



## SHIRE OF KALAMUNDA

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# Minutes of Ordinary Meeting of Council Held in the Council Chambers 2 Railway Road, Kalamunda Monday 16 May 2011

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## 1.0 OFFICIAL OPENING

- 1.1 The Deputy Shire President opened the meeting at 6.30pm and welcomed Councillors, Staff and Members of the Public Gallery.

## 2.0 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

### 2.1 Attendance

#### **Councillors**

Allan Morton	(DEPUTY SHIRE PRESIDENT) (CHAIRMAN) SOUTH WEST WARD
Sue Bilich	NORTH WARD
Margaret Thomas	NORTH WARD
Noreen Townsend	SOUTH WEST WARD
Geoff Stallard	SOUTH EAST WARD
Frank Lindsey	SOUTH EAST WARD
Carol Everett	SOUTH EAST WARD
Justin Whitten	NORTH WEST WARD
Martyn Cresswell	NORTH WEST WARD
Dylan O'Connor	NORTH WEST WARD

#### **Members of Staff**

James Trail	CHIEF EXECUTIVE OFFICER
Steve Leeson	A/DIRECTOR OF CORPORATE SERVICES
Kevin O'Connor	DIRECTOR OF COMMUNITY DEVELOPMENT
Clayton Higham	DIRECTOR OF PLANNING & DEVELOPMENT SERVICES
Mahesh Singh	DIRECTOR OF ENGINEERING SERVICES
Darrell Forrest	MANAGER GOVERNANCE
Peter Hayes	MANAGER BUSINESS & STRATEGY
Simon Miller	MANAGER OPERATIONS
Janine Morton	GUEST
Donna McPherson	MINUTE SECRETARY

**Members of Public** 3

**Members of Press** 1

### 2.2 Apologies

Nil.

- 2.3 Leave of Absence Previously Approved  
Donald McKechnie (SHIRE PRESIDENT) NORTH WARD  
Maureen Robinson SOUTH WEST WARD

### 3.0 PUBLIC QUESTION TIME

A period of not less than 15 minutes is provided to allow questions from the Public Gallery on matters relating to the functions of this meeting.

#### 3.1 Julie Oliver – Treasurer, Kalamunda Toy Library

Q. Has Lot (57) 33 Canning Road, Kalamunda owned by the Shire of Kalamunda had a change of use under the Local Planning Scheme # 3, and if so what has it been changed to? Was there an advertised requirement to the change of use? and when was it completed?

A. Taken on Notice.

### 4.0 PETITIONS/DEPUTATIONS

4.1 Nil.

### 5.0 APPLICATIONS FOR LEAVE OF ABSENCE

#### 5.1 Application for leave of Absence – Cr Noreen Townsend

RESOLVED OCM 64/2011

That Cr Noreen Townsend be granted leave of absence a period from 21 June 2011 to 17 July 2011. This leave period will include the Planning Services Committee on 4 July and General Services Committee 11 July 2011.

Moved: **Cr Carol Everett**

Seconded: **Cr Frank Lindsey**

Vote: **CARRIED UNANIMOUSLY (10/0)**

### 6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

#### 6.1 **Confirmation of Ordinary Council Meeting Minutes 18 April 2011**

RESOLVED OCM 65/2011

1. That the Minutes of the Ordinary Council Meeting of the Shire of Kalamunda held in the Council Chambers, 2 Railway Road, Kalamunda on 18 April 2011 are confirmed as a true and correct record of the proceedings after the following corrections are included:

- Item 10.3.1 - Lot 16 (8) Stirk Street, Kalamunda - Local Planning Scheme No. 3 Amendment – Additional Use (Office) – The Recommendation was voted upon at which time the Chairman indicated that Cr Cresswell voted both for and

against this recommendation. Cr Cresswell's intention was to vote for the recommendation. This recommendation was lost with a vote of (4/7) now being recorded.

- Item 10.3.3 - Chief Executive Officer – Leave and Appointment of Acting Chief Executive Officer – Point 2 of the Recommendation incorrectly referred to “the Director of Planner Services, Mr Clayton Higham” this should read “the Director of Planning and Development Services, Mr Clayton Higham”.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Noreen Townsend**

Vote: **CARRIED UNANIMOUSLY (10/0)**

## **7.0 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

7.1 Nil.

## **8.0 MATTERS FOR WHICH MEETING MAY BE CLOSED**

8.1 10.3.1 Kalamunda Water Park Refurbishment

Attachment 1 Detailed Revised Cost Estimates  
(Confidential)

Reason for Confidentiality

Section 5.23 (iii) *Local Government Act 1995*. “A matter which if disclosed would reveal information about the business, professional, commercial or financial affairs of a person.”

## **9.0 DISCLOSURE OF INTERESTS**

9.1 Disclosure of Financial and Proximity Interests

- Members must disclose the nature of their interest in matters to be discussed at the meeting. (*Local Government Act 1995* Sections 5.60B and 5.65).
- Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (*Local Government Act 1995* Sections 5.70 and 5.71)

Nil.

9.2 Disclosure of Interest Affecting Impartiality

- 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.

Nil.

## **10.0 REPORTS TO COUNCIL**

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

### **10.1 Planning Services Committee Report**

#### **10.1.1 Adoption of Body of Planning Services Report**

##### RESOLVED OCM 66/2011

1. That the Recommendations contained in the Planning Services Committee Report of 2 May 2011 be adopted.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

#### **10.1.2 PS14 Development Assessment Panel - Member Nominations**

##### EN BLOC RESOLUTION OCM 66/2011

That Council:

1. Nominates the following members and alternate members for the Development Assessment Panel representing the Metro East Region, and forwards the nominations to the Minister for Planning for consideration:

Members

1. Councillor: Cr Donald McKechnie
2. Councillor: Cr Martyn Cresswell

Alternate Members:

1. Councillor: Cr Margaret Thomas
2. Councillor: Cr Allan Morton

Moved: **Cr Margaret Thomas**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.1.3 **PS15 Lots 527 (71) and 528 (85) Berkshire Road, Forrestfield – Detailed Area Plan**

