



A Fortunate Place

Shire of Wickepin

# Agenda

Townscape & Cultural Planning Committee  
Council Chambers, Wickepin

## 2 September 2020



## Notice of a Townscape and Cultural Planning Committee Meeting

Please note that the next Townscape and Cultural Planning Committee Meeting of the Shire of Wickepin will be held on Wednesday 2 September 2020 at Council Chambers, Wickepin, commencing at 9.30am.

Certification: I have perused this agenda and am aware of all recommendations made to council and support each as presented.

Mark J Hook  
Chief Executive Officer

27 August 2020

### Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Wickepin for any act, omission or statement or intimation occurring during council/committee meetings or during formal/informal conversations with staff. The Shire of Wickepin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during council/committee meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Wickepin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Wickepin. The Shire of Wickepin warns that anyone who has an application lodged with the Shire of Wickepin must obtain and only should rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wickepin in respect of the application.

## Terms of Reference

### 1. Name

Townscape and Cultural Planning Committee

### 2. Members

Cr Fran Allan  
Cr Allan Lansdell  
Cr Sarah Hyde  
Cr John Mearns  
Kym Smith  
Sue Astbury  
Ted Astbury  
Tim Cowcher  
Kevin Coxon  
Margaret Fleay  
Helen Warrilow

### 3. Objectives

This Committee deals with issues relating to Townscape and Cultural Planning in the Shire of Wickepin and makes recommendations to the Ordinary Council meeting.

The Townscape and Cultural Planning Committee has no delegated authority.

The main functions of the Committee are to:

1. *Receive reports from the Chief Executive Officer and appropriately delegated officers.*
2. *Consider the material in the reports from the Chief Executive Officer and appropriately delegated officers.*
3. *Formulate recommendations to the Ordinary Council Meeting.*
4. *To represent to the Council the views of the community regarding Townscape and Cultural Planning.*
5. *To represent the Councils position in regards to Townscape and Cultural Planning to regulatory bodies and interest groups/committees.*
6. *To assist the Wickepin Council in developing a Townscape and Cultural Planning strategy.*

### 4. Scope/Jurisdiction

The Committee is appointed and empowered in accordance with the provisions of the Local Government Act 1995.

Resolutions/recommendations of the committee must first be considered and endorsed by Council prior to any action by a Committee Member or Chief Executive Officer.

### 5. Appointment of Committee Members

Council calls for written nominations for members of the Townscape and Cultural Planning Committee in October, to run in accordance with Council elections. Committee members are appointed by Council at the November Ordinary Council meeting.

### 6. Appointment of Committee Chair

A chairperson is appointed every second year at the first Townscape and Cultural Planning Committee meeting after the Local Government elections by the committee members.

## 7. Meeting Frequency

The Townscape and Cultural Planning Committee meets four times a year, on the first Wednesday of the month at 9.30am.

Meeting dates for 2020 are as follows:

Day	Date	Time
Wednesday	4 March	9.30am
Wednesday	3 June	9.30am
Wednesday	2 September	9.30am
Wednesday	4 November	9.30am

**8. Related Policies/Bylaws:** Nil.

**SHIRE OF WICKEPIN  
QUESTIONS FROM THE PUBLIC**

**Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.**

<b>NAME:</b>
<b>SIGNATURE:</b>
<b>ADDRESS:</b>
<b>TELEPHONE:</b>
<b>MEETING/DATE:</b>
<b>NAME OF ORGANISATION REPRESENTING (if applicable):</b>

<b>QUESTION:</b>

## SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

The Shire of Wickepin welcomes community participation during public question time. The following is a summary of procedure and a guide to completion of the required form.

- a. The person asking the question is to give their name and address prior to asking the question.
- b. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
- c. In order to provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating of the issue between the Gallery, Councillors or Officers is permissible.
- d. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
- e. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.
- f. Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).
- g. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
- h. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
- i. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
- j. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
- k. To enable all members of the public a fair and equitable opportunity to participate in Public Question Time, each person shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
- l. Questions to be asked at the meeting will be registered, and the priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
- m. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask a further two questions (with a two minute time limit) until the initial period for Public Question Time has expired.
- n. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.

