

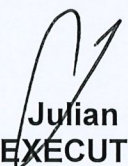


ORDINARY MINUTES

DATE: Tuesday, 19 December 2023

TIME: 5.00pm

VENUE: Council Chambers, Lowood
Road, Mount Barker WA 6324


Julian Murphy
CHIEF EXECUTIVE OFFICER

Resolution numbers: 193/23 to 206/23

Please Note: Council Meetings are recorded for accuracy of minute taking.

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5.01pm The Presiding Member declared the meeting open.

The Presiding Member acknowledged the traditional custodians of our area and their continuing connection to the land and community. We pay our respects to all members of the Menang Noongar community and their culture; and to Elders past, present and emerging.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Members Present:

Cr L Handasyde	President (Presiding Member)
Cr A Fraser	Deputy President
Cr B Bell	Councillor
Cr R Brown	Councillor
Cr K Clements	Councillor
Cr S Etherington	Councillor
Cr J Liebeck	Councillor
Cr J Oldfield	Councillor
Cr W Sheard	Councillor

In Attendance:

Mr Julian Murphy	Chief Executive Officer
Mr Kevin Hemmings	Executive Manager Works and Services
Ms Delma Baesjou	Manager Development Services
Ms Nicole Selesnew	Manager Community and Recreation Services
Ms Nolene Wake	Executive Officer

Apologies:

Nil

Members of the Public Present:

There were two members of the public present at the meeting.

Previously Approved Leave of Absence:

Nil

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Please Note: Council Meetings are recorded for accuracy of minute taking.

3 PUBLIC QUESTION TIME

3.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

3.2 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995

Nil

4 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

5 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE

Section 5.25 Local Government Act 1995

Nil

7 CONFIRMATION OF MINUTES

7.1 ORDINARY MINUTES OF COUNCIL HELD 28 NOVEMBER 2023

Moved Cr B Bell, seconded Cr A Fraser:

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 28 November 2023 as circulated, be taken as read and adopted as a correct record.

CARRIED (9/0)

NO. 193/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Presiding Member acknowledged that this is the last meeting for the year and that he is looking forward to working together in the future.

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 DEVELOPMENT SERVICES REPORTS

Nil

9.1.1 DRIVER REVIVER - REVIEW

File Ref:	N62602
Responsible Officer:	Kevin Hemmings Executive Manager Works and Services
Author:	Amy Chadbourne Senior Administration Officer Works and Services
Proposed Meeting Date:	19 December 2023

PURPOSE

The purpose of this report is to review the need and effectiveness of the Driver Reviver (DR) programme.

BACKGROUND

At the Council Meeting held on 20 December 2022 it was resolved:

‘That the Plantagenet Driver Reviver Programme continue to be run with the following conditions:

- 1. The site of the Driver Reviver at the Tenterden Store, be trialled for one year, alternating with the Cranbrook Driver Reviver as required.*
- 2. Volunteers are responsible for the operation of the event, including collection of equipment, set up and pack away of the site and return of equipment and would need to undertake any required safety directions.*
- 3. A further review of the Driver Reviver Programme be provided to the Council in December 2023.’*

Two Driver Revivers organised by the Plantagenet RoadWise Committee have been held since December 2022. Both of these were on long weekends - Friday 3 March and Friday 22 September 2023 respectively.

EXTERNAL CONSULTATION

Consultation has taken place with staff at the Cranbrook Shire and volunteers from Plantagenet.

STATUTORY ENVIRONMENT

Local Government Act 1995, Subdivision 2 – ‘Committees and their meetings’

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

The costs to organise and run a Driver Reviver are covered by the Shire. Fixed costs include a Traffic Management Plan (\$350.00), the hire of a portable toilet (\$170) and Shire staff time to prepare and install the required signs. It should be noted that Shire staff time has reduced due to increased volunteer involvement.

BUDGET IMPLICATIONS

The Council's 2023/24 budget has no funding for RoadWise activities.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 1.4 Support for community groups and volunteers* the following:

Strategy 1.4.1:

'Encourage and support the retention and attraction of volunteers.'

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Reputational</i> Cease an activity without discussion with participants	Unlikely	Minor	Low	Assess the necessity and viability of the Driver Reviver programme
Opportunity: Rationalising support for the Driver Reviver programme.				

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

Shire staff and the Plantagenet RoadWise Committee organised two Driver Revivers (DR) in 2023. Both were at the Tenterden Store on Albany Highway in the Shire of Cranbrook. The Driver Reviver were held on Friday 3 March and Friday 22 September 2023 respectively.

