



Shire of
Chapman Valley
Love the Rural Life

UNCONFIRMED MINUTES

BUILDING AND DISABILITY SERVICES COMMITTEE

**3 MARCH 2017 COUNCIL CHAMBERS
NABAWA**

**8.00 am (Shire Office) or
8.40 am (Convene at Yuna Hall)**

Committee Purpose & Delegations

Will meet at least annually to inspect all Shire Buildings/Properties and then subsequently to:

- ~ Review preliminary costings for proposed works for consideration in draft Council Budget;
- ~ Review the Capital & Building Works Program;
- ~ Disability Access & Inclusion Plan; and
- ~ Any other building/property items referred to the Committee by Council.

~ Delegations – Nil

The Building and Disability Services Committee is comprised of:-

Cr Anthony Farrell (Presiding Member)
Cr Pauline Forrester
Cr Peter Humphrey
Cr Ian Maluish

Chief Executive Officer	(Observer)
Building/Project Officer	(Observer)
Manager of Finance & Corporate Services	(Observer)
Executive Services Administrator	(Minute Taker)

DISCLAIMER



Shire of
Chapman Valley
Love the Rural Life

No responsibility whatsoever is implied or accepted by the Shire of Chapman Valley for any act, omission or statement or intimation occurring during Council Meeting. The Shire of Chapman Valley disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council Meeting does so at that person's or legal entity's own risk.

The Shire of Chapman Valley warns that anyone who has any application or request with the Shire of Chapman Valley must obtain and should rely on written confirmation of the outcome of the application or request of the decision made by the Shire of Chapman Valley.

A handwritten signature in black ink, appearing to read 'M. Battilana', written in a cursive style.

Maurice Battilana
CHIEF EXECUTIVE OFFICER

**BUILDING & DISABILITY SERVICES COMMITTEE MEETING TO BE HELD IN
THE COUNCIL CHAMBERS NABAWA ON 3 MARCH 2017
COMMENCING AT 8.00 AM-**

ORDER OF BUSINESS

Site Inspections Undertaken prior to meeting proper commencing

1.0 Declaration of Opening / Announcements of Visitors

The Chairman, Cr Farrell welcomed Councillors and Staff and opened the meeting at 3.29pm

2.0 Announcements from the Presiding Member

3.0 Record of Attendance

Present

a. Councillors

Member	Ward
Cr Anthony Farrell (Deputy President)	North East Ward
Cr Ian Maluish	South West Ward
Cr Pauline Forrester	North East Ward

b. Staff

Officer	Position
Mr Maurice Battilana	Chief Executive Officer
Mr Anthony Abbott	Building Surveyor / Project Officer
Mrs Dianne Raymond	Manager of Finance & Corporate Services
Mrs Karen McKay	Executive Services Administrator (Minute Taker)

c. Visitors

Name	
Nil	

3.2 Apologies

Name	
Cr Peter Humphrey	South West Ward attended inspections till 12.00pm though not the meeting proper.

4.0 Disclosure of Interest – NIL

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Section 5.60A:

*“a person has a **financial interest** in a matter if it is reasonable to expect that the matter will, if dealt with by the local government, or an employee or committee of the local government or member of the council of the local government, in a particular way, result*

in a financial gain, loss, benefit or detriment for the person.”

Section 5.60B:

*“a person has a **proximity interest** in a matter if the matter concerns –*

(a) a proposed change to a planning scheme affecting land that adjoins the person’s land; or

(b) a proposed change to the zoning or use of land that adjoins the person’s land; or

(c) a proposed development (as defined in section 5.63(5)) of land that adjoins the person’s land.”

