

CITY OF ARMADALE

MINUTES

OF TECHNICAL SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY,
25th FEBRUARY 2002, AT 7.00 PM.

PRESENT: Cr D L Hopper JP
Cr L Reynolds JP
Cr J D Cumming
Cr J H Munn JP CMC
Cr H A Zelones JP
Cr A L Cominelli JP
Cr R R Fletcher

APOLOGIES: Nil

OBSERVERS: Cr V L Clowes-Hollins (7.00pm – 8.06pm)

IN ATTENDANCE:

Mr R S Tame	Chief Executive Officer
Mr W A Bruce	Executive Director Technical Services
Mr R G Davies	Manager Technical Services)
Mr J Gossmann	Senior Design Engineer)
Mr S Buxton	Senior Projects Engineer)
Mr J Glassford	Manager Property Services) Officers
Mr P Lanternier	Manager Parks & Reserves) Left the
Mr G Elsegood	Manager Civil Works) Meeting
Mr B Sutton	Coordinator Waste Services) At 9.00PM
Mr B Carter	Coordinator Support Services)
Mr R Van Delft	Environmental Officer)
Ms L Kemp	Minutes Secretary)

DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was read by the Chairman as members of the public were in attendance.

DECLARATION OF MEMBER'S INTERESTS

Page 8 Cr Munn - Armitage Road, Kelmscott – Temporary Road Closure.

Page 20 Cr Fletcher - Fletcher Park Bushland Management Plan – Release of Draft Plan.

Page 49 Cr Cumming - Armadale Shale Quarry – Management Plan.

DEPUTATION

7.00 pm – 7.30 pm Mr Laurie Sorgiovanni and Mr Kevin Sorgiovanni - Harvey Fresh Ltd. addressed the Committee. Refer to page 53 report on Rowley Road, Brookdale – Request for Truck and Trailer Permit Application.

QUESTION TIME

Residents of Armitage Road raised questions regarding the report on page 8

Q1. Mr David Michalzik, 11 Armitage Road, Kelmscott – Was the purpose of the closure to inhibit overflow parking filling down the length of Armitage Road, and if so, was its purpose achieved?

A1. Cr Hopper – The closure of Armitage Road was a temporary closure to decide whether or not a permanent closure was warranted and also to identify any problems that a permanent closure may cause. There was no intention to cause overflow parking in Armitage Road.

Q2. Mr Rob Halliday, 19 Armitage Road, Kelmscott – The Technical advice put forward is to re-open Armitage Road and to put marked parking bays and 2 hour parking, which makes the residential road a commercial parking area. Is Council bound, if they decide to go ahead with this, to install a footpath under duty of care? There is no footpath and people are parking on the verge which makes it an unsafe area, therefore people have to walk on the road. A footpath, the length of Armitage Road, would surely cost the same as putting in a cul-de-sac at the end and would not limit or restrict the issues of overflow parking, which will still be a concern as Council against all of our objections, got it wrong in the first place and we are having to pay for that decision.

A2. Cr Hopper – The Committee is not duty bound to accept the report as it is presented. A number of options have been put forward, however the Committee does not have to accept these.

Council is not duty bound to install a footpath. Footpath requirements for Armitage Road will be considered in the Five Year Footpath Programme and prioritised accordingly.

Q3. Julie Whitehead, 18 Armitage Road, Kelmscott – Is the Technical Services Committee aware that on March 2001, Stirling Council refused permission for Seasons Funerals to operate a Funeral Chapel on Wanneroo Road, Balga, because people objected to the funeral services and lack of parking in such a residential area? Are you aware that Council took the decision to allow the Chapel, in 1997, to operate in this residential area even though residents foresaw a parking problem and objected to the nature of the business in a residential area? The Funeral Chapel Proprietor assured Council that there would be adequate parking and that any larger funerals would be held at Fremantle or Karrakatta. Would therefore the trial road closure have been successful if the Funeral Chapel Proprietor directed patron parking (as he offered to do) if we had parking down our street for him and if he kept to small funerals as he said he would do.

A3. Cr Hopper – With reference to the City of Stirling’s refusal, the Planning decision has already been taken and the problem the Committee has tonight is to look for the best technical solution for a situation that already exists. We cannot state whether the Chapel can or cannot be there or can or cannot operate as that is not a decision of this particular Committee and the decision has already been taken by Council. In terms of being told about the parking for large or small funerals Council made its decision on the best advice that it was given.

With regards to whether the trial would have been successful it is difficult to say whether it would have been or not. We are still in the process of finding the best solution.

Q4. Jeff Crane, 8 Armitage Road, Kelmscott – Look, surely if Armitage Road is closed off it will make the ideal parking spot for the funeral patrons, they are not there all the time, only for a short time so there is no hassles, you don’t have to worry about a footpath or anything if you close it. Close it as it is.

A4. Cr Hopper – The temporary closure has identified a number of problems, some of which could not be solved entirely by a permanent closure.

Q5. Colin Towers, 9 Armitage Road, Kelmscott – I would like to know how many accidents have actually happened on the street, probably no one knows, but I know for a fact that there hasn’t been no where near as many accidents, it is a black spot there? Since putting in the temporary road closure I haven’t noticed one at the bottom of our street, prior to that there was several. – My question is “does anyone know”?

A5. Senior Projects Engineer – No information is available at present, however this information can be looked into within the next few days. It would be mindful to look at the intersection at either side of Armitage Road as we cannot look at it in isolation due to the possibility of there being some migration of the problem.

Q6. Daphne Williams cnr River Road / Armitage Road – Seasons Funerals Chapel originally said that they had enough parking for the small services they would hold

and now we read that they want to provide another 40/50 parking bays and it seems ironic that they have increased it so much in four years.

- A6. Executive Director Technical Services – It is apparent to all of us that there is inadequate parking on the site and they are seeking to find an overflow parking area which would be up to 40/50 spaces with some 20 bays on site.
- Q7. Doug Aldworth, 13 Armitage Road, Kelmscott – Following from the previous question, the Veterinary Centre is having problems due to the parking at Seasons Funerals Chapel, now this never occurred prior to the Chapel being there, the Medical Centre which fronts onto Albany Highway doesn't have any problems with its parking, when that was built the recommended parking area was planned properly and sufficiently, now I would say that either Seasons Funerals have either grossly underestimated their parking provision or have they simply misled people and now the residents of Armitage Road are having to put up with the problem and your Technical Services Officers have had to be brought in and it has caused a big problem for the Armadale Council.
- A7. Cr Hopper – I acknowledge that there is a problem Doug, the problem was that Planning made a decision on the advice given, whether that advice was incorrect at the time or whether perhaps the growth of the business has been more than they predicted.
- Q8. Peter Whitehead, 18 Armitage Road, Kelmscott – Returning back to my wife's question (Q3) which may have been misunderstood. The final part of the question was that the recommendations for the street are because of the large number of vehicles, which are causing problems for nobody other than the businesses. The residents of Armitage Road do not have a problem with the cul-de-sac it is the Vets, Doctors and Funeral Chapel itself, all caused by one particular problem which is too many vehicles in the area. Why has the Technical Services not addressed what the problem is of removing the large number of vehicles trying to park in that area? The original submission by the Funeral Chapel quite clearly stated that they were not expecting any more vehicles and that parking within the street was not going to be a problem and are now requesting that the street be used as parking. I can understand that they are trying to solve the problem, however with all the options that are offered in the report, not one of them actually offers a solution to reduce the number of vehicles it only offers a solution to redistribute the vehicles into an area that was always stated as never going to be used.
- A8. Cr Hopper – It is not within the bounds of the Technical Services Committee to reduce the number of vehicles that are there, it is up to the Committee to find a solution, the best solution for the situation. The options in the report are those given by Council officers, what comes out of this Committee meeting and is presented to the Council meeting may not reflect that.

Mr Whitehead - Please ask your Technical Services Department to consider reducing the number of vehicles as all the options are for the redistribution. Council made a statement that Seasons Funerals had to solve its own problems as far as parking was concerned and they are not addressing that problem. The Technical Services Committee are trying to make other people solve the problem and allow Seasons Funerals to still have as many vehicles as they like.

CONFIRMATION OF MINUTES

RESOLVED

Minutes of the Technical Services Committee Meeting held on 29th January 2002, were confirmed.

ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 4

The following items were included for information in the “Technical Services” section:

- Bungendore Park Management Committee – 30 January 2002
- Report on Outstanding Matters – Technical Services Committee

Committee noted the information and no items were raised for further report.

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25 FEBRUARY 2002

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**TECHNICAL SERVICES FIVE YEAR WORKS PROGRAMME 2002/3 – 2006/773

With the residents of Armitage Road present, the Chairman requested and Committee agreed to bring forward, as the first matter of business to be dealt with by Committee, the following agenda item (Pages 37-46 of the Agenda).

In regard to the following report –Armitage Road, Kelmscott – Temporary Road Closure: Cr Munn disclosed that in the past he has carried out funeral services at the Seasons Funerals Chapel. As a consequence, Cr Munn advised that there may be a perception on the basis of his disclosed financial interest, that his impartiality may be affected and therefore left the meeting at 8.06pm and returned at 8.16pm.

ARMITAGE ROAD, KELMSCOTT – TEMPORARY ROAD CLOSURE

WARD KELMSCOTT
FILE REF: RDA/15
DATE 9 February 2002
REF JG
RESPONSIBLE MTS
MANAGER

In Brief:

- Assessment of Temporary Closure.
- Assessment of options to permanently close Armitage Road and to re-open and regulate parking in conjunction with Seasons Funerals management of parking for all funerals
- Recommendation includes:
 - Re-open the road and install regulated parking with marked bays.
 - Seasons Funerals Proprietor to provide some overflow parking in close vicinity to Armitage Road and parking attendants at each and every Funeral Service.
 - That the traffic and parking behaviour in Armitage Road be monitored for 6 months after the re-opening and a report be submitted to Council at the end of the monitoring period.
 - That all residents and business proprietors be informed of Council's decision.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Physical Infrastructure

Develop an integrated transport system including safety aspects.

Legislation Implications

General assessment of the following legislation (Local Government Act 1995, Section 3.50, Land Administration Act 1997 Section 58 and Main Roads Act 1930 Subsection 4(a)) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

Nil

Consultation

Various Government Departments, local Businesses and Residents, Ward Councillors and Inter-Directorate liaison.

BACKGROUND

At the Ordinary Meeting on 6th March 2001, Council resolved (T23/01) as follows:

1. *That Council approve Option 6: the temporary installation of a cul-de-sac for the duration of approximately four (4) months.*
2. *That any funding approved in the 200/01 Budget be used to install the temporary cul-de-sac and that the residents be informed of Council's actions prior to the installation.*
3. *That the Commissioner of Main Roads Western Australia, Western Australian Planning Commission, Department of Land Administration, as well as all services providers be informed of Council's intention and appropriate approvals be obtained from the above authorities prior to installation of the temporary closure.*
4. *That a further report be submitted to Council after the completion of the trial, expected to be towards the end of 2001.*

At its Ordinary Meeting on 17th December 2001, Council resolved (T170/01) as follows:

1. *That a further report be presented to Council in February 2002 to provide the required time to obtain all outstanding information.*
2. *That the residents and business in Armitage Road be informed of Council's decision.*

In 1997 Council approved the rezoning and construction of a Funeral Chapel at Lot 101 Armitage Road/Albany Hwy, Kelmscott. The proprietor of "Seasons Funerals" provided 21 car parks, all situated within the property, 9 more than stipulated by the "study" carried out by its own Development Consultants with the advice that the number of Car Parks provided would be sufficient for this type of business.

Residents and existing business proprietors of Armitage Road protested against the approval - not to allow the construction as they could foresee parking problems within the street caused by large funeral processions.

Construction went ahead in 1999 and the Chapel opened for services for the first time in March 2000. Three services were held at the Chapel in the first months and the average of approximately three/month remained the same for the first year. The second year of business at the Funeral Chapel saw an increase to 51 services for the year (or approximately one a week).

The decision facing Council is a common one: the long-term broad community interest must be balanced against the immediate change in amenity of the Local Community.

Council Officers and Ward Councillors held various meetings with the proprietors, business people and residents of Armitage Road but could not obtain consensus on the issue of the overflow parking.

The temporary closure was advertised and Council sought feedback from the residents effected by the proposed action of Council. Thirty three letters had been sent out to residents, business proprietors and service providers. To date only 17 replies have been received showing the following results:

Table 1.

Correspondence Sent/Received

Correspondence Sent to	No. of letters Sent	Yes to Closure	No to Closure
Residents/Businesses	24	7	4
Service Providers	9	2	4

16 Residents/Businesses or Services Providers have not replied.

Examples of comments received include

- We are no longer aware when there is a funeral taking place.
- Funeral patrons do not seem to find it necessary to park in the street.
- There have been a few cars in Armitage Road as overflow services, but not parking on both sides all the way down, as before.
- Since the closure, some visitors to the chapel have taken advantage of parking on the eastern side of the barriers, but this has been minimal and has little impact on residents.
- The closure has hindered the movement of vehicles and it has created an environment where more cars are parking along Armitage Road.
- During the trial period, there has been on three occasions where the funeral services has congested Armitage Road and Albany Highway.
- A cul-de-sac is not the answer! Surely the engineering section should know this!
- When this section of Albany Highway is upgraded to a dual carriageway in the future with a section near Armitage Road this will only allow a left in and left out and consequently the street should therefore remain as a through road (MRWA).

The closure was installed on Monday 13th August 2001, using water filled barriers and all necessary signs to establish a safe environment for all users. The site is regularly inspected by Rangers and Civil Works personnel to check the correct placement of the signs and barriers.

COMMENTS ON TEMPORARY CLOSURE

Since closure (in August 2001) the average has increased to 2 funeral services per week and just recently (January 2002) up to 4 services per week. Some of the services are very large and would require parking facilities for up to 50 vehicles and this has created an unsafe traffic and parking situation at the intersection of Albany Highway/Armitage Road exacerbated by

the closure barrier. It was observed that late arrivals to the services parked their vehicles at any available “free space” (see attached photographs).





Investigations during the temporary closure by Rangers and Technical Services staff have shown that the trial closure has not achieved the desired outcome that is, eg. reducing the number of vehicles parking illegally in Armitage Road west, within the Culs-de-Sac (both sides) and at other businesses. It was found that people attending funeral services were parking and blocking the western end of Armitage Road so that it was difficult to enter the street from Albany Highway. This alone creates an unsafe situation as the turning or incoming vehicles have no-where to go and very little if any room to manoeuvre and many had to reverse on to Albany Hwy to find their way out to look for a parking spot nearby.