EN BLOC RESOLUTION OCM 66/2011

That Council:

1. Adopts the Detailed Area Plan for Lots 527 (71) and 528 (85) Berkshire Road Forrestfield, subject to an amended plan being submitted, which deletes the reference to Minimum Open Space and includes the following notes:
  - a. "None of the setbacks stipulated in this Detailed Area Plan can be averaged".
  - b. "The visual privacy provisions of the Residential Design Codes are to be complied with."
  - c. "Garages to be setback from the laneway in accordance with the secondary street provisions of the Residential Design Codes."
2. Forwards the Detailed Area Plan to the WA Planning Commission for its information.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.1.4 **PS16 Lot 9100 (386) Hale Road, Wattle Grove – Detailed Area Plan**

EN BLOC RESOLUTION OCM 66/2011

That Council:

1. Adopts the Detailed Area Plan for Lot 9100 (386) Hale Road, Wattle Grove subject to an amended plan being submitted which deletes the reference to Minimum Open Space and for clarification adds the following note: "None of the setbacks stipulated in this Detailed Area Plan can be averaged."
2. Forwards the Detailed Area Plan to the WA Planning Commission for its information.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.1. **PS17 Recommendations from the Community Sustainability Advisory**

**5 Committee (CSAC) Meetings****EN BLOC RESOLUTION OCM 66/2011**

1. That the Minutes be received and noted.

That:

- a. Future CSAC meetings are held quarterly and the subsequent minutes and recommendations be reported to Council during the following three month period.
- b. An item be prepared for CSAC on Water Sensitive Urban Design Practises currently being undertaken by the Shire for their information.
- c. Consideration is given in the 2011/2012 budget preparation process in terms of resourcing and cost benefit regarding free green waste dumping and review of current green waste practises.
- d. That Shire Environmental Staff review the significance of the Conservation Strategy with a view to determining whether appropriate resourcing and funding be sought to enable the review and or coordination to be undertaken by Shire staff.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

**10.2 General Services Committee Report****Withdrawn Items from General Services Report**

Item GS65 withdrawn as additional information to be provided to Councillors.  
Item 11.1 withdrawn as additional information to be provided to Councillors.  
Item GS70 withdrawn as absolute majority required.

**10.2.1 Adoption of Body of General Services Report****RESOLVED OCM 67/2011**

That the recommendations contained in the General Services Committee Report of the 9 May 2011, except withdrawn item GS65, 11.1 and GS70, be adopted.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.2 **GS61 Creditors' Accounts Paid During the Period 30 March to 20 April 2011**

EN BLOC RESOLUTION OCM 67/2011

1. That the list of creditors paid during the period 30 March to 20 April 2011 (Attachment 1) be received by Council in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996 (Regulation 12)*.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.3 **GS62 Monthly Financial Statements for the Period ending 30 April 2011**

EN BLOC RESOLUTION OCM 67/2011

1. That the monthly financial statements which comprise the Statement of Financial Position, Statement of Comprehensive Income by Nature and Type, Statement of Comprehensive Income by Program, Rate Setting Statement, Cash Flow Statement, Notes to and Forming Part of the Financial Report and Operating Budget Variance Analysis for the period ending 30 April 2011 (Attachment 1) be received.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.4 **GS63 Debtors and Creditors Reports for the Period ending 30 April 2011**

EN BLOC RESOLUTION OCM 67/2011

1. That the outstanding debtors (Attachment 1) and creditors (Attachment 2) report as at 30 April 2011 be received.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.5 **GS64 Rates Debtors Report for the Period ending 30 April 2011**EN BLOC RESOLUTION OCM 67/2011

1. That the rates debtors report as at 30 April 2011 (Attachment 1) be received.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.6 **GS66 Proposed Budget Amendment – Kalamunda Home and Community Care**EN BLOC RESOLUTION OCM 67/2011

1. That Council approve the amendment of the Shire of Kalamunda 2010/2011 Budget to 385729 to bring the budget into line with the Business Recovery Plan for Kalamunda Home and Community Care as follows:

		<b>Revised Budget as at 31 March 2011</b>	<b>Proposed Amended Budget</b>
385729.	Programmes		
1221	Centre Based Day Care - Employee Costs	1,033,497	<b>737,786</b>
1221	Centre Based Day Care - Material Costs	35,875	<b>35,875</b>
1221	Centre Based Day Care - HACC Depn	10,976	<b>10,976</b>
1221	Centre Based Day Care - HACC Depn		
1222	In Home Social Support - Employee Costs	221,470	<b>192,821</b>
1222	In Home Social Support - Materials	67,179	<b>67,179</b>
1224	Respite Care (for Carers) - Employee Costs	60,693	<b>60,693</b>
1224	Respite Care (for Carers) - Materials	17,030	<b>17,030</b>
1224	Respite Care (for Carers) - HACC Depn	998	<b>998</b>
1225	Assessment (eligibility, needs, etc) - Employee Costs	68,786	<b>52,430</b>
1225	Assessment (eligibility, needs, etc) - Materials	36,240	<b>36,240</b>
1225	Assessment (eligibility, needs, etc) - HACC Depn	1,330	<b>1,330</b>

1226	Client Care Coordination (Referral) - Materails		
1226	Client Care Coordination (Referral) - HACC Depn		
1227	Counselling, Support, Information & Advocacy - Employee Costs	78,898	<b>78,898</b>
1227	Counselling, Support, Information & Advocacy - Materials	3,295	<b>3,295</b>
1227	Counselling, Support, Information & Advocacy - HACC Depn	1,330	<b>1,330</b>
1229	Transport - Employee Costs	198,695	<b>112,125</b>
1229	Transport - Material Costs	73,004	<b>73,004</b>
1229	Transport - HACC Depn	4,324	<b>4,324</b>
1229	Transport - HACC Depn	34,630	<b>34,630</b>
1230	Home Maintenance - Employee Costs	225,000	<b>319,894</b>
1230	Home Maintenance - Material Costs	17,700	<b>17,700</b>
1230	Home Maintenance - HACC Depn	3,326	<b>3,326</b>
1231	Domestic Assistance - Employee Costs	260,000	<b>454,686</b>
1231	Domestic Assistance - Material Costs	38,670	<b>38,670</b>
1231	Domestic Assistance - HACC Depn	3,991	<b>3,991</b>
1232	Personal Care - Employee Costs	95,000	<b>119,530</b>
1232	Personal Care - Material Costs	20,606	<b>20,606</b>
1232	Personal Care - HACC Depn	1,663	<b>1,663</b>
1233	Transport - Employee Costs	85,000	<b>198,177</b>
1233	Transport - CBDC Material Costs	22,052	<b>22,052</b>
1233	Transport - CBDC Depn	1,330	<b>1,330</b>
	<b>Total Programmes</b>	<b>2,722,589</b>	<b>2,722,589</b>