## Table of Contents

1.	<b>ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)</b> .....	8
2.	<b>PUBLIC QUESTION TIME</b> .....	8
3.	<b>APPLICATIONS FOR LEAVE OF ABSENCE/APOLOGIES</b> .....	8
4.	<b>PETITIONS, MEMORIALS AND DEPUTATIONS</b> .....	8
5.	<b>DECLARATIONS OF MEMBER'S AND OFFICER'S INTEREST</b> .....	8
6.	<b>CONFIRMATION OF MINUTES</b> .....	8
7.	<b>STATUS REPORT</b> .....	9
8.	<b>NOTICE OF MOTIONS OF WHICH NOTICE HAS BEEN GIVEN</b> .....	9
9.	<b>RECEIPT OF REPORTS &amp; CONSIDERATION OF RECOMMENDATIONS</b> .....	9
9.1	– COMMUNITY DEVELOPMENT OFFICER'S REPORT .....	10
9.2	– HISTORICAL SITES SIGNAGE .....	15
9.3	– HISTORICAL PLAQUE DISPLAY .....	18
9.4	– DIRECTIONAL SIGNAGE: OLD CEMETERY-WICKEPIN .....	20
10.	<b>NOTICE OF MOTIONS FOR THE FOLLOWING MEETING</b> .....	23
11.	<b>REPORTS &amp; INFORMATION</b> .....	23
11.1	<b>OTHER MATTERS RAISED BY MEMBERS:</b> .....	23
12.	<b>URGENT BUSINESS</b> .....	23
13.	<b>CLOSURE</b> .....	23

**Agenda of a Townscape and Cultural Planning Committee Meeting held in Council Chambers,  
Wickepin, Wednesday 2 September 2020 at 9.30am**

The Chairperson declared the meeting open at      am.

**1. Attendance, Apologies and Leave of Absence (Previously Approved)**

Cr Sarah Hyde	Chairperson
Cr Fran Allan	Member
Cr Allan Lansdell	Member
Cr John Mearns	Member
Kym Smith	Member
Sue Astbury	Member
Ted Astbury	Member
Tim Cowcher	Member
Kevin Coxon	Member
Margaret Fleay	Member
Helen Warrilow	Member

Mark Hook	Chief Executive Officer
Michelle Hetherington	Community Development Officer
Mel Martin	Executive Support Officer

Apologies

Leave of Absence (Previously Approved)

**2. Public Question Time**

**3. Applications for Leave of Absence/Apologies**

**4. Petitions, Memorials and Deputations**

**5. Declarations of Member's and Officer's Interest**

**6. Confirmation of Minutes**

Townscape and Cultural Planning Meeting – 3 June 2020

**Moved / Seconded**

That the minutes of the Townscape and Cultural Planning Committee meeting held on 3 June 2020 be confirmed as a true and correct record.

**Carried /**



## 7. Status Report

Where a resolution is formal, procedural or lost it has not been recorded (e.g. confirmation of minutes, meeting behind closed doors, lapsed, etc.).

Subject/Action	Officer	Progress	Status	Comment
Yealering Progress Association – Red Telephone Box	CEO	That it be recommended that the Shire of Wickepin give a grant of \$1,500 to the Lake Yealering Progress Association to purchase the old Yealering Red Telephone Box.	✓	Tax invoiced received and paid to YPA to purchase phone box
AstroTourism	CEO	That it be recommended to council that council place \$8,000 in the 2020/2021 budget estimates for the Astro Tourism Towns WA project.	✓	Passed in 20/21 adopted budget. CEO holding discussions with Astro Tourism.

If not noted, please insert numbers of items once attended to and return sheet to CEO.

