



## **WANDI PROGRESS ASSOCIATION**

### **MINUTES OF THE ANNUAL GENERAL MEETING HELD ON WEDNESDAY 21<sup>st</sup> OCTOBER 2020 AT 7.00PM AT WANDI COMMUNITY CENTRE, 302 DE HAER ROAD, WANDI**

**NOMINATION FORMS COLLECTED:** No other nominations received

#### **OPENING OF MEETING**

Ken Workman, President 2019/2020, opened the meeting at 7.11pm and welcomed all residents. Ken also welcomed the guest speakers Mayor Carol Adams (City of Kwinana), Rod de san Miguel (City of Kwinana), Ian Abel (City of Kwinana) and Craig Treeby (Captain Mandogalup VBFB).

Ken outlined the Covid 19 restrictions in place for the meeting.

**PRESENT:** Residents as per attendance list

**APOLOGIES:** Councillor Wendy Cooper (COK), Jenny Marslen (City of Kwinana), Barbara Powell (City of Kwinana), Callum Prior (City of Kwinana), Amanda and Gary White, Lorraine Civin, Jim and Ann Russell.

#### **CONFIRMATION OF MINUTES OF 16<sup>th</sup> OCTOBER 2019 AGM**

***John Lombardo moved that the minutes of the 16<sup>th</sup> October 2019 AGM be accepted.  
Seconded by Rod Cocks. PASSED.***

**BUSINESS ARISING FROM October 2019 AGM: Nil**

#### **REPORTS:**

**PRESIDENT:** Ken Workman -

It is 12 months since I took on the role as President of The Wandí Progress Association Inc and with COVID 19 what a year it has been with our community focus on helping the members of the many groups/clubs and individuals that use our facilities.

The Progress Association is an incorporated body that acts as your local resident committee and is made up of volunteers. The committee with assistance from members of the community do an amazing job in maintaining and improving these facilities with the COK.

We also manage the bookings and hiring out of the various areas within the community centre and are the point of contact for a wide range of groups and clubs that use them. We are very proud of the number of clubs/groups that need an area or place to start their group and be a place that can cater for initial low membership and keep cost base reasonable to let groups develop over time. The clear benefit to the community is seeing members enjoy such a wide range of activities and then develop long term friendships, enjoy fellowship, and develop diverse interests from their various activities and our website displays information on these groups.

## 1.Impact of Covid 19

Many community and volunteer groups were significantly impacted by the COVID 19 phased restrictions and initially needed to disband their normal meetings when the community centre was required to be closed. They have had to change the way their club/group operated and sadly we saw many hirers having to cancel important events that would have no doubt been to celebrate friends/ families with significant planned milestones.

Your committee with the members of many local clubs/groups have needed to implement the various changes to meet the various COVID 19 phases in line with the state and local government guidelines. Significant additional responsibilities and obligations were placed on many members of these groups in order to be compliant.

I would like to thank the City of Kwinana COVID 19 coordinators who greatly assisted with information sessions in conjunction with the whole WPA committee for assisting and managing this additional workload. If I can make a few special mentions being our secretary Mark Wells for attending many COK Zoom sessions and then getting the information out and then following up groups/clubs to ensure guidelines required had been implemented. Also, our Booking/Facilities committee member Debbie Cocks for her work in helping and managing so many disappointed hirers with their cancellations/refunds and of course our Projects committee member Rod Cocks for his ongoing on the ground and club/group support wherever required.

I know some of the many representatives of the various clubs/groups that use our facilities have appreciated the help provided but without your understanding and the hard work done by yourselves to implement the COVID 19 guidelines which included detailed safety plans.

## 2.Positive Outcomes: Through community strength and resilience

We have received from many users/hirers feedback of support and you quickly gain some appreciation of the importance of the Wandi community centre to their members. Previously ,and easily taken for granted ,the ability to undertake normal club/group activities and socialise/mix at our community centre during the restricted period was taken away with many members feeling a loss of sense of purpose which unfortunately impacted on some of their health and wellbeing.

The City of Kwinana actively provided support to us to help members through and we have worked much closer with them to access information on government programs that are available to help our residents followed by regular updates.

Fortnightly but now monthly Zoom teleconference meetings were introduced not just on COVID 19 matters but on wider community subjects. This became a much needed forum to provide feedback from our local residents which has been very useful and we look forward to working

more closely with many of the other community and resident groups in the city to share ideas and resources.

### 3. Back to the future

The Wandí community centre is up and running and open with phase 4 COVID 19 guidelines in place. Many of the activities including Landcare programs have recommenced and we encourage you to check the consistently posting on our Facebook page and webpage along with articles in our Warbler magazine.