Regulation 34C (Impartiality):

*“**interest** means an interest that could, or could reasonably be perceived to, adversely affect the **impartiality** of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.”*

5.0 Petitions / Deputations / Presentations

List of people met on-site:

6.0 Confirmation of Minutes from previous meetings

MOVED: CR FORRESTER

SECONDED: CR MALUISH

That the minutes of the Building & Disability Committee of the Shire of Chapman Valley held on 10th March 2016 be confirmed as a true and accurate record of proceedings. *(Supplied under separate cover)*

CARRIED

Voting 3/0

Minute Reference: 02/17-1

7.0 Items to be dealt with En Bloc

Nil

8.0 Agenda Items

8.1 Review of Operating Building Maintenance Program

8.2 Review of Capital Building Works Program

8.3 Review of Disability Access & Inclusion Plan

AGENDA ITEM:	8.1
SUBJECT:	REVIEW OF OPERATING BUILDING MAINTENANCE PROGRAM
PROPONENT:	BUILDING & DISABILITY SERVICES COMMITTEE
SITE:	COUNCIL CHAMBERS
FILE REFERENCE:	403.02
PREVIOUS REFERENCE:	N/A
DATE:	3rd MARCH 2017
AUTHOR:	MAURICE BATTILANA

DISCLOSURE OF INTEREST

Nil

BACKGROUND

The purpose of this Agenda Item is for the Committee to discuss the items to be specifically added to the Operating Building Maintenance Program for future budgets.

COMMENT

Discussion on items identified by Councillors, staff, tenants and users of Council owned/controlled building is designed to determine future budget items for staff to cost.

The Proposed Operating Building Maintenance Program is presented at **Attachment 1** for Committee information.

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

None applicable

FINANCIAL IMPLICATIONS

The long term financial viability of the Shire is of importance for future service delivery levels provided to the Shire's constituents.

- **Long Term Financial Plan (LTFP):**

Operating maintenance will have a minimal effect on the LTFP.

STRATEGIC IMPLICATIONS

The annual inspection of buildings and review of building works programs(s) is important to ensure these programs are current and Shire resources are allocated where the highest priorities are.

- **Strategic Community Plan/Corporate Business Plan:**

Objective	Strategy	Outcome
We want to strengthen our community's position for the future	Maintain a resilient and independent Shire	A sustainable and progressive local government

CONSULTATION

Council staff continually monitors buildings and facilities owned/controlled by the Shire. Staff also continually liaises with tenants/users of these facilities.

RISK ASSESSMENT

There is a risk of buildings and facilities deteriorating if adequate resources are not allocated to address depreciation and fair wear and tear of the buildings. However; in this instance I believe the risk is currently **Minor** i.e.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response

VOTING REQUIREMENTS

Simple Majority

COMMITTEE RECOMMENDATION

Education Department Hire Exemption

MOVED: CR FARRELL

SECONDED: CR FORRESTER

The Committee recommend Council remove the current exemption for Educations Department (i.e. schools) to hire Shire owned/controlled facilities as listed in the Fees & Charges Schedule, effective from the 1st July 2017.

CARRIED
Voting 3/0
Minute Reference: 02/17-2

COMMITTEE RECOMMENDATION

Sale of Residential Properties – Lot 23 Chapman Valley Road, Yuna & Lot 19 Chapman Valley Road, Nabawa

MOVED: CR FARRELL

SECONDED: CR MALUISH

The Committee recommend Council sell both residential properties at Lot 23 Chapman Valley Road, Yuna & Lot 19 Chapman Valley Road, Nabawa immediately, irrespective of the tenancy arrangement in place at the time.

CARRIED
Voting 3/0
Minute Reference: 02/17-3

COMMITTEE RECOMMENDATION

MOVED: CR FORRESTER

SECONDED: CR FARRELL

Nanson Showground Precinct

The Committee recommend Council write to encourage all users, in conjunction with Council staff, to establish an agreed Master Plan for future developments of the Nanson Showgrounds precinct.

CARRIED
Voting 3/0
Minute Reference: 02/17-4

COMMITTEE / STAFF RECOMMENDATION

MOVED: CR FARRELL

SECONDED: CR MALUISH

The Committee recommends Council consider the amended *Operating Building Maintenance Program* as presented and this Program be used as a basis to develop the Draft 2017/2018 Budget.

