A meal will be served at 6:15 p.m.

PRESENT:

APOLOGIES:

OBSERVERS:

IN ATTENDANCE:

PUBLIC:

“For details of Councillor Membership on this Committee, please refer to the City’s website – www.armadale.wa.gov.au/your council/councillors.”
DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings to be read.

DECLARATION OF MEMBERS’ INTERESTS

QUESTION TIME

Public Question Time is allocated for the asking of and responding to questions raised by members of the public.

Minimum time to be provided – 15 minutes (unless not required)
Policy and Management Practice EM 6 – Public Question Time has been adopted by Council to ensure the orderly conduct of Public Question time and a copy of this procedure can be found at http://www.armadale.wa.gov.au/PolicyManual

It is also available in the public gallery.

The public’s cooperation in this regard will be appreciated.

DEPUTATION

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Community Services Committee Meeting held on 3 October 2017 be confirmed.

Minutes of the Special Community Services Committee Meeting held on 23 October 2017 be confirmed.
CONTENTS

COMMUNITY SERVICES COMMITTEE

6 NOVEMBER 2017

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   NIL ........................................................................................................................................ 24

6. EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT
   UPDATE ON SIGNIFICANT DIRECTORATE ACTIVITIES
1.1 - APPOINTMENT OF ELECTED MEMBERS TO OCCASIONAL ADVISORY GROUPS, REFERENCE/WORKING GROUPS AND EXTERNAL/LOCAL ORGANISATIONS

WARD : ALL
FILE No. : M/673/17
DATE : 24 October 2017
REF : RR
RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:
- Following the local government elections on the 21 October 2017 consideration is required to be given to the appointment of Elected Members to Occasional Advisory groups, Reference/Working Groups and External local Organisations for a 2 year term ending October 2019.
- Recommend that Council make appointments of Elected Members of Occasional Advisory Groups, Reference/Working Groups and External Organisations for the period October 2017 to October 2019.

Tabled Items
Nil.

Officer Interest Declaration
Nil.

Strategic Implications
4.1.3 Support the role of the elected body
   4.1.3.1 Deliver local government elections every two years in conjunction with the Western Australian Electoral Commission
   4.1.3.3 Advocate and support Councillor engagement in outside bodies and events to maintain awareness and enhance the City’s knowledge base
   4.1.3.4 Implement a review of Council election ward boundaries

Legislation Implications
- Sections 5.8, 5.9, 5.10 and 5.11 of the Local Government Act 1995
- Local Government (Administration) Regulations 1996
- Bushfires Act 1954
Council Policy/Local Law Implications

Assessment of Policy/Local Law indicates that the following are applicable:

- City of Armadale Standing Orders
- City of Armadale Code of Conduct

Budget/Financial Implications

The adoption of the recommendation contained in this report has no financial implication.

Consultation

Intra-directorate and relevant groups.

BACKGROUND

At its Special Meeting of 23 October 2017, Council resolved that the matter of Council representation on the following Committees and Groups be referred to the Community Services Committee.

COMMENT

In addition to the formation of Council established Committees, Council also nominates representatives to occasional advisory groups, reference/working groups and external local organisations. Council may nominate representatives to such committees/organisations by a simple majority.

Unless otherwise determined by Council, the tenure of a Councillor’s membership on a Committee or as a delegate continues until:

- the Councillor no longer holds the office by virtue of which the Councillor became a member;
- the Councillor resigns from membership of the Committee;
- the Committee is disbanded; or
- the next ordinary election day.

whichever happens first.

DETAILS OF THE PROPOSAL

Committee is requested to consider and recommend appointments from its membership to various committees and groups.

All appointments are for a (2) year period, i.e. 2017 – 2019.

The following gives a brief explanation of each to assist Committee with nominations.
It should be noted that attendance or appointment of officers to any outside group will be at the discretion of the Chief Executive Officer.

*It is preferable that delegates to these various groups are members of the Council Committee overseeing their operation. In this instance, that is the Community Services Committee.*

**COMMUNITY SERVICES COMMITTEE**

**Aboriginal & Torres Strait Islander Advisory Group**

The purpose of the group is to be a reference group for the development of the Champion Centre and other related Indigenous Community Development issues. Its membership consists of local community indigenous residents and other government and non-government agencies linked with indigenous service provision.

