



**MINUTES OF A HEALTH & GENERAL PURPOSES COMMITTEE MEETING,
HELD IN THE UPSTAIRS MEETING AREA, ON WEDNESDAY, 6 FEBRUARY
2002, COMMENCING AT 6.32PM.**

H1. OPENING OF MEETING

The Presiding Member opened the meeting.

H1.1 Present

Cr D Hogg	Presiding Member
Mr J O'Neill	Mayor
Cr M Carosella	
Cr A Fenna	
Cr E Lovell	(From 6.45pm)
Mr S Wearne	Chief Executive Officer
Mr V Andrich	Principal Environmental Health Officer

H2. WELCOME TO GALLERY

There was two members of the public in the gallery at the commencement of the meeting.

H3. APOLOGIES

Nil.

H4. PRESENTATIONS/DEPUTATIONS/PETITIONS

Nil.

H5. PUBLIC QUESTION TIME

Nil.

H6. CONFIRMATION OF MINUTES

H6.1 Health & General Purposes Committee – 5 December 2001

RECOMMENDATION TO COUNCIL

Mayor O'Neill – Cr Hogg

That the Minutes of the Health & General Purposes Committee Meeting held on 5 December 2001 as adopted at the Council meeting held on 18 December 2001.

CARRIED

H7. CORRESPONDENCE (LATE RELATING TO ITEMS IN AGENDA)

Nil.

H8. REPORTS OF COMMITTEES

Nil.

H9. REPORTS OF OFFICERS

H9.1 Receipt of Reports

Mayor O'Neill – Cr Hogg

That the reports of officers be received.

CARRIED



- H9.2 Order of Business**
Mayor O'Neill – Cr Carosella
That the order of business be changed to allow members of the public to speak to the following item. CARRIED

- H9.3 Rental of Boat Mooring Pens** **R/RSM1**
By Laurie Griffiths, Executive Manager, Finance and Administration on 29 January 2002 & Vic Andrich, Principal Environmental Health Officer

PURPOSE

To examine the increase in rental charges for the boat pen moorings from the Department of Transport and decide on a new charge-out rental structure.

BACKGROUND

Description of Proposal/Application/Submission

Ownership

The Council have owned the three jetties since the boat repair businesses were shifted to the fisherman's harbour many years ago. All jetties attract a rental charge from the Department of Transport for the riverbed land owned by the State Government. The current lease with Dept of Transport is for a period of 21 years commencing on 1 September 1986 with a commencing rental of \$500.00 per year.

Three yearly reviews of rent to "Fair Market Rent" were stipulated. The annual rent expiring on the 31 August 2001 was \$1,915.17 per year. McGees Property Consultants acting on behalf of the Dept of Transport advised that the new rent would be \$14,580.00 per annum.

We objected to the increase in lease charges and an independent valuer was appointed to determine the lease.

Mr J Spencer was appointed and he reflected in detail that Council's rent was on a non-commercial basis when the lease agreed to a "Fair Market Rent". Mr Spencer found that the proposed new rent was in fact justified. Council will now be required to pay \$14,580.00 per year.

REPORT

Introduction/Comments

New Revenue

In his report Mr Spencer calculated that the potential revenue of the three jetties was in the vicinity of \$200 per lineal metre of boat pen space. An 8 metre pen would be worth \$1,600, a 10 metre space \$2,000 and a 12 metre space \$2,400 per annum. This extrapolates to a total of \$76,800 per annum.

This appears to be a significant increase and it maybe more acceptable if a new rate of \$150 per lineal metre was introduced initially. This would produce total revenue of \$57,600. Pen holders would need to be advised that the rent would be subject to a further review in the following year.

Review Leases

The current lease includes a provision for 30% of the bond paid by the penholder to be retained by the Council on termination of the lease. All of these bonds would need to be refunded by the Council prior to the imposition of the new lease arrangement.

