

AGENDA

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

DISCLAIMER



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.

Maurice Battilana CHIEF EXECUTIVE OFFICER



AGENDA FOR 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
- 2.0 Announcements from the Presiding Member

3.0 Record of Attendance

- 3.1 Present
- 3.2 Apologies

4.0 Disclosure of Interest

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

6.0 Confirmation of Minutes from previous meetings

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)*

7.0 Items to be dealt with En Bloc

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
	REVIEW OF OPERATING BUILDING MAINTENANCE
SUBJECT:	PROGRAM
PROPONENT:	BUILDING & DISABILITY SERVICES COMMITTEE
SITE:	COUNCIL CHAMBERS
FILE REFERENCE:	403.02
PREVIOUS REFERENCE:	N/A
DATE:	3 rd 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.

• <u>Strategic Community Plan/Corporate Business Plan:</u>

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	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

STAFF RECOMMENDATION

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.

				SHIRE	OF CHAPMAN VA	ILLEY								
PROPOSED - FIVE YEAR OPERATING MAIN	ITENANCE BUILDING	S WORKS PROGRAM Council Minute	Reference: 04/16-13											
PROPERTY INSURED		2016/2017	16/17 Budget Profile	:	2017/2018	17/18 Budget Profile	:	2018/2019	2	019/2020	2	2020/2021		2021/2022
Key:	Cost	Desciption		Cost	Desciption	Comments	Cost	Desciption	Cost	Desciption	Cost	Desciption	Cost	Desciption
Year Building Program 2016/2017					-									
uilding Committee Specific Items uilding Officer Additional Items				Proposed chang	es from 2016/2017 Adop	ted 5 Year Building Program in RED	L							
NABAWA									1		1			1
5 Shire Office & Library	\$5,500	General Mice (includes 2x fire extinguisher services)	Aug/Oct/Feb/June	\$5,500	General Mtce	Consider > Remove old A/C & ducts from northern office celling cavity, flush over ceiling vents & repaint > Replace carpets in northern offices after ceiling repairs (see above) > Repair front office foyer ceiling & water ingress lissues in roof > replacement old front verandah display cabinet	\$5,500	General Mtce	\$5,500	General Mtce	\$5,500	General Mtce	\$5,500	General Mtce
Shire Office & Library	\$500	Repair/replace illuminated exit signs throughout building & create a whole of Shire register fro maintenance	March											
Shire Office & Library	\$9,500	Install 4 x inverter drive split system airconditioners in north offices (CEO, EA, Planning & Building)	November											
	\$2,500	General Mtce (includes 2x fire	Nov / May	\$2,500	General Mtce		\$2,500	General Mtce	\$2,500	General Mtce	\$2,500	General Mtce	\$2,500	General Mtce
Shire Office Chambers	\$7,000	extinguisher services) Patio over table and paint table & chairs - timber framed gazebo with concrete floor over picnic table south of chambers	February						•m1000					
Shire Office Chambers	\$800	Install 2x repalcement blinds on north & south west corner windows in chambers	January											
Shire Office Chambers	\$2,000	Upgrade signage on entry statement to office precinct												
Sime Once Characteristics Statements Stateme	\$2,250	General Mtce (Building Officer only)	Aug/Dec/March/June	\$3,000	General Mtce	Increase to maintenance budget	\$3,000	General Mtce	\$3,000	General Mtce	\$3,000	General Mtce	\$3,000	General Mtce
Depot - Small Generator Shed Depot	\$3,500	Replace pit grate	October											
Depot	\$250	Slope in maintenance shed - paint hazard stripe	September											
Gardener's Shed	\$1,800	Replace guttering on gardener shed	November											
Gardener's Shed Gardener's Shed	\$50	front & rear plus remove downpipe Repalce plastic pit lid at valve box	July											
Gardener's Shed	\$1,500	Tidy around gardener shed includes Install lights, new light circuit, circuit boards and breakers in shed to meet standsards	February											
06 Bush Fire Two Bay Shed	\$500	General Mntce		\$500	General Mtce		\$500	General Mntce	\$500	General Mtce	\$500	General Mtce	\$500	General Mtce
2 Community Centre	\$5,350	General Mtce (includes 2x fire extinguisher services)	Oct/Feb/April/June	\$5,500	General Mtce		\$5,500	General Mtce	\$5,500	General Mtce	\$5,500	General Mtce	\$5,500	General Mtce
Community Centre	\$1,000	Service or Replace illuminated emergency exit signs	February											
Community Centre	\$6,000	Replacement of non-compliant float glass panels	February											
Community Centre	40.45	Continue Replacement of gutters	0	40.000			60.00 5	0	2 0.000	0	\$0.000	0	60.005	0
9 Community Centre - Pre Primary Community Centre - Pre Primary	\$2,450 \$1,500	General Mtce Remove swings and tyres; re- establish lawn	Sept/Jan/April/June December	\$2,000	General Mtce		\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce
Community Centre - Pre Primary	\$500	Service or Replace illuminated emergency exit signs	February											

