrangements	22
	65.Scott Reserve and Maida Vale Reserve - Licence Agreements.....	26
	66.Targa West Rally Proposal – Kalamunda Stage.....	30
	67.Proposed Closure of Pedestrian Access Way – Chaucer Way and Robusta Road, Kalamunda.	35
	68.Lot 14 & 15 Sultana Road East, Forrestfield – Proposed Street Names for Subdivision	37
	69.Heavy Vehicle Traffic Maida Vale Road, High Wycombe - Petition Report	39
10.0	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	43
11.0	QUESTIONS BY MEMBERS WITHOUT NOTICE	43
12.0	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION	44
13.0	MATTERS CLOSED TO THE PUBLIC	44
14.0	CLOSURE	44



Minutes of General Services Committee Held in the Council Chambers 2 Railway Road, Kalamunda Tuesday 3 June 2008

1.0 OFFICIAL OPENING

- 1.1 The Chairman opened the meeting at 7:03 pm and welcomed Councillors, staff and members of the public gallery.

2.0 APOLOGIES AND LEAVE OF ABSENCE

- 2.1 PRESENT

Councillors

E Taylor	NORTH WARD
M Thomas	NORTH WARD
D Sadler	SOUTH WEST WARD
M Robinson	SOUTH WEST WARD
A Morton	SOUTH WEST WARD
P Tonkin	SOUTH WARD
C Everett	SOUTH WARD
M Cresswell	(CHAIRPERSON) NORTH WEST WARD

Officials

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

Apologies

D McKechnie	(SHIRE PRESIDENT) NORTH WARD
J Giardina	SOUTH WARD
P Heggie	NORTH WEST WARD
F Lindsey	EAST WARD

Observers 2

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 That the Minutes of the General Services Committee Meeting held on Monday 5 May 2008 is confirmed as a true and correct record of the proceedings.

Moved: (Cr Taylor)

Seconded: (Cr Morton)

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. (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)

Item No. 65 - Scott Reserve and Maida Vale Reserve – Licence Agreement

Cr Cresswell declared a Financial Interest as he is employed as a teacher at Edney Primary School which will be using the Scott Reserve area.

Item No. 66 – Targa West Rally Proposal – Kalamunda Stage

Cr Taylor declared a Financial Interest as she owns a property in Haynes Street.

Disclosure of Interest Affecting Impartiality

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

Item No 61 – HACC Reserve Transfer of Funds

Cr Morton declared an interest Affecting Impartiality as his mother-in-law attends the Peter Anderton Lodge.

Item No. 66 – Targa West Rally Proposal – Kalamunda Stage

Cr Everett declared an interest Affecting Impartiality as her father participates in the rally as an official at one of the stages.

Item No. 66 – Targa West Rally Proposal – Kalamunda Stage

Mr Vaughan declared an Interest Affecting Impartiality as he and his wife own a commercial property in Stirk House, Canning Road, Kalamunda.

9.0 REPORT TO COUNCIL

Please Note:

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

<u>Report</u>	<u>Page Number</u>
57. Creditors Accounts Paid for May 2008	7
58. Financial Activity Statements for the Period 30 April 2008	9
59. Debtors and Creditors Report	11
60. Rates Debtors Report.....	13
61. HACC Reserve Transfer of Funds.....	15
62. Revaluation Reserve.....	17
63. Transfer to Reserve - Plant	20
64. Adoption of Local Emergency Management Arrangements.....	22
65. Scott Reserve and Maida Vale Reserve - Licence Agreements	26
66. Targa West Rally Proposal – Kalamunda Stage.	30
67. Proposed Closure of Pedestrian Access Way – Chaucer Way and Robusta Road, Kalamunda.	35
68. Lot 14 & 15 Sultana Road East, Forrestfield – Proposed Street Names for Subdivision.....	37
69. Heavy Vehicle Traffic Maida Vale Road, High Wycombe - Petition Report	39

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

57. Creditors Accounts Paid for May 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 May 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. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 57/2008

1. That the list of Creditors paid for May 2008 attached ([GSC Item 57 Attachment 1](#)) be received by Council in accordance with the requirements of Regulation 12 of the Local Government (Financial Management) Regulations 1996.

Moved: (Cr Thomas)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

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

58. Financial Activity Statements for the Period 30 April 2008

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

PURPOSE

1. To receive the draft financial activity statement reports for the period ended 30 April 2008.

BACKGROUND

2. Attached are the financial activity statement reports for the period ending 30 April 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.

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. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 58/2008

1. That the Financial Activity Statement reports for the period ending 30 April 2008 ([GSC Item 58 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.

59. 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 30 April 2008. ([Attachment 1](#)).
3. Council has requested information as to outstanding debtors and creditors be reported on a monthly basis.

DETAILS

4. Debtors
Refer [Attachment 1](#) for commentary.
5. Creditors
Refer [Attachment 1](#) for commentary.

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. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 59/2008

1. That the outstanding debtors and creditors report as at 30 April 2008 ([GSC Item 59 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.

60. Rates Debtors Report

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

PURPOSE

1. To receive a report on rates debtors as at 30 April 2008.

BACKGROUND

2. Attached is the report detailing rates debtors as at 30 April 2008. ([Attachment 1](#)).

DETAILS

3. Rates Debtors

Refer *Attachment 1* for commentary.

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.

