



# Notice of Balingup Townscape Committee Meeting

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TO:

Cr Bailey, Cr Mills, Mr P Hicks, Mrs N King, Mrs W Ayers,  
Ms R Benson, Mrs H Christensen, Mr D Cortis & Mr G McMullen

To be held on

Wednesday 12 April 2017

Commencing at 8.30am

In the Community Centre, Balingup

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

**7 April 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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## BALINGUP TOWNSCAPE COMMITTEE AGENDA

12 April 2017

### TABLE OF CONTENTS

1.	<b>PUBLIC QUESTION TIME</b> .....	3
2.	<b>DECLARATION OF FINANCIAL INTEREST</b> .....	3
3.	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS</b> .....	3
4.	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b> .....	3
	4.1 <i>Balingup Townscape Committee Meeting</i> .....	3
5.	<b>REPORTS OF OFFICERS</b> .....	4
	5.1 <i>Manager Works and Services</i> .....	4
	5.1.1 <b>SUBJECT: BALINGUP TOWNSITE MAINTENANCE ISSUES</b> .....	4
	5.1.2 <b>SUBJECT: UPDATE ON WORKS PROGRAM</b> .....	4
	5.1.3 <b>SUBJECT: BUDGET PRIORITIES FOR COUNCIL CONSIDERATION IN 2017/18 FINANCIAL YEAR</b> .....	5
6.	<b>OTHER BUSINESS</b> .....	7
7.	<b>CLOSURE OF MEETING</b> .....	7

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# SHIRE OF DONNYBROOK/BALINGUP

## BALINGUP TOWNSCAPE MEETING AGENDA

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**To be held in the Balingup Community Centre  
Wednesday, 12 April 2017 at 8.30am**

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### MEMBERS PRESENT

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#### COUNCILLORS

Cr Bailey  
Cr Mills

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#### SHIRE OFFICERS

B Wallin – Principal Planner  
D Morgan – Manager Works & Services  
A Cullen – Team Leader, Horticulturalist

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#### COMMUNITY

H Christensen  
W Ayers  
R Benson  
P Hicks  
N King  
D Cortis  
G McMullen

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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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### 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

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#### 4.1 *Balingup Townscape Committee Meeting*

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Moved:

Seconded:

**That the Minutes of the Balingup Townscape Committee Meeting held on 1 February 2017 be confirmed as a true and accurate record.**

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## 5. REPORTS OF OFFICERS

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### 5.1 *Manager Works and Services*

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5.1.1	<b>SUBJECT:</b>	<b>BALINGUP TOWNSITE MAINTENANCE ISSUES</b>
	<b>Location:</b>	<b>Balingup Townsite</b>
	<b>Applicants:</b>	<b>Shire Donnybrook Balingup</b>
	<b>Zone:</b>	<b>N/A</b>
	<b>File Ref:</b>	<b>TP07/1</b>
	<b>Author:</b>	<b>Damien Morgan, Manager Works and Services</b>
	<b>Report Date:</b>	<b>5 April 2017</b>
	<b>Attachments:</b>	<b>5.1.1 – Project Maintenance Report</b>

#### **Background**

Propose discussion on Maintenance Issues in the attached Project Maintenance Report.

#### **Officer's Recommended Resolution**

**Moved:**

**Seconded:**

**That the Maintenance Issues Report be received, with any new items raised at the Balingup Townscape Committee meeting included.**

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5.1.2	<b>SUBJECT:</b>	<b>UPDATE ON WORKS PROGRAM</b>
	<b>Location:</b>	<b>Shire of Donnybrook Balingup</b>
	<b>Applicants:</b>	<b>Administration</b>
	<b>Zone:</b>	<b>N/A</b>
	<b>File Ref:</b>	<b>WRK 04/4</b>
	<b>Author:</b>	<b>Damien Morgan, Manager Works and Services</b>
	<b>Report Date:</b>	<b>5 April 2017</b>
	<b>Attachments:</b>	<b>Nil</b>

Manager Works and Services will provide a status update on the Works Program for Balingup.

<b>5.1.3</b>	<b>SUBJECT:</b>	<b>BUDGET PRIORITIES FOR COUNCIL CONSIDERATION IN 2017/18 FINANCIAL YEAR</b>
	<b>Location:</b>	<b>Balingup Townscape Committee</b>
	<b>Applicants:</b>	<b>Balingup Townscape Committee</b>
	<b>Zone:</b>	<b>N/A</b>
	<b>File Ref:</b>	<b>FNC 04/1</b>
	<b>Author:</b>	<b>Damien Morgan, Manager Works and Services</b>
	<b>Report Date:</b>	<b>4 April 2017</b>
	<b>Attachment:</b>	<b>Nil</b>

### **Background**

The Balingup Townscape Committee is required to develop a list of priority ranked projects for recommendation and consideration by the whole Council during the formation of the 2017/18 Financial Year budget.

### **Comment**

Council typically makes allowance within its annual budget for projects identified by its Townscape Committee's. An allocation of \$30,000 was made in the 16/17 budget for the Balingup Townscape Committee projects.

How these funds are allocated between supported individual projects was at the discretion of the Committee, providing they do not exceed the adopted budget

It should be noted that no allowance was made for the carryover of unspent Townscape funds through the last budget process.

### **Consultation**

The Balingup Townscape Committee is formally constituted by the Council and authorised to make recommendations for approval by the Council.

### **Policy/Statutory/Voting Implications**

#### Policy

Consistent with Council policy.

#### Statutory

Consistent with Council's formal budget process.

#### Voting

A simple majority is required for recommended items in priority order.

### **Financial Implications**

The Council typically approves an annual amount in the vicinity of \$25,000 for the setting of project priorities by the Balingup Townscape Committee.

