
Shire of Kalamunda

General Services Committee

Minutes for 3 October 2005



SHIRE OF KALAMUNDA

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General Services Committee Meeting
3 October 2005**

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**Minutes of General Services Committee
held in the Council Chamber,
2 Railway Road, Kalamunda
Monday, 3 October 2005**

1.0 OFFICIAL OPENING

- 1.1 The Chairman opened the Meeting at 7:00 pm and welcomed Councillors staff and members of the public gallery.

2.0 APOLOGIES AND LEAVE OF ABSENCE

- 2.1 PRESENT

Councillors

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

Officials

G Parslow	A/CHIEF EXECUTIVE OFFICER
M Garde	A/EXECUTIVE MANAGER CORPORATE SERVICES
R Briede	A/EXECUTIVE MANAGER RESIDENTS' SERVICES
S Burrows	EXECUTIVE MANAGER PLANNING AND DEVELOPMENT SERVICES
M Singh	EXECUTIVE MANAGER ENGINEERING SERVICES
B Millan	EXECUTIVE ASSISTANT
D Elkins	MANAGER ENGINEERING SERVICE
J Smith	MANAGER HEALTH SERVICE
D McPherson	MINUTE SECRETARY

Apologies

Nil

Absent

D Vaughan
K O'Connor

CHIEF EXECUTIVE OFFICER
EXECUTIVE MANAGER COMMUNITY SERVICES

Observers

17

Newspapers

Echo
Hills Gazette

3.0 PUBLIC QUESTION TIME

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

3.1 Nil

4.0 PETITIONS

4.1 Residents and Owners – Broula Road, Kalamunda

We the undersigned reject and object to the proposal of sewerage works. Water Corporation File Number – CVI 200501408.

5.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 That the Minutes of the General Services Committee Meeting held on 5 September 2005 is confirmed as a true and correct record of the proceedings.

Moved: (Cr Giardina)

Seconded: (Cr Taylor)

CARRIED UNANIMOUSLY

6.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

6.1 Citizenship Ceremony

Councillors are reminded and invited to attend the next citizenship ceremony to be held in the Function Room on Wednesday 5 October 2005 at 7:30 am.

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.

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

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

96. Creditors Accounts Paid For September 2005 (FI-CRS-002) (Corporate Services)

Purpose of Report

1. To receive creditors' accounts paid for the month of September 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 at which it is to be presented.

Comments

4. Accordingly the list of creditors paid for 2 September 2005 to 23 September 2005 is attached (**Attachment 1**).

COMMITTEE RECOMMENDATION TO COUNCIL GS 96/2005

1. That the list of creditors paid for 2 September 2005 to 23 September 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 D Sadler)

Seconded: (Cr Taylor)

CARRIED UNANIMIOUSLY

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

**97. Financial Statements For The Months Ending 31 July 2005
And 31 August 2005
(FI-SRR-006) (Corporate Services)**

Purpose of Report

1. To receive financial and operating statements for the months ending 31 July 2005 and 31 August 2005.

Background

2. Attached (**Attachment 1 & 2**) is the summary of the financial statements for the months ending 31 July 2005 and 31 August 2005.
3. In accordance with Section 34 of the Local Government (Financial Management) Regulations 1996, an operating statement (**Attachment 3 & 4**) is included for the same period.

Comments

4. Nil

COMMITTEE RECOMMENDATION TO COUNCIL GS 97/2005

2. That the financial statements and the accompanying operating statements for the months ending 31 July 2005 and 31 August 2005 be received.

Moved: (Cr Morton)

Seconded: (Cr Taylor)

CARRIED UNANIMIOUSLY

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

98. Review Of The Representation And Structural Effectiveness Of Western Australian Local Government Association (WALGA) Zones (Corporate Services)

Purpose of Report

1. To consider the report on the representational and structural effectiveness of the Western Australian Local Government Association (WALGA) Zones and to endorse the recommendations.

Background

2. Following a resolution carried at the 2004 Annual General Meeting of WALGA, the Association has undertaken a comprehensive review into the basis for grouping Councils into metropolitan and country Zones, together with examining their functional effectiveness in relation to the strategic interests of members.
3. The review incorporated consultations with Member Councils, Regional Councils and Regional Organisations of Councils on a range of questions relating to the perceived representational and structural effectiveness of WALGA Zones. This consultation was commenced during the latter part of last year and concluded in February 2005.
4. Submissions received during the consultation process were subsequently referred to an independent consultant for analysis. The consultant also investigated alternative structures for grouping Local Governments together to provide a basis for comparisons between jurisdictions, and explored opportunities for establishing coalitions of interest between the Association and the various regional Local Government bodies.
5. The emerging draft report was considered by the Association's State Council in June 2005 prior to being referred to a subcommittee for review. The report was then considered at this year's Zone Roundtable in August, a forum which included representatives from all WALGA Zones and senior staff.
6. The Roundtable has endorsed the release of the report to all Member Councils, Zones, Regional Councils and Regional Organisations of Councils for Comment.

