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

DEPUTATION

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Community Services Committee Meeting held on 2 August 2016 be confirmed.

ITEMS REFERRED FROM INFORMATION BULLETIN #15 - 2016

Report on Outstanding Matters – Community Services Committee

Monthly / Quarterly Departmental Reports

Community Facilities Planning
Community Development
Recreation Services Report
Library & Heritage Services Monthly Report
Ranger & Emergency Services Monthly Report

If any of the items listed above require clarification or a report for a decision of Council, this item to be raised for discussion at this juncture.
COMMUNITY SERVICES COMMITTEE
6 SEPTEMBER 2016

1. PRESENTATIONS
   1.1 FIRE PREVENTION MAPPING SYSTEM PRESENTATION ........................................4

2. COMMUNITY DEVELOPMENT
   2.1 FUNDING SOURCES FOR PUBLIC ART POLICY ................................................5

3. LEISURE SERVICES
   3.1 COMMUNITY SPORTS AND RECREATION FACILITIES FUND FORWARD PLANNING GRANT APPLICATIONS .................................................................10
   3.2 PROPOSED REDEVELOPMENT OF CROSS PARK CRICKET PAVILION ....................14

4. RANGER AND EMERGENCY SERVICES
   4.1 **BUSH FIRE CONTROL OFFICER ..................................................................17
   4.2 **APPOINTMENT OF AUTHORISED OFFICER ...............................................19

5. COUNCILLORS’ ITEMS
   NIL ..................................................................................................................21

6. EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT
   NIL ..................................................................................................................21

SUMMARY OF ATTACHMENTS ..............................................................................22
1.1 - FIRE PREVENTION MAPPING SYSTEM PRESENTATION

Ranger & Emergency Services will be presenting on the Fire Prevention Mapping System that has been developed.

In August 2011 the Perth Hills Bushfire Report ‘A Shared Responsibility’ was tabled in parliament. The inquiry was conducted by Mr Mick Keelty and has regard to all aspects of bushfire risk management in the Perth hills area.

One of the recommendations of the Keelty Report pertained to the measurement of fuel loads across land owned by and vested in Local Government.

To address this issue the City developed a process for Bushfire Risk Management and undertaking prevention activities on all land in and under the care management and control of the City of Armadale.

The process involves conducting fuel loadings, risk assessments and identifying and prioritising treatment options to tackle the risks within a specified timeframe. This information is compiled to create a single operational system, the ‘Fire Mitigation and Intra Mapping Data System (FireMAID)’.

In addition, under the Bush Fires Act 1954 the City has a number of powers to require individual property owners to establish fire breaks and undertake hazard reduction work; this information is demonstrated in the PowerPoint presentation of ‘Fire Permit Processes’.

ATTACHMENTS
1. FireMAID Presentation
2. Fire Permit System
2.1 - FUNDING SOURCES FOR PUBLIC ART POLICY

In Brief:
- Council endorsed its Public Art Policy and Strategy in March 2016 and subsequently referred the matter of Percent for Public Art inclusion be investigated.
- This report outlines and recommends a number of strategies for potential funding of Public Art.

WARD : ALL
FILE No. : M/352/16
DATE : 23 June 2016
REF : FB
RESPONSIBLE MANAGER : Executive Manager Community Services

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
The provision of Public Art is in line with the City of Armadale Strategic Community Plan and directly reflects the following strategic goals:

1.1 A strong sense of community spirit
1.1.1 Provide opportunities to connect individuals to each other and the wider community
1.1.3 Value and celebrate our diversity and heritage

1.3 The community has the services and facilities it needs
1.3.3 Advocate and share responsibility for service delivery

4.3 Financial sustainability
4.3.2 Pursue non-rates revenue opportunities.

Legislation Implications

Council Policy/Local Law Implications
COMD8 Public Art Policy

Budget/Financial Implications

Consultation
1. Consultation has been undertaken with other local governments in the Perth metropolitan area which currently apply percent for art policies or other forms of financial support to the delivery of public art initiatives.
2. Funding bodies have been researched to identify the currently available sources of grant funding for public art initiatives in Western Australia.
BACKGROUND
Council endorsed its Public Art Policy and Strategy at the Ordinary Council Meeting of 14 March 2016 (C6/3/16) and referred the following in relation to it:

C10/3/16 That the matter of Percentage for Art inclusion in the Public Art Policy be referred to the relevant Directorate for action and/or report to the appropriate Committee.