<table>
<thead>
<tr>
<th>Council/Representation Required</th>
<th>Prior Appointments</th>
<th>Meeting Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Member</td>
<td>Cr G Best</td>
<td>To be advised</td>
</tr>
<tr>
<td>1 Deputy (Optional)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Note: Current practice is that the member and deputy member be nominated from the Community Services Committee*

**Bushfire Advisory**

The Bushfire Advisory Committee is a Committee created under the Bushfires Act to advise Council on restricted, prohibited and permissible burning periods. It also advises on matters related to the prevention of bushfire. (Note: According to the Bushfires Act, Local Governments *may* establish an Advisory Committee; however there is no obligation to do so). Membership is made up of representatives of local volunteer bushfire brigades, the Chief Bushfire Control officer and his deputy.

<table>
<thead>
<tr>
<th>Council/Representation Required</th>
<th>Prior Appointments</th>
<th>Meeting Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Member</td>
<td>Cr C Wielinga</td>
<td>As and when required</td>
</tr>
<tr>
<td>1 Deputy</td>
<td></td>
<td></td>
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</tbody>
</table>

*Note: Historically Council representation has been elected members from this Committee and from the Hills and River wards because of the particular relevance to those areas.*

**City of Armadale Highland Gathering Reference Group**

The purpose of the group is to assist with the Armadale Highland Gathering and has a membership that includes organisations that participate in the event.

<table>
<thead>
<tr>
<th>Council/Representation Required</th>
<th>Prior Appointments</th>
<th>Meeting Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Member</td>
<td>Cr J Stewart</td>
<td>1st Wednesday of each month beginning June to October</td>
</tr>
<tr>
<td>1 Deputy (Optional)</td>
<td>Cr C Campbell</td>
<td></td>
</tr>
</tbody>
</table>

- **COMMUNITY SERVICES COMMITTEE**
- **Aboriginal & Torres Strait Islander Advisory Group**
- **Bushfire Advisory**
- **City of Armadale Highland Gathering Reference Group**
Disability, Access and Inclusion Reference Group

The purpose of the Group is to provide a forum on access and inclusion issues, information sharing and advocacy. It provides feedback on the City’s Access and Inclusion Plan and has membership of officers from different Directorates in addition to community members and government and non-government agencies.

<table>
<thead>
<tr>
<th>Council/Representation Required</th>
<th>Prior Appointments</th>
<th>Meeting Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Member</td>
<td>Cr J Stewart</td>
<td>Four (4) times per annum, dates to be advised</td>
</tr>
<tr>
<td>1 Deputy (Optional)</td>
<td></td>
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</tbody>
</table>

Note: Current practice is that the member and deputy member be nominated from the Community Services Committee

History Reference Group

The purpose of the group is to provide a reference forum on a range of issues associated with the City’s historical collections; its Museums, Local Studies Library and historic precincts and any other matters related to preserving the history of the district. Its membership comprises community members and representatives from relevant organisations.

<table>
<thead>
<tr>
<th>Council/Representation Required</th>
<th>Prior Appointments</th>
<th>Meeting Details</th>
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</thead>
<tbody>
<tr>
<td>1 Member</td>
<td>Cr C Frost</td>
<td>1st Thursday, Quarterly at 5:30 pm at Armadale Library</td>
</tr>
<tr>
<td>1 Deputy (Optional)</td>
<td>Cr G Best</td>
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</tr>
</tbody>
</table>

Note: Current practice is that the member and deputy member be nominated from the Community Services Committee

Armadale State Emergency Service

The State Emergency Service (SES) reports to the Department of Fire and Emergency Services (DFES) for operational requirements and the City of Armadale is responsible for administering its funding arrangements by the Local Government Grant Scheme (LGGS). The LGGS is the way the local government accesses the Emergency Services Levy for the funding of Bush Fire Brigades and the SES.

<table>
<thead>
<tr>
<th>Council/Representation Required</th>
<th>Prior Appointments</th>
<th>Meeting Details</th>
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</thead>
<tbody>
<tr>
<td>1 Delegate</td>
<td>Cr M Geary</td>
<td>As and when required</td>
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</tbody>
</table>

Neighbourhood Watch Committee (City of Armadale)

Neighbourhood Watch is a community self-help program that aims to prevent crime and protect the safety, security and quality of life for everyone in our Community. It does this by addressing defined goals namely:
To reduce fear of crime in our community;
To reduce preventable crime;
To encourage reporting of suspicious activity;
To improve the quality of information passed on to Police;
To improve the level of home security in the community; and,
To encourage marking valuables to discourage theft;
Assist in identifying recovered property.