Comments

7. Council is requested to examine the report and its recommendations and provide comments to the Association by Wednesday 2 November 2005. The comments will then be collated and referred to WALGA State Council meeting in December this year.
8. Attached (**Attachment 1**) is the Executive Summary of the WALGA Report and details of the proposed Modified Existing Model (Full copies of the Report are available on request.)
9. The Executive Summary outlines the Recommendations emanating from the Report.

These are summarised as follows:

- i. All Zones to elect their representative (5) to the WALGA State Council.

-
- ii. Zones may take on additional functions at their own initiative. Such decisions should be made by Zones autonomously and in consultation with their respective Member Councils. The Association has and should continue to assist Zones in determining their strategic direction when requested.
 - iii. Proposals for changes in membership to Zones should only be considered where they are put forward by the relevant Member Councils.
 - iv. Principle of equality in representation of all Member Councils at Zones (ie number of voting delegates per Council) is endorsed.
 - v. WALGA consider initiatives to enhance connection with its membership. These may include:

Annual Zone Forum

Biennial Tour of Zones by WALGA

State Council Regional Meetings

Policy Forums

Earlier Distribution of State Council Agenda

Obtaining Member Input

- vi. Regional Cooperation

Smaller focused groups such as Voluntary Regional Organisations of Councils or Regional Local Governments are to be encouraged.

WALGA consider the suggestions that the Association develop a resource to assist Member Councils that are contemplating forming a regional organisation.

WALGA consider developing a strategy for cooperation with regional groups.

- vii. Reform of the WALGA Representational Structure

The optional reform models to be circulated to Member Councils and Zones for consideration, with attention drawn to the preference given by the Zone Roundtable to adopting the Modified Existing Model (Model 1).

COMMITTEE RECOMMENDATION TO COUNCIL GS 98/2005

1. That Council notes the Report "Review of the Representation and Structural Effectiveness of Western Australian Local Government Association – August 2005:
2. The Council endorses the recommendations emanating from the report as summarised in Paragraph 9 above and as detailed in the Executive Summary of the Report – **(Attachment 1)**.

Moved: (Cr Casey)

Seconded: (Cr Taylor)

CARRIED UNANIMIOUSLY

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

99. Review Of Delegations – 2004/2005 (LE-ACT-006) (Corporate Services)

Purpose of Report

1. To review delegations made under the Local Government Act and other legislation to the Chief Executive Officer and to other staff.

Background

2. It is a requirement of the Local Government Act 1995 – Section 5.46 that powers and duties delegated to the Chief Executive Officer by Council and delegated to other employees by the Chief Executive Officer are kept in a Register.
3. Delegations so made are at least once in every financial year to be reviewed by the delegator.
4. Powers and duties delegated are, in the case of Council delegating to the Chief Executive Officer, to be by Absolute Majority.

Comments

5. Attached (**Attachment 1**) is the Delegations Register for 2004/2005. The register was previously reviewed in May 2004 and has been updated and amended where appropriate.
6. The Chief Executive Officer has endorsed delegations to other employees as per the Delegations Register – Part 2 (**Attachment 1**).
7. It is now appropriate for Council to review powers and duties delegated to the Chief Executive Officer as per Part 1 of the Delegations Register.
8. Staff have reviewed all delegations and the following amendments have been reflected in the updated Register:

Delegation Register		
Page No	Delegation	Recommended Action
Part 1 – Delegations from Council to Chief Executive Officer		
June 2004 Page 45	The Chief Executive Officer be granted delegated authority to approve any minor variations to the subdivision plan for Pt Lot 1380 and Lot 2 Wittenoom Road High Wycombe.	Deleted in this matter has been dealt with.
October 2005 Page 70	The Chief Executive Officer be delegated authority to approve applications and to undertake the appropriate actions where provisions of the policy are not adhered to (Charity Bins in Public and Private Places)	New delegation – Charity Bins in Public and Private Places (GS 57/2004)

