



ATTACHMENTS TO COUNCIL ITEMS

Part 3 – Council Committee Minutes

ORDINARY COUNCIL MEETING

27 June 2017

ATTACHMENT:9.2.1

Asset Management Advisory Committee – 10 July 2017



MINUTES FOR THE ASSET MANAGEMENT ADVISORY COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS ON MONDAY, 10 JULY 2017 AT 8:30AM

PRESENT:

Members	Representative Group
Cr I F West	Council
Cr S Gumley	Council
Cr M T Smith (Chairperson)	Council

Staff

Mr G Peddie, Acting Chief Executive Officer
Mr S Ivers, Manager Technical Services
Mrs S Pratt-King, Coordinator Technical Services (Minute Taker)

APOLOGIES: Mr D Simmons, Chief Executive Officer
Cr B R Thompson

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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 12 JUNE 2017.

A copy of the Minutes of the Asset Management Advisory Committee Meeting held on 12 June 2017 was provided to all Committee Members under separate cover.

ASSET MANAGEMENT ADVISORY COMMITTEE DECISION:

MOVED: Cr West

SECONDED: Cr Gumley

That the Minutes of the Asset Management Advisory Committee Meeting, held on 12 June 2017, be confirmed as a true and accurate recording of that meeting.

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil

5. REPORTS

5.1 Capital Works Project Report

The July Capital Works Project Report was provided to Committee members for information purposes.

6. DISCUSSION ITEMS

6.1 Merlo Telehandler – 2017/18 Budget Review

The Manager Technical Services provided the Committee with a Business Justification report for a replacement Telescopic Handler as per the 2016/17 and 2017/18 Plant Replacement Program.

The Committee considered utilisation data, local hire/contract options, financial and depreciation estimates, maintenance costs of the current Merlo Telehandler and safe work practices and standards for elevated work platforms.

Given the high utilisation of the Telehandler by Operations Staff all present supported replacing the Merlo Telehandler in 2017/18 as per the Plant Replacement Program. A recommendation was made not to purchase an elevated work platform, restricting these tasks to contract basis.

6.2 73 Richardson Road – Property Report

The Coordinator Technical Services provided an update to the Committee on a recent Property Condition Report and repair estimates to the residential property located at 73 Richardson Road.

Staff were asked to investigate alternative options including demolition estimates and applying for a freehold title for the land with a view to sell the property to offset the cost of maintaining other Council assets such as the Town Hall.

ACTION: The Manager Technical Services to investigate and report back to the Committee freehold options, demolition estimates and repair/rental expenditure for the Shire property at 73 Richardson Road.

6.3 Martin Street Footpath

After reviewing the Shire's strategic plans for footpath construction along with community requests the Manager Technical Services highlighted the construction of a new footpath on Martin Street as the Shire's highest priority for the 2017/18 Footpath Construction Program. All present supported the recommendation with no objections noted.

ASSET MANAGEMENT ADVISORY COMMITTEE RECOMMENDATION:

MOVED: Cr West

SECONDED: Cr Gumley

That Council endorse the construction of a footpath along Martin Street, Dongara in the 2017/18 Footpath Program.

6.4 Milo Crossing

The Manager Technical Services provided an update on the WANDRRA funded works to repair Milo Crossing. Works will be coordinated and managed by the Road Asset Specialist using local contractors.

6.5 Town Hall Project

The Manager Technical Services provided an update on the Town Hall project. Quotes were still being obtained for the full scope of repairs, however are expected to be in the vicinity of \$130,000. To date no allocation for repair works have been included in the 2017/18 draft budget.

The Committee agreed; given there are other facilities currently available for use within the community, the repairs were not an immediate high priority. Alternative

options to offset the maintenance cost for the Town Hall project would be investigated by staff in the interim.

6.6 Surf Beach Erosions Control – DoT Grant

The Department of Transport Coastal Adaptation and Protection (CAP) grant application for short term erosion control measures at Surf Beach was unsuccessful. Staff to investigate alternative erosion control options.

6.7 Surplus Plant & Equipment

The Manager Technical Services updated the Committee on the disposal of surplus equipment.

6.8 Line Marking Moreton Terrace – Car Parking Bays

Provisions for line marking have been included in the 2017/18 draft budget. The line marking of car bays along Moreton Terrace will be considered by the Road Asset Specialist during future planning of works.

7. INFORMATION ITEMS

7.1 APU Village – Quarterly Maintenance Inspections

The Coordinator Technical Services updated the Committee on new maintenance reporting/identification processes at the Village, including outcomes from the May 2017 quarterly inspection completed by Ray White. Over 200 separate repair orders were collated during the May inspection with works being prioritised and provided to local contractors for repairs over the coming weeks.

