



**ATTACHMENTS TO COUNCIL ITEMS**

Part 4 – Council Committee Minutes

ORDINARY COUNCIL MEETING

28 March 2017

**ATTACHMENT:9.2.1**

Tidy Towns Sustainable Committee – 8 March 2017



## TIDY TOWNS SUSTAINABLE COMMITTEE MINUTES OF MEETING

Held at The Shire Administration,  
11-13 Waldeck St, Dongara on

**8 MARCH 2017 COMMENCING AT 3.00PM**

*It should be noted that recommendations made by this Committee are not final and will be subject to adoption (or otherwise) at a future meeting of Council.*

**PRESENT:** Members Cr Bronwen Scott (Chairperson)  
Mary Yewers

Staff Doug Fotheringham  
Yvette Robb

**GUESTS:** Sarah Samulkiewicz-Taylor

**APOLOGIES:** Vanessa McGuiness  
Cr Sandra Gumley  
Trish Parker  
Cr Mark Leonard  
Jenny Fox  
Kylie Bessen

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### 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 3:03pm and welcomed everyone.

### 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Apologies were received from Vanessa McGuiness, Sandra Gumley, Mark Leonard and Trish Parker.

### 3. CONFIRMATION OF MINUTES

**MINUTES OF THE TIDY TOWNS SUSTAINABLE COMMITTEE MEETING HELD ON 20 January 2017**

A copy of the Minutes of the Shire of Irwin Tidy Towns Sustainable Committee Meeting held on 20 January 2017 has been provided to all Committee Members under separate cover.

#### TIDY TOWNS SUSTAINABLE COMMITTEE DECISION:

**MOVED:** Mary Yewers

**SECONDED:** Doug Fotheringham

**That the Minutes of the Shire of Irwin Tidy Towns Sustainable Committee Meeting, held on 20 January, be confirmed as a true and accurate recording of that meeting.**

### 4. BUSINESS ARISING FROM PREVIOUS MINUTES

Action planning session held on 22 February 2017 was attended by Bronwen, Doug, Yvette, Sarah, Vanessa and Mary.

## **5. ACTION PLAN**

### 5.1 Action Plan summary from TTSC planning session:

- Australia Day Clean-up to be held on 13/05/2017. A post was put on the Shire's Facebook page to ask for ideas on suitable locations

**Action: Yvette is to place an ad in Dongara Denison Local Rag asking for suggestions of family friendly location for the clean-up.**

### 5.2 Street tree planting (Mark/Bronwen)

- The Pt Leander Drive planting is supported by Council
- It was decided to complete the project in stages as it is large task
- Bronwen has spoken to Mark Jones following up on Cr Leonard comments regarding the paver retaining wall and the difficulties they pose

**Action: Doug is to ask Technical Services to include volunteers in the plantings**

## **6. NACC (Vanessa)**

### 6.1 Boxthorn Removal Workshop with NACC and environmental consultants to be held in Geraldton on 16 March 2017.

- Note the time for demonstration of control methods at 14:00-16:00

### 6.2 Native Garden Guides Workshop in Geraldton to be held on 29 April 2017

### 6.3 Re-establishment of a working group

- pending – create Boxthorn working group for June/May

### 6.4 Waterwise Verge (Bronwen)

- Awaiting more information from Vanessa, encourage TTSC to participate

### 6.5 6.6 Community Grants - Bendigo Bank have a grant application open for any community project. This is closing on 31st March. The bird nesting project was a suggestion for the grant.

#### **Actions:**

**Planning for the waterwise verge initial reticulation is required (Bronwen)**

**Review grant requirements**

- **Sarah to forward Bendigo Bank link**
- **Bronwen, Mary and Yvette to review the Grant requirements in an 'out of session' meeting.**

## **7. COASTAL COMMUNITY GRANT: VEGETATION PROJECT (Doug)**

### 7.1 Update and next steps

- The site location was visited site and it was agreed to plant 1,000 plants
- Depot crew will be tasked to rip up the flats with the planting to follow after the first winter rains

**Action: Sarah to review of NACC budget to acquire extra seedlings, around 400**

## **8. IRWIN RIVER ESTUARY MANAGEMENT PLAN**

### 8.1 Canoe launches

- three sites previously identified (North side – Waldeck Street, South side – across from the Priory and the area around the bend on Retreat Boulevard)
- The suggested plan is to excavate the land and lay fleximat, which has a low impact effect on the environment
- The site at the Priory is on private land, cannot be controlled by the Shire and would require discussions with the landowners.

