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NOTE: a) **Declaration of Councillors and Officers Interest is made at the time the item is discussed.**

MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS, 6 PATERSON STREET MUNDIJONG ON MONDAY 10TH NOVEMBER, 2001. THE PRESIDING MEMBER DECLARED THE MEETING OPEN AT 9.00AM AND WELCOMED MEMBERS OF THE PUBLIC PRESENT IN THE GALLERY, COUNCILLORS AND STAFF.

1. ATTENDANCES & APOLOGIES

PRESENT: Crs. J C Star Presiding Member from 9:00am to 9:55am
 D Butfield Presiding Member from 9:55am to 10:50am
 W J Kirkpatrick
 D L Needham
 A J Simpson
 K R Murphy
 J A Scott
 T H J Hoyer
 J. Price from 9:03am

APOLOGIES: I J Richards

IN ATTENDANCE: Mr D E Price Chief Executive Officer
 Mr G Dougall Director Corporate Services
 Ms J. Abbiss Manager Sustainable Development
 from 9:00am to 9:02am
 Mr A Watson Director Sustainable Development from 9:02am
 Mr R Harris Director Asset Services from 9:08am
 Miss K.L. Gittos Minutes Secretary

GALLERY: Nil

2. PUBLIC QUESTION TIME

Nil

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. STATEMENTS, PETITIONS, MEMORIALS & DEPUTATIONS

Nil

5. ANNOUNCEMENTS BY PRESIDING MEMBER

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COUNCIL DECISION

Moved Cr Butfield seconded Cr Simpson the minutes of the Ordinary Council Meeting held on 26 November 2001 were confirmed.
CARRIED 8/0

Moved Cr Kirkpatrick seconded Cr Needham that standing orders 12.4 be suspended.
CARRIED 8/0

Mr Andrew Watson entered the meeting at 9:02am
Ms Joanne Abbiss left the meeting at 9:02am

Cr Price entered the meeting at 9:03am.

7. REPORTS OF COMMITTEES & OFFICERS

7.1 Corporate Services

C066/12/01		REGIONAL CABINET MEETING MANDURAH 2002		(A0108-02)
Proponent		Ministry of Premier and Cabinet		
Officer		D.E Price - Chief Executive Officer	Date of Report	03-12-01
Signatures		Author: Senior Officer:		
Previously				
Disclosure of Interest				
Delegation		Council		

Preamble

Advise Council of the Regional Cabinet meeting to be held in Mandurah on 11 February 2002.

Background

The Chief Executive Officer has received advice from the Ministry of the Premier and Cabinet advising the following;

As part of the Regional Program, Cabinet will be visiting the Peel Region on 11 February 2002. These visits provide an excellent opportunity for issues of interest or concern to the community to be raised with the Government at the various functions which the Premier and Ministers will be attending.

An invitation will be forwarded to the Shire President, Deputy Shire President and you to attend the working breakfast with the members of the cabinet on the 11 February 2002.

A special feature of the breakfast will be a joint 15-minute presentation to Cabinet on the achievements, major projects and future planning initiatives in the Region, especially those that will require State Government involvement.

Another aim is to provide an opportunity for local governments to ask questions of individual Minister's. To achieve this, the breakfast program will include an informal session, which will be limited due to time constraints, where the Member for Mandurah, Mr David Templeman MLA will invite questions from guests. The Premier or the appropriate Minister will provide responses.

A community luncheon has also been scheduled for the 11 February 2002, to acknowledge volunteers and other "quiet achievers" in the region.

Comments

The Peel Development Commission and the Mandurah City Council are co-ordinating the presentation to the Premier and Cabinet on the 11 February breakfast meeting. It is envisaged that the Peel Economic Development Unit, which has representation from the 5 Peel local authorities, will provide input to this presentation.

Council are requested to give consideration to any questions that they may wish representatives of the Shire of Serpentine-Jarrahdale to ask of the Premier and or appropriate Minister at the breakfast meeting when requested by the Member for Mandurah.

It is proposed that the Acting Chief Executive Officer requests from members of the Strategic Management Committee and other interested Councillors, any questions that Council would like to be asked by Council representatives at the breakfast. These questions are to be referred to Council so that can endorse these questions at the January meeting prior to the 11 February 2002 meeting of the members of cabinet.

Council has been invited to submit the details of five nominees from our community to attend the community luncheon by Friday 7 December 2001, however an extension has been granted to the 10 December to enable Council to put forward nominations at the Ordinary Council meeting on Monday 10 December 2001.

<u>Statutory Environment:</u>	Local Government Act 1995
<u>Policy Implications:</u>	No Policy Implications are known
<u>Financial Implications:</u>	No Financial Implications
<u>Strategic Implications:</u>	Opportunity for Council to put questions to Government, which impact on our Strategic Direction.
<u>Community Consultation:</u>	No Community Consultation required,
<u>Voting Requirements:</u>	Normal

Officer Recommended Resolution

- a) Council endorses the attendance of the Shire President, Deputy Shire President and Chief Executive Officer at the Regional Cabinet Meeting in Mandurah on February 11, 2002. (Should anyone of the endorsed representatives not be able to attend, the Shire President may nominate a replacement).
- b) Council nominates the names of up to five nominees from our community who they would like to put forward to attend the community luncheon on the 11 February 2002.
- c) In January 2002 the Strategic Management Committee and other interested Councillors are to prepare any questions to be asked by Council representatives at the breakfast. These questions are to be referred to Council in January 2002 for endorsement so that they can be asked of the members of Cabinet on the 11 February 2002.

Mr Robert Harris entered the meeting at 9:08am

Cr Price seconded Cr Buttfield that this item be deferred until the end of the meeting.
CARRIED 9/0

CRC066 COUNCIL DECISION

Moved Cr Simpson seconded Cr Needham:

- a) Council endorses the attendance of the Shire President, Deputy Shire President and Chief Executive Officer at the Regional Cabinet Meeting in Mandurah on February 11, 2002. (Should anyone of the endorsed representatives not be able to attend, the Shire President may nominate a replacement, and any additional Councillors should the opportunity be made available).
- b) Council nominates Sue T'Hart of Drive, Darling Downs, Coralie Parkin of Keysbrook, Jan Johnson of Jarrahdale, Graham Sampson of Mardella and Julie Hoey of Byford to attend the community luncheon on the 11 February 2002 to acknowledge volunteers and quite achievers in the area.
- c) In January 2002 the Strategic Management Committee and other interested Councillors are to prepare any questions to be asked by Council representatives at the breakfast. These questions are to be referred to Council in January 2002 for endorsement so that they can be asked of the members of Cabinet on the 11 February 2002.

CARRIED 8/0

Note: A change was made to allow for other Councillors besides those nominated to attend if the opportunity arises.

C067/12/01	CONFIRMATION OF PAYMENT OF CREDITORS (A0917)		
Proponent	Director Corporate Services		
Officer	P. Igglesden – Acting Finance Officer	Date of Report	29.11.01
Signatures	Author: Senior Officer:		
Previously			
Disclosure of Interest			
Delegation	Council		

Preamble

Confirm the payment of Creditors in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996.

Background

Nil

Comments

In accordance with Local Government (Financial Management) Regulations 1996 13(1) Schedules of all payments made through the Council's Bank Accounts are presented to the Committee and to Council for their inspection. The list includes details for each account paid incorporating:

- a) Payees name
- b) The amount of the payment
- c) The date of the payment
- d) Sufficient information to identify the transaction

Invoices supporting all payments are available for the inspection of the Committee and Council and a certificate signed by the Chief Executive Officer, stating that all invoices and vouchers presented to the Committee and to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costing and that the amounts shown were due for payment, is attached and relevant invoices are available for inspection.

Summary of creditor accounts paid and payable for the month of November 2001.

From V30368 to 30520, EP001259 to EP001362 and M30520 to M30522 totalling \$609,590.23	\$604,738.32	MUNICIPAL FUND
	\$4851.91	TRUST ACCOUNT
Nil	\$0	LOAN ACCOUNT
TOTAL	\$609,590.23	
Remaining balance outstanding (and yet to be paid) as at 29 November 2001	\$ 82,360.72	

A copy of the vouchers numbered V30368 to 30520, EP001259 to EP001362 and M30520 to M30522 totalling \$609,590.23 for the month of November is included with the attachments and marked C067/12/01.