October 2005 Page 73 and Page 74	That the Council grants delegated authority to the Chief Executive Officer to accept a tender for the supply and installation of four (4) lighting poles (Maida Vale Reserve) – Tender T0427 (later T0501) up to a maximum of \$85,000.	New delegation –Supply and installation of four (4) lighting poles (Maida Vale Reserve) <u>Note-</u> Original tender T0427 recall due to non-compliance – became T0501 (CEOR 9.3.1 – 20/12/04 and 9.4.2 – 21/12/05)
October 2005 Page 75	Authorise the Chief Executive Officer to negotiate any amendments and modify the draft deed where modifications are not considered significant and are in keeping with the interest of the Council's resolution (Legal Agreement – High Wycombe Town Centre Concept.)	New delegation – Legal Action High Wycombe Town Centre Concept (PS 35/2005)

9. **Councillors sought clarification in relation to this item and questioned the inclusion of Council Policies in the documentation provided. The Acting Chief Executive Officer advised that it is a statutory requirement that Council review its delegations at least once a year. An extensive review of Council policies is currently being undertaken.**

COMMITTTEE RECOMMENDATION TO COUNCIL

GS

99/2005

1. That the review of delegations pursuant to Section 5.46 of the Local Government Act 1995, be endorsed.
2. That delegations contained within Part 1 – Delegations from Council to the Chief Executive Officer of the updated Delegations Register (**Attachment 1**) be endorsed.

Moved: (Cr D Sadler)

Seconded: (Cr Taylor)

For the Motion

Cr Bilich
Cr Giardina
Cr Tonkin
Cr Morton
Cr D Sadler
Cr Casey
Cr Cresswell
Cr Winterhalder
Cr Taylor
Cr Blair
Cr N Sadler

Against the Motion

Cr McKechnie

MOTION CARRIED ABSOLUTE MAJORITY

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

**100. Adoption Of Policy - Conferences - Attendance, Representations, Travel And Accommodation Expense And Related Matters.
(Corporate Services)**

Purpose of Report

To adopt a policy that defines the scope, quantum and procedures to be followed in regard to expenses incurred by the attendance of councillors and officers at conferences and training programmes.

Background

10. Staff are currently undertaking a full review of all Council policies. Policies were last reviewed in 2002 and since that time a number of changes have occurred, and are proposed to procedures, processes and legislation.
11. A draft review of existing Council Policies was distributed to members for consideration on 23 September 2005. It is proposed that these policies will be processed through Committee and Council later in this calendar year.

Comments

12. However it is proposed to bring forward certain policies for consideration that should be in place more immediately. It is to be noted that this proposed policy is not included in the Draft Policy Review as distributed as it is considered to be a new rather than an existing policy.
13. Ideally the proposed new Policy (**Attachment 1**) will be in place prior to member and officer attendance at the National General Assembly in November this year.
14. **Council discussed amendments to the policy as presented to Councillors. All Councillors agreed to these changes and voted on the recommendation based on alterations to the policy.**

COMMITTEE RECOMMENDATION TO COUNCIL GS 100/2005

1. That Council adopt the policy relating to Conferences – Attendance, Representation, Travel and Accommodation Expenses and Related Matters as detailed in (**Attachment 1**).

Moved: (Cr McKechnie)

Seconded: (Cr Casey)

CARRIED UNANIMOUSLY

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

101. Kalamunda & Districts Historical Society - Annual Report (RL-01/056) (Community Services)

Purpose of Report

1. To formally acknowledge the Annual Report submitted by the Kalamunda and Districts Historical Society.

Background

2. Each year, the Society makes a brief presentation of its Annual Report to Council and is given an opportunity to address any specific items therein.

Comments

3. A copy of the report is attached (**Attachment 1**).
4. Gate takings at \$25,552 were slightly down on last year's high figure of \$27,325. This reflects a drop in the number of tours and in the number of children coming in with the school groups.
5. Visitors to Stirk Cottage tripled to 373 for the year but visitor numbers to the Village dropped to 5,873 from 6,802 the previous year. Weather played its part during Hands On in October. Only 1,400 children came to it from 1,727 the year before and fewer tours were attracted.
6. The new school holiday programmes are very popular and will replace the Hands On, which put a large strain on our reducing number of Volunteers.
7. **Mr Brian Burgess and Ms Jenny Lewis from the Kalamunda and Districts Historical Society addressed the meeting and gave Council an overview of the report presented. They also thanked Councillors and Council staff for their assistance over the past 12 months.**

COMMITTEE RECOMMENDATION TO COUNCIL GS 101/2005

1. That Council formally acknowledges the Annual Report submitted by the Kalamunda and Districts Historical Society, and thanks them for their continued efforts.