As previously highlighted, Shire staff time to set up for the two events has reduced due to increased volunteer involvement. Whilst there were some teething problems for the March event, the Shire trailer and equipment was returned to the Shire Depot successfully following the September event.

The table below shows statistics for recent Driver Reviver held at the Tenterden Store.

Month	2020			2021			2023		
	V	C	T	V	C	T	V	C	T
March	144	188	44	97	116	58	80	87	36
September	113	106	37	61	57	44	66	88	62

(V = vehicle stopping; C = coffee/tea/water; T = toilet)

The Cranbrook and Plantagenet Shires are the only two local governments in the region with an operating RoadWise Committee of the Council. Albany's committee now operates as a working group and Denmark's group is currently on hold. The Cranbrook Roadwise Committee organised and ran a Driver Reviver in conjunction with the Cranbrook Town Volunteer Bush Fire Brigade at the Great Southern Highway truck rest bay for the June long weekend. Whilst the Cranbrook Committee is happy to collaborate it does not wish to operate anywhere but from this site.

It should be noted there are a number of issues for the Driver Reviver relating to Workplace Health and Safety and traffic management. These are being reviewed internally.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell seconded Cr J Oldfield:

That Council continues to support the Plantagenet Driver Reviver Programme with the following conditions:

- 1. Provided all regulatory conditions are met, the Driver Reviver be held at the Tenterden Store.**
- 2. Volunteers are responsible for the operation of the event, including collection of equipment, set up and pack away of the site and return of equipment to the Shire Depot and would need to undertake any required safety directions.**
- 3. The Driver Reviver Programme be reviewed every two years in a report to the Council in December of the relevant year.**

CARRIED (9/0)

NO. 194/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

9.1.2 MEMORIAL ROAD – AMENDMENT TO SCOPE OF WORK

File Ref:	N62598
Attachment:	<u>SHP-Proposed-Upgrade-to-Memorial-Rd-Mt-Barker-v4.pdf</u>
Responsible Officer:	Kevin Hemmings Executive Manager Works and Services
Author:	Amy Chadbourne Senior Administration Works and Services
Proposed Meeting Date:	19 December 2023

PURPOSE

The purpose of this report is to seek the endorsement of the Council for an increased scope of works for the Memorial Road project.

BACKGROUND

Funded by the 2019 to 2024 Roads to Recovery programme, the Memorial Road project was approved as part of the Council's 2023/2024 budget. The scope of works was listed as resurfacing the road between the intersection with Albany Highway and the railway crossing for \$126,720.

A report was presented at the Council Forum of 14 November 2023 to obtain direction for the Executive Manager Works and Services to consolidate, and expand on ideas proposed by the Streetscaping Working Group.

EXTERNAL CONSULTATION

No external consultation has occurred in relation to this report.

STATUTORY ENVIRONMENT

Land Administration Act 1997, Section 55 -Property in and management etc. of roads'
'Subject to the Main Roads Act 1930 and the Public Works Act 1902, the local government within the district of which a road is situated has the care, control and management of the road.'

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

There are no financial implications for this report. A detailed break down of the revised project costs are presented in the Officer Comment section of this report.

BUDGET IMPLICATIONS

The 2023/2024 budget lists R2R317A Memorial Road at \$126,720 for the project.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

Memorial Road is a Shire asset and is maintained accordingly through the Shire's road maintenance programme.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At Outcome 2 Environment (Natural and Built) the following:

Strategy 2.1.1:

'Maintain and further develop Shire roads, drainage and pathways at appropriate standards.'

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

Insert relevant information (table) or in some instances no table will be necessary.

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Operational</i> Ageing infrastructure which may result in damage to vehicles or persons.	Unlikely	Moderate	Low-moderate	Council to approve the increased scope of works.
<i>Reputational</i> Poorly maintained direct access into main town in Shire.	Possible	Moderate	Low-moderate	Ensure the full scope of works is completed
Opportunity: To complete a road upgrade that will visually improve a main access into the Mount Barker townsite and ensure maintenance will not be needed in the immediate future.				

STRATEGIC RISK IMPLICATIONS

The Shire's Strategic Risk Register (Asset Sustainability Practices) incorporates a key control for a routine maintenance schedule for hard infrastructure – roads, bridges, drainage and footpaths. The control is rated as adequate and the Shire's Executive Manager Works and Services is responsible.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

A detailed inspection of Memorial Road was carried out by the Shire's Executive Manager Works and Services (EMWS) and the Works Supervisor. It was recommended the scope of works as proposed by the Streetscape Working Group and approved by the Council, be expanded to include all the items listed below. Costs are excluding GST.