COMMITTEE RECOMMENDATION TO COUNCIL GS 60/2008

1. That the rates debtors report as at 30 April 2008 ([GSC Item 60 Attachment 1](#)) be received.

Moved: (Cr Robinson)

Seconded: (Cr Morton)

CARRIED UNANIMOUSLY

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

Cr Morton declared an interest affecting Impartiality as his mother-in-law attends the Peter Anderton Lodge.

61. HACC Reserve Transfer of Funds

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

PURPOSE

1. To transfer \$3,500 from the Home and Community Care (HACC) Reserve to fund IT equipment purchases for the Peter Anderton Centre.

BACKGROUND

2. Home and Community Care (HACC) operates at the Peter Anderton Centre and is funded by the State Health Department. Both recurrent and non-recurrent funds are received annually.
3. Under the current funding agreement, surplus funds are to be transferred annually into reserve and may only be spent with the Department's authorisation. Currently, the reserve balance is \$119,344

DETAILS

4. Three monochrome monitors and one desktop computer are in need of upgrading
5. The State Health Department gave approval via email, for the equipment purchase from reserve funds on 5 May 2008.

STATUTORY AND LEGAL IMPLICATIONS

6. Expenditure from the Shire's municipal fund not included in an annual budget, is to be authorised in advance by resolution (*absolute majority required), or authorised in advance by the mayor or president in an emergency. S 6.8 (b)(c) Local Government Act 1995.
7. HACC Reserve funding may only be spent with approval from the State Health Department.

POLICY IMPLICATIONS

8. Nil.

PUBLIC CONSULTATION/COMMUNICATION

9. Nil.

FINANCIAL IMPLICATIONS

10. The proposed amendment will have a nil effect on the adopted budget's final position, being an increase of \$3,500 in revenue from reserve and \$3,500 in equipment purchases.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

11. Nil.

OFFICER COMMENT

12. Nil.

MEETING COMMENT

13. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 61/2007

1. That the transfer from the HACC reserve be approved, together with authorisation to purchase the associated computer equipment for the Peter Anderton Centre.

Moved: (Cr Sadler)

Seconded: (Cr Everett)

CARRIED UNANIMOUSLY/ABSOLUTE MAJORITY

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

62. Revaluation Reserve

Previous Items: Nil
Service Area: Corporate Services
File Reference:
Applicant: Nil.
Owner: Nil.

PURPOSE

1. To consider a proposal to establish a cashed back reserve to provide for the costs of General Revaluations.

BACKGROUND

2. In setting its rates the Shire of Kalamunda under Section 6.28 (4) of the Local Government Act uses the valuation in force under the Valuation of Land Act 1978 as at 1st July every year. These values are updated every three (3) years via a general revaluation at a substantial cost to the Shire (estimated at \$150,000 to \$160,000).
3. Although the valuations have an effective three (3) year life, in that they are used for 3 rating years, the cost is borne in one year. To smooth out such an expense so that the cost is effectively shared over the 3 years it is proposed that a Reserve Fund is set up with annual transfers being made to it and the accumulated funds being used to pay for the revaluation charge.
4. As this process has not been used at the Shire of Kalamunda in the past and a revaluation cost will be incurred in 2008/2009 it is suggested a transfer of funds be made in the current year to a Reserve Fund from savings.

DETAILS

5. The expected cost of the revaluation is expected to be between \$150,000 and \$160,000 which is not provided for either in the Draft Non-Recurrent Budget nor as an existing recurrent expenditure.
6. It has therefore the potential to force up the level of the rate increase for 2008-2009. To reduce the level of rate impact and to establish the process where the expenditure is effectively recorded as an annual cost the following is proposed.
 - a. Establish a new reserve titled General Revaluation Reserve which has as a purpose to provide funds for the cost of tri-annual General Revaluation costs.
 - b. Transfer \$110,000 into this Reserve in the current financial year from accumulated savings.
 - c. Show in the 2008-2009 Draft Budget a transfer to the reserve in that year of \$55,000 and a transfer from the Reserve of \$160,000.

7. These outcomes will have the multiple benefits of:

- (a) Spreading the burden over more than one year.
- (b) Increasing the actual to budget performance for the 2007/2008 year.
- (c) Using savings for identified needs rather than the unknown future needs.
- (d) Reducing the pressure on the rate increases in the 2008/2009 budget.

STATUTORY AND LEGAL IMPLICATIONS

- 8. Section 6.28 Local Government Act – Valuations
Regulation 17 Local Government Financial Management Regulations – Reserves.
- 9. Section 6.8(1)(b) – incurring expenditure from the Municipal Fund.

POLICY IMPLICATIONS

10.

PUBLIC CONSULTATION/COMMUNICATION

11.

FINANCIAL IMPLICATIONS

- 12. The proposed transfer to reserve funded from savings which would normally be transferred to the General Building Reserve after 30 June 2008.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

- 13. The establishment of this Reserve and the annual transfer to it moves the expenditure to recurrent and spreads the costs to the financial years of use.

OFFICER COMMENT

14. Nil.

MEETING COMMENT

15. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 62/2007

1. That the Shire of Kalamunda establish a new cashed back reserve, the General Revaluations Reserve, the purpose of which is to provide funds for tri-annual costs of General Revaluations.
2. Authorise the transfer of \$110,000 to the General Revaluation Reserve in the 2007/2008 financial year.