Moved: (Cr Blair)

Seconded: (Cr Taylor)

CARRIED UNANIMIOUSLY

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

102. Hartfield Park Advisory Committee – Nomination for Membership.

(CO-CCS-001) (Community Services)

Refer Item: N/A

Applicant: Shire of Kalamunda

Owner: Shire of Kalamunda

Purpose of Report

1. To accept a nomination for the appointment of a member to the Hartfield Park Advisory Committee.

Background

2. Greg Pickles has nominated to represent Forrestfield Junior Football Club on the Hartfield Park Advisory Committee.
3. Rules and Guidelines for the Hartfield Park Advisory Committee state that "Committee members may be drawn from persons nominated by user groups or from other interested people. 1 person from each group as well as deputies may be appointed on a bi-annual basis unless Council elects to reappoint any or all members for a further term".

Comments

4. Greg Pickles is the President of the Forrestfield Junior Cricket Club and has been involved in junior sport for many years.
5. He has taken on various coaching, assistant coaching and committee roles within the junior cricket club over the past four years and his son and daughter both play at various levels with the club.

COMMITTEE RECOMMENDATION TO COUNCIL GS 102/2005

1. That Council accepts Greg Pickles' nomination for membership on the Hartfield Park Advisory Committee.

Moved: (Cr Morton)

Seconded: (Cr D Sadler)

CARRIED UNANIMIOUSLY ABSOLUTE MAJORITY

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

103. Community Sport And Recreation Facilities Fund (FI-FAG-006) (Community Services)

Purpose of Report

1. To prioritise the applications received for funding through the Department of Sport and Recreation's (DSR) Community Sport and Recreation Facilities Fund (CSRFF).

Background

2. Through the CSRFF, the State Government provides financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation with an emphasis on physical activity, through well-planned facilities.
3. Sporting Groups were invited to submit applications which fit into two categories:
4. Annual Grants: \$2500.00 - \$270,000 for projects requiring less complex planning process. Grants given in this category must be claimed in the next financial year ie. 2006/07

Forward Planning Grants: \$270,000.00 - \$1.8m for more complex projects that require a forward planning period of between one and three years. Grants given in the category will be allocated in the first (2006/07), second (2007/08) or third (2008/09) year of the triennium.
5. The maximum CSRFF grant approved will be no greater than one-third of the total estimated cost of the applicant's project. Furthermore, the WA State Government's contribution must be at least matched by the applicants own cash contribution, with the balance of funds being sourced by the applicant.
6. There is no obligation on the local government authority to make any contribution to a project, although Council may consider contributing up to one third of funding.
7. The current CSRFF funding round was advertised in local papers and news outlets, on the Shire website and letters were distributed to all local clubs.

Comments

8. Three applications were received for this funding round. The Veterans Car Club application does not request a Council contribution to the project.
9. Veterans Car Club of WA: have applied for the construction of a spare parts annexe.
 - i. The Veterans Car Club feel that they need to extend the current spare parts facility to better protect the rare parts they own and to improve the service to their members. The Veterans Car Club lease a portion of land on Hale Rd for the purposes of their car club. The club is dedicated to the restoration and enjoyment of historical vehicles and has branches all around the state. The club is quite strong with 1023 members plus 100's of other people that take advantage of the facilities and services offered. The clubs membership is growing with a number of retirees joining the club. The club conducts a number of events each year and is a strong supporter of charity events.

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- ii. Maintaining a stock of spare parts is important to the running of veteran cars. Many rare parts are donated to the club for restoration and use by club members during their activities. The plan is to extend the current shed to allow for the storage of large amounts of spare parts that are currently stored outside. These parts are deteriorating in the weather and others are overcrowded in the current storage area. The extension will also allow more room for users to move around and service their vehicles.
 - iii. The group are not asking for a Council contribution to the project. The Department of Sport and Recreation recognises the input of voluntary labour during projects.
10. Forrestfield Junior Football Club: have applied for the supply and erection of two lighting towers at Reid Oval in Forrestfield.
- i. The club feels that this project will improve the training facilities for their growing membership. The club has seen a constant improvement in the number of players registered especially in the Auskick and younger age groups. The club currently only caters for juniors and older teams struggle to train on the ground due to the poor lighting available. Lighting is currently provided from three towers located along the northern side of the ground, however this is quite poor and only lights a small section of the ground. Everyone is forced to train on this section of the ground which causes problems for coaches and players.
 - ii. Training currently extends through until 9.00pm due to the lack of space available for all players once it gets dark. The provision of lighting on a larger area of the ground would allow more players to train earlier and would also reduce the wear on the one section of the ground. Older children would also be encouraged to remain with the club if they had more space to conduct longer kicking drills.
 - iii. The project has been designed to allow for the future construction two more light towers which would light the entire oval for training and allow night games to be played in the future. This would also allow for the development of a senior team at the club.
 - iv. The club are seeking a contribution of \$16,038 from the Shire, \$16,039 from the Department of Sport and Recreation and the club will contribute \$16,039 (exclusive of GST).
11. Kalamunda and Districts Basketball Association (KDBA) and Kalamunda Districts Netball Clubs (KDNA): have applied for the upgrade of facilities at Ray Owen Sports Centre in Lesmurdie.
- i. The Ray Owen Sports Centre (ROSC) has been progressively expanded and improved over the past 20 years. The building has had new floors laid, courts extended and other minor improvements including new scoreboards and basketball rings. The plans for these latest improvements have been minuted at the Ray Owen Management Committee meetings in 2004 and 2005. The latest update has been supplied at a meeting on the 3rd February 2005.
 - ii. An architect was appointed by Council in the 2005/06 budget to provide plans (**Attachment 1**) for the improvements proposed in the budget submission. The budget submission highlighted areas that the clubs considered needed improvement including storage, canteen facilities and an adequate run off area. The submission also mentioned the provision of office space above the canteen area and anticipated the cost of the project to be approximately \$400,000.