Item	Area m²	Cost \$ (excl GST)
Kerbing – replace on both sides of road.	200	7,000
Footpath – brick paved path on north side of road be replaced with a 25mm red asphalt overlay to tie in with the footpath on the south side of the road.	281	22,250
Labour to remove kerb and pavers from footpath (including base preparation for footpath).		12,000
Asphalt overlay – hatched section of road.	1,110	55,350
Asphalt overlay of disabled bays adjacent to RSL Park entrance.	50	3,000
Lines – to be remarked.		4,000
Pear Tree Plantings – 5 trees including excavation, soil and general preparation.		8,000
Ancillaries – signage		3,000
	TOTAL	\$114,600

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr K Clements, seconded Cr B Bell:

That Council approves the altered scope of works for the Memorial Road project for 2023/24 at a cost of \$114,600. This figure includes a variance for possible material and contractor price increases to above estimated values. The original allocated budget is \$126,720. The 2023/2024 project will include the following works:

1. Kerbing on both sides of the road.
2. Existing brick footpath on the north side of Memorial Road to be replaced with a 25mm red asphalt overlay.
3. Asphalt overlay on road surface from SLK 0.04 to 0.12.
4. Remarking of existing lines.
5. Purchase and installation of five (5) x pear trees with appropriate excavation.
6. Asphalt overlay of two (2) disabled bays adjacent to the RSL Park entrance.

CARRIED (9/0)

NO. 195/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

9.2 CORPORATE SERVICES REPORTS

9.2.1 FINANCIAL STATEMENTS – NOVEMBER 2023

File Ref:	N62605
Attachment:	<u>Financial Statements – November 2023</u>
Responsible Officer:	Julian Murphy Chief Executive Officer
Author:	Peter Naylor Acting Executive Manager Community and Corporate Services
Proposed Meeting Date:	19 December 2023

PURPOSE

The purpose of this report is to present the financial position of the Shire of Plantagenet for the period ending 30 November 2023.

STATUTORY ENVIRONMENT

Regulation 34 of the Financial Management Regulations (1996) requires a Statement of Financial Activity to be prepared each month, which is to contain the following details:

- a) annual budget estimates.
- b) budget estimates to the end of the month.
- c) actual amount of expenditure and revenue.
- d) material variances between comparable amounts in b) and c) above; and
- e) the net current assets at the end of the month to which the statement relates (i.e.: surplus/(deficit) position).

The Statement is to be accompanied by:

- a) explanation of the composition of net current assets, less committed assets and restricted assets.
- b) explanation of the material variances.
- c) such other information considered relevant by the local government.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

RISK MITIGATION IMPLICATIONS

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Reputational</i> That Council does not receive the financial activity statements as required by S6.4 of the LG Act 1995	<i>Rare</i>	<i>Insignificant</i>	<i>Low</i>	<i>That Council receives the financial activity statements as required by legislation.</i>

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr A Fraser, seconded Cr K Clements:

That the Financial Statements for the period ending 30 November 2023 be received.

CARRIED (9/0)

NO. 196/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

9.2.2 LIST OF ACCOUNTS – NOVEMBER 2023

File Ref:	N62594
Attachment:	<u>List of Accounts – November 2023</u>
Responsible Officer:	Peter Naylor Acting Executive Manager Corporate and Community Services
Author:	Donna Fawcett Finance Officer – Creditors and Payroll
Proposed Meeting Date:	19 December 2023

PURPOSE

The purpose of this report is to present the list of payments that were made during the month of November 2023.

EXTERNAL CONSULTATION

No external consultation has occurred in relation to this report.

STATUTORY ENVIRONMENT

Regulation 12(1)(a) of the Local Government (Financial Management) Regulations 1996 provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

The Chief Executive Officer has delegated authority to authorise payments (28 June 2022). Relevant staff have also been issued with delegated authority to issue orders for the supply of goods and services subject to budget limitations.

Regulation 13 of the Local Government (Financial Management) Regulations 1996 provides that if the function of authorising payments is delegated to the Chief Executive Officer then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

POLICY IMPLICATIONS

Council Policy F/FM/7 – Purchasing and Tender Guide applies.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

RISK MITIGATION IMPLICATIONS

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational That Council does not receive the list of payments	Rare	Insignificant	Low	That Council receives the list of payments as required by legislation.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr K Clements, seconded Cr J Oldfield:

That Council receives, in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority for the month ended 30 November 2023 as follows:

1. Electronic Payments and Direct Debits totalling \$1,805,942.67; and
2. Municipal Cheque 47275 to 47280 totalling \$457.65.