○ = in progress    ✓ = completed    ✕ =superseded

## 8. Notice of Motions of Which Notice Has Been Given

## 9. Receipt of Reports & Consideration of Recommendations

## 9.1 – Community Development Officer’s Report

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Michelle Hetherington, Community Development Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Michelle Hetherington, Community Development Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>26 August 2020</b>

**Enclosure/Attachments:** Nil

### Summary:

## COMMUNITY DEVELOPMENT

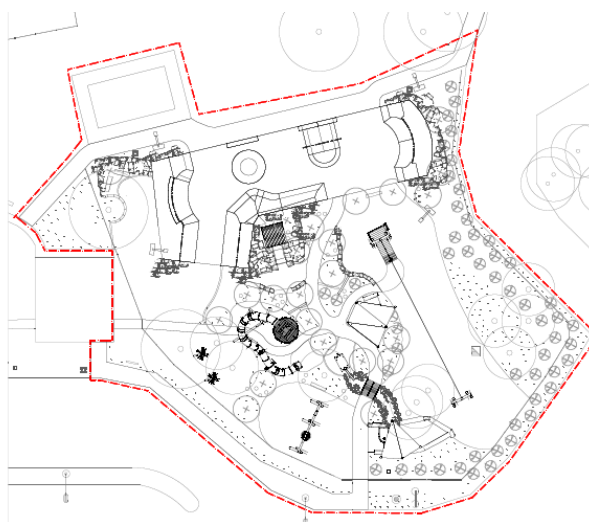
### Wogolin Road Recreational Area

- Construction drawings & specifications – including the skate park and half-court basketball have been finalised and have been delivered to the shire by Nature Play Solutions.
- CDO, Manager of Works and CEO to discuss work stages and roll-out strategy
- Procurement of quotes and preparation of grant applications.
- Research into possible funding sources/grant opportunities such as: Lotterywest, CBH, DITCRD - Community Development Grants Programme, DITRDC – Drought Communities Programme, FRRR.



8 Burnell Way  
Karratha WA 6170  
(08) 9341 1300  
play@natureplaysolutions.com.au

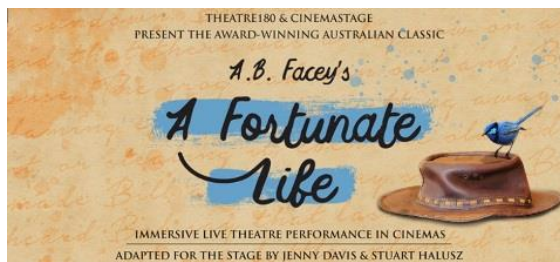
Wogolin Road Recreational Area  
Wickepin  
Nature Play Space Staging Plan 01



### St Johns Ambulance – Volunteer Service

- The CDO met with Clinton Hemley to discuss funding avenues for 3 x new Defibrillators – required by the Ambulance service costing \$32,000 each. To be placed in Harrismith, Yealering and Wickepin ambulances.
- Research: Community Cropping Fund, CBH Grass Roots, Lotterywest, Rick Wilson, Peter Rundle, FRRR - Foundation for Rural & Regional Renewal.

## A Fortunate Life – Theatre/Cinema Event



- Booked for March 20 2021 – Wickepin Town Hall. Waiting on confirmation from event organisers – Theatre 180 & Big Sky Entertainment.
- Planning/budget for the event, promotion, and ticketing plus pre-show drinks/nibbles.
- Albert Facey Homestead open day, historical display/exhibition in the Town Hall (board room).
- The amount of \$6,500 has been allocated for the event in 2020/2021 adopted budget.

## Albert Facey Homestead – Volunteer Drive



An afternoon tea was held on Tuesday, August 18, 2020 to encourage volunteers to join the Homestead committee/maintenance roster. Advertised in the Watershed and on social media.

## Albert Facey Homestead – 20 Year Anniversary of re-location

A sub-committee has been formed with Linley Rose and Libby Heffernan – to organise an informal celebration to acknowledge the 20 year anniversary of the homestead being located in the Wickepin town centre.

- Picnic on the lawn area adjacent to the homestead
- Music + stalls, displays
- Exhibits – Railway Building & Town Hall
- Invitations to previous council members, Facey family, volunteers etc.
- Promotion: Press, radio, social media, tourism portals
- Cross promotion – “A Fortunate Life’ stage production

## Town Hall – Replace Stage Curtain

- Quotes have been acquired for new stage curtain and tracking at the Wickepin Town Hall.
- Stagecraft – estimate: \$4,450+GST  
Drapes are required to be fire rated. The tracking system allows for all hardware, master carriers, floor pulleys etc. to allow the opening and closing operation.  
Price would include travel and installation.
- Application for CBH Grass Roots funding has been approved by the Council

## War Memorial Upgrade

- Re-submission of grant application for next round ‘Saluting their Service Commemorative Program: Closing 11 February 2021.