Over the past months all Executive Directors met with the CEO of Seasons Funerals at his request and discussed some alternatives that may assist in solving the problem.

Seasons Funerals recommended re-opening Armitage Road and the creation of an overflow car park in the vicinity of River Road or Albany Highway north of Rundle Street and the employment of two (2) trained parking assistants who would direct patrons to the allocated spaces at the various venues including marked parking on the northern side of Armitage Road.

This would allow free-flowing traffic through the street as Armitage Road is 7.4m wide and one row of orderly parked vehicles should not obstruct moving or entering traffic; with parking attendants on site, driveways would not be blocked or obstructed by those attending funeral services.

OPTIONS

Technical Services Officers have previously reported on numerous options available to Council and a matrix showing 13 proposals including the effects was provided during the February 2001 meeting. Many of the suggestions discussed during the February 2001 meeting were impractical and following the trial “temporary closure” the outcomes are presented below.

In particular, assessing the Planning approval with a view to closure of the business is advised to be available but is an impractical solution as the costs are indeterminate and consequently was not pursued.

Option 1

Culs-de-Sac (Refer to Drawing 99.94D)

A permanent closure in the form of a double Cul-de-Sac will stop the connectivity between Albany Hwy, Armitage Road and River Road and will create a potential hazard for vehicles entering the western end of Armitage Road to reach the businesses or the residences, which are located parallel to Albany Highway with no direct access other than Armitage Road (Medical Centre, ARK Vet Centre, Pharmacy and the Funeral Chapel). Motorists’ confusion will increase in the future should Main Roads WA install a median strip when upgrading Albany Highway to a dual carriageway and only allow left in and left out turns to and from Armitage Road.

The trial “temporary closure” has demonstrated that in the past 6 months this option has created some major interruptions to traffic movements to and from the Highway as well as

requiring Council Rangers to issue increasing numbers of parking tickets for violation to parking laws which have affected residents and patrons of other established businesses.

The current situation reveals that not even the employment of a parking assistant to regulate attendance at a funeral service reduces the hazard and the unsafe environment because there is not sufficient room to manoeuvre to travel safely back to Albany Highway and hence to locate other parking options within the neighbourhood. Pre-arranged signs to park at a different venue will not be successful as people arriving at a funeral service are generally stressed and not concentrating on the surroundings. Attention would not be paid to the advertised funeral notices stating that parking is limited at this venue.

The trial has shown that a permanent closure will not alleviate the problem but could exacerbate an already unsafe situation.

The following should be noted:

Should the permanent closure be approved by Council, then in accordance with the Local Government Act 1995 Section 3.50 (closing certain thoroughfares to vehicles) and section 58 of the Land Administration Act, the closure is made by the Minister of Local Government following a prescribed consultation process.

Cost for this option \$25,000

Option 2 (Refer to Drawing 01-63)

Re-open Armitage Road and install marked parking bays on the north side of the street together with the placement of signs necessary to prevent parking on the other side of the road. The proposed parking duration on the road is for 2 hours Monday to Friday 8 am to 5 pm and Saturday 8 am to 12.00 noon.

The Proprietors from Seasons Funerals have submitted a proposal to Council to provide extra overflow parking in close vicinity to the chapel and also make available two parking attendants for the duration of each and every funeral service (a copy of the letter is attached as Attachment “A4” of the Agenda) to ensure orderly legal parking in Armitage Road and then to the overflow areas.

Costs for this option \$3,000

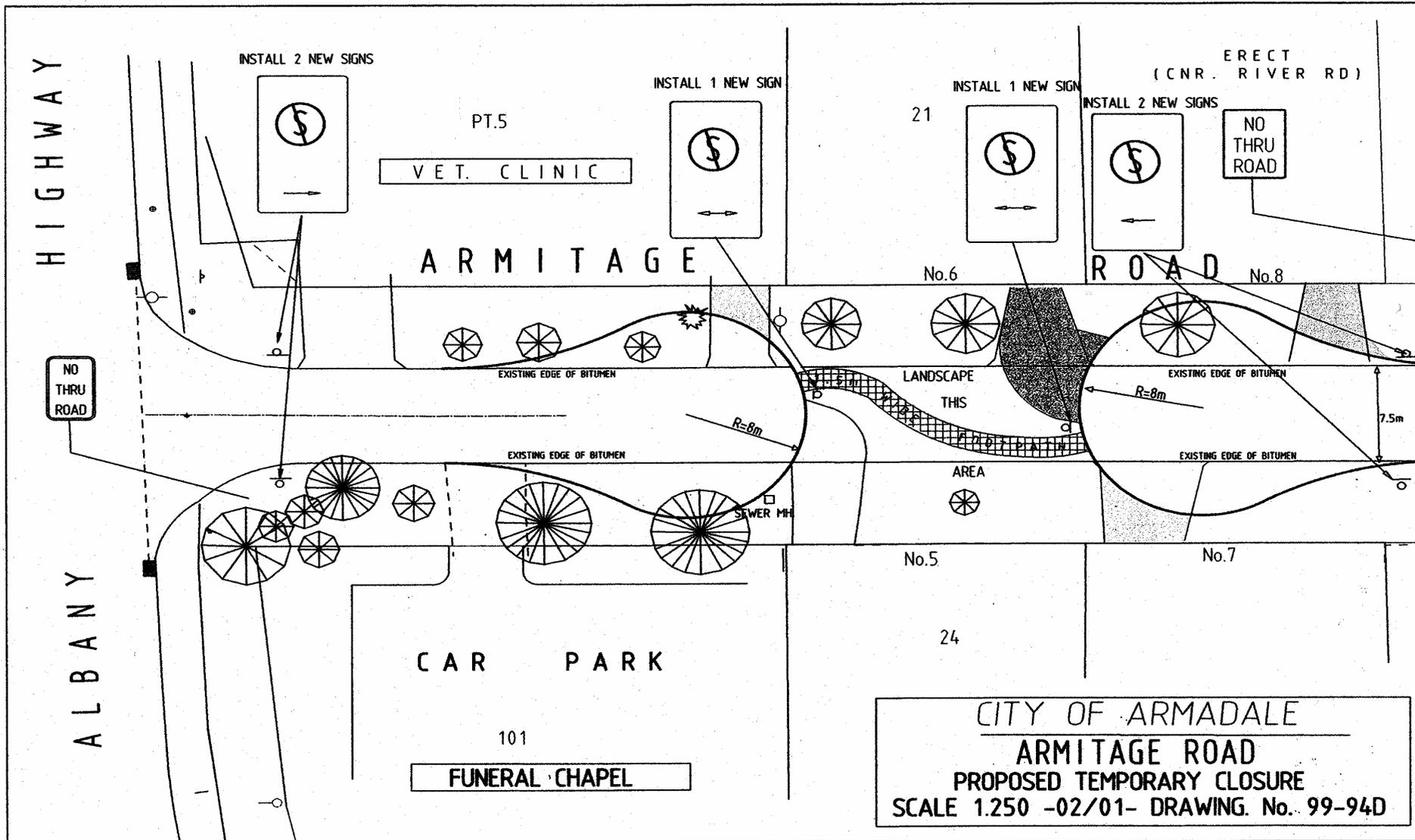
Option 3

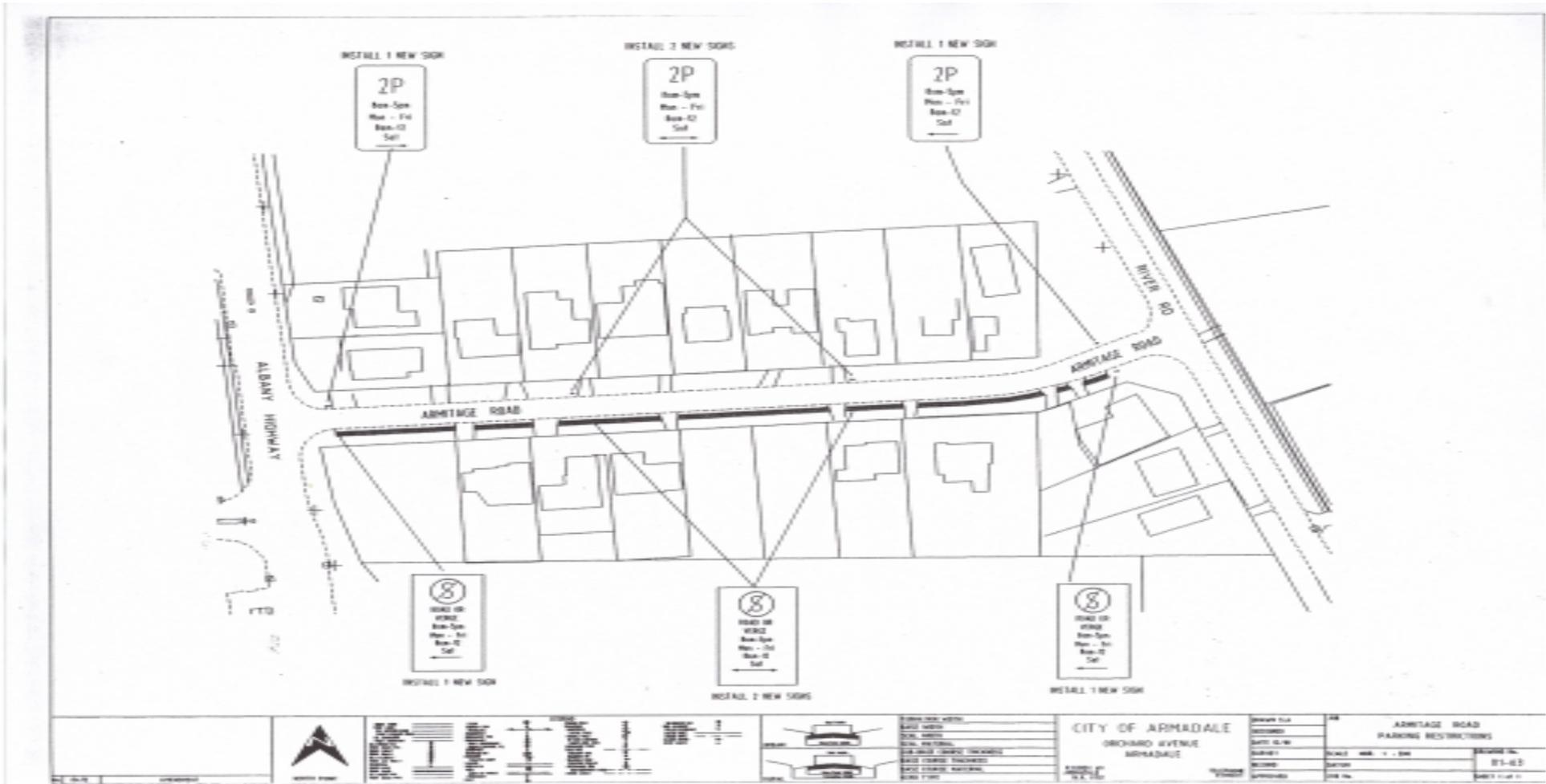
The same as option 2, without the placement of parking signs or marked parking bays, but the implemented “No Standing” signs on one side of the road.

Cost for this Option \$1,500

Option 4

Revert to the original status, re-open the road with no restrictions on parking within Armitage Road.





DRAWING 01-63

Conclusion

The option recommended to Council will ensure that the safety of this particular street for its residents, business proprietors and patrons and keeping the street available for its primary purpose - that is to provide a thoroughfare with connectivity to the surrounding streets have the highest priorities. Having a barrier (Culs-de-Sac) installed so close to a highway intersection with no other aim but to prevent overflow parking if and when needed is not an effective way to achieve the most desirable outcome the residents, businesses, the overall community and Council.

In this case, the long-term broader Community interest of greater connectivity, orderly economic growth and focussing Council's scarce, resources, particularly financial, on strategic matters for the greater good can be delivered whilst maintaining the amenity of the Local Community through sound regulation of the behaviour of the transient users of the neighbouring business services.

The re-opening of the street together with the parking regulations in place as well as the commitment of the Funeral Chapel in providing parking attendants and over flow parking away from Armitage Road during the service, which will be monitored by Technical Service Staff and Rangers is the best approach to balance and broaden community good with least disruption to residents' amenity in the long-term. A report on the situation will be presented to Council after the 6 months of operation. It is therefore recommended that option two (2) be implemented.

OFFICER'S RECOMMENDATION

1. That Armitage Road be re-opened for through traffic and parking regulation signs installed as shown on drawing 01-63.
2. That the re-opening be implemented subject to the Proprietors of Seasons Funerals submitting to Council a proposal that can be approved and implemented within 6 weeks, showing the area, distance and size for overflow parking for not less than 40 vehicles, and that Seasons Funerals take over the responsibility to maintain this area in a useable condition at all times and provide the services of two traffic/parking attendants for each and every Funeral Service to direct the patrons to the available parking areas.
3. That the traffic and parking behaviour in Armitage Road be monitored for 6 months after the re-opening and a report be submitted to Council at the end of the monitoring period.
4. That all residents and business proprietors be informed of Council's decision.

After discussions, the Committee determined not to adopt the recommendation and to recommit the report to the Technical Services Committee with a new recommendation (see below).