CARRIED
Voting 3/0
Minute Reference: 02/17-5

SHIRE OF CHAPMAN VALLEY											
PROPOSED - FIVE YEAR CAPITAL BUILDING WORKS PROGRAM Council Minute Reference: 04/16-13											
SP	PROPERTY INSURED	2016/2017		2017/2018		2018/2019		2019/2020		2020/2021	
		Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description
	NANSON										
	Showgrounds - Exhibition Buildings (Pavilion)				Consider => Disabled access WC at exist WC block => Proposal from Western Riding Club potential open sided shed structure					\$25,000	Replace roof sheeting subject to external and/or grant funding
	Showground - Shelter No 1										
	Showground - Livestock Shelter & Pens										
	Showground - Shelter No 2										
	Showground - Storage Shed										
	Showground - Agriculture Society Hall										
	Showground - Shed / Shelter										
	Showground - Shed										
	Showground - Water Tank										
	Showground - Ticket Box										
	Showground - Fencing										
	Show Ground Toilets										
	Old Road Board Office										
	Chapman Valley Museum - Shed										
	Chapman Valley Museum - Machinery Shelter										
	Chapman Valley Museum - Toilet Block										
	Chapman Valley Museum - Shelter										
	Chapman Valley Museum - Display Cottage										
	Chapman Valley Museum - New Plant Display Shed										
	Nanson Playground - Playground Equipment										
	Nanson Playground - Shade Sails										
	Nanson Playground - Basketball Court and Backboard										
	Nanson Playground - Picnic Table										
	Nanson Playground - Fencing										
	CORONATION BEACH										
	Campsite Area				Consider => install second gas BBQ adjacent to existing BBQ under existing gazebo => Windsurfing Club to approach Council with rigging area proposal.						
	Shade Shelters (Gazebos) x 5										
	Toilet Block 1										
	Toilet Block 2										
	Toilet Block 3										
	Dump Station										
	Board Walk & Lookout										
	Camping and Recreation Reserve - Gazebo x 4										
	Camping and Recreation Reserve - Shelter x 3										
	Camping and Recreation Reserve - Sealing										
	Camping and Recreation Reserve - Picnic table										
	Camping and Recreation Reserve - Fencing										
	Camping and Recreation Reserve - Platform										
	HOWATHARRA										
	Bush Fire Two Bay Shed										
	NARALING										
	Naraling Hall										
	WESTERN REGIONS										
34	Parkfalls Estate - Bill Hemsley Park Developments	\$278,030	Developer Contribution								
	Parkfalls Estate - Bill Hemsley Park Developments	\$100,000	Shire own resource Minute Reference: 04/16-11								
		\$32,200	Subject to inclusion of office in proposed building Minute Reference: 04/16-11 funded from Building Reserve								
	Parkfalls Estate - Bill Hemsley Park Developments	\$400,000	Grant and/or external funds								
			Capital expenditure will be determined by finalisation of the Bill Hemsley Park Concept Plan and the funds leveraged to complement the Developer & Shire Contributions								
	YETNA										
	Figtree Crossing Campground - Toilet Block										
	Figtree Crossing Campground - Dump Station										
	Figtree Crossing Campground - Shelter x 3										
	Figtree Crossing Campground - BBQ										
	Figtree Crossing Campground - Picnic Table										
	Figtree Crossing Campground - Fencing										
	MISCELLANEOUS										
	Bushfire Radio Mast, Repeater & Shed Base Set, 2 Way	\$12,000									
	TOTALS \$	1,062,230		\$44,650		\$0		\$0		\$445,000	\$0

AGENDA ITEM:	8.2
SUBJECT:	REVIEW OF CAPITAL BUILDING WORKS PROGRAM
PROPONENT:	BUILDING & DISABILITY SERVICES COMMITTEE
SITE:	COUNCIL CHAMBERS
FILE REFERENCE:	403.02
PREVIOUS REFERENCE:	N/A
DATE:	3rd MARCH 2017
AUTHOR:	MAURICE BATTILANA

DISCLOSURE OF INTEREST

Nil

BACKGROUND

The purpose of this Agenda Item is for the Committee to review the Shire 5 Year - Capital Building Works Program

COMMENT

A copy of the existing Shire 5 Year - Capital Building Works Program is provided at **Attachment 2** for the Committee to review and present any recommended amendments to Council for consideration.