CARRIED (9/0)

NO. 197/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

9.3 EXECUTIVE SERVICES REPORTS

9.3.1 STAGE 1B – MOUNT BARKER SWIMMING POOL REFURBISHMENT

File Ref:	N62572
Attachment:	<u>Site Plan Option 3, A.12 F</u> <u>Site Plan Option 3, A.13 F</u> <u>New Filtration Systems SKPF01</u>
Responsible Officer:	Julian Murphy Chief Executive Officer
Author:	Nicole Selesnew Manager Community and Recreation Services
Proposed Meeting Date:	19 December 2023

PURPOSE

The purpose of this report is to seek the Council's endorsement of the concept plans for the Stage 1B – Mount Barker Swimming Pool refurbishment project (Stage 1B).

BACKGROUND

The Mount Barker Swimming Pool was constructed in 1971, comprising a 50m six lane pool, toddler's pool, changerooms and toilets, kiosk, first aid area, plant room and surroundings. The facility remained in-situ for fifty years with maintenance and upgrades to the plant room infrastructure as required.

In 2022, a major redevelopment, Stage 1A – Mount Barker Swimming Pool refurbishment, was completed which comprised an upgrade to the administration area, kiosk, changerooms / toilets, clubroom and first aid area. The redevelopment cost \$1,588,620.00.

Stage 1B is a focus on the refurbishment of the 50m pool, removal of the toddler pool, construction of new Learn to Swim and Splash Pool water bodies, new plant, filtration and treatment systems, heating, landscaping and public amenities, including shade structures and BBQ.

The need for Stage 1B was identified through a number of technical assessments focussing on the 50m pool bowl, toddler pool, pool plant and operating equipment.

These assessments highlighted the following issues:

- Several critical items of plant have reached the age / level of condition where failure is expected. Items are beyond maintenance;
- Plant is likely to suffer mechanical failure without notice;
- Upgrade of the entire plant system is required, including the building that houses the plant room. Existing balance tank is undersized resulting in pool turnover rates that do not meet the Department of Health requirements;
- Pool cracks, hydraulic pipes and settlement cracks require repairs and/or replacement. Dye-leakage testing results carried out in 2018 identified pool leaks in a number of areas;

- Earth bonding needs to be addressed in any refurbishment or new works;
- Recommended strategic option to maximise the 50m pool life span is to *'retain the existing 50m pool and associated elements and carry out full scale remediation / upgrade works. Replace the toddler / wading pool.'* (GHD Engineers, Mount Barker Swimming Pool Stage 2 Investigation – Remaining Life Assessment, December 2019); and
- Further investigation and assessment should be completed on the 50m pool to determine remediation works required.

The Recreation Advisory Committee (RAC), comprising Councillors and relevant Shire staff, has focused on the progress of Stage 1B considering different aspects of the development at a number of workshops.

On 14 August 2023, the RAC reviewed three Stage 1B masterplans, each with a different concept design. The masterplans had also been forwarded to Royal Life Safety Advisors to review and provide input regarding safety considerations, and this feedback was provided to the RAC meeting.

The outcomes from the RAC masterplan review were incorporated into concept designs titled 'Site Plan Option 3, A.12 F', 'Site Plan Option 3, A.13 F' and 'New Filtration Systems SKPF01'. These concept plans were presented to a Council workshop held on 28 November 2023 where the designs were discussed and supported. The concept plans are attached.

EXTERNAL CONSULTATION

The Shire engaged consultants to seek community and stakeholder input regarding the future of the Mount Barker Swimming Pool in 2019. The Mount Barker Memorial Swimming Pool Feasibility Project: Phase One Report – Community and Stakeholder Engagement (29 August 2019) report details the extent of consultation.

Stakeholder consultation encompassed:

- Schools across the region extending to Kojonup, Tambellup, Broomehill and Katanning, with an emphasis on school feedback from the Albany, Denmark and Plantagenet Shires. Consultation also occurred with the Department of Education (Swimming and Water Safety Office);
- Mount Barker and Kendenup Playgroups;
- Mount Barker Returned Services League and Country Women's Association;
- Plantagenet District Hospital, Plantagenet Medical Group and Department of Health;
- Swimming Clubs from across the region, Great Southern Region Swimming and Swimming WA;
- Albany Triathlon Club and Plantagenet Sporting Club;
- Department of Local Government, Sport and Cultural Industries;
- Local government authorities across the Great Southern region; and
- Royal Life Saving.

The Plantagenet community was consulted through an on-line and postal survey and two community workshops. A total of 210 people participated in the surveys.