There are a number of options that can be considered for funding Public art initiatives in local government. These include Grant funding, percent for art schemes both public and commercial, partnerships and rating levies.

Grant Funding for Public Art
Agencies that currently support public art initiatives include but are not limited to:
- Community Arts Network WA (CANWA) – Catalyst Community Arts Fund
- Department of Culture and the Arts (DCA)
- Propel Youth Arts
- Lotterywest
- Drug Aware YCulture Metro
- Department of Sport and Recreation (DSR)

The City has accessed grant funding for a number of community and public art projects. An Urban Art Youth project funded by CANWA and DCA has this year delivered murals at a number of locations around the City of Armadale including the Dog Pound and Karragullen water tank (both complete), with Roleystone Cross Park Skate Park and the Armadale Aquatic Centre still to come.

Percentage for Art
The State Government established its Percent for Art Scheme in 1989 with two key objectives:
1. To improve the quality of the built environment and the value of public facilities.
2. To create opportunities for Western Australian artists through the commissioning of public artworks using an allocation of a percentage (up to one per cent) of the estimated total cost of the State’s capital works and major infrastructure projects.

The Percent for Art Scheme has been emulated and been adopted as a model by some local governments such as City of Vincent.

The City of Vincent Percent for Public Art Policy forms part of its Town Planning Scheme which requires that commissioned public artworks be part of public and private development projects. Any proposals for commercial, non-residential or mixed residential/commercial developments over a value of $1,000,000 are to set aside a minimum of one per cent of the estimated total project cost for the development to be used for public artworks.

The City of Cockburn has a Local Planning Policy for ‘Percent for Art’ which requires the provision of professionally produced artworks on site as part of eligible developments within the City of Cockburn. Further to this is a Public Art Strategy that identifies themes and locations for public art in the Cockburn Coast area which introduced the requirement for a public art contribution in accordance with the Strategy. The Cockburn Coast Public Art Strategy includes locations for public art in the public realm, including Public Open Space. A cash-in-lieu contribution option is provided to developers (not otherwise provided in the
Town Planning Scheme), which enables the collection of funds for the provision of artworks in accordance with the Strategy.

The City of Wanneroo applies 2% of a project budget to projects identified in its own capital works program each year during budget discussions based on recommendations from staff. Not all projects attract percent for art, only those that are considered to add particular value or in areas that are identified for improved amenity.

The Metropolitan Redevelopment Authority (MRA) has percent for art schemes for some of its project areas such as Elizabeth Quay and Northbridge. The MRA has a public art cash-in-lieu fund that is held for the purpose of accumulating cash in lieu of contributions provided by developers and land owners in its project areas who choose to pay cash in lieu of providing public art as part of a development. The MRA does not have a specific scheme for any of the Armadale project areas, however MRA have indicated that a possibility of public art being considered for the Kelmscott area. The City will continue to liaise with the MRA in this regard and Council has a current resolution requiring the investigation of public art in Kelmscott for 2019/2020 year commiserate with the allocation in the Long Term Financial Plan.

Developer Contribution Plans
The WAPC’s State Planning Policy 3.6 – Development Contributions for Infrastructure and related Planning Bulletins, which sets out the principles and considerations that apply to development contributions, do not include public art as an individual item for inclusion in a Developer Contribution Plan. Therefore the City’s current Developer Contribution Plan (DCP) does not include separate specific funding allocations for public art items. Notwithstanding, based on recent outcomes delivered or being delivered by State and Local Governments, it could be said that it is expected and acceptable that there is capacity to deliver public art outcomes within some of the actual projects.