The following items have been raised for Committee consideration:

- Nabawa Cemetery:
 - ~ Toilet facilities – Est Cost \$TBC;
 - ~ Entry Statement at Main & Vehicle Entrances – Est Cost \$TBC
- Nabawa Shire Depot:
 - ~ Wash Down Bay (east of shed) – Est Total Cost \$16,200:
 - 20m x 8m x 125mm concrete slab with F72 steel mesh (Estimated Costs \$11,200);
 - Extend water & power from greasing shed to SE corner (Est. Cost - \$2,500);
 - Trench French drain (Shire Plant & Labour – Est. Cost - \$2,500).
 - ~ 5000ltr self-bunded fuel storage facility – Est. Cost \$15,000;
- Nabawa Stadium – Remove Chair Lift from Program (Grant Reliant) – Est Cost \$40,000;
- Nabawa Tennis Club – Fence Replacement & Court Resurfacing Project (already been to Feb '17 OCM) – Est Costs \$44,650 + In-Kind
- Coronation Beach:
 - ~ New BBQ area in Camp Grounds – Est. Costs \$8,000;
 - ~ Windbreaks around some Camp Sites – Est Costs \$2,000
- Shire Depot - Staff Carport along northern Depot boundary fence – Est Cost \$TBC;
- Yuna Residence – Install Air-conditioned – Split Unit - Est Costs \$TBC
- Nanson Showgrounds:
 - ~ Western Riding Club – Open Sided Shed – Est Cost \$TBC
 - ~ Upgrade Toilets to establish disabled access – Est Cost \$TBC

STATUTORY ENVIRONMENT

Not applicable

POLICY IMPLICATIONS

The Shire's 5 Year - Capital Building Works Program forms part of the Shire's Integrated Planning & Reporting structure.

FINANCIAL IMPLICATIONS

The long term financial viability of the Shire is of importance for future service delivery levels provided to the Shire's constituents.

- **Long Term Financial Plan (LTFP):**

The Shire's 5 Year - Capital Building Works Program forms part of the Shire's Integrated Planning & Reporting structure and any recommended amendments will affect the LTFP.

STRATEGIC IMPLICATIONS

The annual inspection of buildings and review of the Shire's Five (5) Year - Capital Building Works Program is important to ensure this program is current and Shire resources are allocated where the highest priorities are.

- **Strategic Community Plan/Corporate Business Plan:**

Objective	Strategy	Outcome
We want to strengthen our community's position for the future	Maintain a resilient and independent Shire	A sustainable and progressive local government

CONSULTATION

Council staff continually monitor buildings owned/controlled by the Shire. Staff also continually liaise with tenants/users of these facilities.

RISK ASSESSMENT

There is a risk of buildings and facilities deteriorating if adequate resources are not allocated to address capital upgrades to buildings. However; in this instance I believe the risk is currently **Minor** i.e.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Minor (2)	First aid injuries	\$1,001 - \$10,000	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response

VOTING REQUIREMENTS

Simple Majority

COMMITTEE / STAFF RECOMMENDATION

MOVED: CR FARRELL

SECONDED: CR MALUISH

The Committee recommends Council consider the amended "5 Year - Capital Building Works Program" as determined and this Program be used as a basis to develop the Draft 2017/2018 Budget.