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<tr>
<th>Council/Representation Required</th>
<th>Prior Appointments</th>
<th>Meeting Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Delegate</td>
<td>Cr C Campbell</td>
<td>To be advised</td>
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</table>

Note: The Council representative is a liaison role only but would normally be from the Community Services Committee.

Explanatory Notes

The following procedural notes are provided to assist Committee in making recommendation on the above appointments.

1. appointments to any of the above committees/groups would preferably (but not essentially) be restricted to members of the Community Services Committee;

2. nominations for appointment can be verbal or in writing - past practice, which has operated without problem, has been on a verbal basis,

3. in the event of no nominations being received, the matter be referred to full Council for nomination and subsequent appointment;

4. in the event of more nominations being received than positions to be filled, the options are:

   for external committees/groups

   a) conduct a ballot to determine person(s) recommended for appointment, OR

   b) refer the nominations received to Council where the appointment will be determined by ballot.

   for Council established groups

   a) consider/recommend to Council an increase in the number of positions and accordingly recommended person(s) for appointment, OR

   b) conduct a ballot to determine person(s) recommended for appointment, OR

   c) refer the nominations received to Council where the appointments will be determined by ballot.
OPTIONS

Nil.

CONCLUSION

Nil.

RECOMMEND

That Council:

Make appointments for the period October 2017 to October 2019 as follows:

1. make appointments for the period October 2017 to October 2019 as follows:

Occasional Advisory Groups and Reference / Working Groups

<table>
<thead>
<tr>
<th>Group Name</th>
<th>Member / Delegate</th>
<th>Deputy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aboriginal and Torres Strait Islander Advisory Group</td>
<td></td>
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<tr>
<td>Armadale State Emergency Committee</td>
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<tr>
<td>Bushfire Advisory Committee</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City of Armadale Highland Gathering Reference Group</td>
<td></td>
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<tr>
<td>Disability, Access &amp; Inclusion Reference Group</td>
<td></td>
<td></td>
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<tr>
<td>History Reference Group</td>
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<td></td>
</tr>
<tr>
<td>Neighbourhood Watch (CoA) Committee</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ATTACHMENTS

There are no attachments for this report.
2.1 - YOUTH ENGAGEMENT PROJECT - REVIEW OF YOUTH PLACES AND SPACES

WARD : ALL
FILE No. : M/655/17
DATE : 17 October 2017
REF : AT
RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:
- This report proposes the use of $10,000 grant funding from the Department of Communities’ Youth Engagement Grant scheme to facilitate a youth engagement project and a review of youth places and spaces.
- Recommend that Council endorse the proposed use of grant funds intended for the delivery of the youth engagement project and review of youth places and spaces for young people.

Tabled Items
Nil.

Officer Interest Declaration
Nil.

Strategic Implications

Community
1.1 A strong sense of community
   1.1.1 Provide opportunities to connect individuals to each other and the wider community.

1.2 Active community life that is safe and healthy
   1.2.1 Recognise, value and support everyone.

1.3 The community has the services and facilities
   1.3.1 Plan for services and facilities in existing and emerging communities.

1.4 The community is engaged and understood
   1.4.1 Consult the community in diverse ways.
   1.4.2 Identify our strengths, challenges and opportunities.

Legislation Implications
Nil.
Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

The City has received a $10,000 youth engagement grant from the Department of Communities to deliver this project.

Consultation

1. Community Services Directorate
2. Youth Partnership Project Executive Committee
3. Armadale Youth Network
4. WA Police
5. Department of Education
6. Youth Justice Services
7. Public Transport Authority
8. Department of Sport and Recreation
9. WA Primary Health Alliance
10. Youth Disability Advocacy Network WA
11. Notre Dame University
12. YMCA
13. Headspace Armadale
14. Minnawarra House
15. Save the Children
16. Mission Australia
17. Youth Affairs Council WA
18. The ten (10) secondary schools in the City of Armadale

BACKGROUND

The City of Armadale is one of the fastest growing regions in Australia, and the second fastest in Western Australia. By 2036, the 10-19 year old demographic will represent up to 13.7% of the City’s population, resulting in additional demand for education, youth services, activities and facilities within the region.