With the above in mind, officers are reviewing the possibility of including limited public art within the scope of the City’s DCP projects, such as major road and community infrastructure projects. Fostering this outcome would be aided by the City’s strategic and policy documents creating linkages between DCP projects and opportunities for public art.

Developer Funded Public Art
Many developers already deliver public art in new residential subdivisions which is approved by the City and adds to their marketing presence in the area. The Armadale Central Shopping Centre included a public art piece on its wall facing Armadale Road which is another example of commercial opportunities for public art.

Rating Levies
The Town of Victoria Park has in the past applied a levy of 1% to rates to fund delivery of a public art master plan throughout the municipality.

DETAILS OF PROPOSAL
The City of Armadale has a range of options to consider for funding future public art initiatives. Following investigation the following are proposed to be implemented simultaneously.

- That inclusion of public art components within the City’s key strategic projects (>=$1M) be considered as part of the project budget.
• That the review of the North Forrestdale Developer Contribution Plan identify opportunities to provide public art as part of infrastructure projects;

• Liaison with the Metropolitan Redevelopment Authority (MRA) regarding inclusion of public art projects within the MRA’s Developer Contribution Scheme;

• Approach the MRA with a view to reaching agreement in principle that it will develop public art strategies within their project areas in the City of Armadale;

• Continue to source external grant funding to contribute to local public arts initiatives; and

• Approach potential commercial developers/partners to deliver increased public art initiatives within the City of Armadale.

COMMENT

ANALYSIS

The prospect of an inclusion of a Percent for Art Scheme in the City’s Town Planning Scheme has been considered, however it is not recommended at this time as it might be detrimental to new investment initiatives in the short term.

The results of consultation with City of Vincent and Cockburn have identified that they have a dedicated staff resource which manages their Percent for Art Schemes/Strategies and given current fiscal restraints, officers would not be recommending this as an option. Rather that the City’s current Long Term Financial Plan, including consideration of own Key Strategic Projects for opportunities is a better option at this time

OPTIONS

1. Determine that the range of strategies proposed are the most effective means of funding public art initiatives in the City at this time.

2. Request a Percent for Art Policy as part of the Town Planning Scheme which applies to all projects, both Council and commercial, that exceed a specified development value be included in the range of strategies proposed;

3. Amend or add to the range of strategies proposed to fund public art initiatives.

CONCLUSION

Council might consider initially including public art as a component of the capital budget for its own significant стратегического projects before implementing schemes that impact on private investment within the city. The recommendations for this report provide an opportunity for Council to support public art through direct contributions, partnerships with other organisations and through facilitation of opportunities with private and other government investors.
RECOMMEND

That Council:

1. Considers inclusion of public art components within key strategic projects (> $1M) during the annual Corporate Business Plan reviews;

2. Notes that officers are currently reviewing the North Forrestdale Developer Contribution Plan with the view of identifying opportunities to provide public art;

3. Liaise with the Metropolitan Redevelopment Authority (MRA) regarding inclusion of public art projects within the MRA’s Developer Contribution Scheme;

4. Approach the MRA with a view to reaching agreement in principle that it will develop public art strategies within their project areas in the City of Armadale;

5. Supports the continued use of grant funding to contribute to local public arts initiatives; and

6. Supports approaches to potential commercial partners to deliver increased public art initiatives within the City of Armadale.

ATTACHMENTS
There are no attachments for this report.
3.1 - COMMUNITY SPORTS AND RECREATION FACILITIES FUND FORWARD PLANNING GRANT APPLICATIONS

**In Brief:**
- This report recommends that Council supports an application to the Department of Sport and Recreation (DSR) Community Sports and Recreation Facilities Fund (CSRFF) Forward Planning grants program for upgrades to sports floodlighting at Gwynne Park, John Dunn Reserve and William Skeet Oval.