The Committee provided the following points still requiring address, before the Committee can determine this matter, and as a guide to Officers with respect the subsequent report:

- *The connectivity provided by Armitage Road to the adjoining areas be maintained;*
- *The owners of Seasons Funerals to provide overflow parking under their control and at their expense;*
- *Parking in Armitage Road to be only available to residents and their visitors during business hours;*
- *Signage to be at the end of Armitage Road;*
- *Line marking along the kerb, be used to designate approved parking areas (eg. using yellow paint);*
- *The connectivity of the residential length of Armitage Road be maintained.*

The Committee Meeting adjourned at 8.06 pm to allow Members of the public to leave, and to finalize the wording of the Committee recommendation. The meeting reconvened at 8.15pm and the following recommendation was considered:

T9/02 RECOMMEND

- 1. That the temporary closure of Armitage Road remain in place until such time as a parking solution (provided at the cost of the owners of the Seasons Funerals) is put in place.**
- 2. This solution should require that there be no reliance on street and/or verge parking, nor on parking provided by neighbouring property owners without their written consent.**
- 3. Officers to report to the Technical Services Committee on ways that Armitage Road can be marked to ensure appropriate parking behaviour control.**
- 4. Item be recommitted to a future Technical Services Committee meeting.**

*MOVED Cr Zelones
MOTION CARRIED (6/0)*

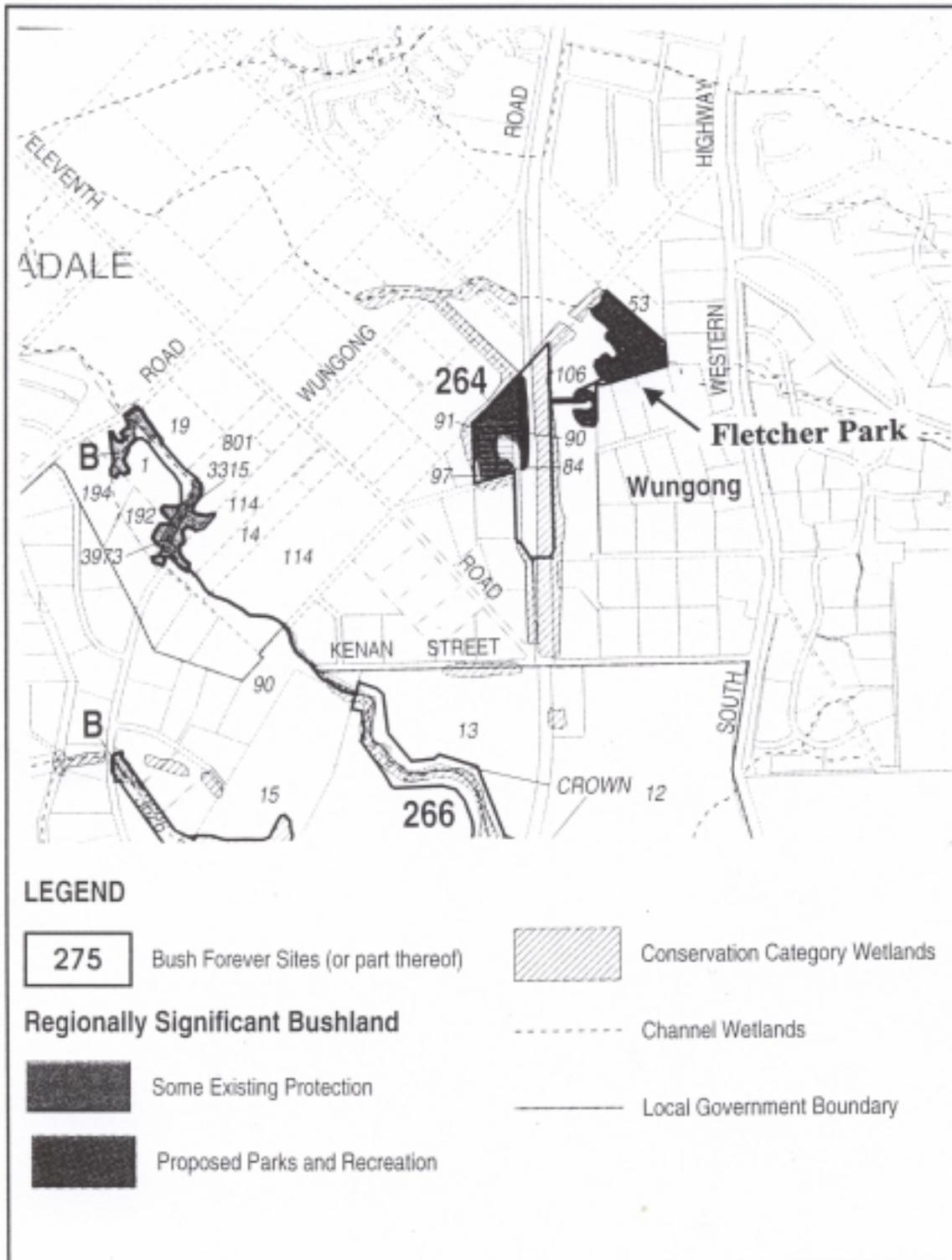
MEMBERSHIP OF SETTLERS' COMMON COMMITTEE

That the matter of membership of the Armadale Settlers' Common Committee be referred to the Technical Services Committee by Cr Fletcher.

Councillor Fletcher to provide further information to the Committee.

Cr Fletcher informed the Committee that the Settlers Common Committee did not have a full Committee, this was therefore causing difficulties in the proper functioning of the Committee. The Committee's support is sought in encouraging the return of the Settlers Common Committee to full strength, as it is a valuable asset.

FLETCHER PARK BUSHLAND MANAGEMENT PLAN - RELEASE OF DRAFT PLAN



Map 3.1 Location of Fletcher Park and Perth's Bush Forever recommendation

In regard to the following report – Fletcher Park Bushland Management Plan – Release of Draft Plan, Cr Fletcher disclosed that Fletcher Park is named after his father. As a consequence, Cr Fletcher advised that there may be a perception on the basis of his disclosed non-financial interest, that his impartiality may be affected and declared that he would set aside that association, consider the matter on its merits and vote accordingly.

FLETCHER PARK BUSHLAND MANAGEMENT PLAN - RELEASE OF DRAFT PLAN

WARD : ARMADALE
FILE REF : A178443
DATE : 20 FEBRUARY 2002
REF : RVD
RESPONSIBLE : EDTS
MANAGER

In Brief:-

- Lease agreement with Wallangarra Riding & Pony Club (Inc) requires preparation of a Management Plan, a draft of which has now been prepared.
- Recommend that the Draft Plan be released for a six-week comment period, and then be recommitted to Technical Services Committee.

Tabled Items

Full copy of draft Management Plan and Weed Management Plan 2002-03.

Officer Interest Declaration

Nil.

Strategic Implications

Physical Infrastructure

5.2 Maintain, conserve and improve our natural environments and bushland reserves, including rivers and streams

Legislation Implications

Assessment of legislation indicates that the following legislation applies:

- Commonwealth Environmental Protection and Biodiversity Conservation Act 1999

Council Policy / Local Law Implications

Assessment of Policy/ Local Laws indicates that the following are applicable:

- Local laws relating to Reserves

Budget / Financial Implications

Already budgeted. The Natural Area Maintenance budget is expected to cover the resources and one-day's staff time needed to implement the 2002-03 Weed Management Plan because Fletcher Park is a high priority for maintenance. The Reserve Management Plans budget is funding preparation of the Fire Management Plan this year.

Consultation

Manager Parks

BACKGROUND

The Wallangarra Riding & Pony Club (Inc) lease Fletcher Park from the City of Armadale under a five-year lease that currently expires in September 2005. The lease gives the Pony Club exclusive possession.

The bushland on Fletcher Park is a “Critically endangered Threatened Ecological Community” which is considered by the guidelines associated with the Commonwealth *Environment Protection and Biodiversity Conservation Act 1999* to be of national significance. The lease to the Wallangarra Riding & Pony Club (Inc) contains the following provisions to help protect the bushland:

- the Club, in conjunction with the City, must prepare a management plan within 12 months of commencement of the lease and then comply with the recommendations and obligations contained in it (Clause 9 - Item 10 of the schedule);
- keep and maintain the premises free from rubbish, refuse and disused material of any kind (Clause 5.4);
- permit access by the City with or without workmen at all reasonable times (Clause 5.5)
- keep the premises free of pests and vermin (Clause 5.7); and
- comply with all Acts, laws or regulations applicable to the premises (Clause 5.9).

A draft of the Management Plan required by the lease has been prepared by the City’s Environmental Officer in consultation with the Wallangarra Riding & Pony Club (Inc), and a copy of the Plan (without the appendices) is provided as Attachment “A1” of the Agenda. The Pony Club has agreed to the responsibilities and obligations that apply to it detailed in the draft Management Plan.

DETAILS OF PROPOSAL

It is proposed to make the Draft Fletcher Park Bushland Management Plan available for comment for a six week period and:

- distribute a press release about the availability of the Draft Management Plan to the local media and Bushcare and Environmental Advisory Committee members at the commencement of the public comment period;
- provide copies in the City’s libraries;
- send a copy of the management plan to adjacent landholders; and
- send copies to relevant government agencies for comment.

A summary of submissions and a response to the summary will be prepared for Council’s consideration.

COMMENT AND CONCLUSION

Given that there is no public access to Fletcher Park, the extent of advertising for public comment is less than for other management plans. However, government agency input is important because of the conservation significance of the vegetation.

T10/02 RECOMMEND

That Council release the Draft Fletcher Park Bushland Management Plan for a six week comment period and the Plan then be recommitted to the Technical Services Committee.

MOVED Cr Fletcher
MOTION CARRIED (7/0)

***BUSHCARE AND ENVIRONMENTAL ADVISORY COMMITTEE - MEMBERSHIP
AND AMENDMENT TO INSTRUMENT OF APPOINTMENT***

WARD : ALL
FILE REF : CTE/32
DATE : 6 February 2002
REF : RVD
RESPONSIBLE : EDTS
MANAGER

In Brief:-

- Bushcare and Environmental Advisory Committee have recommended nominees to fill Committee vacancies and to include a Deputy member for Bedfordale Volunteer Fire Brigade.
- An amendment to the Instrument of Appointment so that Deputies can be nominated is sought.
- Recommend that nominees be appointed and the Instrument of Appointment be amended to permit nominees to nominate a possible deputy member.

Tabled Items

Bushcare and Environmental Advisory Committee (BEAC) Nomination Forms.
Bushcare and Environmental Advisory Committee Instrument of Appointment.

Officer Interest Declaration

Nil.

Strategic Implications

Communication

The effectiveness of Council's communication with the community:

Legislation Implications

Local Government Act 1995 Section 5.8 to 5.18

Council Policy / Local Law Implications

Nil.

Budget / Financial Implications

Nil.

Consultation

Advertisements were placed in local newspapers seeking nominations for two vacancies on BEAC. Five nominations were received. Following a brief discussion on some of the nominees behind closed doors a secret ballot was conducted of BEAC members to determine recommended nominations for Council to consider.

BACKGROUND

The Bushcare and Environmental Advisory Committee Instrument of Appointment requires that *“In the event of a membership vacancy during the term of the Committee, the Committee shall call for nominations for a person to fill such vacancy and submit the nominations to Council for formal appointment to the Committee.”*

Vacancies were created by the resignation of Mr John Nicolson who had been nominated to the Committee by the Armadale Settlers Common Advisory Committee and Ms Anna-Marie Penna who was self nominated. The Deputy Member for Mr John Nicolson, Mr Brett Tizard has not attended for more than three consecutive meetings, so under the Instrument of Appointment Clause 6.3 that position becomes vacant. Ms Penna did not have a deputy. Both Mr Nicolson and Ms Penna moved from the district.

The vacancies were advertised and nominations received were as follows (in alphabetical order):

- Adrian Choules nominated by Friends of Goolamrup, and nominating Chris Blakie as Deputy Member
- Juliette Green nominated by Friends of Canning Mills Reserves, and nominating Simone Tuten as Deputy Member
- Con Matthews - self nominated.
- Benjamin Seabrook - self nominated.
- Patricia Trowbridge - self nominated.

In November 2000 BEAC reconsidered Clause 4.2 of its Instrument of Appointment that reads “*For each member there shall be a Deputy Member who can act in place of the Member when the Member is absent.*” This clause was re-considered because some members of BEAC were appointed as individuals for their expertise in environment and bushcare and did not wish to nominate a deputy, and some groups failed to nominate a deputy because the nomination form did not specifically address this matter. The Committee therefore resolved that:

- Where a nominee or member is appointed because of their association with a particular group, that their group be provided with an opportunity to nominate a deputy member;*
- When a person nominates to be a member of BEAC the nomination form should also provide for them as individuals to nominate a deputy member if they so wish.*

The Committee considered that a recommendation to Council to change the Instrument of Appointment to reflect the Committee’s resolution could wait until there was a change in BEAC membership.

DETAILS OF PROPOSAL

Based on the results of the secret ballot of BEAC members conducted at the February 2002 meeting, BEAC recommends that the following members and deputy members be appointed to the Committee:

- Adrian Choules, with Chris Blakie as Deputy Member; and
- Juliette Green, with Simone Tuten as Deputy Member.

The member appointed because of his association with the Bedfordale Volunteer Fire Brigade, Mr Lyall Cottrell recently requested the Bedfordale Volunteer Fire Brigade to recommend a Deputy Member for him. The brigade has formally requested that Mr Ken Downsborough be nominated as a Deputy Member for Mr Lyall Cottrell.

It is proposed to amend the Instrument of Appointment to address the matter of Deputies by amending Clause 4.2 to from “*For each member there shall be a Deputy Member*” to “*there may be a Deputy Member*” and adding a new Clause 4.6 that permits self nominees or groups nominating members to also nominate a Deputy Member if they wish.

COMMENT & CONCLUSION

The nominees recommended by BEAC are highly regarded and active workers in reserves in the City of Armadale, as is the recommended Deputy Member for the Bedforddale Volunteer Bush Fire Brigade. Recommendation 1 below lists current members, the new members recommended by BEAC and a Deputy Member for the Bedforddale Volunteer Fire Brigade.

BEAC's suggested change to the Instrument of Appointment is supported.

The Environmental Officer informed the Committee that BEAC's procedure in making nominations was to discuss, in a confidential session, the applications received and then to determine the nominations by a secret ballot.