8. CLOSURE

There being no further business, the Chairperson declared the meeting closed at 9.52am.

ATTACHMENT: 9.2.2
Community Assistance Scheme Committee - 4 July 2017



**MINUTES FOR COMMUNITY ASSISTANCE SCHEME
COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS,
11-13 WALDECK ST, DONGARA ON TUESDAY,
4 JULY 2017 COMMENCING AT 10.00AM**

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

PRESENT:	Members	Cr B Scott - Chairperson Mr G Peddie – Director Corporate and Community Ms N Nelson – Manager Community Capacity
	Staff	Mrs S Taylor – Community Officer
GUESTS:		NIL
APOLOGIES:		Cr S Gumley – Councillor Mrs T Barker – Community Representative Mr I Payne – Community Representative

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1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
 2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
 3. **CONFIRMATION OF MINUTES**
 - 3.1 **MINUTES OF THE COMMUNITY ASSISTANCE SCHEME COMMITTEE MEETING HELD ON 7 JUNE 2017**

A copy of the Minutes of the Shire of Irwin Community Assistance Scheme Committee Meeting held on 7 June 2017 has been provided to all Committee Members under separate cover.

COMMUNITY ASSISTANCE SCHEME COMMITTEE DECISION:

MOVED: Mr G Peddie

SECONDED: Ms N Nelson

That the Minutes of the Shire of Irwin Community Assistance Scheme Advisory Committee, held on 7 June 2017, be confirmed as a true and accurate recording of that meeting.

4. **BUSINESS ARISING FROM PREVIOUS MEETING**
 - 4.1 **RECOMMENDATION MADE TO COUNCIL – funding allocations for the CAS round one of 2017/2018**

The Council approved the funding allocations as recommended by the CAS Committee for round one of the 2017/2018 financial year.

4.2 DONGARA DENISON COMMUNITY FESTIVAL ASSOCIATION INC - application for round one CAS.

Event: Larry Lobster Festival

Funding Requested: \$5,000

Funding agreed by Committee: \$5,000

Comments by Committee: The Dongara Denison Community Festival Association Inc resubmitted their CAS application after the CAS Committee requested further information pertaining to the event before making a recommendation for funding.

The CAS Committee reviewed the updated application and agreed that the information contained within, including a more accurate budget satisfied the selection criteria. It was however noted that the Dongara Denison Community Festival Association Inc were ambitious in their planning and appeared to have a lack of confirmed buy in from the community, vendors and alternate funding bodies.

Feedback: The application submitted by The Dongara Denison Community Festival Association Inc will be supported through the CAS grant on the condition that the event take the form of that described in the application.

The funding should be utilised for the purchase of the scheduled fireworks in return for the naming rights of said fireworks e.g. The Shire of Irwin Fireworks Display.

**COMMUNITY ASSISTANCE SCHEME COMMITTEE RECOMMENDATION TO COUNCIL:
MOVED: Mr G Peddie**

SECONDED: Cr B Scott

That Council approves the following funding allocation for the Community Assistance Scheme round one of the 2017/2018 financial year as presented in attachment booklet – July 2017 under separate cover.

ORGANISATION	PROJECT DESCRIPTION	FUNDS REQUESTED	FUNDS APPROVED
<i>Dongara Denison Community Festival Association Inc</i>	<i>Larry Lobster Festival</i>	<i>\$5,000</i>	<i>\$5,000</i>

VOTING DETAILS:

CARRIED UNANIMOUSLY 3/0

5. GENERAL BUSINESS

5.1 FINANCIAL ASSISTANCE FUNDING POLICY

The updated Financial Assistance Funding Policy was tabled for review by the Committee. Upon review it was agreed that further information outlining the several funding opportunities, the eligibility criteria and the project requirements would need to be included in the policy. The Committees suggested changes will be made by the Community Officer before being presented to Council.

5.2 COMMUNITY ASSISTANCE SCHEME APPLICATION AND GUIDELINES

The updated Community Assistance Scheme Application and Guidelines were tabled for review by the Committee. Recommended changes will be made by the Community Officer.

6. URGENT BUSINESS APPROVED BY CHAIR OR BY COMMITTEE DECISION

Nil

7. NEXT MEETING

8. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 11.28am.

The next Shire of Irwin Community Assistance Scheme Committee Meeting is scheduled for 10.30am on 5 September 2017.