- A) Some local initiatives with the City of Kwinana included post/rail poles fencing being replaced along the community centre road boundary fence with the old poles donated to the community for their use which was well received by residents and clubs.
- B) We are working with the City to upgrade signs for our oval for dog use being an on leash and the installation of doggy poo bag dispensers to assist with other users of the oval.
- C) Information and directional signs for the walk trail on Lake Magenup have deteriorated to point of need of replacement. This will be a great Landcare project as it is such a special area for walkers and outline points of interest. Thank you to local residents Gail and Keith for their ongoing assistance with this project.
- D) Our recent community native tree planting day coordinated by Landcare committee member (Gary White) was held recently and was really well attended and a successful day.
- E) Resident feedback on level and speed of traffic on De Haer Road was submitted to COK and recently monitored by the Main Roads department and although peak hour volumes are high the average speed was 88Kmh so please expect some police monitoring.
- F) We have been involved in submitting information to the COK "Love my Kwinana" program with feedback being sought on what the city needs and what the city may look like in the future around connectivity and Mayor Carol may talk more on this matter.
- G) Our existing Community centre management agreement expired a number of years ago and although it is under a temporary extension we have had a very difficult/time consuming and protracted period in negotiating with the COK over terms of any acceptable new agreement. Unfortunately, this came to a point that late last year these negotiations were suspended by us as the proposed financial obligations and the additional level of risk and management sought from this volunteer organisation was considered unacceptable. That said we will keep an open mind should negotiations recommence we can provide further feedback.

Final plug we are always looking for members of our community to join our committee and bring your different experiences, views and skills and you would be most welcome. We meet on the third Wednesday of each month at 7pm in the evening in the Resources centre building.

Finally I would like to acknowledge our three life members (Rod Cocks, Les Whiddett & Deb Cocks) who have 100 years + volunteer service to date on the Wandí community centre and remain active committee members

On behalf of the committee we wish all of you and your families the best of good health and happiness for the future during these demanding times.

**TREASURER:** Amanda Marshall -

## Wandi Progress Association of WA (Inc.)

### Treasurer's Report for the year ended 30 June 2020

#### **Financial Situation**

Wandi Progress Association began the financial year with equity of \$138,878. An operating surplus of \$7,658 has been recorded for the year ended 30 June 2020, along with capital donations for the dust extraction system totalling \$40,426 resulting in closing equity of \$186,962.

#### **Income**

Income totalled \$35,586, the majority of which was generated from hire fees for the hall and facilities (\$30,785). Income was lower than prior year on account of COVID-19 restrictions preventing the hiring of the facilities at the beginning of 2020. Donations were the next biggest contributor with funding received from the City of Kwinana for the annual Neighbour Day event (\$3,000). Unfortunately, the event had to be cancelled due to COVID-19 however as our vendors had already been paid the funding was not required to be returned.

#### **Expenses**

Expenditure for the period totalled \$27,929 with the main costs incurred relating to cleaning and maintenance of the facilities (\$12,639), depreciation on assets capitalised (\$8,825) and costs incurred in relation to hosting the Neighbours Day event (\$3,433 – for which a \$3,000 donation was received from the City of Kwinana).

#### **Capital Donations**

Donations from Lotterywest (\$25,881), the Wandi Woodturners (\$10,000) and the Bendigo Community Chest (\$4,545) were received towards the installation of a dust extraction system in the Pavilion. As these funds relate to a capital purchase they have been separated out from the operating surplus of WPA to provide members a clearer picture of the performance of the facilities during the year ended 30 June 2020.

#### **Property & Equipment**

During the year we installed a dust extraction system (\$50,882) and air conditioning in the Pavilion (\$9,483). All property and equipment has been depreciated in accordance with the Associations accounting policies which accompany the attached financial statements.

The building maintenance fund was utilised during the year to sand the floor in the Pavilion and perform electrical repair work depleting the balance to \$3,361 at 30 June 2020 (30 June 2019: \$5,211).

#### **Audit**

Steve Thomson has completed the audit of WPA accounts for the year ended 30 June 2020, and the audit statement is attached. An audit of the accounts is required to comply with the constitution and provides good governance, but is not required under the Associations Incorporation Act 2015.

Amanda White

Amanda sent the full audited Financial Statement and Auditors Report to the meeting which was presented to those present.

