



ATTACHMENTS TO COUNCIL ITEMS

Part 2 – Council Committee Minutes

ORDINARY COUNCIL MEETING

27 November 2018

ATTACHMENT:9.2.1

Minutes of the Irwin Roadwise Committee Meeting held
15 October 2018



**MINUTES FOR THE IRWIN ROADWISE COMMITTEE
MEETING HELD AT THE SHIRE ADMINISTRATION,
11-13 WALDECK ST, DONGARA ON MONDAY
15 OCTOBER 2018 FROM 2.00PM**

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 K Wilson (Chairperson) Brett Cassidy, OIC Dongara Police Freda Chandler, St Johns Ambulance Fran McAllen, Dongara Volunteer Fire Brigade Michael Butcher, Dongara Volunteer Fire Brigade
	Staff	S Pratt-King, Coordinator Technical Services (Minutes)
VISITORS:		Murray Butcher
APOLOGIES:		Cr S Gumley Kate McConkey, SDERA Samantha Adams, Roadwise Regional Road Safety Advisor Sarah Page, MRWA Customer Service Manager Shannon Potts, Shire of Irwin

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

All present were welcomed to the meeting

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

As above

3. CONFIRMATION OF MINUTES

3.1 MINUTES OF THE IRWIN ROADWISE COMMITTEE MEETING HELD ON 23 JULY 2018

A copy of the Minutes of the Irwin Roadwise Committee Meeting held on 23 July 2018 have been provided to all Committee Members under separate cover.

IRWIN ROADWISE COMMITTEE DECISION:

MOVED: Cr Wilson

SECONDED: Fran McAllen

That the Minutes of the Irwin Roadwise Committee Meeting, held on 23 July 2018, be confirmed as a true and accurate recording of that meeting.

6. BUSINESS ARISING FROM PREVIOUS MEETING

6.2 Straying Cattle on Brand Highway

Shannon Potts provided MRWA with a list of known property owners for follow up. Sarah Page to provide further feedback at next meeting.

6.3 Sam Trailer

Speed Alert Mobile trailer is up and running. Committee members are encouraged to send through requests for display messages and locations to Stacey for inclusion on the schedule.

Feedback provided from Fran to improve future configuration of the sign.

7. REPORTS

Nil

8. GENERAL BUSINESS

8.1 Larry Lobster Festival - 3 November 2018

Sam Adams, has expressed an interest in hosting a stall at the upcoming Larry Lobster festival. Will require volunteer support on the day of at least one other member.

Prize to include a Wanderer double person swag, previously purchased for the 2017 Larry Lobster event.

There were no objections from the Committee to host a stall at the Larry Lobster festival.

Stacey to arrange stall holders permit through the Community Resource Centre.

Limited availability on the day, Stacey to assist with set-up and Kelly with pack down. No other support provided through Committee members. Stacey to coordinate requirements with Sam Adams.

8.2 Quarterly Road Safety Information Bulletins

At the July 2018 meeting the following was endorsed.

‘Quarterly Road Safety Information Bulletins – The Committee agreed that all members should contribute to the development of road safety bulletins for inclusion in the Local Rag. With a member from each representative group developing an area specific piece on a rostered system.’

The below information was provided to the Committee for review/endorsement.

No comments were received.

Irwin Roadwise Committee Quarterly Road Safety Information Bulletins *Quarterly Road Safety Information Bulletins*

Quarter	Responsible	Theme	Due to Sol for publishing
Nov-18	Shire of Irwin	Safe Road Use	Oct - 18
Jan-19	MRWA	Safe Roads & Roadsides	Dec-18
Apr-19	SDERA	Child Car Restraints	Mar-19
Jul-19	Police	Safe Vehicles	Jun-19

8.3 Educational & Promotional Resources

Committee endorsed provisional sum of \$2,000 to be spent on educational resources.

Suggestion received to prioritise the refurbishment of the Driver Reviver trailer. Stacey to obtain quotes from the local Body Builder with the aim of having the trailer up and running by the Christmas period. Requirement to source volunteers to man the trailer, opportunity to advertise for expressions of interest.

Committee members discussed targeting local issues including international drivers.

9. REGIONAL PROJECT UPDATE

Brett Cassidy – Heavy Haulage operations targeting trucks and caravans prior to the Christmas Period. Educate road users on correct weight distribution/loads to promote road safety.

Murray Butcher – Raised several road safety concerns which were noted by the Committee and would be forwarded onto the correct department/organisation.

- Slashing requested on Brand Highway, Dongara to Geraldton route outside the 70km/zone.
ACTION: To be forwarded to MRWA for comment.
- BP on Brand Highway, request for slip off lane – MRWA
It was noted that the Shire are currently working with MRWA to identify ways to increase the safety at this location.
ACTION: To be forwarded to MRWA for comment.
- Request for dual use path on Brand Highway at the light industrial estate.
It was noted that the Shire may ultimately be responsible for providing the infrastructure, however require consultation with MRWA.
ACTION: To be forwarded to MRWA for comment.
- Request to remove cactus on Brand Highway at the intersection of Moore Rd.
ACTION: Stacey to generate internal customer request for follow up by appropriate officer.
- Intersection Brand Highway & Indian Ocean Drive – Solar lights require maintenance
Action: To be forwarded to MRWA
- Suggestions for improvements to wide load regulations – Referred to Department of Transport. Not within jurisdiction of this Committee.
- School Zone Review
 - Installation of cross walk on Church Street – Cave Way intersection to provide safe crossing for school children.
 - Review of school speed restriction zoning to include Waldeck Street between Church Street and Lecaille Street.
 - Installation of Shire signage around school zone. Church Street, Flanagan Way, Waldeck Street and Lecaille Street.