## Art/Historical artefacts Inventory & Display

- Discussion with Libby Heffernan and Linley Rose regarding possible storage and permanent display area in the Town Hall (old Road Board office)
- Council owned art / historical artefacts etc - Display system, lighting, cabinets and maintenance.

## The Purple Bench Project

- Proposed by Cr Mearns - The Women's Council for Domestic and Family Violence Services (WA) has launched a series of purple benches in public spaces to honour all victims killed as a result of domestic and family violence. This initiative is supported by local government and members of parliament.

Quotes: New Heavy Duty bench – Aluminium slats \$1,463+GST. Plaque \$215+GST. Painting \$120.

Approved by Council: Paint the existing bench in the council garden.

### The Purple Bench Project



## Town Teams

- Research and funding possibilities: FRRR - Foundation for Rural & Regional Renewal, Lotterywest, DITCRD - Community Development Grants Programme.

## Other

- Sam Trailer – September 5, 2020. Market Day, BulldustNback event, Football semi-finals to be hosted in Wickepin.
- Health Centre – Restoration of floorplans: Originally Wickepin Hospital. Met with Catroina – Nurse Practitioner at the centre to discuss - Community Grant application.
- BulldustNBack – Organise catering for lunch for event (69) participants at the Albert Facey Homestead. (September 5, 2020) Coordinate with the Wickepin Primary School P&C.
- Test new Screen Projector – maintenance on other screening equipment (smart box). Check if in working order and available for hire.

## ECONOMIC DEVELOPMENT & TOURISM

### Southern Wheatbelt Self-Drive | Drive the Line

- Touched base with CDO's from Narrogin, Pingelly, Brookton, Cuballing, Wagin and Dumbleyung – Continued liaison and work on concept, planning and development of the 'Drive the Line' project.
- Collaborative destination marketing of the southern Wheatbelt subregion and to raise the profile of local assets unique to the area. Target day-tripper and weekender segments.

## Caravanning Australia

- Promotion (Print & Digital) + Editorial. Spring 2020



## Signage

The CDO met with Libby Heffernan and Lee Parker – explored new signage ideas with additional information for historical sites around the Shire.

- Malyalling sports ground – There is already a sign on the main road but doesn't detail the layout of the structures or activities.
- Dorakin Church site – situated on the North Tincurrin Road
- Ten Mile Tennis club
- Toolibin townsite – There is no map to indicate the position of the store, football field or school.
- Tincurrin hall – The hall is still standing but is no longer in use.
- Jewish Settlement – A very significant site for Wickepin's development.

History group members are happy to do the research for the signs.

- Plaque display on historical trail – mounting & placement of electricity & water supply plaques.
- Maintenance: Wickepin War Memorial (tarnished plaques) & outdoor gym equipment (faded signage).
- Old Cemetery – Entry signs need updating: Williams-Kondinin Rd & Old Cemetery Rd.

## Community Grants

The following community grants have been funded in the 2020/2021 adopted budget

- |                                  |         |
|----------------------------------|---------|
| • Lake Yealering Progress Assoc. | \$7,200 |
| • Wickepin Golf Club             | \$6,136 |
| • Wickepin District Sports Club  | \$3,935 |
| • Wickepin Bowling Club          | \$3,026 |
| • Toolibin Tennis Club           | \$2,500 |
| • Wickepin Football Club         | \$1,600 |
| • Wickepin Community Shed        | \$1,582 |
| • Lake Yealering Bowling Club    | \$1,500 |
| • Lake Yealering Progress Assoc. | \$1,500 |
| • Wickepin Tennis Club           | \$908   |
| • Wickepin History Group         | \$591   |

## Short Term Accommodation

- The council has allocated \$114,000 in the 2020/2021 adopted budget for short term accommodation units located at the Wickepin Caravan Park.