In 2015, the City conducted an extensive community consultation (‘Growing Armadale’) to underpin the Strategic Community Plan 2016-2031. With responses from over 3000 people, one of the primary themes focused on the need for improved facilities and services for young people, particularly with regards to employment and education. The Catalyse Perceptions Survey conducted in 2016 comprised a similar response regarding youth services, with participants of all ages in this survey requesting a ‘youth hub’ and ‘youth spaces’ in the City.

To explore the concept of a multifunctional youth space and its operation, City officers collaborated with over 40 organisations involved in the Armadale Youth Network. In a report to the Community Services Committee Meeting on 6 December 2016, the vacant loft area of the Armadale Arena was identified as a viable youth space. The resulting Council recommendation was that:
‘Council recommit the report proposing a youth space at the Armadale Arena, The Loft, pending further investigation’.

In February 2017, the Community Development Strategy 2017-2021 was finalised and endorsed by Council, containing the priority action of investigate and review places and spaces for young people.

In 2017, the City was successful in receiving a $10,000 youth engagement grant from the Department of Communities (DoC) to fund a two-part project. This project aims to engage young people to review youth spaces as specified by the Department’s grant guidelines, requesting that the ideas are initiated, designed and run by young people and decision making is shared by adults.

DETAILS OF PROPOSAL

It is proposed that the $10,000 grant be used during 2017 and 2018 to fund a two-part project:

a) A youth engagement project resulting in four (4) key initiatives based on priority youth issues, working with a diverse cohort of young people in the City of Armadale

b) A full review of youth friendly spaces, places and programs in partnership with this cohort of young people and Notre Dame University

Youth Engagement Project

The primary component of this project comprises of a 12-month youth development program for up to 40 young people aged 12 to 18 years old. This core group will take the lead role in planning, designing and implementing projects in the community. This will be undertaken through:

- identifying four priority issues affecting the young people themselves, their families, friends/peers and their school communities
- focusing on one of these issues per quarter and participate in a six workshop series comprising the following sessions:
  - exploring the focus issue as a group
  - how to work effectively as a team
  - how to identify a solution to address the issue
  - planning to implement the solution
  - implementing the solution
  - evaluation and celebration

A total of 24 workshops will be held over the 12 month project time frame.
Full review of youth places and spaces

To gather feedback regarding the best placed and optimally structured youth spaces and places, officers will work closely with Notre Dame University to engage with this cohort of 40 young people and the wider youth community at key points throughout the project. The feedback from this engagement will be combined with demographic data, other relevant data sets and a review of good practice principles. These elements will be presented in a formal report detailing recommendations for youth-friendly places, spaces and programs in Armadale.

ANALYSIS

This externally funded, two-part youth engagement project will facilitate a comprehensive review of youth friendly spaces based on extensive youth engagement in partnership with Notre Dame University. The 40 young people involved in this project will be nominated from across the community by schools, youth organisations and young people themselves. This group’s identification, development, implementation and evaluation of four (4) key initiatives is anticipated to inform the City’s Strategies and Plans including the Community Development Strategy, the Community Infrastructure Plan and the Parks Facilities Strategy.

The proposed project will result in the following beneficial outcomes for the City of Armadale and its young residents:

- Provide an authentic process for young people to contribute to the community
- Develop young people’s knowledge and gain their perspective on a range of youth and community issues
- Provide a comprehensive review of youth spaces and subsequent recommendations
- Provide personal development opportunities for young people to cultivate life skills that will benefit themselves and the wider community post program completion
- Encourage social inclusion and cohesion of a diverse range of young people in the community
- Connect young people to their local community through interaction, activities, involvement and introduction to local organisations
- Provide a platform for the City to facilitate effective youth participation
- Align with objectives of the City’s Strategic Community Plan 2016 – 2031 and Community Development Strategy 2016 - 2021
OPTIONS

Council has the following options:

1. Accept the Department of Communities grant of $10,000 to conduct a review of youth spaces and places as outlined in this report

2. Not accept the grant and return the funds to Department of Communities.

Option 1 is recommended.