Moved: (Cr Thomas)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY/ABSOLUTE MAJORITY

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

63. Transfer to Reserve - Plant

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

PURPOSE

1. To authorise a transfer to the Plant Reserve of \$100,000 in 2007/2008.

BACKGROUND

2. Initial estimates provided for the Draft Non-Recurrent Budget has a large draw down on funds for the plant (light and heavy) in 2008/2009.
3. To reduce the pressure this will put on rates it is proposed to have a further \$100,000 transferred to the Plant Reserve in 2007/2008 funded from savings.

DETAILS

4. A further transfer of \$100,000 to the Plant and Equipment Reserve.

STATUTORY AND LEGAL IMPLICATIONS

5. Section 6.8(1)(b) of the Local Government Act - incurring expenditure from the Municipal Fund.

POLICY IMPLICATIONS

6. Nil

PUBLIC CONSULTATION/COMMUNICATION

7. Nil

FINANCIAL IMPLICATIONS

8. The proposed transfer to reserve is funded from savings which would normally be transferred to the General Building Reserve after the 30/06/2008.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

9. Council when addressing the 2007/2008 budget applied the principal of using reserve funds to "save" for plant purchases and smooth the demand for recurrent funds.

OFFICER COMMENT

10. The transfer of these funds prior to 30 June allows a better Budget to actual total performance for the year. It also applies known savings to a known need rather than applying them to a General Building Reserve.

MEETING COMMENT

11. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 63/2007

1. That the transfer of a further \$100,000 to the Plant Reserve funded from general savings be authorised.

Moved: (Cr Morton)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY/ABSOLUTE MAJORITY

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

64. Adoption of Local Emergency Management Arrangements

Previous Items: N/A
 Service Area: Corporate Services
 File Reference: CO-EMS-002
 Applicant: N/A
 Owner: N/A

PURPOSE

1. To adopt the Local Emergency Management Arrangements, Local Recovery Plan and associated Support Documents.

BACKGROUND

2. 1. The Emergency Management Act 2005 requires the following of local government:

section 41. Emergency management arrangements in local government district

- (1) *A local government is to ensure that arrangements (“local emergency management arrangements”) for emergency management in the local government’s district are prepared.*
- (2) *The local emergency management arrangements are to set out —*
 - (a) *the local government’s policies for emergency management;*
 - (b) *the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;*
 - (c) *provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b);*
 - (d) *a description of emergencies that are likely to occur in the local government district;*
 - (e) *strategies and priorities for emergency management in the local government district;*
 - (f) *other matters about emergency management in the local government district prescribed by the regulations; and*
 - (g) *other matters about emergency management in the local government district the local government considers appropriate.*

- (3) *Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.*
- (4) *Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.*

3. The shire was successful in applying for funding from the Australian Government through the 'Working Together to Manage Emergencies Local Grants Scheme.' The funding was sought to upgrade the existing Emergency Management Arrangements and develop a Local Recovery Plan.
4. On May 14 2008 the Local Emergency Management Committee endorsed the Local Emergency Management Arrangements, Local Recovery Plan and associated Support Documents to go to Council for adoption.

DETAILS

5. The Local Recovery Plan and associated Support Documents are a subset of plans and arrangements in support of the Local Emergency Management Arrangements, which are consistent with the State emergency management policies and State emergency management plans as required by the Emergency Management Act 2005.

STATUTORY AND LEGAL IMPLICATIONS

6. The Emergency Management Act 2005 section 36 and section 41.

POLICY IMPLICATIONS

7. Nil.

PUBLIC CONSULTATION/COMMUNICATION

8. Consultation through the Local Emergency Management Committee, community engagement through advertising and individual consultation of the community and stakeholders by the project coordinator occurred.

FINANCIAL IMPLICATIONS

9. The project has been funded through a funding agreement with all costs incurred prior to July 1 2008 being paid for by the grant received. The project is due to be finalised by June 30 2008.
10. Future training of staff delegated specific roles within the Local Emergency Management Arrangements is currently cost free, though the time spent by staff involved in training is borne by the Shire.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

11. The Local Emergency Management Arrangements must undergo an entire review every five (5) years as required by State Emergency Management Committee policy 2.5.

12. The Local Emergency Management Arrangements are to be reviewed after an event or incident or after training that exercises the arrangements.

OFFICER COMMENT

13. The following is a summary of the documents forwarded for adoption:
- a) **Local Emergency Management Arrangements:** sets out the Management, Planning, Response and Recovery responsibilities and arrangements required by local government and other organisations;
 - b) **Risk Register and Treatment Schedule:** identifies the risks within the district and will document treatment options and schedules once the Emergency Risk Management process is complete (proposed timeline end of 2009, funding dependent). The document is a support document to the Local Emergency Management Arrangements and is directly related to the outcomes of the AWARE Project being undertaken at this time;
 - c) **Emergency Welfare Centres:** identifies shire owned facilities which have been delegated as welfare centres in the event an evacuation occurs. The document is a support document to the Local Emergency Management Arrangements;
 - d) **Built and Natural Environment Sub-plan:** is a 'guide' for persons involved in Recovery matters. As the sub-plan is only a guide and has no financial and or staffing implications, the register need only be forwarded to Council during any entire review of the Local Emergency Management Arrangements. The document is a supporting document to the Local Recovery Plan.
 - e) **Financial Sub-plan:** is a 'guide' for persons involved in Recovery matters. As the sub-plan is only a guide and has no financial and or staffing implications, the register need only be forwarded to Council during any entire review of the Local Emergency Management Arrangements. The document is a support document to the Local Recovery Plan.
 - f) **Health and Wellbeing Sub-plan:** is a 'guide' for persons involved in Recovery matters. The document is a support document to the Local Recovery Plan.
 - g) **Emergency Contact Directory:** contains the contact details of key personnel and organisations that may be required to be involved in an emergency. The directory is updated at every Local Emergency Management Committee meeting (quarterly as per State Emergency Management Committee Policy 2.5) and as it is open to amendment on a regular basis, the register need only be forwarded to Council during any entire review of the Local Emergency Management Arrangements. The directory is a support document to the Local Emergency Management Arrangements and is not for public viewing due to the sensitivity of some of the information contained within.