<u>Statutory Requirement:</u>	No Statutory Requirement
<u>Policy Implications:</u>	No Policy Implications
<u>Budget Implications:</u>	No Budget Implications
<u>Strategic Plan Implications:</u>	No Strategic Implications
<u>Community Consultation:</u>	Community Consultation is not required
<u>Voting Requirements:</u>	Normal

CRC067 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Simpson:

That Council notes the payments authorised and made by the Chief Executive Officer, exercising his delegated authority and detailed in the list of invoices for the month of August, presented to the Corporate Services Committee and to Council, per the summaries set out above include Creditors yet to be paid and in accordance with the Local Government (Financial Management) Regulations 1996.

CARRIED 9/0

C068/12/01 DEBTOR ACCOUNTS WITH A BALANCE IN EXCESS OF \$1,000 (A0917)			
Proponent	Director Corporate Services		
Officer	J. Fletcher – Customer Services Officer/Cashier	Date of Report	03.12.01
Signatures	Author: Senior Officer:		
Previously			
Disclosure of Interest			
Delegation	Council		

Preamble

To receive the Debtor Accounts with a balance in excess of \$1,000 as at 30 November 2001.

Background

Nil

Comments

<u>DEBTOR NUMBER</u>	<u>AMOUNT \$</u>	<u>SINCE</u>	<u>FOR</u>	<u>DETAILS</u>
501	\$2167.22	02/04/01	Fines and penalties associated with unauthorised fill at Lot 12 Lorenz Way, Oakford	Director Sustainable Development has referred account to McLeods for collection. Awaiting further instructions.
311	\$2,693.73	02/08/01	Loan Repayment #78 July Payment	Waiting for payment from client. Interest has been applied. Reminder notice also sent in November.
489	\$1,342.00	30/05/01	Cemetery Fees for child's burial	Have received letter from debtors stating that they are having severe financial difficulties.
302	\$1,537.80	26/04/01	Rental for location #663 Rental for location #282 to June 2001	Reminder forwarded, messages left on answering machine – no response received. Will forward final notice in December
481	\$5,813.52	20/04/01	Workers Compensation payment to employee	SGIO requested additional information, which has now been forwarded. Amount should now be paid in full.
244	\$1,878.44	04/04/01	Abattoir Inspection fees	Manager Sustainable Development contacted the owner and was informed that the company is in the process of refinancing to pay off outstanding debts. If this does not happen the company will be in receivership. If payment has not been received by 30 December 2001, owner will contact the Shire to start a payment plan. This plan will include interest.
237	\$2,425.50	29/08/01	Hire of Polocrosse Grounds 2001/2002	Sent reminder letter 23 November 2001. Awaiting payment.
208	\$10,000.00	30/08/01	Reinstatement bond	Pending due to renewal of Extractive Industry License
451	\$1,970.10	29/08/01	Hire of Serpentine Hall 2001/2002	Are waiting for the membership fees to be paid prior to settling account
TOTAL	\$29,828.31			

Statutory Requirement:

No Statutory Requirement

<u>Policy Implications:</u>	No Policy Implications
<u>Budget Implications:</u>	No Budget Implications
<u>Strategic Plan Implications:</u>	No Strategic Implications
<u>Community Consultation:</u>	Community Consultation is not required
<u>Voting Requirements:</u>	Normal

CRC068 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Kirkpatrick seconded Cr Price:
That Council receive and note the report on Debtors accounts with a balance in excess of \$1,000 outstanding for 90 days or greater as at 30 November 2001.
CARRIED 9/0

C069/12/01	SUNDRY DEBTOR OUTSTANDING ACCOUNTS (A0917)		
Proponent	Director Corporate Services		
Officer	J. Fletcher – Customer Services Officer/Cashier	Date of Report	03.12.01
Signatures	Author: Senior Officer:		
Previously			
Disclosure of Interest			
Delegation	Council		

Preamble

To receive the Sundry Debtor Outstanding Accounts as at 30 November 2001.

Background

Nil

Comments

Debtors over	3 months	\$45,151.22
	2 months	Nil
	1 month	\$9,532.30
	Current	\$130,733.70
	BALANCE	\$185,417.22

<u>Statutory Requirement:</u>	No Statutory Requirement
<u>Policy Implications:</u>	No Policy Implications
<u>Budget Implications:</u>	No Budget Implications
<u>Strategic Plan Implications:</u>	No Strategic Implications
<u>Community Consultation:</u>	Community Consultation is not required
<u>Voting Requirements:</u>	Normal

CRC069 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Buttfield seconded Cr Price:

That Council receive and note the report on Sundry Debtor Outstanding Accounts as at 30 November 2001.

CARRIED 9/0

C070/12/01 RATE DEBTORS REPORT (A0917)			
Proponent	Director Corporate Services		
Officer	Evan Parker – Rates Officer	Date of Report	03.12.01
Signatures	Author: Senior Officer:		
Previously			
Disclosure of Interest			
Delegation	Council		

Preamble

To receive the overall position of rates and rubbish charges as at 30 November 2001.

Background

Nil

Comments

2001/2002			2000/2001		
	RATES	RUBBISH		RATES	RUBBISH
	\$	\$		\$	\$
Outstanding 30 June 2001	\$318,852.58	\$29,856.86	Outstanding 30 June 1999	\$286,070.81	\$18,278.67
Levied 2001/2002 - 1 July	\$3,595,297.15	\$584,548.66	Levied 2000/2001 - 1 July	\$3,488,770.35	\$587,223.01
2001/2002 Penalties				\$11,976.43	Nil
Receipts	-\$2,911,207.47	-\$558,307.58	Receipts	-\$2,285,234.15	\$505,380.41
Less Deferred Pensions	-\$35,953.85	-	Less Deferred Pensions	-\$23,294.40	Nil
	\$966,988.41	\$56,907.94		\$1,478,450.99	\$100,121.17

Collection percentages were 75.29% for rates and 90.73% for rubbish charges.

Collection percentages were 63.11% for rates and 86% for rubbish charges.

Statutory Requirement:

No Statutory Requirement

Policy Implications:

No Policy Implications

Budget Implications:

No Budget Implications

Strategic Plan Implications:

No Strategic Implications

Community Consultation:

Community Consultation is not required

Voting Requirements:

Normal

Officer Recommended Resolution

That Council receive and note the report the Rate Debtors accounts as at 30 November 2001.

CRC70 COUNCIL DECISION

Moved Cr Hoyer seconded Cr Scott:

That Council receive and note the report the Rate Debtors accounts as at 30 November 2001 with the corrections to the 2001/2002 figures.

CARRIED 9/0

C071/12/01 INFORMATION REPORT			
Proponent	Director Corporate Services		
Officer	G.R. Dougall – Director Corporate Services	Date of Report	Various
Signatures	Author: Senior Officer:		
Previously			
Disclosure of Interest			
Delegation	Council		

C071.1/12/01 REVIEW OF CONDUCT OF INQUIRIES UNDER PART 8 OF THE LOCAL GOVERNMENT ACT 1995 (A0091)

The Western Australian Municipal Association wrote advising Council of the Executive Committee resolution regarding the above review. ***A copy of the letter can be found in the attachments marked "C071.1/12/01".***

C071.2/12/01 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT (A0163-05)

The 2001 National Agenda for Australian Local Government and the Business Papers for the National General Assembly of Local Government to be held 25-28 November 2001 in Canberra are located in the Councillors Lounge Library.

C071.3/12/01 CHIEF EXECUTIVE OFFICER – ANNUAL LEAVE (H0031)

The Chief Executive Officer will be on annual leave from the 10 January 2002 to 1 February 2002 inclusive.

Under delegated authority AF-14, the Director Sustainable Development will be Acting Chief Executive Officer for this period.

C071.4/12/01 WESTERN AUSTRALIAN MUNICIPAL ASSOCIATION – BEST PRACTICE IN LOCAL GOVERNMENT AWARDS (A0319)

A letter congratulating the Shire on its recognition as a Western Australian Local Government that provides excellent service and dedication towards continuous improvement can be found in the attachments marked "C071.4/12/01".

C071.5/12/01 ANNUAL REPORTS

Council has received a copy of the 2000-2001 Annual reports from the Town of Kwinana and the Peel Business Enterprise Centre.

These can be found in the Councillors Bookcase located in the Councillors' lounge.

