



SHIRE OF
HARVEY

A Breath of Fresh Air

Brunswick and Surrounding Areas Advisory Group **Minutes**

**Brunswick Recreation Grounds
Presidents Room**
Thursday 14 November 2024
4pm

1. Official Opening

Acknowledgement of Country

The Shire of Harvey acknowledges the traditional custodians of the land and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

2. Attendance

Community Representative (Deputy Chair)	Heidi	Bibby
Chief Executive Officer	Annie	Riordan
Councillor	Wendy	Dickinson
Community Representative	Carol	Rutter
Community Representative	Chris	Rutter
Community Representative	Tina	Wallis
Community Representative	Peter	Davis
Community Representative	Leanne	Jurice
Community Representative	David	Power
Community Representative	Nathan	Dawe
Director Community and Lifestyle	Suzie	Haslehurst
Acting Director Infrastructure Services	Shane	Faber
Director Sustainable Development	Simon	Hall
Manager Community Development	Ben	Rose
Manager Public Relations and Communications	Trish	Palmonari
Community Development Officer	Amy	Cleasby
Community & Lifestyle Administration officer (Minutes)	Nicole	Walsh

3. Apologies

Community Representative (Chair)	Julianne	Hill
Councillor	Alicia	Hitchcock
Director Corporate Services	Dean	Winter
Community Representative	Judy	Talbot
Community Representative	Bernard	Ridley
Community Representative	Gerald	Fry
Community Representative	Cameron	Parsons
Community Representative	Gary	Criddle
Community Representative	Mike	Kelly

4. Actions of Previous Minutes

Refer to Current Action Register (**Attachment 1**)

Action 41: Infrastructure Services to review signage at location to make clear dog on/off leash areas.

The Shire is currently reviewing the signage for potential amendment.

Action 43: Shire to send BRG power and lights design to the committee and organize infrastructure team to discuss with groups.

This action was in preparation for the Brunswick Show. This Action has been completed and has been removed from the Action Register.

Action 47: Shire informed that the Gazebo needs to come through Shire approval process. Sustainable Development to meet with Lions Club to discuss.

Meeting has yet to occur and is in progress.

Action 49: Provide feedback to Shire staff regarding the community preference for prioritisation for the renewal of Chanel Park playground including a half-court basketball court.

Reviewing Playground Strategy however this is low priority. In progress.

Action 50: Shire to investigate the IGA property populating Ridley Street including overflowing sulo bins, excess rubbish as well as broken down cars on verge of road. Community has issues with IGA trucks using shaded parking and not leaving any for community.

IGA are responding to the Shire and cleaning themselves. Two-hour signage was being considered and went to council however after receiving community feedback the motion was thrown. This Action has been completed and has been removed from the Action Register.

Action 51: Shire to ask Main Roads about banner poles. Investigate if banner poles can be inside the path overhead rather than over traffic.

Investigation completed and it is possible. Criteria needs to be met regarding application guidelines for advertising signage. This Action has been completed and has been removed from the Action Register. Refer to Action 69 for next stages.

Action 52: Shire to provide more info about Fire Mitigation actions

The Shire has identified areas that are Shire owned or reserves. The Shire fire mitigation officer undertakes slashing and spraying on an annual basis. Outside Shire reserves, rangers perform fire break inspections annually. If an area is deemed non-compliant, the Shire sends letters for owners to comply. This Action has been completed and has been removed from the Action Register.

Action 53: Shire to investigate advocacy to WALGA with regard to preventative fire mitigation to DFES and the challenges faced by community since the National Fire Danger rating system was implemented.

The Shire has investigated and there have been conversations regarding the new system as the Shire is not in support of the new two-tiered system. The old system is currently active. This Action has been completed and has been removed from the Action Register.

Action 54: Shire to investigate IGA carpark standard with concerns from community noted for potholes and overgrown trees.

This Action is a repeat of Action 50, has been completed and removed from the Action Register.

Action 55: Shire to investigate events information training session.

The Shire Marketing team has developed a video with instructions on how to locate and fill in the application process. Shire is looking at creating application templates for the website. The video is live. This Action has been completed and removed from the Action Register.

Action 56: Shire to investigate if the kitchen in the Brunswick Recreation Centre can be cleaned. The kitchen is not included in the Brunswick Ag Society lease and the cleaners don't seem to do the floors or toilets after events.

This was cleaned for Brunswick Show; the Presidents toilet seat was repaired however it is broken again. Toilet needs to be fully repaired.

Action 57: Shire to send letter of appreciation to the Youth Cattle Handlers to congratulate them on a fantastic event.

This Action has been completed and removed from the Action Register.

Action 58: Sustainable Development to investigate the municipal heritage information about the Brunswick Town Hall.

The existing listing is correct. The Shire will review the management structure of booking the hall, the kitchen, proper sanitisation and the dishwasher and include these items in the update. Reminder that things can be reported via Report It on the Shire website. This action is in progress.

Action 59: Governance to investigate the current management structure, to see if this something that can be changed.

The CEO has investigated Settlers Hall with reports existing of a lease in place since 1996 where they can independently set fees and charges. They have an obligation to providing their own cleaning and maintenance with income received from bookings to be reinvested into Settlers Hall. The Community is to put a request in writing for formal management to be implemented for council.