CARRIED
Voting 3/0
Minute Reference: 02/17-6

SHIRE OF CHAPMAN VALLEY

PROPOSED - FIVE YEAR OPERATING MAINTENANCE BUILDING WORKS PROGRAM Council Minute Reference: 04/16-13

PROPERTY INSURED	2016/2017		16/17 Budget Profile	2017/2018		17/18 Budget Profile	2018/2019		2019/2020		2020/2021		2021/2022	
	Cost	Description		Cost	Description	Comments	Cost	Description	Cost	Description	Cost	Description	Cost	Description
34 Sports Pavilion & Basketball Stadium (Recreation Centre)	\$5,700	General Mtce (includes 2x fra extinguisher services & Exterra termite system renewal)	Sept/Dec/March/June	\$5,700	General Mtce	Consider > Replace Fridge in downstairs Canteen	\$5,700	General Mtce	\$5,700	General Mtce	\$5,700	General Mtce	\$5,700	General Mtce
Sports Pavilion & Basketball Stadium (Recreation Centre)	\$500	Replace whirly bird in basketball stadium and roof sheet middle of building	August			Consider > Repair Concrete Floor - NW Corner								
Sports Pavilion & Basketball Stadium (Recreation Centre)	\$500	Industrial marine carpet to timekeepers box	October											
Sports Pavilion & Basketball Stadium (Recreation Centre)	\$5,700	Purchase 15 trestle tables and 50 chairs for bar area (\$2500 chairs; \$3200 Tables)	October											
Sports Pavilion & Basketball Stadium (Recreation Centre)	\$1,000	Upgrade retic pipe to oval to blue-line	April											
Sports Pavilion & Basketball Stadium (Recreation Centre)	\$850	Service or replace illuminated emergency exit signs	February											
Sports Pavilion & Basketball Stadium (Recreation Centre)	\$0	Flood light to faced oval												
Sports Pavilion & Basketball Stadium (Recreation Centre)	\$0	Offer old Goal Posts to CVFC to use as flag poles adjacent to scoreboard installed to the satisfaction of the Building Officer												
Sports Pavilion & Basketball Stadium (Recreation Centre)	\$0	Request CVFC replace grate and repair hole in ceiling and cornice in training rooms as per Management Procedure CMP-013												
Sports Pavilion & Basketball Stadium (Recreation Centre)	\$8,000	Removal of brick wall arch install structural steel frame & associated works												
34 Nabawa Oval - Reticulation	\$15,500	General Mtce	Wetting agents \$3500 m maintenance \$6500 Ground marking \$500	\$15,000	General Mtce	Ensure sufficient funds for general maintenance	\$15,000	General Mtce	\$15,000	General Mtce	\$15,000	General Mtce	\$15,000	General Mtce
Nabawa Oval - Fencing														
Nabawa Oval - Goal Posts														
Nabawa Oval - Lighting														
Nabawa Oval - Scoreboard														
Nabawa Oval - Water Tank														
Nabawa Oval - Mini Basketball court														
Nabawa Oval - Shade Sails														
Nabawa Oval - Playground Equipment														
Nabawa Oval - Ticket Box														
Nabawa Oval - Player/Coaching Box x 2														
Nabawa Oval - Seating														
Toilet Block - Nabawa Oval	\$500	General Mtce	Even Spread	\$700	General Mtce		\$700	General Mtce	\$700	General Mtce	\$700	General Mtce	\$700	General Mtce
Roller Shed	\$250	General Mtce	Nov / May	\$250	General Mtce		\$250	General Mtce	\$250	General Mtce	\$250	General Mtce	\$250	General Mtce
34 Tennis Pavilion	\$500	General Mtce	Jan / June	\$1,000	General Mtce	Consider - >Render Raapins	\$800	General Mtce	\$800	General Mtce	\$800	General Mtce	\$800	General Mtce
Nabawa Tennis Centre - Courts														
Nabawa Tennis Centre - Lighting														
Nabawa Tennis Centre - Shade Sails														
Nabawa Tennis Centre - Water Tank and Stand														
Nabawa Tennis Centre - Fencing														
34 Centennial Park Gazebo	\$500	General Mtce	Dec / May	\$500	General Mtce		\$500	General Mtce	\$500	General Mtce	\$500	General Mtce	\$500	General Mtce
Centenary Park - BBQ	\$800	General Mtce	Dec / May	\$800	General Mtce		\$800	General Mtce	\$800	General Mtce	\$800	General Mtce	\$800	General Mtce
Centenary Park - Picnic Table														
Centenary Park - Reticulation														
23 Dwelling - Lot 19 Chapman Valley Rd	\$1,000	General Mtce	Nov / May	\$2,000	General Mtce		\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce
Shire Housing - Lot 19 Chapman Valley Rd														
31 Cemetery - Gazebo, Interment Wall, Fencing	\$2,000	General Mtce	Nov / May	\$2,000	General Mtce		\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce
Cemetery	\$400	Fencing around unmarked grave	March			Consider > remove posts and wire fence south and								
Cemetery	\$600	Fencing on south side of car park to be replaced	March											
	\$1,000	General Mtce	Dec / May	\$1,000	General Mtce	Additional request by tenant > Rain water tank	\$1,000	General Mtce	\$1,000	General Mtce	\$1,000	General Mtce	\$1,000	General Mtce
32 Mens Shed	\$0	Construct new shed extension lean-to north end of existing shed as per Building Officers report April 2016												
Mens Shed														
25 Nabawa Transfer Station	\$0		Employee Costs Only	\$0		Employee Costs Only								