C071.6/12/01 TENDER C08/2001-2002 – AUDIT CONTRACT (A1027)

Delegated authority AF-18 (Accepting Tenders on behalf of Council) was undertaken by the Chief Executive Officer on 4th December 2001 in awarding this tender to Grant Thornton for the period 1 July 2001 to 30 June 2006.

C071.7/12/01 MANAGER OF FINANCE (H0067)

Mr Cary Green tendered his resignation from the position of Manager of Finance on 3 December 2001 in accordance with the probation clause in his contract for personal reasons. The position has now been accepted by Mr Phil De Giorgio who has a Bachelor of Business in Accounting.

C071.8/12/01 THANK YOU LETTER FROM SHIRE OF DENMARK (A0943)

A copy of a letter received from the Shire of Denmark thanking Council for their hospitality during their recent visit is included with the attachments and marked C071.8/12/01.

C071.9/12/01 INTEREST ON INVESTMENTS (A0073)

Bank	Maturity Date	Purpose	Current Terms	Balance
Reserve Funds				
Challenge	21/12/01	Plant replacement reserve	4.30%	\$423,920.47
Challenge	21/12/01	Gravel pit reserve	4.30%	\$52,614.78
Challenge	09/01/02	Revaluation reserve	4.20%	\$5,501.91
Challenge	09/01/02	Land and building reserve	4.20%	\$709.35
Challenge	21/12/01	Serpentine Dam Tearooms Res	4.30%	\$27,111.94
Challenge	21/12/01	Computer Reserve	4.30%	\$59,369.89
Challenge	21/12/01	Investment Reserve	4.30%	\$61,885.37
Challenge	21/12/01	Alcoa Contributions	4.30%	\$184,190.70
				\$815,304.41
Special Purpose Investments				
Challenge	21/12/01	Ex Long Service Leave Res	4.30%	\$48,205.24
Challenge	21/12/01	Darling Downs Capital	4.30%	\$103,623.29
Challenge	01/02/02	Byford Youth Forum	4.14%	\$4,608.85
Challenge	21/12/01	Darling Downs Maintenance	4.30%	\$23,153.84
Challenge	09/01/02	Historical Society	4.20%	\$1,331.30
				\$180,922.52
Municipal Investments				
Challenge	14/12/01	Municipal	4.39%	\$111,844.65
Commonwealth	09/12/01	Municipal	4.40%	\$281,901.42
Bendigo Bank	02/01/02	Municipal	4.39%	\$110,988.39
Commonwealth	06/12/01	Municipal	4.35%	\$212,682.59
Bankwest	05/12/01	Municipal	4.38%	\$265,655.84
Bankwest	19/12/01	Municipal	4.41%	\$253,031.07
Bankwest	14/12/01	Municipal	4.39%	\$253,106.45
Bankwest	14/12/01	Municipal	4.39%	\$251,965.15
Bankwest	07/12/01	Municipal	4.45%	\$250,955.48

Bankwest	07/12/01	Municipal	4.45%	\$250,955.48
Bankwest	21/12/01	Municipal	4.45%	\$250,955.48
Bankwest	21/12/01	Municipal	4.45%	\$250,955.48
				\$2,996,999.48
PIBS		Municipal		\$3,096.37
PIBS		Municipal		\$3,096.71
PIBS		Municipal		\$2,164.27
PIBS		Municipal		\$3,089.39
				\$11,446.74
TOTAL INVESTMENTS				\$4,004,673.15

FUNDS INVESTED FROM ACCOUNTS

Municipal	\$3,373,559.44
Reserve	\$631,113.71
	\$4,004,673.15

Council has 3000 Telstra shares valued at \$5.47 each share at 10:15am on 4 December 2001

INTEREST EARNED

Interest for November	\$5,154.41
Previous interest	\$45,175.75
	\$50,330.16

BANKS RESERVES INVESTED WITH

Bankwest	56.92%	\$2,279,582.43
Bendigo Bank	2.77%	\$110,988.39
Challenge Bank	27.67%	\$1,108,071.58
Commonwealth	12.35%	\$494,584.01
PIBS	0.29%	\$11,446.74
		\$4,004,673.15

Statutory Requirements: No Statutory Requirements

Policy Implications: No Policy Implications

Budget Implications: No Budget Implications

Strategic Plan Implications: No Strategic Plan Implications

Community Consultation: Community Consultation is not required

Voting Requirements: Normal

Officer Recommended Resolution

That the information report to 30 November 2001 be received.

CRC071 COUNCIL DECISION

Moved Cr Buttfield seconded Cr Kirkpatrick

1. That the information report to 30 November 2001 be received.
2. Enquiries to be made as to the PIBS investments and whether they may be written off.

CARRIED 9/0

7.2 Asset Services

AS049/12/01 SERPENTINE SPORTS GROUND STAGE 2 CONSTRUCTION (RS0015-04)			
Proponent	Councillor D. Buttfield		
Officer	Robert Harris Director Asset Services	Date of Report	23.11.01
Signatures	Author: Senior Officer		
Previously			
Disclosure of Interest			
Delegation	Council		

Preamble

Council is requested to consider approving an out of budget expenditure of \$30,000 to enable the program for construction of Stage 2 of the Serpentine Sports Ground to be expedited.

Background

The western (Stage 1) portion of the Serpentine Sports Ground was constructed by the Council in the 1999/2000 financial year. The current (2001/02) budget includes an allocation of \$180,000 for construction of the second stage of the grounds. The present program for the construction works has been developed to concurrently run with the proposed upgrading of Karnup Road adjacent to the site. The program provides for preparatory works in January- February, sand fill placement in late February and grass planting in early March. As the grass would be planted at the end of the best of the growing season it is expected to take 28 – 30 weeks, until the end of September, for full grass coverage to be achieved. This program allows plant and equipment requirements to be drawn from the adjacent road works, reduces the watering requirements during the grass establishment and lessens the risk of loss of sand and juvenile grass from the hot and dry easterly winds most prevalent over the summer period which caused significant problems during Stage 1 construction. On the other side the program results in the loss of much of the best grass growing season, and results in the area being unavailable for use during the whole of the 2002 pony club season.

Councillor D. Buttfield has requested that the potential and implications of implementing an accelerated program be investigated and considered. An alternate program has been developed which would expedite the contract tender preliminaries and if delegation to accept tenders were granted by Council, would allow site preparatory works to be undertaken in December, sand fill placement in January, and grass planting late January. As the earlier planting gains more of the optimum growing season full coverage is expected in mid May. This would enable the surface to be lightly used over the 2002 Pony Club season and would provide an enhanced coverage of grass for the following season.

The expedited program incurs additional development costs estimated at \$30,000 in contrast to the present program arising from:

Reduced ability for joint project's use of plant and equipment	\$3,000
Application of hydromulch to surface to stabilize sand and grass during establishment over hot-windy summer conditions	\$11,000
Additional watering requirements including bore modification booster pump and stationary reticulation hire.	\$16,000

Comments

The expedited program enables the Stage 2 area to be available for horse and pony club events for the 2002 season. Earlier completion will result in enhanced grass coverage in subsequent seasons until a full and complete grass thatch is achieved. The present program will restrict activities in the 2002 season.

The expedited program requires that measures be taken to address the prevailing hot and windy conditions of summer. This involves surface stabilization by hydro-mulching and increased application of bore water to provide optimum moisture for grass growth and prevent sand and juvenile grass being blown away.

The expedited program enables the ground to be available for the 2002 season and enhances the Shire reputation for equestrian facilities.

To achieve the expedited program it would be necessary to Council to delegate authority to accept tenders to be called for the supply of sand fill and for the supply, planting and husbandry of grass. If the expedited program is approved it is recommended the Shire President, Asset Services Committee Presiding Member and the Chief Executive Officer be authorized to accept tenders invited for contracts for the project.

Statutory Environment: Local Government Act 1995

Policy Implications: Nil

Financial Implications: to implement the expedited program requires an additional out of budget expenditure of \$30,000 to be approved.

Strategic Plan Implications: Nil.

Community Consultation: Not required.

Voting Requirement Absolute majority required for out of budget expenditure approval.

Officer Recommended Resolution

Council consider the merit of expediting the Serpentine Sports Ground Stage 2 construction program at an additional out of budget expenditure of \$30,000 with delegated authority to accept tenders for the project contract works.