The consultation outcomes from both the stakeholders and community were summarised into a number of priorities. The top ten priorities for a pool redevelopment in Mount Barker were:

1. Learn to Swim pool and access to Learn to Swim programs;
2. Warmer water;
3. Changerooms – accessible, parenting facilities and warm showers identified as important;
4. Retain the 50m pool;
5. Learn to swim to cater up to Stage 4 swim programs;
6. Access year round;
7. Hydrotherapy facilities;
8. Address the surrounds of the pool – prefer a flat surface with no step / channel or lip;
9. Consideration given to ongoing operational costs; and
10. Include a storage and function room.

STATUTORY ENVIRONMENT

The Health (Aquatic Facilities) Regulations 2007 and Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities 2020 apply.

The Department of Health administers the Regulations and Code. As Stage 1B plans move from concept status to detailed design status, the Department becomes involved to ensure the design will meet requirements for public safety and water quality.

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

The Annual Budget 2023/2024 lists the following allocations for Stage 1B:

Organisation	Type	Amount
Shire of Plantagenet	Loan (proposed)	\$1,700,000.00
Shire of Plantagenet	Reserve	\$1,200,000.00
Department of Local Government, Sport and Cultural Industries – CSRFF	Grant (confirmed)	\$750,000.00
Private Business donation (unconfirmed)	Grant (unconfirmed)	\$100,000.00
Total		\$3,750,000.00

If Stage 1B progresses to the preparation of detailed design plans, these plans will be costed by a Quantity Surveyor to achieve an accurate assessment of the costs against all project components. This will give the Council a clear indication of the total redevelopment cost and, if necessary, to identify options for staging or re-scoping.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

Stage 1B proposes the renewal of the 50m pool, the replacement of the 50m pool plant and operating system and new infrastructure comprising a Learn to Swim pool, Splash Pool, plant and operating systems to service both these water bodies, heating, landscaping, storage shed and public amenities.

The renewal plans for the 50m pool will aim to maximise the life of the facility. Engineer reports indicate that the concrete is in good condition and has a 20-year life expectancy, however there are issues around the structural integrity of the bowl with cracking, faults around the expansion joints and water leakage. Investigations on the pipework that supply water to the pool, and return water from the pool, have identified some defects that can be addressed through repairs. The 50m pool does not meet the Code of Practice or Regulations in terms of water turnover and treatment times.

Stage 1B aims to address these defects and extend the lifespan of the 50m pool for 20 years or more.

The new capital components of Stage 1B will extend the Shire's assets and impact operating costs. Elements such as heating the water, increasing the water requirements for the Learn to Swim and Splash Pool and operating a second treatment, filtration and circulation system will be new operating costs which need to be factored into decision making. Further, the new developments are predicted to increase patronage throughout the pool season which may result in the need for more staff resources.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 1.3 Health and Wellbeing* the following strategy:

Strategy 1.3.2:

'A healthy and active community'

At *Outcome 1.4 Support for community groups and volunteers* the following strategy:

Strategy 1.4.3:

'Ensure Council buildings, facilities and public amenities are provided and maintained to an appropriate standard'.

At a review of *Major Projects*, recognition of Stage 1B – Mount Barker Swimming Pool is identified as a project for attention.

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Financial and Operational</i> That the existing pool plant and operating system fails during the pool season	<i>Likely</i>	<i>Major</i>	<i>High</i>	<i>Plan and progress the replacement of the pool plant and operating system, ensuring compliance with Health requirements</i>
<i>Financial and Operational</i> Failure of the 50m pool bowl structure	<i>Unlikely</i>	<i>Major</i>	<i>Moderate</i>	<i>Carry out detailed investigations of the 50m pool bowl to determine structural integrity and identify appropriate renewal options</i>
<p>Opportunity:</p> <ul style="list-style-type: none"> To undertake a pool refurbishment that will meet the needs of the Plantagenet community for the next 20+ years, maximises patronage, streamlines operating costs and complies with health and safety requirements. 				

STRATEGIC RISK IMPLICATIONS

Several different investigations have been conducted on the 50m pool bowl including visual inspections, surface concrete coring and leak detection testing. While these investigations have confirmed that the concrete is in good condition and is expected to remain so for a 20 year span, they have also identified structural issues such as cracking, expansion joint damage, water leakage and potential voids in the soil below the pool.

In order to determine the extent of structural issues and the integrity of the soil beneath the pool, further detailed investigations are required. This includes a ground penetrating radar of the pool floor and concrete coring in areas identified as problematic. The results from this research will give a complete analysis of what is

happening at the pool base and in the soil underneath, providing the information to develop accurate refurbishment options.