WARD : ALL

FILE No. : M/441/16

DATE : 5 August 2016

REF : FB

RESPONSIBLE MANAGER : Executive Director Community Services

### Tabled Items
Nil.

### Officer Interest Declaration
Nil.

### Strategic Implications
1.2 Active community life that is safe and healthy
   1.2.2 Provide opportunities to improve health outcomes for everyone.

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

2.3 Well managed infrastructure
   2.3.1 Apply best practice design and construction methodologies for provision of infrastructure.

### Legislation Implications
Works associated with the upgrade of sports field floodlighting will be required to comply with the building code of Australia and meet Australian Standards.

### Council Policy/Local Law Implications
ENG13 Asset Management Vision
RECN3 Club / Community Group Application(s) for Council Support of Capital Works Projects

### Budget/Financial Implications
The 2016/17 operating budget includes provision for the upgraded floodlighting at Gwynne Park (Main Oval), William Skeet Reserve and John Dunn Reserve (Main Oval). The amount allocated for these projects total $1,150,000 which includes $50,000 carry-forward from the previous financial year. The contribution by the Department of Sport and Recreation is to a maximum of 50% of the total project cost. Obtaining grant funding for these three projects...
Community Services

Committee - Leisure Services

will release City funding to potentially bring forward other community infrastructure projects.

Consultation

1. User groups of the relevant reserves have been consulted about the proposed lighting upgrades to ensure that the specification of the works is constant with the requirements of the sporting codes.

2. City Departments

Background

The Department of Sport and Recreation (DSR) implements the Community Sport and Recreation Facilities Fund (CSRFF). The purpose of the program is to provide Western Australian Government financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation. The program aims to increase participation in sport and recreation, with an emphasis on physical activity, through rational development of sustainable, good quality, well-designed and well-utilised facilities.

There are three types of CSRFF funding:

Small Grants ($2,500 - $50,000). Small Grants are called for throughout the year for projects that are generally minor in nature (e.g. upgrade cricket nets, court resurfacing etc) and also includes grants for various related planning studies.

Annual Grants ($150,000 - $500,000). Annual Grants are allocated to projects with a planning and construction process that will be complete within 12 months. Projects are of a higher order than typical Small Grant projects (e.g. upgrades to buildings, large lighting projects)

Forward Planning Grants ($500,000 plus). Forward Planning Grants are allocated to large scale projects where the total project cost exceeds $500,000 and may require an implementation period of between one and three years. Grants given in this category may be allocated in one or a combination of the years in the triennium.

Each year the DSR invites funding applications for capital works projects under the Annual Grants and Forward Planning Grants of the CSRFF.

The types of projects eligible for funding include:

- Modifications and additions to existing facilities to increase opportunities for participation.
- Upgrading of existing facilities to better suit current and future needs.
- Construction of new sport and recreation facilities.

Funding is generally available for up to one third of the cost of eligible projects (maximum grant is $4 million), with the remaining funds to be provided by the Local Government and/or the club or community group. As an identified high needs area in terms of demand for new sporting infrastructure, the City is eligible for a further development bonus which in this case means that 50% of the total project cost can be requested.

Applications are required to be assessed by the Local Government, ranked in order of priority and submitted to the Department of Sport and Recreation no later than 16 September 2016.
DETAILS OF PROPOSAL
This report relates to one CSRFF grant submission to the Department of Sport and Recreation for floodlighting upgrades at Gwynne Park (Main Oval), John Dunn Reserve (Main Oval) and William Skeet Reserve. The upgrades are a renewal of current lighting which has reached the end of its useful life and entails installation of light poles, luminaries and controllers to Australian Standard for training purposes.

No other submissions have either been received by the City from Community sporting groups, or are proposed by officers for this CSRFF round.