Action 60: Meeting for the BRG Mural to submit photos to be held on Friday 21 June at 4.30pm at the Presidents Room, Brunswick Rec Ground.

This action has been completed and removed from the Action Register.

Action 61: Apply to Main Roads to get Kelly Rd signed at a lower speed than the default 110km/h.

The Shire has discussed this with staff but unaware if an approach has been made to Main Roads and is in progress.

Action 62: Investigate uneven footpath outside Hairdressers

This Action has been completed and removed from the Action Register.

Action 63: Investigate concern that oven is not working in Rec Centre kitchen.

The oven has been fixed and this Action has been removed from the Action Register.

Action 64: Replace hazard tape and assess ongoing damage and safety of river walkway

The Shire has investigated and assessed that the bank is more stable. Hazard tape has been removed with no further damage tape required. This Action has been completed and removed from the Action Register.

Action 65: Brunswick Hall gets fully cleaned prior to Small Halls and Back to Brunswick events (to include cobwebs)

This Action has been completed and removed from the Action Register.

Action 66: Undertake street, verge and footpath cleaning / sweeping of town centre

The Shire contracts cleaners to attend to the footpaths around this facility every three weeks, as well as a street sweeper on going for Main Street. Community reports that The Lions had to undertake cleaning the memorial themselves prior to Remembrance Day, however the Shire had contractors cleaning in that location a few days prior. In progress.

Action 67: Infrastructure: apply asphalt to ground outside Animal Nursery at Showground for a carpark

This action was slightly amended to specify that the asphalt is for a carpark. Shire to investigate for the Mid-Year budget review. In progress.

Action 68: Provide Brunswick Football Club with map of oval that includes; Poles; power outlet locations with AMP's; lighting lux levels on the oval and surrounds

The Shire to provide basic maps however they will not be supplying electrical drawings. We are awaiting updated drawings for the map. In progress.

New Action 69: Shire to investigate proposal, measure against the application criteria and prepare to apply regarding the banner poles being inside the path overhead rather than over traffic.

This Action is a follow on from Action 51.

5. Community Roundtable

- Thanks given from the community to the Shire for the new Brunswick Showgrounds Mural
- Congratulations to the Brunswick community on the Brunswick Show, Small Halls and other events.
- Youth coordinator for the recreation centre has reported concerns around the pillars to the entrance of the centre. Concerns include potential unsteadiness.
- Congratulations to the new town team incorporation with a planning meeting in November to organize 2025 events. Family friendly movie night already underway for January 2025 along with food vans. Community to reach out to Infrastructure Services when events are finalized for the Shire to review emergency plans.
- Cattle Camp is booked for the last week of the school term 27th-29th March as the following weekends within the school holidays are occupied by the Harvey show, Easter weekend and ANZAC day.
- Burekup cricket club had inquired about the status of the oval as there are more teams investigating oval access. The club was advised to contact the Shire.

- Community will soon need to undertake planning events for the bi-centenary of the state and create a calendar of events.
- Idea suggested to mount a board near the mural and potentially incorporate it as a Lions Club project. Community to prepare a written proposal with expression of interest to be given to CDO Sarah Ryan and the Arts portfolio.

6. Agenda Items for Discussion

7. Shire Update

7.1 Office of the CEO

7.1.1 The requested 40km speed limit through Brunswick town was rejected by Main Roads due to the criteria not being met however the Shire will investigate further.

7.1.2 Main roads will undertake traffic counts on the Raymond Rd intersection onto Forrest Highway to look and plan for the future.

7.1.3 Clifton Road confusion has been addressed and the Shire is still considering possibilities of how to use the area.

7.1.4 Brunswick Cottages are making great progress. Selections have been made, forward works are 90% complete, contracted works are 70% complete and we are awaiting building permits.

7.2 Community and Lifestyle

7.2.1 School Holiday activation – planned for January 2025 in partnership with Brunswick CRC. All youth invited to Yarloop CRC's Waterslide event, 29 Jan 2025.

7.2.2 Sunset Festival (previously known as Youthchella):
14 Dec 2024, 5pm to 9pm. Community engagement opportunity with Flash Mob – check out the website!

7.3 Corporate Services

7.3.1 Brunswick Tennis Court update – The Shire is in the final stages of the design. Tying up lighting conduits and positioning where the poles will sit within the footprint. Facing design issues as the standards have changed and the existing poles currently sit within safety run off area. Hoping to go for tender with options next week.

7.3.2 Community Grants Timeline – Grant applications will open approximately two weeks earlier around the end of January and close two weeks earlier at the end of March to coincide with the new budget being adopted in June. The Shire will be allowing applications before acquittal. Community Grants Officer Amani Harvey and the CD team are happy to work with the community around ideas and submitting applications. The new grant application timeline will be publicized by the end of November.

7.4 Infrastructure Services

7.5 Sustainable Development

7.5.1 Community grants that involve building or physical works will go to Sustainable Development as well as meet with Community Development for early discussions.

8. Access and Inclusion

- 8.1 Access Audit Tour 2 postponed to March 2025 due to capacity.
- Anything urgent please contact CDO Amy Cleasby

9. Next Meeting

TBC pending Advisory Group review

10. Closure

This meeting closed at 5:15pm