REGIONAL IMPLICATIONS

Regional stakeholders including local governments, schools and sporting groups were consulted when determining the scope of Stage 1B. Feedback included support for the redevelopment, the importance of retaining a 50m pool in the Lower Great Southern region and opportunities to maximise Learn to Swim programs. The recommendations for this report support the regional stakeholder input and as such, there are no regional implications for this report.

OFFICER COMMENT

Stage 1B has progressed to the concept plan stage as shown on the attached plans. These plans address the issues identified by engineering and technical reports, encompass Council, community and stakeholder input and address Royal Life Safety Advisor recommendations.

The plan focuses on all aspects of the refurbishment with the exception of the 50m pool. Further investigations are required on the 50m bowl before any renewal options can be considered. These investigations require the pool to be empty for up to 21 days. Engineers have recommended leaving the investigations until April 2024 when the ground water levels are low and stable, in order to minimise the risk of damage to the pool bowl while it is empty.

Despite the need for further investigation into the 50m pool bowl, the concept scope for Stage 1B is:

- Refurbish the 50m pool to maximise the life span of the facility to 20 years plus and meet Department of Health Regulations (specifics to be determined);
- Remove the existing Toddler Pool, plant room, pool plant and operating system;
- Construct Learn to Swim and Splash Pools;
- Construct a Plant Room with two sets of operating plant – one to service the 50m pool and one to service the Learn to Swim and Splash Pool areas;
- Install a pool heating system to increase the water temperatures for both the 50m pool and Learn to Swim and Splash Pools; and
- Complete landscaping, public amenities, storage and associated infrastructure (shade structures, BBQ etc).

This scope is illustrated in the attached concept plans.

The concept plans require Council endorsement if the project is to progress to the detailed design stage.

Detailed design plans will include fully costed components so accurate decisions can be made around construction budgets, finance, staging or re-scoping. Detailed design plans will also enable the calculation of ongoing operational costs which may also

impact on the scope of the overall redevelopment. Further, detailed design plans are required if the project is to progress to construction.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell, seconded Cr J Lieback:

That Council:

- 1. Endorses the concept plans for the Stage 1B – Mount Barker Swimming Pool redevelopment, as presented.**
- 2. Proceeds to Detailed Design based on the concept plans and refurbishment details for the 50m pool.**

CARRIED (9/0)

NO. 198/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

9.3.2 WILSON PARK RECREATIONAL MASTERPLAN

File Ref:	N62372
Attachments:	<u>Wilson Park Recreational Masterplan – Final Masterplan Report (April 2023)</u> <u>Wilson Park Recreational Masterplan Consultation Summary Report (December 2022) and</u> <u>Wilson Park Recreational Masterplan – Staged Costing Breakdown (14 April 2023)</u>
Responsible Officer:	Julian Murphy Chief Executive Officer
Author:	Nicole Selesnew Manager Community and Recreation Services
Proposed Meeting Date:	19 December 2023

PURPOSE

The purpose of this report is to seek the Council's acceptance of the Wilson Park Recreational Masterplan.

BACKGROUND

A Request for Quotation to prepare the Wilson Park Recreational Masterplan was advertised on 26 April 2022, with submissions closing on 22 May 2022. Ten submissions were received.

The Recreation Advisory Committee reviewed the submissions in collaboration with Shire staff and endorsed the appointment of Convic Pty Ltd to deliver the Masterplan.

Convic engaged with stakeholders and the community when considering themes and inclusions in the Plan, including:

- A presentation to the Council and Shire staff;
- Design workshop at the Kendenup Play Group;
- A community and senior stakeholder presentation held at the Shire Administration Office (including representation from the Mount Barker Lions Club and Mount Barker Mountain Bike group);
- Design workshop at a Play in the Park activity day held at Wilson Park;
- Design workshop at the Mount Barker Aboriginal Community Centre;
- Drop-in session and a sausage sizzle at the Wilson Park Skatepark
- A school camp workshop held at Camp Quaranup with potential future users of the play space;

- Open community presentation and design workshop held at the Shire Administration Office; and
- An online questionnaire promoted through local media.

A total of 149 people provided feedback for the Masterplan, with a majority of these being Mount Barker residents between the age brackets of 9 – 15 years and 34 – 50 years.

The consultation raised eight key areas that required further consideration and decisions, such as the location for various areas of play equipment, the size / extent of some of the park themes and some inclusions / exclusions. These elements were discussed at a Council workshop held on 21 February 2023, with recommendations made on all of the elements. These recommendations have been incorporated into the Masterplan.

