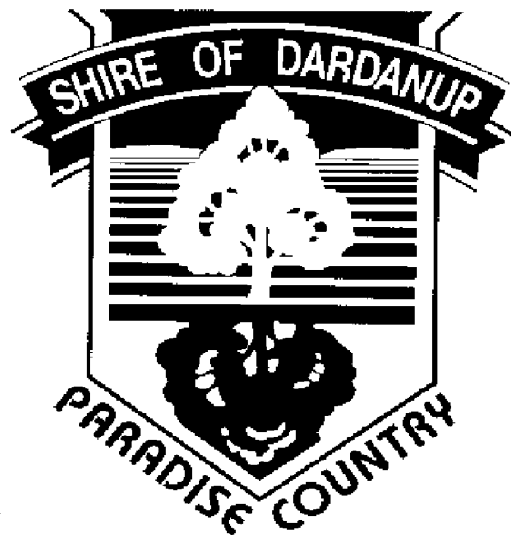


A G E N D A



ORDINARY MEETING

TO BE HELD

**WEDNESDAY, 10TH JUNE 2009
COMMENCING AT 4.30PM**

AT

**SHIRE OF DARDANUP
DARDANUP OFFICE
3 LITTLE STREET - DARDANUP**



SHIRE OF DARDANUP

NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Dardanup will be held on Wednesday 10th June 2009 in the Council Chambers, Shire of Dardanup - Dardanup Office – 3 Little Street, Dardanup -commencing at 4.30pm.

A handwritten signature in black ink, appearing to read 'M. Chester', is positioned above the typed name.

MR MARK L CHESTER
Chief Executive Officer

Date: 4th June 2009

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SHIRE OF DARDANUP

AGENDA FOR THE SHIRE OF DARDANUP ORDINARY MEETING OF COUNCIL TO BE HELD ON WEDNESDAY 10TH JUNE 2009, AT SHIRE OF DARDANUP – DARDANUP OFFICE, COMMENCING AT 4.30PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Presiding Officer to welcome all present and declare the meeting open.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

2.2 Apologies

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

5 APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

THAT be granted leave of absence for the Special meeting of the 12th June 2009.

COUNCIL RESOLUTION

THAT be granted leave of absence for the Ordinary meeting of the 24th June 2009.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Ordinary Meeting Held 27th May 2009

COUNCIL RESOLUTION

THAT the Minutes of the Ordinary Meeting of Council held on the 27th May 2009, be confirmed as true and correct subject to no / the following corrections:

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

10 REPORTS OF OFFICERS AND COMMITTEES

10.1 CHIEF EXECUTIVE OFFICER REPORT**10.1.1 Title: Ferguson Hall – Purchase of Adjoining Land**

Reporting Department: Executive
Reporting Officer: Mr Mark Chester – Chief Executive Officer
Legislation: Local Government Act 1995
File Number:

Background -

At the 8th April 2009 meeting of Council, Council resolved [101/09] as follows:

“THAT Council direct the Chief Executive Officer to:

- 1. Proceed with re-opening negotiations with the landowners of the adjoining property to Reserve 12925 for the purchase of 1,428m² in liaison with representatives of the Ferguson Hall Committee, with the condition that final agreement is subject to budget consideration,*
- 2. Request from the Department for Planning and Infrastructure confirmation in writing of their advice to the Ferguson Hall Committee on the following:*
 - i) The simplest process to subdivide and re-align boundaries of a 1428m² portion of the adjoining land with Crown reserve 12925;*
 - ii) That there will be no conditions requiring underground power associated with the re-alignment of the boundaries;*
 - iii) That there will be no subdivision conditions placed on the balance of the title requiring a river reserve to be created in relation to this re-alignment.*
- 3. Review survey and other associated costs involved in the process.*
- 4. Request from the Ferguson Hall Committee their commitment to provide and erect fencing on the proposed new alignment.*
- 5. Report back to Council as soon as is practicable with the information requested at which time the Council will consider the request from the Ferguson Hall Committee to share the costs, including whether the Shire of Dardanup or the committee pay for the land or the cost is shared between the two.”*

A complete copy of the officer report to the 8th of April 2009 Council meeting is appended (Appendix ORD: 10.1.1A) for Council's information.

Legal Implications - None

Budget Implications -

Revised costs:

COSTS	\$
Land (1,428m ²)	4,000 to ?
Land survey	8,000
DPI Application fees	2,000
Fencing (HALL COMMITTEE COMMITMENT NOT RECEIVED)	0
Total Estimated	\$14,000 ?

Previously advised costs.

Land Acquisition Proposal:

COSTS	\$
Land (1,428m ²) (2008)	4,000
Survey costs (Estimated)	10,000
DPI Application fees	1,500
Power supply (not req'd)	0
Fencing (Committee)	0
Total Estimated	\$15,500

Officer Comment -

As per Council's resolution, negotiations have recommenced with the land owner adjoining Reserve 12925, the current situation is that the owners are considering the price. The DPI has advised that they will not be applying underground power for waterways setbacks as conditions on the subdivision/amalgamation as previously reported to Council. Refer (Appendix ORD: 10.1.1B) for a copy of the DPI's advice.

In terms of the budget the known costs are \$10,000 (application fees and survey). This report is presented for Council to consider making an allocation on the 2009/10 budget for this land acquisition. If the project is not reported to Council until the negotiations are finalized (land price) it may miss the budget deadline and therefore be unbudgeted expenditure if Council were to agree to proceed (subject to price).

It is recommended that the purchase of the adjoining land to the Ferguson Hall (Reserve 12925) be considered in the 2009/10 Budget with an allocation of \$16,000 inclusive of the survey costs, land costs and application fees to DPI. The most recent Ferguson Hall Committee minutes included Council's request that the committee confirm that they will provide the labour and the materials for the replacement fence, there is no resolution to confirm that this is the case and no correspondence has been received on the request.

Voting Requirements - Simple Majority

OFFICER RECOMMENDED RESOLUTION

THAT Council consider allocating \$16,000 in the 2009/10 budget for the proposal to purchase a portion of the land adjoining the Ferguson Hall (Reserve 12925) on the understanding that the Ferguson Hall Committee will be supplying and constructing the new fence on the new alignment.

10.2 MANAGER TECHNICAL SERVICES REPORT**10.2.1 Title: Request for Permission to Use Road Trains with Triaxle Dollies on Giorgi Road (Mitchell West Australia Pty Ltd)**

Reporting Department: Technical Services
Reporting Officer: Mr Luke Botica – Manager Technical Services
Legislation: Local Government Act 1995
File Number: TS040001

Background -

Council has received a request from Mitchell West Australia Pty Ltd requesting permission to operate road trains up to 27.5 metres long with a triaxle dolly configuration on Giorgi Road. The vehicle combination will be used to cart fuel to City and Regional Fuels.

City and Regional Fuels is situated on Giorgi Road and is accessed via South West Highway. A total of 4 loads per day (24 hours), predominantly on week days, will be delivered to the fuel depot.

It should be noted that Council has previously granted permission to BGC Cement to operate the same axle configuration for a 12-month period, to be reviewed on an annual basis.

Giorgi Road currently has a Heavy Haulage RAV 2 and 3 Network blanket endorsement (which eliminates the need for individual permits) which is for road trains up to the length of 27.50 metres. The vehicle requested is the same length but consists of a triaxle dolly instead of a standard tandem axle dolly (i.e. an additional axle overall) – such a vehicle exceeds the current endorsement and requires a permit application.

If supported by Council, the request for a permit will be made to Main Roads WA by Mitchell West Australia Pty Ltd.

Legal Implications -

Main Roads WA can only issue general endorsement permits. However, permits on local roads can only be issued if supported by the local authority.

Permit conditions must be adhered to at all times, and are enforced by the Police and Main Roads WA Heavy Operations Division.

Budget Implications - None.

Officer Comment -

The use of a triaxle dolly configuration would primarily increase the payload capacity of the vehicle without exceeding the maximum permissible axle loading. It may also slightly improve the vehicle's stability. However, the addition of an extra axle, particularly in the form of three closely spaced axles on a dolly does impose extra stresses on the road pavement. Although not exceeding the maximum permissible

axle load, the additional axle in close spacing to other axles will impact on the performance of the road pavement to some degree. Triaxle groupings are also less efficient when turned and have the tendency to cause higher lateral stresses on the road surface than tandem axles.

The Shire has previously only approved 12-month permits for such a configuration in order to ascertain the impact the vehicle configuration would have on the road network and to determine whether such a configuration should be allowed to continue on the Shire's road network. An inspection of Giorgi Road has revealed a reasonable pavement condition along the road; however, the condition of the intersection with South West Highway is poor – consisting of numerous pothole and crack repairs. This clearly indicates excessive lateral stresses as a result of turning vehicles, which is most likely to be exacerbated by the use of triaxle dollies. It should be noted however, that the intersection is part of the highway and the responsibility of Main Roads WA. Therefore, Main Roads will also need to be involved in determining whether or not to allow such vehicle configurations at the intersection.

Voting Requirements - Simple Majority

OFFICER RECOMMENDED RESOLUTION

THAT Council approves the request from Mitchell West Australia Pty Ltd for the use of triaxle dolly configuration in road trains up to the length of 27.5 metres on Giorgi Road, subject to the following conditions:

- 1. Approval is for Giorgi Road via South West Highway.**
- 2. The period of approval be for 12 months.**
- 3. The maximum speed of the vehicle configuration be limited to 10 kilometres per hour less than the designated speed limit.**
- 4. Mitchell West Australia contributes \$300.00 to Council's Road Safety Signage Fund.**
- 5. The approval of Giorgi Road at the intersection with South West Highway be referred to Main Roads WA.**

10.3 MANAGER PLANNING SERVICES REPORT
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None.

10.4 TOWN PLANNING OFFICER REPORT
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None.

10.5 MANAGER BUILDING SERVICES REPORT

10.5.1 Title: Non-Compliant Buildings

Reporting Department: **Building Services**
Reporting Officer: **Mr Peter Black – Manager Building Services**
Legislation: **Compliance with BCA Australia & Planning & Development Act 2005**
File Number: **LE030008**

Background

The Harris Road Industrial Park is an industrial estate that has a number of industrial buildings constructed and operating. Council staff have issued 13 building licences for this area in the last two years. Seven of these buildings are non-compliant. Attached is a map of the Parkland Industrial Estate (Appendix ORD: 10.5.1A).

Consequently, due to this non-compliant situation, a Certificate of Building Classification has not been issued, which all industrial buildings must have prior to use. As such, rates have only been levied on vacant land values. Also of concern is that there are no internal drainage systems installed resulting in all of the soil topping from these industrial blocks filling up Council drains in the road.

Legal Implications -

Compliance with the Building Codes of Australia and with Planning Development Act 2005.

Budget Implications -

Budget Allocation of \$3,000 for legal fees. Note: This allocation would cover the initial letter to each landowner, this sum is inadequate to cover legal fees if prosecution proceeds. These costs may be recoverable.