**Motion: Rod Cocks moved that the Treasurer's report be accepted. Seconded by Wayne Tentori. PASSED**

**FACILITIES:** Debbie Cocks -

### **Facilities Hiring Report 2020**

#### **Recreation room permanent groups are: -**

Monday & Thursday evenings – Gleca

Tuesday f/nightly morning - Home schooling

Friday evenings – Forward in Faith Church group

Sunday mornings – Forward in Faith Church group

Plus, a number of casual hirers e.g. Woodturning weekend workshops & guest turners, Quiz nights

City of Kwinana 2019 Seniors Christmas Lunch 12/12/19 not sure about 2020 & other Landcare & Council workshops but due to Covid none for 2020

#### **Woodworking Groups permanent groups in the Pavilion are:**

Monday morning – Woodturning

Tuesday morning - Scrollsaw club

Wednesday morning – Woodturning

Thursday 1<sup>st</sup> & 3<sup>rd</sup> evening - Woodturning

Friday alternate f/nightly all day – Embellishment/ Resin Woodworking group

#### **Resource Centre permanent groups are: -**

Monday morning – Wandie Carving group/ Carving Guild & every Saturday morning

Monday evening - Forward in Faith Church group

Friday morning – Marquetry group

Saturday morning – Kwinana Church group – **did not return after Covid**

Sunday morning – Sunday school Forward in Faith Church group

New 2020 – Matt the Music Man: Mon – Thurs approx. 2hr afterschool / day

WAWA (W.A. Woodturners Assn.) is the governing body of all the woodturning groups in W.A & has made Wandu their home & work out of the Resource Centre Office& have monthly meetings on Wednesday afternoons.

### **Smithy's Fitness Gym in the Shed most days or evenings**

#### **Clubrooms permanent groups are: -**

Monday evenings - 5.30pm – 7pm Oakford Courageous Girl Guides

Tuesday morning – Playgroup

Tuesday evening 1<sup>st</sup> & 3<sup>rd</sup> – Southern Exposure Photography Club

Wednesday evenings – Airbrushing lessons (8-week courses)

Thursday mornings – Home Schooling Arts & Crafts – did not come back after Covid

Sunday Mornings – Dragon Bay Archery

SCA Medieval group & June LWE – cancelled in 2020 due Covid

Plus, many children's birthday parties held on weekends

#### **Hall permanent groups are: -**

Saturday (last) - Perth New Beginnings social club & many other members hiring's

Sunday 2<sup>nd</sup> of each month – Warhearts LARP Group

Caravan & Camping groups for overnight stays approx. 3 or 4 a year. 1 new group for Dec 2020

SCA Medieval group June LWE - cancelled in 2020 due Covid

Plus, many other Hall bookings on the free weekends

Covid has caused many hours of extra work for us as all people making bookings must fill in and sign & return to us 3 days before their event

1. COVID -19 Safety Plan
2. COVID-19 CONDITIONS OF USE

### **PROJECTS: Rod Cocks -**

#### **Projects Report 2020**

The year has been unusual with some form of general maintenance being completed on all buildings.

Building use was down but still we had rainwater treatment plant issues from low use, not enough water going through the system to keep it flushed out. We were unaware that low use would cause any problems even though we were flushing toilets and running taps at times.

Electrical appliances in the Community Centre we turned off fridges, microwaves, etc. fridges were emptied of any food and freezers defrosted and cleaned.

The Resource Centre verandah had a small infestation of termites that was treated by City of Kwinana and damaged bearers replaced, the WPA supplied jarrah floor timber from the original building so the council's contractor could complete the repair.

Woodturning club upgrade the workshop lighting at their cost with grant assistance, high bay LED lights were used, they are very happy with the result.

The City of Kwinana have advised they have a program to remove all asbestos from their facilities. The Resource Centre contains asbestos and the City of Kwinana has programmed the asbestos removal in mid-January 2021. There maybe an affect on the groups that hire the resource centre.

### **Future Projects**

Some form of cooling for the Wandi Hall. The facility currently has ceiling fans.

Pavilion covered entry area and seating over existing concrete path.

City of Kwinana sealing of the limestone carpark outside the Pavilion including fencing and gates to improve security. Was delayed due the Covid costs.

All water tanks are full and ready for summer.

Rod advised that during the Covid shutdown there was a concern about the security of the Wandi Community due to the fact users were not using the facility and there were less people around. Rod thanked the City of Kwinana for the increased patrols of the City Watch service. The suggestion was made regarding CCTV installation to assist in the security of the premises. Rod advised it is on the list but at this time the cost of installation would outweigh any benefits.