T11/02 RECOMMEND

- Council appoint the following persons to the Bushcare and Environmental Advisory Committee:**

Member	Deputy Member	Nominated by
Cr R Fletcher	Cr J Cumming	Armadale City Council
Mrs Pat Hart		Armadale City Rivercare
Mr Adrian Choules	Mr Chris Blakie	Friends of Goolamrup
Ms Juliette Green	Ms Simone Tuten	Friends of Canning Mills Reserve
Cr Frank Green	Ms Penny Versteeg	Bungendore Park Management Committee
Mr John Herpen	Mrs Sabine Hofferberth	Churchman Bushland Association
Mr Kim Fletcher	Cr John Cumming	Friends of Armadale Shale Quarry
Mr Lyall Cottrell	Mr Ken Downsborough	Bedforddale Volunteer Fire Brigade
Ms Stacey Wallace	Ms Lorreta Bean	Friends of Bob Blackburn Flora Reserve
Mr David James	Dr Rod Giblet	Friends of Forrestdale
Ms Sue Ganz		
Mr Ian Colquhoun	Mr Ken Parkin	Roleystone Dieback Action Group
Ms Beth Laurie	Mr Cam Clay	Upper Canning Southern Wungong Catchment Team

2. **That Council amend the Bushcare and Environmental Advisory Committee Instrument of Appointment by deleting Clause 4.2 and inserting the following Clauses as numbered:**

4.2 *For each member there may be a Deputy Member who can act in place of the Member when the Member is absent.*

4.6 *When a person nominates to be a member of the Committee, or a group nominates a person to be a Member of the Committee, the nominating person or group may nominate a Deputy Member who could act in their place.*

ABSOLUTE MAJORITY REQUIRED

MOVED CR Munn

MOTION CARRIED (7/0)

KENDAL COURT RESERVE BUSHLAND MANAGEMENT PLAN - ADOPTION

WARD WESTFIELD
FILE REF: A148668
DATE 16 January 2002
REF RVD
RESPONSIBLE EDTS
MANAGER

In Brief:

- A Draft Kendal Court Reserve Bushland Management Plan has been available for public comment for a six-week period.
- Public comment came from an information walk and submissions that were all in favour of the plan.
- Recommend that the Plan be adopted by Council

Tabled Items

Kendal Court Reserve Bushland Management Plan

Officer Interest Declaration

Nil

Strategic Implications

Physical Infrastructure

5.2 Maintain, conserve and improve our natural environments and bushland reserves, including rivers and streams

Legislation Implications

Assessment of legislation indicates that the following legislation applies:

- Commonwealth Environmental Protection and Biodiversity Conservation Act 1999

Council Policy/Local Law Implications

Assessment of Policy/ Local Laws indicates that the following are applicable:

- Local laws relating to reserves

Budget/Financial Implications

Already budgeted. Capital works funded from “Implementation of Management Plans” budget (as programmed in Management Plan) over the next few years. Maintenance activity, such as weed control is funded from Natural Areas Maintenance component of Parks and Reserves Maintenance (Schedule M92 Ac 508012). Kendal Court rates as a high priority for capital works and maintenance so funds will be available.

Consultation

Details of consultation carried out prior to release of the Draft Management Plan and subsequent to the Draft Plan’s release appear in Chapter 3 of the Management Plan. In summary:

- informal consultation took place with key Stakeholders and people who attended an on-site walk;
- the availability of the Draft Management Plan was advertised in the local media; and
- copies were sent to government agencies for comment.

The plan was modified in response to comments from Stakeholders, people who attended the on-site walk and formal submissions.

BACKGROUND

At its Ordinary Council Meeting of 7 August 2001 it was resolved (T76/01) the following:

“That Council release the Draft Kendal Court Reserve Bushland Management Plan for a six week comment period and the plan then be recommitted to the Technical Services Committee for finalisation with due consideration of submissions.”

Since the plan was released, use of the Natural Heritage Trust funds has been resolved (TS 107/01) and the Implementation notes and costs column in Chapter 5 has been amended accordingly.

DETAILS OF PROPOSAL

A copy of the proposed Kendal Court Bushland Management Plan will be tabled at the meeting and Chapter 3 “Public Consultation”, Chapter 5 “Implementation consultation and funding” and Appendix B “Summary of submissions” are provided as ***Attachment A2 of the Agenda***. In Attachment A2, text proposed to be added to the draft Management Plan is shown as underlined and proposed deletions shown in strikethrough (e.g. ~~strikethrough~~).

Following adoption of the Management Plan by Council the Plan will be formatted and printed in final form and distributed to all persons who made submissions as well as the Grovelands Primary School.

CONCLUSION

The proposed Management Plan and implementation of the Management Plan is expected to enhance the value of Kendal Court Reserve to the community and preserve a poorly reserved vegetation complex. It is recommended that Council adopt the Kendal Court Reserve Bushland Management Plan.

T12/02 RECOMMEND

That Council adopt the Kendal Court Reserve Bushland Management Plan dated February 2002.

MOVED Cr Reynolds
MOTION CARRIED (7/0)

CHEMCOLLECT COLLECTION OF UNWANTED FARM CHEMICALS

WARD ALL
FILE REF: WMT/1
DATE 5 February 2002
REF BS
RESPONSIBLE MANAGER MTS

In Brief:

- Free collection of unwanted farm chemicals by ChemCollect.
- That Council participate in the ChemCollect programme.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Long Term Strategic Planning
Promote Waste Minimisation

Legislation Implications

Nil.

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

Nil

Consultation

Nil

BACKGROUND

ChemCollect is a nationally coordinated, free collection scheme to ensure that unwanted and de-registered agricultural and veterinary chemicals, particularly organochlorine pesticides (OCPs), are safely collected from rural areas and destroyed in a socially and environmentally acceptable manner.

If left on farms, these chemicals pose a major risk to the community, the environment and to agriculture products. ChemCollect is being undertaken on a State-by-State basis, with each State providing half the funding for its collections and the Commonwealth Government providing matching funding up to a maximum of \$13.5 million.

As it is a one-off scheme land holders with unwanted agricultural and veterinary chemicals should take full advantage of the opportunity to clear their properties free of charge. The scheme is expected to be completed by the end of 2002.

DETAILS

ChemCollect is funded by the Department of Environmental Protection (DEP) with no cost to Council. The collection is carried out by the DEP at a site provided by Council. Chemicals will be removed from both the collection sites on the last collection day.

ChemCollect will be held in conjunction with drumMuster so that the residents can dispose of unwanted chemicals at the same time as empty chemical containers.

Subject to Council's support, the one off collection will be held at Roleystone and the Armadale Landfill Site for 3 days between 6 May 2002 to 10 May 2002.

COMMENT

It is vital to get these chemicals out of the community and ChemCollect provides the means to accomplish the clean up at no cost to Council.

T13/02 RECOMMEND

That Council participate in the ChemCollect programme.

MOVED Cr Munn

MOTION CARRIED (7/0)

drumMUSTER PROGRAMME

WARD ALL
FILE REF: WMT/1
DATE 5 February 2002
REF BS
RESPONSIBLE MTS
MANAGER

In Brief:

- That Council agree to participate in the drumMuster programme as the southern metropolitan region collection agency for cleaned agricultural chemical containers.

- Recommend that Council enter into a Service Agreement with Agsafe Ltd for the implementation of the drumMuster programme.

Tabled Items

1. Service Agreement between Agsafe Ltd and City of Armadale.

Officer Interest Declaration

Nil.

Strategic Implications

Long Term Strategic Planning
Promote Waste Minimisation

Legislation Implications

Nil.

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

Additional revenue generation of approximately \$2,000

Consultation

Agricultural chemical users and drumMuster Programme Coordinator

BACKGROUND

At the Ordinary Council meeting held on 4th February 2002, the following was resolved:

“That Council receive a report from the Waste Service Department on the drumMuster programme at the February Technical Services Meeting T1/02.”

It is estimated that Armadale’s orchardists and small land holders use approximately two thousand chemical containers each year with a further eight to ten thousand containers being used in the surrounding Councils. The containers are currently being disposed of at landfill sites or on the properties.

drumMuster is a National programme for the collection and recycling of empty, cleaned, non-returnable crop protection and animal health chemical containers.

The Australian Local Government Association (ALGA), the National Farmers' Federation (NFF), Avcare (the National Association for Crop Production and Animal Health) and the Veterinary Manufacturers and Distributors Association (VMDA) have together developed drumMuster to provide an environmentally responsible way of collecting and disposing of eligible, rigid, metal and plastic containers.

Since 1 February 1999, farm chemical users have paid a 4 cents per litre or kilogram levy on crop protection and on-farm animal health products sold in non-returnable chemical containers over 1 litre or kilogram in content.

The drumMuster levy, funds:

- **All agreed costs incurred in running the collection of cleaned containers by participating Councils;**
- **The recycling of the containers by approved drumMuster processors;**
- **Agsafe Administration of the programme.**

drumMuster proposed container collection points within the metropolitan area, north and south of the river. It is expected that each depot will capture approximately 10,000 containers, a number that will keep the collection costs at a reasonable level. The collection points need to be based close to agricultural areas using chemicals and with a manned public waste collection facility.

The Kalamunda, Armadale, Serpentine-Jarrahdale area with 4000 containers and Cockburn with 3000 containers are two areas that were considered as the collection point south of the river. Either of their landfill sites are suitable.

Armadale does not produce enough containers to hold an independent collection, expressions of interest were sought from surrounding Councils to participate in the drumMuster programme. Nine Councils have agreed to participate.

DETAILS OF PROPOSAL

Armadale Landfill and Recycling Facility is the proposed collection point for the containers. The nine participating Councils will advertise and promote the programme within each of their areas.

It is proposed that a drumMuster collection day will be held once per month. This would give chemical users flexibility for disposing of their drums. The second Wednesday of the month fits well with landfill operations, and does not clash with the three days the site is closed. No additional staff will be required to handle the estimated 10,000 drums each year.

The drumMuster Programme

The following programme has been proposed subject to approval of the drumMuster agreement by Council:

Item	Date
Approval by Council	5 March 2002
Signing of Agreement	6 March 2002
Advertise in local papers stock agents and growers organisations in the Armadale area	7 March 2002
Build compound at landfill site	14 March 2002

Train waste personnel on inspection and receival procedures	20 March 2002
Receive containers at Landfill site (day 1)	10 April 2002
Review collection	11 April 2002
Initiate ChemCollect programme for the once off collection of surplus farm chemicals	12 April 2002
Advertise in local papers, stock agents and growers organizations throughout southern metropolitan area.	12 April 2002
ChemCollect collection of chemicals	6 – 10 May 2002
Receive containers at Landfill site (day 2)	8 May 2002

It is proposed that the ChemCollect programme will be run in parallel with drumMuster, as there is often confusion between the programmes in the initial stages. Chemical users turn up to drumMuster with drums of chemicals they wish to dispose of.

For each collection day the following procedure will take place:

- Farm chemical users make an appointment with the Waste Services Officer of the programme to take their used chemical drums to the compound at the Armadale Landfill and Recycling Facility free of charge, on the 2nd Wednesday of the month;
- Farm chemical users deliver empty, cleaned containers to the compound at their appointed time;
- Suitably trained Council Landfill Operators then inspect and accept only correctly cleaned eligible chemical containers;
- When sufficient number of containers are collected, Council contact an approved processor to remove collected containers for reuse, recycling or disposal by other environmentally approved methods.

The Administration cost of drumMuster is the Council contribution to the collection programme. It is estimated as half a day for the Waste Services Officer each collection day. As Council is acting as the regional collection agency part of the administration costs are being sought from the programme.

COMMENT

Why Armadale?

Even though Armadale is not the largest contributor of containers in the area there is a considerable number that need to be disposed of, and as other Councils in the area either do not have the resources or do not see the benefits, the City needs to take the initiative. At the moment the containers from Armadale are being dumped on the properties, bush or landfill in an unknown state of cleanliness. These containers must be taken care of and having the collection point here rather than Cockburn will encourage our residents to dispose of these products responsibly.

Benefits of the drumMuster Programme

Better Landfill Management:

- Reduction in the amount of material going to Council managed landfill;
- Reduced risk of hazardous waste going to Council managed landfill;
- Reduction in the potential for illegal dumping of potentially hazardous waste;

Better Environmental Management Outcomes and Council Recognition:

- Used containers going to recycle and reuse rather than being dumped;
- Increased recognition for Council for providing an environmentally responsible service;
- Increased recognition for Council for providing a cost-effective and legal mechanism for the disposal of used containers.

EPA Compliance:

- When drum Muster is fully implemented, Council will be able to demonstrate to the relevant EPA a sustainable environmental management strategy for used containers which will go a significant way towards meeting community expectations and regulatory objectives.

Alternative Options

1. Property collection service

Council has received a number of enquiries about drumMuster from the orchardists of Roleystone and Karragullen. One chemical user has requested that the containers be collected from each property.

A property collection service is not provided by drumMuster due to the expense and the difficulty in complying with the necessary safety requirements that would be difficult to comply with. drumMuster does provide for mobile collection depots in special cases in remote areas. Roleystone and Karragullen do not fall within the criteria.

The collection could be carried out from an area such as Springdale but would be additional to the southern metropolitan region needs and would have to be funded by Council. The only benefit to the chemical users would be the shorter distance travelled to the drop off point.

Benefits to the community and Council:

- More chemical containers will possibly be collected.

Negative effects on community and Council:

- Council bears whole cost for collection, initially \$10,000 for plant modification and safety equipment and \$1,000 each collection day;
- Rate payers subsidizing commercial operations;
- Regional approach lost;
- Storage facilities, for containers until processing could be arranged, need to be constructed at Council's cost;
- Collection dates would be reduced from 12 days to 2 as Council would no longer be the regional collection agent;
- Council trucks would need to be modified for collection;
- Council takes on the whole responsibility for disposal rather than sharing the responsibility with the chemical user;
- No-show chemical users would waste council time, as alternative work could not be found for the employees at remote sites;
- DrumMuster QA procedures do not allow for collection from individual private properties. Containers would need to be inspected twice, once at the property and again at receipt points;
- Double handling and inspection of containers collected from private properties increase costs;

- The estimated cost to Council of this option is \$12,000 in year one and \$2000 per year thereafter.

2. Wait for another council to implement the programme

Negative effects on community and Council:

- Armadale residents would need to travel much further to dispose of their containers increasing the risk of illegal disposal;
- drumMuster programme may not eventuate.

Conclusion

The regional drumMuster programme is recommended as it is the only viable option with minimal cost to Council and with the potential to remove a large number of containers from the waste stream .

Option 1 is not likely to increase the number of drums collected significantly and will increase the collection cost considerably. Option 2 is unlikely to change the status quo.

The Waste Coordinator showed a short promotional video on the drumMuster programme and advised the Committee that approximately 1800 waste containers are produced each year within the Armadale area. The drumMuster programme is cost neutral to Council, as all relevant costs are paid for by drumMuster.

T14/02 RECOMMEND

That Council enter into a Service Agreement with Agsafe Ltd for the implementation of the drumMuster programme as the Southern Metropolitan Region Collection Agency at the Armadale Landfill and Recycling Facility for cleaned agricultural chemical containers at no net cost to Council.