Officer Comment

Lot 66 Andrew Foord Way, Picton East – (Appendix ORD: 10.5.1B)

Use	Industrial	There are seven items to be addressed.
Licence Issued	08/04/08	
Letter Sent	25/03/09	

Lot 67 Andrew Foord Way, Picton East – (Appendix ORD: 10.5.1C)

Use	Truck Parking Bay	No permission applied for or given to use as truck parking bay.
Licence Issued	Nil	
Letter Sent	25/03/09	

Lot 64 Andrew Foord Way, Picton East – (Appendix ORD: 10.5.1D)

Use	Industrial	There are two items to be addressed.
Licence Issued	06/03/08	
Letter Sent	25/03/09	

Lot 56 Andrew Foord Way, Picton East – (Appendix ORD: 10.5.1E)

Use	Parking, Illegal Buildings	No permission applied for to use this industrial block. Six items to be addressed. At the time of writing this report owner has been dealing with the Planning Dept and is slowly dealing with these items
Licence Issued		
Letter Sent	25/03/09	

Lot 71 Coleman Turn, Picton East – (Appendix ORD: 10.5.1F)

Use	Industrial	There are sixteen items that need to be addressed. The owner rang on 30 th March 2009 advising he would “sort it out” – as yet, no progress.
Licence Issued	28/02/08	
Letter Sent	25/03/09	

Lot 54 Coleman Turn, Picton East – (Appendix ORD: 10.5.1G)

Use	Company Operation	Building licence for storage shed only – there is now a company operating out of this shed illegally. There are ten items to be addressed.
Licence Issued	01/10/08	
Letter Sent	25/03/09	

Lot 58 Andrew Foord Way, Picton East – (Appendix ORD: 10.5.1H)

Use	Parking, Illegal Buildings	There are eight items that need to be addressed.
Licence Issued	10/07/08	
Letter Sent	25/03/09	

Lot 53 Coleman Turn and Lot 59 Andrew Foord Way are also being used for storage with no development approval.

Lots 53, 54, 58 & 59 are all owned by the same company. I am also aware that a further three lots are being used with no development applications being submitted.

As Council may be aware, this is very time consuming for staff to check on compliance. Inspections have only been carried out on seven lots to date. When time allows, the other lots will be brought to Council’s attention.

This area requires cleaning up before other industrial lots in this area become available – 40 more lots will be available in the near future.

Despite numerous phone calls, letters and on-site visits to these lots, to date there has been little or no response. Council staff have neither the time or resources to keep chasing these matters up. It is recommended that these matters be handed to Councils lawyers to enforce the conditions and continue to prosecution where non compliance continues..

Lot 32 Charlotte Street, Dardanup – (Appendix ORD: 10.5.1I)

The above property was brought to Council’s attention on the 12th March 2008 when Council resolved [49/08] as follows:

OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION

49/08 *MOVED - Cr. J E Gardiner SECONDED - Cr. K Hopper*

THAT Council acknowledge the report relating to the inspection of the dwelling located at Lot 32 Charlotte Street, Dardanup owned by Mr Plunkett, and as a result of the unsatisfactory condition of the dwelling, that Council:

- 1. Declare the dwelling at Lot 32 Charlotte Street Dardanup - 'Unfit for Habitation' in accordance with the provisions of the Health Act 1911 and to notify the owner by registered mail of the declaration.*
- 2. Require the owner to take effective measures to eradicate any rodents on or within the premises within 14 days from receipt of the notice of Declaration.*
- 3. Require the owner to erect suitable fencing or secure the dwelling in an appropriate manner to prevent public access.*
- 4. Authorise the Chief Executive Officer to issue a Demolition Order on Lot 32 Charlotte Street, Dardanup if the requested measures are not carried out within 30 days of notice.*
- 5. Requires the owner to ensure that they comply with safety requirements for the safe removal of asbestos if the demolition of the building is carried out.*

*CARRIED
10/0*

Staff have received complaints from neighbouring shop-owners and members of the public regarding this building.

Attached are copies of map and correspondence to owner (Appendix ORD: 10.5.11).

Only six items of correspondence have been attached for Council's information as there are too many to attach them all. All letters were sent by registered mail but ignored by the owner.

There is a sign attached to the dwelling informing the owner and public that this building is unfit for habitation. Council staff are still receiving complaints regarding rats in the house and that at some time, squatters have been living there.

I have obtained a quote from Council's Solicitors. The quote for sending "a letter of intent to prosecute" would cost Council approximately \$500-\$600 per letter. This is on condition that he has access to all files regarding each property. This cost does not include further action for prosecution. In the event of that happening it is usual to claim all monies in regard to fines and prosecution back to Council to cover costs.

There are 5 owners of 8 properties, which equates to \$3,000 (5 x \$600) in legal fees for the letters of intent to prosecute. From experience our legal advice is that formal letters of intent cause the land owners to cooperate and comply with the planning, engineering and building conditions.

Voting Requirements - Simple Majority

OFFICER RECOMMENDED RESOLUTION

THAT Council authorise:

- 1. The Chief Executive Officer to proceed with legal action against the owners of Lots 64, 66, 67, 56 & 58 Andrew Foord Way, Lots 54 & 71 Coleman Turn, Picton East to comply with the approved plans; and to follow up with prosecution where non compliance continues.**
- 2. Legal proceedings again the owner of Lot 32 Charlotte Street, Dardanup to comply with the Health Order and demolition order on the property.**

10.5.2 Title: Dardanup Hall Maintenance Repairs - Unbudgeted

Reporting Department: Building Services

Reporting Officer: Mr Peter Black – Manager Building Services

Legislation: -

File Number: CO080007

Background

As part of the Shire of Dardanup, Building Department's building preventative maintenance program, the gutters on the Dardanup Hall are normally cleaned out before winter rains.

This was done in the 2nd week of May 2009. Upon completion of this work the contractor advised that, that the portico at the main entrance is beginning to fail. I have undertaken an inspection myself and have confirmed this to be correct. Above the main entrance is an old archive room with a box gutter and metal roof. The box gutter is rusting out and the brickwork above the window has cracked approximately 50mm outwards.

Legal Implications - None.

Budget Implications -

It is estimated that repairs would cost approximately \$5,000 to \$6,000.

Officer Comment

This will have to be carried out in the coming financial year before it collapses. This involves installing scaffold up to 2 floors, replacing the box gutter (roof is O.K.) and fixing up the brickwork, as well as replacing the angle iron above the window.

There are two ways of tackling this work: -

Option 1. To pull down original brickwork and replace, including angle iron and box gutter.

Option 2. To pull down brickwork and lower the parapet wall around the roof area. There is approximately 1m of brickwork that extends upwards to enclose the roof area, capped by concrete slabs (which are all loose), replace box gutter and angle iron.

It is my opinion that Option 2 be adopted. This will save on brickwork but will alter the look of the building from the ground by removing approximately 1m of brickwork from around the top of the roof, which will look more exposed.

The west side of the hall has had the brickwork replaced last year with new angle iron installed, but due to budget limitations the lesser hall was not done.

There is a total of \$34,012 in the 10 Year Asset Management Plan for repainting/replacement of gutters and maintenance in the 2010/11 financial year.

It is the officer's recommendation that \$6,000 be brought forward to the 2009/10 financial year to carry out these works. This will leave approximately \$28,012 for major maintenance in the 2010/11 financial year.

Voting Requirements - Simple Majority

OFFICER RECOMMENDED RESOLUTION

THAT Council:

- 1. Approve works to Pull down brickwork and lower the parapet wall around the roof area. There is approximately 1m of brickwork that extends upwards to enclose the roof area, capped by concrete slabs (which are all loose), replace box gutter and angle iron.**
- 2. Reallocate \$6,000 from the 10 Year Asset Management Plan from the 2010/11 budget to the 2009/10 budget to carry out the repairs to the Dardanup Hall.**

10.6 MANAGER HEALTH SERVICES REPORT

None.

10.7 HEALTH & ENVIRONMENT OFFICER REPORT

None.

10.8 MANAGER CORPORATE & COMMUNITY SERVICES REPORT

None.

10.9 EPWG COMMITTEE MINUTES – 21/05/09

MINUTES OF THE EATON PRECINCT WORKING GROUP COMMITTEE MEETING HELD ON TUESDAY, 21ST MAY 2009, AT EATON RECREATION CENTRE, RECREATION DRIVE, EATON, COMMENCING AT 5.00PM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Chairman Mr Ian Telfer welcomed all present and declared the meeting open at 5.00pm.

2 RECORD OF ATTENDANCE/APOLOGIES

2.1 Attendance

<i>Mr Ian Telfer</i>	<i>Chairman</i>
<i>Mr Danny Harris</i>	<i>Deputy Chairman</i>
<i>Mr Peter Hoffman</i>	<i>Bunbury & Districts Softball Club</i>
<i>Cr Noeline Anderson</i>	<i>Shire of Dardanup</i>
<i>Cr Peter Bass</i>	<i>Shire of Dardanup</i>
<i>Mr Earl Yates</i>	<i>Eaton Town Soccer Club</i>
<i>Mr David Tamm</i>	<i>Eaton Boomers Football Club</i>
<i>Mr Mark Chester</i>	<i>Chief Executive Officer, Shire of Dardanup</i>
<i>Ms Maureen Wright</i>	<i>Department of Sport & Recreation</i>

Observers/Visitors:

<i>Ms Jill Powell</i>	<i>Jill Powell and Associates</i>
<i>Ms Pat Scott</i>	<i>Jill Powell and Associates</i>

2.2 Apologies

<i>Mr Ben Jordan</i>	<i>Manager, Eaton Recreation Centre</i>
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3 MINUTES OF THE PREVIOUS MEETING

3.1 Title: Minutes of the Meeting 29th January 2009

A copy of the previous minutes are attached (Appendix EPWG: 3.1).

EPWG COMMITTEE RESOLUTION

MOVED - Cr. N J Anderson **SECONDED -** Mr David Tamm

THAT the minutes of the previous Eaton Precinct Working Group meeting held 29th January 2009 be accepted as a true and correct record.

CARRIED

4 BUSINESS FOR DISCUSSION

4.1 Title: Draft Report - Eaton Precinct Recreation Plan by Jill Powell & Associates

<i>Reporting Department:</i>	<i>Executive</i>
<i>Reporting Officer:</i>	<i>Mr Mark Chester - Chief Executive Officer</i>
<i>Legislation:</i>	<i>Local Government Act 1995</i>
<i>File Number:</i>	<i>CC03 0030</i>

Background

Following a request for quotations for the Eaton Precinct Recreation Plan study to be completed, the tender for consultancy was awarded to Jill Powell & Associates at a cost of \$22,000.

Legal Implications -

Compliance with the Local Government Act 1995 and regulations for calling tenders.

Budget Implications - None

Officer Comment -

The 'Draft' Eaton Precinct Recreation Plan has been completed. A copy of the draft with tracked changes made by the CEO has been provided (Appendix EPWG: 4.1)

This committee now has the following tasks:

- 1. Confirming that the consultant's report has met the brief criteria.*
- 2. Making changes as the committee sees as appropriate.*
- 3. Recommending to the Council that the report be adopted.*

It is the view of staff that the consultant has met the scope of works for the study. The statistics, demographics, use rates information and the feedback from users has provided real insight into what the issues are and what needs to happen in the future to improve the provision of recreation facilities in Eaton and the Shire generally.

The report, once adopted by Council will be used to prioritise the development of facilities and then the required feasibility studies to meet the guidelines of the Community Sport Recreation Facilities Fund (DSR).

It is recommended that the report be endorsed with or without changes and that it be referred to the Shire Council for consideration and adoption.

Discussion:

Jill Powell of Jill Powell & Associates provided an Executive Summary to go in the front of the Eaton Precinct Recreation Plan.

The committee discussed the draft report inclusive of the 'tracked changes' and agreed to accept these changes.

Further changes were made and additions were made to the document and are outlined below for adoption.

It was noted that the Report has focussed on outdoor sports more so than the indoor recreation centre's future requirements. The consultants advised that the Eaton basketball club had not responded to calls or the advertisement calling for submissions.

It was agreed by the committee that the needs of the recreation centre should not be overlooked when developing recreation needs in Eaton, especially given the current use rates and the growing popularity of basketball. It was also noted that Australian rules football is developing a closer relationship with netball, encouraging fixtures to be aligned so that participants can attend venues that are close by to keep families together.

The future needs of Burekup and Dardanup were discussed and it was acknowledged that as the two townsites expand more defined planning for sports facilities will be undertaken.