It is noted that a separate report advises of a proposal by Sporting Clubs based at Cross Park for the redevelopment of the Cross Park Cricket Pavilion. There was some initial thinking that the proposal could form the basis of a CSRFF grant submission in this current round, however as indicated in the separate report, for a number of reasons this is not possible;

- The proposal is underdeveloped and requires further input from City departments to determine its feasibility
- While the project has been identified as part of the Community Hubs Master Planning initiative, Council has not had the opportunity to consider how all of the significant initiatives arising from the 12 Master Planned sites are to be prioritised
- The final cost of the project has not been confirmed and there are no funds currently allocated for it in the Long Term Financial Plan

COMMENT
ANALYSIS
In reviewing proposals for CSRFF grant funding, the City is required to consider a range of criteria and rate projects according to its priorities.

The project has been assessed on the following criteria using a scale of satisfactory, unsatisfactory and not relevant.

- Project Justification - Satisfactory;
- Planned approach - Satisfactory;
- Community input - Satisfactory;
- Management planning - Satisfactory;
- Access and opportunity - Satisfactory;
- Design - Satisfactory;
- Financial viability - Satisfactory;
- Co-ordination - Satisfactory; and
- Potential to increase physical activity - Satisfactory.

According to the CSRFF criteria the project is rated;
- Well planned and needed by the municipality.

OPTIONS
Council has the following options:

1. Endorse the application to the DSR Community Sporting and Recreation Facility Fund (CSRFF) forward planning round for half of the total project cost to an amount of
$575,000 for upgrades to sports field floodlighting at Gwynne Park (Main Oval), William Skeet Oval and John Dunn Reserve (Main Oval).

This is the preferred option

2. Modify the recommendation.
3. Not endorse the application to the DSR CSRFF forward planning round for a half of the total project cost to an amount of $575,000 for upgrades to sports field floodlighting at Gwynne Park (Main Oval), William Skeet Oval and John Dunn Memorial Park (Main Oval).

CONCLUSION
The City maintains a commitment to a high standard of facility provision for community groups including sporting clubs. The proposed lighting upgrade will ensure the growing demand for sporting activity can continue to be met through the ongoing use of sporting fields into the evening hours.

RECOMMEND
That Council:

Endorse the application to the DSR Community Sporting and Recreation Facility Fund (CSRFF) forward planning round for half of the total project cost to an amount of $575,000 for upgrades to sports field floodlighting at Gwynne Park (Main Oval), William Skeet Oval and John Dunn Reserve (Main Oval).

ATTACHMENTS
There are no attachments for this report.
3.2 - PROPOSED REDEVELOPMENT OF CROSS PARK CRICKET PAVILION

WARD : RIVER
FILE No. : M/513/16
DATE : 30 August 2016
REF : FG
RESPONSIBLE MANAGER : Executive Manager Community Services

In Brief:
- This report outlines a request from Roleystone Junior Cricket Club, Roleystone Karragullen Cricket Club and Roleystone Netball Club for the redevelopment of the Cross Park Cricket Pavilion.
- Recommend that Council note the proposal for the redevelopment of Cross Park Cricket Pavilion.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
1.3 The community has the services and facilities it needs
2.3 Well managed infrastructure

Legislation Implications
Nil

Council Policy/Local Law Implications
RECN3 – Club / Community Group Application(s) for Council support of capital work projects

Budget/Financial Implications
There are no financial implications arising from the recommendation of this report. It is noted that there are no funds currently allocated in the Long Term Financial Plan for the redevelopment of the Cross Park Cricket Pavilion.

Consultation
1. Roleystone Junior Cricket Club
2. Roleystone Netball Club
3. Roleystone Karragullen Cricket Club
4. Community Services
5. Technical Services

BACKGROUND

In March 2013 the Cross Park Master Plan was endorsed by Council, the first of twelve master planning projects. (C8/3/13). One of the recommended initiatives from the Master Plan was:
The cricket club pavilion to be upgraded by the cricket club, including terracing to enhance the spectators’ experience with netball toilets, storage and use to be included/provided for.