*MOVED Cr Cominelli
MOTION CARRIED (7/0)*

WORM FARMING STATUS INFORMATION

WARD ALL
FILE REF: WMT/1
DATE 5 February 2002
REF BS
RESPONSIBLE MANAGER MTS

In Brief:

- Previous experience of operating worm farms in the City of Armadale appears to have been unsatisfactory.
- The information presented on the worm farm trial be noted.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Long Term Strategic Planning
Promote Waste Minimisation

Legislation Implications

Nil.

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

Nil

Consultation

Nil

BACKGROUND

At the Technical Services Committee meeting held on 29 January 2002, the following was resolved T8/02

“That a report on worm farms be presented to the February 2002, Technical Services Committee”

Waste Services conducted a trial on worm farms in 1997 for two years to investigate their suitability for reducing the organic material deposited at the landfill site.

DETAILS

There is not a large amount of information on the trial available. However, interviews with the staff caring for the project indicated the following:

- The worms needed to be housed under cover as the moisture and temperature of the feed material had to be controlled to prevent the worms migrating from the bed;

- The composition of the feed material required for a thriving worm community was critical. The base community was fed on organic material from off site. Trials with landfill feed stock proved unsuccessful;
- The preparation of the feed material and the maintenance of the bed was labour intensive.

COMMENT

It appears that the worm farm trial was unsuccessful. The worms were very sensitive to their surroundings. They required dedicated fully trained staff with the appropriate equipment and a well informed community willing to separate the organic material meticulously. The first requirement is achievable. The second is impossible with large communities as is shown by the small number of ratepayers who inadvertently contaminate their recycling bins. Contaminated greenwaste with pesticide residues or inappropriate plant material could prove disastrous for a working farm.

The likelihood of worm farms being a viable option for the reduction of organic waste in the City is remote and cannot be recommended at this stage.

T15/02 RECOMMEND

That the information presented on the worm farm trial be noted.

MOVED Cr Cumming
MOTION CARRIED (7/0)

TONKIN HIGHWAY LANDFILL RESUMPTION COSTS

WARD FORREST
FILE REF: A200773
DATE 14 February 2002
REF BS
RESPONSIBLE MTS
MANAGER

In Brief:

- Main Roads WA request for a reduced tipping fee in relation to landfill resumption costs.
- Recommend that Council rejects the request for a reduced tipping fee from the Main Roads WA for the rubbish contained in the land resumed from the Armadale Landfill and Recycling Facility for the development of the Tonkin Highway.

Tabled Items

Nil

Officer Interest Declaration

Nil.

Strategic Implications

Physical Infrastructure

Develop an integrated transport system including safety aspects.

Legislation Implications

Nil

Council Policy/Local Law Implications

General Assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

Potential long-term loss of \$300,000 income at the Hopkinson Road Landfill and Recycle Facility.

Consultation

Nil

BACKGROUND

The South-west corner of the Armadale Landfill & Recycling Facility is to be resumed for the development of the Tonkin Highway. Accommodation works associated with the acquisition will necessitate along with other items, the excavation and relocation of some areas of landfill.

DETAILS OF PROPOSAL

The landfill embankment will need to be reshaped and approximately 7,500 tonnes of rubbish will be removed. The material will be moved back into the landfill site and Main Roads WA have been advised that the cost involved will be approximately \$300,000 (i.e. 7500 tonnes @\$40/tonne).

Main Roads WA have requested that consideration be given for Council to agree to waive the tipping fee.

COMMENT

This is a State Government project that benefits more people than just those in the City of Armadale. It is not equitable to request that the ratepayers of Armadale forgo this income.

This income is vital to the ratepayers of Armadale to ensure current landfill facilities are maintained at an expected level, and funds generated to finance a replacement facility.

T16/02 RECOMMEND

That Council rejects the request for a reduced tipping fee from Main Roads WA for the rubbish contained in the land resumed from the Armadale Landfill and Recycling Facility for the development of the Tonkin Highway.

MOVED Cr Munn
MOTION CARRIED (7/0)

ENVIRO 2002 CONFERENCE – WASTE MANAGEMENT

WARD ALL
FILE REF: WMT/1
DATE 14 February 2002
REF NB
RESPONSIBLE EDTS
MANAGER

In Brief:

- Council note the attendance of Councillor Hopper to the Enviro 2002 Conference to be held in Melbourne from 7-12 April 2002 at no cost to Council.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Promote Long Term Strategic Planning.
Promote Waste Minimisation

Legislation Implications

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

Nil.

Consultation

Nil.

BACKGROUND

A major environmental conference is held within Australia biennially. Councillor Hopper and Manager Technical Services attended the Enviro 2000 Conference, including the Fifth Australian Waste Convention held in Sydney in April 2000.

The Enviro 2002 Conference and Exhibition will take place from the 7th - 12th April 2002 at the Melbourne Exhibition and Convention Centre, Melbourne. Tours are on Friday 12th April. The programme combines four different conference themes from five professional associations, providing over 1000 sessions in the areas of waste, water, odour and business of the environment.

COMMENT

Councillor Hopper as Chair of the Municipal Waste Advisory Council (MWAC) successfully applied to MWAC for funding to attend the Enviro 2002 Conference and Exhibition.

The programme for the 6th Australian Waste Convention focuses on the areas of:

- The Drive for Sustainable Waste Management
- Technology and Innovation
- Producer Responsibility
- Contaminated Land Remediation
- Hazardous Waste Management
- Landfill Management
- Municipal Waste Management
- Regional Issues
- Professional Development in the Waste Industry
- Construction and Demolition Sector

T17/02 RECOMMEND

That Council note the attendance of Councillor Hopper as the Chair of MWAC to the Enviro 2002 Conference and Exhibition from 7-12 April 2002 at the Melbourne Exhibition and Convention Centre, Melbourne.

MOVED Cr Reynolds
MOTION CARRIED (7/0)

SCHOOL PARKING – ROLEYSTONE AND WILLANDRA PRIMARY SCHOOL

WARD ALL
FILE REF: ENG/13
DATE 8 January 2002
REF SA
RESPONSIBLE MANAGER MTS

In Brief:

- The Education Department have allocated \$20,000 in their 2001/02 budget for parking improvements at the Willandra and Roleystone Primary Schools.
- Technical Services have advised the Education Department that it cannot match this contribution, as Council has not made allowance in it's own 2001/02 budget.
- Recommend that the Education Department be informed that Council can not contribute funds towards both the Roleystone and Willandra Primary Schools in this financial year. Council note that the parking issues have arisen as a result of Education Department Policies and Practices, therefore the Education Department should be responsible for fully funding both parking upgrades.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Physical Infrastructure

Develop an integrated transport system including safety aspects.

Legislation Implications

General assessment of relevant legislation (eg. Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

No immediate impact on Council's budget.

Consultation

Representatives from the Roleystone and Willandra Primary Schools and the Education Department.

BACKGROUND

The Education Department has advised that it has allocated \$20,000 in it's 2001/02 Budget for parking upgrades at the Willandra and Roleystone Primary Schools.

On 7 August 2001, the Education Department approached the Technical Services Directorate seeking a financial contribution towards these two schools. They suggested a cost sharing arrangement whereby Council match their contribution of \$20,000 for each school.

Technical Services replied to this request soon after advising that Council did not allocate funding in its 2001/02 budget for parking improvements at these two schools. It did however state that it had \$10,000 in the Budget to cover minor remedial works such as construction of pram ramps and installation of signs. They were advised that Council would be happy to undertake the necessary survey and design of a carpark, if the Education Department were willing to fund the works.

As a result of this correspondence site meetings were convened at both schools to discuss the existing carparking arrangements. A Technical Services representative, Ward Councillors, School Staff and Education Department members were in attendance to view the current parking provisions first hand.

As a result of the meetings it was agreed that the Technical Services Directorate would carry out the necessary feature survey and prepare draft drawings of possible parking upgrades at both schools. In addition an estimated cost of works would also be prepared to determine how far the Education Department's \$20,000 would go. Drawings and cost estimates were subsequently prepared and follow up meetings were held to view the plans and to discuss the next phase of the project.

ANALYSIS

In terms of the Willandra Primary School, the Education Department and the school have stated that there is insufficient parking around the school. It was suggested that student numbers have increased each year due to general development in the area and the parking provisions in place can no longer cater for the increased demand. Parents often park in non designated parking areas, causing congestion in and around the school.

It should be noted that parents currently park within embayments located along both Chidzey Drive and Strawberry Drive. These embayments were constructed some time ago without Council contribution and currently accommodate 39 parking bays. Once these embayments become full, parents are parking in non-designated areas within the School and on surrounding roads. The Outline Development Plan (ODP), for the area indicates that numbers will continue to increase, with numerous subdivisions proposed in the area.

There is a Primary School proposed on Hesketh Avenue according to the ODP, however the Education Department have advised that they have no immediate plans to establish a new primary school in this area. They do however, concede that with the recent growth in the numbers of primary school students and the scope for potential development, a new school should be created in approximately six years. In the meantime, the Education Department believe that student numbers will continue to increase at this school. In recognition of this fact, they have budgeted \$20,000, as previously explained.

Technical Services have prepared a plan allowing for a parking embayment adjacent to the football oval on Chidzey Drive. The fully sealed and drained embayment could cater for 28 new parking bays at an estimated cost of \$60,000.

With regard to the Roleystone Primary School, a concept plan illustrating a new parking area on the site of the old P & C House adjacent to the School was prepared. This area could accommodate 24 new parking bays at an estimated cost of \$45,000 (to a sealed, kerbed and

fully drained standard). In addition to this facility, the conversion of the existing teachers, carpark to a combination pickup/set-down embayment and carpark was also discussed. The estimated cost of this conversion is \$30,000 therefore the total cost to modify the existing parking facilities to include all works is \$75,000.

Based on both estimates, it is evident that the Education Department's allocation of \$20,000 for each School is insufficient. They have recently advised that they would still like to utilise the \$20,000 available for each School this financial year even if Council does not contribute (i.e. match the \$20,000). They have requested that Council construct the carparks at both Schools in stages over a period of a few years. Technical Services have suggested that the available \$20,000 will sufficiently cover the cost of getting both carparks to a hardstand stage (i.e. Limestone or Roadbase), and if the education Department can continue gaining funding, the works to a Bitumen stage could be completed the following year. The works could be carried out during the next School Holidays after Easter.

CONCLUSION

Council has in recent times allocated funding in its budget for parking improvements at schools. Typically, over the last few years, the Education Department and Council have entered into a cost share arrangement for works at the Challis, Gwynne Park, Westfield Park and Neerigen Brook Primary Schools.

At its Ordinary Meeting on 2nd July 2001, Council resolved (T67/01) as follows:

- “1. That the Education Department be advised that in future, Council will not be supportive of funding requests relating to parking/drop off problems where the problem has been caused by an increase in pupil numbers due to the implementation of Education Department practices and policies.
2. That the Education Department be asked to establish a policy which will ensure that parking/drop-off requirements are given due consideration and funding allocation as part of any decision to increase pupil numbers at a particular school.”

Following this resolution, Technical Services informed the Education Department that it will no longer be able to provide funding in situations where pupil numbers have increased due to the implementation of pre-primary programmes or the closure of schools or other similar Education Department Policies/Practices.

The Roleystone Primary School is experiencing parking difficulties, particularly as a result of the closure of Karragullen Primary School, resulting in the relocation of students to this school. It is recommended that Council advise the Education Department that it will not match their contribution, and any works undertaken in future years to increase parking will need to be borne entirely by them. Council could however continue to assist with the survey and design component.

The situation is similar at the Willandra Primary School. Whilst another school has not closed down in the area, student numbers have markedly risen since the school first opened in 1992. They have increased from approximately 350 in 1992 to 700 this year. Parking may have been originally adequate, however clearly with this increase in students numbers, parking provisions can no longer cater for the demand. The Education Department acknowledge this fact and can allocate \$20,000. Funding in the vicinity of \$60,000 is required however to successfully relieve the parking congestion. It is recommended that Council advise the Education Department that it cannot assist with funding and that they are responsible for

providing the necessary parking provisions. Furthermore, if funding cannot be borne entirely by them, then consideration should be given to opening the new school on Hesketh Avenue.

T18/02 RECOMMEND

- 1. That the Education Department be informed that Council can not contribute funds towards the Roleystone and Willandra Primary Schools in this financial year. Council note that the issues have arisen as a result of Education Department Policies and Practices and therefore the Education Department should be responsible for fully funding both parking upgrades.**

- 2. That the Education Department be asked to allocate the necessary funding to alleviate the parking issues at the Roleystone and Willandra Primary Schools as a matter of high priority.**

MOVED Cr Reynolds
MOTION CARRIED (7/0)

DEWAR STREET AND CABARITA ROAD, ARMADALE – TRAFFIC COMPLAINT

WARD WEST ARMADALE
FILE REF: RDD/36; RDC/43
DATE 15 February 2002
REF SB
RESPONSIBLE MANAGER MTS

In Brief:

- Council is in receipt of a letter signed by 17 residents describing concerns about irresponsible driver behaviour in Dewar Street and Cabarita Road
- Recommend that Council write to the WA Police Service to draw their attention to the area.

Tabled Items

Petition

Officer Interest Declaration

Nil.

Strategic Implications

Physical Infrastructure

Develop an integrated transport system including safety aspects.

Legislation Implications

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

Nil.

Consultation

Nil.

BACKGROUND

Council is in receipt of a letter signed by 17 residents of Dewar Street and Cabarita Road, Armadale describing concerns about irresponsible driver behaviour as follows:

“I am writing to express my concern for the welfare of myself and my family at the above address.

I have been a resident at the corner of Dewar & Cabarita for the past 2 and ½ years and whilst enjoying the location and atmosphere of the area, have constantly been plagued by reckless motorists doing “burn outs” and “360’s” (donuts) at this intersection in front of our property. This corner seems particularly prone to crazy driving as evidenced by the marks left on the road. Dewar Street is also used as a drag strip many times throughout the day. The resulting noise and pollution caused by these individuals is very distressing and mars the generally peaceful feel of the neighbourhood, not to mention the danger to ourselves.

This danger was well demonstrated Sunday evening 16th December 2001. On this occasion a motorist turned into our street with such speed (a regular occurrence) that he/she lost control

of the vehicle (my constant fear) mounted our front verge, subsequently blowing out the front tyre and narrowly missing our front fence. The damaged hubcap hurled towards our bedroom window. I was in bed at the time and as the headlights were shining directly into my window, feared the car would end up crashing through the wall.