CONCLUSION

After analysing the available data sets and community feedback, the use of grant funding towards the two-part youth engagement project will provide significant benefits to local young people and the wider community. A diverse group of 40 young people aged 12 – 18 years old will be provided with the opportunity to develop and implement solutions to four identified issues affecting local young people. These young people along with wider youth community will also be consulted with by City officers and Notre Dame University to review youth friendly spaces and places in Armadale. This responds to one of the priorities in the Community Development Strategy 2017 – 2021 and aligns with objectives on the City’s Strategic Community Plan 2016 – 2031.

RECOMMEND

That Council

1. Note the continuing work to investigate appropriate youth spaces in the City as outlined in this report

2. Accept the Department of Communities grant of $10,000 to conduct a review of youth spaces and places as outlined in this report

3. Request a further report detailing the outcomes of the Youth Engagement project and the review of youth spaces and places as outlined in this report

ATTACHMENTS

There are no attachments for this report.
2.2 - UPDATE ON ARMADALE ARTISTS RETAIL COLLECTIVE

WARD : ALL
FILE No. : M/664/17
DATE : 23 October 2017
REF : RM
RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:
- Council has agreed to sponsor the social enterprise proposed by the Armadale Artist Collective group for a retail space in the Armadale City Centre, subject to them becoming incorporated. This report provides an update on the progress of the initiative.
- Recommend that Council note the progress of the Artists Retail Collective Armadale (ARC Armadale) as outlined in this report.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Community
1.1 A strong sense of community

1.1.1 Provide opportunities to connect individuals to each other and the wider community.
1.1.2 Build interdependent and resilient community groups.
1.1.3 Value and celebrate our diversity and heritage.
1.1.4 Foster local pride.

Economy
3.1 Economic Growth
3.1.3 Develop, maintain and foster relationships with local and target industries

3.4 A Desirable Destination
3.4.1 Promote the district and opportunities for visitors to the region

Legislation Implications

Nil.
Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

The City’s contribution of a total of $32,080 over 2016/17 and 2017/18 has been included as part of the Jull Street Mall Activation Project budget allocation.

Consultation

1. Artists Retail Collective Armadale (ARC Armadale)
2. Community Development Department

BACKGROUND

Council resolved the following at its April 2017 Ordinary Council Meeting (C11/4/17):

1. Subject to the Armadale Artists Collective becoming an incorporated Association endorse a sponsorship of $21,400 (GST excl.) in 2016/17 and $10,680 (GST excl) in 2017/18 to support the Armadale Artist Collective Retail Space.

2. Notes that 6 month updates will be provided to Council on the progress of the Armadale Artist Collective Retail Space.

The Armadale Artists Collective Retail Space is a social enterprise arts project that is establishing an arts hub and retail outlet in central Armadale for local artists that will attract regular patronage from the local community and visitors.

The retail premises will include a gallery, retail outlet and creative work space for local and emerging artists. Council has agreed to sponsor the initiative as part of its City Centre Activation Plan which has among its key actions:

- Develop an approach to attract creative industries into the Armadale City Centre;
- Implement an empty spaces program, which uses vacant premises for art, promoting the City Centre of offering short term or discounted tenancies.

This report provides an update on the progress of the Armadale Arts Collective, including incorporation, Sponsorship Agreement and relevant activities undertaken.
DETAILS OF PROPOSAL

ARC Artist Retail Collective Inc. became an incorporated body on 13 June 2017 and the City has subsequently entered into a Sponsorship Agreement with them which stipulates the following project outcomes:

- Create a commercially viable retail outlet for local arts products over two years
- Generate arts product income for up to 20 local artists
- Build strong relationships between the City and local artists
- Promotion of Armadale’s cultural activities and that will enhance community wellbeing
- Activation of the Jull Street Mall with retail art activity and cultural engagement initiatives
- Promotion of the Jull Street Mall as a creative destination
- Attraction of a diversity of customers to the Jull Street Mall
- Development of business opportunities for local artists

These outcomes have a tangible link to the City’s Strategic Plan and Corporate Business Plan actions and also align with the increasing focus of the City to showcase the talent of local artists, to build commercial capacity in this cohort and to identify Armadale as a destination for artistic excellence as evidenced by the Armadale Hills Open Studio Arts Trail, The Armadale Arts Festival and Music in the Mall.