- h) **Local Resource and Asset Register:** contains the contact details of local businesses and individuals who may be able to supply resources during an emergency. All shire resources are also listed within the register. As the register is open to amendment on a regular basis, the register need only be forwarded to Council during any entire review of the Local Emergency Management Arrangements. The register is a support document to the Local Emergency Management Arrangements and is not for public viewing due to the sensitivity of some of the information contained within.

MEETING COMMENT

14. The Chairman welcomed Mark Casotti and thanked him for his efforts.
15. Cr Taylor thanked the AWARE Programme Coordinator, Mark Casotti, and Shire staff for the excellent work done to get these documents to this point.

COMMITTEE RECOMMENDATION TO COUNCIL GS 64 /2008

1. That the Local Emergency Management Arrangements, Local Recovery Plan and Support Documents as presented as (*GSC Item 64 Attachment 1*) be received and noted as a references and guides.

Moved: (Cr Taylor)

Seconded: (Cr Tonkin)

CARRIED UNANIMOUSLY

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

Cr Cresswell declared a Financial Interest as he is employed as a teacher at Edney Primary School which will be using the Scott Reserve Area. Cr Cresswell left the Chambers at 7:12pm and returned at 7:13pm and did not vote on this item. The Deputy Chairman took the Chair for this Item.

65. Scott Reserve and Maida Vale Reserve - Licence Agreements

Previous Items:	N/A
Service Area:	Community Services
File Reference:	KL-02/310, NW-01/204
Applicant:	N/A
Owner:	Shire of Kalamunda

PURPOSE

1. To consider entering into licence agreements with the Minister for Education for the use of Scott Reserve by Edney Primary School and Maida Vale Reserve by Maida Vale Primary School.

BACKGROUND

2. Edney Primary School is located adjacent to Scott Reserve in High Wycombe. The school has used the reserve area adjacent to the school for school activities for a number of years.
3. Maida Vale Primary School is located adjacent to Maida Vale Reserve in Maida Vale. The school has used the reserve area adjacent to the school for school activities for a number of years.
4. While the schools traditionally have had priority access to these reserves for their activities, no formal agreement has been put into place. Department of Education and Training Guidelines now require a formal agreement to be entered into to cover public liability requirements.

DETAILS

5. The proposed licence agreements outline the conditions governing the use by Edney Primary School and Maida Vale Primary School. Each agreement is essentially the same with only minor differences to account for the different infrastructure present on each reserve.
6. The licence fee has been calculated at 50% of relevant maintenance costs for each section of reserve and will be reviewed annually in line with the consumer price index.

-
7. The main conditions of the Scott Reserve licence agreement are as follows:
 - The Minister for Education is to pay the amount of \$6,800 per year commencing from 1 January 2007, with the amount adjusted annually as per the consumer price index and maintain \$10 million in Public Liability Insurance.
 - The term of the agreement is 10 years.
 - Edney Primary School will have priority use of that portion of Scott Reserve as shown on ([Attachment 1.](#)) from 8.30am to 3.00pm on school days.
 - That all maintenance activities will be carried out by the Shire of Kalamunda.

 8. The main conditions of the Maida Vale Reserve licence agreement are as follows
 - The Minister for Education is to pay the amount of \$4,900 per year commencing from 1 January 2007, with the amount adjusted annually as per the consumer price index and maintain \$10 million in Public Liability Insurance.
 - The term of the agreement is 10 years.
 - Maida Vale Primary School will have priority use of that portion of Maida Vale Reserve as shown on ([Attachment 2.](#)) from 8.30am to 3.00pm on school days.
 - That all maintenance activities will be carried out by the Shire of Kalamunda.

STATUTORY AND LEGAL IMPLICATIONS

9. Both reserves are vested with the Shire of Kalamunda for the purpose of Recreation with the power to lease or licence for 21 years.

POLICY IMPLICATIONS

10. Policy FAC12 Lease, Licences and Rent of Council owned or controlled properties provides guidelines for leases and licences.

PUBLIC CONSULTATION/COMMUNICATION

11. Consultation has been undertaken with Officers from the Department of Education and Training.
12. No consultation has been undertaken with other reserve users as the licence agreements are to recognise what is already occurring on an informal basis.

FINANCIAL IMPLICATIONS

13. Council will be reimbursed annually for 50% of the maintenance costs for each section of the reserve covered by the licence agreement.
14. The Department of Education and Training have agreed that both documents be backdated to 1 January 2007.
15. No payments have been received in the past for the use of these facilities.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

16. The Shire of Kalamunda 25 year Strategic plan lists the following Social Strategy:
Implementing shared use facilities and "in kind" support from government agencies.