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.7 **GS67 Proposed Community Funding Policy – Proposed Adoption Following Public Comment Period**

EN BLOC RESOLUTION OCM 67/2011

1. Revokes the Donations, Grants and Contributions Policy (COMR18) (Attachment 3); and
2. Adopts the Proposed Community Funding Policy (COMR20) (Attachment 1).

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.8 **GS68 Proposed Changes to Restricted Burning Times**

EN BLOC RESOLUTION OCM 67/2011

1. That Council agrees to permanently change the restricted burning times to 1 October to 30 November and 1 April to 30 May.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.9 **GS69 Application to Keep More Than Two Dogs – 10 Summerfield Place Gooseberry Hill**

EN BLOC RESOLUTION OCM 67/2011

1. That Council, pursuant to Clause 3.2 of the Shire of Kalamunda Dogs Local Law 2010 made under Section 26(3) of the *Dog Act 1976*, grant an exemption to the applicant of 10 Summerfield Place, Gooseberry Hill to keep three dogs on this property.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.10 **GS71 Kalamunda Home and Community Care – March (2011) Quarter Review**

EN BLOC RESOLUTION OCM 67/2011

1. That the Kalamunda Home and Community Care Services Quarterly Review be received by Council.
2. Pursuant to section 6.8(1)(b) of the *Local Government Act 1995* amend the 2010/2011 Kalamunda Home and Community Care Services Budget to incorporate the new Community Aged Care Packages (CACP) as follows:

CACP Account Number 388,

Income \$34,300

Expenditure \$34,300

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.11 **GS72 Tender for the Supply and Laying of Asphalt and Profiling of Road Surfaces (T1103)**

EN BLOC RESOLUTION OCM 67/2011

1. That the Contract for the Supply and Laying of Asphalt and Profiling of Road Surfaces, be awarded to Fulton Hogan Industries Pty Ltd, based upon their Tendered price shown at (Attachment 1) for a period of three years with an option to extend a further two 12 month periods.
2. That the Contract for Asphalt Profiling of Road Surfaces be awarded to West Coast Profiling, based upon their Tendered price, shown at (Attachment 2) and (Attachment 3) for a period of three years with an option to extend a further two 12 month periods.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.12 **GS73 Tender for the Provision of Extruded Concrete Kerbing (T1108)**

EN BLOC RESOLUTION OCM 67/2011

1. That the Contract for the Provision of Extruded Concrete Kerbing, for a period of three years with an option to extend a further two 12 month periods, be awarded to the following panel of Contractors, at their Tendered prices provided in (Attachment 1):
  - a. Rylan Pty Ltd
  - b. Sanpoint Pty Ltd Trading as WA Kerbing

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.13 **GS74 Cell 9 Wattle Grove – Review of Cell Infrastructure Contributions**

EN BLOC RESOLUTION OCM 67/2011

1. That the revised Cell 9 Infrastructure Contribution rate of \$26,450 plus GST, per potential dwelling unit, be adopted, commencing 1 June 2011.
2. That the purchase of Lot 35 (348) Hale Road be negotiated for the Scheme Public Open Space.
3. That the review of Cell 9 Infrastructure Contributions, be carried out at least annually, in accordance with the provisions contained in the Local Planning Scheme No.3.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.14 **GS75 Review of Waste Management Practices**

EN BLOC RESOLUTION OCM 67/2011

1. That Council exercises its option to extend the existing Bulk Verge Collection Contract for a 1 year period, until June 2012.
2. Undertake the Bulk Verge Collection in-house, effective from July 2012.
3. Include \$1,150,000 in the 2011/2012 budget for the purpose of purchasing the required plant assets, in preparation for a July 2012 commencement, to be funded via a loan and repaid through existing operating expenses.
4. That a trial of various brands of compost bins be undertaken prior to any bulk purchase, to ensure that the selected unit is suitable.
5. That \$200,000 is included in the 2011/2012 budget for the purpose of purchasing a maximum of 1,000 domestic compost bins, to be offered for resale to residents at the rate of 50% of the purchase price.
6. That Council undertake the staffing of the Lawnbrook Transfer Station through its own resources, and utilise the increased control to collect data in order to undertake a further review into the efficiencies of the service.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.15 **GS76 Contract for the Provision of Blue and White Collar Contract Labour T1018**

EN BLOC RESOLUTION OCM 67/2011

That Council award Tenders to the following contractors for the provision of contract labour:

1. Blue Collar Contract Labour:
  1. Flexi Staff – with a mark-up of 36.50%.
  2. LO-GO Appointments – with a mark-up of 36.65%.
  3. Staff Link Pty Ltd – with a mark-up of 42%.
  4. DFP Recruitment Services – with a mark-up of 38.5%.
2. White Collar Contract Labour:
  1. LO-GO Appointments – with a mark-up of 36.65%.
  2. Staff Link Pty Ltd – with a mark-up of 49%.
  3. DFP Recruitment Services – with a mark-up of 36%.
  4. Placer Management Group – with a mark-up of 40%.