PROPOSED - FIVE YEAR OPERATING MAINTENA	ANCE BUILDING	G WORKS PROGRAM Council Minute	Reference: 04/16-13	SHIRE	OF CHAPMAN VA	LLEY								
PROPERTY INSURED		2016/2017	16/17 Budget Profile	2	2017/2018	17/18 Budget Profile	2	2018/2019	24	019/2020	2	020/2021		2021/2022
Кеу:	Cost	Desciption		Cost	Desciption	Comments	Cost	Desciption	Cost	Desciption	Cost	Desciption	Cost	Desciption
³⁴ (Recreation & Basketball Stadium (Recreation Centre)	\$5,700	General Mtce (includes 2x fire extinguisher services & Exterra termite system renewal)	Sept/Dec/March/June	\$5,700	General Mtce		\$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 industriar marine carpet to timekeepers	August											
Centre)	\$500	Industrial marine carpet to timekeepers	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 blueline	April											
Sports Pavilion & Basketball Stadium (Recreation Centre)	\$850	Service or replace illuminated emergencey 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	Ŀ											
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 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 Salls Nabawa Oval - Piayground Equipment Nabawa Oval - Ticket Box Nabawa Oval - Piayer/Coaching Box x 2	\$15,500	General Mice	s/Wetting agents \$3500 Ion 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 - 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 Nabawa Tennis Centre - Courts Nabawa Tennis Centre - Lighting Nabawa Tennis Centre - Shade Salt Nabawa Tennis Centre - Water Tank and Stand Nabawa Tennis Centre - Fencing	\$500	General Mice	Jan / June	\$800	General Mtce		\$800	General Mntce	\$800	General Mtce	\$800	General Mtce	\$800	General Mtce
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 Centenary Park - Picnic Table	\$800	General Mtce	Dec / May	\$800	General Mtce	-	\$800	General Mtce	\$800	General Mtce	\$800	General Mtce	\$800	General Mtce
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
23 Dwelling - Lot 19 Chapman Valley Rd Shire Housing - Lot 19 Chapman Valley Rd	\$1,000	List for sale once vacated by current tenants	nov / way	₩,000	echerar mot		ψ2,000	Sonorai Mice	ψ2,000	Sonorai Mille	¥2,000	Contrai Millio	ψ2,000	Sonoral MILLE
														
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						<u> </u>					
Cemetery	\$600	Fencing on south side of car park to be replaced	March											
32 Mens Shed	\$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
	\$0	Construct new shed extension lean-to north end of existing shed as per Building Officers report April 2016												
Mens Shed		Banang emeererepertrepin zere						· · · · · · · · · · · · · · · · · · ·						
Mens Shed 25 Nabawa Transfer Station	\$0	Banang amora report pri 2010	Employee Costs Only	\$0		Employee Costs Only								