Since the Master Plan process began Roleystone Junior Cricket Club, Roleystone Karragullen Cricket Club and Roleystone Netball Club have proactively raised funds for contribution toward the refurbishment and recently engaged Curtin University third year Architecture students to consider the proposed refurbishment within their curriculum.

The clubs have a combined total of four hundred and three (403) members, representing a wide range of the community:

Since the Cross Park Master Plan was endorsed a number of initiatives have been completed or are currently underway. These include:

- Installation of a Skate Park
- Refurbished Multi Use hard courts
- Relocation of Cricket Nets
- Planning for a Mens Shed and Community Garden

DETAILS OF PROPOSAL

Representatives from the clubs approached Officers to propose a Department of Sport and Recreation Community Sporting Recreation Facilities Fund (CSRFF) application for current 2016/17 funding round. For a number of reasons it is not considered timely to progress a CSRFF application for this significant project at this point;

1. While there has been progress towards a design, further input is required from City departments to develop the proposal to a point suitable for a CSRFF application
2. Council has yet to consider the overall implications of the various Master Planning initiatives. While these have all been considered on a localised level, Council has not had the opportunity to consider them in context or how they may be prioritised for inclusion in the Long Term Financial Plan
3. The total cost of the project has not been confirmed and there is no current funding allocation in the Long Term Financial Plan for a refurbishment or rebuild of the facility

A design brief was developed for the third year Architecture students at Curtin University, from which a concept plan was developed. The brief was seeking to maximise the potential of the site and achieve a functional and efficient layout. Ongoing management of the facility and the reserve has been a primary consideration. The brief and subsequent work with the Curtin University students has resulted in a preference for a complete rebuild, as a more suitable and cost effective option to a refurbishment.
The clubs have also demonstrated a financial contribution for the proposal.

COMMENT

ANALYSIS

The project has merit and the process is well considered with the clubs taking a proactive lead in the future of a community facility. While officers support further development of the proposal the timing needs to be aligned with finalising the Master Plan process.

OPTIONS

1. Note the ongoing planning work being carried out regarding this proposal. This is the preferred option.
2. Change the recommendation

CONCLUSION

It is recommended that Council note the proposal for the redevelopment of the Cross Park Cricket Pavilion for consideration in determining how the Community Hubs Master Planning initiative should proceed.

RECOMMEND

That Council:

Note the proposal for the redevelopment of Cross Park Cricket Pavilion.

ATTACHMENTS

There are no attachments for this report.
**4.1 - BUSH FIRE CONTROL OFFICER**

WARD : ALL

FILE No. : M/462/16

DATE : 11 August 2016

REF : BW

RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:
- To appoint Antonino Scidone as Bush Fire Control Officer pursuant to Section 38 (1) of the Bush Fires Act 1954
- Recommend that Council appoint Mr. Antonino Scidone as Fire Control Officer for the City of Armadale, pursuant to Section 38 (1) of the Bush Fires Act 1954.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
1.1.2.2 Facilitate bushfire awareness and emergency preparedness

Legislation Implications
Bush Fires Act 1954 38 (1)

A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

Council Policy/Local Law Implications
Nil

Budget/Financial Implications
Nil

Consultation
Consultation has been undertaken with the following officers and bushfire brigades;
- Chief Bush Fire Control Officer/ Deputy Chief Bush Fire Control Officer
- Bedfordale Volunteer Bush Fire Brigade

DETAILS OF PROPOSAL
The proposition of this report is for Council to appointment Mr. Antonino Scidone as a Bush Fire Control Officer (BFCO pursuant to the provisions of Section 38 (1) of the Bush Fires Act 1954.
COMMENT
At the 2016 Annual General Meeting (AGM) of the Bedfordale Volunteer Bush Fire Brigade (BVBFB), Mr. Antonino Scidone was nominated as Fire Control Officer (FCO) by the brigade. The nomination of Antonino Scidone is supported by the Chief and Deputy Chief Bush Fire Control Officers, and BVBFB members.

