



MINUTES OF A HEALTH & GENERAL PURPOSES COMMITTEE MEETING, HELD IN THE UPSTAIRS MEETING AREA, ON WEDNESDAY, 4 JULY 2001, COMMENCING AT 6.35PM.

H54. OPENING OF MEETING

The Chief Executive Officer opened the meeting.

H54.1

Present

Cr D Hogg	Presiding Member
Mr J O'Neill	Mayor
Cr M Carosella	
Cr A Fenna	
Cr J Wheeler	(Deputy)
Mr S Wearne	Chief Executive Officer (From 7.30pm)
Mr V Andrich	Principal Environmental Health Officer
Mr L Griffiths	Executive Manager Finance & Administration (To 8.05pm)
Mr M Costerella	Finance Manager (To 7.10pm)
Cr J Kirkness	(Observer) (From 7.15pm)

H55. WELCOME TO GALLERY

There were five members of the public in the gallery at the commencement of the meeting.

H56. APOLOGIES

Cr E Lovell – Recuperating after surgery.

H57. PRESENTATIONS/DEPUTATIONS/PETITIONS

Nil.

H58. PUBLIC QUESTION TIME

Nil.

H59. CONFIRMATION OF MINUTES

H59.1 Health & General Purposes Committee – 10 May 2001

RECOMMENDATION TO COUNCIL

Cr Fenna – Cr Wheeler

That the Minutes of the Health & General Purposes Committee Meeting held on 10 May 2001 as adopted at the Council meeting held on 22 May 2001. CARRIED

H60. CORRESPONDENCE (LATE RELATING TO ITEMS IN AGENDA)

Nil.

H61. REPORTS OF COMMITTEES

H61.1 South Metropolitan Regional Council

Minutes of Special Meeting held on 26 April 2001.

ATTACHMENT

RECEIVED



H62. REPORTS OF OFFICERS

H62.1 *Request for Operating Grant 2001/2002- Glyde-In Community Learning Centre* *Laurie Griffiths, Executive Manager Finance and Administration on 29 June 2001*

PURPOSE

To consider a request from the Glyde In Community Learning Centre, that Council include in the 2001/2002 draft budget a financial grant to assist funding their operations for that year.

BACKGROUND

The matter was discussed at the May 2001 Finance Committee and at the May Council meeting where it was resolved (Minute No F72.2 refers)

“That:

- 1. this matter be deferred pending revision of the budget estimate figures presented by Council Officers in consultation with Glyde Staff.*
- 2. Funding levels for the previous years (extending as far back as possible) to be produced from any sources to provide further guidance to Council and referred to the Health & General Purposes Committee and a supplementary report to be produced which will form part of budget deliberations.*
- 3. This matter be referred to the next Health & General Purposes Committee meeting with any supplementary information from Council Officers that may be deemed to be relevant. The Committee to make an "in principle" decision in relation to Glyde-In confirming its present operation/ structure or any other operation/structure that the Committee may propose. This decision should be referred back to Finance.”*

REPORT

Following the presentation by the Glyde-In representatives at the May 2001 Finance Committee meeting, staff received a revised Budget from the organisation and original amount of \$44,675 has been revised to \$43,720.

A copy of the Revised Budget is attached for the Committees information. **ATTACHMENT**

The Finance Committee suggested that given the nature of the request for an annual contribution towards the operating costs in lieu of a “once off” contribution, the matter of the “in principle” support must be addressed by the Health & General Purposes Committee prior to any financial commitment being endorsed by the Finance Committee.

Staff have perused the revised budget and had requested further details of the figures provided. The initial enquiries related to:-

- Reserve Funds
- Gross Salary of the Coordinator
- PAYG/ GST tax
- Disclosure of payments to Committee members, staff and associated persons

These were briefly addressed by the Treasurer, however staff believe that Council will require additional information to make an informed decision. Accordingly they have organised a meeting with the Treasurer Ann Edwards to discuss the following additional issues:-

- Advertising- requirement for logos and banners must be quantified \$1000
- Additional details on the GST components within the Budget amounts
- Tutors Fees- a 50% increase must be quantified - \$4,898 to \$7,500
- Cash At Bank of \$9000- is it intended to budget for a surplus?



MINUTES

- Improvements & Depreciation \$11,254.- The amount requires justification as depreciation is a non-cash item and should not be included.
- 1999/00 Audited Annual Financial Statements- staff are requesting that these be provided to ascertain the level of income and expenditure over 2 financial years.

Staff will be presenting a further report on the above issues to the Health and General Purpose Committee following the discussion with representatives of the organisation.

The Glyde-In Coordinator and Treasurer have been invited to attend the Health & General Purpose Committee meeting to present their report.