OFFICER COMMENT

17. The licence agreements were prepared by the Department of Education and Training with figures and information provided by Shire staff.
18. Shire staff will continue to perform all maintenance tasks as per existing maintenance schedules.
19. Formalising each schools use of the reserves will provide clarity for all parties in regards to use and maintenance of the reserve.

MEETING COMMENT

20. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 65/2008

1. That council enter in to a licence agreement with the Minister for Education for the priority use by Edney Primary School for that portion of Scott Reserve as shown on (GS Item 65 *Attachment 1.*) from 8.30am to 3.00pm on school days subject to the following conditions:
- The Minister for Education is to pay the amount of \$6,800 per year commencing from 1 January 2007, with the amount adjusted annually as per the consumer price index and maintain \$10 million in Public Liability Insurance.
 - The term of the agreement is 10 years.
 - That all maintenance activities will be carried out by the Shire of Kalamunda.

2. That council enter in to a licence agreement with the Minister for Education for the priority use by Maida Vale Primary School for that portion of Maida Vale Reserve as shown on (GS Item 65 *Attachment 2.*) from 8.30am to 3.00pm on school days subject to the following conditions:
- The Minister for Education is to pay the amount of \$4,900 per year commencing from 1 January 2007, with the amount adjusted annually as per the consumer price index and maintain \$10 million in Public Liability Insurance.
 - The term of the agreement is 10 years.
 - That all maintenance activities will be carried out by the Shire of Kalamunda.

Moved: (Cr Taylor)

Seconded: (Cr Everett)

CARRIED UNANIMOUSLY

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

Cr Taylor declared a Financial Interest as she owns a property in Haynes Street. Cr Taylor left the Chambers at 7:14pm and returned at 7:16pm and did not vote on this Item.

Cr Everett declared an interest affecting impartiality as her father participates in the rally as an official at one of the stages.

Mr Vaughan declared an interest affecting impartiality as he and his wife own a commercial property in Stirk House, Canning Road, Kalamunda.

66. Targa West Rally Proposal – Kalamunda Stage.

Previous Items: OCM 47/07
Service Area: Community Services
File Reference: CO-CEV-007
Applicant: Targa West
Owner: N/A

PURPOSE

1. To consider a proposal received from Targa West Tarmac Rally 2008 seeking in principle approval for a closure of Haynes Street and approval for closures on Zig Zag Scenic Drive, Gooseberry Hill, Mundaring Weir Road and Canning Mills Road.

BACKGROUND

2. The Kalamunda stage of the Targa West Rally was first held in September 2007. The rally will take place in the Shire of Kalamunda on Friday 5 September 2008.
3. The event will follow a similar format to Targa 2007. It will run between 4-7 September and will host approximately 100 competitors from around the country. The event will also run through the shires of Chittering and Toodyay. The event enjoys both local and national media and TV coverage.

DETAILS

4. On 5 September 2008, the rally will start in Forrest Place with extensive media coverage. It will then progress to Perth Airport then move into the John Forrest National Park. Organisers will run a special stage to Kalamunda and utilise this as a regroup and lunch stop. The following routes will be included in this stage:
5. Zig Zag Scenic Drive: Closure 9:00am to 12:00pm shown at ([Attachment 1](#)). This is regarded as the ideal road for a rally to challenge and entertain competitors and spectators alike. Spectators would be restricted to corners designated to be a safe viewing locations. Spectators will be locked in until the stage has been completed.
6. Haynes Street between Railway Road and Barber Street: Closure 9:30am to 2:00pm.

-
- Organisers would like to include the town centre in the day's activities. Residents and interested visitors alike will have the opportunity to view classic, modern and exotic vehicles and chat with high profile drivers from around Australia. Targa West organisers will liaise with the Local Chamber of Commerce to encourage business support for the event by focussing on cross promotion with the rally.
7. Mundaring Weir Road from Croxton Road to Bahen Road: Closure 11:30am to 3:00pm shown at ([Attachment 2](#)). After a lunch break in central Kalamunda, the cars will proceed to the stage start on Croxton Road, turning left onto Mundaring Weir Road and ending the stage between Bahen Road and Paulls Valley Road.
 8. Canning Mills Road: Closure 1:00pm to 4:00pm shown at ([Attachment 3](#)). This will be a short stage from Canning Road, to Brockway Road (City Of Gosnells), via Canning Mills Road.
 9. As in the 2007 Targa West Rally, full road closures will apply to Zig Zag Scenic Drive, Mundaring Weir Road from Croxton Road, Aldersyde Road to Glenisla Road (500 metres).
 10. For the 2008 Targa West Rally a request has been made for the in principle support of a full road closure on Haynes Street between Railway Road and Barber Street. Targa West organisers are seeking approval for this special closure which will run between 9:30am and 2:00pm in order for the lunchtime break to take place and for spectators to take the opportunity to see the rally cars close up and to meet some of Australia's top rally drivers.
 11. Targa West representatives will liaise with local business through the Kalamunda Chamber of Commerce to discuss the closure and to implement strategies to promote the rally and proactively encourage local business to support the temporary closure.
 12. All closures will apply for approximately four hours; Zig Zag Scenic Drive may have to be closed marginally longer as this part of the course will have two circuits.
 13. The proposal received from the organisers includes the following procedures.
 - a. All roads will be manned as indicated in the Main Roads Traffic Management Code of Practice (July 2006) document.
 - b. 60 minutes prior to the competition, all roads will be closed and a team of officials will go through and close off every driveway along the course. Notification of the closure will be given prior to the event as well as on the day.
 - c. From the time of closure, at least four teams of officials are appointed to ensure that the closure is secure and that the road is safe for competition.
 - d. Rally cars compete at 30 second intervals to ensure that there is no period of time when a resident may think that it is safe to drive along the route.
-

- e. Although residents will not be able to leave their homes during the race, a doctor and/or paramedic, ambulance and fire services are on standby and available for public use in case of an emergency.