**TIDY TOWNS SUSTAINABLE COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED: Mary Yewers**

**SECONDED: Doug Fotheringham**

**That Council agrees to support the development of the Irwin River Estuary Management Plan's canoe launches project, which will initially focus on the two sites off Waldeck Street and Retreat Boulevard.**

8.2 Articles – regarding fragile dune eco-system

- Sarah suggested that focus was at a species level rather than ecosystem
- Bronwen suggested approaching Jenny Fox to see if she would be interested (Bronwen)

**Action: Bronwen is to engage an author to write some simple articles that we can publish in Dongara Dension Local Rag about the fragility of the dune systems and wildlife**

8.3 Church St Lookout Pathway Closure

The pathway from Church Street should be closed to public access due to the path being unsafe using brushing to facilitate natural vegetation regrowth.

**TIDY TOWNS SUSTAINABLE COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED: Doug Fotheringham**

**SECONDED: Cr Bronwen Scott**

**That Council closes the pathway, which leads steeply up the hill, from Church Street (opposite the old Kailis site), due to an unacceptable threat to public safety, and directs staff to use brushing to facilitate natural vegetation regrowth.**

**9. WASTE MANAGEMENT GRANT APPLICATION**

9.1 The application was lodged on 23 February 2017

9.2 Create a reduce waste board advertising alternatives to 'one-off use plastic'

- Locate at the town markets
- Display and quizzes, advertise contacts for business opportunities (Bronwen & Yvette)
- Date = Saturday 6 May at the Town Markets
- Funding – Dongara Charities (\$1,000 available) for prizes

9.3 Shire of Dandaragan visit (Sarah)

- Wait 4-5 weeks for Emma to return from leave
- It was suggested using the Community bus for transport
- Use the visit as a networking opportunity

9.4 Local Irwin liaison business (Bronwen)

**Action:**

- **Bronwen is to arrange a market stall and volunteers**
- **Yvette is to obtain costings for banners (horizontal banner and teardrop banner) with TTSC, Shire and NACC logo**
- **Sarah is to coordinate the visit to Greenhead and Shire of Dandaragan**
- **Bronwen and Mary are to visit local businesses to create awareness and support for reducing plastic use and recycling options**

**10. TTSC PAGE ON SHIRE WEBSITE**

**Actions: Yvette is to:**

- update the planned events section and add links
- add a table of monthly events
- prepare the Clean up Australia Day advertising and promotion
- add a link to 'World Days'

**11. COMMUNITY ENQUIRY IN REGARDS TO AREA LOCATED OUTSIDE POLICE STATION**

Sue suggested some plantings to improve visual aesthetics – Sue Lennard

**Action: Doug is to respond to Sue Lennard's enquiry.**

**12. RECOMMEND TO COUNCIL THAT YVETTE ROBB BE ENDORSED AS TTSC MEMBER**

**TIDY TOWNS SUSTAINABLE COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED: Bronwen Scott**

**SECONDED: Doug Fotheringham**

**That Council appoints, by Absolute Majority, Yvette Robb as a member of the Tidy Towns Sustainable Committee.**

**13. RECOMMEND TO COUNCIL THAT SARAH SAMULKIEWICZ-TAYLOR RECEIVES AN ONGOING INVITATION TO ATTEND TTSC MEETINGS**

**TIDY TOWNS SUSTAINABLE COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED: Bronwen Scott**

**SECONDED: Mary Yewers**

**That Council issues an ongoing invitation to Sarah Samulkiewicz-Taylor to attend the Tidy Towns Sustainable Committee meetings.**

**14. ATTENDANCE BY PHONE**

Kylie to attend by speaker phone if unavailable to come to Shire office.

**15. NEXT MEETING**

Next meeting: 3pm on Wednesday 10<sup>th</sup> May 2017.

**16. CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 4:27pm.

**ATTACHMENT:9.2.2**

Asset Management Advisory Committee – 13 March 2017



## MINUTES FOR THE ASSET MANAGEMENT ADVISORY COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS ON MONDAY, 13 MARCH 2017 AT 8:30AM

<b>PRESENT:</b>	<b>Members</b>	<b>Representative Group</b>
	Cr I F West Cr S Gumley Cr M T Smith Cr B R Thompson	Council Council Council Council
	<b>Staff</b>	
	Mr D Simmons, Chief Executive Officer Ms N Nelson, A/Director Corporate and Community Mr S Ivers, A/Director Planning Infrastructure Mrs S Pratt-King, Coordinator Technical Services (Minute Taker)	

### **APOLOGIES:**

Ms S van Aswegen, Director Planning Infrastructure  
Mr G Peddie, Director Corporate and Community

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- 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**
- 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
- 3. MINUTES OF THE ASSET MANAGEMENT ADVISORY COMMITTEE MEETING HELD ON 13 FEBRUARY 2017**

A copy of the Minutes of the Asset Management Advisory Committee Meeting held on 13 February 2017 was provided to all Committee members under separate cover.