For a period of 1/1/2011 – 31/12/2013 with a further option for a 12 month extension.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.17 **GS77 Quarterly Progress Report for January – March 2011**

EN BLOC RESOLUTION OCM 67/2011

1. That the Quarterly Progress Report for January – March 2011 be received.

Moved: **Cr Martyn Cresswell**

Seconded: **Cr Geoff Stallard**

Vote: **CARRIED UNANIMOUSLY (10/0)**

10.2.6 **GS65 Budget 2011/2012 – Differential Rates**COMMITTEE RECOMMENDATION TO COUNCIL (GS 65/2011)

1. That Council note The Shire of Kalamunda will be subject to a Gross Rental Value (GRV) revaluation by the Valuer General of WA effective 30 June 2011.
2. That in line with the existing Five Year Financial Plan and the GRV revaluation a Rate increase of 7% (net) is to be advertised in accordance with Section 6.36 of *the Local Government Act 1995* for the 2011/2012 Budget.
3. That the rate in the dollar and minimum rates advertised in the public notice for the rating category of Commercial shall be 5% higher than that for General rates.
4. That the rate in the dollar and minimum rates advertised in the public notice for the rating category of General Industry and Light Industry shall be 12% higher than that for General rates.

Moved:

Seconded:

Vote: **LAPSED**

The Committee Recommendation to Council lapsed as it did not receive a mover or seconder. Cr Lindsey moved a motion which gave further clarification of Councils intention in relation to levying rates given there is a revaluation of all Gross Rental Value (GRV) properties by the Valuer General of WA. This motion received a seconder and was put to a vote.

RESOLVED OCM 68/2011

1. That Council note The Shire of Kalamunda will be subject to a Gross Rental Value (GRV) revaluation by the Valuer General of WA effective 30 June 2011.
2. That in line with the existing Five Year Financial Plan and the GRV revaluation a Rate increase of 7% (net yield) is to be advertised in accordance with Section 6.36 of *the Local Government Act 1995* for the 2011/2012 Budget.
3. That the rate in the dollar and minimum rates advertised in the public notice for the rating category of Commercial shall be 5% higher than that for General rates.

4. That the rate in the dollar and minimum rates advertised in the public notice for the rating category of General Industry and Light Industry shall be 12% higher than that for General rates.

Moved: **Cr Frank Lindsey**

Seconded: **Cr Martyn Cresswell**

Vote: **CARRIED UNANIMOUSLY (10/0)**

- 10.2.18 **11.1** (Motion of Which Previous Notice is Given)  
**Opportunities Reserve No. R17098** (Cr Frank Lindsey)

RESOLVED OCM 69/2011

That the Council, for the benefit of the local and wider community, request the CEO

Investigate and report on the opportunities to develop the section of Reserve number R17098 located on the south east corner of Tonkin Highway and Hale Road, Wattle Grove, for a number of possible development initiatives on a portion of the reserve including, but not limited to:

- An integrated community and aged care facility.
- Low density residential development which would incorporate best practices in relation to urban design, energy efficiency, waste water disposal and treatment.
- Recreational public open space, similar to Fleming Reserve.
- Rehabilitation and upgrade of the areas of significant bushland within the reserve.

Moved: **Cr Frank Lindsey**

Seconded: **Cr Margaret Thomas**

Vote: **CARRIED UNANIMOUSLY (10/0)**

- 10.2.19 **GS70 Review of Shire of Kalamunda Management Committees**

COMMITTEE RECOMMENDATION TO COUNCIL (GS 70/2011)

That Council

1. Adopts the following name changes to three Shire Committees with each Committee to adopt the Terms of Reference as per (Attachment 1):

Existing Committee	Proposed New Name	Meeting Frequency
Jack Healey Centre Management Committee	Jack Healey Centre Advisory Committee	Change from six times to four times per year

Scott Reserve Management Committee	The Scott Reserve Advisory Committee	Change from six times to four times per year
Falls Farm Management Committee	Falls Farm Advisory Committee	Change from three times to two times per year
2. Changes the frequency of meetings of the Ray Owen Sports Centre Management Committee from six per year to four times per year.		

Moved:

Seconded:

Vote: **LAPSED**

The Committee Recommendation to Council lapsed as it did not receive a mover or seconder. Cr Geoff Stallard presented a motion which included an additional point 3. This motion received a seconder and was put to a vote.

RESOLVED OCM 70/2011

That Council

- Adopts the following name changes to three Shire Committees with each Committee to adopt the Terms of Reference as per (Attachment 1):

Existing Committee	Proposed New Name	Meeting Frequency
Jack Healey Centre Management Committee	Jack Healey Centre Advisory Committee	Change from six times to four times per year
Scott Reserve Management Committee	The Scott Reserve Advisory Committee	Change from six times to four times per year
Falls Farm Management Committee	Falls Farm Advisory Committee	Change from three times to two times per year

- Changes the frequency of meetings of the Ray Owen Sports Centre Management Committee from six per year to four times per year.
- Advises the Ray Owen Sports Centre Management Committee that their Terms of Reference remain unchanged.

Moved: **Cr Geoff Stallard**

Seconded: **Cr Carol Everett**

Vote: **CARRIED UNANIMOUSLY /ABSOLUTE MAJORITY  
(10/0)**

### 10.3 Chief Executive Officers' Report

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

#### 10.3.1 Occupational Health and Safety Policy

Previous Items	N/A
Responsible Officer	Chief Executive Officer
Service Area	CEO's Office
File Reference	HU-OHS-021
Applicant	Shire of Kalamunda
Owner	N/A
Attachment 1	Occupational Health & Safety Policy
Attachment 2	Revised Occupational Safety & Health Policy

#### PURPOSE

1. For Council to consider and adopt the revised Occupational Safety and Health Policy.

#### BACKGROUND

2. The *Occupational Safety and Health Act 1984* requires businesses to have a suitable workplace safety and health management system. This would include a relevant Occupational Health and Safety Policy which sets out objectives and is sufficiently comprehensive to meet the organisation objectives.

An audit of the Shire of Kalamunda's safety management system, conducted by the Local Government Insurance Service, on 2<sup>nd</sup> December 2010 identified several areas for improvement across the safety management system, to include changes to the existing health and safety policy. The revised Occupational Safety and Health policy has been developed to incorporate the recommendations, a copy of the current policy is shown in attachment one.

