

# Notice of Donnybrook Townscape Committee Meeting

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TO:

Crs Logiudice, Bailey, Dilley, Tan, J Thomson, M Hickman and C Newman

To be held on

Wednesday 1 February 2017

Commencing at 4.00pm

In the Seniors Room, Donnybrook Community Library  
Emerald Street, Donnybrook

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**Ben Rose**  
**Chief Executive Officer**

**20 January 2017**

## **DISCLAIMER**

The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note this agenda contains recommendations which have not yet been adopted by Council.

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## DONNYBROOK TOWNSCAPE COMMITTEE AGENDA

1 FEBRUARY 2017

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# SHIRE OF DONNYBROOK-BALINGUP

## DONNYBROOK TOWNSCAPE MEETING AGENDA

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To be held in the Seniors Room, Donnybrook Community Library,  
Emerald Street, Donnybrook on Wednesday 1 February 2017,  
commencing at 4.00pm

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### MEMBERS PRESENT

COUNCILLORS	SHIRE OFFICERS	COMMUNITY
Cr Logiudice	B Rose – Chief Executive Officer	J Thomson
Cr Bailey	D Morgan – Manager Works & Services	M Hickman
Cr Dilley	B Wallin – Principal Planner	C Newman
Cr Tan		

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### PUBLIC GALLERY

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### APOLOGIES

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### 1. PUBLIC QUESTION TIME

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### 2. DECLARATION OF FINANCIAL INTEREST

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Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all committee members to ensure that a financial interest is declared and that they refrain from voting on any matter which is considered may come within the ambit of the Act.

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### 3. PETITIONS/DEPUTATIONS/PRESENTATIONS

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Colin and Maureen Allen from Allens Traffic Management Pty Ltd have been invited to discuss Item 6.5 – Events Parking.

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### 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

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#### 4.1 *Donnybrook Townscape Committee Meeting*

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Moved:

Seconded:

**That the Minutes of the Donnybrook Townscape Committee Meeting held on 14 December 2016 be confirmed as a true and accurate record.**

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## 5. REPORTS OF OFFICERS

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### 5.1 *Principal Planner*

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5.1.1	<b>SUBJECT:</b>	<b>REQUEST FOR DONNYBROOK COMMUNITY GARDEN SITE</b>
	<b>Location:</b>	<b>Lot 51 Reserve Street, Donnybrook and Reserve 17521 (Egan Park)</b>
	<b>Applicants:</b>	<b>Donnybrook Community Garden Inc</b>
	<b>Reserve:</b>	<b>Parks and Recreation</b>
	<b>File Ref:</b>	<b>A162</b>
	<b>Author:</b>	<b>Bob Wallin (Principal Planner)</b>
	<b>Report Date:</b>	<b>16 January 2017</b>
	<b>Attachments:</b>	<b>5.1.1 - Location Plan</b>

#### **Background**

The Donnybrook Community Garden Inc. presented to the Townscape Committee at its meeting on 14 September 2016 outlining its preferred site (Corner Irishtown Road and South Western Highway) as well as providing a concept sketch.

Research has indicated that there are a number of constraints to this site including:

- Need to amend vesting order (currently can only be used as “Caravan Park”);
- Lack of services (water source, toilets, power, parking...);
- High visibility of the site; and
- Distance from town.

A new alternative site is suggested.

The preferred site includes portion of Lot 51 Reserve Street, Donnybrook (see Attachment 5.1.1 – Location Plan) and Reserve 17521. The proposal is to use the rear portion of Egan Park.

The Donnybrook Community Garden Inc. now seeks Council support to use this site.

The subject land is reserved “Parks and Recreation” under Local Planning Scheme No.7 (LPS7). The proposed use is consistent with the intent of the reserve.

Reserve 17521 is vested with the Shire for the purpose of “Recreation” and Lot 51 is owned freehold. The proposed use is consistent with the management order.

The suggested site is well located for the use and is close to required services. The site will not impact adversely on other uses.

#### **Comment**

The proposed site is vacant and low lying. It is not suitable for the extension of the “transit park” without significant amounts of fill.

There is limited potential for land use conflict.

The site is generally screened and will not impact on streetscape and landscape values.

The proposal is consistent with the visions and objectives outlined in the Strategic Community Plan. Objective 3 states:

*“A healthy, safe and inclusive community enjoying a high quality of life.”*

A community garden encapsulates this objective.

Establishing a community garden at the site does not preclude future changes or other uses occurring on the site over time. Community gardens do not require significant infrastructure. Further, any earth works or improvements can easily be removed with little cost or effort.

Community gardens have some potential to look disordered or have an organic arrangement and appearance. In this case, there is potential to have a design that provides an attractive formal screening element that can lift the appearance of the locality.