### **ASSET MANAGEMENT ADVISORY COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED:** Cr West

**SECONDED:** Cr Gumley

*That the Minutes of the Asset Management Advisory Committee Meeting, held on 13 February 2017, be confirmed as a true and accurate recording of that meeting.*

### **4. BUSINESS ARISING FROM PREVIOUS MEETINGS**

#### **4.1 ACTION STATUS REPORT**

An Action Status Report was circulated for information purposes to the AMAC Committee, updating members on progress of outstanding items from previous meetings.

### **5. REPORTS**

#### **5.1 CAPITAL WORKS PROJECT REPORT – MARCH 2017**



The March Capital Works Project Report was circulated to Committee members for information purposes.

## 6. DISCUSSION ITEMS

### 6.1. **RURAL ROAD MAINTENANCE PROGRAM AND PRIORITISATION**

The Manager Technical Services provided advice to the Committee on rural road maintenance including the condition of the network, previous practices, key priorities moving forward and budget considerations.

To date budget provisions have allowed 0.5 grades of the entire rural road network. Grading was completed prior to the heavy haulage grain cartage commencing in October 2016, roads carrying heavy haulage were prioritised with some minor resheeting works required on roads such as Water Supply Road and Tabletop Road due to the exceptionally poor condition of these roads. Extra funding has been requested through the budget review process which will allow 0.7 grades of the entire rural road network.

Best practice for future maintenance programming would be 1.5 grades of the entire network, based on prioritisation. In practice this would mean high traffic roads and/or heavy haulage routes would be prioritised over minor local distributor roads. Budget estimates to complete the 1.5 grades would see a significant increase of funding allocated to the rural road network in the future. With a predicted steady decline in state funding this shortfall would need to be sourced through Council's own funds.

A review of previous rural road maintenance practices indicates that maintenance was not carried out strategically with a number of local roads receiving a higher level of service in comparison to high priority roads. This practice has created a substantial back log in maintenance with a number of roads now requiring resheeting at a considerable cost to Council. A strategic resheeting program will be developed to ensure that the entire rural road network is resheeted within the next 10 years.

Internal and external resourcing for road maintenance was discussed with a preference for the Shire to retain internal capacity to complete maintenance grading.

#### **ASSET MANAGEMENT ADVISORY COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED:** Cr Smith

**SECONDED:** Cr West

**That Council requests the Manager Technical Services (through the Chief Executive Officer) to further investigate and report to the Asset Management Advisory Committee on appropriate rural road maintenance programming and prioritisation options with a view to:**

- 1. Retaining relevant road plant (such as a grader and roller);**
- 2. Providing additional staff grading capacity to allow an in-house rapid response for rural road maintenance issues; and**
- 3. Increasing the current service level of 0.5 grades of the road network to an aspirational 1.5 grades of the road network.**

**CARRIED**

### 6.2. **COASTAL EROSION**

A proposal by coastal engineering consultant, Cardno, was provided to the committee for consideration. The proposal included the investigation and design of a short term (0-2 year) strategic solution to the coastal erosion at Surf Beach, Port Denison to allow

the Shire time to investigate medium and long term solutions. All present were in favour of combining a geofabric and sand replenishment program to alleviate immediate concerns. Funding assistance for coastal protection works could be accessed through the Department of Transport's Coastal Adaptation and Protection (CAP) grant.

**ASSET MANAGEMENT ADVISORY COMMITTEE RECOMMENDATION TO COUNCIL:**

**MOVED:** Cr Smith

**SECONDED:** Cr Gumley

**That Council requests the Manager Technical Services (through the Chief Executive Officer) to investigate a combined geofabric membrane and sand replenishment program as a short term measure to manage coastal erosion along Surf Beach, Port Denison.**

**CARRIED**

**6.3. WATERING WA GRANT SUBMISSION**

The Manager Technical Services provided feedback to the Committee on the Shire's Watering WA funding submission after receiving positive feedback from the funding provider.

**6.4. TURF MANAGEMENT**

The Manager Technical Services provided feedback to the Committee regarding a meeting with the City of Greater Geraldton representatives at Wonthella Oval to observe their methods of achieving high work efficiencies and AFL endorsed turf quality. Future plant purchases to achieve the same quality of turf management practices were discussed.

**6.5. MILO CROSSING**

The Chief Executive Officer updated the Committee on the recent meeting with local residents at Milo Crossing.

The Manager Technical Services discussed current measures in response to the recent flooding, including funding for remedial works through the Western Australian Natural Disaster Relief & Recovery Arrangements (WANDRAA). A funding submission has been lodged with Main Roads WA and anticipated to take approximately 4 – 6 weeks to process.

The Manager Technical Services provided advice to the Committee on a number of design options that are currently being investigated to minimise the effects of future flooding events.

**7. FUTURE AGENDA ITEMS**

No items were raised for inclusion at the AMAC meeting scheduled for 10 April 2017.

**8. CLOSURE**

There being no further business, the Chairperson declared the meeting closed at 10.13am.