#### DETAILS

3. The recently revised, Shire of Kalamunda's Occupational Safety and Health policy is a public statement expressing the Chief Executive Officer's (CEO's) commitment to meeting the Shire of Kalamunda's Occupational Safety and Health (OSH) responsibilities. The policy makes clear that there is unequivocal management commitment to workplace safety and that OSH is an integral consideration in all of the organisation's operations.
4. WHASR considered the revised policy in April 2011 and resolved to endorse the Occupational Safety and Health Policy as shown in Attachment two.

**STATUTORY AND LEGAL IMPLICATIONS**

5. *Occupational Safety & Health Act 1984*

**POLICY IMPLICATIONS**

6. Revision of existing policy.

**PUBLIC CONSULTATION/COMMUNICATION**

7. Whilst no public consultation was required, there was consultation with the Shire's WHASR committee.

**FINANCIAL IMPLICATIONS**

8. Nil

**STRATEGIC AND SUSTAINABILITY IMPLICATIONS****Strategic Planning Implications**

9. Nil

**Sustainability Implications**Social implications

10. Nil

Economic Implications

11. Nil

Environmental Implications

12. Nil

**OFFICER COMMENT**

13. The written safety and health policy will help towards promoting an effective OSH program and will provide the framework for an effective safety management system. The policy can be seen as a plan of action that has been deliberately chosen and shall guide and/or influence future decisions. By stating principles and rules, the Occupational Safety and Health Policy assists with the formulation of actions and is indicative of the degree of the Shire of Kalamunda's commitment to safety and health.
14. It is recommend that Council adopt the revised policy.

RESOLVED OCM 71/2011

1. That Council adopt the revised Occupational Health and Safety Policy as shown in attachment two.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Carol Everett**

Vote: **CARRIED UNANIMOUSLY (10/0)**

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

### 10.3.2 Kalamunda Water Park Refurbishment

Previous Items	OCM 60/2010 and OCM 13/2011
Responsible Officer	Director Engineering Services
Service Area	Engineering Services
File Reference	CL_11/038
Applicant	N/A
Owner	N/A

Attachment 1 (Confidential)	Detailed Revised Cost Estimates
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*Reason for Confidentiality*

Section 5.23 (iii) *Local Government Act 1995*. "A matter which if disclosed would reveal information about the business, professional, commercial or financial affairs of a person."

Attachment 2	Filter and Water Treatment - Contract Phase Review
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#### PURPOSE

1. To consider funding for current and future works at the Kalamunda Water Park.

#### BACKGROUND

2. Reference is made to Agenda Item OCM 13/2011 (GS 17/2011) of the 14 February 2011 Ordinary Council Meeting, where the following was resolved:

*That Council*

1. *Notes the condition of Kalamunda Water Park and status of the current project.*
2. *Authorises additional works required to commission the slides and spa at an estimated additional cost of \$1.51 million expended over two years (2010/11 and 2011/12).*
3. *Considers the programming of additional works estimated at \$3.5 million, in future budgets between 2012/13 and 2015/16 financial years.*
4. *Requests the funding of \$1.5 million be through the Shire Land and Property Reserve Account and / or sale of property identified in the Land Assessment Report.*

3. It has previously been reported that \$3.44 million will need to be programmed within the following one to five years, to replace tube slides, the speed slide, upgrade and replace various buildings, landscaping and other miscellaneous works. Whilst this will not provide a new facility, the works will bring the facility to a desired standard.
4. It was also reported that an option exists, to decommission the slides and spa, which will save significant expenditure in the order of \$924,000 and \$1,461,000 respectively. However, it will reduce the patronage of the facility, which will result in reduced revenue and potentially make the facility not viable. According to the initial proposed operating budget, submitted by the YMCA, 70% of the total income, approximately \$403,000 is generated by the waterslides.

### **DETAILS**

5. The original estimates, reported to Council, were based upon the information available at the time and prior to engaging respective consultants to carry out design of various hydraulic, mechanical and structural systems. The detailed design of these systems identified potential further issues, hence additional costs. It was expected that contingency provisions in the estimates should cover such additional costs.
6. It has previously been reported that the pool facility was poorly maintained by past lessees and structural inspections were not done. Council was also advised that the hydraulic and water quality systems on site are in poor condition affecting the ability to maintain water quality to health regulations.
7. Tenders have now been called for the Design, Supply and Installation of two waterslides for the Kalamunda Water Park which are far greater in cost, being \$595,000, than had previously been budgeted at \$200,000. The cost to replace the speed slide is \$340,000 plus \$8,500 if funded over two years.
8. The cost of these works along with other associated works is detailed in the Financial Implications section of this report and is detailed in (Confidential Attachment 1).

### **STATUTORY AND LEGAL IMPLICATIONS**

9. The filtration system and water quality is required to comply with the *Health Act* and associated regulations.
10. The facility also needs to comply with building regulations and disability access regulations.

### **POLICY IMPLICATIONS**

11. Nil.

**PUBLIC CONSULTATION/COMMUNICATION**

12. No public consultation has been carried out. However, a press release was placed in the media, advising closure of the pool for the current summer season. Appropriate information signage was also placed at the facility.
13. There have been a number of letters and press articles expressing concerns over the closure of the facility. A member of the public also asked questions, at the December 2010 Ordinary Council Meeting, in respect to expenditure on the pool and the closure of the facility.

**FINANCIAL IMPLICATIONS**

14. An amount of \$501,575 is available in 2010/11 with an additional amount of \$1,510,000 authorised to be funded in 2010/11 and 2011/12. The Council requested \$1.5 million be obtained from the Shire Land and Property Reserve Account and/or the sale of property identified in the Land Assessment Report
15. The revised estimated cost of works required at the facility, including additional work identified by the YMCA is as follows:

<b>Additional Works</b>	<b>Work required to open the facility with waterslides</b>	<b>To be programmed in future years</b>
Main Pool and Junior Pools	374,000	0
Main Plant Room	240,000	88,000
Slides Plant Room	1,025,000	0
Slides	855,000	1,711,000
Spa	25,000	450,000
Other Misc. works	24,000	520,000
Electrical Works	160,000	150,000
Ancillary Works	100,000	1,050,000
Contingency	140,000	794,000
<b>Total</b>	<b>2,943,000</b>	<b>4,763,000</b>

A detailed report is included (Confidential Attachment 1).