CRAS049 COUNCIL DECISION

Moved Cr Buttfield seconded Cr Murphy:

Council approves the expediting of the Serpentine Sports Ground Stage 2 construction program at an additional out of budget expenditure of \$30,000 by way of increased loan funds with delegated authority to accept tenders for the project contract works.

CARRIED 9/0

AS050/12/01 LONG VEHICLE APPLICATION – ROWLEY ROAD (A0512-03)			
Proponent	Harvey Fresh, Harvey		
Officer	Simon Kenworthy-Groen Design Engineer	Date of Report	30.11.01
Signatures	Author: Senior Officer		
Previously	AS038/11/01		
Disclosure of Interest			
Delegation	Council		

Preamble

An application has been made by Harvey Fresh to alter the conditional approval granted by Council to use a specific 22.5 m truck and trailer vehicle combination on Rowley Road east of Nicholson Road to access their premises at 747 Rowley Road, to an open approval to use any long vehicle up to 27.5 m in length. It is recommended the request be refused.

Background

Harvey Fresh operates a distribution facility on the north side of Rowley Road approximately 200 metres east of Nicholson Road (in City of Armadale). Rowley Road is a municipal boundary road with the section of road east of Nicholson Road being managed and maintained by the Shire of Serpentine-Jarrahdale under agreement with the City of Armadale. Rowley Road is classified a District Distributor road under the State Road Hierarchical structure indicating it serves a district traffic function.

In November 2001 the Council granted conditional approval for the requested Truck and Trailer vehicle to travel on Rowley Road.

“...that consent to the application from Harvey Fresh for a long vehicle permit for Rowley Road east of Nicholson Road to Lot 747 Rowley Road, Forrestdale be granted subject to:-

- 1. Consent is limited to the particular vehicle subject to the application for one return trip 5 days weekly.*
- 2. The full width of Rowley Road adjacent to the property access crossover and the crossover being over laid with 30 mm of dense graded bituminous asphalt to cater for the swept path of the vehicle on entry and exit at the applicant's expense.*
- 3. Consent is subject to Main Roads undertaking that this consent does not provide consent for the road to be available for other permit vehicles without consultation and approval of Council.”*

A copy of the revised request from Harvey Fresh is with attachments marked AS050/12/01

Comments

Council has consistently sought to avoid having permit vehicles on its local road network except where specifically designated for that purpose and constructed to the appropriate standard.

Rowley Road is not included in the Shire's designated permit vehicle routes and approval of such applications on an individual application basis leads to incremental expansion of the use of local roads by permit vehicles. Whilst Rowley Road is geometrically able to accommodate the vehicle it would result in an increase in the permit vehicle network.

It is understood the applicant will predominantly use the approved truck and trailer combination vehicle to make one return trip 5 days weekly from Harvey arriving in the very early morning to unload the trailer. However they do not want to be restricted to just this vehicle and request approval to use any of their other vehicles up to 27.5 m in length. This more generous approval will suit many other types of permit vehicles operating including B-Double road trains and under current Main Roads' policy, potentially make the road available to other 27.5 m permit vehicles for more extensive use.

It is anticipated that the Tonkin Highway will be constructed with an interchange at Rowley Road within the next 5 years.

Statutory Environment:

Road Traffic Act
Vehicle Standards Regulations
Local Government Act

Policy Implications:

Consent would erode Council's policy position of not supporting expansion of permit vehicle use on the local road network.

Financial Implications:

Nil.

Strategic Plan Implications:

Council transportation strategy is for permit vehicles to be confined to main and secondary roads, and for "as of right" vehicles only on local roads.

Community Consultation:

Not required.

Voting Requirement

Normal.

CRAS050 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Kirkpatrick seconded Cr Needham:

The application from Harvey Fresh for expansion of Council consent for permit vehicles granted in November 2001 allowing a 27.5 m long vehicle permit on Rowley Road be refused.

CARRIED 9/0

AS051/12/01 LONG VEHICLE APPLICATION – MUNDIJONG ROAD & KING ROAD (A0512-03)			
Proponent	Soiland Garden Supplies Pty Ltd, Wattle Grove		
Officer	Simon Kenworthy-Groen Design Engineer	Date of Report	30.11.01
Signatures	Author: Senior Officer		
Previously			
Disclosure of Interest			
Delegation	Council		

Preamble

An application has been made by Soiland Garden Supplies Pty Ltd to use a long permit vehicle combination (exceeding 19m length) on Mundijong Road and King Road. It is recommended the application be refused.

Background

It is understood that Soiland and Garden Supplies Pty Ltd operates a sand quarry in Rockingham and wish to cart soil through the Shire.

“We wish to apply to use Mundijong Road and King Road within the boundaries of the Shire of Serpentine-Jarrahdale for Truck and Dog and Pocket Road Trains up to 27.5 meters long. It is required that we would use the above roads approx. 5 to 6 times per week carting sand, saw dust and mulch basically once a day 5 to 6 days per week.

As discussed, until the Main Roads give approval for the use of the Freeway extension south of Thomas Road we are required to seek alternative routes outside of existing built up areas.

Soiland are a nationally accredited transport operator under the truck safe scheme.”

Comments

Council has consistently sought to avoid having permit vehicles on its local road network except where specifically designated for that purpose and constructed to the appropriate standard.

Mundijong and King Road have been reconstructed over the past years to a standard and geometry suitable for long vehicles and they are included in the Shire’s designated permit vehicle routes. Approval of such applications would normally be granted for local business operating from these roads.

The applicant has claimed that they can not get approval to use the Kwinana Freeway south of Thomas Road, however this is incorrect. Main Road has indicated that if Soiland obtain approval from The City of Rockingham to use selected Local Government roads they will grant approval to Soiland for the use of the Kwinana Freeway. This provides an alternative route for the cartage and thus refusal of this application will reduce the traffic on Mundijong and King Roads potentially avoiding additional road maintenance costs.

Statutory Environment:

Road Traffic Act
Vehicle Standards Regulations
Local Government Act 1995

Policy Implications:

Nil.

Financial Implications:

Nil.

Strategic Plan Implications:

Nil.

Community Consultation:

Not required.

Voting Requirement

Normal.

CRAS051 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Price seconded Cr Kirkpatrick:

1. The application from Soiland Garden Supplies Pty Ltd to use Mundijong and King Road for permit vehicles be refused.
2. The applicant be advised to seek approval for an alternative route.

CARRIED 9/0

AS052/12/01 COUNCIL RESERVES GROUNDS MAINTENANCE REQUESTS (A0314)			
Proponent	Director Asset Services		
Officer	Robert Harris Director Asset Services	Date of Report	03.12.01
Signatures	Author: Senior Officer		
Previously			
Disclosure of Interest			
Delegation	Council		

Preamble

Council is requested to consider requests from community groups to accept responsibility for maintenance of Council reserve areas developed and/or occupied by community groups.

Requests are current for the Old Bridge School Reserve, Serpentine, and for the Family Centre, Paterson Road, Mundijong.

Background

The Shire has in excess of 150 public open space reserves and recreation reserves totalling over 750ha under its control with only approximately 35 of these reserves actively maintained. The balance receive only minimal attention to address fire hazards and control weeds. Landcare groups are involved in maintenance and revegetation of a number of Council open space and bushland reserves, however their capacity to undertake ongoing maintenance is limited. As further subdivision occurs further open space and drainage reserves are being transferred to the Council's control. With residential development and improvement of subdivided land there is an expectation of regular maintenance of public open space areas by the Council. At present most areas are only irregularly slashed, although a higher level of routine maintenance is sought by residents. The present limited maintenance of additional reserves has largely been achieved through more effective use and allocation of existing resources including the reduced frequency of maintenance of other regularly maintained reserves and sports grounds. The capacity to assume responsibility for further or more regular maintenance of oncoming or existing reserves without increasing Council financial resources allocated to parks and reserves management is now extremely limited.

This issue was identified in the Asset Services Management Strategy completed in 2000 as a matter the Council would need to address as it assembled more public open space holdings and the community expectation of regular maintenance and improvement of public open space areas increased.

The Council has also expressed a desire for an enhanced townscape and streetscape sympathetic to the environment to differentiate the Shire from other local government areas and provide a district community focus. The Council's Strategic Plan places substantial emphasis on the natural and improved landscape of the district as a focus of its environmental and economic development Key Result Areas.