The new lease of \$150 per lineal metre of pen space represents an increase of just over 300%.

Issues

Governments have been updating charges periodically to reflect current commercial rates. Council, in turn has passed on these increases to ensure that the increased costs are not a burden on ratepayers.

The cost increases in this case, are significant and may result in some boat pen leases not being renewed and accusations that Council is penalising current boat pens users.

Justification for the anticipated increase in income are the proposals to improve the jetties and moorings including security (new gates), lighting and power facilities, replacement of mooring pylons, installation of wave barriers and replacement of mooring shackles.

Consultation

After Council had received advice from McGees that the annual fee was to be increased, boat pen holders were advised and that Council would be seeking a review.

Statutory Requirements

As detailed above.

Relevant Council Policies

Nil

Principal Activity Plan Implications

N/A

Strategic Plan Implications

The updating of mooring pen leases is consistent with Strategic Goal 6: Corporate Services and Resourcing in that the operations and functions of the Town are carried out in an efficient, effective and timely manner.

Financial/Resource/Budget Implications

Existing Revenue

The mooring pens are currently leased for the following:

8m	x 12 x \$519pa	\$6,228	
10m	x 12 x \$645pa	\$7,740	
12m	x 12 x \$792pa	\$11,088	
		<u>\$25,056</u>	Plus 30% bond when lease terminated

Council's current jetty operating costs include:

	Current	Estimated Future
Maintenance	5,000	5,000
Water rates	310	310
Electricity	1,000	1,000
Insurance	2,400	2,400
Lease (old)	1,915	14,580
Depreciation	10,000	10,000
Council Rates	2,500	2,500
	<u>\$23,125</u>	<u>\$35,790</u>

These figures do not include any administration fee, nor the cost of widening jetty A so as to eliminate the risk of persons falling or injuring themselves.



Projected Revenue

	@ 150 per m	2002/03	@ 200 per m	2003/04
8m	x 12 x \$1200pa	\$14,400	X 12 x \$1600pa	\$19,200
10m	x 12 x \$1500pa	\$18,000	X 12 x \$2000pa	\$24,000
12m	x 12 x \$1800pa	\$21,600	X 12 x \$2400pa	\$28,800
		\$54,000		\$72,000

Options and Implications

The new fees represent an overall increase in excess of 300% and would be unreasonable to impose from the onset. It is suggested that the increase be phased in over two years. The first year is increased to \$150.00 per metre and the second year increasing to \$200.00 per metre.

Boat pen holders will be advised of the increased at the beginning of March 2002 and given to the end of May 2002 (3 months) to decide if they wish to continue with the new lease arrangements.

Conclusion(s)

The rate increase for the boat pens is still below that of comparable pens within East Fremantle and represents a fair market value. Boat pen holders will be given sufficient time to decide on whether they wish to continue under the new arrangements.

RECOMMENDATION(S)

That

1. Council adopt a new pricing structure for the boat pen leases being \$150.00 per lineal metre of boat mooring pen for 2002/03 and increasing to \$200.00 per lineal metre of boat mooring pen for 2003/04.

2002/03	Fee @ 150 per m	Security Bond
8m pen	\$1200pa	\$1600
10m pen	\$1500pa	\$2000
12m pen	\$1800pa	\$2400

2003/04	Fee @ 200 per m	Security Bond
8m pen	\$1600pa	\$1600
10m pen	\$2000pa	\$2000
12m pen	\$2400pa	\$2400

2. To achieve this price increase all penholders be advised that Council is terminating all leases and replacing them with a new lease and price structure as in 1 above with a security bond at the above scale as from 1 July 2002.

RECOMMENDATION TO COUNCIL

Mayor O'Neill – Cr Fenna

That the matter be held over to allow the Chief Executive Officer and Mayor to make representations to relevant government departments in relation to the massive pen fees being imposed.