## Research

- Investigating new tourism ideas for the Shire - looking at successful projects, events and promotions in other similar regions plus suggestions/ideas from the local community.

## SOCIAL MEDIA

- Social media management & posts to Facebook & Instagram (photography).



## SPORT & RECREATION

### FloorBall

- Grant funding has been received from the DLGSC.
- Met with CEO and Dorry from Wickepin Police regards moving ahead with the venture.
- Quotes on equipment and contact with Floorball Association regards training, hosting an exhibition game and possible timeframe.

### 'Watch Around Water' Event – Swimming Pool

- Grant application assistance – Pip Ellis (Pool Manager).

### Gym – (Proposed) Located in the under-croft area of the sports club

- Research / feasibility - Discussion with CEO and Dorry Grzinic (Police)

## GOVERNANCE OTHER

- Liaison with CEO, DCEO, ESO & Manger of Works on ideas, project status and works to be undertaken in the Wickepin area.
- Budget planning for 2020/2021
- Attended Albert Facey Homestead Committee Meeting (03/08/2020)
- Liaison with the Southern Wheatbelt CDO network

**Financial Implications:** Nil

**Strategic Implications:** Aligns with Strategic Community Plan 2018 -2028.

**Statutory Environment:** Nil

**Policy Implications:** Nil

### Recommendation:

That the report from the Community Development Officer dated 26 August, 2020 be accepted.

**Voting Requirements:** Simple majority

## 9.2 – Historical Sites Signage

<b>Submission To:</b>	<b>Ordinary Council</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Michelle Hetherington, Community Development Officer</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Michelle Hetherington, Community Development Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>26 August 2020</b>

**Enclosure/Attachments:** Nil

### Summary:

The Townscape Committee are being asked to consider the purchase of new signage for significant historical sites within the Shire of Wickepin.

### Background:

The CDO received the letter below from the Wickepin History Group in regards to signage at historical sites.

## Wickepin History Group

### Signage for Historical sites

I refer to our discussion and recent shire tour regarding the possibility of installing signs at historical sites within the shire.

The Wickepin History Group are aware of some significant historical sites where communities came together and in some cases still do, and we feel they need to be recognised for the community and visitors who had decedents in this district. These sites indicate the development of our shire and we believe should be identified.

The sites identified so far are:

- Malyalling sports ground – There is already a sign on the main road but doesn't detail the layout of the structures or activities.
- Dorakin Church site – situated on the North Tincurrin Road
- Ten Mile Tennis club
- Toolibin townsite – There is no map to indicate the position of the store, football field or school.
- Tincurrin hall – The hall is still standing but is no longer in use.
- Jewish Settlement – A very significant site for Wickepin's development.