Mr. Antonino Scidone has the required skills and qualifications to carry out the duties associated with the appointment.

In addition to being able to provide additional support in and for the Incident Management Team at protracted incidents, the FCO will be able to provide a service to the community through the issuing of burning permits which will increase the accessibility by the public to fire permits and assist in maintaining a low number of out of control, illegal and unplanned fires

SUMMARY
It is noted that Mr. Antonino Scidone is a current volunteer bushfire fighter for the City of Armadale and has an extensive service history, knowledge and experience in bushfire fighting and as such would be a valuable addition to the to the City and the community in undertaking the role as a FCO. Authorisation will be withdrawn automatically when the person herein named as an “Authorised Person” ceases to provide services to the City.

RECOMMEND

That Council:

1. Appoint Mr. Antonino Scidone as Fire Control Officer for the City of Armadale, pursuant to Section 38 (1) of the Bush Fires Act 1954, noting that authorisation will be withdrawn automatically when the person herein named as an “Authorised Person” ceases to provide services to the City.

ABSOLUTE MAJORITY RESOLUTION REQUIRED

ATTACHMENTS
There are no attachments for this report.
**4.2 - APPOINTMENT OF AUTHORISED OFFICER**

WARD : ALL

FILE No. : M/472/16

DATE : 16 August 2016

REF : BW

RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:
- The appointment of an “Authorised Person” for the purpose of administering various Acts Regulations and Local Laws relating to Ranger Services.
- Recommend that Ms. Carmen Caroline Taylor be appointed as an “Authorised Person”

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
1.1.2.2 Facilitate bushfire 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 38(3) Control of Vehicles (Off-Road Areas) Act 1978
Bush Fire Act 1954 and Regulations
Section 38(1) Bush Fires Act 1954
Section 59(3) 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

Budget/Financial Implications
Nil
DETAILS OF PROPOSAL

To enable the following staff member to undertake the responsibilities and duties performed by a Ranger it is a requirement that Council shall, in writing, appoint her to exercise on behalf of the Local Government the powers conferred on an "Authorised Person" for the purpose of enforcing various Acts and Local Laws.

Accordingly, and in an attempt to ensure full compliance is achieved, it is recommended that Council appoint the person herein named as an “Authorised Person”. Authorisation will be withdrawn automatically when the person herein named as an “Authorised Person” ceases employment with the City.

COMMENT

The recommended appointment of Ms. Carmen Caroline Taylor as an “Authorised Person” is consistent with her position role description and will serve to facilitate and assist in the orderly business and performance of the Ranger Services.

RECOMMEND

1. That Ms. Carmen Caroline Taylor be appointed as an “Authorised Person” for the City of Armadale to exercise powers under:

   - Section 9.13 & 9.15 of the Local Government Act 1995,
   - Section 20(1) Criminal Procedures Act 2004
   - Dog Act 1976 and Regulations
   - Cat Act 2011 and Regulations
   - Control of Vehicles (Off Road Areas) Act 1978 and Regulations
   - Bush Fires Act 1954 and Regulations
   - 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
   - Local Government Property Local Law
   - Activities and Trading in Thoroughfares and Public Places Local Law
   - Environment, Animals and Nuisance Local Laws
   - Local Laws Relating to Trading In Public Places

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

ABSOLUTE MAJORITY RESOLUTION REQUIRED

ATTACHMENTS

There are no attachments for this report.
COUNCILLORS' ITEMS

Nil

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT

Nil

MEETING DECLARED CLOSED AT _________
<table>
<thead>
<tr>
<th>ATT NO.</th>
<th>SUBJECT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>FIRE PREVENTION MAPPING SYSTEM PRESENTATION</td>
<td></td>
</tr>
<tr>
<td>1.1.1</td>
<td>FireMAID Presentation</td>
<td>23</td>
</tr>
<tr>
<td>1.1.2</td>
<td>Fire Permit System</td>
<td>41</td>
</tr>
</tbody>
</table>
City of Armadale
Introduction

The task was to create a fire mitigation plan to implement all of City of Armadale bush reserves.