In addition to the City’s Sponsorship funding of $32,080, the Metropolitan Redevelopment Authority (MRA) is also providing sponsorship funding of $45,000. The Sponsorship Agreement includes the MRA’s funding which is to be administered by the City on MRA’s behalf. The first instalment of $41,400 has been released (CoA $21,400 and MRA $20,000).

The group has incorporated as ARC Artists Retail Collective with the emphasis in marketing and promotion being ‘ARC’ as a logo. In response to having ‘Armadale’ identified and recognised the group will be using ARC Armadale. The acknowledgment of the City and MRA is stipulated in the Sponsorship Agreement with provision of both partner logos banners on marketing materials, advertising, signage, digital promotions, website and social media platforms. The group is currently converting their promotional material accordingly.

To date, ARC has held a number of promotional sessions, signed up over 20 Artists, held workshops with the Artists on matters such as financial planning, initiated customer staff recruitment and developed digital promotions such as Facebook and Instagram. They are actively promoting individual member Artists, have a presence at various events, are actively networking and providing incentives to the general community such as a competition included in the City’s Kelmscott Show Visitor Centre showbag with to win a $250 ARC Armadale hamper.

ARC Armadale is finalizing the details of the lease arrangements for the premises in the Jull St Mall which has caused delays in their opening. It is still intended that ARC Armadale will commence operations by the end of the calendar year and the City is working with them for a major promotional launch event to coincide with the Armadale Arts Festival in 2018.
In addition, the City is currently working with local performers to develop twilight concerts in the Jull St Mall likely to occur in February / March 2018 and which will also be in conjunction with the ARC Armadale activities. This was one of the initiatives previously noted for Council in response to the discontinuing the Twilight Markets in the Mall.

The Sponsorship Agreement stipulates that the City will receive six monthly reports by the 31st January and 31st July each year during its term. The first of these is due January 2018.

COMMENT

Nil.

ANALYSIS

ARC Armadale’s establishment in the Armadale City Centre is the result of the founder artist Charlene O’Brien’s vision to provide local artists with the opportunity to collectively exhibit and market their work in the Armadale City Centre. This vision aligns with the City’s objectives to bring vibrancy through diverse retail and community activity to the city centre including the Jull Street Mall and the increased focus of affirming Armadale as a centre for artistic excellence.

With ARC Armadale having a robust operating strategy in place as evidenced by its Business Plan and the additional financial support of the MRA, it is of benefit to the City to continue to support ARC Armadale. This support equates to continuation of the agreed sponsorship and the provision of officer time to assist with promoting the ARC Armadale and including its activities in the schedule of City Centre activation of initiatives.

OPTIONS

1. Note the progress of the Artists Retail Collective Armadale (ARC Armadale) as outlined in this report.

2. Request further information regarding the Artists Retail Collective Armadale (ARC Armadale).

CONCLUSION

ARC Armadale’s presence in Armadale’s City Centre meets key objectives and forward planning of the City and inspires local artists to work together to exhibit and sell their work. This provides a solid rationale to consider the ARC Armadale as a long-term stakeholder in the City of Armadale.
RECOMMEND

That Council:

Note the progress of the Artists Retail Collective Armadale (ARC Armadale) as outlined in this report

ATTACHMENTS
There are no attachments for this report.
**3.1 - AUTHORISED OFFICERS**

WARD : ALL  
FILE No. : M/660/17  
DATE : 19 October 2017  
REF : RR/CV  
RESPONSIBLE MANAGER : Executive Director  
Community Services

**In Brief:**
This report seeks the appointment of Authorised Persons for the purpose of administering the various Acts, Regulations, and Local Laws relating to Ranger Services.

Recommend that Mr Paul Di Girolami be appointed as an “Authorised Person”

Recommend that Mr Darren Cole be appointed as an “Authorised Person”

**Tabled Items**

Nil.

**Officer Interest Declaration**

Nil.

**Strategic Implications**

1.1.2.2 Facilitate bush fire awareness and emergency preparedness.  
1.3.2.3 Deliver initiatives that respond to local law enforcement and legislative compliance.  
1.3.3.1 Contribute to cooperative regional emergency management.