**LANDCARE:** Gary White

### **Landcare Report 2020 AGM**

This was my first year in the role of Landcare Coordinator and what a year it was!

This year community groups were offered the opportunity to apply for grants under the City of Kwinana's Greening Fund. With the Committees support we lodged an application for \$20,000 to overhaul the bush area adjacent to De Haer Road by the entrance to the community centre. This involved mulching, 12 months of weed control and replanting. A lot of time and effort went into securing the necessary support and documentation for submission but unfortunately due to COVID-19 the grant allocation has been delayed. We are hopeful that in the new financial year this great initiative will get under way again and we will be able to proceed with this work to help beautify the area.

The Plastic Free July campaign took place again this year, a worthwhile chance for households to consider their plastic footprint and consider ways they can eradicate or reduce this going forward. Small steps like using reusable produce bags and not using straws are all good starting points.

Despite COVID-19 we were still able to hold the annual tree planting event at Lake Magenup – all be it slightly later in the year on Sunday 2<sup>nd</sup> August. We had around 30 volunteers show up and managed to plant almost 800 tube stock of local native plants which was a fantastic result (and nearly double the prior year!). This and other tree planting days held around the City are crucial to helping revegetate the land to benefit the environment and future generations.

This position has provided a great opportunity to get more involved in the local environment and I would invite all community members to consider the role they play in improving and protecting our precious resources for future generations.

## **ELECTION OF THE 2019/2020 EXECUTIVE AND COMMITTEE**

The nominations were

President:	Ken Workman
Vice President:	Les Whiddett /Rod Cocks
Secretary:	Mark Wells
Treasurer:	Amanda White
Committee:	Debbie Cocks, Wayne Tentori, Debbie Tentori, Chris Barnes and Gary White

Moved John Lombardo Seconded Marg Wyllie that the above members be elected to executive and committee. Passed.

## **2020/2021 PRESIDENT'S RESPONSE**

Ken Workman thanked the members that volunteered for the committee. Ken asked the Wandi community to continue providing advice and suggestions to the Progress Association and to continue to assist in projects in the community.

## **GUEST SPEAKERS-**

### **1. Carol Adams (Mayor City of Kwinana)**

Mayor Adams was welcomed by Ken to address residents. Mayor Adams congratulated the WPA committee for its work and the Wandi community for their support of the committee. Mayor Adams had been provided with a list of current issues in Wandi by the Wandi Progress Association which were addressed one by one.

*1. Anketell Road widening as part of the new port and infrastructure upgrades. What is the current status of the proposed upgrade to the intersection of Anketell and Lyon Roads (a roundabout was/is planned)?* Main Roads WA have designated Anketell Road for widening with the time frame not known at this time. There is a current plan to widen Anketell road between Lyon Rd and the Freeway with no plan for a roundabout at the intersection of Lyon Road and Anketell Road, until the future status of Anketell Rd has been determined. Further residential development along Anketell Road will not be permitted until future plans have been completed. Parts of properties along Anketell Road have been designated special planning control areas. Mayor Adams suggested the City of Kwinana could approach the WAPC or the Westport taskforce could be approached to meet with local residents to address their concerns.



2. *Rowley Road. There have been previous plans to widen Rowley Road to accommodate more traffic lanes. Is this still under consideration?* The State Government has been considered as a freight link. Rowley Road is constrained in the vicinity of the Kwinana Freeway due to residential development. The City of Cockburn is working on a plan regarding the safety of the Rowley Road and Lyon Road intersection due to poor sight lines of traffic at the intersection.

3. *Cosco site on Thomas Road. Noted recent press reports have the proposed store operational in 2021.* Planning approval has recently been granted. Construction is expected to commence early in 2021. There is the expectation that other big box retailers will be present at the site. Mayor Adams advised the City of Kwinana would prefer retailers to be spread out rather than crammed in a tight cluster in the manner of Cockburn Central. State government has the ultimate responsibility for planning.

4. *New service station supported by the City of Kwinana on the corner of Anketell and Albino Road Anketell. Can we please have an indication of the time frame when it will be open?* The planning approval was finalised last week. It is assumed that the petrol station will be open as soon as possible.

5. *Inclusion of cycle ways and paths as part of road upgrades in the area. Primarily with the widening of Anketell Road provision of safe cycleways, road crossings and pedestrian areas to segregate from road traffic.* When the State Government commences the widening of Anketell Road a cycleway/footpath on both sides of the road will be included as part of the project. The City of Kwinana has limited funding to build cycleways in other parts of the local government area.