The committee discussed the quality of reserve surfaces, the need for improvements, the consultant's recommendation that the shire should control all use of reserves and not lease them out, and that the shire should introduce a user pays system to recoup some of the operating costs for reserve maintenance as the club's using the reserves have exclusive use while they are training and playing fixtures. (Softball is the only sport paying a user fee to the shire).

Ms Maureen Wright, Department for Sport & Recreation advised the committee that the Minister earlier today had made announcements that the CSRFF program has been boosted with a significant increase in the budget. There is also 2 rounds of funding per year for minor projects and the guidelines in some circumstances will allow a greater government contribution than the usual one third.

The circumstances revolve around, multi use, shared facilities and grounds, shared lighting and energy and water efficiencies.

The committee discussed the draft report and made the changes as reflected in the recommendation.

Mr Chester advised that if Council adopts the plan and the recommendations then this committee will be called to prepare a scope of works for the next stage, refer recommendation 16.

*EPWG COMMITTEE RESOLUTION**MOVED - Mr Danny Harris**SECONDED - Cr. N J Anderson**THAT:*

1. *The Eaton Precinct Recreation Plan completed by Jill Powell & Associates be adopted with the following changes:*

- *Insert the Executive summary - no changes, and put the recommendations page at the front following the executive summary, change page numbering and contents page.*
- *All tracked changes up to page 49 were accepted as tracked.*
- *Page 10 item 3.2, A statement acknowledging that the new ovals at Australind will be taken up by local users as their existing facilities are over used already, ie they are catering for local demand.*
- *Page 37 under 9.1 a note to the consultant about the list of those contacted that didn't respond is to be removed.*
- *Page 50 recommendations:*
 - *No. 5 insert after Reserve, the Eaton Recreation Centre Manager, the Eaton Boomers etc...and add in the Eaton Community College.*
 - *No. 7 to read 'That the Shire form a working group of current users of Eaton Oval to address a joint proposal to upgrade the built facilities of the reserve.'*
 - *No. 8 delete words at Eaton Oval.*
 - *No. 10 insert after ensure suitable and sufficient land.*
 - *No. 10 add to the end of the sentence, and seek support of other local governments through the Western Australian Local Government Association.*
 - *Add no. 16 That Council seek funding to explore a design for mixed use sports on Glen Huon Reserve.*
 - *Add No. 17 That Council retain the Eaton Precinct Working Group Committee to progress planning for future recreation facilities in Eaton.*
 - *Add No. 18 That Council ensure that the future needs of the Eaton Recreation Centre are included in any development of Glen Huon Reserve*

2. *The amended Eaton Precinct Recreation Plan be referred to Council requesting endorsement of the Plan.*

CARRIED

5 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

[Please Note: This is Not General Business - This is for Urgent Business Approved By the Person Presiding or by Decision. In cases of extreme urgency or other special circumstance, matters may, with the consent of the person presiding, or by decision of the members present, be raised without notice and decided by the meeting.]

6 DATE OF NEXT MEETING

Chief Executive Officer, Mr Mark Chester advised that this report will go to Council on the 10th June 2009.

7 CLOSURE OF MEETING

There being no further business the Chairman declared the meeting closed at 6.30pm.

EPWG COMMITTEE RECOMMENDED RESOLUTION

THAT Council endorse the Eaton Precinct Recreation Plan as appended (Appendix ORD: 10.9); also endorsing the following recommendations outlined within the Plan:

- 1 THAT the Shire acknowledges that whilst the area of Open Space is significant within the Shire it is lacking in sporting fields within the Eaton locality.**
- 2 THAT the Shire introduce seasonal utilisation agreements that identify the specific times of use by each sporting group and numbers of participants in an attempt to better control the use of their limited sporting fields.**
- 3 THAT consideration be given to the development of a Pricing Policy which clearly states the Councils position in its provision of Sport and Recreation facilities and services and specifically addresses the following:**
 - Depreciation requirements**
 - Maintenance costs and responsibilities**
 - Desired cost recovery**
 - Utilisation**
 - Capacity to pay**
- 4 THAT the Shire consider placing limits on the number of teams each reserve can accommodate to ensure a quality of surface and participants safety is met.**
- 5 THAT the Shire and the current users of Glen Huon Reserve, namely the Eaton Recreation Centre Manager, Eaton Boomers Football Club, softball, soccer and the Eaton Community College discuss the future potential for each sport to determine the following:**

- **Specific site / location**
 - **Functional areas**
 - **Extent of development**
 - **Capital costs**
 - **Funding options**
 - **Management issues**
 - **Security of tenure**
 - **Parking options (including no parking on the oval)**
- 6 **THAT consideration be given to upgrade the playing surface at Eaton Oval, including the filling in of the open drain around the perimeter of the reserve.**
 - 7 **THAT the Shire form a working group of the current users of Eaton Oval to address a joint proposal to upgrade the built facilities of the reserve.**
 - 8 **THAT consideration be given to the construction of an artificial turf multi purpose rectangular field in an appropriate location.**
 - 9 **THAT the Shire requires the Parkridge developers to provide sufficient open space for the construction of playing fields.**
 - 10 **THAT the Shire approaches the Department of Planning and Infrastructure, Department of Sport and Recreation and the Department of Local Government with a view to amending State Policy on the provision of Open Space to ensure suitable and sufficient land is provided for sporting as well as recreational community needs and seek support of other local governments through the West Australian Local Government Association.**
 - 11 **THAT the Shire approaches the Department of Sport and Recreation to discuss the development of regional sporting facilities in greater Bunbury.**
 - 12 **THAT the Shire conducts a survey of user participation rates compared to population to assist with the allocation of resources to priorities.**
 - 13 **THAT the Shire initiates a review of the Collie River 100 year flood plain to establish the extent that incidental flooding may have on the existing land mass adjoining the Hough Homestead.**
 - 14 **THAT the Shire reviews the use of the Collie River foreshore opposite Eaton oval for future use of junior soccer.**
 - 15 **THAT the Shire encourages the junior soccer club to make use of the Eaton recreation centre for training and fixtures.**
 - 16 **THAT the Shire seek funding to explore a design for mixed sports on Glen Huon Reserve**

- 17 THAT the Shire retains the Eaton Precinct Working Group Committee to progress planning for future recreation facilities in Eaton.**
- 18 THAT the Shire ensures that the future needs of the Eaton Recreation Centre are included in any development of Glen Huon Reserve.**

10.9.1. Title: Western Australian Local Government Association – Proposed Motion 2009 Annual General Meeting – Developer Provision of Public Open Space

Reporting Department: Executive
Reporting Officer: Mr Mark Chester – Chief Executive Officer
Legislation: Local Government Act 1995
File Number: GR02 0003

Background -

During 2008/09 the Shire of Dardanup with the assistance of the Department of Sport & Recreation and the South West Development Commission commissioned and completed a recreation plan for the Shire.

The recreation plan has identified all land that is available in each of the three town sites, with a predominant focus on Eaton. Included in the report is the latest demographics of the Shire and the sports participation numbers from each of the established sporting clubs.

The report clearly shows that there is a severe lack of public open space available for active and structured sports, including; senior and junior Australian Rules football, junior soccer, senior and junior cricket.

Identified within the report is that the allocation of public open space (pos) provided through subdivision of residential land is significantly inadequate to meet the growing needs of the community. The shortage is exacerbated when the shire population grows quickly due to the number of new families with young children moving into the area.

Legal Implications -

Public open space is provided by land developers through conditions placed on subdivision as required by the Western Australian Planning Commission, supported by WAPC Policy No. DC 2.3 – Public Open Space in Residential Areas.

Budget Implications - None

Officer Comment -

The purpose of this report is to seek support from members of the Western Australian Local Government Association (WALGA) at the 2009 Annual General Meeting to direct WALGA to commence dialogue and negotiations with the Western Australian Planning Commission to amend Policy DC 2.3 Public Open Space in Residential Areas to increase the allocation above 10%.

Policy 2.3 states:

1. Introduction.

1.1 *“In order to preserve amenity and contribute to the quality of life in urban area, including country towns, the Commission has resolved, as a general policy, to require suitable provision of public open spaces which can be used by people living and/or working in those areas.”*

1.2 *“The Commission’s policy is to ensure that the provision of public open space allows for a reasonable distribution of land for active and passive recreation in each locality. The Commission accepts that this may be secured by providing larger areas for active recreation and smaller areas for passive recreation within residential cells, but treats each case on its merits.”*

3. General Requirements

3.1.2 *“The 10 per cent requirement is derived from the recommendations contained in the Stephenson-Hepburn Plan. That report states that for most areas a standard 3.36 hectares per 1,000 population (excluding school playing fields) is recommended as sufficient for public open space.*

On the basis of a uniform density of 30 persons per hectare, a standard contribution of 10 percent of the gross residential area for public open space has been applied since 1956. This requirement remains valid, as gross residential densities have remained much the same since that time, with smaller lot sizes being offset by declining household occupancies.”

Officer Comment

The history of the 10 percent requirement dates back to the 1950’s when Stephenson-Hepburn developed the town planning strategy for the development of the metropolitan area. Policy No. DC 2.3 acknowledges the increase in residential density is offset by declining household occupancies.

The rationale behind this position is that lot sizes in the fifties were 1,000 to 2,000 square metres and families had 5 to 6 children, compared to today where lot sizes are reduced to 550m² to 700m² and families on average have one or two children, some households have no children.

It is time for this policy and the rationale to be reviewed. The South West of Western Australia continues to be one of the fastest growing regions in Australia and the participation of children in sports is increasing exponentially every year. The State government has developed a welcome campaign to encourage parents and their children to be active, to improve the health and wellbeing of the community, to be active, to reduce obesity and diabetes. The strategy is aimed at the diet and physical

activity of children from a young age so that they do not become a burden on the public health system later in life, a financial and social dividend for the future.

To continue the strategy beyond school aged years the facilities and space is needed to accommodate the activity beyond junior status. Lack of space complicates training and playing the sport of choice. Lack of space also increases the damage to grassed ovals and increases the maintenance on reserves. More space creates opportunities for flexibility and for managing maintenance without disrupting fixtures.

The difficulty faced by the Shire of Dardanup is shared by other local governments in the South West. The recently completed Greater Bunbury Sports Facility Planning Report 2009, prepared by the Department of Sport & Recreation South West office states under the heading Recommendations for Long Term Sustainability:-

1.4 “Developers of private residential estates be encouraged to jointly plan community services to ensure that a suitable sized parcel of land is available as an active sports reserve. Where possible, residential developers should be encouraged to increase the size of land available for active recreation and that the land suitable for grassed areas in particular is acquired and established during the development phase i.e. along with services, footpaths etc. When several developers are involved in adjacent parcels of land, they should be encouraged to combine two or more plots of public open space to enable a larger, useable reserve capable of being used as an active reserve for both training and competition.” (Greater Bunbury Sports Facility Planning Report 2009 p 13).

The above recommendation is strongly supported by local government, however, without the backing of WAPC policy the chances of succeeding in achieving what is required through ‘encouragement’ is limited.

Recommendation to be considered by the WALGA AGM:

That the members of the Western Australian Local Government Association direct the Association to commence dialogue and negotiation with the Western Australian Planning Commission to review WAPC Policy DC 2.3 with the objective being to increase the public open space required for residential subdivisions above the current 10% in support of the need for more active open space in urban areas with the benefit of meeting existing demands and increasing active physical activity in the interests of promoting a healthy and active society.

That WALGA seek the support of the Department of Sport & Recreation in preparing and developing the information required to substantiate the necessary increase in public open space.