				SHIRE	OF CHAPMAN VA	LLEY								
DPOSED - FIVE YEAR OPERATING MAINTEN	ANCE BUILDING	WORKS PROGRAM Council Minute	Reference: 04/16-13											
PROPERTY INSURED		2016/2017	16/17 Budget Profile		2017/2018	17/18 Budget Profile	20)18/2019	20	019/2020	2	020/2021		2021/2022
y:	Cost	Desciption		Cost	Desciption	Comments	Cost	Desciption	Cost	Desciption	Cost	Desciption	Cost	Desciption
YUNA														
Public Hall	\$2,000	General Mtce (includes 2x fire extinguisher services)	Aug/Nov/March/June	\$2,000	General Mtce		\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce
	\$80	Remount fire extinguisher and repalce	January									1		
Public Hall		flyscreen door Service or Replace illuminated	January											
Public Hall	\$1,000	emergency exit signs	February											
Public Hall Toilets	\$1,200	Paint toilet block	January											
Library		Paint gutters	January											
Library	\$200 \$200	Change lock to restricted system	September		-									
Library	\$200	Replace blind panels	September											
Tennis Courts	\$500	General Mtce	Dec/May	\$1,000	General Mtce	General maintenance for lighting etc.	\$1,000	General Mtce	\$1,000	General Mtce	\$1,000	General Mtce	\$1,000	General Mtce
Yuna Tennis Centre - Hit-up wall			2 co.nuy				1.1000		• 1,000		+1,000			
Yuna Tennis Centre - Lighting														
Depot Shed	\$500	General Mtce	Dec/May	\$500	General Mtce		\$500	General Mtce	\$500	General Mtce	\$500	General Mtce	\$500	General Mtce
Depot Shed	\$150	Advertise the fire shed for disposal	January											
1						Additional request by tenant								
	\$1,000	General Mtce	Nov/March	\$2,000	General Mtce		\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce	\$2,000	General Mtce
Shire Housing - Lot 23 Chapman Valley Rd						Split system inverter drive A/C in living area								
Shire Housing - Lot 23 Chapman Valley Rd Shire Housing - Lot 23 Chapman Valley Rd	\$1,200	Fix or replace toilet	October											
Shire Housing - Lot 23 Chapman Valley Rd	\$2,000	Replace roller door to shed List for sale once vacated by current	October									ł		<u> </u>
Shire Housing - Lot 23 Chapman Valley Rd		tenants												
Shire Housing - Lot 23 Chapman Valley Rd	\$1,200	Continue tiling at sink & replace	October											
Shire Housing - Lot 23 Chapman Valley Rd	\$300	Repair fence to east boundary	August											
	\$500	Clean vacant lot to the east	August											
Shire Vacant Land - Lot 24 Chapman Valley Rd Yuna Park - Gazebo														
Yuna Park - Gazebo Yuna Park - BBQ														
Yuna Park - Shade Sails														
	\$800	General Mtce		\$1,500	General Mtce	Increase Gen, Maint. Allow for BBQ service (plumber)	\$1,500	General Mtce	\$1,500	General Mtce	\$1,500	General Mtce	\$1,500	General Mtce
Yuna Park - Seating							1.1000		• .,		• • • • • •		•	
Yuna Park - Retaining Wall														
Yuna Park - Paving Yuna Park - Playground Equipment														
Yuna Refuse Site - Fencing														
	***	General Mtce (includes 2x fire	Outline in the				to 500	0		0	60 500	0	60.500	0
Yuna Multipurpose Community Centre	\$2,200	extinguisher services)	Oct/Jan/April/June	\$2,500	General Mtce		\$2,500	General Mtce	\$2,500	General Mtce	\$2,500	General Mtce	\$2,500	General Mtce
		CABY to install cupboards in kitchen												
Yuna Multipurpose Community Centre	\$0	and soundboards at their cost												
	\$800	Run up tiles to hand dryers in both	November											
Yuna Multipurpose Community Centre	\$000	male & female toilets	November											
NANSON											l			
Showgrounds - Exhibition Buildings														
Showground - Shelter No 1 Showground - Livestock Shelter & Pens														
Showground - Livestock Shelter & Pens Showground - Shelter No 2														
Showground - Storage Shed														
Showground - Agriculture Society Hall														
Showground - Shed / Shelter	\$2,500	General Mtce		\$2,500	General Mtce		\$2,500	General Mtce	\$2,500	General Mtce	\$2,500	General Mtce	\$2,500	General Mtce
Showground - Shed														
Showground - Water Tank														
Showground - Ticket Box														
Showground - Fencing														
Show Ground Toilets														
Old Road Board Office	\$500	General Mtce	Sept/Dec/March/June	\$500	General Mtce		\$500	General Mtce	\$500	General Mtce	\$500	General Mtce	\$500	General Mtce
	\$400	Possum proof roof in Road Board		\$500	ochistat mice		9000	Seneral Wilde	4000		3000	Sondial Mille	\$300	Concial Millo
Old Road Board Office	\$400	Building	October					1		1	1	1		