A Reserve Management Report has been initiated by Council's Strategic Planning section to identify all current Council reserve holdings and recommend a forward maintenance and improvement regime for each reserve. This report is expected to be presented in the near future. In the interim ongoing requests are being received by Council.

A request has been received from the Serpentine Historical Society asking that Council place the Old Bridge School Reserve at Serpentine on its regular mowing program and provide a waste removal service to the site.

A copy of the request is with attachments marked AS052.1/12/01.

A request has been received from the Serpentine-Jarrahdale Family Centre Committee asking that Council take over responsibility for lawn mowing at “The House” family centre in Mundijong.

A copy of the request is with attachments marked AS052.2/12/01.

Comments

The current requests are not significant, however have a marginal impact on resources if agreed to be met.

In the case of the Old Bridge School Reserve, it is practical for mowing to be carried out concurrent with other similar works in the area. Intermittent mowing and trimming would cost approximately \$300 - \$400 per annum whilst regular maintenance would cost approximately \$1,200 per annum.

Council employees currently maintain the grounds at The Meeting Place (Landcare Centre) adjacent to The House (Family Centre) and could undertake mowing of The House lawn areas when maintaining The Meeting Place grounds. A cost of approximately \$400 per annum would be incurred.

If Council is desirous of accepting responsibility and undertaking maintenance as requested the resources required would be sought to be reallocated from within the existing parks and reserves budget, however Council needs to be aware this will require some reduction in the level of service provided elsewhere.

Council's Service Level Accords with its staff provide that agreed levels of service to the community may be varied after consideration of resources and funding requirements. Council may seek to increase the level of service in one area by reducing the level of service elsewhere, or by the allocation of additional resources. As the cost and impact of the current requests for the balance of the current financial year are not significant, it is considered practical they be accommodated within existing budgetary provisions by resource reallocation at the discretion of the Director Asset Services .

In a wider sense it is not practical for ongoing requests for increases in reserve maintenance to be met without a more comprehensive review of the level of maintenance and improvement of reserves sought by the Council. It is recommended that such a review be conducted following tabling of the Reserves Management Report and provision be made for any variation in service levels as part of the 2002 Principal Activities Plan review.

Statutory Environment:

Local Government Act 1995.

Policy Implications:

A review of Council's reserves service levels is proposed as part of the 2002 Principal Activities Plan.

Financial Implications:

An increased cost of \$800 - \$1600 to maintain the additional reserve areas presently requested will be incurred which will be offset by reduced reserve maintenance elsewhere. Increased funding allocations will be required to meet the maintenance requirements of new reserves acquired through subdivision and to undertake improvements to existing reserves.

Strategic Plan Implications:

The reduction in the levels of service and maintenance of existing Council reserves, and assumption of responsibility for new reserves is contrasting with the enhanced landscape objectives of the Strategic Plan.
Additional resource allocations are required to achieve the Strategic Plan objectives.

Community Consultation:

Not required at this stage.
Consultation may be required when reviewing the ongoing level of maintenance and improvement of reserves is carried out.

Voting Requirement

Normal.

CRAS052 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Hoyer seconded Cr Kirkpatrick:

1. Council undertake regular grounds maintenance at the Old Bridge School Reserve Serpentine and The House Reserve Mundijong with service costs offset as much as practical by adjustment to maintenance of other Council reserves.
2. Council undertakes a review of its reserve maintenance and improvement levels to enable any resource allocation adjustment to be considered as part of the 2002 Principal Activities Plan review.

CARRIED 9/0

AS053/12/01 INFORMATION REPORT			
Proponent	Shire of Serpentine-Jarrahdale		
Officer	Various	Date of Report	Various
Signatures	Author: Senior Officer		
Previously			
Disclosure of Interest			
Delegation	Council		

AS052.1/12/01 MAIN ROADS – SIGNS (A0468)

Correspondence has been received from Main Roads WA advising the following:-

"I refer to your letter of 10 October 2001 in which you request Kangaroo signs for Jarrahdale Road and Elliot Road and Narrow Road warning signs for Orton Road and Kargotich Road in the Shire of Serpentine-Jarrahdale.

Main Roads Western Australia has inspected the sections of narrow road on Orton Road and Kargotich Road and has agreed to install the appropriate signage.

The request for Kangaroo signs will be forwarded to CALM for assessment.

....."

AS053.2/12/01 MAIN ROADS – SPEED ZONING (A0468/R0001/R0005)

Correspondence has been received from Main Roads WA advising the following:-

"I refer to my facsimile of 7 September 2001 regarding the assessment of speed zoning on South Western Highway near Elliott Road in Keysbrook.

Main Roads has undertaken a review of the speed limits in this section of South Western Highway but cannot accede to your request to reduce the speed limit to 90 km/h. Unless there is significant roadside development or underlying problems with the particular road section, isolated short sections of speed zone changes in an open environment is not desirable. These changes are seldom observed by motorists and will not affect the actual operating speeds chosen by motorists, unless constant Police enforcement was provided.

In addition, Main Roads has reviewed the recommended speed limits along Wright Road. It is proposed that the 100 km/h be installed from Randell Road to Summerfield Road to avoid a short section of change speed zone for the reasons indicated above. The section through Mardella will be subject to monitoring with signing to be upgraded for Mardella and the major intersections with Lowlands Road and Summerfield Road.

...

AS053.3/12/01 WASTE & RECYCLE CONFERENCE 2001 (A0032)

The 2001 WA Waste and Recycle Conference held on 27 and 28 November 2001 in Perth was attended by Cr K. Murphy and Director Asset Services R. Harris.

The conference theme was "Waste to Resources – Planning for a change", and had a wide selection of presenters on topics ranging from government policy and legislative change, contemporary and evolving technologies and resource recovery and re-use. It is clear there is a global movement to a zero waste environment and to the minimization recovery and re-use of resources of materials presently in the waste stream.

A copy of the conference proceedings and papers is available for interested Councillors from the Director Asset Services.

AS053.4/12/01 SERPENTINE DAM REMEDIAL WORKS (A0752)

The Water Corporation has written advising that the construction works for the Serpentine Dam Remedial Works project will commence from 3 December 2001 and is due for completion in July 2002. The contract for the construction work has been awarded to Leighton Contractors Pty Ltd.

All picnic, barbecue and car parking areas at the main Serpentine Dam will be closed to the public from 3 December 2001. In addition temporary closures of Kingsbury Drive will be necessary during the times of blasting. These closures will be signposted from both directions and the controlled blasts will take place at a regular time each day.

Recreation facilities have been extended at the nearby Serpentine pipehead dam and these will remain open throughout the construction work at the main dam. Recreation facilities are also available at Canning, Wungong and North Dandalup Dams.

Please contact Mr Peter Harding Project Manager on 9420 2700 if you have any queries about the project. Alternatively you can contact the Water Corporation's site representative, Mr Perry Beor on 9525 9900.

AS053.5/12/01 THANK YOU (RS0124)

Correspondence has been received from the Byford BMX Club (Inc) as follows:-

"On behalf of the Byford BMX Club, I would like to thank you for allowing the use of a front-end loader at our recent busy bee. The club had a large turn out of volunteers who all made a contribution to the work that was needed, and we achieved a lot in just one weekend. The loader, and its operator Andrew Morrison, were kept very busy.

By adding and re-designing some of the jumps, we have made some significant changes to the track, making it more challenging and, therefore, attracting more riders to our club. The process of upgrading and modifying the track is an ongoing one, especially as we are hosting a leg of the State Super Series next year.

Once again, thank you for your help.”

AS053.6/12/01 DELEGATED AUTHORITY (A0039)

The Chief Executive Officer exercised the following delegated authority since the last meeting in November

AF-18 Accepting tenders on behalf of Council

1. Western Stabilisers for C06/2001-02 Pavement Repairs Box Out & Replace for \$46,985.12.
2. Pavement Technology for C07/2001-02 Pavement Repairs Cement Stabilise for \$43,527.55.

The Director Asset Services exercised the following delegated authority since the last meeting in November, 2001 –

*AS-22. Crossing From Public Thoroughfare to Private Land or Private Thoroughfare
Sch 9.1, cl.7(2) LG (Uniform Local Provisions) Regulations 1996 (r12)*

Approval was granted to one property owners for the construction of a crossover.