Voting Requirements - Simple Majority

OFFICER RECOMMENDED RESOLUTION

THAT Council endorse the Chief Executive Officer’s report and forward the proposed motion to increase the 10 percent public open space requirements of WAPC Policy DC 2.3 to the Western Australian Local Government Association’s 2009 Annual General Meeting; the motion being:

That the members of the Western Australian Local Government Association direct the Association to commence dialogue and

negotiation with the Western Australian Planning Commission to review WAPC Policy DC 2.3 with the objective being to increase the public open space required for residential subdivisions above the current 10% in support of the need for more active open space in urban areas with the benefit of meeting existing demands and increasing active physical activity in the interests of promoting a healthy and active society.

That WALGA seek the support of the Department of Sport & Recreation in preparing and developing the information required to substantiate the necessary increase in public open space.

10.10 HSW COMMITTEE MINUTES – 27/05/09

MINUTES OF THE HEALTH, SAFETY & WELFARE ADVISORY COMMITTEE MEETING HELD ON WEDNESDAY 27TH MAY 2009 AT SHIRE OF DARDANUP – ADMINISTRATION CENTRE EATON COMMENCING AT 2.30PM.

1 DECLARATION OF OPENING

Chairperson, Mr Tim Batt welcomed everyone present and declared the meeting open at 2.30pm.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

<i>Mr Tim Batt</i>	<i>Chairperson - Manager Health Services</i>
<i>Cr. Peter Bass</i>	<i>Elected Member</i>
<i>Mrs Sue Rebello</i>	<i>Human Resource Officer</i>
<i>Mr Peter Bennett</i>	<i>Principal Works Supervisor</i>
<i>Mrs Debra Kavanagh</i>	<i>Senior Records Officer</i>
<i>Mr Daniel Gunson</i>	<i>Ranger Services</i>
<i>Mrs Roselin Smith</i>	<i>Eaton Recreation Centre</i>
<i>Mrs Daniela Lillie</i>	<i>Parks & Gardens Supervisor [2.33PM]</i>

Observers:

<i>Ms Neroli Logan</i>	-	<i>Regional Risk Coordinator - LGIS</i>
<i>Mrs Cathy Burke</i>	-	<i>Minute Secretary</i>

2.2 Apologies

<i>Mrs Margaret Raymer</i>	<i>Dardanup Office</i>
<i>Mr Phil Rowe</i>	<i>Manager Corporate & Community Services</i>
<i>Cr. Carmel Boyce</i>	<i>Elected Member</i>
<i>Cr. Cecil Mountford</i>	<i>Elected Member</i>
<i>Mrs Christine Kennedy</i>	<i>Eaton Parks & Gardens</i>

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

3.1 Meeting Held 25th February 2009

HSW COMMITTEE RESOLUTION

MOVED - Mr Peter Bennett SECONDED - Mr Daniel Gunson

THAT the Minutes of the Health, Safety & Welfare Advisory Committee Meeting held on the 25th February 2009, be confirmed as true and correct subject to no corrections.

CARRIED

Note: Daniela Lillie joined the meeting [2.33pm].

4 BUSINESS ARISING FROM THE MINUTES

4.1 HSW Action Sheet

The following information will be supplied for each HSW meeting agenda. The purpose of the information is to advise Councillors and Committee Members of the outcome of actions that require follow up from each Committee decision, discussion or safety inspection list. Once the item has been marked Completed, it will be removed from the list following the meeting.

CURRENT:

Action Number	Meeting Date.	Action	Person Responsible	Outcome	Status
010 /08	27/08/08	Debra Kavanagh to contact staff asking for nominations to be fire wardens. Debra to liaise with David Stewart on this.	Debra Kavanagh	Fire Wardens: Alana Keane; Corinna Eatts & Kath Duncan Chief Fire Warden: David Stewart Deputy Fire Warden: Phil Rowe	Completed
012 /08	27/08/08	New Evac plans needed for office modifications	Luke Botica	Completed and placed on walls.	Completed
013 /08	27/08/08	Evacuation Drill to be conducted once wardens and plans completed	David Stewart Tim Batt	Drill scheduled to be conducted in May 2009.	Pending
015 /08	27/08/08	Power outlets needing repairs in Health /Engineering	Peter Black	Outlets repaired.	Completed
016 /08	27/08/08	Upstairs records area computer box to be secured.	Phil Rowe	Works in progress.	Pending
001 /09	25/02/09	Cable Tidy Coils to be purchased and distributed to staff that have cables identified as being a hazard.	Debra Kavanagh	Coils purchased and distributed where required.	Completed
002 /09	25/02/09	Report leaks in windows at Payroll/Community Development and Manager Technical Services offices to Manager Building Services for repair.	Debra Kavanagh	11/05/09 - Request made to Manager Building Services to have repaired prior to winter rains.	Completed
003 /09	25/02/09	Evacuation Plans for Eaton Administration Centre need to be updated.	Phil Rowe	Completed and placed on walls.	Completed
004 /09	25/02/09	Storage shelves in the Information Technology office to be made safer.	Phil Rowe	Being undertaken.	Pending
005 /09	25/02/09	Fire Extinguisher Training for all staff.	Daniel Gunson	For inclusion in 2009/10 budget - Scheduled for August 2009	Pending

RECEIVED

- 27/1 *Deliver OSH training and Fire and Evacuation Training x 2 (Administration and rec Centre)*
- 11/2 *Deliver OSH training, Injury Management and Fire and Evacuation training at Rec Centre.
Meeting with Roselin Smith regarding OSH issues and Safe food handling training requirements.*
- 11/2 *Inspection of Playground and skate park in Eaton and visit to small playground in Millbridge with Daniela.*
- 24/2 *Preparation for Contractor Induction and discussion with Phil Rowe regarding OSH Representative and OSH training.*
- 25/2 *Contractor Induction at LLC. Safe Food Handling training at Rec Centre and OSH Committee Meeting.*
- 4/3 *Workplace Inspection of Dardanup depot with Peter and Marg.*
- 13/3 *Discussion with Phil regarding OSH rep & HR issues with staff. Referral to Sarah in HR team to assist.*
- 8/4 *Meeting with Tim regarding training and OSH issues at rec Centre.*

Other services provided to the Shire of Dardanup include:

- 13/3 *Regional Business Continuity Workshop at Shire of Dardanup (Eaton).*
- 27/3 *Arrangements made for regional OSH representative training to be held in Donnybrook.*
- 6/4 *Preparation of draft Safety and Risk Management Plan.*

Workers Compensation Statistics

Lost Time Injuries - To date there has been three Lost Time Injuries lodged for the 2008/09 Financial year by the Shire of Dardanup . All of the claims were as a result of sprain and strains, two to the lower back and one to the knee. Of the two back injuries one occurred while lifting machinery and the other during a fitness class. The knee injury occurred while walking in the outdoor environment.

Priorities for next 6 months

- *Undertake a Desktop Audit to review OSH performance.*
- *OSH Duty of Care, Fire and Evacuation and Injury Management Training with outdoor workers with follow up JSA training.*
- *Arrange and complete Playground Inspection at Eaton Foreshore.*

Discussion:

Miss Neroli Logan advised that the Playground Inspection at the Eaton Foreshore had not yet been carried out. Inspections on the Eaton skate park and other playgrounds in Eaton and Millbridge had been carried out with no action required

Manager Health Services, Mr Tim Batt asked if the signage at the Eaton Skate Park that advises members of the public that they use the facility at their own risk was still in place.

Miss Logan advised that she would follow up the required wording for the signage.

Parks & Gardens Supervisor, Mrs Daniela Lillie advised that the legs on some of the equipment at the Eaton Foreshore were becoming rusted because of the bore water.

Miss Logan advised she would look at this when the inspection was carried out.

The Workers Compensation statistics for the financial year resulted in five lost time injuries.

The Dardanup Depot inspection was carried out. Training to be undertaken with Works and Services staff.

A half day training workshop for managers and supervisors is to be arranged. The training is targeted toward managers for their specific responsibilities, accident and incident investigation and the processes required to follow this up.

Miss Logan advised that an Injury management audit will be carried out in July.

Manager Health Services, Mr Tim Batt asked that Neroli liaise with Manager Corporate & Community Services, Mr Phil Rowe regarding the audit.

Action:

Neroli Logan to:

- Safety and risk signage wording for Eaton Skatepark to be provided to Manager Health Services.*
- Safety Inspection to be carried out with Daniela Lillie on Eaton Foreshore park.*
- OHS training to be undertaken with outside works and services staff.*
- Half Day training workshop for Managers and supervisors on their responsibilities with regard to accident and incident investigation and follow up.*
- Injury management audit to be carried out in liaison with Manager Corporate & Community Services, Mr Phil Rowe.*

5.3 Workplace Inspections

5.3.1 Eaton Administration - Debra Kavanagh

- Cracked window in planning office. Manager Building Services advises that this is not dangerous and will not be needing repair at this stage.*
- Window/wall in Payroll office leaks when it rains. This is currently listed on the action sheet to be followed up by Manager Building Services. Manager Building Services advises that he has contacted plumber to look at fixing this.*
- Payroll Office - skirting panel is lying on floor - in need of replacement/repair - Manager Building Services advises that an electrician has been notified to repair this.*

- *Emergency evacuation plans are in need of updating and an evacuation drill needs to be practiced. This is also currently listed on the action sheet - reminder has been forwarded to Manager Technical Services.*
- *Telecommunications plate is hanging from wall in Senior Finance Officer office. Manager Building Services advises that an electrician has been notified to repair this.*
- *Eskies blocking walk way and book case in Eaton staff kitchen. Social Club now store eskies in upstairs storage area.*
- *Trolley stored in front of distribution cabinet. Trolley has now been moved to storage cupboard opposite Technical Development Services reception.*
- *Extension cord needs to be secured to minute taker computer in Eaton Council Chambers - trip hazard. Concealed power point under chambers desk now used removing need for cords across room.*

Action:

Debra to follow up with Manager Building Services to ensure the following items are repaired:

- *Leaking wall/window in payroll office.*
- *Skirting panel broken in payroll office.*
- *Telecommunications plate in disrepair in Senior Finance Officer's office.*

5.3.2 Dardanup Shire Office - Annaliese Cave-Smith

- *No window lock on window behind photocopier - security hazard. Manager Building Services advised.*
- *Sliding Door in chambers, lock is not strong, requires strengthening. Manager Building Services advised.*
- *Wall under side window is damaged in Principal Works Supervisor office. Not a hazard, general maintenance only. Manager Building Services advised.*
- *Exit door by staff toilets has simple passage lock and is a security risk. Request made to Manager Building Services to install deadlock or other.*
- *Cable ties/tidy coils required - not hazardous. Coils have now been supplied.*
- *Not all electric cables are safety tagged. Tagged cables expire in September 2009. Manager Building Services advised.*

Action:

Ranger Dan to follow up with Manager Building Services to ensure the following items are rectified:

- *Window lock to be placed on window behind photocopier in Dardanup Office.*
- *Strengthening of lock of Dardanup chambers sliding door.*
- *Exit door near staff toilets to have more secure lock installed.*
- *Electric cables to be audited and safety tagged.*

5.3.3 Eaton Parks & Gardens Depot - Daniela Lillie

- *Work bench is in need of a light fixture above the bench itself. The current lighting is behind the worker, casting a shadow over the work station. Manager Building Services advised.*
- *One light not working in the storage area at the depot. Manager Building Services advised.*
- *No security system in place at the Eaton Depot. This item has been put forward for the 2009/10 budget.*

Action:

Daniela Lillie to follow up with Manager Building Services regarding inadequate lighting over work bench and repair of light in storage area.

5.3.4 Dardanup Depot - Peter Bennett

Storage containers are not correctly labelled. Principal Works Supervisor arranging for staff to throw out containers that are either mislabelled or not labelled at all.

MSDS have not been updated. Some are not available .. Principal Works Supervisor to update.

Absorbent material not available for use. Principal Works Supervisor to order.

Bunded areas not in place. Principal Works Supervisor to arrange for bunds to be put in place.