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- iii. The Netball and Basketball Associations have met with the architect who has prepared the plans for the redevelopment. The improvements can be categorised in to four main components as follows:

- **Pedestrian Movements/Spectators**

The current building has players, spectators, umpires and other users of the stadium moving close to the end of the courts. This creates congestion around courts and does not allow for the smooth movement of people within the centre. Umpires often have to mix with spectators when officiating as there is not enough space at the end of the courts. Balls leaving the courts at high speed also create dangers for pedestrians. Drinks and food are also being carried around courts which causes a hazard when these are accidentally dropped. The provision of a passageway for movement of pedestrians to and from courts will alleviate the safety concerns currently being experienced. Netting between the courts and passageway/canteen area will ensure balls and players do not clash with those spectators moving past the courts.

- **Canteen Facility Upgrade**

The current canteen facilities are antiquated and were not designed for the current level of usage. There is limited bench space for food preparation, very little room for staff to operate within and an inability to serve the large number of players requiring food and drink before, during and after games. Long lines have caused delays for players and spectators and create congestion around the entrance way to the centre. The provision of a small dining area with tables in front of the canteen will allow parents to sit comfortably while watching their children play. This will address a current problem with parents simply dropping their children at the entrance to the centre.

The cost of fitting out the canteen area with tables, chairs and will be met wholly by the clubs from monies put aside over several years in anticipation of this development.

- **Toilet Facilities Upgrade**

Large numbers of people use the centre, especially when competitions or special events are held. The toilet facilities struggle to cope with the number of people using them and the facilities available to disabled athletes are very limited. There is a need for a greater number of toilets to more adequately service patrons of the centre.

- **Storage**

There is currently an identified shortage of storage space within the centre. Large amounts of equipment is stored under the grandstands and in other small rooms. A large storage area will allow everything to be stored together and allow for the future purchase of a mobile grandstand or other large items.

- iv. KDNA and KDBA have been servicing a self supporting loan for the original alterations to the building for the past 20 years (Repayments were \$8016.00 per club per annum) which has been completed in 2005. KDBA have a separate loan for the court 5 and 6 extensions that commenced in April 1998 and will be completed in April 2018. The annual repayment is \$13,346.28.
- v. The Clubs are requesting a self supporting loan for their share of the project costs. The Clubs are seeking \$185,464 as a cash contribution from Council, \$185,464 from the Department of Sport and Recreation and will be contributing

\$185,465 in the form of a Council self supporting loan (including GST) for their share of the costs.

- vi. The proposed extensions have been discussed within the working party but have not been presented formally to the Ray Owen Management Committee which oversees the operation of the ROSC. The plans have also not been presented to the members of each club for comment due to the limited time available between the appointment of the architect and the deadline for CSRFF submissions. There has been limited involvement from Shire staff in regards to the plans that have been proposed and Planning, Finance, Health and Building Maintenance staff have not had sufficient time to properly consider the project.
- vii. The management and financial planning for the project is of concern to staff. The associations are not providing a cash component in the proposal other than by self supporting loan. In the CSRFF submission the Associations state that they are "in a position to support a loan of \$180,000 being a one third share." (CSRFF submission 2005) If a new loan were approved the Associations would be continuing the payments that they have been making for 20 years. However, concerns have also been raised regarding fire regulations and the adequacy of effluent disposal systems which could add extra costs to the project.
- viii. The ROSC extensions are not specifically included in the Ray Owen Reserve Strategic Development Plan endorsed by Council in September 2003. KDBA and KDNA were both included in the consultation for this plan and make no mention of this current proposal in *Appendix 2.2 - Improvements to the Existing Facilities on Reserves*. The plan does however mention in point 2 - *Improvements on the Reserve*, that Council will "Determine a process that will produce a plan for improvements to each facility on the reserve and include stakeholder input in the process." Our soon to be completed Reserve Development Plan, 2005, does not have the ROSC included in the project brief.