In accordance with Council's resolution (Min F72.2 item 2 refers) the following are of contributions made by Council for previous years:-

YEAR	Cash Contrib	Maint	Utilities	Total
	\$	\$	\$	\$
1991/92	6500	381.78	515.52	7397.3
1992/93	7000	325.49	634.5	7959.99
1993/94	7000	2009.33	706.1	9715.43
1994/95	7500	725.49	562.05	8787.54
1995/96	9195	609.95	880.75	10685.7
1996/97	15100	1000.71	710.65	16811.36
1997/98	15100	4221.05	727.2	20048.25
1998/99	13100	1055.71	862.65	15018.36
1999/00	43000	111.46	965.55	44077.01
2000/01	43100	654.88	1211.26	44966.14
TOTAL	166595	11095.85	7776.23	185467.1

RECOMMENDATION

That the Committee consider the "in principle" support to Glyde-In following the presentation of the officer's report.

The Executive Manager Finance and Administration outlined developments to date and tabled an amended financial statement/budget. **ATTACHMENT**

Cr Wheeler advised that this item had been referred to the Health & General Purposes Committee to ascertain its philosophy behind supporting Glyde-In.

Glyde-In representatives, Anne Reeves and Ann Edwards addressed the meeting regarding their request for financial assistance for the 2001/2002 financial year.

Mayor O'Neill advised that Council sees Glyde-In as important however with approximately 100 members living within the Town, a \$45,000 grant would equate to \$450 per resident member. He expressed concern that Council may not be in a position to increase last year's allocation or, in fact, meet last year's allocation.

RECOMMENDATION TO FINANCE COMMITTEE

Cr Fenna – Cr Wheeler

That:

- 1. Council regards Glyde-In as a valuable community infrastructure and is committed to maintaining its level of support to ensure the organisation's viability**
- 2. Glyde-In be advised that it must ensure it remains cost-effective.**

CARRIED UNANIMOUSLY



The Finance Manager left the meeting at 7.10pm.

H62.2 East Fremantle Festival Update

Ms Dani Connolly, Council's Festival Co-Ordinator, was introduced to the meeting.

Cr Kirkness entered the meeting at 7.15pm.

Ms Connolly addressed the meeting outlining a proposal for co-ordination of the East Fremantle Festival.

The Chief Executive Officer entered the meeting at 7.30pm.

The Chief Executive Officer outlined developments to date leading to the appointment of the Festival Co-ordinator.

General discussion took place.

The Executive Manager Finance & Administration left the meeting at 8.05pm.

It was agreed that an officer's report would be prepared for the August meeting.

H62.3 Authorisations of Rangers

H/RAN1

By Vic Andrich, Principal Environmental Health Officer on 29 June 2001

BACKGROUND

The Chief Executive Officer has appointed Mr Ian Holbrook as a part-time Ranger to assist Senior Ranger Phil Henderson.

COMMENTS

Council is required to approve his authorisation so he can administer various Acts and local laws.

In order to fine tune previous authorisations to Mr Phil Henderson, it is suggested that Council also update and reaffirm his appointment as an "Authorised Officer".

POLICY IMPLICATIONS

Nil.

BUDGET IMPLICATIONS

Nil.

RECOMMENDATION

That the following authorisations be appointed and printed in the Government Gazette.

1. Pursuant to the Local Government Act 1995, the following persons be appointed as an "authorised person" for the purpose of the section appearing after their name:

Employee	Local Government Act	Authority
Philip John Henderson	3.39	Remove & Impound Goods
	9.11	Demand Name & Address
	9.16	Issuing an Infringement Notice
	9.29	Represent Council in Court
	3.27	To make safe a tree that
	[Schedule 3.2 (7)]	presents an immediate danger.



MINUTES

<i>Employee</i>	<i>Local Government Act</i>	<i>Authority</i>
Ian Robert Holbrook	3.39	Remove & Impound Goods
	9.11	Demand Name & Address
	9.16	Issuing an Infringement Notice
	9.29	Represent Council in Court
	3.27	To make safe a tree that
	[Schedule 3.2 (7)]	presents an immediate danger.

2. **Philip John Henderson and Ian Robert Holbrook** be appointed as **Authorised Officers** for the following:

- s *Dog Act & Regulations 1976 (as amended).*
- s *Local Government Act Local Laws as adopted by Council.*
- s *Bush Fires Act.*
- s *Local Government Uniform General (Parking for Disabled Persons) Local Law 1988.*
- s *Parking and Parking Facilities Local laws.*
- s *Control of Vehicles (Off-Road Areas) Regulations 1979.*
- s *Spear Guns Act.*
- s *Justices Act.*
- s *Evidence Act.*

3. the appointment of the following person is hereby revoked:

- Ms Naomi Scally
- Mr Steven Sturch
- Ms Madeleine Ruhen

Absolute Majority Resolution Required

RECOMMENDATION TO COUNCIL

Cr Fenna – Cr Carosella

That the following authorisations be appointed and printed in the Government Gazette.