Work surfaces not well lit. There is only one light for the entire workshop. Manager Building Services advised.

Work bench is old and in disrepair needs replacing. Non urgent matter, to be put forward for budget consideration in 2010/11 budget.

Vice jaws are old and in disrepair needs replacing. Non urgent matter, to be put forward for budget consideration in 2010/11 budget.

Damaged tools have been put back in for use. New work practice to be implemented by Principal Works Supervisor and brought up at tool box meeting to set aside broken tools for repair or replacement. Proposal in 2009/10 budget for new tools.

Small leak in air hose. Not urgent. Will be replaced in time. Principal Works Supervisor to follow up.

Slings and chains need to be replaced. Replacement has been authorised by Manager Technical Services. Principal Works Supervisor to arrange in near future.

Signage on doors to shed - eg. Requirement for ear muffs and eye protections etc. - needs to be upgraded. Principal Works Supervisor to arrange.

Evacuation procedure in place. Signage needs to be put up. Principal Works Supervisor to arrange.

Safety equipment signage to be put in place. Principal Works Supervisor to follow up.

Electrical switch box needs to have "Main Switch" identification label placed. Principal Works Supervisor to arrange.

General yard access. Sign to be put up to advise entry to yard is for 'Authorised Personnel Only'. Principal Works Supervisor will order sign.

Action:

Principal Works Supervisor, Mr Peter Bennett to arrange the following for the Dardanup depot:

- Works staff to throw out containers that are either mislabelled or not labelled at all.*
- MSDS to be made up or be updated.*
- Order absorbent material.*
- Put bunds in place at the depot.*
- Follow up with Manager Building Services regarding adequate lighting at depot.*
- Replace damaged tools.*
- Work practices regarding replacement of old or damaged tools to be advised at tool box meeting.*
- Small leak in air hose to be repaired.*
- Slings and chains to be replaced.*
- Protective gear signage - eg. Requirement for ear muffs and eye protections etc. to be put in place.*
- Place evacuation procedure signage in visible area at depot.*
- Safety equipment signage to be put in place.*
- Electrical switch box "Main Switch" identification label to be placed.*

- *Sign to be put up to advise entry to yard is for 'Authorised Personnel Only'.*

5.3.5 Eaton Recreation Centre - Roselin Smith

- *Roller doors - Cables covered by takeaway container, appropriate cover required. Issue has been referred to staff member for follow up.*
- *Courts - cables need to be secured to a wall attachment. Hazard removed, no action required.*
- *Courts storage - Dedicated Storage required. Ongoing issue. Referred to Manager Recreation Centre for action.*
- *Exit not clear from obstructions. Obstruction cleared, no action required.*

Action:

Roselin to ensure that roller door cables have appropriate cover in place.

5.3.6 Eaton Library - Lorraine Venables

Inspection carried out. No hazards reported.

Note. The Eaton Library does not have fire extinguishers. This is a requirement under EdWA policy.

5.4 Vehicle Inspections

All managers and staff assigned vehicles were provided with Vehicle Inspection Checklists.

Completed checklists were received from:

- *Manager Health Services - DA 955*
- *Chief Executive Officer - 0 DA*
- *Manager Corporate & Community Services - DA 8523*
- *Manager Planning Services - DA 004*
- *Engineering Technical Officer - DA 9295*
- *Ranger - DA 9287*
- *Manager Financial Services - DA 0*
- *Parks & Gardens Supervisor - DA 8300*
- *Senior Building Surveyor - DA 8673*
- *Manager Building Services - DA 1314*
- *Parks & Gardens - DA 9429*
- *Parks & Gardens - DA 9406*
- *Parks & Gardens - DA 8514*
- *Parks & Gardens - DA 9279*
- *Manager Recreation Centre - 1CUW 501*
- *Senior Ranger - DA 8222*
- *Outside Works - Mitsubishi FM 10 - DA628*

- *Outside Works - Mitsubishi Triton Fuel Ute - DA 8200*
- *Outside Works -Caterpillar 120H Grader - DA 698*
- *Outside Works - Kubota M90 Tractor - DA 2833*
- *Outside Works - Volvo L50E - DA 873*
- *Outside Works - Mitsubishi FM 10 - DA 325*
- *Outside Works - Mitsubishi Triton - DA 8170*
- *Outside Works - John Deere 670B Grader - DA 711*
- *Outside Works - Mitsubishi FK 6.0 Patching Truck - DA 8457*
- *Outside Works - Mitsubishi Triton Ute- DA 588*

Hazards reported:

- *Senior Ranger vehicle requires First Aid Kit.*
- *Mitsubishi FM 10 - Registration DA 628 - Requires fire extinguisher to be charged.*

There were no other reportable hazards; however there were several notations that floor mats were in a state of disrepair.

Action:

Senior Ranger to liaise with Manager Health Services to have First Aid Kit placed in vehicle.

Principal Works Supervisor to have fire extinguisher recharged in vehicle Registration DA 628.

5.5 Accident / Incident Investigations

The following accident/incident reports were recorded since the last meeting held 25th February 2009:

<i>DATE</i>	<i>AREA</i>	<i>INCIDENT</i>	<i>OUTCOME</i>
<i>29/04/09</i>	<i>Outside Works Contractor</i>	<i>0679 - Roller tipped over.</i>	<i>Need for awareness of surroundings reiterated.</i>
<i>06/02/09</i>	<i>Parks & Gardens</i>	<i>0736 - Minor scratch damage to vehicle - reversed into pole.</i>	<i>Staff training - check when reversing.</i>
<i>26/02/09</i>	<i>Recreation Centre</i>	<i>0959 - Strapping broke on flat pack book case - injured toe.</i>	<i>Strap found to be inadequate.</i>
<i>19/02/09</i>	<i>Parks & Gardens</i>	<i>0737 - Minor scratch damage to vehicle - reversed into other vehicle.</i>	<i>Staff training - check when reversing.</i>
<i>19/02/09</i>	<i>Parks & Gardens</i>	<i>0738 - Splinter under fingernail whilst securing load.</i>	<i>Staff member advised to wear protective gloves.</i>
<i>28/04/09</i>	<i>Parks & Gardens</i>	<i>0739 - Tractor tilted when backed incorrectly. Jarred neck and hit head.</i>	<i>Tractor to be fitted with seat belt.</i>

DATE	AREA	INCIDENT	OUTCOME
21/04/09	Parks & Gardens	0740 - Bee Sting. Employee allergic. Medical treatment required.	Site investigation before starting work.
05/05/09	Youth Activities	0571 - Mobile phone theft from Zone at Rec Centre.	Valuables to be secured.
12/05/09	Public Parks & Gardens	ERC - Child walked into tray of shire ute parked on DUP, injuring head.	Manager Technical Services to review work practices with staff.

RECEIVED

5.6 Minutes of SW Local OS&H Committee

Minutes of the Southwest Local Occupational Safety and Health Committee held at the Shire of Donnybrook-Balingup on Wednesday May 6, 2009.

RECEIVED

Discussion:

Manager Health Services, Mr Tim Batt asked if anyone else would like to attend these meetings they are welcome to.

Parks & Gardens Supervisor, Mrs Daniela Lillie advised she would be happy to attend.

5.7 First Aid Participants

The following staff members have completed their Senior First Aid certificates:

- Alana Keane
- Peter Black
- Helen Loton
- Peter Jackson
- David Stewart
- Sharon Kleinman
- Natalie Hopkins
- Stuart Eaton (100%)
- Robert Quinn
- Paris Jordan
- Elizabeth Edwards

Basic First Aid Certificates were completed by:

- Corinna Eatts
- Lynda Vandersteen
- Mark Chester
- Debra Kavanagh
- Sarah Robinson

Cathy Burke is also booked in to complete Senior First Aid certificate in June.

NOTED

5.8 First Aid Kits

Manager Health Services, Mr Tim Batt advised that he had called for all first aid kits to be brought in for inspection. Only two kits were received. All other kits are assumed to be adequate unless they are brought in.

Debra Kavanagh volunteered to be responsible for maintaining the first aid kits in the Administration Centre Eaton.

5.9 Asbestos Register

Manager Health Services, Mr Tim Batt advised that there was now an asbestos register for any asbestos in shire owned buildings. Please ensure that any asbestos material is recorded in the register. It is likely that Worksafe will conduct an inspection.

5.10 Health Representative Course

Debra Kavanagh and Daniel Gunson have received their certificates for "Five Day Worksafe Accredited Occupational Safety and Health Representatives Course".

Congratulations to both Debra and Daniel.

6 DATE OF NEXT MEETING

The next meeting of the Health, Safety & Welfare Advisory Committee will be held on Wednesday, 26th August 2009 commencing at 2.30pm at the Shire of Dardanup - Administration Centre Eaton.

7 CLOSURE OF MEETING

There being no further business the Chairperson declared the meeting closed at 2.50pm.

HSW COMMITTEE RECOMMENDED RESOLUTION

THAT Council endorse Roselin Smith as the Safety Representative for the Eaton Recreation Centre.

10.11 JOINT TPS1 COMMITTEE MEETING – 29/05/09
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MINUTES OF THE SHIRE OF HARVEY & SHIRE OF DARDANUP JOINT TOWN PLANNING SCHEME NO. 1 COMMITTEE MEETING HELD ON FRIDAY 29TH MAY 2009, AT SHIRE OF DARDANUP –ADMINISTRATION CENTRE EATON, COMMENCING AT 11.00AM.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Committee Chair Cr Tanya Jackson welcomed all present and declared the meeting open at 11.07am.

2 RECORD OF ATTENDANCE/APOLOGIES

2.1 Attendance

<i>Cr T Jackson</i>	-	<i>Shire of Harvey Chairman</i>
<i>Cr P Monagle</i>	-	<i>Shire of Harvey</i>
<i>Cr B Day</i>	-	<i>Shire of Dardanup</i>
<i>Cr C Boyce</i>	-	<i>Shire of Dardanup</i>
<i>Cr W Adams</i>	-	<i>Shire of Harvey</i>
<i>Mr M L Chester</i>	-	<i>CEO Shire of Dardanup</i>
<i>Mr M Parker</i>	-	<i>CEO Shire of Harvey</i>
<i>Mr J Davidson</i>	-	<i>Manager Planning Shire of Harvey</i>
<i>Mr L Botica</i>	-	<i>Manager Technical Services Shire of Dardanup</i>
<i>Ms L Round</i>	-	<i>Consultant - Aurecon [Connell Wagner]</i>

2.2 Apologies

<i>Cr A van Dijk</i>	-	<i>Shire of Dardanup (Deputy Chairman)</i>
<i>Mr R Quinn</i>	-	<i>Manager Planning Services Shire of Dardanup</i>
<i>Mr P Anderson</i>	-	<i>Engineer Shire of Harvey</i>

3 PUBLIC QUESTION TIME

None.

4 presentations/deputations

None.

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 Title: Confirmation of Previous Minutes - Meeting held 12th June 2008

HARVEY-DARDANUP TPS 1 RECOMMENDED RESOLUTION

01/09 MOVED - Cr. C N Boyce SECONDED - Cr P Monagle

THAT the Minutes of the Shire of Harvey & Shire of Dardanup Joint Town Planning Scheme No. 1 Committee meeting held on the 12th June 2008 be adopted with no corrections.

CARRIED

6 REPORTS

6.1 Title: Scheme Contribution Rate - Shire of Harvey & Shire of Dardanup Joint Town Planning Scheme No. 1 Committee

*Reporting Department: Aurecon [Connell Wagner]
Reporting Officer: Louise Round
Legislation: Local Government Act 1995
File Number: PLO4 0001*

Purpose of Report

To adopt a Scheme Contribution Rate for each lot listed on the Scheme Schedules, to apply from 1st July 2009.