SHIRE OF CHAPMAN VALLEY

PROPOSED - FIVE YEAR OPERATING MAINTENANCE BUILDING WORKS PROGRAM Council Minute Reference: 04/16-13

PROPERTY INSURED	2016/2017		16/17 Budget Profile	2017/2018		17/18 Budget Profile	2018/2019		2019/2020		2020/2021		2021/2022	
	Cost	Description		Cost	Description	Comments	Cost	Description	Cost	Description	Cost	Description	Cost	Description
36 Chapman Valley Museum - Shed						Consider								
Chapman Valley Museum - Machinery Shelter	\$3,500	General Mtce	Sept/Dec/March/June	\$3,500	General Mtce	> Various Lock Replacements > Paint south wall of Clarrie Milne Shed	\$3,500	General Mtce	\$3,500	General Mtce	\$3,500	General Mtce	\$3,500	General Mtce
Chapman Valley Museum - Toilet Block														
Chapman Valley Museum - Shelter														
Chapman Valley Museum - Display Cottage														
Chapman Valley Museum - New Plant Display														
Chapman Valley Museum - Historical Society Grounds	\$750	Upgrade power board	August											
Chapman Valley Museum - Historical Society Grounds	\$3,000	Prune trees on East Terrace	August											
Chapman Valley Museum - Historical Society Grounds	\$400	Vaugh Shields shed roof requires sealing down the middle -CVHS agreed to do	October											
Chapman Valley Museum - Historical Society Grounds	\$100	Repair front door to main Exhibition Hall	October											
Chapman Valley Museum - Historical Society Grounds	\$0	Acknowledge the Anzac structure and path - CVHS funding application												
34 Nanson Playground - Playground Equipment														
Nanson Playground - Shade Sails	\$500	General Mtce	Dec/May	\$1,500	General Mtce	Increase to allow for shade sail repairs	\$1,500	General Mtce	\$1,500	General Mtce	\$1,500	General Mtce	\$1,500	General Mtce
Nanson Playground - Basketball Court and														
Nanson Playground - Picnic Table														
Nanson Playground - Fencing														
CORONATION BEACH														
33 Campsite Area	\$5,000	General Mtce	April & June	\$5,000	General Mtce		\$5,000	General Mtce	\$5,000	General Mtce	\$5,000	General Mtce	\$5,000	General Mtce
Shade Shelters (Gazebo) x 5	\$15,000	Pump Out & Services - Rubbish Collection \$5,000 - Long Drop Pump outs \$10,000	Even spread	\$15,000	Pump Out & Services		\$15,000	Pump Out & Services		Pump Out & Services	\$15,000	Pump Out & Services	\$15,000	Pump Out & Services
Toilet Block 1														
Toilet Block 2														
Toilet Block 3														
Dump Station														
Board Walk & Lookout	\$500	General Mtce		\$800	General Mtce		\$800	General Mtce	\$800	General Mtce	\$800	General Mtce	\$800	General Mtce
Camping and Recreation Reserve - Gazebo x 4	\$1,500	General Mtce		\$1,500	General Mtce		\$1,500	General Mtce	\$1,500	General Mtce	\$1,500	General Mtce	\$1,500	General Mtce
Camping and Recreation Reserve - Shelter x 3														
Camping and Recreation Reserve - Seating														
Camping and Recreation Reserve - Picnic table														
Camping and Recreation Reserve - Fencing														
Camping and Recreation Reserve - Platform	\$0	Fencing & Signage	Completed 15/16											
HOWATHARRA														
06 Bush Fire Two Bay Shed	\$1,000	General Mtce	Nov & June	\$800	General Mtce		\$800	General Mtce	\$800	General Mtce	\$800	General Mtce	\$800	General Mtce
NARALING														
32 Naraling Hall	\$1,000	General Mtce (includes Exterra contract)		\$1,200	General Mtce		\$1,200	General Mtce	\$1,200	General Mtce	\$1,200	General Mtce	\$1,200	General Mtce
WESTERN REGIONS														
Bill Hemsley Park Building					General Mtce									
YETNA														
34 Figtree Crossing Campground - Toilet Block	\$2,000	General Mtce - includes septic pump outs	Dec & June	\$2,000	General Mtce		\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce
Figtree Crossing Campground - Dump Station														
Figtree Crossing Campground - Shelter x 3														
Figtree Crossing Campground - BBQ														
Figtree Crossing Campground - Picnic Table														
Figtree Crossing Campground - Fencing														
MISCELLANEOUS														
	\$0													
TOTALS	\$158,730			\$93,250			\$96,050		\$81,050		\$96,050		\$96,050	