12. Table of applicants. The Junior Football Club and Veterans Car Club fall in to the "Annual Grants" category and the Ray Owen upgrade falls in to the "Forward Planning Grant" category. (Excluding GST)

Applicant	Membership Numbers	Project	Applicant Contribution	Requested Council Contribution	CSRFF Grant Application	Total Project Cost
Forrestfield Junior Football Club	210	Supply and erection of new lighting at Reid Oval	\$16,039	\$16,038	\$16,039	\$48,115
Veterans Car Club	1023	Spare Parts Annexe	\$43,190	N/A	\$22,095	\$66,285
Kalamunda Districts Basketball and Netballs Clubs	KDBA:2902 KDNA:1501	Ray Owen Sports Centre extensions	\$185,465	\$185,464	\$185,464	\$556,393

13. In respect to the Council contribution listed above, this is based upon the Clubs intentions and request for Council funding. If the applications are successful in securing CSRFF funding, Council will have the opportunity to consider the level of grant funding, self supporting loan or a combination of both through the normal budgetary processes.

14. The submissions have been ranked in accordance with the criteria used by the Department of Sport and Recreation. The DSR criteria include Project justification, Planned approach, Community Input, Management Planning, Access and opportunity, Design, Financial Viability, Co-ordination and the potential to increase physical activity.
(Attachment 2)

STAFF RECOMMENDATION TO COMMITTEE

1. That the submissions for Department of Sport and Recreation Grant applications be ranked and prioritised as follows:

- i. Forrestfield Junior Football Club
- ii. Veterans Car Club of WA

2. That the above ranking does not commit funding from Council and each proposal will be assessed within the context of overall budget priorities.

3. That the application from Kalamunda and Districts Basketball Association and Kalamunda and Districts Netball Association not be supported until the following issues are addressed:

- Further consultation with Council staff and the Associations regarding the proposed design and construction details.
- Further consultation with Council staff and the Associations regarding the financial planning for the project.
- Further consultation with Council and the Ray Owen Management Committee regarding the future development of the facility.

Cr Winterhalder presented an alternative recommendation to Committee it was indicated these alterations would give the Kalamunda & District Basketball Association and Kalamunda and Districts Netball Association an opportunity to expedite the additions to the premises.

COMMITTEE RECOMMENDATION TO COUNCIL GS 103/2005

1. That the submissions for Department of Sport and Recreation Annual Grant applications be ranked and prioritised as follows:
- i. Forrestfield Junior Football Club
 - ii. Veterans Car Club of WA
2. That the application from Kalamunda and Districts Basketball Association and Kalamunda and Districts Netball Association be supported and given a ranking of Priority One (1) for the Department of Sport and Recreation Forward Planning Grant and that the following issues are addressed prior to submission of the grant application:
- i. Further consultation with Council staff and the Associations regarding the proposed design and construction details.
 - ii. Further consultation with Council staff and the Associations regarding the financial planning for the project.
 - iii. Further consultation with Council and the Ray Owen Management Committee regarding the future development of the facility.

-
3. That the above rankings do not commit funding from Council and each proposal will be assessed within the context of overall budget priorities.

Moved: (Cr Winterhalder)

Seconded: (Cr Bilich)

CARRIED UNANIMIOUSLY

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

104. Supply & Delivery of 12 Inch Wood Chipper (TENDER T0508) (Engineering Services)

Purpose of Report

1. To recommend to Council the purchase of a 12 inch Wood Chipper.

Background

2. The sum of \$59,000 was allocated in the 2005/06 Budget for the purchase of a Wood Chipper.
3. Tender T0508 was advertised for the Supply and Delivery of a 12 inch Wood Chipper, which closed at 4.00pm on Thursday 15 September 2005.
4. There were five (5) complying Tender documents submitted including one (1) alternative Tender. The alternative Tender is for a demonstration model Brush Bandit 1290H.
5. Details of offers received are shown at **(Attachment 1)** The Tender submitted by CSP Industries was incomplete and non-conforming.
4. The lowest priced Tender received was from Vermeer (WA & NT) for a Vermeer BC 1000 XL at \$45 650 (including GST).