Background

The Shire of Harvey and Shire of Dardanup Joint Town Planning Scheme No 1 provisions for the development of the East Australind and Eaton precincts require that estimated costs are revised annually, and revised Shared Costs adopted as soon as practicable thereafter. This permits the determination of Shared Cost Contributions to be paid by developers.

Developments began in both Shires in 1995, but the Scheme was not gazetted until March 2006. Aurecon was appointed as Scheme Administrator in February 2007. The first Schedule of Shared Costs was adopted by the Councils in October 2007.

This review is the third Scheme review since appointment of the Scheme Administrator. Previous reviews have been adopted in:

- i) October 2007*
- ii) July 2008*

The Shared Cost amount and Scheme Contribution Rate for each lot, pursuant to the costs set at July 2008 is shown at (Appendix TPS1: 6.1A).

Comments

The third review occurred in May 2009 and has now been completed. Since the previous review, a number of issues have impacted on the Shared Costs and Scheme Contribution Rate for each lot. These are detailed below.

- *Contributions*

A total of \$1,188,714.45 in contributions was received. The contributions recorded for Harvey Lot 48 were reviewed by the Shire of Harvey and advised to be \$121,595.99 lower than previously stated. Refer (Appendix TPS1: 6.1B) for detailed breakdown.

To date (30 April 2009), the total amount of contributions received is \$8,529,878.55.

- *Net Subdivisible Area*

Total reduction to the subdivisible area of the Scheme was 4.7757 hectares. Refer (Appendix TP51: 6.1B) for detailed breakdown.

To date, the total reduction to Scheme subdivisible area is 357.2405 hectares. The remaining Scheme Net Subdivisible Area is 381.9467 hectares, which includes 3.0336 hectares of land that has been subdivided and contributions will be collected at development.

No additional Scheme lots (as listed on the Schedules) have become 'fully subdivided.'

- *Works undertaken*

These works were undertaken since the July 2008 review. The cost of these items is included in "Costs Incurred."

<i>Eaton Drive</i>	-	<i>No further works have been undertaken.</i>
<i>Kingston Drive</i>	-	<i>A portion of Kingston Drive, approximately 50m length, was constructed. An invoice of \$76,129.76 was lodged to the Scheme. The amount is currently being assessed.</i>
<i>Ditchingham Place</i>	-	<i>A portion of Ditchingham Place, approximately 60m in length, was constructed. An invoice of \$95,978.97 was lodged to the Scheme. The amount is currently being assessed.</i>
<i>Land acquisition</i>	-	<i>A portion of land became road reserve for the 50m (approximate) length of Kingston Drive. An invoice of \$49,822.50 was lodged to the Scheme. The amount is currently being assessed.</i>
	-	<i>Treendale re-submitted their Claim 3 invoice, with an increased land cost of \$92,400.00 (previously \$64,015.00). The amount is currently being assessed.</i>
<i>Collie River Bridge</i>	-	<i>Scheme incurred liabilities of \$29,845.00 (geotechnical brief preparation, environmental scoping document, heritage and biological survey administration).</i>
	-	<i>Cost of bridge feasibility study was amended to \$30,812.50 (previously recorded at estimate of \$36,250.00).</i>
<i>Administration</i>	-	<i>Scheme incurred liabilities of \$23,978.48 (administration), \$201.90 (advertising), \$145,373.06 (legal), and \$6,000.00 (valuations).</i>
	-	<i>Liabilities of \$12,160.91 (valuations) and \$1,606.00 (legal)</i>

		<i>were incurred during 2006 and 2007, but were not recorded against the Scheme. These amounts have been included as part of this review.</i>
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Whilst these costs have been incurred, they have not necessarily been paid from the Scheme accounts. For example, the administration costs are typically being paid by the Shire of Harvey or the Shire of Dardanup from their municipal funds. The Shires then seek reimbursement from the Scheme. Once the cost incurred is extracted from the Scheme account it becomes a "Liability paid from Scheme account" (refer Point 8 this report).

- *Liabilities paid from Scheme account*

These items were paid from the Scheme Trust Account since the July 2008 review.

<i>Eaton Drive</i>	-	<i>No further liabilities have been repaid.</i>
<i>Kingston Drive</i>	-	<i>No further liabilities have been repaid.</i>
<i>Ditchingham Place</i>	-	<i>No further liabilities have been repaid.</i>
<i>Land acquisition</i>	-	<i>No further liabilities have been repaid.</i>
<i>Collie River Bridge</i>	-	<i>Cost of bridge feasibility study was amended to \$30,812.50 (previously recorded at estimate of \$36,250.00).</i>
<i>Administration</i>	-	<i>No further liabilities were repaid during 2008-2009. The amount reimbursed to the Shire of Harvey from the Scheme accounts was incorrectly recorded at the April 2008 review, and has been amended to \$64,110.54 (previously \$2,126.60).</i>

- *Rate of subdivision*

Based on the historic rate of subdivision for the Scheme and the population growth of the Shires of Harvey and Dardanup, it is forecast the Scheme area will be fully developed at July 2023. This compares with July 2022 predicted in the July 2008 review.

- *Future cost prediction*

The following variables were adopted to calculate estimated future Shared costs:

Inflation rate of 3.0% pa

Cash rate of 5.55% pa

Cost escalation rate of 6.40% pa

These are long term estimates and remain unchanged from July 2008.

- *Construction timeline*

The following construction timeline is forecast:

	Jan 2012	July 2013	Jan 2014	Jan 2015	Jan 2018	Jan 2019	Jan 2021	Jan 2024
<i>Ditchingham Pl</i>			498m			560 m		
<i>Kingston Dr, and associated land acquisition</i>	570m			710m	710 m		710 m	
<i>Roundabout (Ditchingham Pl)</i>			item					
<i>Roundabout (Kingston Dr)</i>	item			item	item		item	
<i>Eaton Dr (1st carriageway)</i>		680m						
<i>Eaton Dr (2nd carriageway)</i>								1,280 m
<i>Collie River Bridge</i>		item						

- *Shared costs*

Total Shared Cost values have been revised. The value includes the amount of incurred liabilities which have been repaid from the Scheme accounts, the amount of incurred liabilities which have not been repaid, and the estimate of future costs at the time of construction / incurrence.

Total Shared Cost values have been revised to:

<i>Eaton Drive (first carriageway)</i>	<i>\$ 2,049,606.83</i>
<i>Eaton Drive (second carriageway)</i>	<i>\$ 5,246,798.00</i>
<i>Kingston Drive</i>	<i>\$ 12,656,817.54</i>
<i>Ditchingham Place</i>	<i>\$ 4,189,442.61</i>
<i>Land acquisition</i>	<i>\$ 9,469,380.42</i>
<i>Collie River Bridge</i>	<i>\$ 19,994,471.55</i>
<i>Administration</i>	<i>\$ 1,405,345.81</i>

A detailed breakdown of these Shared Costs is shown at (Appendix TPS1: 6.1C).

The total Shared Cost amount is \$55,011,862.76. The comparable Shared Costs for July 2008 are shown at (Appendix TPS1: 6.1A).

- *Contribution Rates*

The following Scheme Contribution Rates are calculated:

Lot number	Net Subdivisible Area (ha)	Outstanding contribution amount	Remaining Net Subdivisible Area (ha)	Contribution Rate (\$ per ha of estimated remaining subdivisible area)
<i>Harvey</i>				
48	168.7334	\$ 12,107,272.89	65.3937	\$ 185,144.33
27	6.1894	\$ 532,214.39	6.1894	\$ 85,988.04
Pt 28	10.5164	\$ 904,284.65	10.5164	\$ 85,988.04
Pt 1	3.2000	\$ 275,161.74	3.2000	\$ 85,988.04
Pt 3	41.9000	\$ 3,570,835.02	41.5150	\$ 86,013.13
Pt 43	16.6519	\$ 558,077.35	10.2362	\$ 54,519.97
Pt 1	8.4000	\$ 811,029.89	8.4000	\$ 96,551.18
Pt 1	155.5676	\$ 11,387,565.49	76.2442	\$ 149,356.48
2	38.5746	\$ 3,316,954.34	38.5746	\$ 85,988.04
<i>Dardanup</i>				
14	73.9259	\$ 2,828,707.81	60.0333	\$ 47,118.98
Pt 13	82.6113	\$ 3,309,582.73	12.2991	\$ 269,091.46
3	59.7834	\$ 2,626,293.42	39.1622	\$ 67,061.95
1004	7.8864	\$ 390,471.71	7.8864	\$ 49,512.03
1003	8.1286	\$ 320,285.26	2.2962	\$ 139,484.91

A detailed calculation of Scheme Contribution Rates is shown at (Appendix TPS1: 6.1D).

These rates are to apply from 1st July 2009.

Discussion:

Ms Louise Round of Aurecon explained the Shared Cost Schedule and the movements in regard to contributions and works over the past 12 months including that the new rate of subdivision being slowed due to the economy.

Other points discussed were:

- *Roundabouts*
- *Land valuations haven't shifted significantly fits the trends.*
- *Contribution rate very similar to 2008.*
- *Bridge construction date brought forward based on use of the consistent process in the estimates, interest received/earned brought construction forward by a year; however, given the economy it is highly likely to be further away than 2013.*

HARVEY-DARDANUP TPS 1 RECOMMENDED RESOLUTION

02/09 MOVED - Cr. B G Day SECONDED - Cr. P Monagle

THAT the Shire of Harvey & Shire of Dardanup Joint Town Planning Scheme No. 1 Committee recommends that Council pursuant to Clause 18.2 of the Shire of Harvey and Shire of Dardanup Joint Town Planning Scheme No 1, adopt

"Table 19 Contributions per hectare" as shown below as the Schedule of Shared Costs for collecting shared cost contributions as from 1 July 2009:-

<i>"Table 19 Contributions Per Hectare"</i>				
<i>Lot number</i>	<i>Net Subdivisible Area (ha)</i>	<i>Outstanding contribution amount</i>	<i>Remaining Net Subdivisible Area (ha)</i>	<i>Contribution Rate (\$ per ha of estimated remaining subdivisible area)</i>
<i>Harvey</i>				
48	168.7334	\$ 12,107,272.89	65.3937	\$ 185,144.33
27	6.1894	\$ 532,214.39	6.1894	\$ 85,988.04
Pt 28	10.5164	\$ 904,284.65	10.5164	\$ 85,988.04
Pt 1	3.2000	\$ 275,161.74	3.2000	\$ 85,988.04
Pt 3	41.9000	\$ 3,570,835.02	41.5150	\$ 86,013.13
Pt 43	16.6519	\$ 558,077.35	10.2362	\$ 54,519.97
Pt 1	8.4000	\$ 811,029.89	8.4000	\$ 96,551.18
Pt 1	155.5676	\$ 11,387,565.49	76.2442	\$ 149,356.48
2	38.5746	\$ 3,316,954.34	38.5746	\$ 85,988.04
<i>Dardanup</i>				
14	73.9259	\$ 2,828,707.81	60.0333	\$ 47,118.98
Pt 13	82.6113	\$ 3,309,582.73	12.2991	\$ 269,091.46
3	59.7834	\$ 2,626,293.42	39.1622	\$ 67,061.95
1004	7.8864	\$ 390,471.71	7.8864	\$ 49,512.03
1003	8.1286	\$ 320,285.26	2.2962	\$ 139,484.91

CARRIED

6.2 Title: State Government Funding - Collie River Bridge

Reporting Department: Executive
 Reporting Officer: Mr Mark Chester - Chief Executive Officer
 Legislation: Local Government Act 1995
 File Number: PLO4 0001

Please find attached a copy of correspondence from the Minister for Local Government and Member for Bunbury the Hon John Castrilli MLA, with a copy of advice from the Minister for Transport the Hon Simon O'Brien MLC (Appendix TPS1: 6.2).

Minister O'Brien recommends we have Main Roads WA assist us with a detailed costing of the bridge and make a submission to State Treasury for the funding as a special project.