AGENDA ITEM:	8.3
SUBJECT:	REVIEW OF DISABILITY ACCESS & INCLUSION PLAN
PROPONENT:	BUILDING & DISABILITY SERVICES COMMITTEE
SITE:	COUNCIL CHAMBERS
FILE REFERENCE:	403.02
PREVIOUS REFERENCE:	N/A
DATE:	3rd MARCH 2017
AUTHOR:	MAURICE BATTILANA

DISCLOSURE OF INTEREST

Nil

BACKGROUND

A review of the Shire's Disability Access Inclusion Plan (DAIP) forms part of the annual Building & Disability Services Committee (Committee) agenda for consideration and recommendation to Council. This review is a legislative requirement in accordance with Disability Services Act (1993).

Council reviewed the DAIP as part of the 2016 Committee process with the following being resolved at the April 2016 OCM:

"Recommendation 5 - Review of Disability Access & Inclusion Plan

Council endorse the Shire's Disability Access Inclusion Plan (DAIP) as presented without change."

COMMENT

The purpose of this Agenda Item is for the Committee to review the Plan and recommend any amendments to Council for consideration.

A copy of the current DAIP is provided under separate cover for Committee information and review.

STATUTORY ENVIRONMENT

Disability Services Act (1993).

28. *Disability access and inclusion plans*

- (1) *Each public authority must have a disability access and inclusion plan to ensure that in so far as its functions involve dealings with the general public, the performance of those functions furthers the principles in Schedule 1 and meets the objectives in Schedule 2.*
- (2) *A disability access and inclusion plan must meet any prescribed standards.*
- (3) *A public authority must lodge its disability access and inclusion plan with the Commission —*
 - (a) *if the authority was established before the commencement of the Disability Services Amendment Act 2004, without delay;*
 - (b) *if the authority is established after the commencement of the Disability Services Amendment Act 2004, within 12 months after the day on which it is established.*
- (4) *A public authority may amend its disability access and inclusion plan at any time.*
- (5) *A public authority may review its disability access and inclusion plan at any time.*
- (6) *After reviewing its disability access and inclusion plan, a public authority must lodge a report of the review with the Commission in accordance with subsection (7).*
- (7) *Not more than 5 years is to elapse —*
 - (a) *between the day on which a public authority first lodges its disability access and inclusion plan with the Commission and the day it lodges a report of a review of the plan with the Commission; or*

- (b) *between the lodgment of the report of one review of a plan and the lodgment of the report of another review of the plan.*
- (8) *After reviewing its disability access and inclusion plan, a public authority may amend the plan or prepare a new plan.*
- (9) *If at any time a public authority amends its disability access and inclusion plan or prepares a new plan, whether after a review or not, it must lodge the amended or new plan with the Commission as soon as practicable after doing so.*
- (10) *A public authority must undertake public consultation in accordance with the procedure specified in the regulations when preparing, reviewing or amending a disability access and inclusion plan.*