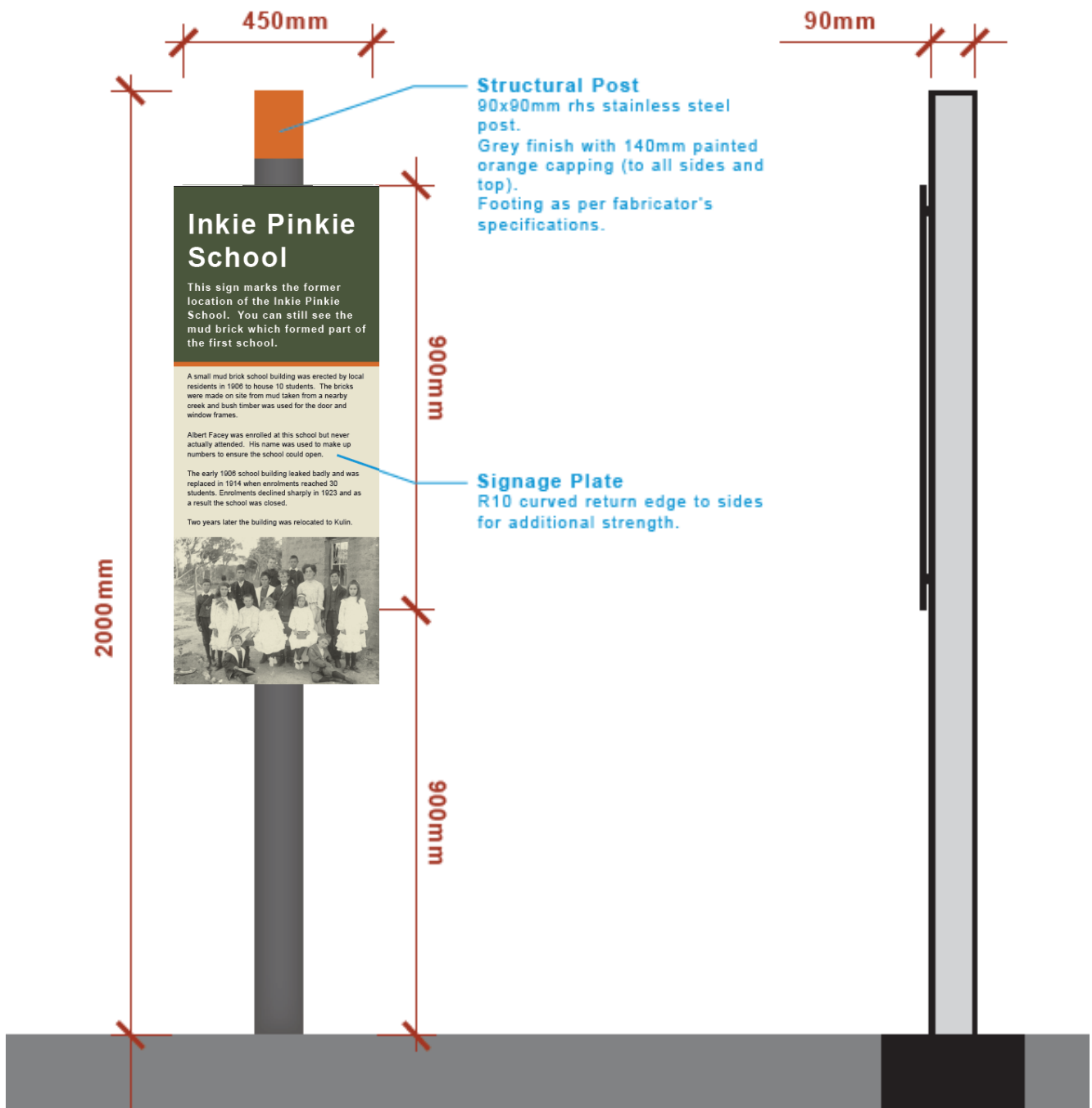
There are a few more sites yet to be investigated, but the above we feel would benefit from a sign of recognition to denote their importance. Nearly all sites have a plaque to mark their significance to our shire but most have no additional information.

The history group members are happy to do research with regard to the information to go on the signs. I am happy to speak further on this matter.

### Comments:

The CDO met with Libby Heffernan and Lee Parker and explored historical significant sites within the shire. Discussed signage which includes additional information about the history of the areas including Dorakin, Malyalling Rock, Jewish Settlement, Toolibin Store and Tincurrin.

Signage to conform to shire standards as per example below.



**Statutory Environment:** Local Government Act 1995

**Policy Implications:** Nil

**Financial Implications:**

Cost for 2 signs – production and installation would be approximately \$1,500.  
 There are currently funds in CDO projects allocated in the 2020/2021 adopted budget that will be used for the purchase of these signs.

**Strategic Implications:** Aligns with the Strategic Community Plan 2018 -2028.



# infrastructure

## GOAL 4: Maintain Shire owned facilities in a strategic manner and also to meet community needs

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
4.1 Asset Management Plan is developed and adopted 4.2 Encourage greater usage of current Shire owned facilities	4.3 Asset Management Plan is reviewed 4.4 Support the improvement and maintenance of assets in a strategic manner	<ul style="list-style-type: none"> <li>- Level of facility usage is maintained and increases</li> <li>- Level of community investment into facilities and equipment</li> </ul>	Asset maintenance and preservation is in line with community needs and Shire financial resources

### Recommendations:

That council purchases signage for 2 historically significant sites – to be nominated in consultation with the Wickepin History Group and that signage to be designed and manufactured to the Shire of Wickepin specifications.