Council has the power to lease and sub –lease Reserve 17521. It is noted that the proposed site is located outside the lease area boundary used by the Country Club.

### **Policy/Statutory Implications**

The proposed use is consistent with the Parks and Recreation Reservation.

### **Financial Implications**

N/A

### **Strategic Implications**

Outcome 2.8 – Our townsites are attractive, well presented and maintained.

Outcome 3.5 – Our volunteers and community organisations are supported and acknowledged

Outcome 3.9 – Existing community spirit and pride is maintained.

Outcome 3.10 – The community has access to appropriate services and facilities to enhance their health and well-being.

Outcome 3.11 – Attract and retain young families.

### **Committee’s Recommended Resolution**

**Moved:**

**Seconded:**

**The Committee resolve to recommend that Council:**

- 1) Seek community and Government Agencies comment and feedback on the location of the proposed Community Garden site at Egan Park; and**
- 2) Instruct the Chief Executive Officer to:**
  - a. Undertake actions to implement point 1 above;**
  - b. Report to Council with a recommendation; and**
  - c. Investigate leasing arrangements.**

<b>5.1.2</b>	<b>SUBJECT:</b>	<b>REQUEST TO RELOCATE THE OLD DONNYBROOK SKATE PARK TO KIRUP</b>
	<b>Location:</b>	<b>Kirup</b>
	<b>Applicants:</b>	<b>Kirup Progress Association Committee</b>
	<b>Reserve:</b>	<b>23890</b>
	<b>File Ref:</b>	<b>A2928</b>
	<b>Author:</b>	<b>Bob Wallin (Principal Planner)</b>
	<b>Report Date:</b>	<b>16 January 2017</b>
	<b>Attachments:</b>	<b>5.1.2(1) - Site Plan 5.1.2(2) - Construction Details.</b>

## Background

The Kirup Progress Association Committee at its meeting on 6 July 2016 resolved to request the Donnybrook Townscape Committee to consider relocating the old skate park to Kirup.

Council at its meeting 28<sup>th</sup> September 2016 resolved to:

- “1) *Advise the Kirup Progress Association that at this stage it does not have any available budget to repair and relocate the transportable skate park to Kirup; and*
- 2) *Instruct the Chief Executive Officer to undertake research into other uses of the existing transportable skate park that could provide a fun recreational asset and recreational activity to Kirup such as a pump track and report back to the Kirup Progress Association Committee.”*

Since this time, the Kirup Progress Association has:

- a) Identified a site for a 20m x 6m concrete slab for a skate park;
- b) Identified the cost of providing the slab, approximately \$7,000.00, and ways of self-funding the construction.

A site plan and sketch of construction details are shown in Attachment 5.1.2. The construction will accord with recommended standards for skate parks.

The existing skate park infrastructure (ramps and rails) will require relocation to Kirup as well as some minor maintenance works. Minor maintenance works include fixing a number of plates that smooth the transition of the ramp from the ground and re-painting to remove graffiti and lift the presentation. The minor works are intended to be completed by volunteers.

The Kirup Progress Association is undertaking fund raising and investigating grant funding opportunities for the construction of the slab. Options available include:

- a) The shire’s Community Grants Program;
- b) Community Sporting and Recreation Facilities Fund (Sports and Recreation) funding;
- c) Regional Grants Program (Community Chest); and
- d) Lotterywest.

This item is presented to request the relocation of the skate infrastructure (ramps). This element of the project will cost approximately \$2,000.00.

## **Comment**

The Donnybrook Townscape Budget currently has \$7,000.00 set aside for unspecified purposes.

This project will provide an additional recreational facility to the Kirup townsite and has potential to be well used and enjoyed.

The site is suitably distant from noise sensitive land uses (houses) while still benefiting from passive surveillance.

The skate park would benefit from some shade tree planting nearby to provide places for resting and shade for users.

## **Policy/Statutory Implications**

N/a

## **Financial Implications**

The relocation of the skate park will cost approximately \$2,000.00. Funding for this part of the project is available through the Donnybrook Townscape Budget.

## **Strategic Implications**

Outcome 2.8 – Our townsites are attractive, well presented and maintained.

Outcome 4.7 – Maintain and enhance Shire assets.

Outcome 3.6 – Existing community spirit and pride is maintained.

Outcome 3.11 – Attract and retain young families.

## **Committee's Recommended Resolution**

**Moved:**

**Seconded:**

**The Committee recommends that Council:**

- 1) Set aside up to \$2,000.00 from the 2016/17 Donnybrook Townscape Budget to relocate the transportable skate park to Kirup;**
  - 2) Undertake the relocation works when funding for the base slab has been secured and the works completed;**
  - 3) Advise the Kirup Progress Association to liaise with the Shire's Works and Services Manager prior to commencing construction work of the base slab to confirm construction standards and the detailed location.**
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## **5.2 Manager Works and Services**

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Nil

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## **6. OTHER BUSINESS**

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### **6.1 Update on Action Items List**

Shire staff to provide a status update on the Action Items list as at February 2017 (Attachment 6.1 – Action Items List).