6. *Nature walk for Lake Magenup. A current project underway in collaboration between WPA, local residents and the City of Kwinana with possible financial assistance from a private company.* Mayor Carol Adams concurred with what has already been advised to residents in the AGM.

7. *Bitumising the equestrian centre car park. This project was an item on the pre Covid 19 City of Kwinana budget. It was deferred for 12 months but residents are hoping that it remains an item under consideration by the City of Kwinana when funds can be found. The car park is used as an overflow car park for users of the Wandi Community Centre.* Mayor Carol Adams advised that Covid 19 has caused a 1.2-million-dollar shortfall on the City of Kwinana's funding. The City of Kwinana currently does not have funding for the project. The car park is on the long-term plan but its status in the order of priority for council funding is yet to be determined.

8. *Speed limits in semi-rural areas and whether 80kmh is still suitable or should be a maximum of 70 kmh with expansion and development of adjoining existing and proposed residential. Local residents have noted the increased traffic on de Haer Road which is used as a rat run between Armadale Road and the Kwinana Freeway (the most popular route is Liddlelow Road, de Haer Road, Lyon Road to Anketell Road).* The enforcement of speed is a State Government responsibility. Some of the issues may be due to current works on Lyon Road. The City of Kwinana may revisit the issue when the roadworks is complete. The City of Kwinana will mention to the police the issues with speeding.

Mayor Carol Adams gave an update on other City of Kwinana issues.

1. The City of Kwinana appointed a new CEO in April 2020. The new CEO is Wayne Jack and came to the city from Nelson in New Zealand. Mr Jack is highly qualified and does have an interest in progressing the lease between the City of Kwinana and the WPA.
2. City of Kwinana is currently reviewing the community plan. The community will be asked first on what they want and will be the driver of the City of Kwinana community plans.
3. The waste collection contract is up for renewal. The City of Kwinana is surveying the residents on their preference on waste collection, bulk and weekly. If there is a desire for change it may come with an increase in costs which will be reflected in the rates.

#### **Rod de san Miguel (City of Kwinana Chief Bushfire Control Officer)**

Rod briefed residents on the requirements of the 2020/21 bushfire season fire notice. A copy of the bush fire notice has been sent to all residents. Rod noted

1. Fire breaks must be located within 10m of the property boundary.
2. The notice changed the requirements regarding overhanging trees. Dry matter is required to be removed from gutters and roofs.
3. For further information there are FAQs on the City of Kwinana website.
4. Rod advised he is available for advice if residents are unsure of their obligations.
5. The City of Kwinana has a bush fire mitigation plan. Funding has been requested from the State to assist with provision of mitigation.

Residents raised concerns about the fuel load at Lake Magrup. A majority of the work will be done after the last rains. The area has been recently mowed.

#### **Captain Craig Treeby (Mandogalup Volunteer Bush Fire Brigade)**

1. Captain Treeby thanked the City of Kwinana for the provision of new facilities (showers and toilets) at the Mandogalup fire station.
2. Permits are required for fire burns until 30 November. From 1 December until 31 March burning is banned.
3. Fire authorities are expecting a normal summer weather pattern with a slightly wetter summer.
4. Captain Treeby stated that the fire service may not have enough resources to protect every property. It is up to owners to be proactive to have their property fire safe. It is recommended to have a 20-metre low fuel zone around houses and other assets.
5. Captain Treeby advised everyone to have a fire plan, a chat with the family to decide what they will do in the event of a fire.
6. Fire advice is always available on the Emergency WA website. There are 3 levels of alerts.

President Ken Workman thanked the guest speakers for their presentations.

## **GENERAL BUSINESS**

### **1.Fees**

***Motion: Wayne Tentori moved that the membership fee for the next year WPA remains at \$10 per property with an additional \$5 for the membership of the Wandi Landcare Group. Seconded by Louise Filer. PASSED.***

### **2. Appointment of Auditors:**

***Motion: Rod Cocks moved that the current auditor Steve Thomas be reappointed Auditor for the 2020/2021 financial year. Seconded by Wayne Tentori. PASSED.***

3. Several residents raised concerns about the state of verges around Wandi. It was raised by some residents that the homeowners should share responsibility for the condition of their verge. The City of Kwinana advised that residents can always contact the Council in regard to the condition of their verge.

### **Closure of meeting**

Residents and guests were thanked for attending and invited to stay for refreshments.

The President closed the meeting at 8.30pm.

**THESE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 21<sup>st</sup> OCTOBER 2020  
AND WERE APPROVED AT THE 2021 ANNUAL GENERAL MEETING.**

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**PRESIDENT**

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**DATED:**