

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 |
|-------------------------------------------------------------------|-------------------------------------------|----------------------------------------------------------------------------------------------------------------|
|-------------------------------------------------------------------|-------------------------------------------|----------------------------------------------------------------------------------------------------------------|

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