Cr Star left the meeting at 9:55am

Moved Cr Price seconded Cr Simpson that Cr Buttfield assume the Chair.
CARRIED 8/0

Officer Recommended Resolution

That the information report to the 30 November, 2001 be received.

CRAS053 COUNCIL DECISION

Moved Cr Kirkpatrick seconded Cr Price:

1. That the information report to the 30 November, 2001 be received.
2. A meeting be arranged between Main Roads WA, and the Asset Services Committee to discuss speed sign issues on South Western Highway and Shire local roads.

CARRIED 8/0

Moved Cr Needham seconded Cr Scott that the meeting be adjourned for morning tea.
CARRIED 8/0

The meeting adjourned at 9:58am and reconvened at 10:10am.

7.3 Community & Recreation Development

CRD25/12/01 RELOCATION OF JARRAHDAL SKATE PARK (RS0129-03)			
Proponent	Director Sustainable Development		
Officer	Andrew Watson - Director Sustainable Development	Date of Report	20.11.01
Signatures	Author: Senior Officer:		
Previously	CRD18/10/01, CRD29/03/01, P025/08/00, CRD04/07/00		
Disclosure of Interest			
Delegation	Council		

Preamble

The purpose of this report is to consider relocating the Jarrahdale Skate Park.

Background

At its meeting of 22nd October 2001, Council considered a report on the possible closure of the Jarrahdale Skate Park and relocation of the equipment to Mundijong. Council resolved:

COUNCIL DECISION

Moved Cr Price seconded Cr Needham that the Jarrahdale Hall car park be included in alternative sites to be further investigated in an effort to retain a skate park in Jarrahdale.
CARRIED 10/0

The following is an extract from the minutes of Council's meeting of 31st July 2000 in relation to sites considered for the skate park:

Council facilitated a meeting of interested persons at Jarrahdale on 19 June 2000 after an initial approach by Gabriel Lee Morris to Cr Kirkpatrick. The meeting discussed five possible sites. The following is an extract from the minutes of the meeting relating to discussion of the merits of each site:

- 1 *Tennis Courts*
 - *Julie Lee Morris approached Barbara Lyster, Jarrahdale Tennis Club President who opposed the idea of using the courts*
 - *John Henry, Jarrahdale Primary School Principal also opposes this location*
 - *No ground works, the hard surface is already in place although it would require re-coating*
 - *The skate park equipment is fully portable and could be relocated if necessary.*
- 2 *Bushland Area east of Fire Station*
 - *Trees within an area of approximately 30m x 30m would have to be cleared to provide room for the skate park. This would allow for the skate surface plus a buffer where the gum trees could not drop their nuts onto the park*
 - *The gravelly ground surrounding this area would get carried onto the skate surface making riding dangerous*
 - *This location was considered unsatisfactory*

- 3 *Gianatti Hall Park*
- *Central location and highly visible*
 - *A skate park would utilise approximately one third of this park area*
 - *Would require earthworks and minor retaining to create a level surface*
 - *Existing play equipment is scheduled to be upgraded and the skate park could form part of this redevelopment*
 - *Public toilets nearby*
 - *Safety consideration - roads (fencing?) and young children on other equipment*
- 4 *Forest Park*
- *This land is owned by CALM*
 - *Large open space, grassed*
 - *Already a recreational area*
 - *Visible from surrounding homes*
 - *No public toilets*
 - *Would require earthworks to create a level surface*
- 5 *Gianatti Hall Car Park*
- *Central location*
 - *Not visible from surrounding homes*
 - *No ground works, the hard surface is already in place although it would require re-coating*
 - *Public toilets nearby*
 - *Would interfere with parking when hall is being used*
 - *This location was considered unsatisfactory*

The meeting subsequently voted overwhelmingly in favour of proposal number 3, the Gianatti Hall Park.

A site meeting was conducted between Council's Design Engineer and representatives of the Jarrahdale Skate Park Committee on 3rd July 2000 to discuss earth works on the Gianatti Hall Park site. The Design Engineer provided preliminary site works costs of the order of \$19,000. A meeting of the Committee on the same evening has determined the cost of site works on the Gianatti Hall Park site to be prohibitive given the overall budget of \$35,000 (including \$10,000 Office of Youth Affairs grant). The Committee now favours the tennis courts option given that the surface is, subject to minor repairs, suitable in its current state.

In addition to the above sites, Council at its meeting of 28th August 2000 resolved:

Council Decision

Cr Kirkpatrick seconded Cr Hicks:

Council also accepts the south east corner of Kingsbury Drive and Jarrahdale Road as a possible site for the skate park.

CARRIED 8/0

Following public consultation in early 2001 the site on the south east corner of Kingsbury Drive and Jarrahdale Road was found to be widely unpopular and further investigation discontinued.

Comments

To leave the Jarrahdale Skate Park in its current location is not an option in the long term. The skate park is currently operating outside the Noise Regulations.

The Local Government Office has made preliminary contact with the author.

In terms of the other objectives of the project, siting the equipment on the existing tennis courts:

- Reduced project costs by using an existing hard surface.
- Made use of an existing under utilised recreation facility.
- Provided for some form of security and supervision by being within sight of adjoining residences.
- Negated the need for children to cross Jarrahdale Road to gain access to the skate park facility.

A site within the Jarrahdale Heritage Park has been discounted at this stage until the site master planning process is complete. Such a site, if available, does not meet any of the criteria listed immediately above.

All of the sites investigated by the Jarrahdale Skate Park Committee and considered at their meeting of 19 June 2000 are considered unsuitable with the exception of site 2, the bushland area east of fire station.

The Director Sustainable Development and the Design Engineer inspected this site on 20th November 2001. It is considered that a hard paved area triangular in shape approximately 30metres x 18 metres x 22 metres at the rear of the fire station could be constructed without the loss of any trees or vegetation. The hard surface would require some fill at the lower (northern) side) and could be installed at a cost of approximately \$12,000.

A skate park in this location would be separated from residences in Wanliss Street by greater distance than the current location, by the bush reserve, and would be located below the embankment to the tennis courts. The site was, however, discounted by the Skate Park Committee (though the reasons for dismissing the site are not necessarily supported). It is also anticipated that the site may be somewhat unpopular with the Bush Fire Brigade (who also expressed some concern about placing the skate park on the tennis courts from a security perspective).

Prior to undertaking public consultation on moving the skate park to the bushland area east of fire station, it is recommended that noise modelling be carried out to ascertain if noise concerns can be satisfied. A quotation for noise modelling has been obtained (\$950), though is it unbudgeted. Should Council wish to relocate the skate park in 2001/2002, over-budget funds would have to be approved or funds reallocated to the project as part of the mid-year financial review. Alternatively, the Jarrahdale Skate Park equipment should be rendered inaccessible and unusable immediately. Following completion of the noise modelling report a further report will be referred to Council addressing these matters.

Statutory Environment:

The skate park is currently operating in breach of the Noise Regulations

Policy Implications:

Nil

Financial Implications:

Cost of noise modelling is unbudgeted
Fines of \$250 to \$500,000 apply in respect of an offence under the Regulations, depending on the nature and continuity of an offence.

Strategic Implications:

- 1.1 Establish a strategy for community facilities
- 1.2 Plan and develop towns
- 1.5 Strengthen community groups

Community Consultation:

Undertaken in line with Council policy prior to the installation of the equipment
Meeting of key stakeholders scheduled for 23 August 2001 but poorly attended.

Voting Requirements:

Normal

CRCRD25 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Kirkpatrick seconded Cr Price:

- 1 Council approves out of budget expenditure of up to \$950 for noise modelling for a skate park located in the bushland area east of the Fire Station.
- 2 Should the noise modelling referred to in resolution 1 above indicate that the relocation of the Jarrahdale Skate Park to a location east of the Fire Station will meet the requirements of the Noise Regulations, public consultation in accordance with the Community Consultation Framework be carried out in respect of the new location for the skate park.

CARRIED 8/0

CRD26/12/01 COMMUNITY FORUMS (A0301)			
Proponent	Community Development Officer		
Officer	Andrew Watson - Director Sustainable Development	Date of Report	26.11.01
Signatures	Author: Senior Officer:		
Previously	P214/06/00, AS092/05/00, P054/09/98		
Disclosure of Interest			
Delegation	Council		

Preamble

The purpose of this report is to review the use of community forums as part of Council's Community Consultation Framework and its Communication and Marketing Guide.