I am a wife and mother of 4, the youngest being 15 months old and I am honestly fearful that one day we will be struck down either in our homes or garden. I don't know what can be done about this problem, perhaps an island at the intersection, as has been done in other areas, but I implore you as our only place to turn (the police say, they can do nothing) to consider what can be done to curb this problem, before it is too late."

COMMENT

Both Dewar Street and Cabarita Road are classified in Council's Road Network Hierarchy as Local Access Roads and as such perform the function of carrying locally generated traffic.

The posted speed limit on both roads is 50km/hr having recently being reduced from 60km/hr with the introduction of the 50km/hr blanket speed zone initiative in December last year. The surveyed vehicle operating speed (85th percentile) on Dewar Street is 49 km/hr and on Cabarita Road is 56 km/hr. These figures are not out of the ordinary, when compared with the road network as a whole.

In the three-year period 1998 to 2000 inclusive there have been no reported injury crashes on either Dewar Street or Cabarita Road. In the same three-year period 628 injury crashes were reported in the City of Armadale.

CONCLUSION

The problems being experienced by the author and co-signatories to the letter are of an anti-social and irresponsible nature. The perpetrators are breaking the law and hold little respect for safe driving practices or for the safety of others and although this group are generally in the minority, regrettably the problem is widespread throughout the road network. Physical engineering measures, for example median islands, would prove ineffectual in solving the problem as they would not prevent or discourage the anti-social and irresponsible activities occurring. The most effective way of dealing with the anti-social and irresponsible behaviour in Dewar Street and Cabarita Road is through policing.

T19/02 RECOMMEND

That with regard to the letter received from 17 residents concerning unlawful and irresponsible driver behaviour in Dewar Street and Cabarita Road:

- a) **Council write to the Western Australian Police Service to draw the Service's attention to the activities of certain motorists in the area.**
- b) **The author of the letter be advised of Council's decision.**

*MOVED Cr Zelones
MOTION CARRIED (7/0)*

In regard to the following report – Armadale Shale Quarry – Management Plan, Cr Cumming disclosed that he is a member of the Friends of The Shale Quarry. As a consequence, Cr Cumming advised that there may be a perception on the basis of his disclosed non-financial interest, that his impartiality may be affected and declared that he would set aside that association, consider the matter on its merits and vote accordingly.

ARMADALE SHALE QUARRY – MANAGEMENT PLAN

WARD ARMADALE
FILE REF: A144494
DATE 16 January 2002
REF SB
RESPONSIBLE MANAGER MTS

In Brief:

- The Armadale Shale Quarry Draft Management Plan public review period is completed.
- Discusses development of Management Plan Strategies and assessment of Public response.
- Recommend progressing the Draft Management Plan to the Strategy Development Stage.

Tabled Items

Nil

Officer Interest Declaration

With regards to this item Mr S Buxton disclosed that he owns a property and resides in close proximity to the subject area. As a consequence, there may be a perception that impartiality on the following matter may be affected but has declared that he has put aside this association, considered the matter on its merits and reported on this item accordingly.

Strategic Implications

Physical Infrastructure

Enhance townscape and parkland.

Legislation Implications

General assessment of relevant legislation (eg. Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

Refer to body of report.

Consultation

George Vassiliou – Strategic Leisure Planning
Key staff across all Directorates of Council.

BACKGROUND

At its Ordinary Meeting on 2nd July 2001, Council resolved (T72/01) as follows:

2. *That Council approve a 2 month public consultation process for the Draft Armadale Shale Quarry Management Plan.*
3. *That public consultation take the form of:*
 - *advertising the process in local newspapers inviting comment from the general public; and*
 - *forwarding a copy to the peak environmental community group, the Bushcare and Environmental Advisory Committee (BEAC), seeking comment.*
3. *That a further report be provided outlining the funding options available after the public consultation period.*

COMMENT

Public Review

The Draft Management Plan was advertised for public review with a request for written submissions to be received by the 14th September 2001.

The attached table at **Attachment “A3” of the Agenda.**

Attachment A-3 summarises the public responses received.

All but one of the responses were supportive of the Draft Management Plan and it is therefore recommended that Council now progress towards the adoption of the document as the Armadale Shale Quarry Management Plan. Several valid issues were raised within the public responses received and how these are to be addressed will be discussed further overleaf. None of the issues raised upon preliminary assessment required amendment to the Draft.

Management Plan Goals

The Management Plan specifies five Management Goals as follows:

- Allowing for safe public access by effectively managing the risks associated with a facility of this nature;
- Enhancing its environmental, cultural and recreation value by undertaking appropriate planting of native flora;
- Managing the control of weeds and fire hazards;
- Utilising the unique values of the quarry for educational, cultural and interpretation purposes;
- Enhancing the tourism potential of the area.

The aim of the Management Plan is to re-open the area to the West and South of the excavation to unrestricted access and to re-open the excavation itself to restricted access.

Delivering the Management Goals will require preparatory work prior to the re-opening of any area of the quarry and will require ongoing allocation of resources following opening of any area of the quarry.

In order to achieve the above goals and aims the Management Plan lists 43 objectives and 62 strategies. It is the development and implementation of the 62 listed strategies that will ultimately deliver the goals and aims of the Management Plan.

Development of Strategies

The strategies cover a broad range of disciplines throughout Council's organisation and therefore "ownership" of each individual strategy needs to be allocated to an officer of Council for progressing the strategy in terms of its feasibility and the resources required both initially and ongoing. Issues raised by the public will also require allocation to officers for assessment. Consultation with external groups such as the Friends of the Armadale Shale Quarry will be undertaken during this phase as required and when appropriate.

At the end of the Strategy Development phase, (expected to take approximately 2 to 3 months) it is intended that a report will be presented to Council detailing each strategy's feasibility together with any initial and ongoing resources, both financial and human, that will be required for successful implementation. At that point Council can properly consider its position in relation to the full or part adoption and implementation of the Management Plan.

Budget Implications

The Draft Management Plan suggests the provision of an initial budget allowance of \$50,000 as per the table below extracted from the Management Plan.

Item	Est. Cost(s)
New security fencing and gates to match existing (60m x 1.8 m high @ \$50)	3,000
New safety fence to match existing (60m @ 1.2 m high @ \$50)	3,000
Additional top rail to existing safety fence (120m @ \$20)	2,400
Safety grate to tunnel entrance	1,000
Timber bollards to parking area	1,000
Gate at carpark	600
General Earthworks (Bobcat)	1,000
Gravel Paving (Bobcat + material)	1,000
Reticulation (material)	1,000
Signage	2,000
Information shelter	5,000
Interpretative paved areas / outdoor art for: (Aboriginal, geological and industrial history)	9,000
Information shelter for each of these areas	15,000
Sub Total	45,000
Contingency	5,000
Total Budget Allowance	50,000

The costs above are indicative only and subject to review under the Strategy Development process. Further, it is considered the costs do not fully cover the paramount issue of safety of

the general public and in particular safety in the excavation. It is intended to complement this report with an officer presentation on the subject of safety at the Technical Services meeting for the information of Committee Members.

In March 2002, Council will consider a report presented on the Five Year Programme. The Programme in that report details a provisional allowance of \$30,000 for the financial year 2002/03 for the Armadale Shale Quarry, although it should be noted that this takes the Parks expenditure over and above the approved 5 Year Strategic Financial Plan allocation.

It is considered highly likely that \$30,000 will be an insufficient sum to achieve the goals of the Management Plan. The report to be presented to Council upon conclusion of the Strategy Development process will provide a much clearer indication of both initial and ongoing costs enabling Council to set realistic budgets and programmes.

Cr Cumming informed the Committee that a Shale Quarry clean-up day will be held on Sunday 1st March at 8.00am.

T20/02 RECOMMEND

That Council progress the Armadale Shale Quarry Draft Management Plan to the Strategy Development Stage with a report being presented to the May 2002, Technical Services Committee, that provides information sufficient to allow Council to consider adoption and implementation of the Plan in full or part thereof.

*MOVED Cr Fletcher
MOTION CARRIED (7/0)*

ROWLEY ROAD, BROOKDALE – REQUEST FOR TRUCK AND TRAILER PERMIT APPLICATION

WARD Forrest
FILE REF: ENG/30
DATE 18 February 2002
REF SB
RESPONSIBLE MANAGER MTS

In Brief:

- Council is in receipt of a second letter from Harvey Fresh Ltd requesting support for further long vehicle permit applications to Main Roads Western Australia.
- Recommend that Council not support the application for vehicle permits to a maximum length of 27.5m.

Tabled Items

Letter of request.

Officer Interest Declaration

Nil.

Strategic Implications

Physical Infrastructure

Develop an integrated transport system including safety aspects.

Legislation Implications

General assessment of relevant legislation (eg. Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

Nil.

Consultation

With the Director of Harvey Fresh Ltd, MRWA's Heavy Vehicle Section and the Shire of Serpentine-Jarrahdale.

BACKGROUND

At its Ordinary Meeting on 5th November 2001, Council resolved (T130/01) as follows:

“That Council support the application for a truck and trailer permit from Harvey Fresh Ltd – based upon the following:

- a) Rowley Road being a District Distributor Category A road;*
- b) Rowley Road being immediately adjacent to a freight route;*
- c) assisting in the viability of a local business and employer;*
- d) on the condition that should the permit application prove successful that Rowley Road is not opened up to other permitted vehicles without Council consent;*

- e) *the permit restricts Harvey Fresh Ltd only to the vehicle described in the application, to a maximum length of 22.5 metres;*
- f) *the permit restricts Harvey Fresh Ltd only to that part of Rowley Road between Nicholson Road and the business property location.”*

COMMENT

Council is in receipt of a second letter, from Harvey Fresh Ltd, requesting further support from Council for an application, to be lodged by Harvey Fresh Ltd with Main Roads Western Australia, for vehicle lengths of 22.5 metres, 25 metres and 27.5 metres.

If Main Roads Western Australia were to issue a permit to Harvey Fresh, for vehicles to a maximum length of 27.5 metres, this would result in vehicles some 8 metres longer than the as of right maximum of 19.5 metres for normal metropolitan area streets.

It is considered that with an additional 8 metres in vehicle length, is more than a marginal and reasonable increase in vehicle size and could become a precedent that causes concern for Council throughout the wider City of Armadale road network in the future.

Further developments

On the 11th February 2002, staff from the Main Roads WA provided an overview of the trucking industry including vehicle sizes and routes for the Perth Metropolitan area to the Asset Services Committee of the Shire of Serpentine and Jarrahdale.

At the Shire of Serpentine and Jarrahdale Asset Services Committee meeting held on 11th February 2002 the following motion was lost 2/3 with the committee considering the use of Rowley Road, by Harvey Fresh Pty Ltd permit vehicles to access their property as unsatisfactory and an inappropriate precedent:

“Moved Cr Star seconded Cr Simpson the application from Harvey Fresh Pty Ltd to operate long permit vehicles to 27.5m length on Rowley Road be temporarily granted subject to;

the consent being extended until 31 March 2003 only unless further extended by Council, and Harvey Fresh Pty Ltd actively pursuing alternate arrangement to remove the need for permit vehicles on Rowley Road;

the temporary consent having the written concurrence and support of the City of Armadale;

the temporary consent being limited to one permit vehicle up to 27.5m length return trip daily between the hours of midnight and 07:00am;

Main Roads undertaking that this temporary consent will not be extended or similar consent granted for other permit vehicles to use the road without Council consultation and consent; and

Harvey Fresh Pty Ltd be responsible for any damage to the Rowley Road pavement, particularly at the Nicholson Road intersection and access to Lot 747, and a bond of \$5,000 being lodged with the Council as security for any road damage liability.”

The Shire of Serpentine and Jarrahdale will consider ratification of the above Committee decision at their Ordinary Meeting on 25th February 2002 at 7.00 pm.

OFFICER'S RECOMMENDATION

That Council not support the application for vehicle permits to a maximum length of 27.5 metres by Harvey Fresh Ltd, to Main Roads Western Australia for Rowley Road and that Harvey Fresh Ltd be advised of Council's decision.

The Chair introduced Mr Laurie Sorgiovanni, and Mr Kevin Sorgiovanni to the Committee.

Mr Kevin Sorgiovanni gave the Committee a brief history of Harvey Fresh Ltd, its growth and movement over time.

Mr Laurie Sorgiovanni stated that the Rowley Road premises is the Perth Distribution Centre and that each morning stock is transported from Harvey. Consequently Harvey Fresh Ltd. seek a permit for a 27.5m B double unit to operate between Nicholson Road and the premise in Rowley Road which is approximately 400 metres east of the Nicholson Road/Rowley Road intersection. The company operates three permit vehicles – one each of 27.5m, 25m and 22.5m, and may prefer to use any combination of these on any day.

The committee expressed its concern that Harvey Fresh Ltd. sought a permit application for a maximum length of 22.5 m, which was approved at the Ordinary Council Meeting held on 5th November 2001 and now a further application has been submitted for a permit up to 27.5 m. Mr Laurie Sorgiovanni stated that at the time of the original application they did not feel that a longer length was required, however due to changing operational circumstances there is now the requirement.

The Committee stated its concern at setting a precedent on the use of permit vehicles on Rowley and the City road network in general.

The Committee asked Mr Sorgiovanni if one permit vehicle up to 27.5m length return trip daily between the hours of midnight and 07:00am would be acceptable. Mr Laurie Sorgiovanni indicated that this would prove restrictive to their future operations.

The Committee advised Mr Sorgiovanni that upon consideration it was inclined to support the Shire of Serpentine-Jarrahdale recommendation set out in the Report to Committee and also to await the outcome of the Shire of Serpentine-Jarrahdale Full Council Meeting (Being held concurrently with the Technical Services Meeting).

The Chairman thanked Messes Laurie and Kevin Sorgiovanni for addressing the Committee and Messrs Laurie and Kevin Sorgiovanni left the meeting at 7.30PM.

The committee agreed to support the following Shire of Serpentine- Jarrahdale recommendation which was being put forward to the Shire of Serpentine-Jarrahdale Council Meeting this evening. The item will be reviewed again at the Armadale Ordinary Council Meeting to be held on 5th March 2002 once the outcome of the Shire of Serpentine-Jarrahdale meeting is known.