**Legislation Implications**

Section 9.10(1) Local Government Act 1995  
Section 450 Local Government (Miscellaneous Provisions) Act 1960  
Section 11(1)(3) Dog Act 1976 and Regulations  
Section 48 Cat Act 2011 and Regulations  
Section 38(3) Control of Vehicles (Off-Road Areas) Act 1978  
Bush Fire Act 1954 and Regulations  
Section 38(1) Bush Fires Act 1954  
Section 26(1) Litter Act 1979 – 1981  
Section 20 (1) Criminal Procedures Act 2004
Council Policy/Local Law Implications

Local Laws Relating to Dogs
Local Laws Relating to Parking and Parking Facilities.
Local Government Property Local Law
Activities and Trading in Thoroughfares and Public Places Local Law
Local Laws Relating to Trading In Public Places.
Environment, Animals and Nuisance Local Laws
Livestock in Public Places and Wandering at Large Local Law 2014

Budget/Financial Implications

Nil.

Consultation

Intra Directorate.

BACKGROUND

Nil.

DETAILS OF PROPOSAL

The above is requested to enable Mr P Di Girolami and Mr D Cole to undertake the appropriate responsibilities and duties performed by a Ranger. It is a requirement that Council shall, in writing, appoint them to exercise on behalf of the Local Government the powers conferred as an “Authorised Person” for the purpose of enforcing various Acts/Local Laws generally.

COMMENT

The recommended appointment of Mr Paul Di Girolami and Mr Darren Cole as “Authorised Persons” is consistent with their role descriptions, and will serve to facilitate and assist in the orderly business and performance of the Ranger and Emergency Services.

ANALYSIS

Nil.

OPTIONS

Nil
CONCLUSION

Accordingly it is recommended that Council appoint the person herein named as an “Authorised Person” to all them to undertake the appropriate responsibilities and duties performed by a Ranger. Authorisation will be withdrawn automatically when the persons herein named as an “Authorised Person” cease employed with the City.

RECOMMEND

That Council appoint both Mr Paul Di Girolami and Mr Darren Cole as “Authorised Person” for the City of Armadale to exercise powers under:


Dog Act 1976 and Regulations

- Local Law Dog
- Cat Act 2011 and Regulations

Control of Vehicles (Off Road Areas) Act 1978 and Regulations

- Bush Fires Act 1954 and Regulations
- Local Law Bush Fire Control
- Section 38 (1) Bush Fire Act 1954
- Section 59(3) Bush Fires Act 1954

Litter Act 1979 and Regulations

- Local Government (Parking for Disabled Persons) Regulations 1988

Local Laws Relating to Dogs

- Local Laws Relating to Parking and Parking Facilities.
- Livestock in Public Place and Wandering at Large Local Law 2015

Local Government Property Local Law

- Activities and Trading in Thoroughfares and Public Places Local Law
- Environment, Animals and Nuisance Local Laws

This authorisation will be withdrawn automatically when the persons herein named as an “Authorised Person” cease employment with the City.

ABSOLUTE MAJORITY RESOLUTION REQUIRED

ATTACHMENTS

There are no attachments for this report.


4.1 - DRONE USE (REFERRAL MATTER)

At the Council meeting held on 16 October 2017, Cr C Campbell referred the following matter to Community Services Committee.

That the matter of Drone use be referred to the Community Services Committee.

Comment from Cr C Campbell

The use of drones is becoming more prevalent throughout the State. This is raising concerns, not only with the skill of the potential drone operators, but with impacts to privacy within the City and potential risks and ramifications of their use. I request that thought be given to the City’s role in governing matters of drone use in regard to such things as privacy, amenity, hours of use, and geographical restrictions (e.g. parks and bushland).

Officer Comment

The Civil Aviation Safety Authority (CASA) is responsible for regulating and overseeing drone safety in Australia. They have developed Recreational Drone Safety Rules which outline the restrictions of use such as:

- Only flying within daylight hours and within line of sight
- Not to fly higher than 120 metres above the ground
- Not to fly over or near an area affecting public safety or where emergency operations are underway (without prior approval)
- Not within 30m of people that are not directly associated with the operation of the unmanned aircraft
- Not over a populous area at a height from which the aircraft could not glide clear should a failure of a component (engine or propeller etc) occur
- Not into controlled airspace
- Not for hire or reward (commercial purposes effectively) without additional certification requirements being met.