CARRIED

H9.4

East Fremantle Festival 2001 Final Report

H/EFF1

By Vic Andrich, Principal Environmental Health Officer on 29 January 2002

PURPOSE

To inform Council on the running of the East Fremantle Festival 2001.



BACKGROUND

The Town has appointed a Festival Coordinator to arrange the 2001 East Fremantle Festival. As part of the project, reports to Council on progress are required.

REPORT

Comments/Discussion

The attached Update report is provided. Councils Festival Coordinator Dani Connolly will be in attendance at the meeting to answer any questions. **ATTACHMENT**

Statutory Requirements

Nil.

Relevant Policies

Nil

Principal Activity Plan Impact

Nil.

Strategic Plan Impact

The East Fremantle Festival is consistent with Goal 5 – Image and Profile, which states “To ensure Council enjoys a high profile and positive image within the community and wider region”, and in strategy 5.1 “Positively promote activities of Council in the local community and the wider region.” And with Strategy 7.4 Community Arts & Culture and in particular “7.4.1 Provide and promote opportunities for participation in community arts events and cultural activities.”

Financial/Budget Implications

As per budget allocation

Options and Implications

Nil.

CONCLUSION

The Final Report on the East Fremantle Festival is essential as it analyses the running of the festival and makes recommendations for improvements to the running of future festivals.

RECOMMENDATION

That:

1. Dani Connolly and the community committee be thanked for their efforts with the coordination of the festival; and
2. the information be received and the recommendations detailed below be considered for future festivals:
 - a) The Festival Committee is an important asset in terms of program development, community liaison and local business support and be developed further to include representation from the local school.
 - b) Despite the constraints of the site, an effort be made to utilise the Royal George Art and Community Centre in programming for the Festival.
 - c) Artists from the Royal George Art and Community Centre be encouraged to become more involved in organisation of the Festival.
 - d) Glasson Park area be programmed as an acoustic, interactive area for children and families.
 - e) Street performance should stay as a focal event of the entertainment program
 - f) Provision be made in the budget and Coordinator’s timeline to develop appropriate community arts activities leading up to the Festival.
 - g) Consideration be given to the Council becoming more involved in supporting the



- Richmond Fete as an adjunct to the Festival.
- h) A Stall's Coordinator be permanently included as a budget item for the Festival.
 - i) Efforts be made to prepare and lodge funding applications in February for the Festival and/or associated arts events with Catalyst, Festivals Australia and ArtsWA.
 - j) Office space be allocated within the Council Offices for the Festival Coordinator.

RECOMMENDATION TO COUNCIL

Cr Lovell – Cr Fenna

That:

1. **Dani Connolly and the community committee be thanked for the great success of the Festival and their efforts with the coordination of the event; and**
2. **the information be received and the recommendations detailed below be considered for future festivals:**
 - a) **The Festival Committee is an important asset in terms of program development, community liaison and local business support and be developed further to include representation from the local school.**
 - b) **Despite the constraints of the site, an effort be made to utilise the Royal George Art and Community Centre in programming for the Festival.**
 - c) **Artists from the Royal George Art and Community Centre be encouraged to become more involved in organisation of the Festival.**
 - d) **Glasson Park area be programmed as an acoustic, interactive area for children and families.**
 - e) **Street performance should stay as a focal event of the entertainment program**
 - f) **Provision be made in the budget and Coordinator's timeline to develop appropriate community arts activities leading up to the Festival.**
 - g) **Consideration be given to the Council becoming more involved in supporting the Richmond Fete as an adjunct to the Festival.**
 - h) **A Stall's Coordinator be permanently included as a budget item for the Festival.**
 - i) **Efforts be made to prepare and lodge funding applications in February for the Festival and/or associated arts events with Catalyst, Festivals Australia and ArtsWA.**
 - j) **Office space be allocated within the Council Offices for the Festival Coordinator.**

CARRIED

H9.5

Additional Recurrent and Non Recurrent HACC Funding.