**Voting Requirements:** Simple majority.

## 9.3 – Historical Plaque Display

<b>Submission To:</b>	<b>Townscape &amp; Cultural Planning Committee</b>
<b>Location/Address:</b>	<b>Whole Shire</b>
<b>Name of Applicant:</b>	<b>Wickepin History Group</b>
<b>File Reference:</b>	<b>CR.MEE.206</b>
<b>Author:</b>	<b>Michelle Hetherington, Community Development Officer</b>
<b>Disclosure of any Interest:</b>	<b>Nil</b>
<b>Date of Report:</b>	<b>26 August 2020</b>

**Enclosure/Attachments:** Nil

### Summary:

The Townscape Committee are being asked to consider that the council supply funding for the mounting and placement of 2 historical plaques – Wickepin Electricity Supply and Wickepin Water Supply.

### Background:

The CDO received the letter below from the Wickepin History Group in regards to the placement of 2 historical plaques.

## Wickepin History Group

### Proposed plaque display

The Wickepin History Group is aware that there are two large plaques in Mark's office which refer to the establishment of the electricity and water supply to the townsite of Wickepin. The History Group regard these as significant reminders of the development of the town and as such would like to see them displayed on the historical trail as points of interest.

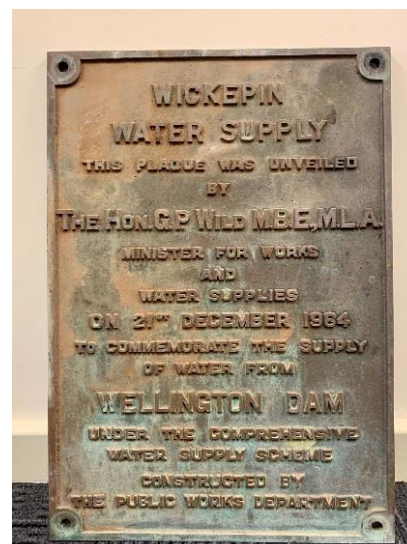
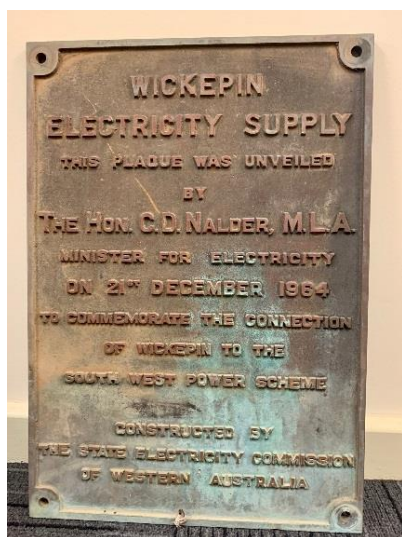
Our recommendation to the Townscape committee is that they be mounted on timber instead of stone as this reflects the timbers used in the War Memorial plaque displays.

We are happy to be involved in the placement decision if the Townscape committee believes this is a worthwhile project. The History Group also has another much small plaque which relates to the electricity development of the town which could also be installed on the trail.

I am happy to talk further on this matter

### Comments:

Will require consultation between the CDO, CEO, Manager of Works and Historical Group in regards to the ideal positioning of plaques within the Shire of Wickepin. The plaques are currently stored in the shire office.



**Statutory Environment:** *Local Government Act 1995*

**Policy Implications:** Nil

**Financial Implications:**

Cost to mount the 2 signs on timber posts and install would be approximately \$400.

There are currently funds in the CDO projects allocated in the 2020/2021 adopted budget that will be used to fund this project.

**Strategic Implications:** Aligns with the Strategic Community Plan 2018 -2028.

## infrastructure

### GOAL 4: Maintain Shire owned facilities in a strategic manner and also to meet community needs

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
4.1 Asset Management Plan is developed and adopted 4.2 Encourage greater usage of current Shire owned facilities	4.3 Asset Management Plan is reviewed 4.4 Support the improvement and maintenance of assets in a strategic manner	<ul style="list-style-type: none"> <li>- Level of facility usage is maintained and increases</li> <li>- Level of community investment into facilities and equipment</li> </ul>	Asset maintenance and preservation is in line with community needs and Shire financial resources

**Recommendations:**

That council mount the Electricity Supply and Water Supply plaques onto timber posts similar to that used in the War Memorial and determine appropriate positioning in consultation with the Wickepin History Group.