				SHIRE	OF CHAPMAN VA	LLEY								
PROPOSED - FIVE YEAR OPERATING MAINTENA	ANCE BUILDING	WORKS PROGRAM Council Minute	Reference: 04/16-13											
PROPERTY INSURED		2016/2017	16/17 Budget Profile		2017/2018	17/18 Budget Profile	20	018/2019	20	019/2020	2	020/2021		2021/2022
Key:	Cost	Desciption		Cost	Desciption	Comments	Cost	Desciption	Cost	Desciption	Cost	Desciption	Cost	Desciption
36 Chapman Valley Museum - Shed Chapman Valley Museum - Machinery Shelter Chapman Valley Museum - Toilet Block Chapman Valley Museum - Shelter Chapman Valley Museum - Display Cottage Shed	\$3,500	General Mtce	Sept/Dec/March/June	\$3,500	General Mtce		\$3,500	General Mtce						
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 Sheilds shed roof requires sealing down the middle -CVHS agreed to do	October											
Chapman Valley Museum - Historical Society Grounds Chapman Valley Museum - Historical Society	\$100	Repair front door to main Exhibition Hall	October											
Grounds	\$0	Acknowledge the Anzac structure and	path - CVHS funding a	pplication										
34 Nanson Playground - Playground Equipment Nanson Playground - Shade Sails Backboard Nanson Playground - Picnic Table Nanson Playground - Fencing	\$500	General Mtce	Dec/May	\$1,500	General Mtce	Increase to allow for shade sail repairs	\$1,500	General Mtce						
CORONATION BEACH	45.000	o					45.000	a		a		a	05.000	o
33 Campsite Area	\$5,000	General Mtce	April & June	\$5,000	General Mtce		\$5,000	General Mtce						
Shade Shelters (Gazebo) x 5 Toilet Block 1		Pump Out & Services	Even spread											
Toilet Block 1 Toilet Block 2 Toilet Block 3 Dump Station	\$15,000	- 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
Board Walk & Lookout	\$500	General Mtce		\$800	General Mtce		\$800	General Mtce						
Camping and Recreation Reserve - Gazebo x 4 Camping and Recreation Reserve - Shelter x 3 Camping and Recreation Reserve - Seating Camping and Recreation Reserve - Picnic table Camping and Recreation Reserve - Pencing Camping and Recreation Reserve - Platform	\$1,500	General Mtce		\$1,500	General Mtce		\$1,500	General Mtce						
Coronation Beach	\$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						
NARALING														
32 Naraling Hall	\$1,000	General Mtce (includes Exterra contract)		\$1,200	General Mtce		\$1,200	General Mtce						
WESTERN REGIONS														
Bill Hemsley Park Building					General Mtce									
YETNA														
YEINA 34 Fighree Crossing Campground - Toilet Block Fighree Crossing Campground - Dump Station Fighree Crossing Campground - Shelter x 3 Fighree Crossing Campground - Picnic Table Fighree Crossing Campground - Fincing	\$2,000	General Mtce - includes septic pump outs	Dec & June	\$2,000	General Mtce		\$2,000	General Mtce						
MISCELLANEOUS	\$0									I				
TOTALS	\$158,730)		\$91,550			\$94,550		\$79,550		\$94,550		\$94,550	

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:	3 rd 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 o	of Conseque	ence		
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

STAFF RECOMMENDATION

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.

			SHIRE C	F CHAPMAN VALLEY								
PROPOSED - FIVE YEAR CAPITAL BUILDING WORK	S PROGRAM Co	uncil Minute Reference: 04/16-13	OTHICE C									
PROPERTY INSURED		2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022
SP	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description
Building Committee Specific Item			Proposed chang	es from 2016/2017 Adopted 5 Year Building Program in RED								
NABAWA												
os Shire Office/Library/Chambers	\$200,000	Extensions & Modifications (LTFP)										
				Ormaldan .								
Depot				> staff parking carport along northern depot fence > Install truck washdown concrete pad at east of depot outside fence								
Depot - Transportable												
Depot - Workshop												
Depot - Garage												
Depot - Large Shed												
Depot - Small Generator Shed												
Bush Fire Two Bay Shed												
Community Centre												
Community Centre - Pre Primary												
34 Sports Pavilion & Basketball Stadium (Recreation Centre)	\$40,000	Chair Lift (Grant Reliant)										
Nabewa Oval - Reticulation												
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												
Nabewa Oval - Playground Equipment												
Nabawa Oval - Ticket Box												
Nabawa Oval - Player/Coaching Box x 2												
Nabawa Oval - Seating												
Tennis Pavilion				Proposed DSR Grant funding & SoCV funds for new fence & re-								
Nabawa Tennis Centre - Courts			\$17,050	surfacing pending								
Nabawa Tennis Centre - Lighting												
Nabawa Tennis Centre - Shade Salt												
Nabawa Tennis Centre - Water Tank and Stand												
Nabawa Tennis Centre - Fencing			\$27,600	MWDC Grant funding & CGF for new fence & re-surfacing pending								
Gardener's Shed												
Gazebo at Picnic Park												
Centennial Park - BBQ												
Centennial Park - Picnic Table												
Centennial Park - Reticulation	0	List for sale \$75,000 Transfer to Reserve										
Dwelling - Lot 19 Chapman Valley Road Toilet Block		Last for sale \$15,000 Transier to reserve										
Communications Tower												
Communications Tower				Consider								
Cemetery				 install entry statements at main & vehicle entrances install longdrop WC similar to Fig. Tree no shower section replacing posts and wire fence south end 								
Mens Shed												
Roller Shed												
New CEO Residence (including Land & Building)									\$420,000	CEO Residence (Land & Bidg in Western Regions of Shire)		
YUNA							1			Western Regions of Shire)		
Public Hall							1					
Tennis Courts												
Yuna Tennis Centre - Hit-up wall												
Yuna Tennis Centre - Lighting												
Depot Shed												
Dwelling - Lot 23 Chapman Valley Road	0	List for sale \$60,000 Transfer to Reserve										
Yuna Park - Gazebo												
Yuna Park - BBQ												
Yuna Park - Shade Salls												
Yuna Park - Seating												
Yuna Park - Retaining Wall												
Yuna Park - Paving												
Yuna Park - Playground Equipment												
Yuna Refuse Site - Fencing												
Yuna Multipurpose Community Centre												