STATUTORY AND LEGAL IMPLICATIONS

14. Targa West have a \$100,000,000 Public Liability insurance policy.
15. Upon the in principle approval of the Haynes Road closure, a full Risk Management Plan and Traffic Management Plan will be submitted in accordance with Sections 81 and 83 of the Road Traffic Act.
16. All roads will be manned as indicated in the Main Roads Traffic Management Code of Practice (July 2006).

POLICY IMPLICATIONS

17. N/A.

PUBLIC CONSULTATION/COMMUNICATION

18. Following Council's in principle support of the Haynes Street closure, Targa West will undertake consultation with local business and letter box drops will take place one month and then one week prior to the event to businesses located along the proposed road closure route.
19. A letter box drop informing residents of the road closures will take place one month and then one week prior to the event on the following streets:

Mundaring Weir Road Closure:
Aldersyde, Bahen, Croxton, Fern, Hinkler, Mitchell Road, Mundaring Weir Road, Paulls Valley Road. ([Attachment 4](#)).
Zig Zag Scenic Drive, Gooseberry Hill Closure:
Lascelles Parade, Ocean View Parade. ([Attachment 5](#))
20. Signage will be erected at least four weeks before the rally indicating the day and time of the road closure.
21. Variable message boards will be located at strategic locations during the 24 hour period prior to the Kalamunda stage of the rally.

FINANCIAL IMPLICATIONS

22. Nil.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

23. 2006-2011 Plan for the Future of the District – 3.8 – *Identify and attract high profile events.*

-
24. Economic considerations, it is anticipated that there will be increased expenditure within the main town centre.

OFFICER COMMENT

25. The Targa West event has been planned with substantial emphasis on driver and spectator safety as well as environmental issues. These points have been addressed in the extensive proposal received from organisers. Targa West has protected Council from public risk through a \$100,000,000 insurance policy.
26. During the approval and consultation process of the 2007 event, Targa West organisers were cooperative and ensured that all requests for information were promptly answered and that the information was clear and accurate. In their dealings with enquiries from residents and the general public, they responded to concerns raised in a courteous and professional manner.
27. The organisers continue to ensure that all information requested is timely and accurate and continue working towards a professionally run, safety conscious event with due consideration to residents and businesses.
28. Local community groups will be approached to participate where opportunities arise for volunteering and fund raising.

MEETING COMMENT

29. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 66/2008

1. That Council approve in principle support for a closure of Haynes Street.
2. That Council grant approval for closures on Zig Zag Scenic Drive, **Croxtan Road**, Mundaring Weir Road and Canning Mills Road.
3. That all closures are supported by a comprehensive Traffic Management Plan to be approved by Engineering Services which is to be submitted no later than two months prior to the event.
4. That Organisers be required to provide Shire of Kalamunda with an undertaking to leave the site in a clean and tidy condition, removing all rubbish within 48 hours of the event.
5. That traffic marshals be placed at start and finish points of the Zig Zag Special Stage to facilitate the flow of traffic.

6. That the organisers of the rally undertake letter box drops (at least one month then one week) prior to the rally to residences and businesses located along the proposed closure routes.
7. That subsequent Targa West Rally events be approved annually by Council staff based on the previous year's operational performance.

Moved: (Cr Thomas)

Seconded: (Cr Tonkin)

CARRIED UNANIMOUSLY

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

67. Proposed Closure of Pedestrian Access Way – Chaucer Way and Robusta Road, Kalamunda.

Previous Items: Nil
Service Area: Planning and Development Services
File Reference: CH-04/GEN
Applicant: Mr C Herring
Owner: Crown

PURPOSE

1. Council is to consider a request from Mr Charles Herring to close the unmade Pedestrian Access Way between Chaucer Way and Robusta Road in Kalamunda ([Attachment 1](#)).

BACKGROUND

2. Mr Charles Herring, of 50 Chaucer Way Kalamunda, has requested the closure of the Pedestrian Access Way which runs along his lot boundary in order to extend his land area.

DETAILS

3. The Pedestrian Access Way is unmade and very steep, it is unlikely that it would ever be constructed.
4. The Water Corporation has advised that a water main is located within the proposed closure and is the sole supply water to a number of customers in the surrounding area. Diverting the water main is not recommended by the Water Corporation and would require significant funding to complete. An easement over the main would not provide adequate protection of the main as the land will be in private ownership.

STATUTORY AND LEGAL IMPLICATIONS

5. Nil

POLICY IMPLICATIONS

6. Nil

PUBLIC CONSULTATION/COMMUNICATION

7. No objections were received from adjoining land owners and an adequate number of owners have indicated their interest in purchasing the land of the Pedestrian Access Way.