RECOMMEND

~~That Council give temporary consent to the permit application, with this being limited to:~~

~~* one permit vehicle up to 27.5m length return trip daily between the hours of midnight and 07:00am;~~

- ~~▪ Main Roads undertaking that this temporary consent will not be extended or similar consent granted for other permit vehicles to use the road without Council consultation and consent; and~~
- ~~▪ Harvey Fresh Pty Ltd be responsible for any damage to the Rowley Road pavement, particularly at the Nicholson Road intersection and access to Lot 747;~~

~~until such time as the Shire of Serpentine Jarrahdale resolution to be determined at its Council Meeting held at 7.00 pm 25th February 2002 is known.~~

T21/02 RECOMMEND

That Council give temporary consent, up to the 31st March 2003, to the permit application by Harvey Fresh Ltd with this being limited to:

Amended
Full Council
5 March 2002

- one permit vehicle up to 27.5m length return trip daily between the hours of midnight and 07:00am;
- Main Roads undertaking that this temporary consent will not be extended or similar consent granted for other permit vehicles to use the road without Council consultation and consent; and
- Harvey Fresh Ltd be responsible for any damage to the Rowley Road pavement, particularly at the Nicholson Road intersection and access to Lot 5 (number 747) Rowley Road.

MOVED Cr Cominelli
MOTION CARRIED (7/0)

TENDER NO. 34/01: TENDER FOR THE SUPPLY OF RETICULATION PARTS

WARD ALL
TEN/34/01
DATE 18 February 2002
REF JC/BC
RESPONSIBLE EDTS
MANAGER

In Brief:

- Tender No. 34/01 was recently called for the Supply of Reticulation Parts.
- 2 tenders were received by the specified closing time.
- Both tenders were non-conforming.
- Recommend tender be re-advertised for a fixed price and 12 months only.

Tabled Items

Tender documents; tenders received.

Officer Interest Declaration

Nil

Strategic Implications

Corporate Services

To achieve maximum community benefit from effective use of resources (staff, finances and information technology).

Legislation Implications

Assessment of legislation indicates that the following regulations apply:

Local Government Act 1995 and Tender Regulations.

Council Policy/Local Law Implications

Council Policy No. 2.1.54: Tendering and Purchasing Policy.

Budget/Financial Implications

Nil

Consultation

Nil

BACKGROUND

During the course of the construction and maintenance operations for roads, parks and associated works, there is a need to use reticulation parts to build new reticulation lines, or replace damaged parts resulting from construction and maintenance operations. As the value of the supplied service will exceed \$50,000 a tender to conform to the Local Government Act 1995 and Council's Purchasing Policy is required.

Existing Contract Information

This is not applicable as no existing contract applied.

DETAILS OF PROPOSAL

The tender involves the supply of reticulation parts for a period of 24 months to various construction and maintenance projects within the City.

Tenders Received

Tenders were received from Hugall & Hoile and Total Eden.

TENDER EVALUATION

A non-conformance to the Tender Documents has been found from both of the tenderers, as they have submitted a fixed price for a period of 12 months only and have included a variable price for the remaining 12 months.

Tenderers have clarified that fixed prices for the second 12 months of the contract were not tendered, as they are uncertain of manufacturers increase due to current economic conditions.

Estimated Annual Cost

Not applicable

CONCLUSION

As no conforming tender was received it is recommended that with tender 34/01, Tender for the Supply of Reticulation Parts, no tender be accepted. Due to uncertainties in predicting prices beyond 12 months, it is recommended that the tender be re-advertised as fixed price contract of 12 months.

T22/02 RECOMMEND

- 1) **That with Tender No. 34/01, Tender for the Supply of Reticulations Parts, no tender be accepted.**
- 2) **That the tender be re-advertised and altered from 24 months contract to 12 months contract.**

MOVED Cr Reynolds
MOTION CARRIED (7/0)

TENDER NO. 35/01: TENDER FOR THE SUPPLY OF SAND

WARD ALL
FILE REF TEN/35/01
DATE 13 February 2002
REF JC/BC
RESPONSIBLE EDTS
MANAGER

In Brief:

- Tender No. 35/01 was recently called for the supply of sand.
- 4 tenders were received by the specified closing time.
- The tender from Red Sand Suppliers & Earthmoving Contractors has been assessed as being the most advantageous to Council.
- Recommend acceptance of this tender.

Tabled Items

Tender documents; tenders received; summary of tender assessment.

Officer Interest Declaration

Nil.

Strategic Implications

Corporate Services

To achieve maximum community benefit from effective use of resources (staff, finances and information technology).

Legislation Implications

Local Government Act and Tender Regulations.

Council Policy/Local Law Implications

Policy No. 2.1.54: Tendering and Purchasing Policy.

Budget/Financial Implications

Total current budget allocation

- Within projects

Estimated contract management/supervision costs

- N/A

Consultation

Nil

BACKGROUND

During the course of construction and maintenance operations for parks, reserves, roads and associated works, there is a need to have different types of sand supplied to the work sites to achieve completion of the works at the approved schedule. As the value of this work will exceed \$50,000 a tender to conform to the Local Government Act and Council's Purchasing Policy is required.

Three different types of sand will be required to be supplied to the works or to the Council's Depot located in Owen Road, Kelmscott.

Existing Contract Information

This is not applicable as there is no existing contract.

DETAILS OF PROPOSAL

The Contract involves the supply of different types of sand for a period of 2 years to Council's Depot and different projects within the City. The outcome of this contract is to facilitate the operations of the Civil Works and Parks and Reserves.

NEW CONTRACT INFORMATION

Essential details of the new contract are as follows:

Contract Type	Schedule of Rates
Contract Duration	2 years
Commencement Date	1 March 2002
Expiry Date	29 February 2004
Extension Permitted	No
Rise And Fall Included	No

SELECTION CRITERIA

The selection criteria and weightings for the evaluation of the tender are as follows.

ITEM No.	DESCRIPTION	WEIGHTING
1.	Capability/Competence of Tenderer to perform the work required	10%
2.	Experience of Tenderer in supplying similar goods or completing similar projects.	10%
3	Understanding of requirement	10%
5.	Tendered Price	70%
	TOTAL	100%

TENDERS RECEIVED

Tenders were received from Goad Resources Pty Ltd, CSR Readymix, WA Limestone and Red Sand Supplies & Earthmoving Contractors.

Details of tenders received are as follows:

TENDERS RECEIVED

Tenderer	Tender Price (Per m ³ - delivered)		
	Fill Sand	Reinstatement Sand	Brickies Sand
Goad Resources Pty Ltd	\$9.90	\$24.20	\$14.30
CSR Readymix	\$11.00	N/A	N/A
WA Limestone	\$8.37	\$9.96	\$10.92
Red Sand Supplies & Earthmoving Contractors.	\$6.60	\$10.50	\$10.45

TENDER EVALUATION

All the participating tenderers have experience working with Local Government and are reliable suppliers. The selection criteria evaluation from item 1 to 3 shows similar results for all the companies. The tendered price from Red Sand Supplies & Earthmoving Contractors, however, is the most advantageous in the overall evaluation as detailed below:

Annual Cost

The approximate cost based on current consumption rates, for the two years period of the contract is as follows:

Tenderer	Tender Price (Per m ³ of approximately required quantity for 2 years period)			
	Fill Sand 7500 m ³	Reinstatement Sand 5000 m ³	Brickies Sand 420 m ³	Total
Goad Resources Pty Ltd	\$74,250	\$121,000	\$6,006	\$201,256
CSR Readymix	\$82,500	N/A	N/A	N/A
WA Limestone	\$62,775	\$49,800	\$4,586	\$117,161
Red Sand Supplies & Earthmoving Contractors.	\$49,500	\$52,500	\$4,389	\$106,389
Price from WA Limestone compared to Red Sand Suppliers.	\$13,275 higher	\$2,700 lower	\$197 higher	\$10,772 higher

The above table shows that the price from WA Limestone is lower than the Red Sand Supplies & Earthmoving Contractors price only for the supply of reinstatement sand but is higher for the other types of sand required.

TENDER RANKINGS

The tender rankings resulting from the application of the selection criteria are as follows:

TENDER RANKING

Tenderer	Ranking
Red Sand Supplies & Earthmoving Contractors.	1
WA Limestone	2
Goad Resources Pty Ltd	3
CSR Readymix	4

The detailed tender assessment summary will be tabled if required at the meeting.

CONCLUSION

During any stage of construction and maintenance operations a situation can arise where one company can be fully committed and not be able to meet our needs. It may be considered advantageous to have two suppliers for this tender. However, although the evaluation of the submitted tenders has showed that each company has the capacity to provide the required service, there are such significant differences in the tendered price that it may be

economically disadvantageous to Council either to have a only one supplier or several suppliers for the three different types of sand required.

It is recommended that the tender be awarded to Red Sand Supplies & Earthmoving Contractors for the supply of fill sand and brickies sand and WA Limestone for the supply of reinstatement sand. The above companies have satisfied the selection criteria and are ranked number one and two in the tender evaluation.

T23/02 RECOMMEND

That Tender No. 35/01 for the Supply of Sand, Council accept the tender of Red Sand Supplies & Earthmoving Contractors for the supply of fill sand and brickies sand and WA Limestone for the supply of reinstatement sand at the tendered prices for the period 1 March 2002 to 29 February 2004.

MOVED Cr Fletcher
MOTION CARRIED (7/0)

***TENDER NO. 38/01: TENDER FOR THE CONSTRUCTION OF CONCRETE PATHS
(BICYCLE NETWORK)***

WARD ALL
FILE REF TEN/38/01
DATE 12 February 2002
REF JC
RESPONSIBLE EDTS
MANAGER

In Brief:

- Tender No. 38/01 was recently called for the construction of Concrete Paths (Bicycle Network)
- 5 tenders were received by the specified closing time.
- The tender from Cobblestone Concrete has been assessed as being the most advantageous to Council.
- Recommend acceptance of this tender.

Tabled Items

Tender documents; tenders received; summary of tender assessment.

Officer Interest Declaration

Nil.

Strategic Implications

Corporate Services

To achieve maximum community benefit from effective use of resources (staff, finances and information technology).

Legislation Implications

Local Government Act and Tender Regulations.

Council Policy/Local Law Implications

Policy No. 2.1.54: Tendering and Purchasing Policy.

Budget/Financial Implications

Total current budget allocation	\$61,250
Estimated contract management/supervision costs	\$N/A

Consultation

Perth Bicycle Network, Department for Planning and Infrastructure.

BACKGROUND

A tender for the construction of Concrete Paths has been called in order to continue the improvement of the bicycle network within the Municipality.

The Perth Bicycle Network has been implemented through metropolitan local governments, Main Roads Western Australia and other State Government agencies in order to facility trips by bicycles around the city limits and also to improve the existing path connections. The scope of the work involves the construction of seven new paths with a budget of \$61,250. As the value of this work will exceed \$50,000 a tender to conform to the Local Government Act and Council's Purchasing Policy is required.

The paths included in the tender are shown in the following Table 1.

TABLE 1- NEW PATHS

Path	Length (m)	Budget \$	Tendered Price \$				
			Westside Concrete	Cobblestone Concrete	Pete's Concrete Services	Alex Hepburn	Sandtech Pty Ltd
On RHS Tait Street from existing path to Wyloo Pl intersection	7.00	750	408	281.82	344.00	322.00	500.00
On RHS Tait Street from Wyloo Pl to Armadale Road	283.00	22,500	15,708	11,393.58	13,248.75	15,203.00	15,680.00
Across the verge between Armadale Road and Fifth Rd	29.00	2,000	1,530	1,459.42	1,622	1,897.50	2,011.00
On LHS Fifth Rd from Armadale Rd to Dale Rd	52.00	3,000	2,570.40	2,093.52	2,234.00	2,507.00	2,545.00
On RHS Railway Avenue from Lake Rd to Centre Rd	515.00	24,000	28,936.00	25,917.37	28,965.90	32,384.00	33,379.00
On RHS Tewson Rd from Groveland Dr to Abdale Crt	133.50	7,000	6079.20	5,374.71	5707.00	7,291.00	7,568.00
Across the verge from Ward Cres end to Cammillio Rd.	83.00	2,000	3,590.40	3,341.58	448.60	4,048.00	3,934.00
Total \$ (Incl. GST)		61,250.00	58,822.00	49,862.10	57,827.28	63,652.50	65,617.00

EXISTING CONTRACT INFORMATION

This is not applicable as not existing contract applied.

DETAILS OF PROPOSAL

The works involve the construction of seven new paths according to Council programs in order to continue the improvement of the bicycle network within the Municipality. The outcome of this contract is to improve and provide quality pedestrian/cycle facilities.

NEW CONTRACT INFORMATION

Essential details of the new contract are as follows:

Table 3 – New Contract information

Contract Type	Lump Sum
Contract Duration	1½ months
Commencement Date	18 March 2002
Expiry Date	30 April 2002
Extension Permitted	No
Rise And Fall Included	No

SELECTION CRITERIA

The selection criteria and weightings for the evaluation of the tender are as follows.

Table 4 – Selection Criteria

ITEM No.	DESCRIPTION	WEIGHTING
1.	Capability/competence of Tenderer to perform the work required	20%
2.	Experience of Tenderer in supplying similar goods or completing similar projects	18%
3	Understanding of Requirement	12%
4.	Price	50%
	TOTAL	100.%

Tenders Received

Tenders were received from West Side Concrete Contractors Pty Ltd, Cobblestone Concrete, Pete's Concrete Services, Alex Hepburn and Sandtech Pty Ltd.

Details of tenders received are as follows:

Table 5 – Tenders Received

Tenderer	Tender Price/Lump Sum
Cobblestone Concrete	\$49,862.10
Pete's Concrete Services	\$57,866.96
Westside Concrete	\$58,822.00
Alex Hepburn	\$63,652.50
Sandtech Pty Ltd	\$65,617.00

TENDER EVALUATION

The tender evaluation shows that only four of the tenderers have proven experience in the construction of concrete paths, are reliable suppliers and have experience working with Local Government contracts. The overall result of the evaluation shows that the lump sum price from Cobblestone Concrete is \$8004.86 cheaper than the second cheapest tendered price from Pete's Concrete Services.

TENDER RANKING

The tender rankings resulting from the application of the selection criteria are as follows.

Table 6 – Tender Ranking

Tenderer	Ranking
Cobblestone Concrete	1
Westside Concrete	2
Sandtech Pty Ltd	3
Pete's Concrete Services	4
Alex Hepburn	5

The detailed tender assessment summary will be tabled if required at the meeting.