Comments

6. The Vermeer Wood Chipper will be suitable for the Shire's purposes.

COMMITTEE RECOMMENDATION TO COUNCIL GS 104/2005

1. That a Vermeer BC 1000 XL Wood Chipper be purchased from Vermeer (WA & NT) for the price of \$45,650 (including GST)

Moved: (Cr D Sadler)

Seconded: (Cr Cresswell)

CARRIED UNANIMOUSLY

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

105. Recreation Reserve Management Plan (YR-02/GEN) (Planning and Development Services)

Owner: Shire of Kalamunda

Purpose of Report

1. To consider the production of a management plan for the Reserve, No 30142 (20), Alpine Road, Kalamunda.

Background

2. The Bushland on Old Yorna Road Reserve consists of areas of high quality Dwellingup Complex vegetation. There are three parcels of land which make up this Reserve, the largest of which adjoins a Conservation and Land Management Reserve. Old Yorna Road Reserve has recently been included in the Darling Range Regional Park, although it is still being managed by the Shire of Kalamunda. **(Attachment 1 – Locality Plan)** The Reserve is also actively managed by the Friends of Yorna Rd Reserve, which were registered 18 months ago. Both the Friends Group and the Shire's Bush Regeneration team have carried out weed control on this reserve over the winter months. The Reserve is part of the catchment of Crumpet Creek, which is currently actively managed by the Friends of Crumpet Creek. Further management considerations supporting preparation of this management plan are to address the impact that weeds present on this reserve are having on two populations of Declared Rare Flora species present on an adjacent reserve.

Comments

3. The Shire has been approached by a 3rd year student from Curtin University to prepare a management plan for a reserve within the Shire. The Yorna Road Reserve was selected by staff after consultation with the environmental officer, due to the amount of readily available data; the association with CALM land and Declared Rare Flora species; the connection with Friends of Crumpet Creek Reserve; and the existing on-going management actions by the Friends of Old Yorna Road Reserve and the Bush Regeneration Team. The student will complete the bulk of the project, as part of his University course requirements under close supervision from Shire environmental staff. It is proposed to send a community survey to local residents to assess the community's attitudes to the reserve and its management. The completed management plan will be presented to Council for endorsement once completed.
4. There will be no cost to Council in completion of this management plan, apart from administrative support, supervision of the student and provision of information regarding the reserve. Outcomes for the Shire from the management plan will be an action plan for the Friends Group and the Shire's Bush Regeneration Team to work from in coming years.

COMMITTEE RECOMMENDATION TO COUNCIL GS 105/2005

1. Council support the preparation of a management plan for Reserve No 30142 (20) Alpine Rd, Kalamunda to be prepared by 3rd Year Curtin University Student.

Moved: (Cr Taylor)

Seconded: (Cr Blair)

CARRIED UNANIMIOUSLY

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

106. Proposed Closure of Pedestrian Access way (PAW) between Lots 518 (31) & 517 (33) Cypress Road, Forrestfield (CY-02/31) (Planning and Development Services)

Applicant: P & D Nazzari

Owner: The Crown

Purpose of Report

1. The Council is to determine whether to support the closure of the pedestrian access way (PAW) between Lots 518(31) and 517(33) Cypress Road, Forrestfield. (**Attachment 1**).

Background

2. A request for consideration of closure has been received in August 2004 from the owners of Lot 518(31) Cypress Road. The owners advise that the PAW is not utilised and is untidy due to weed infestation and litter. They requested the closure and offered to buy the land.

Comments

3. On inspection it was evident that this PAW has not been used for a long time. It leads to the gate into the Perth International Tourist Park. No access is permitted through the gate to the Perth International Tourist Park and the access area has been landscaped. The PAW is overgrown with bushes and weeds.
4. The matter of closure and amalgamation was referred to the Perth International Tourist Park and the owner of the Lot 517(33) Cypress Road for comment. No objections were received.
5. Western Power has underground cables located in the PAW. The owners of 31 Cypress Road who adjoin the PAW have confirmed their commitment to buy the land, after being informed of the cost of modifying the services as well as of a need for an easement over the whole of the length and width of the PAW in favour of Western Power.
6. It is recommended that the Council support the closure of this PAW on the basis of PAW not having any present or future conceivable connectivity use. Additionally, the PAW is overgrown and untidy and allowing its sale would benefit the overall appearance of the area.

COMMITTEE RECOMMENDATION TO COUNCIL GS 106/2005

1. That the Council support the closure of Pedestrian Access Way between Lot 518(31) and Lot 517(33) Cypress Road, Forrestfield on the basis of:
 - The Pedestrian Access Way not having any present or conceivable future connectivity use
2. That the Department for Planning and Infrastructure is requested to support closure and the sale, amalgamation of the Pedestrian Access Way to the adjoining landowners.