FINANCIAL IMPLICATIONS

8. A final decision by the Water Corporation regarding the feasibility of supplying an alternative source of water to the area would require a detailed hydraulic analysis of the zone, to be funded and carried out by the Shire of Kalamunda.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

9. **Strategic**
- a. The Pedestrian Access Way does not form a part of any strategic neighbourhood link as it is unmade.

10. **Sustainability Implications**

Social

- There is no evidence of a significant reduction in amenity of those residents abutting the Pedestrian Access Way.

Economic

- Nil

Environmental

- Nil

OFFICER COMMENT

11. As the Pedestrian Access Way is unmade, it is unlikely that abutting owners would be experiencing significant social problems. Therefore closing it would not result in any community benefit.
12. There are significant costs involved in redirecting important infrastructure from this area in order to allow this closure to occur.
13. It is recommended that the status quo be maintained and that the closure do not proceed.

MEETING COMMENT

14. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 67/2008

1. That Council does not support the request for closure of the Pedestrian Access Way between Robusta Road and Chaucer Way, Kalamunda owing to significant infrastructure being located in the area.

Moved: (Cr Tonkin)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

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

68. Lot 14 & 15 Sultana Road East, Forrestfield – Proposed Street Names for Subdivision

Previous Items: N/A
Service Area: Planning and Development Services
File Reference: 130522
Applicant: Dykstra Planning
Owner: D Western

PURPOSE

1. Council is to consider new street names for subdivisions in the Forrestfield Urban Cell U7, Agreement Area 4. The Council Recommendation is forwarded to the Geographic Names Committee (GNC) of Landgate for approval.

BACKGROUND

2. The lots are a part of Forrestfield Urban Cell U7, Agreement Area 4. The subdivision was approved by WAPC on 16 February 2007 ([Attachment 1.](#)).

DETAILS

3. Two (2) new street names are required for the subdivisions ([Attachment 2.](#)).
 - a. Mangosteen Drive
 - b. Cumquat Way

The proposed names follow the fruit name theme of the surrounding area.

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. Preliminary liaison with the GNC has indicated their acceptance of these names and it is recommended that Council endorses the use of the names.

MEETING COMMENT

10. Nil.

COMMITTEE RECOMMENDATION TO COUNCIL GS 68/2008

1. That Council supports the new names of Mangosteen Drive and Cumquat Place and requests the Geographic Names Committee to approve the names.

Moved: (Cr Robinson)

Seconded: (Cr Morton)

CARRIED UNANIMOUSLY

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

69. Heavy Vehicle Traffic Maida Vale Road, High Wycombe - Petition Report

Previous Items: N/A
Service Area: Engineering Services
File Reference: MD-03/GEN.
Applicant: P & G Appel
Owner: N/A

PURPOSE

1. To consider petition to stop heavy vehicle traffic in Maida Vale Road, High Wycombe.

BACKGROUND

2. A common letter (petition) signed by 63 residents was tabled at the General Services Committee meeting held on 4 February 2008.
3. The petition claimed that Maida Vale Road is being increasingly subject to heavy haulage vehicles from the local industry. Residents also expressed concern regarding the high speed of vehicles, including heavy haulage vehicles, and claimed there have been 53 accidents in a 5 year period to 2006, including a fatality in 2005.
4. The petitioners believe that many drivers use Maida Vale Road to access Roe Highway, instead of Berkshire Road, due to the poor configuration of the Berkshire Road/Row Highway intersection.
5. The petition recommended the following actions:
 1. *Lobby Main Roads Department to realign Berkshire Road east and west with Roe Highway, Forrestfield, to form an intersection controlled by traffic lights in all four directions. This will provide safe access/exit from Roe Highway south for heavy haulage traffic – and indeed all traffic- removing their preferences to use Maida Vale Road ramp.*
 2. *Install two roundabouts – one at the intersection of Milner and Maida Vale Roads, the other at the intersection of Newburn and Maida Vale Roads, High Wycombe. Roundabouts at each of these busy intersections would force traffic to slow, provide safer arterial access and deter heavy haulage vehicles from using Maida Vale Road to access/exit Roe Highway.*
 3. *Re-install 'Local Traffic Only' signage, both sign posted and painted on road, at the intersections of Dundas and Berkshire Roads and/or the intersection of Dundas and Maida Vale Roads, High Wycombe.*

DETAILS

6. A traffic survey was conducted in Maida Vale Road for a two week period in April/May 2008, which indicated the following:
 - A significant number (103) of Class 9 vehicles used the Road;
 - 14 Class 10 & 11 vehicles also used the Road;
 - 85% of vehicles drove at or below 65km/hour;
 - A maximum detected speed was 160km/hour; and
 - The average speed was 57.4km/h.
7. *AUSTROAD's* vehicle classes appear at ([Attachment 1](#)). The vehicles between Classes 3 and 9 are termed as General Access Vehicles, which may have access to all roads, along with light vehicles (Class 1 & 2), provided they meet the following criteria:
 - a. Are not a road train or b-double;
 - b. Are within regulation axle mass limits;
 - c. Are 19.0m or less in length (or a maximum 12.5m for rigid vehicles);
 - d. Have a total mass of less than 42.5t;
 - e. Have a width less than 2.5m (excluding mirrors and lights);and
 - f. Have a height less than 4.3m.
8. Vehicles which do not conform to the above criteria i.e. are either over mass or over dimensional, generally fall under 'Restricted Access Vehicles (RAV) Class 1'.
9. *AUSTROAD's* Class 10 and Class 11 vehicles generally come under Main Roads WA's (MRWA) 'RAV Class 2 & 3'. RAV Class 2 & 3' are shown at ([Attachment 2 & 3 respectively](#).)
10. The RAV can only operate on designated roads or with a specific permit from MRWA. When such permits are granted on local government roads, MRWA seeks approval from the relevant local government.
11. MRWA advises that none of the RAV category vehicles are permitted on Maida Vale Road; therefore, such vehicles are illegally using Maida Vale Road.