CONCLUSION

It is recommended that the tender be awarded to Cobblestone Concrete who have satisfied the selection criteria and are ranked number one in the tender evaluation.

T24/02 RECOMMEND

That Tender No. 38/01 for the Construction of Concrete Paths (Bicycle Network), Council accept the tender of Cobblestone Concrete at a lump sum price of \$49,862.10 for the period 18 March 2002 to 30 April 2002.

MOVED Cr Zelones
MOTION CARRIED (7/0)

CIVIL WORKS FINANCIAL OVERVIEW

WARD ALL
FILE REF: RDS/64/RDB/21
DATE 13 February 2001
REF GE
RESPONSIBLE EDTS
MANAGER

In Brief:

- Unbudgeted expenditure of \$149,391.55 has been accommodated in savings to date.
- No modification to programmes.
- Recommend that Civil Works programmes be completed as scheduled.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Corporate Services

To achieve maximum community benefit from effective use of resources (staff, finances and information technology).

Legislation Implications

Nil.

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

No significant savings on expenditure from Civil Works for this financial year.

Consultation

Nil.

BACKGROUND

At the Technical Services Meeting of 26 November 2001 T151/01, it was reported that expenditure on two jobs totalling \$149,391.55 was unbudgeted. The recommendation from this report was for a further report be presented to the February 2002 Technical Services Meeting detailing the progress on Civil Works projects and any savings that had been generated to cover this expenditure.

COMMENT

The financial position on all Civil Works areas at the end of January 2002 i.e. week 29, shows that Civil Construction has a saving of \$28,873 on completed works and Civil Maintenance an over expenditure of \$6,839 to pro rata expenditure predictions. Thus giving a collective savings in Civil Works of \$22,000.

The savings have arisen from a number of jobs but the more significant are as follows:

1. **Road Resurfacing:**

Allocations for the individual roads included in the resurfacing programme, normally include an amount, where considered necessary, for carrying out tidying to verges and replacement of kerbing. In making the decision as to the extent of such works to be carried out this year, due account was taken of the budgeted shortfall and as a result of this only the most critical of these ancillary works were included. This has resulted in a total estimated saving of \$60,000 from the road resurfacing account.

2. **Drainage Installation:**

Budget estimations for drainage installation on Michael Road and Trevor Road in Roleystone were based on the assumption that hard dig/rock would be encountered. Detail design provided the opportunity to ensure that the drainage was installed along the line of the existing open drains, which significantly minimised the cost of excavation works. As a result of this a saving of approximately \$45,000 was made on these drainage works.

On-site assessment prior to the detail design indicated that it was possible to maximise the usage of the existing alignment and material. This resulted in savings of approximately \$22,000.

The remaining \$47,000 worth of estimated savings resulted in a variety of small “unders/overs” from the balance of works across the road, drainage, and pathway program.

In an overall perspective, the saving of around \$170,000 represents 2.44% of the total Civil Works budget.

While we are only some 55% through the financial year subject to no significant abnormal occurrences, it is assessed that Civil Works does not need to modify any programmes and that those unbudgeted expenditure will be accommodated within the unders and overs at 30 June 2002.

It should be noted that there is unlikely to be any significant savings in expenditure from the Civil Works area at the end of the financial year.

T25/02 RECOMMEND

That the Civil Works programmes be completed as scheduled.

MOVED Cr Reynolds
MOTION CARRIED (7/0)

SOUTH EAST METROPOLITAN REGIONAL COUNCIL

WARD ALL
FILE REF: CTE/10
DATE 1 February 02
REF NB
RESPONSIBLE
MANAGER EDTS

In Brief:

- Recommend that the unconfirmed Minutes of the South East Metropolitan Regional Council for December 2001 be noted.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Long Term Strategic Planning
Promote Waste Minimisation

Legislation Implications

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

Nil.

Consultation

Nil.

BACKGROUND

To ensure that Council is kept informed of the Regional Council's deliberations, Council resolved (T162/01) that the Minutes of these meetings be presented through the Technical Services Committee rather than the Information Bulletin to ensure that relevant items can be discussed.

It was suggested at the January 2002 Technical Services Committee meeting that in order to reduce the time lag in receiving the South East Metropolitan Regional Council (SEMRC) minutes, due to waiting for their confirmation, the minutes of the SEMRC be presented to Committee "unconfirmed" and any amendments can be reported to the Committee after confirmation of the minutes.

The December 2001 unconfirmed Minutes of the South East Metropolitan Regional Council (to be confirmed at its Meeting being held on 21 February 2002).

COMMENT

The following reports from the attached unconfirmed Minutes have been identified as being of interest to the City and should be noted:

- Report 14.1 - Formation of the Technical Advisory Committee
- Report 14.2 - Public Education Waste Management Programmes
- Report 14.3 - Appointment of Chief Executive Officer

T26/02 RECOMMEND

That the unconfirmed December 2001 Minutes of the South East Metropolitan Regional Council be noted.

MOVED Cr Munn

MOTION CARRIED (7/0)

2002 PUBLIC WORKS ENGINEERING STATE CONFERENCE

WARD: ALL
FILE REF: STF/27
DATE 20 February
2002
REF NB
RESPONSIBLE
MANAGER EDTS

In Brief:

- Outline of proceedings for 2002 Public Works Engineering State Conference.
- Recommend that Councillor(s) be nominated to attend the 2002 Public Works Engineering State Conference, or

Should no nomination be received, then the recommendation be as follows:

That no nomination be made for attendance at the 2002 Public Works Engineering State Conference.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Physical Infrastructure

3. *Develop an integrated transport system, including road safety aspects.*

Legislation Implications

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

Assessment of Policy/Local Law indicates that the following are applicable:

1.2.5 – *Conferences, Seminars and Training.*

Budget/Financial Implications

Conferences Members - General Ledger Account Number 1508520.

The cost to attend the Conference is \$700.00 for a full-time registration.

Consultation

Chief Executive Officer, Chair of the Technical Services Committee and Technical Services Engineering Staff.

BACKGROUND

Council Policy requires that Council Members who wish to attend the Conference need to nominate at the Technical Services Committee for approval at the Ordinary Meeting of Council (to be held on 5th March 2002). Therefore, any Councillor who is not a member of the Technical Services Committee but wishes to attend will need to advise the Chair of their request.

Due to the time constraints involved, Councillors wishing to attend all or part of this Conference are required to be nominated on the night of the February Technical Services Committee Meeting to enable registrations to be processed.

The Executive Director Technical Services, who is on the State Executive Committee of the IPWEA, is intending to attend the Conference on both days. The Chief Executive Officer, Manager Technical Services and selected Engineering Staff will be attending various sessions and will be sharing registrations.

COMMENT

The State Conference is held annually by the Institute of Public Works Engineering Australia and is an ideal opportunity to increase knowledge and awareness of trends in public works and to broaden network contacts for the attending Members and/or Councillors.

The 2002 Public Works Engineering State Conference will be held at Rendezvous Observation City Hotel, Scarborough from 6-8 March 2002.

The conference will feature 1 Plenary Session and 1 Keynote address.

Technical Programme Topics

The topics covered by the Conference include the following:

- Session 1 Plenary Session – Best Value Engineering – Not Why But How
- Session 2A Pavement Management
- Session 2B Project Management
- Session 3A Strategic Planning
- Session 3B Salinity
- Session 4 Catchment Management
- Session 5A Term Maintenance Contracts
- Session 5B Streetscape
- Session 6A IPWEA Initiatives – Tools for best Value
- Session 6B Road Safety
- Session 7 Best Value Engineering

T27/02 RECOMMEND

~~That Councillor(s)..... be nominated to attend the 2002 Public Works Engineering State Conference.~~

~~or~~

~~Should no nomination be received, then the recommendation be as follows:~~

~~That no nomination be made for attendance at the 2002 Public Works Engineering State Conference.~~

MOVED Cr Reynolds
MOTION CARRIED (7/0)

****TECHNICAL SERVICES FIVE YEAR WORKS PROGRAMME 2002/3 – 2006/7**

WARD ALL
ENG/31
DATE 20 February
2002
REF WAB
RESPONSIBLE
MANAGER EDTS

In Brief:

- Proposed meeting schedule for Technical Services Committee deliberations to approve the 2002/03-2006/07 Five Year Works Programme and Draft Budget to meet the Corporate Calendar deadlines for Council to determine the 2002/03 Budget.
- The proposed approach is for Council to adopt the Five Year Works Programme, including priorities and workload balancing at the March round of Meetings.
- It is proposed that the 2002/03 Draft Budget be recommended at the April 2002 Technical Services Committee.
- Recommend:
 1. That the previous resolution be rescinded.
 2. That the meeting time of 7:00 pm, Wednesday 13th March 2002 be noted for a possible Workshop involving all Councillors, tentatively to discuss outstanding matters relating to the Five Year Plan, and Strategic Plan.
 3. That it be noted that the Workshop will be for briefing and discussion only, prior to consideration of reports and recommendations at subsequent Committee Meetings.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Corporate Services

To achieve maximum community benefit from effective use of resources (staff, finances and information technology).

Improve Council's financial viability.

Legislation Implications

General assessment of relevant legislation (eg Local Government Act) has not revealed restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

To determine the Technical Services Directorate 2002/03 Draft Budget.

Consultation

Technical Services Managers and MANEX.

BACKGROUND

At its meeting of 4 February 2002 Council resolved the following:

“That a Special Meeting of the Technical Services Committee be held at 7:00pm on Wednesday 13th March 2002 to consider the Five Year Works Programme only.”(T6/02)

COMMENT

Subsequent to the Councillor’s Workshop held on Tuesday 19th February 2002 MANEX came to the view that the Technical Services Five Year Works Programme needs to be considered in the context of Council’s deliberations on the Strategic Plan and the Five Year Financial Plan.

Consequently, it is suggested that the Special Meeting of the Technical Services Committee scheduled for March 13th not be held and the date be earmarked for another “Workshop” involving all Councillors.

The Five Year Works Programme has been framed in the parameters of the current Five Year Financial Plan, and in particular the aspect of a 3% “real” rate increase each year. Clearly, this may vary, dependant on the other strategic financial deliberations. The Programme is not yet ready for distribution with this Agenda and will be distributed to Councillors in the Agenda delivery for the Council Meeting of 5th March 2002.

To maintain the Corporate Calendar Schedule for Council to adopt its 2002/03 Budget in July, the Technical Services Committee should complete its deliberation on the 2002/03 – 2006/07 Five Year Works Programme during March and recommend its Draft Budget to Council in the April round of meetings. In view of the above, it is now proposed that the Five Year Works Programme be adopted at the Technical Services Committee Meeting that is scheduled to be held on Monday 25th March 2002.

T28/02 RECOMMEND

- 1. That Council rescind recommendation T6/02.**
- 2. That the meeting time of 7:00 pm, Wednesday 13 March 2002 be noted for a possible Workshop involving all Councillors, tentatively to discuss the Five Year Works Programme and outstanding matters relating to the Five Year Plan and Strategic Plan (details to be confirmed in a notice prior to the Workshop).**
- 3. That it be noted that the Workshop will be for briefing and discussion only, prior to consideration of reports and recommendations at subsequent Committee Meetings.**

MOVED Cr Munn

MOTION CARRIED (7/0)

**** ABSOLUTE MAJORITY REQUIRED**

LATE ITEMS

Nil

COUNCILLORS' ITEMS

Cr Cominelli

Dale Christian School Parking

Cr Cominelli asked the Committee if Council had any available land which could be used by the Dale Christian School as overflow parking when they hold events, as their carpark has diminished in size.

Cr Zelones

Seating in Minnowarra Park

Cr Zelones advised the Committee that he had spoken to the Manager of Parks and Reserves regarding additional seating in Minnowarra park, in particular within the Gazebo and asked for an update.

The Manager Parks & Reserves informed the Committee that he has spoken to Community Services regarding the various options available as consideration had to be made for the various functions and events, which are held within the Park and Gazebo to ensure that seating would not restrict its use. Consideration is being given to the potential for fold up seating in the Gazebo.

Cr Hopper

Road Closure Petitions

Cr Hopper requested a report on the number of petitions for road closures received in the last year and the impact on the Works Programme if these were all installed on request.

Cr Hopper moved that the meeting be closed at this juncture to discuss matters relating to staff and Councillors' procedures and practices. The Motion was carried (7/0).

Members of the public and Officers, with the exception of the Chief Executive Officer and Executive Director Technical Services, left the meeting at 9.00pm.

Release of Officers Reports

Cr Hopper addressed the Committee.

The matter of timing of release of agenda items and Officers reports to the public was discussed at length. There was a concern that unless all Members and Officers were aware of current policy and practice, there was a possibility that an Officer or Councillor might inadvertently distribute information before the Committee Members have an opportunity to

read their Agenda. Committee Members might be approached by constituents before they have become acquainted with reports or recommendations.

The Chief Executive Officer advised that Officers operate under Policy that information provided to one elected member must be conveyed to all.

Council practice with regard to making Agendas available to the public is in accordance with Council resolution, i.e. Agendas are made available for inspection by the public at the Administration Centre and Libraries by mid-morning on the day following distribution to elected members.

(N.B. Not tabled, but included here for information is resolution CR 105/93(4) of 1st November 1993:

“Committee Agendas be available for public inspection in the Foyer of the Council Administration Centre and Libraries in the same way as Council Agendas are currently displayed, viz after they have been delivered to Councillors. ”)

A number of Committee Members indicated they follow the convention of not disclosing information to the public until the Agenda becomes publicly available. Committee were of the view that a protocol should be examined to avoid any uncertainty as to when information could be made available to the public.

It was suggested that the matter be referred to the Standing Orders Review Working Party (scheduled to meet early in March) for consideration as part of review of Council Policy Manual.

T29/02 RECOMMEND

- 1. That the matter of public release of Agendas and Officer’s reports be referred to the Standing Orders Review Working Party for consideration as part of review of Council Policy Manual.**

- 2. That Councillor’s items regarding:**
 - a) Dale Christian School Parking**
 - b) Seating in Minnowarra Park**
 - c) Road Closure Petitions**

be referred to the appropriate Directorate for action and/or report back to Committee.

MOVED Cr Hopper
MOTION CARRIED (7/0)

MEETING CLOSED 9.25PM.