The Council will assess the impact of the Balingup Townscape Committee's priority recommendations on the budget during its overall consideration of the full budget consistent with the 10-Year Financial Plan.

### Strategic Implications

The following outcomes of the Strategic Community Plan relate to this proposal:

- Outcome 2.8 - Our town sites are attractive, well presented and maintained.
- Outcome 3.2 - Quality community and recreational facilities that are well used by all ages and abilities.
- Outcome 3.6 - Our volunteers and community organisations are supported and acknowledged
- Outcome 3.8 - Maintain a safe and friendly community environment.
- Outcome 3.9 - Existing community spirit and pride is maintained
- Outcome 4.1 - An informed, engaged and involved community that actively participates.
- Outcome 4.7 - Maintain and enhance Shire assets.

### Officer's Recommended Resolution

**Moved:**

**Seconded:**

**That the Balingup Townscape Committee nominates the below projects for consideration by Council for funding within the 2017/18 annual budget.**

Priority	Project	Estimated Cost
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

## 6. OTHER BUSINESS

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### 6.1 2016/17 Townscape Projects

Manager Works and Services to provide a status update on the 2016/17 budgeted projects for the Balingup Townscape Committee (Attachment 6.1).

Priority	Project (Denote C/O if carryover)	Responsible	Revised Budget
1.	Seal Village Green Toilet Floors	Cr Bailey and Committee	\$2,000
2.	Various Upgrades to Town Entrances	Committee	\$10,000
3.	Lighting Poles on the Village Green	Cr Bailey and Committee	\$5,000
4.	Plant New Trees along Balingup Brook (Transit Park)	Shire	\$2,000
5.	Koolyir Mia Park Path (Cost of project to be reviewed by the Committee)	Committee	\$2,000
6.	Re-seal Path Approaches to Balingup Pedestrian Bridge	Committee	\$5,000
7.	Install Fencing along Balingup Brook	Completed	\$6,000

## 7. CLOSURE OF MEETING

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The Chairperson to advise that the date of the next Balingup Townscape Committee Meeting will be Wednesday, 14 June 2017 commencing at 8.30am in the Community Centre, Balingup.

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

**BALINGUP TOWNSCAPE - PROJECT MAINTENANCE REPORT- APRIL 2017**

Ref No.	Request Date	Location/Item	Problem/Request	Contact	Comment
	30/06/2014	Koolyir Mia Park	Design and install sign	Peter Hicks/Mrs Hill	Peter advised Mrs Hill had completed the design for the sign, and that it may be installed prior to the next Townscape meeting.
	5/04/2016	Balingup Sporting Oval	Wattles at rear of ovals	Peter Hicks	Burn has occurred. Shire to push remaining wattles into a heap for future burning in Autumn.
	14/12/2016	Balingup Hall	Clean up south side of building	MDES / MWS	Request for clean up after completion of building works on the hall, plus have budget funding in 2017/18 to undertake landscaping works around building. Parks and Gardens Team Leader to have input into what can be achieved. It was also noted that as a result of the concrete works at the hall, staining of the road has occurred where material was washed off, Shire to investigate reinstating the original road condition.
	2/02/2017	Balingup Shire Depot	Clean up gutters of Depot building of weed growth.	MWS	Works request has been placed.
	2/02/2017	Balingup Townsite	Spraying of Blackberry along Brook walk and North Side of Creek	MWS	Works completed



**BALINGUP TOWNSCAPE  
STATEMENT OF RECEIPTS & PAYMENTS  
FOR PERIOD ENDED 31ST MARCH 2017**

**EXPENDITURE**

**T004**

- 1 Seal Village Green Toilet Floors
- 2 Various Upgrades to Town Entrances
  - Scarecrows
  - Various 15/16 Projects
- 3 Lighting Poles on the Village Green
- 4 Plant New Trees along Balingup Brook (Transit Park)
- 5 Koolyir Mia Park Path
- 6 Re-seal Path Approaches to Balingup Pedestrian Bridge
- 7 Install Fencing along Balingup Brook

COMMITTEE IDENTIFIED PROJECTS (*revised)	ACTUAL EXPENDITURE	COMMITTED EXPENDITURE	TOTAL EXPENDITURE	UNSPENT FUNDS	RESPONSIBILITY	STATUS
1 Seal Village Green Toilet Floors	2,000	3,425	0	3,425	-1,425	Cr Bailey & Committee
2 Various Upgrades to Town Entrances	10,000	0	455	455	8,524	Committee
- Scarecrows	0	540	0	540		
- Various 15/16 Projects	0	482	0	482		
3 Lighting Poles on the Village Green	5,000	6,900	727	7,628	-2,628	Cr Bailey & Committee
4 Plant New Trees along Balingup Brook (Transit Park)	2,000	1,081	0	1,081	919	Shire
5 Koolyir Mia Park Path	2,000	603	0	603	1,397	Committee
6 Re-seal Path Approaches to Balingup Pedestrian Bridge	5,000	1,076	0	1,076	3,924	Committee
7 Install Fencing along Balingup Brook	6,000	5,865	0	5,865	135	Committee
<b>TOTAL EXPENDITURE</b>	<b>32,000</b>	<b>19,972</b>	<b>1,182</b>	<b>21,153</b>	<b>10,847</b>	Completed

Note project estimates revised at Committee meeting held on the 1st Feb 2017, refer minutes.

Note: Committee identified projects total equals \$32,000. Total Council Budget Allocations for the 16/17 year, including unspent budget fund from prior year, equals \$30,000. Balingup Townscape Committee will need to prioritise projects to align with the available Council Budget of \$30,000.