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<i>Employee</i>	<i>Local Government Act</i>	<i>Authority</i>
Philip John Henderson	3.39	Remove & Impound Goods
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2. **Philip John Henderson and Ian Robert Holbrook** be appointed as *Authorised Officers* for the following:
 - **Dog Act & Regulations 1976 (as amended).**
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 - **Local Government Uniform General (Parking for Disabled Persons) Local Law 1988.**
 - **Parking and Parking Facilities Local laws.**
 - **Control of Vehicles (Off-Road Areas) Regulations 1979.**
 - **Spear Guns Act.**
 - **Justices Act.**
 - **Evidence Act.**
3. the appointment of the following person is hereby revoked:
 - **Ms Naomi Scally**
 - **Mr Steven Sturch**
 - **Ms Madeleine Ruhen**

CARRIED
ABSOLUTE MAJORITY REQUIRED

H62.4 **CCP – Corporate Greenhouse Action Plan**
By Vic Andrich, Principal Environmental Health Officer

H/HCP1

PURPOSE

The purpose of this report is to seek council adoption of the Town of East Fremantle Corporate Greenhouse Action Plan.

BACKGROUND

Description of Proposal/Application/Submission

In 1998 Council resolved to participate in the Cities for Climate Protection program and committed to the completion of the five milestones of the program:

1. Establish an inventory and forecast for key sources of greenhouse emissions in our Council (corporate) and community.
2. Set emissions reduction goal for both corporate and community emissions.
3. Develop and adopt a local greenhouse action plan and to achieve those reductions.
4. Implement the local greenhouse action plan.
5. Monitor and report on greenhouse gas emissions and implementation of actions and measures.

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

East Fremantle completed Milestone One in June 2000 and in September 2001 set targets of reducing greenhouse gas emissions by 20% off 1998 levels by 2010 in both community and corporate sectors. The next stage in the program is the preparation of a greenhouse strategy on how these targets will be achieved.

A regional strategy for the reduction of greenhouse emissions in the community sector has been completed by the Southern Metropolitan Regional Council on behalf of its member councils.

REPORT

Introduction/Comments

To complete Milestone Three, Council will need to adopt this action plan.

ATTACHMENT

Issues

The action Plan documents Council operations and initiatives that have already been commenced to reduce greenhouse gas emissions.



Consultation

A copy of the draft plan has been circulated amongst senior officers and works supervisor for their comment and input.

Statutory Requirements

Nil.

Relevant Council Policies

Nil.

Principal Activity Plan Implications

Nil.

Strategic Plan Implications

This plan is consistent with Goal 4: Environmental Management and in particular Strategy 4.2 Energy efficiency and Environmental Pollution Control as detailed in councils Strategic Plan 2000-2002.

Financial/Resource/Budget Implications

Most if not all costs can be incorporated into councils existing operational budget.

Options and Implications

The Action Plan provides a guide to achieving greenhouse gas emissions reductions of which many are already in operation.

Conclusion(s)

In order to achieve CCP Milestone Three, Council is required to adopt the Action Plan.

RECOMMENDATION(S)

That Council adopt the Corporate Greenhouse Action Plan.

RECOMMENDATION TO COUNCIL

Cr Fenna – Mayor O’Neill

That Council:

1. adopt the Corporate Greenhouse Action Plan
2. reaffirm its commitment to reducing the amount of energy consumed by street lighting by the use of more energy efficient lighting units.

CARRIED

H62.5

Project 2000 Status Report

By Vic Andrich, Principal Environmental Health Officer

H/HRW2

PURPOSE

To inform Council on the progress of Project 2000.

BACKGROUND

The Town of East Fremantle is a member of the Southern Metropolitan Regional Council and as such is required to keep abreast of progress towards completion of the Regional resource Recovery Centre (RRRC) known as Project 2000.

REPORT

Comments/Discussion

The attached Project 2000 Status report was presented to the Southern Metropolitan Regional Council meeting held May 2001.

ATTACHMENT



Statutory Requirements

Nil.

Relevant Policies

The activities of the Southern Metropolitan Regional Council are consistent with Council Policy 052 – Waste Minimisation.

Principal Activity Plan Impact

Nil.

Strategic Plan Impact

Nil.

Financial/Budget Implications

Nil.

Options and Implications

Decisions of the Southern Metropolitan Regional Council are binding on Council.

CONCLUSION

The Status Report on the development of the Regional Resource Recovery Centre (RRRC) is essential to ensure that time lines are achieved and the progress of developments can be monitored.

RECOMMENDATION

That the information be received.

RECOMMENDATION TO COUNCIL

Cr Carosella – Mayor O’Neill

That the information be received.

CARRIED

H63. DELEGATIONS OF AUTHORITY

H63.1 Delegations Endorsement

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 **May and June 2001.**

ATTACHMENT

POLICY IMPLICATIONS

Nil.

BUDGET IMPLICATIONS

Nil.

RECOMMENDATION

That Council note the Officers’ use of delegated authority for the period 1 May to 30 June 2001.



RECOMMENDATION TO COUNCIL

Mayor O'Neill – Cr Wheeler

That Council note the Officers' use of delegated authority for the period 1 May to 30 June 2001.

CARRIED

H64. REFERRED BUSINESS:

Nil.

H65. BUSINESS WITHOUT NOTICE BY PERMISSION OF THE MEETING:

Nil.

There being no further business the meeting closed at 8.30pm.

*I hereby certify that the Minutes of the meeting of the **Health & General Purposes Committee** of the Town of East Fremantle, held on **4 July 2001**, Minute Book reference **H54. to H65.** were confirmed at the meeting of the Council on*

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Presiding Member