ACTION: Consultation and investigation required between the Shire of Irwin and Mainroads WA. Stacey to lodge an internal customer request for follow up by the A/Manager Technical Services.

10. NEXT MEETING

Monday 26 November 2018 from 2pm. Please note this will be the last meeting for 2018.

11. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 3.05pm.

ATTACHMENT:9.2.2

Minutes of Asset Management Advisory Committee Meeting held
13 November 2018



MINUTES FOR THE ASSET MANAGEMENT ADVISORY COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS TUESDAY, 13 NOVEMBER 2018 AT 7.00PM

PRESENT:	Members	Representative Group
	Cr M T Smith	Council
	Cr B Wyse	Council
	Cr A J Gillam	Council
	Cr S F Gumley	Council
	Cr M Leonard	Council
	Cr I Scott (Chairperson)	Council
	Cr I F West	Council
	Cr K L Wilson	Council
	Staff (Non-Voting)	
	Mr S D Ivers	A/Chief Executive Officer
	Mr P Traylen	A/Manager Technical Services
	Ms Nicole Nelson	Manager Community Capacity Projects Supervisor
	Ms PJ Ruffles	Coordinator Executive Services
Mrs D K Chandler	Coordinator Technical Services	
Mrs S Pratt-King (minutes)		
APOLOGIES:	Nil.	

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 7.00pm. All present were welcomed to the meeting.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

As listed above.

3. MINUTES OF THE ASSET MANAGEMENT ADVISORY COMMITTEE MEETING HELD ON 9 OCTOBER 2018.

A copy of the Minutes of the Asset Management Advisory Committee Meeting held on 9 October 2018 was provided to all Committee Members under separate cover.

ASSET MANAGEMENT ADVISORY COMMITTEE DECISION:

MOVED: Cr Gumley

SECONDED: Cr Leonard

That the Minutes of the Asset Management Advisory Committee Meeting, held on 9 October 2018, be confirmed as a true and accurate recording of that meeting.

VOTING DETAILS: 8/0

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil

5. DISCUSSION ITEMS

5.1. Skate Park – Pump Track

The Projects Supervisor provided the Committee with an update on the Shire's current grant application through the Community Sport Infrastructure Grant for stage 2 of the Skate Park Development.

The Committee discussed a proposal to prioritise the installation of a Pump Track in the current year which was identified as a low cost, high impact addition to the development project currently scheduled for implementation in stage 3. The Committee agreed that a decision regarding the pump track would be reviewed pending the outcome of the Stage 2 grant application.

5.2. Kailis Drive Entry Statement

A summary of the agreed scope for the concept design was presented to the Committee, including staged signage, entry statement wall and landscaping options.

The A/Chief Executive Officer confirmed Main Roads WA support for the project.

The Committee discussed the various options for consideration and all present supported a staged approach with the emphasis for stage 1 on signage and the establishment of trees.

ASSET MANAGEMENT ADVISORY COMMITTEE RECOMMENDATION:

MOVED: Cr Leonard

SECONDED: Cr Gillam

That Council approves the commencement of the Kailis Drive Entry Statement Project - Stage 1, inclusive of signage and tree planting.

VOTING DETAILS: 8/0

5.3. Age Appropriate Accommodation – Naming of facility

Naming options for the Age Appropriate Accommodation unit complex were presented to the Committee for their consideration.

ASSET MANAGEMENT ADVISORY COMMITTEE RECCOMENDATION:

MOVED: Cr Scott

SECONDED: Cr Smith

That Council supports the naming of the new Age Appropriate Accommodation as “Two Henry Road”.

VOTING DETAILS: 6/8

5.4. Age Appropriate Accommodation – Means Testing and Allocation Model

The Projects Supervisor provided a presentation on the Age Appropriate Accommodation means testing and allocation model for the Committee's opinion prior to submission to R4R (Stage 2 funding).

The Committee discussed the various allocations criteria, with comments noted for future consideration.

All present supported proceeding based on the provided presentation for endorsement by the project funding body.

6. INFORMATION ITEMS - No Voting Requirement

6.1 A/Manager Technical Services Update

Peter Traylen, A/Manager Technical Services provided an update to the Committee on various capital and operational projects.

6.1. Projects Supervisor Update

The Projects Supervisor presented the proposed community engagement strategy for the Point Leander Drive foreshore carpark modifications.

All present supported the “Increasing Green Spaces” community consultation engagement strategy.

6.2. 2018/19 Capital Project Report

The Committee received the November Capital Project Report.

7. CLOSURE

There being no further business, the Chairperson declared the meeting closed at 9.12pm.