**Voting Requirements:** Simple majority

## 9.4 – Directional Signage: Old Cemetery-Wickepin

Submission To:	Townscape & Cultural Planning Committee
Location/Address:	Wickepin
Name of Applicant:	Michelle Hetherington, Community Development Officer
File Reference:	CR.MEE.206
Author:	Michelle Hetherington, Community Development Officer
Disclosure of any Interest:	Nil
Date of Report:	26 August 2020

**Enclosure/Attachments:** Nil

### Summary:

The Townscape Committee are being asked to consider that the council update the directional signage to the Old Cemetery site in Wickepin.

### Background:

The current directional signage to the Old Wickepin Cemetery is not very prominent and the sign at the end of the road does not conform with Shire of Wickepin standards. The CDO has been requested to look into the matter.

### Comments:

Photos below indicate current signage at the junction of Williams-Kondinin Rd and Old Cemetery Rd.



**Statutory Environment:** *Local Government Act 1995*

**Policy Implications:** Would be carried out in accordance with Shire of Wickepin Policy 8.1.14

## Private Roadside Directional Signs

**OBJECTIVE:** Address consistency and desirable visual appearance of local authority signage throughout the Shire of Wickepin and promote signage that is easily read and identifies with the Shire of Wickepin, via the use of a logo and common style lettering which “fits” with the same.

It aims to ensure that all private signs on Council controlled reservations follow the stated guidelines.

The erection of standard directional signs on Council controlled reserves should comprise of dark green lettering on a cream beige background with a width of no more than 150mm and lettering of no more than 100mm.

Signs are to be placed on Council's existing road signposts where possible. Signs are to state either the name of the person, stud or property and no combinations will be allowed.

Any advertising signs must be located on private property and not a Council reserve.

When new Shire of Wickepin signage are required, or existing signage requires replacement, the green beige colour scheme using the Banksia symbol shall be used in the following formats:

- Shire of Wickepin facilities and property location directional signs are to incorporate the Shire of Wickepin crest.
- Directional road signs are to incorporate only a single name or title.

The Shire of Wickepin entry signs are to be based on the format presented in the Regional Shire of Wickepin Planner's Report, that format generally incorporating the lettering/font, graphics and colour scheme as described in this policy.



Directional Sign - White lettering on a blue background



Heritage Sign - White Lettering on a brown background



Shire of Wickepin Road Sign



Shire of Wickepin Directional Sign

### Financial Implications:

Cost of signage – production and installation would be approximately \$500

There are currently funds available in M0159 Old Cemetery Road in the 2020/2021 adopted budget that will be used for the purchase of these signs.

**Strategic Implications:** Aligns with the Strategic Community Plan 2018 -2028.

## infrastructure

### GOAL 4: Maintain Shire owned facilities in a strategic manner and also to meet community needs

SHORT TERM STRATEGY	MEDIUM TERM STRATEGY	POINT OF MEASUREMENT	10 YR OUTCOME
4.1 Asset Management Plan is developed and adopted 4.2 Encourage greater usage of current Shire owned facilities	4.3 Asset Management Plan is reviewed 4.4 Support the improvement and maintenance of assets in a strategic manner	<ul style="list-style-type: none"> <li>- Level of facility usage is maintained and increases</li> <li>- Level of community investment into facilities and equipment</li> </ul>	Asset maintenance and preservation is in line with community needs and Shire financial resources

### Recommendations:

That council updates the directional road signage on Old Cemetery Road in accordance with council's Policy 8.1.14

**Voting Requirements:** Simple majority.

**10. Notice of Motions for the Following Meeting****11. Reports & Information****11.1 Other matters raised by members:****12. Urgent Business****13. Closure**

The next Townscape and Cultural Planning Committee meeting will be held on Wednesday 4 November 2020.

There being no further business the Chairperson declared the meeting closed at