Background

The impetus for this report was Council's decision of 22nd May 2000 to, among other things:

Council Decision

5. *That Council investigate the establishment of a Townscape Committee for Serpentine and note that the matter is a Planning issue.*

CARRIED 10/0

Comments

Current Operation of Townscape Committees

The establishment and operation of town committees has been ad hoc and has had mixed results. Council currently provides limited administration services to the Byford and Jarrahdale Townscape Committees.

The Byford Townscape Committee has had carriage of the Byford Townscape Plan since its inception and took a key role in recent townscape improvements to the Byford Town Square. The Byford Townscape Committee established a sub-committee to plan and run the opening ceremony for the Town Square and War Memorial rededication on 11th November 2001.

The Jarrahdale Townscape Committee has functioned for several years with limited results. On two occasions in recent years, Council has considered reports on the unsatisfactory operation of the Committee (P054/09/98 and P214/06/00). On the most recent occasion Council in part resolved:

CRP214 Council Decision/Committee Recommended Resolution

Moved Cr Price seconded Cr Rankin:

C. That Council requests the Jarrahdale Townscape Committee to refer operational maintenance matters to the Executive Manager Asset Services by way of the works order process.

CARRIED 9/0

At the time of writing, the Committee had still not actioned this request of Council.

Jarrahdale provides a good example of the need to rationalise Council involvement in community committees. As well as the Jarrahdale Townscape Committee, Councillors and/or Council staff have had varying degrees of input to, or feedback from special purpose local committees including the Jarrahdale Skate Park Committee and the Southern Link Road Committee. A well structured general purpose town forum could replace all these committees and reduce the call on the same pool of community minded people to be on these various committees.

Communication and Marketing Guide

At its meeting of 27th August 2001 Council adopted the Communication and Marketing Guide. The Guide envisages a much more significant role for the Community Events Committee in the marketing and promotion of Council. It is fair to say that with the winding up of Centenary of Federation projects in the Shire, the Community Events Committee has lost its focus recently. In respect of managing Council's Image at events, the Communication and Marketing Guide states:

Strategy 8.4.1.

Manage Council Image at Events

Council Events have enormous capacity to deliver key messages/concepts that address either (a) Council Vision/Mission; (b) special issues (c) special demographics. Therefore the manner in which such events are conducted and the image and perceptions delivered via the event, are of crucial importance.

Supporting mediums at such events have been discussed in detail in previous sections, but include:

- *Display material*
- *Signage*
- *Brochures*

The value of the supporting material can be rapidly diminished however, if the event is not managed in a manner that sells professionalism, elegance, caring (community, environment, history) – and other qualities identified in the style guide and strategy that help underpin the vision and mission of the Shire.

Council cannot compromise on delivering well-managed and smoothly run events that deliver maximum consideration to the event goers and event sponsors; as well as addressing the Event's marketing objectives. Event management is a separate issue that is addressed in Strategy 10.

Strategy 8.4.1 however, addresses that issue of implementing the necessary strategies to ensure events within the Shire meet the Council's marketing objectives.

Events should be scheduled throughout the year so that Council maintains a constant presence throughout the year and a presence that spans as many demographics/stakeholders as possible.

In order to achieve the desired level of professionalism, Council should expand the role of the Community Events Committee in order to better manage public events and consider consulting a professional events co-ordinator in terms of event layout, design, logistics, sponsorship, sponsor liaison and event marketing.

In terms of Shire displays that are contained within special events, it is crucial that a Council staff member or Councillor manages the stand at all times.

*Shire displays can be effective – **but without a Council or staff member in attendance to actively manage the stand, there is minimal value achieved via the display.***

Professional speech-writers may also be employed to ensure the delivery of professional speeches.

The Events Co-ordinating Committee referred to in the later graphic can be a variation of the committee envisaged in the Communication and Marketing Guide. It is fairly evident, however, that this new look events committee will operate at a different level than the existing Community Events Committee.

Community Consultation Framework

At its meeting of 22nd May 2000 Council adopted its Community Consultation Framework. Central to the framework is a matrix of types of communications to be employed for different types of issues.

The following is an extract only of the Community Consultation Framework where community meetings are required as part of the consultation process:

		Council-organised Community Meetings	Input via Advisory Committee/Group (If Relevant One Exists)	Attendance at Community organised Meetings
		F	G	I
1.	One Off Issues	X	✓	✓
2.	Changes to current arrangements on a single site	+/-	✓	✓
3.	Area or neighbourhood impacts	✓	✓	✓
4.	Service Planning with Shire wide impacts	✓	✓	✓
5.	Major Plans with Shire wide impacts	✓	✓	✓
6.	Major Projects with Shire wide impacts	✓	✓	✓
7.	Statutory Planning matters	Refer Statutory Planning Consultative Protocol		

✓ method to be used
X method not appropriate
 +/- will be used when appropriate

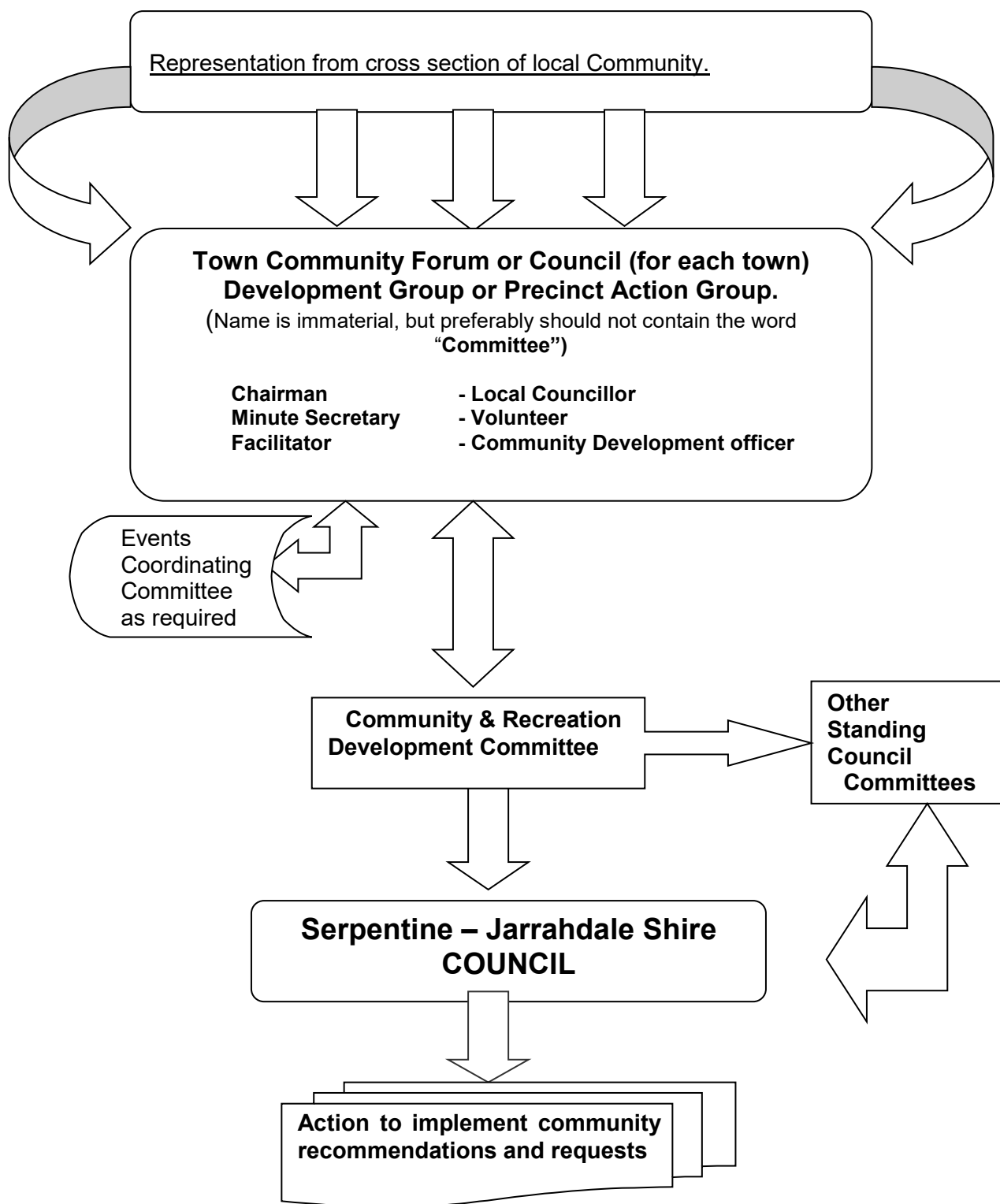
What the above extract indicates is a wide range of opportunities to better utilise a more structured system of community forums to influence

A Framework for Community Participation in Council Decision Making.