## STRATEGIC AND SUSTAINABILITY IMPLICATIONS

### Strategic Planning Implications

#### 16. Outcome: 2.1

Improve asset management to meet the community needs today and into the future.

### Sustainability Implications

#### Social implications

17. The facility is very popular amongst the local community and used by many public schools for swimming carnivals.

#### Economic Implications

18. This facility is one of the attractions which promotes tourism in the area.

#### Environmental Implications

19. As an existing facility, there is no impact on the environment.

### OFFICER COMMENT

20. The revised estimates are based on the recently received tendered prices for the quad slide and speed slide, along with a consultants' estimate following the completion of the concept hydraulic design based on current requirements of the Department of Health. These estimates are expected to be within +/- 10% and should be within the contingency provided in the revised estimates.
21. Subsequently, the project cost has now increased to approximately \$2.94 million, needing an additional \$1,068,000 over and above previously approved sums.
22. Staff have continued works on the basis of the previously approved programme, and are endeavouring to commission the pool and slides for the upcoming summer season. However, Council may wish to consider the following project variations as options to move forward:

### The Spa

23. The spa pool is in a condition that it cannot be economically repaired. It is understood that due to its current location the facility operator had to provide an additional lifeguard to supervise this area. The spa pool was deleted from the stage three works and instead a provisional sum of \$450,000 is included in the future years. This amount is adequate to install a splash pool or similar for younger children. Council may consider to delete this or reconsider it at a later date.

## Slides

24. Council has an option to downsize the facility to swimming pool only and delete the slides. With this option, expenditure associated with slides and plant room will not be required, however, there will be a cost to demolish the slides and reinstate the ground. Estimated savings for this option are \$1.88 million in the stage 3 Works and \$1.71 million in the future works. The demolition and reinstatement costs are estimated at \$200,000. Additionally, approximately \$100,000 has been already been spent on this component of the project which is not recoverable. Hence net saving of this variation will be approximately \$3.29 million.
25. In considering this variation, it should be noted that that none of the slides will be operational, including the Tube Slides which have a remaining life of approximately 5 years, unless a slide plant room is provided now, at a cost of approximately \$1.02 million. There is no considerable cost difference for installing plant for tube slides only.
26. Further, the Shire's contracted facility managers (YMCA) have indicated previously that an annual loss of revenue would be in the order of \$228,000, should the facility operate as a pool only.
27. In the event that Council elect to retain the slides, it is predicted that once, the full works are completed as provided at (Attachment 1), the facility will have an expected life of 30 or more years.
28. If the waterslides are to be commissioned, for the coming summer season, approval additional funding is required at the May 2011 Ordinary Council Meeting.

### RESOLVED OCM 72/2011

That Council:

1. Notes the revised estimate of the current project for the Kalamunda Water Park.
2. Authorises additional works required to commission the waterslides at an estimated additional cost of \$2.44 million expended over two years (2010/2011 and 2011/2012).
3. Considers the programming of additional works estimated at \$4.76 million, in future budgets between 2012/2013 and 2015/2016 financial years.

Moved: **Cr Frank Lindsey**

Seconded: **Cr Margaret Thomas**

Vote: **CARRIED UNANIMOUSLY (10/0)**

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

### **10.3.3 Tender for the Design, Supply and Installation of Two Waterslides T1115 (Kalamunda Water Park)**

Previous Items	GS 17/2011
Responsible Officer	Director Engineering Services
Service Area	Engineering Services
File Reference	
Applicant	N/A
Owner	N/A

#### **PURPOSE**

1. To consider awarding the Tender for the Design, Supply and Installation of Two Waterslides at the Kalamunda Water Park.

#### **BACKGROUND**

2. The Tender for the Design, Supply and Installation of Two Waterslides was advertised in The West Australian on Saturday 9 April 2011 and closed on 27 April 2011.

#### **DETAILS**

3. Electronic copies of the Tender documents were sent to five companies, known to supply this type of product. A number of downloads of the documents were also made.
4. One Tender submission only was received, from Australian Waterslides and Leisure Pty Ltd.

#### **STATUARY AND LEGAL IMPLIMENTIONS**

5. The Tender is undertaken in accordance with the statutory requirements of 5.3.5 of the *Local Government Act 1995* and Part 4 of the *Local Government (Functions and General) Regulations 1996*.
6. The filtration system and water quality is required to comply with the *Health Act* and associated regulations.
7. The facility also needs to comply with building and disability access regulations.

#### **POLICY IMPLICATIONS**

8. Nil.

## **PUBLIC CONSULTATION/COMMUNICATION**

9. Nil.

## **FINANCIAL IMPLICATIONS**

10. An allocation of \$501,575 has been included in the 2010/2011 Budget for the upgrading of water slides and pool improvements.
11. After the receipt of this Tender and the Hydraulic Consultant's report, the project cost for Stage 3 works, has increased by \$1 million.
12. Council resolved at the February 2011 Ordinary Council Meeting to provide an additional \$1.51 million for the work required to commission the waterslide and spa.
13. The under-budgeting of the waterslides has been caused by previous a quote from a Chinese based supplier who did not make a Tender submission. They were supplied with a copy of the Tender documents.

## **STRATEGIC AND SUSTAINABILITY IMPLICATIONS**

### **Strategic Planning Implications**

#### Building Maintenance

14. To maintain current building infrastructure to meet the needs of the Shire and the Community.

#### Building Renewal and Development

15. Development of new buildings and facilities. Provide supervision of building construction to ensure compliance with specifications and budget control.  
Major refurbishments and extensions to existing buildings and facilities in line with Council's asset management plans.

#### Outcome:

- 2.1 Meeting community needs today and into the future.  
2.2 Development of Urban design to meet community aspiration of history, heritage and lifestyle values.  
2.3 Long term viability of infrastructure and facilities.