By Sue Limbert, Community Services Officer, on January 31, 2002

PURPOSE

The purpose of this report is to advise Council that the State Minister for Health, the Hon Bob Kucera, has approved Recurrent and Non Recurrent funding under the Home and Community Care (HACC) Neighbourhood Link Program to further support the provision of HACC services.

The report is also to recommend the inclusion of this approved Non-Recurrent and Recurrent funding in Council's 2001/2002 budget.

BACKGROUND

The Town of East Fremantle Neighbourhood Link is a very successful HACC funded service. The project currently provides domestic assistance, meals, social support, centre-based respite, home maintenance, gardening, transport counselling, information, assessment, planning review and co-ordination. These services are provided by a small team of paid staff and a large team of volunteers.



The recurrent and non-recurrent funding application was sought to top up the existing service infrastructure and provide the program with additional and improved resources

REPORT

Currently volunteers provide the social support program and this group has remained relatively constant since its inception however a further 15.2 hours per week will fill a gap in service provision. The Home Maintenance Program has been afforded a further 7.6 hrs of program expansion.

An updated laptop computer for the Community Services Officer is essential. The current Laptop is old, slow and has insufficient memory for the HACC program's current usage, such as MDS Data and Microsoft software packages. Upon replacement, the current Laptop computer will be located at the Centre-based respite, this will update their very old computer.

Transport has been identified as a major difficulty. Access to transport is a particular problem to frail aged and younger people with disabilities, as available transport is often inadequate, and has difficulty catering to the needs of the frail and disabled commuter.

The purchase of a community sedan fitted with a hands free car kit and mobile phone will give the Community Services Officer transport to client assessments, reviews, meetings, after hour call outs etc. The community van currently used by the Community Services Officer will be used by a variety of HACC volunteers and staff to provide client transport.

The current Community 1991 Nissan Civilian Bus has come to the end of its life, the non-recurrent funding will enable the vehicle is to be replaced.

A Brushcutter for the home maintenance service is required as the gardener undertakes many heavy duty gardening tasks and this item will make his work more effective, efficient and affordable (jobs would be completed in less time).

Statutory Requirements

Council is required to amend its annual budget to provide for the additional expenditure.

Relevant Council Policies

Nil

Principal Activity Plan Implications

N/A

Strategic Plan Implications

Goal 7: Health & Community Services

To achieve maximum effectiveness in the delivery of environmental health and community services that reflect the needs of the community particularly, but not limited to:

- Environmental Health
- Ranger Services
- Social Planning (HACC & Related Services)
- Community Arts
- Recreation Services

Financial/Resource/Budget Implications

Non-Recurrent	\$140,087
Recurrent	\$29,135



RECOMMENDATION TO FINANCE COMMITTEE

That the 2001/2002 budget be amended to include the following items:

- 1. RECURRENT FUNDING
 - Home Maintenance \$9,712 P/A
 - Social Support \$19,423 P/A

Additional recurrent increases will be documented in variations to HACC Service Agreements to be negotiated with the sponsor agency for inclusion in the 2002/03 Service Specifications.
- 2. NON-RECURRENT FUNDING
 - Holden Commodore \$23,178
 - Mobile Phone and Hands Free Kit \$404
 - Brushcutter \$455
 - Laptop & Printer \$3,956
 - Community Bus with modifications \$112,093

All non re-current funds must be expended by 30 June 2002.

Absolute Majority Resolution Required

RECOMMENDATION TO COUNCIL

Cr Lovell – Cr Carosella

That the 2001/2002 budget be amended to include the following items:

- 1. RECURRENT FUNDING
 - Home Maintenance \$9,712 P/A
 - Social Support \$19,423 P/A

Additional recurrent increases will be documented in variations to HACC Service Agreements to be negotiated with the sponsor agency for inclusion in the 2002/03 Service Specifications.
- 2. NON-RECURRENT FUNDING
 - Holden Commodore \$23,178
 - Mobile Phone and Hands Free Kit \$404
 - Brushcutter \$455
 - Laptop & Printer \$3,956
 - Community Bus with modifications \$112,093

All non re-current funds must be expended by 30 June 2002.
- 3. INCOME
 - A/C 108088 be increased to reflect additional grant funding totalling \$169,222.