A discussion paper prepared by the Acting Community Development Officer entitled *Directions A Proposal For Future Community Development in the Serpentine-Jarrahdale Shire* is with the attachments marked CRD26/12/01.

The format outlined by the Acting Community Development Officer involves a community forum in each of the Shires four towns. A Councillor chairs each forum with a secretary elected from the forum. General administration such as typing minutes prepared by the secretary and circulating minutes and agendas is done by Council. The Community Development Officer acts as forum facilitator. Through the Community Development Officer providing direction and skilling the members of each forum, some of the effectiveness issues discussed above can be overcome. The issues able to be addressed by each forum should be at the discretion of the forum, though bearing in mind the matters with which Council is or may be involved. Membership of each forum should be broad, drawing on the local school or P&C, local businesses, sporting groups, youth, church and service organisations, and other community groups and interested persons. The broad nature of the matters able to be discussed at each forum may see general membership fluctuate around a core membership and issues are raised and are resolved.

The following graphic outlines the community forum proposal.



Statutory Environment:

Nil

Policy Implications:

Consistent with Community Consultation Framework and Communication & Marketing Strategy

Financial Implications:

Not budgeted. Minor cost of administration to be absorbed within existing program areas

Strategic Implications:

Strategy 1.4
Strengthen community groups and promote meaningful input into Council decisions

Community Consultation: To be advertised in accordance with the Community Consultation Framework

Voting Requirements: Normal

CRCRD26 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Simpson seconded Cr Kirkpatrick:

1. That the community forums report be referred to the January Community and Recreation Development Committee meeting for further consideration.

CARRIED 8/0

CRD27/12/01 SCHOOL LIBRARY DONATION (A0170)			
Proponent	Relief Community Development Officer		
Officer	David Henderson – Relief Community Development Officer	Date of Report	29.11.01
Signatures	Author: Senior Officer:		
Previously			
Disclosure of Interest			
Delegation	Council		

Preamble

Council now has a supply of the new social history book "Harnessing Voices" is both current and topical.

Background

This book is being used to promote the Shire to the general public and it is suggested that Council endeavour to make it available to as many of our residents, including children, as possible.

Comments

It is suggested that Council presents a copy of the book to each of the primary schools within the Shire in order that local children can have easy access to it and learn to appreciate local history.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Donation of \$105.6 0 value

Strategic Implications: People & Community Objectives: To improve the quality of life and encourage the social commitment of people who live in the Shire

Community Consultation: N/A

Voting Requirements: Normal

CRCRD27 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Kirkpatrick seconded Cr Simpson:
That Council provides a copy of “Harnessing Voices” to all six primary schools located in the Shire.
CARRIED 8/0

CRD28/12/01 DELEGATION FROM S-J YOUTH ACTIVITY GROUP (A0164)			
Proponent	Director Asset Services		
Officer	David Henderson – Relief Community Development Officer	Date of Report	30.11.01
Signatures	Author: Senior Officer:		
Previously			
Disclosure of Interest			
Delegation	Council		

Preamble

The S-J Youth Activity Group currently use part of Council's Depot for their activities every Saturday.

Background

Recent discussions with Sgt. John Bouwman regarding expanded and ongoing use of the premises led to the suggestion by the Director Asset Services that it would be timely for the Group to give an update of their achievements and activities to the current Community & Recreation Development Committee.

Comments

As there are a number of new Councillors on the Community & Recreation Development Committee, it would be appropriate for the S-J Youth Activity Group to give an update of their activities at this point in time.

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications: 1.4 Strengthen community groups and promote meaningful community input into Council decisions

Community Consultation: N/A

Voting Requirements: Normal

CRCRD28 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Scott seconded Cr Kirkpatrick:
That a representative of the S-J Youth Activity Group be invited to give a presentation to the Community & Recreation Development Committee at the January 2002 meeting.
CARRIED 8/0

CRD29/12/01 INFORMATION REPORT			
Proponent	N/A		
Officer	D Henderson – Relief Community Development Officer	Date of Report	30.11.01
Signatures	Author: Senior Officer:		
Previously	N/A		
Disclosure of Interest			
Delegation	Council		

CRD29.1/12/01 S-J YOUTH ACTIVITY GROUP (A0164)

The minutes of the S-J Youth Activity Group meeting held on 22 October 2001 are with the attachments marked CRD29.1/12/01.

CRD29.2/12/01 SERPENTINE JARRAHDALÉ TOURISM ASSOCIATION (A0143)

Minutes of the Serpentine Jarrahdale Tourism Association held 12 November 2001 are with the attachments marked CRD29.2/12/01.

CRD29.3/12/01 SOUTH EAST REGIONAL RECREATION ADVISORY GROUP (A0146-02)

Minutes of the South East Regional Recreation Advisory Group meeting held on 15 November 2001 are with the attachments marked CRD29.3/12/01.

CRD29.4/12/01 “LEST WE FORGET RUN” (A0169-03)

Athletics Australia and the Returned Services League of Australia are inviting our community to be involved with the “Lest We Forget Run” and to manage this event at the local level.

Athletics Australia and the Returned Services League have announced a joint initiative named the “Lest We Forget Run” to be held annually on the nearest Sunday following ANZAC Day (28 April in 2002). The event is designed to capture the ANZAC spirit and deliver a contemporary platform through which communities can show their support for the ANZAC tradition, whilst raising funds for a Returned Services League nominated charity. The Run will be held simultaneously all over the country as a commemoration of the ANZAC spirit. All participating events will start at an agreed time with a one minute silence being observed by all involved.

The run will be over a 5mile/8kilometre course in recognition of the distance the ANZACS were required to conquer upon landing at Gallipoli.

No action is proposed on this matter

CRD29.5/12/01 STATE HOMELESSNESS TASKFORCE (A0163-06)

The State Homelessness Taskforce has developed a draft report to Government on the homelessness situation in Western Australia. The report has been developed following consultation with sector, regional and community groups as well as the release of an Issues Paper.

The report presents a number of actions for consideration including ways to increase access to appropriate and affordable housing and improving access to supported accommodation. A number of proposed actions will have implications for Local Government and some will require the development of a specific position.

A copy of the Executive Summary is with the attachments marked CRD29.5/12/01. The Executive Summary outlines some of the actions for consideration. Whilst roles and responsibilities have not been stipulated at this stage, some of the proposed actions will require greater Local Government participation than others and these are marked with a cross for your reference.

Some of the proposed actions will require amendments to legislation and the Taskforce has investigated some of the models from other States, with a particular focus on New South Wales. Legislation in New South Wales, the Environmental Planning & Assessment Act, stipulates that affordable housing is to be included as part of development proposals with particular emphasis on applying negotiated planning agreements. Whilst this has been raised through the Homelessness Taskforce in a general sense, the main thrust of tackling affordable housing is likely to be addressed under the Housing Strategy WA. Background information on New South Wales legislation is available from the Western Australian Municipal Association.

The Draft Report of the Taskforce has been circulated to all key stakeholders for comments which are due by 31 December 2001. The Western Australian Municipal Association is therefore seeking any feedback from its member Councils by 21 December 2001 in order to provide a comprehensive submission to the Taskforce by that date.

CRCD29 COUNCIL DECISION/Officer Recommended Resolution

Moved Cr Price seconded Cr Needham:
That the information report be received.
CARRIED 8/0

8. MOTION OF WHICH NOTICE HAS BEEN GIVEN

Nil

9. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING:

Nil

9.1 INCLUDING CHIEF EXECUTIVE OFFICER/OFFICER REPORTS

Nil

9.2 COUNCILLORS QUESTIONS

Nil

Moved Cr Kirkpatrick seconded Cr Hoyer that standing orders be reinstated.
CARRIED 8/0

10. CLOSE

There being no further business, the meeting closed at 10:50am