### **Sustainability Implications**

#### Social implications

16. The facility is very popular amongst the local community and used by many public schools for swimming carnivals.

Economic Implications

17. This facility is one of the attractions which promotes tourism in the area.

Environmental Implications

18. Being an existing facility, there is no impact on the environment.

**OFFICER COMMENT**

19. The Tender submitted by Australian Waterslides and Pty Ltd, for the Design, Supply and Installation provided for:
- a. Ride 1 is a 4 lane RACER Slide which is 77m long and includes 40 mats and a scoreboard. (The costs of \$595,000, excluding GST, include the timing system and mats.)
  - b. Ride 2 is a 120m long 800mm Tube or 1322mm Open Speed Slide with splashguards. (The cost to supply and install is \$340,000. If supplied and installed over two years, the cost will increase by \$8500.)
20. The RIDE 2 (speed waterslide) does not form part of the Stage 3 works. It was included in the tender to refine the cost estimates as it is part of the next stage of the project. Accordingly the tender for RIDE 2 is not included in the recommendations.
21. Australian Waterslides and Leisure Pty Ltd did submit an offer suggesting that the existing 1500mm diametre water slides be provided with terminating Australian Standard compliant runout troughs. This is in lieu of the current landing pool which is non-complying and difficult to maintain. The cost estimate for this work is approximately \$48,000 plus GST and excludes the runout support slab over the existing landing pool which would be filled level with sand.
22. Australian Waterslides and Leisure Pty Ltd have advised that if an order is received by 31 May 2011 the project will take approximate 24 weeks to complete. This will enable the waterslides to be commissioned in the upcoming summer season. Any delay in awarding the tender will reduce the waterslides being used in the summer season.

**RECOMMENDATION**

1. That the Tender for the Design, Supply and Installation of a Quad 4 lane RACER waterslide be awarded to Australian Waterslides and Leisure Pty Ltd for the total cost of \$595,000 plus GST.
2. That the Tender offer by Australian Waterslides and Leisure Pty Ltd to provide Australian Standard terminating compliant runout troughs to the existing 1500mm diameter water slides be awarded for an estimated cost of \$48,000.

Moved:

Seconded:

Vote: **LAPSED**

The Recommendation did not receive a mover and seconder and LAPSED. Cr Frank Lindsey proposed an alternative Motion not to accept the tender and for the Shire to again call for tenders for the replacement of some of the existing infrastructure at the

**RESOLVED OCM 73/2011**

1. That the Tender for the Design, Supply and Installation of a Quad 4 lane RACER waterslide not be accepted from Australian Waterslides and Leisure Pty Ltd for the total cost of \$595,000 plus GST.
2. That the Tender offer by Australian Waterslides and Leisure Pty Ltd to provide Australian Standard terminating compliant runout troughs to the existing 1500mm diameter water slides be awarded for an estimated cost of \$48,000.
3. That Council request that the Shire again call for tenders for the Design and/or Supply and/or Install a Quad 4 lane RACER waterslide.

Moved: **Cr Frank Lindsey**

Seconded: **Cr Margaret Thomas**

Vote: **CARRIED UNANIMOUSLY (10/0)**

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

#### **10.3.4 Boardroom Table**

Previous Items	OCM 48/2011: OCM 19/2010: OCM 24/2009:
Responsible Officer	Director Engineering Services
Service Area	Engineering Services
File Reference	
Applicant	N/A
Owner	N/A
Attachment 1	PUR-1 Purchasing Policy
Attachment 2	Photo of Table

#### **PURPOSE**

1. To seek direction for the disposal of the meeting room table purchased for the Operations Centre and subsequent purchase of suitable replacement table.

#### **BACKGROUND**

2. Council at its April Ordinary Council Meeting, resolved as follows:
  1. *“That the list of creditors paid during the period 2 March to 25 March 2011 (Attachment 1) be received by Council in accordance with the requirements of the Local Government (Financial Management) Regulations 1996 (Regulation 12).”*
  2. *“That the jarrah table ordered by Engineering Services be sold.”*
3. Point two of this Resolution is not sufficiently clear to staff and some additional information is sought.

#### **DETAILS**

4. As part of the process for constructing and occupying the new Supervisors facility at the Operations Centre, new furniture is required. Current desks and seating used by Operations staff are typically “hand-me-downs” from the Administration Centre and items scavenged from the bulk kerbside collections.
5. Of the existing nineteen staff relocating to the new building, only five desks can be salvaged and reused.
6. Funding of \$70,000 for the purchase of furniture was included in the estimates approved at the March 2009 Ordinary Council Meeting and reaffirmed at the February 2010 Ordinary Council Meeting.

**STATUTORY AND LEGAL IMPLICATIONS**

7. Council Policy PUR-1: Purchasing Policy

**POLICY IMPLICATIONS**

8. Nil.

**PUBLIC CONSULTATION/COMMUNICATION**

9. Nil.

**FINANCIAL IMPLICATIONS**

10. An allocation of \$70,000 (ex GST) was included for the purchase of furniture for the new Supervisors facility at the Operations Centre.
11. Desks, pedestal draws and chairs have been ordered to the value of \$54,930, whilst the meeting table was purchased at a price of \$15,200. This amounts to a total purchase of \$70,130.

**STRATEGIC AND SUSTAINABILITY IMPLICATIONS**

**Strategic Planning Implications**

12. Nil.

**Sustainability Implications**

Social implications

13. Nil.

Economic Implications

14. Nil.

Environmental Implications

15. Nil.

**OFFICER COMMENT**

16. There is currently a known deficiency in suitable meeting and training rooms available to staff. The designated rooms at the Administration Centre are regularly unavailable and there is no provision at all within the Operations Centre.
17. To accommodate this, the original Facilities Design Brief included a provision for a meeting room within the new Supervisors Facility. It has always been intended that this will not only provide a meeting and training room for Operational staff, but also provide additional meeting space for Administration staff.
18. In addition to operational needs the Supervisor's facility has previously been approved by Council, to incorporate the design requirements of an Emergency Recovery Centre, with this room playing a key component.
19. As no such facility currently exists, new furniture was required to be purchased. The parameters for the furniture purchase were:
- To be able to seat all nineteen staff housed within the Operations Centre.
  - Able to be broken down and stowed in the store room (3m x 2m), for times when additional space is required.
20. Initially, it was hoped that a modular style table could be purchased direct from WALGA's preferred supplier; however, given the size requirements of the table (6m x 1.8m), this was not an option. Following this review, it became apparent that no "off the shelf" table met the specified requirements.
21. Staff then made contact directly with WALGA's preferred supplier and obtained two written quotes for a custom made table. The first table was quoted at a price of \$3,550 (ex GST) and consisted of a melamine top and base. It was considered unsuitable for the following reasons:
- Future use required coring of the desktop to permit computer connections. As melamine is a known carcinogen, containing large amounts of cyanamide and formaldehyde, this cannot be carried out.
  - Melamine is a poor construction material that can sag over time with joints and fixings becoming loose.
  - The table cannot be stored in the provided space.