CARRIED

ABSOLUTE MAJORITY REQUIRED

H9.6

Waste Services – Tip Passes

H/HRB2

By Vic Andrich, Principal Environmental Health Officer on 1 February 2002

PURPOSE

To inform Council of anticipated cost increase for tip passes and to propose an alternative to issuing free tip passes.

BACKGROUND

Description of Proposal/Application/Submission

The proposal is to cease the issue of 2 free tip passes for each property and replace them with an additional verge collection.

Any Relevant Previous Decisions of Council and/or History of an Issue or Site.

Nil



REPORT

Introduction/Comments

The City of Cockburn has advised that it is likely that tip passes at their Henderson Landfill site will be attracting a fee of \$30.00 each applicable from April 2002 (dependant upon their budget considerations). The tip fee has recently gone up from \$15.00 to \$18.00.

The increases result from increases in the gate fee by other landfill operators. Henderson Landfill site has a limited life and the City of Cockburn is keen to moderate the amount of waste it receives. As the Town of East Fremantle does not have its own landfill site it is affected by market forces when it comes to waste disposal.

Issues

Council has traditionally provided free tip passes although the number had been reduced from 4 to 2. Many other local governments are also phasing out tip passes since there has been a push to charge the actual cost of waste disposal from landfill operators.

To compensate for the removal of the tip passes it is proposed to increase the number of green waste verge collections (by 1) and to split the combined green waste/bulk rubbish collection into separate collections.

All green waste collected by verge collection and mulched attracts a rebate from the landfill levy. Rebates in 1999/2000 were \$2203.96 and in 2000/2001 it was \$4284.68. Such rebates will slightly offset some of the costs of providing the additional green waste verge collection service.

With the removal of the tip passes, there will be a perception by residents that they are getting less services for their rates, so an extensive education/promotion of the additional green waste verge collection is paramount.

Consultation

N/A

Statutory Requirements

N/A

Relevant Council Policies

N/A

Principal Activity Plan Implications

N/A

Strategic Plan Implications

This project is consistent with Goal 4: Environmental Management Strategies and more specifically Strategy 4.1 Solid Waste Management as identified in the Strategic Plan.

Financial/Resource/Budget Implications

From the table below, costs to Council for tip passes are clearly shown. At the end of each month the tip passes handed in at the gate of Henderson Landfill site are collected and returned. They are accompanied by a tax invoice for the number of passes collected.



Expenditure on tip passes

Month - 2000/01	Cost	Month - 2001/02	Cost
July	1,248	July	1,227
August	1,320	August	1,452
September	1,728	September	2,125
October	1,536	October	1,900
November	1,344	November	1,861
December	2,016	December	1,966
January	1,896	January	1,896 est.
February	1,476	February	1,476 est.
March	1,318	March	1,318 est.
April	1,491	April	1,491 est.
May	1,082	May	1,082 est.
June	1,214	June	1,214 est.
Annual Total	\$17,669	Annual Total	\$19,008 est.

The cost of a green waste verge collection varies from \$6000 to \$10000 a collection dependent upon the tonnages collected and the number of trips to the landfill/processor. Based upon the above figures the proposal is not expected to incur any additional cost to Council.

All green waste from verge collections will go to the SMRC RRRC green waste facility where it will be processed and qualify for the rebate.

Options and Implications

The above changes will undoubtedly upset some residents. A way around this may be to provide two "Green Waste Only" tip passes which can only be used at the SMRC RRRC green waste facility site (Canning Vale). Council would still be charged for the Green waste pass but as it will only be for green waste Council would be able to claim back the rebate.