Concurrently, the Mount Barker Lions Club offered a donation of \$30,000.00 to the Shire for the purchase of two units of adult exercise equipment for Wilson Park. The Club was keen to see the equipment purchased and installed as soon as practicable, accepting that it may be relocated in the future to align with the Wilson Park Recreational Masterplan. An adult exercise station is identified in the Masterplan.

The Council considered the donation at its ordinary meeting held on 27 June 2023 (Item 9.1.1) and resolved:

‘That:

1. *The donation offered by the Lions Club of Mount Barker of \$30,000 be accepted.*
2. *The purchase of outdoor fitness equipment, for Wilson Park, be approved.*
3. *The equipment be temporarily installed on arrival and at an appropriate location at Wilson Park, suggest next to Fire Station, to be reinstalled at the correct location when Wilson Park Concept Plan is established.*
4. *A sign recognising the donation from the Lions Club of Mount Barker be funded and installed by the Shire of Plantagenet.*
5. *The 2022/2023 Annual Budget be amended as follows:*

<i>Account</i>	<i>Description</i>	<i>Original / Amended Budget</i>	<i>New Budget</i>	<i>Net Cash Amount</i>
3110300	REC - Contributions & Donations	\$0	\$30,000	\$30,000
OC615	Wilson Park Infrastructure	\$0	(\$30,000)	(\$30,000)

EXTERNAL CONSULTATION

The Wilson Park Recreational Masterplan process involved extensive community consultation.

Convic provided a Consultation Summary Report as part of their planning documentation (attached) which details the consultation outcomes and whether the feedback was incorporated into the Plan or highlighted for further discussion.

STATUTORY ENVIRONMENT

There are no statutory implications for this report.

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

Convic prepared a Staged Costing Breakdown for the Wilson Park Recreational Masterplan which detailed costings for each component of the plan, a recommended staged approach to construction and an overall construction cost.

The costs were determined in April 2023 so may be subject to slight changes in line with general cost escalations.

The Complete Total Works budget, excluding GST, was estimated at \$6,552,000.00.

The Council's Annual Budget 2023 / 2024 includes an allocation of \$150,000.00 for the Wilson Park Youth Precinct Redevelopment. This allocation was created to help leverage grant funding for the project and discussions have been held with representatives from Lotterywest, one potential funding body. No applications have been made to date.

Staff will be recommending that further consideration be given to the planning and staging of the project before funds are sought for design and construction work.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

The Wilson Park Recreational Masterplan proposes the development of a range of new play and recreation infrastructure and equipment throughout the Wilson Park precinct.

All new developments will need to be considered in line with the Shire's Corporate Business Plan, ensuring there is sufficient resources to fund new developments and maintain, renew and replace equipment and infrastructure into the future.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At Outcome 1.1 (Children and Youth) the following Strategy:

Strategy 1.1.1:

'Provide and promote appropriate and safe spaces and activities for youth to socialise.'

Strategy 1.2.2:

'An accessible community suitable for current and a future ageing community'

Strategy 1.2.3:

'Provide services, facilities and information that are accessible to people of all abilities.'

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

RISK MITIGATION IMPLICATIONS

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Operational Ageing infrastructure which may result in injuries or damages to persons using equipment</i>	<i>Unlikely</i>	<i>Moderate</i>	<i>Low - Moderate</i>	Endorse a Masterplan for the re-development of Wilson Park with consideration for a staged development approach
<i>Reputational Community expectations regarding improvements at Wilson Park following an extensive community consultation program</i>	<i>Likely</i>	<i>Moderate</i>	<i>Low - Moderate</i>	Council to accept the Plan which will enable staff to consider a staged approach and resource options for future consideration
Opportunity: To plan for the future resourcing and development of the Wilson Park Recreational Masterplan.				

STRATEGIC RISK IMPLICATIONS

The Shire's Strategic Risk Register (Asset Sustainability Practices) incorporates a key control for a routine maintenance schedule for hard infrastructure – roads, bridges, drainage and footpaths. The control is rated as adequate and the Shire's Executive Manager Works and Services is responsible.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

Convic Pty Ltd has delivered the Wilson Park Recreational Masterplan in accordance with the project scope. The Plan provides an overview of each of the different recreation spaces proposed, along with their placement in the Park area.

The Masterplan is a community driven design concept with feedback sought from a broad representation of the Shire's community.

A Staged Costing Breakdown has been provided to guide the development stages and provide some indicative costings for each stage.