### **6.2 Line Marking**

The Shire has received a request from the Donnybrook Chamber of Commerce to line mark caravan parking bays in the existing truck and caravan parking area next to the public toilets (refer Attachment 6.2(1) – ICOR56549 and Attachment 6.2(2) – Location).

The cost of this is not significant and can be accommodated within our existing budget, however the committee needs to consider, if undertaken, that it restricts truck parking options within the area.

### **6.3 Proposed Improvements to Old Caravan Park Site**

Shire staff have identified an opportunity to utilise the old road and subgrade materials that will be removed as part of Main Roads WA Highway Works Project within Donnybrook to fill the verge area in the old caravan park site just south of Marmion Street.

The intent is to use the material to fill the low section between the edge of the Highway and the internal track (Attachment 6.3 – Proposed Fill Area). A few small planted trees/shrubs may need to be removed, however the intent is once filled, to spread lawn seed at the start of winter along with some new trees to improve the area, and make the area more practical for some of the possible uses that are being discussed. Included plans show the area proposed to be filled.

### **6.4 Meldene Estate Footpath**

The Department of Transport has advised that the Shire's application to the 2017/18 Regional Bicycle Network Local Governments Grants Program for the Meldene Estate Link was unsuccessful. This year a total of \$1,450,000 was applied for with only \$630,000 available to be allocated (due to pre-committed projects awarded in 2016/17 for 2017/18 construction).

Applications for the 2018/19 grants program will open in June 2017, with confirmation of the exact dates to be advised in the coming months.

### **6.5 Events Parking**

Colin and Maureen Allen from Allens Traffic Management Pty Ltd have written to the Shire regarding traffic management at local events (Attachment 6.5) and have requested these issues be discussed at the Donnybrook Townscape Committee.



## **7. CLOSURE OF MEETING**

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The Shire President to advise that the date of the next Donnybrook Townscape Committee Meeting will be held at 4.00pm on Wednesday, 12 April 2017 at the Seniors Room, Donnybrook Community Library.

Chairperson to declare the meeting closed at \_\_\_\_\_.

Property Map Enquiry - A162 Lot 51 RESERVE ST DONNYBROOK 6239 - [bobw/LGSS/ALPHA]SynergySoft

Home | Display Settings | File | System | Search | Save | Print | Cancel | Edit | System Tray | Home | Desktop | Recycle Bin | Network | Volume | Date/Time | 9:56 AM 19/01/2017

Property Map Enquiry - A162 Lot 51 RESERVE ST DONNYBROOK 6239

Search: [A162 Lot 51 RESERVE ST DONNYBROOK 6239]

Map Legend | Length | Selection | Legend

Identify | Locate | Measure | Select | Full Event | Zoom In | Zoom Out | Print | Navigation | Info

Property | Financial | Summary | Ownership | Parcel | Memo

PickList

address\_no: A1333154 R2174 CHAPMAN ST  
ratepayer: SHIRE OF DONNYBROOK/BALINGUP

Legal flag	Non-current
Address No.	A162
Owner	SHIRE OF DONNYBROOK/BALI
Property Address	LOT 51 RESERVE ST DONNYBROOK 6239
House	Lot 51
Street	RESERVE ST
Type	ST
Suburb	DONNYBROOK
Ward	01 DONNYBROOK/BALING
Area	DONNYBROOK
Locality	PARKS & RECREATION
Zoning	P2
Land use	
VEN Number	
Peris No	
Valuation Details	
Gross Rental Value	0.00
Unimproved Value	0.00

Legend

- cadastre
- Lot Number
- Assessment Number
- House Numbers
- Property Address
- Localities
- Zoning
- Dog Court
- Area
- GRV
- UV
- Land Usage
- PIN Numbers
- Road Names
- Aerial Photos

HOV 3+

TO GRIMWADE

PACKING SHED

20 MTR  
PROPOSED  
CONCRETE SLAB  
FOR SKATE RINK

6 MTR

DOWN HILL  
PATHWAY  
SHELTER  
SHEDS  
CONCRETE SLAB

FLAT GRAVEL AREA  
(MUCH HIGHER THAN BELOW)