Once liaison with Main Roads WA has taken place to verify the projected cost of the bridge, the Shire of Harvey will be asked to modify the information that he has prepared for the Commonwealth Affordable Housing Grant into an application to Treasury.

RECEIVED

Discussion:

Affordably Housing Grant - Shire of Harvey, Chief Executive Officer, Michael Parker gave an update of the progress of the grant and the need for a legal agreement with the developers to pass on the benefit to land purchasers as a rebate. Four of the larger landholders have met with staff and supported, in principle, the rebate system. There are some issues with how to deal with industrial and commercial land. It is recommended that a delegation go to Canberra to lobby for this grant.

HARVEY-DARDANUP TPS 1 RECOMMENDED RESOLUTION

03/09 MOVED - Cr. W Adams SECONDED - Cr. C N Boyce

THAT the Shire of Harvey & Shire of Dardanup Joint Town Planning Scheme No. 1 Committee recommends that Council authorise the Chief Executive Officers to liaise with Gary Gray MP and arrange a delegation to go to Canberra to lobby for the approval of the bridge funding if considered necessary.

CARRIED

7 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

[Please Note: This is Not General Business - This is for Urgent Business Approved By the Person Presiding or by Decision. In cases of extreme urgency or other special circumstance, matters may, with the consent of the person presiding, or by decision of the members present, be raised without notice and decided by the meeting.]

HARVEY-DARDANUP TPS 1 RECOMMENDED RESOLUTION

04/09 MOVED - Cr. B G Day SECONDED - Cr. P Monagle

THAT the Shire of Harvey & Shire of Dardanup Joint Town Planning Scheme No. 1 Committee deal with:

- Authorisation of Expenditure to Date*

as Business of an Urgent Nature.

CARRIED

7.1 Title: Shire of Harvey and Dardanup Joint Town Planning Scheme No. 1 - Authorisation of Expenditure to Date

Background

In order to facilitate the administration of the Joint Town Planning Scheme, a number of costs have been incurred by the Council's. Costs have been paid from each Council's Municipal Funds at present, and reimbursements from the applicable Joint Scheme Trust Funds of each Council are now sought.

The Shire of Harvey has incurred costs (ex. GST) as detailed below:

DATE	TO	AMOUNT	FOR
08/11/2007	Connell Wagner	5,210.60	Scheme Admin (Harvey %)
24/04/2008	Connell Wagner	3,478.20	Scheme Admin (Harvey %)
13/05/2008	Connell Wagner	4,487.25	Scheme Admin (Harvey %)
09/06/2008	GW Franklin	6,000.00	Valuations of Road land
09/06/2008	McLeods Barristers	1,981.83	Legal Advice
30/06/2008	Connell Wagner	6,883.80	Scheme Admin (Harvey %)
19/09/2008	McLeods Barristers	4,398.90	Legal Advice
28/10/2008	McLeods Barristers	9,499.95	Legal Advice
11/11/2008	Connell Wagner	1,777.07	Scheme Admin (Harvey %)
28/11/2008	McLeods Barristers	12,463.26	Legal Advice
28/11/2008	McLeods Barristers	6,926.12	Legal Advice
03/12/2008	McLeods Barristers	6,076.00	Legal Advice
17/12/2008	McLeods Barristers	6,431.26	Legal Advice
06/02/2009	McLeods Barristers	7,741.02	Legal Advice
11/02/2009	Connell Wagner	1,718.75	Scheme Admin (Harvey %)
13/02/2009	Connell Wagner	18,503.90	Scheme Admin (Harvey %)
18/03/2009	McLeods Barristers	16,440.85	Legal Advice
23/03/2009	McLeods Barristers	17,484.00	Legal Advice
01/04/2009	McLeods Barristers	1,943.39	Legal Advice
Total		\$139,446.15	

The Shire of Dardanup has incurred costs as detailed below:

DATE	TO	AMOUNT	FOR
02/09/2008	McLeods Barristers & Solicitors	2,628.70	Legal Advice
20/10/2008	McLeods Barristers & Solicitors	5,822.55	Legal Advice
03/11/2008	McLeods Barristers & Solicitors	7,447.81	Legal Advice
19/11/2008	Connell Wagner Pty Limited	1,089.17	Scheme Admin (Dardanup %)
05/12/2008	McLeods Barristers & Solicitors	3,724.00	Legal Advice
10/12/2008	McLeods Barristers & Solicitors	4,138.93	Legal Advice
23/12/2008	McLeods Barristers & Solicitors	3,843.19	Legal Advice
04/02/2009	McLeods Barristers & Solicitors	4,625.89	Legal Advice
19/02/2009	Connell Wagner Pty Limited	11,341.10	Scheme Admin (Dardanup %)
19/02/2009	Connell Wagner Pty Limited	1,053.07	Scheme Admin (Dardanup %)
05/03/2009	McLeods Barristers & Solicitors	9,824.74	Legal Advice
24/03/2009	McLeods Barristers & Solicitors	10,716.00	Legal Advice
Total		\$66,255.15	

HARVEY-DARDANUP TPS 1 RECOMMENDED RESOLUTION "A"

THAT Council pursuant to Clause 18.2 of the Shire of Harvey and Shire of Dardanup Joint Town Planning Scheme No 1, adopt "Table 19 Contributions per hectare" as shown below as the Schedule of Shared Costs for collecting shared cost contributions as from 1 July 2009:-

"Table 19 Contributions Per Hectare"				
Lot number	Net Subdivisible Area (ha)	Outstanding contribution amount	Remaining Net Subdivisible Area (ha)	Contribution Rate (\$ per ha of estimated remaining subdivisible area)
<i>Harvey</i>				
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Pt 3	41.9000	\$ 3,570,835.02	41.5150	\$ 86,013.13
Pt 43	16.6519	\$ 558,077.35	10.2362	\$ 54,519.97
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3	59.7834	\$ 2,626,293.42	39.1622	\$ 67,061.95
1004	7.8864	\$ 390,471.71	7.8864	\$ 49,512.03
1003	8.1286	\$ 320,285.26	2.2962	\$ 139,484.91

HARVEY-DARDANUP TPS 1 RECOMMENDED RESOLUTION "B"

THAT Council authorise the Chief Executive Officer to liaise with Gary Gray MP and arrange a delegation to go to Canberra to lobby for the approval of the bridge funding if considered necessary.

HARVEY-DARDANUP TPS 1 RECOMMENDED RESOLUTION "C"

THAT Council endorse payment of \$66,255.15 to the Shire of Dardanup from the Shire of Dardanup Collie River Bridge Reserve Fund.

10.12 MANAGER FINANCIAL SERVICES REPORT

None.

10.13 ACCOUNTS FOR PAYMENT

10.13.1 Title: Schedule of Accounts Submitted as at 10th June 2009

Reporting Department: Financial Services

Reporting Officer: Miss Suzette Sutton – Accounts Payable Officer

Legislation: Local Government Act 1995 (Financial Regulations)

File Number: None.

Voting Requirements - Simple Majority

OFFICER RECOMMENDED RESOLUTION

THAT accounts as submitted for payment be passed for payment as follows:

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34357	22/05/2009	Alleasing	Leasing costs of photocopiers	MUNI	1,110.03
34358	22/05/2009	Basketball South West Incorporated	Reimbursement for Slammers and WABL spectators	MUNI	5,021.00
34359	22/05/2009	Bernard Dowley	Being the winner of the watercolour section with "Torrox"	MUNI	100.00
34360	22/05/2009	Beverley Mountford	Being the winner of the viewers choice award	MUNI	100.00
34361	22/05/2009	Bill's Retaining Walls and Bobcat Hire	Construct retaining wall and fence at 6 Hereford Place	MUNI	15,400.00
34362	22/05/2009	Catherine Routley	Being winner of youth section with "Orange Beauty"	MUNI	50.00
34363	22/05/2009	Centrecare Corporate	Employee counselling service	MUNI	132.00
34364	22/05/2009	Charlotte Otranto	Being the winner of the open section with "Scent of Fremantle III"	MUNI	300.00
34365	22/05/2009	Courier Australia	Courier charges - administration	MUNI	19.26
34366	22/05/2009	David Fontaine	Crossover contribution - A1111	MUNI	350.00
34367	22/05/2009	Department of Transport	Special series number plates - 002 DA – Z Johnston - rect # 53947	MUNI	135.00
34368	22/05/2009	DesAir	Repairs and maintenance of air conditioning units	MUNI	1,916.20
34369	22/05/2009	Foxtel Cable Television Pty Limited	Foxtel monthly subscription fee (Eaton Recreation Centre)	MUNI	97.85
34370	22/05/2009	G & R P Brookes Plumbing	Plumbing maintenance and repairs	MUNI	3,613.50
34371	22/05/2009	Jessica Coombe	Reimbursement for Jumble Gym	MUNI	32.50
34372	22/05/2009	Jillian Coldwell	Being winner of the photography section with "Tulips"	MUNI	100.00
34373	22/05/2009	John Gardiner	Cr. meeting fee & expense reimbursement - quarter end 19/04/09	MUNI	2,328.61
34374	22/05/2009	Kirsten Smith	Providing music to the Art Spectacular opening night	MUNI	100.00
34375	22/05/2009	Riley Jay Coldwell	Winner of the youth art award for "Bazza"	MUNI	50.00
34376	22/05/2009	Schweppes Australia Pty Limited	Goods for resale - Eaton Recreation Centre	MUNI	586.24

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34377	22/05/2009	Shire of Dardanup - Please pay cash	Cancelled cheque	MUNI	0.00
34378	22/05/2009	South West Regional College of TAFE	Certificate II in Horticulture enrolment fees - C Rebello and S Green	MUNI	1,494.65
34379	22/05/2009	Synergy	Electricity	MUNI	158.55
34380	22/05/2009	Telstra	Faxstream and mobile phone expenses	MUNI	243.19
34381	22/05/2009	Thinkwater Bunbury	Reticulation fittings	MUNI	123.75
34382	22/05/2009	West Dardanup Bush Fire Brigade	Reimbursement of expenses	MUNI	1,456.56
34383	22/05/2009	WestNet Pty Limited	Internet connections	MUNI	1,538.78
34384	22/05/2009	Western Power	Provide power for irrigation - Lot 1028 Eaton Drive, EATON	MUNI	500.00
34385	22/05/2009	Cathy Burke	Reimbursement for refreshments for budget review meeting	MUNI	36.34
34386	26/05/2009	Suzanne Sturgess	Reimbursement for purchase of Les Mills DVDs and CDs	MUNI	306.00
34387	27/05/2009	Shire of Dardanup - Please pay cash	Umpire recoup - 21/05/2009	MUNI	580.00
34388	29/05/2009	Amanda Szeliga	Refund for Amanda Szeliga for police clearance	MUNI	51.00
34389	29/05/2009	Australian Super	Superannuation contributions	MUNI	41.08
34390	29/05/2009	Barbara Della - Sale	Reimbursement for Influenza vaccination	MUNI	60.05
34391	29/05/2009	Bunbury Army Surplus	Kovea gas torch, Primus butane cartridge, repair cloth etc	MUNI	166.30
34392	29/05/2009	Carmelina Clifton-James	Term one assistant's wages - Montessori project	MUNI	750.00
34393	29/05/2009	Child Support Agency	Employee payroll deduction	MUNI	372.91
34394	29/05/2009	Construction and Building Industry Super	Superannuation contributions	MUNI	179.07
34395	29/05/2009	Courier Australia	Courier charges - Eaton Community Library	MUNI	40.43