Disability Services Regulation 2004

10. Procedure for public consultation by authorities (s. 28)

- (1) *For the purposes of section 28(10) of the Act, a public authority is to undertake consultation in relation to its disability access and inclusion plan by calling for submissions either generally or specifically —*
 - (a) *by notice in a newspaper circulating throughout the State or, in the case of a local government, the district of that local government under the Local Government Act 1995; and*
 - (b) *on any website maintained by or on behalf of the public authority.*
- (2) *Nothing in subregulation (1) prevents a public authority from also undertaking any other consultation.*

POLICY IMPLICATIONS

The DAIP become a statutory policy required by Council in accordance with the Disability Services Act (1993) which is reported on annually.

FINANCIAL IMPLICATIONS

No significant financial implications are anticipated.

- **Long Term Financial Plan (LTFP):**

No significant implications anticipated on the LTFP.

STRATEGIC IMPLICATIONS

It is sound to ensure people with disabilities are given every opportunity to gain access to Council facilities and be included in Council and community activities.

- **Strategic Community Plan/Corporate Business Plan:**

We need good services to support our development as a Shire	Maintain existing services and facilities	Manage existing building and structures to ensure they are safe and comply with legislative requirements
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CONSULTATION

There is a consultation process Council need to adhere to in accordance with the Disability Services Act (1993) which will be implemented as part of the DAIP review.

RISK ASSESSMENT

There is a high risk of excluding a sector of the community if the DAIP is not reviewed and improved on a regular basis. However; I believe the risk in this instance is *insignificant* i.e.

Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Negligible injuries	Less than \$1,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential or no damage.	Contained, reversible impact managed by on site response

VOTING REQUIREMENTS

Simple majority

COMMITTEE RECOMMENDATION/STAFF RECOMMENDATION – Option 1

MOVED: CR MALUISH

SECONDED: CR FORRESTER

Council endorse the Shire’s Disability Access Inclusion Plan (DAIP) as presented without changed.

CARRIED
Voting 3/0
Minute Reference: 02/17-7

COMMITTEE RECOMMENDATION 2

MOVED: CR FARRELL

SECONDED: CR FORRESTER

Council advertise advertised requests for public comments and submissions on the draft Disability Access & Inclusion Plan in accordance with legislation.

In the event there are no adverse comments or submissions received the Draft Plan is adopted as presented. However, in the event there are comments and submissions received requesting amendment to the Draft Plan this be brought back to Council for further consideration.

CARRIED
Voting 3/0
Minute Reference: 02/17-8

9.0 Information Items

Nil

10.0 Urgent Business Approved by the Presiding Member or by a Decision of the Committee

Nil

11.0 Closure

The chairman thanked the Committee members and staff for their attendance and declared the meeting closed at 5.05pm