CREEK LINE

RAIL LINE

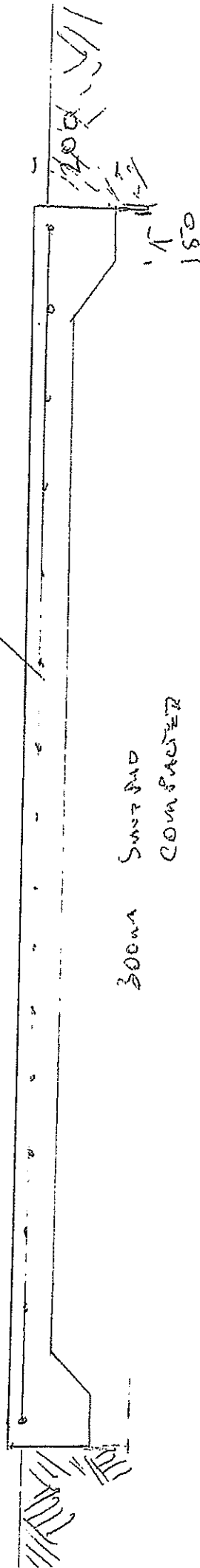
S.W. HIGHWAY

(K.P.A.)

5-12-2016

IF NO PLASTE WITH SAND PAD

MIN 100mm OPTIMUM 125mm  
25 MPa  
CONC



300mm SAND PAD  
COMPACTED

**DONNYBROOK TOWNSCAPE COMMITTEE - ACTION ITEMS AS AT FEBRUARY 2017**

<b>Action</b>	<b>Assigned To</b>	<b>Comments/ Status</b>
Collins Street Local Development Plan	MWS	Shire has applied for blackspot funding in 2017/18 to install additional paths, improve pedestrian crossing, and improve street lighting.
Arboretum Signage	PP	Draft sign provided to committee members for feedback prior to finalising the design.
Review of Moveable Signage on Donnybrook Main Street	PP	Waiting on finalisation of Amendment 4 to LPS7 which is with the Minister for Planning.
Outdoor Ping Pong Table	PP	Ongoing project.
Men in Sheds	MDES	Agenda Item being prepared for February 2017 OCM.
Reserve (Corner Victory Lane and South Western Highway)	PP	Shire representatives to meet with Brookfield Rail and adjacent business owners to discuss future use of the informal parking area.
Public Toilet near Railway Station	PP	To investigate any Heritage Issues.
Old Caravan Park	MWS	Soft ground signs installed.
Community Garden	PP	Agenda item being presented at February 2017 Townscape Committee Meeting.
Request to Relocate the Transportable Skate Park to Kirup	PP	Agenda item being presented at February 2017 Townscape Committee Meeting.
Disable Parking Bay	PP	Applicant requested to provide additional info supporting request, nothing further has been provided.
Footpath to Meldene Estate	MWS	Application has been submitted, awaiting advice if funding has been granted.
Model Train Set	PP	Applicant requested to identify a suitable location.



## Donnybrook Balingup Chamber of Commerce Inc

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[secretary@dbchamber.com.au](mailto:secretary@dbchamber.com.au)

SHIRE OF DONNYBROOK BALINGUP <b>RECEIVED</b> 21 DEC 2016
Record No: 10056549
File No: WRK 12
Officer: DNM -
X Ref:
Corresps:
Signed Off:

Chief Executive Officer  
Shire of donnybrook Balingup  
Bentley Street  
Donnybrook

20<sup>th</sup> December 2016

Dear Ben

The Donnybrook Balingup Chamber of Commerce requests the Shire to mark parking bays in the caravan parking area next to the public toilets.

The area will comfortably hold three cars and vans, if they move up to leave a reasonable space between. But this is not often the case and as we do not have many area's for caravans to park, we feel by marking the bays, this will help to overcome the problem of caravans spreading across the 3 bays.

With the holiday season approaching, we feel this should be looked at as soon as possible.

Regards

John Austin  
President  
DB Chamber of Commerce









Monday 23<sup>rd</sup> January 2017

Dear Ben Rose & Damien Morgan,

**R.E – DONNYBROOK / BALINGUP EVENTS PARKING**

As you are aware Allens Traffic Management volunteers Traffic Management Services for events such as the Anzac Parade, Medieval Balingup Festival, Donnybrook Food and Wine Festival and The Small Farm Field Day. Previously there have been some issues with the lack of parking and in the way parking has been set out. To ensure that we can continue to safely complete these events and elevate any potential problems it would be greatly appreciated if you could provide a feasibility report on the parking availability prior to us completing the Traffic Management Planning.

Additionally, the Station Markets which is held once a month outside the Donnybrook Visitors Centre, would ideally be set out in a different location away from the highway, we feel this is too close to the highway and is a higher risk area for a potential accident.

It would be appreciated if the above could please be discussed with the Donnybrook/Balingup Townscape Committee, any help or advice that Allens Traffic Management could offer, please don't hesitate to ask.

Thank you.

Kind Regards,

Colin & Maureen Allen

Allens Traffic Management Pty Ltd  
Managing Director  
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