Moved: (Cr Morton)

Seconded: (Cr D Sadler)

CARRIED UNANIMOUSLY

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

107. Closure Of Pedestrian Access Way (PAW) between Teal Court and Norling Road, High Wycombe (NR-03/GEN) (Planning and Development Services)

Refer Item: N/A

Applicant: Barry Street

Owner: Crown

Purpose of Report

1. Council is to determine whether to support the closure of the Pedestrian Access Way (PAW) between Teal Court and Norling Road, High Wycombe. **(Attachment 1)**.

Background

2. A request for closure was received in April 2004 from a land owner in Teal Court. Residents of Teal Court have been experiencing problems with anti-social behaviour in the PAW.

Comments

3. The subject PAW connects the residential area with Scott Reserve and further with Edney Primary School. If this PAW is to be closed the maximum additional travel for pedestrians would be 200m or 3 minutes depending on the origin. The closure would divert pedestrian/cycle traffic to Kiandra Way and Wycombe Road. Both Kiandra Way and Wycombe Road have foot paths, are level gradient with good surveillance and low traffic volumes.
4. Adjoining owners have expressed a willingness to purchase the PAW land and contribute to any costs applicable. The proposal has been advertised for public comment. Eighteen submissions were received, being 5 objections and 13 non-objections. **(Attachment 2)**
5. The main issues raised regarding objection to closure were:
 - PAW is used for daily walks
 - Children use the PAW to access Scott Reserve and Recreation Centre
 - Children use the PAW to access Edney Primary and High Wycombe Primary schools
 - It feels safe to walk at night knowing there is a short way back home
 - The closure would see only two residents gaining extra land
 - The closure would increase anti-social behaviour
6. Main issues raised from people who want the PAW closed were:
 - There is drinking and abusive language in the PAW in early hours of the morning.
 - Problems with broken glass and rubbish thrown on the front lawn.
 - Do not feel safe living near the PAW.
 - Teal Court will be a safe cul-de-sac if the PAW closes.
 - Closure might help police to control antisocial behaviour.

-
7. Although the PAW provides direct route to a community facility, there is an alternative route that is safe, with good surveillance and fairly low traffic. It is considered that walking times would not be significantly increased should the PAW be closed. The Disability Services Commission and Department of Education and Training had no objections to the proposed closure.
 8. The Shire has a drainage line in the PAW. It would require an easement over the land and there should be no fence line over the pipe. For that reason only one owner on each side of the PAW can purchase the land. There are no other services in the PAW.
 9. It is recommended that the Council support the closure on the basis of anti-social behaviour issues experienced by the residents adjoining the PAW and residents of Teal Court as well as perceived low impact of the closure on the community.
 10. **Mrs Daws of High Wycombe addressed the Council against the closure of the Public Access Way.**
 11. **Mr Ross Fitzgerald and Mr Barry Street both of High Wycombe addressed the Council and supported the closure of the Public Access Way.**

COMMITTEE RECOMMENDATION TO COUNCIL GS 107/2005

1. That the Council support the closure of Pedestrian Access Way between Teal Court and Norling Road in High Wycombe on the basis of:
 - Vandalism and security issues experienced by surrounding residents
 - Existence of alternative routes to the community facilities
 - Low community impact of the closure.
2. That the Department for Planning Infrastructure is requested to support the closure, sale and amalgamation of the above Pedestrian Access Way.

Moved: (Cr Casey)

Seconded: (Cr Cresswell)

CARRIED UNANIMIOUSLY

10.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

10.1 Nil

11.0 QUESTIONS BY MEMBERS WITHOUT NOTICE

11.1 Road Side Collection (Cr McKechnie)

Q. When there is an illness with one of the collection contractors can we ensure there is a safe guard to guarantee that sufficient notice is give to allow ratepayers to place their rubbish on the kerb?

A. Action has been taken to ensure this situation does not occur in the future.

11.2 Road Side Collection (Cr Taylor)

Q. Is it possible to give Lesmurdie residents extra time to place refuse out as currently one of their weekends fall on the Fathers Day weekend every year?

A. The question is taken on notice.

11.3 Executive Officer Leave (Cr Bilich)

Q. Is it appropriate for Executive Officers to give Councillors reasonable notice of leave?

A. We will put something in process so that all the Councillors are informed on who is going on leave and who takes their place in plenty of time.

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 8:10pm.

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

Signed Chairman

Dated thisday of2005