The aim is for Council to accept the plan which will enable staff to further investigate the staged development options, explore potential funding support and to consider the integration of the design, construction and ongoing operating costs associated with the Wilson Park redevelopment.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council endorses the Wilson Park Recreational Masterplan, prepared by Convic Pty Ltd, comprising the following documents (attached):

1. Wilson Park Recreational Masterplan – Final Masterplan Report (April 2023);
2. Wilson Park Recreational Masterplan – Consultation Summary Report (December 2022); and
3. Wilson Park Recreational Masterplan – Staged Costing Breakdown (14 April 2023).

MOTION TO ADJOURN THE ITEM

Moved Cr B Bell, seconded Cr J Oldfield:

That the item be adjourned to a workshop to be held at the earliest convenience to provide clarity around the options available.

CARRIED (9/0)

NO. 199/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**12 CONFIDENTIAL****12.1.1 TENDER CO1-2324 CARBARUP ROAD – RECONSTRUCTION AND WIDENING OF SECTIONS OF ROAD**

File Ref: N62608
Responsible Officer: Kevin Hemmings
Executive Manager Works and Services
Author: Amy Chadbourne
Senior Administration Works and Services
Proposed Meeting Date: 19 December 2023

PURPOSE

The purpose of this report is to consider submissions received for Tender CO1-2324 Carbarup Road – Reconstruction and Widening of Sections of Road.

5.14 pm Members of the public left the meeting.

MOTION THAT THE MEETING BE CLOSED TO THE PUBLIC

Moved Cr B Bell, seconded Cr J Oldfield:

5.15pm That in accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to the following items:

- Section 5.23 (2) (a) a matter affecting an employee or employees; and
- Section 5.23 (2) (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

CARRIED (9/0)

NO. 200/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved K Clements, seconded Cr S Etherington:

That Council considers Item 12.1.1 Tender C01-2324 Carbarup Road as a matter of urgent business.

CARRIED (9/0)

NO. 201/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

MOTION TO SUSPEND STANDING ORDERS

Moved Cr K Clements, seconded Cr J Oldfield:

That those sections of Standing Orders that would prevent a Councillor from speaking more than once to an item be suspended.

CARRIED (9/0)

NO. 202/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

MOTION TO REINSTATE STANDING ORDERS

Moved Cr K Clements, seconded Cr J Oldfield:

That Standing Orders be resumed.

CARRIED (9/0)

NO. 203/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr K Clements, seconded Cr S Etherington:

That Council awards Tender CO1-2324 Carbarup Road – Reconstruction and Widening of Sections of Road to WCP Civil.

CARRIED (9/0)

NO. 204/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

Absolute Majority

5.21pm Staff left the meeting except for the Chief Executive Officer.

12.1.2 CHIEF EXECUTIVE OFFICE PERFORMANCE CRITERIA

File Ref: N62606
Responsible Officer: Julian Murphy
Chief Executive Officer
Author: Julian Murphy
Chief Executive Officer
Proposed Meeting Date: 19 December 2023

PURPOSE

The purpose of this report is to consider the Chief Executive Officer (CEO) Key Performance Indicators (KPIs) for 2023/24.

REASON FOR CONFIDENTIALITY

That in accordance with Section 5.23 (2) of the Local Government Act 1995 the meeting is closed to members of the public with the following aspect(s) of the Act being applicable to this matter:

- Section 5.23 (2) (a) a matter affecting an employee or employees; and
- Section 5.23 (2) (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Oldfield, seconded Cr S Etherington:

That Council:

1. Adopts the Chief Executive Officer's Key Performance Indicators for the 2023-2024 performance period as proposed; and
2. Schedules a review of the Chief Executive Officer's performance following the end of the probationary period no later than April 2024.

CARRIED (9/0)

NO. 205/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

Absolute Majority

MOTION THAT THE MEETING BE OPEN TO THE PUBLIC

Moved Cr K Clements, seconded Cr B Bell:

5:23pm That the meeting proceed in public.

CARRIED (9/0)

NO. 206/23

**For: Crs Handasyde, Fraser, Bell, Brown, Clements, Etherington,
Liebeck, Oldfield and Sheard
Against: Nil**

There were no members of the public remaining to be invited back into the meeting.

Cr Clements noted his compliments to the Library Manager and staff for sending out Christmas cards to library users.

Cr Handasyde extended his best wishes for the Christmas break and noted he is looking forward to working together for positive outcomes in the upcoming year.

13 CLOSURE OF MEETING

5.25pm The President declared the meeting closed.

CONFIRMED: CHAIRPERSON _____ **DATE:** ____ / ____ / ____