For the purpose of assessment, this item was given a 5 year useful life.

22. The second quote received from WALGA's preferred supplier was for a timber veneer top with a melamine base. This was priced at \$9,405 (ex GST). This design does not allow for storage within the provided store room, thus limiting one of the intended uses of the room, being seminar style presentations. Further, the table was assessed to have useful life of only 15 to 20 years.
23. Councils' Purchasing Policy requires staff to obtain three written quotes for any purchases greater than \$4,999 and as such a third quote was sought. This resulted in a quote of \$15,200 (ex GST) for a custom made table that met all of the specified parameters listed in 19 above. The useful life of this table was assessed as being 50 plus years.
24. The table has now arrived and as per the Chief Executive Officer's email dated 19 April 2011 to all Councillors, is being stored in the Supervisors Facility. For Councillor's reference, a photo (Attachment 2) is included.
25. A request is now made by staff that Council provide further direction as to how best to dispose of this table, as per their Resolution OCM 48/2011; "That the jarrah table ordered by Engineering Services be sold".
26. Specifically, staff request that Council advise:
- The minimum sale price.
  - Whether sale is to be via auction, internet, tenders, expressions of interest or some other method.
  - Once an offer is received, does the offer need to come back to Council

**RECOMMENDATION**

- |    |   |
|----|---|
| 1. | That the following parameters are set for the disposal of the meeting room table purchased for the Operations Centre: <ol style="list-style-type: none"><li>1. Minimum sale price \$.....</li><li>2. Method of advertising and sale.</li><li>3. Once an offer is made, the offer needs to come back to Council.</li></ol> |
| 2. | That a meeting room table at a cost of \$9,405 (Ex GST) be purchased.   |

Moved:

Seconded:

Vote: **LAPSED**

There being no mover or seconder the Recommendation LAPSED. Cr Margaret Thomas proposed an alternative Motion setting out guidelines for the sale of the Boardroom Table. This motion received a seconder and was put to a vote.

**RESOLVED OCM 74/2011**

1. That the following parameters are set for the disposal of the meeting room table purchased for the Operations Centre:
  1. Minimum sale price be a 10% reduction from cost.
  2. That the method of advertising and sale be determined by the Chief Executive Officer.
2. That no other table be purchased at this time and if the current boardroom table is not sold by the end of June 2011 it be retained.

Moved: **Cr Margaret Thomas**

Seconded: **Cr Frank Lindsey**

Vote: **For**  
Cr Frank Lindsey  
Cr Geoff Stallard  
Cr Noreen Townsend  
Cr Justin Whitten  
Cr Martyn Cresswell  
Cr Dylan O'Connor  
Cr Sue Bilich  
Cr Margaret Thomas  
Cr Allan Morton

**Against**  
Cr Carol Everett

**CARRIED (9/1)**

**11.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

11.1 Nil.

**12.0 QUESTIONS BY MEMBERS WITHOUT NOTICE**

12.1 Nil.

**13.0 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN****13.1 Follow up Question – Caltrop spraying (Cr Maureen Robinson)**

Q. Follow up question on caltrop. Could staff please advise if the particular area mention in last month's question has been spray?

A. The verge area the Shire is responsible for in the vicinity of this request has been treated effectively, however the area referred to by the Councillor appears to be on either Main Roads WA land or private land. To confirm and to resolve this matter, staff have arranged for a site meeting with Councillor Robinson to establish the exact location. Should the subject land be Main Roads WA, they will be contacted and requested to treat the weed, however, if the land is private the Shire is unable to take action as the weed is not a declared species.

**13.2 Cell 9 Update (Cr Maureen Robinson)**

Q. In the Councillor bulletin there are comments about planning and development within Cell U9, Forrestfield. Can Ward Councillors be briefed on these?

A. Councillors were given a presentation on the Wattle Grove Village Concept Plan on 2 May 2011. Councillor Maureen Robinson has also been provided with an update on the provision of a pedestrian crossing point on Hale Road and the acquisition of land for a road reserve linking Hale Road with the Promenade as follows:

- In response to your query regarding the location of the pedestrian crossing, I have discussed the matter with our engineers regarding the matter and it has been decided to use the existing 'splitter' island located adjacent to the roundabout on Hale and Sheffield Roads. The island crossing point is approximately 2 metres in width. The existing footpath on the southern side of Hale Road will need to be realigned with the location of the crossing point and a new footpath will have to be constructed on the northern side of Hale Road to link up with the existing footpath on Sheffield Road. To assist you a plan detailing the location of the crossing point is attached for your information.
- Our engineers will be writing to Main Roads seeking their advice and approval for a formal pedestrian crossing point on Hale Road and also a reduction in the speed limit for vehicles along this section of Hale Road.
- On a related matter regarding the ownership of the two parcels of land, we have written to the last known address of the company as well as undertaking a search of the company and directors details in order to satisfy the Western Australian Planning Commission that we have exhausted all possible avenues before we apply for the land to be transferred to the Crown.

**14.0 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

14.1 Nil.

**15.0 MEETING CLOSED TO THE PUBLIC**

15.1 Nil.

**16.0 CLOSURE**

16.1 There being no further business the Chairman declared the meeting closed at 7.15pm.

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

Signed.....Chairman

Dated this .....day of .....2011