PROPERTY INSURED		2016/2017		2017/2018		2018/2019		2019/2020		2020/2021		2021/2022
	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description	Cost	Description
IANSON												
ANSON				Consider				-				
Showgrounds - Exhibition Buildings (Pavilion)				> Proposal from Western Riding Club potential open sided shed					\$25,000	Replace roof sheeting subject to		í i
anowgrounds - Exhibition Buildings (Pavilon)				structure					\$20,000	external and/or grant funding		1
Showground - Shelter No 1				> Disabled access WC at exist WC block								
Showground - Livestock Shelter & Pens												
Showground - Shelter No 2												
Showground - Storage Shed												
Showground - Agriculture Society Hall												L
Showground - Shed / Shelter												l
Showground - Shed												
Showground - Water Tank												
Showground - Ticket Box												l
Showground - Fending												L
Show Ground Toilets							l		l			l
Old Road Board Office												L
Chapman Valley Museum - Shed												
Chapman Valley Museum - Machinery Shelter							L					l
Chapman Valley Museum - Toilet Block												
Chapman Valley Museum - Shelter												
Chapman Valley Museum - Display Cottage												L
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												
1												
CORONATION BEACH												
				Consider								
Campsite Area				> install second gas BBQ & concrete slab to south of existing BBQ								1
				structure under existing gazebo								
Shade Shelters (Gazebo) x 5												
Toilet Block 1												
Toilet Block 2												
Toilet Block 3												
Dump Station												L
Board Walk & Lookout												L
Camping and Recreation Reserve - Gazebo x 4												
Camping and Recreation Reserve - Shelter x 3												L
Camping and Recreation Reserve - Seating												L
Camping and Recreation Reserve - Pionic table												
Camping and Recreation Reserve - Fencing												
Camping and Recreation Reserve - Platform												
IOWATHARRA												L
Bush Fire Two Bay Shed							l		l			l
NARALING							l		l			
Naraling Hall												
VESTERN REGIONS												
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										
		Subject to inclusion of office in proposed building										
Parkfalls Estate - Bill Hemsley Park Developments	\$32,200	Minute Reference: 04/16-11 funded from Buidling										1
Parkfalls Estate - Bill Hemsley Park Developments Parkfalls Estate - Bill Hemsley Park Developments	\$400,000	Reserve Grant and/or external funds										
andalis Estate - Bill Hemsley Park Developments	\$400,000	Grani, and/or external runds					<u> </u>					l
		Capital expenditure will be determined by										1
		finalisation of the Bill Hemsley Park Concept Plan							1			1
		and the funds leveraged to complement the										1
		Developer & Shire Contributions							1			1
'ETNA												L
							<u> </u>		l			L
igtree Crossing Campground - Toilet Block												
igtree Crossing Campground - Dump Station												t
igtree Crossing Campground - Shelter x 3												L
igtree Crossing Campground - BBQ							l		l			l
igtree Crossing Campground - Picnic Table							L					t
igtree Crossing Campground - Fencing												
IISCELLANEOUS												
lushfire Radio Mast, Repeater & Shed Base Set, 2 Way	\$12,000							-	-			
	\$ 1,062,230				\$0	1	\$0		\$445,000		\$0	1

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:	3 rd 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.

<u>Strategic Community Plan/Corporate Business Plan:</u>

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 – Option 1

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

--- OR ----

COMMITTEE RECOMMENDATION – Option 2

- 1. Council endorse the following amendments to the Shire's Disability Access Inclusion Plan (DAIP) and for this amended draft to be advertised for public comments and submissions in accordance with legislation:
 - ~
 - ~
 - ~
 - ~
- 2. In the event there are no adverse comments or submissions received the draft plan is adopted. 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.

COMMITTEE RECOMMENDATION 2

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.

9.0 Information Items

Nil

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