STATUTORY AND LEGAL IMPLICATIONS

12. Road use needs to comply with the Road Traffic Act, Road Traffic Code 2000, MRWA Act and associated regulations.

POLICY IMPLICATIONS

13. N/A

PUBLIC CONSULTATION/COMMUNICATION

14. None.

FINANCIAL IMPLICATIONS

15. N/A

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

16. N/A

OFFICER COMMENT

17. MRWA enforces compliance to permit conditions and takes violation of such conditions very seriously. Repeated illegal use by RAV's can lead to cancellation of their permits. A letter has been sent to MRWA, informing them of illegal use of Maida Vale Road by RAV's. It is anticipated that MRWA will issue a general warning/advisory letter to all permit holders operators accordingly. Residents may also report specific incidents of the illegal use, directly to MRWA, with the registration numbers of offending vehicles.
18. The intersection of Berkshire Road and Roe Highway was constructed by staggering Berkshire Road, to allow for an ultimate intersection with an 'over-pass'.
19. As a result, the intersection of Berkshire Road and Roe Highway, has safety concerns, particularly for vehicles making a right turn, into Roe Highway from the south of Berkshire Road. There is merit in the argument that vehicles are using Maida Vale Road, to avoid this unsafe intersection. Previous enquiries with MRWA indicated that the grade separation (over-pass) of this intersection is not programmed within the next five years.
20. The general speed in Maida Vale Road is not considerably higher than the speed limit for that street, although the maximum recorded speeds are highly excessive. Traffic calming measures, including roundabouts, are useful in reducing general speed within a street, but are counter productive in controlling irresponsible driver behaviour. Therefore, construction of a roundabout is unlikely to achieve the petitioner's objectives.

21. The 'Local Traffic Only' signage was installed to prevent commercial vehicles using Wittenoom Road. The construction of Abernethy Road has made Wittenoom Road an unattractive route for commercial vehicles. Further, such signs are advisory only, and hence cannot be enforced. Maida Vale Road is a 'District Distributor' road and it would be unreasonable to impose or expect local traffic restrictions on that road.

MEETING COMMENT

22. Mr and Mrs Apell spoke in support of the petition and requested action be taken in the near future to reduce the speed of traffic on Maida Vale Road.
23. Councillor Taylor foreshadowed an additional point to the officer recommendation.
"That the Shire of Kalamunda Engineering Department investigate the costing and feasibility of a roundabout at Newburn and Maida Vale Roads intersection and supply this to Council for further consideration."
24. Councillor Robinson as the mover of the officer recommendation accepted the additional point.

OFFICER RECOMMENDATION

1. That the Commissioner of Main Roads Western Australia, and the Minister for Planning and Infrastructure, be requested to bring forward the construction of a grade separated intersection at Berkshire Road and Roe Highway, Forrestfield.

COMMITTEE RECOMMENDATION TO COUNCIL GS 69/2008

1. That the Commissioner of Main Roads Western Australia, and the Minister for Planning and Infrastructure, be requested to bring forward the construction of a grade separated intersection at Berkshire Road and Roe Highway, Forrestfield.
2. That the Shire of Kalamunda Engineering Department investigate the costing and feasibility of a roundabout at Newburn and Maida Vale Roads intersection and supply this to Council for further consideration.

Moved: (Cr Robinson)

Seconded: (Cr Taylor)

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 Rubbish Collection Services 2007/2008 (Cr Robinson)**

Q. Can staff provide to Council the following information in relation to the net cost of the bulk rubbish service during 2007/2008:

- The amount paid for skip bin refunds?
- The savings to Council from the cessation of the bulk rubbish collection contract?
- Any related expenses or savings?

A. The questions are taken on notice.

11.2 Resident Contact Complaint (Cr Sadler)

Q. What action do we have on a weekend, public holidays or after hours for our ratepayers to make contact with the duty ranger if our phones are down and how do we inform our ratepayers of this alternate course of action especially if the calls are urgent?

A. The Executive Manager Corporate Services advised that the shire has limited service over the weekend consisting of one ranger and an after hours call service which provides information. Staff are investigating the phone outage on the weekend just gone and as part of the exercise will see if any redundancies can be built into cover such situations in the future. These redundancies would be subject to availability and council's willingness to provide resources.

11.3 Budget Forum (Cr Taylor)

Q Can you please advise the date of the Budget Forum next week.

A. The Forum will be on Tuesday 10 June 2008 commencing with a light meal at 5:30pm.

12.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

12.1 Seniors Week Working Party Committee Meeting

A meeting will be held on Friday 6 June 2008.

12.2 Audit Committee Meeting

A meeting of the Audit Committee will be held on Monday 9 June 2008 at 5pm.

13.0 MATTERS CLOSED TO THE PUBLIC

13.1 Nil.

14.0 CLOSURE

There being no further business, the Chairman declared the meeting closed at 7:36pm.

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

Signed.....Chairman

Dated thisday of.....2008