CASA’s role is restricted to aviation safety, with unsafe drone operations being reportable to them.

The Privacy Act 1988 generally requires that government agencies and private sector organisations comply with privacy obligations. The Privacy Act does not regulate individual operators of drones, or small business operators. The Police do have powers, including under the Surveillance Devices Act, should someone be inappropriately filming someone else or into someone’s house.
In addition, the Bush Fires Act 1954 provides for any person who acts or causes an action that commences a bush fire to be investigated and charged, which could include Drone use.

Given the legislation already in place, it would be the City’s position that we align to and abide by the existing CASA rules and relevant Acts in regard to Drone use within the City rather than instigating any existing or proposed local laws given the potential for overlap, contradiction or duplication. If the City does receive complaints they would be referred to CASA or the Police depending on the nature of the complaint.

RECOMMEND

That Council:

To be considered.

ATTACHMENTS

There are no attachments for this report.

COUNCILLORS’ ITEMS

Nil.
EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT

These items are included in the Information Bulletin; however, the following is drawn to your attention as significant activities:

Stockland Harrisdale

Discussions with the Retail Manager at the Harrisdale Shopping Centre to utilise a shop front as an activated community focussed space. Opportunities to be discussed will include; Pop-up story sessions; Pop-up rhyme time sessions; health and well-being information sessions; fitness demonstrations; music sessions and an ongoing bring and borrow book swap location.

Activation of City Skate Facilities

The City has partnered with Skateboarding WA to activate the three skate park facilities this spring including Cross Park Skate Park, Armadale Skate Park and Forrestdale Skate Park. After identifying trends in the participant demographics and feedback from the previous year’s clinics, the newly confirmed workshops will aim to engage the older cohort of “youth” incorporating a game of S.K.A.T.E, jam and some clinic components. The workshops have been scheduled during the school holidays, weekends and Thursday evenings. Armadale Youth Network has identified these times as gaps in the provision of activities for young locals. These workshops will lead young people in to the cross-government collaboration - King of the Hill Skate and Scooter Series. The City of Armadale will host the first qualifier and the final at Cross Park Skate Park in February/ March 2018.

The City of Armadale Art Collection

A consultant has been employed to research and update the City of Armadale Art Collection documentation moving our processes towards best practice in collection management and also prepare documentation of the City’s Collection for condition reporting.

Public Event Application Success

This month we have had 10 successfully run events following the ‘Public Event Application’ process which involves the cooperation of Officers from Recreation, Events, Health, Parks, Waste, Communications and Property teams to approve and provide feedback to the groups or individuals running events both on City owned and private property in our boundary. Site meetings have proved an important aspect of the ‘Public Event Application’ process in aiding the Event Organizer’s to understand all requirements. Seven of the events this month were held at City of Armadale reserves and community facilities. The events included community fundraisers, sporting club and school events, community markets and the Hudsons Circus.
State-wide public library matters: Public Libraries WA Conference

A number of library staff attended the 2017 Public Libraries WA Conference with the theme “Challenge Accepted!”

This theme built on the challenges issued at the 2015 conference for libraries to break from formulaic methods of working and thinking. Speakers from the UK, USA, and across Australia challenged delegates to examine the why, how, and what of libraries in terms of sustainable planning and operation, as well as evaluating library programs and methods of marketing services.

Topics included the importance of placing the customer at the heart of decision making – making the library work for the customer, rather than the reverse – and also partnering with community members to enhance the range of library programs offered. One of the most popular sessions was on designing libraries for emotional and physical wellbeing with a focus on welcoming buildings which integrated natural light and access to nature.

In times of increased social isolation, libraries provide a space to just “be”. Staff were encouraged to understand not only their roles, but also the impact of library services on the community.

Upcoming Events

**Hawkers Markets**
Memorial Park
3 November 2017
5:00 pm to 10:30 pm

**Hawkers Markets**
Memorial Park
10 November 2017
5:00 pm to 10:30 pm

**Music in the Mall Concerts**
Jull Street Mall
10 November to 22 December 2017 (every Fridays)
12 noon to 2:00 pm

**Christmas Parade and Carols by Candlelight**
Jull Street Mall and Memorial Park
1 December 2017
6:30 pm to 11:00 pm