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34396	29/05/2009	DAPCO Tyre & Auto Service	Replacement tyre - 0 DA, and puncture repair - DA 8300	MUNI	493.50
34397	29/05/2009	Ferguson Falls Estate	Cabernet Sauvignon x 12, and wine/food samples for health testing	MUNI	167.70
34398	29/05/2009	Flexible Lifetime Superannuation Fund	Superannuation contributions	MUNI	125.33
34399	29/05/2009	Health Insurance Fund on WA (HIF)	Payroll deductions	MUNI	89.85
34400	29/05/2009	Hostplus	Superannuation contributions	MUNI	132.79
34401	29/05/2009	IOOF Portfolio Service Super Fund	Superannuation contributions	MUNI	10.22
34402	29/05/2009	Jon Cruttwell	Refund for Jon Cruttwell for police clearance	MUNI	51.00
34403	29/05/2009	Meghan Hicks	Evaluation payment and co-ordinator's wages - Montessori project	MUNI	3,500.00
34404	29/05/2009	Petty Cash - Please pay cash	Recoup - Eaton Community Library	MUNI	142.50
34405	29/05/2009	Professional Training Solutions	Module 1 & 2 - Stephen Eaton	MUNI	308.00
34406	29/05/2009	Ronald G Glover	Maintenance - Recycling yard	MUNI	1,254.00
34407	29/05/2009	Shire of Dardanup	Transfer from reserve - unspent emergency m'ment grant funds	MUNI	18,465.45
34408	29/05/2009	Shire of Dardanup	Payroll deductions	MUNI	719.00
34409	29/05/2009	Shire of Dardanup	Employee deductions	MUNI	141.00
34410	29/05/2009	Shire of Dardanup	Employee payroll deduction	MUNI	660.00
34411	29/05/2009	Shire of Dardanup - Please pay cash	Umpire recoup - 28/05/2009	MUNI	652.50
34412	29/05/2009	Shire of Dardanup	Employee recoups - gym membership	MUNI	167.33
34413	29/05/2009	Synergy	Electricity	MUNI	72.60
34414	29/05/2009	T & P Design	Design for widening of Wellington Mill Road	MUNI	519.75
34415	29/05/2009	Telstra	Repair to Telstra service - 882 Joshua Creek Road	MUNI	643.42

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34416	29/05/2009	Vision Super	Superannuation contributions	MUNI	118.42
34417	29/05/2009	WA Local Govt Superannuation Plan	Superannuation contributions	MUNI	21,079.78
34418	29/05/2009	Western Power	Provide power for irrigation - Leicester Ramble, EATON	MUNI	627.00
34419	29/05/2009	Westscheme Pty Limited	Superannuation contributions	MUNI	131.91
34420	02/06/2009	Ag Spread	Lime for Eaton foreshore and oval	MUNI	814.00
34421	02/06/2009	Amity Signs and Industrial Products	Signs, galvanised posts and brackets	MUNI	4,723.18
34422	02/06/2009	Australind/Eaton Medical Centre	Pre employment medical examination for Peter Stonehouse	MUNI	190.00
34423	02/06/2009	Baileys Fertilisers	Fertiliser	MUNI	5,500.00
34424	02/06/2009	Benara Nurseries	Plants	MUNI	13,603.87
34425	02/06/2009	Bill's Retaining Walls and Bobcat Hire	Additional wall and fencing work required at 8 Hereford Place	MUNI	4,994.00
34426	02/06/2009	Boyanup Botanical	Plant pills fertiliser	MUNI	160.00
34427	02/06/2009	Broadacres Mowing Services	Mowing	MUNI	8,747.00
34428	02/06/2009	Bunbury Machinery	Hire of quick cut saw, and blade retaining washers	MUNI	317.82
34429	02/06/2009	Bunbury Mower Service	Chainsaw chains and Honda spare parts	MUNI	128.70
34430	02/06/2009	Bunbury Retravisoin	Breville compact Kitchen Wizz - Eaton Recreation Centre	MUNI	99.95
34431	02/06/2009	Bunnings Group Limited	Shovels, shovel handles, spade handles, D shackles, paint etc	MUNI	653.49
34432	02/06/2009	Cannon Hygiene Australia Pty Limited	Provision of sanitary disposal units	MUNI	686.65
34433	02/06/2009	Carbone Brothers Pty Limited	Gravel supply for Pile Road, and hire of semi tipper	MUNI	4,380.00
34434	02/06/2009	Centrepoint Amcal Pharmacy	SPF 30+ Clear Zinke x 200g, flat tweezers and nail clippers	MUNI	122.10

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34435	02/06/2009	Coalcliff Pty Limited	Hire of water truck and roller for construction of Mungalup Road	MUNI	13,750.00
34436	02/06/2009	Computer Corp Pty Limited	HP heavyweight coated paper	MUNI	137.50
34437	02/06/2009	Corporate Express Australia Limited	Stationery	MUNI	2,595.94
34438	02/06/2009	Craven Foods	Confectionery - Eaton Recreation Centre	MUNI	511.53
34439	02/06/2009	Data # 3 Limited	Shadow Protect server license	MUNI	3,437.00
34440	02/06/2009	Dell Australia Pty Limited	Computer equipment	MUNI	7,515.20
34441	02/06/2009	Dom Ursino	Hire of 6 wheeler truck for construction work on Mungalup Road	MUNI	8,690.00
34442	02/06/2009	Eaton Community College	Montessori Club Incorporated - Hire of facilities for Term 2	MUNI	3,000.00
34443	02/06/2009	Eaton Hardware	Pine and deck spikes	MUNI	59.10
34444	02/06/2009	Ferguson Farmstay	Shiraz x 6	MUNI	90.00
34445	02/06/2009	Fill A Bins	Skip bin hire - Bobin Street, EATON	MUNI	590.00
34446	02/06/2009	Fonterra Brands Australia Pty Limited	Goods for resale - Eaton Recreation Centre	MUNI	442.95
34447	02/06/2009	Frontline Signs	Signwriting on Art Spectacular banner	MUNI	264.00
34448	02/06/2009	Fusion Australia Limited	Foundation course for K Robinson	MUNI	360.00
34449	02/06/2009	G Tootill	Grave preparation	MUNI	198.00
34450	02/06/2009	Greenway Enterprises	Handsaws, tree planters, Wetlock penetrator and soil spreader	MUNI	991.59
34451	02/06/2009	Gym Care	Repairs to gym equipment	MUNI	823.47
34452	02/06/2009	Harvey Norman	Replace microwave oven and ceramic heater for Dardanup office	MUNI	350.00
34453	02/06/2009	Honeybee Toys Pty Limited	Goods for Montessori project	MUNI	934.93
34454	02/06/2009	IGA Distribution (WA) Pty Limited	Assorted confectionery - Eaton Recreation Centre	MUNI	1,140.26

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34455	02/06/2009	Jester's Jaffle Pie Company - Bunbury	Goods for resale - Eaton Recreation Centre	MUNI	165.00
34456	02/06/2009	Jill Powell & Associates	Eaton Precinct Recreation plan - instalment 3	MUNI	11,000.00
34457	02/06/2009	Klen International Pty Limited	Broom and dust pan sets, and gloves	MUNI	121.20
34458	02/06/2009	Landgate	Rating valuations	MUNI	667.15
34459	02/06/2009	MJB Industries Pty Limited	Concrete drainage pipes, lids and headwalls	MUNI	1,834.18
34460	02/06/2009	Malatesta Road Paving and Hotmix	Seal widened shoulders on Pile Road	MUNI	12,016.40
34461	02/06/2009	Mark's Window Cleaning and Maintenance	Window cleaning	MUNI	840.00
34462	02/06/2009	Modern Teaching Aids Pty Limited	Eaton Recreation Centre equipment	MUNI	1,007.84
34463	02/06/2009	Montessori Child	Goods for Montessori project	MUNI	1,767.70
34464	02/06/2009	Montessori Downunder	Goods for Montessori project	MUNI	3,395.00
34465	02/06/2009	Obyco (Bridgewater Nominees Pty Limited)	Dig test holes for gravel locations - Wellington Mills	MUNI	1,188.00
34466	02/06/2009	PFD Food Services Pty Limited	Assorted icecreams - Eaton Recreation Centre	MUNI	927.95
34467	02/06/2009	Pelusey Truck and Loader Hire	Hire of front end loader for construction work on Mungalup Road	MUNI	9,559.00
34468	02/06/2009	Perfect Landscapes	Lawn mowing - Millbridge	MUNI	4,125.00
34469	02/06/2009	Pioneer Road Services Pty Limited	Supply, lay and compact basalt - Pratt Road, EATON	MUNI	109,767.90
34470	02/06/2009	Plant Supply Company	Plants	MUNI	2,163.66
34471	02/06/2009	R & D Quality Concrete	Pathway construction - Eaton Rec Centre, Hamilton Rd & Innes St	MUNI	3,678.40
34472	02/06/2009	Signs Plus	Magnetic name badges	MUNI	117.00
34473	02/06/2009	Southern City Sheds	Supply and install Whirlybirds to new Wellington Mills fire station	MUNI	520.00

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
34474	02/06/2009	Southern Lock & Security	Barrel set and lock - Eaton Recreation Centre	MUNI	17.80
34475	02/06/2009	Southwest Earthworks and Kerbing	Bus shelter construction x 4	MUNI	10,087.00
34476	02/06/2009	St John Ambulance Australia (WA) Inc	Senior First Aid course and texts - Cathy Burke	MUNI	155.00
34477	02/06/2009	Stylecorp	Staff uniforms	MUNI	989.56
34478	02/06/2009	Transpacific Waste Management Pty Ltd	Waste disposal	MUNI	4,380.63
34479	02/06/2009	V L McKay and E M Gahan	Consultancy svcs BWGC - Identify resource sharing opportunities	MUNI	2,783.00
34480	02/06/2009	Veolia Environmental Services (Australia)	Cleaning of oil spill - Ferguson Road	MUNI	2,219.60
34481	02/06/2009	VisiMax Safety Products	Helmets with visors and fire boots - Ferguson BFB	MUNI	665.00
34482	02/06/2009	Vogue Furniture	2x Pin up boards - Eaton administration centre	MUNI	404.00
34483	02/06/2009	WA Local Government Association	Advertising	MUNI	2,135.28
34484	02/06/2009	Wind Horse Trading Limited	Infant materials for Montessori project	MUNI	2,118.00
34485	02/06/2009	Woolworths Limited	Groceries	MUNI	1,712.60
34486	02/06/2009	Yaffa Publishing Group	Subscription Nature & Health magazine - Eaton Community Library	MUNI	48.40
34487	02/06/2009	Yakka Pty Limited	Staff uniforms - David Stewart	MUNI	331.66
34488	02/06/2009	Yortak Enterprises	Installation firebreak on vacant land - 5 Flinder Street, Eaton	MUNI	132.00
300730	29/05/2009	Anthony Grzelka	Refund Eaton hall bond - A Grzelka - 23/05/2009 - receipt # 55512	TRUST	500.00

CHEQUE	DATE	NAME	INVOICE DESCRIPTION	FUND	AMOUNT
REPORT TOTALS			TOTAL		
MUNI		Municipal Fund			373,957.04
34357 - 34488					
TRUST		Trust Fund			500.00
300730 - 300730					
TOTAL					374,457.04

CERTIFICATE OF Chief Executive Officer

This schedule of accounts to be passed for payment, covering vouchers as above which was submitted to each member of Council has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations, and costings and the amounts shown are due for payment.



Mr Mark L Chester – Chief Executive Officer

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

13 PUBLIC QUESTION TIME

14 MATTERS BEHIND CLOSED DOORS

15 CLOSURE OF MEETING

The Presiding Officer advises that the date of the next:

- Special Meeting of Council will be Friday, 12th June 2009, commencing at 10.00am at the Shire of Dardanup - Administration Centre Eaton.
- Ordinary Meeting of Council will be Wednesday 24th June 2009, commencing at 4.30pm at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Presiding Officer to declare the meeting closed.