Council could issue the "green waste only" passes for the 2002/03 year and reassess the effect of the additional verge collection. The review would then determine if the "green waste only" passes should continue for the following year (2003/04).

General rubbish would be at residents own cost although Council would still be providing the bulk rubbish verge collection once a year.

Conclusion(s)

The increased cost of tip passes has necessitated a review regarding the provision of tip passes to residents free of charge. To reduce the impact upon Councils financial resources it is proposed to conduct an additional green waste verge collection in 2002/03, split the combined green waste/bulk refuse verge collection into two separate collections and introduce "green waste only" passes for the SMRC RRRC Green waste facility.

RECOMMENDATION(S)

That Council

1. cease the issue of free general tip passes for each property.
2. issue two "green waste only" passes for use at the SMRC RRRC green waste facility for each property
3. conduct an additional green waste verge collection at a convenient time during 2002/03.
4. split the combined green waste/bulk rubbish verge collection into two separate collections.



RECOMMENDATION TO COUNCIL

Cr Hogg – Mayor O’Neill

That Council

1. reduce the issue of free general tip passes for each property from two to one pass
2. issue two “green waste only” passes for use at the SMRC RRRC green waste facility for each property
3. conduct an additional green waste verge collection at a convenient time during 2002/03.
4. split the combined green waste/bulk rubbish verge collection into two separate collections.

CARRIED

Under s.5.21(4)(b) of the Local Government Act 1995, Cr Fenna requested that the voting of Council members be recorded.

Mayor O'Neill, Crs Hogg, Lovell and Carosella voted for the motion with Cr Fenna having voted against the motion.

H9.7

28th National Environmental Health Conference Report

H/EH11

By Marilyn Carosella, Councillor

PURPOSE

To inform Council on the attendance at the 28th National Environmental Health Conference held at the Burswood Convention Centre in October 2001.

BACKGROUND

Council approved the attendance of Cr Carosella at the National Environmental Health Conference in September 2001.

REPORT

Comments/Discussion

The attached report is provided. Cr Carosella will be in attendance at the meeting to answer any questions.

ATTACHMENT

Statutory Requirements

Nil.

Relevant Policies

Nil

Principal Activity Plan Impact

Nil.

Strategic Plan Impact

Attendance at Conferences by elected members is consistent with Goal 5 Image and Profile of the Strategic Plan and to provide the elected member with a better understanding of the role of environmental health.

Financial/Budget Implications

As per budget allocation

Options and Implications

Nil.



CONCLUSION

My attendance at the National Environmental Health Conference provided a unique opportunity to view the broader implications of environmental health and to better understand the nature of the subject.

RECOMMENDATION

That the information be received.

RECOMMENDATION TO COUNCIL

Cr Hogg – Cr Lovell

That the information be received.

CARRIED

H10. DELEGATIONS OF AUTHORITY

H10.1 Delegations Notation

C/DEL1

BACKGROUND

Under the provisions of the Local Government Act, Officers who exercise delegated authority are required to advise Council of such action.

COMMENTS

The delegations as shown on the attachment have been exercised for **December 2001 & January 2002.** **ATTACHMENT**

RECOMMENDATION

That Council note the Officers' use of delegated authority for the period 1 December 2001 to 31 January 2002.

RECOMMENDATION TO COUNCIL

Cr Hogg – Cr Carosella

That Council note the Officers' use of delegated authority for the period 1 December 2001 to 31 January 2002.

CARRIED

H11. REFERRED BUSINESS

Nil.

H12. BUSINESS WITHOUT NOTICE BY PERMISSION OF THE MEETING

Nil.

There being no further business the meeting closed at 8pm.

*I hereby certify that the Minutes of the meeting of the **Health & General Purposes Committee** of the Town of East Fremantle, held on **6 February 2002**, Minute Book reference **H1. to H12.** were confirmed at the meeting of the Council on*

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Presiding Member