This included past, current and future works to ensure each reserve complied with the Bush Fires Act 1954 and the City's Firebreak Notice.

This involved outlining the entire fire mitigation plan and incorporating mapping of past, current and future burns and fuel loads, firebreaks to determine the future burning regime and maintenance.
First we created the Fire Mitigation spreadsheet and broke the reserves into their wards and locations: Roleystone, Kelmcott, Bedfordale etc.
As part of the fire mitigation plan, we created the works future schedule planning for the each reserve.
Mapping

- We are currently mapping reserves that have natural bushland attached.
- Firebreaks, gates, walk trials and including calculating fuels loads, from here we had IT incorporate the data onto IntraMaps which assisted in identifying the risks.
Captured data mapped
Planning

From here we can determine the asset and risks to either the reserve or private properties that surround the reserves.

This then creates the future mosaic burn pattern and maintenance program, regardless of the size of the reserve.
Fire mitigation and Intra-mapping data

Maintenance
Fire mitigation and Intra-mapping data

Maintenance report

FIRE MANAGEMENT — MAINTENANCE REQUIRED

<table>
<thead>
<tr>
<th>Point ID</th>
<th>Roam21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Point Type</td>
<td>Tree - Prune</td>
</tr>
<tr>
<td>Reserve Name</td>
<td>Burgundy Park</td>
</tr>
<tr>
<td>Due Year</td>
<td></td>
</tr>
<tr>
<td>Comments</td>
<td></td>
</tr>
<tr>
<td>Inspector</td>
<td>Mick McIntosh</td>
</tr>
<tr>
<td>Date of Inspection</td>
<td>06/11/2015</td>
</tr>
</tbody>
</table>

Coordinates: 409773,6538884 (603/295 MGA Zone 50)
Benefits

- Captured data is uploaded daily/weekly
- All data is backed up on a yearly basis as to the fire season (1 April to end of Dec each year)
- Tracks each reserve annually
- Able to produce a report past and future
Emergency response aid

- Incorporates additional tools that are known as layers to create incident support data.
- Assists volunteer brigades, Armadale SES, WAPOL and DFES.
Layering

Layers examples include:

- Hydrants, strategic firebreaks, gates, map coordinates, hazards, topographical references, land marks, street mapping, contours, previous incidents, aerial coordinate.

ie. Any information that we believe is needed to assist in a emergency situation.
Tools (layers)

In the event of an emergency (fire) we have a system in place that will assist as an aid in logistics on any land within City of Armadale, main purpose is the City’s reserves;

• Firebreaks, gates, hydrants and fuel loads.
• Identifies all owners and responsible agency of all reserves within the City of Armadale.
Example showing four layers
Benefits

- Assists our own volunteer brigades and Armadale first in an emergency
- SES, Police lost person in our reserves
- Future planning Parks & Garden i.e. future revegetation
- Captures all fuel loads, past future and arson burns
- All data is backed up and if we are challenged we can demonstrate we have a fire management plan and can demonstrate past & future work plans
- At any time additional layer can be added
Future planning

- Allowing access to other agencies
- Continue to build the system
- Map all reserves within the City
- Incorporating the spreadsheet into Authority
Thanks to

- IT (Andy Bates)
- Ranger Services
New fire permit system

City of Armadale 2016
Fire permits

- Previously we issued fire permits either at
  - the front counter administration,
  - pound,
  - via our volunteer brigades
  - or by arrangement in paper form and occasional email.

We have modified the issuing of fire permits to reduce administration time and most importantly, offering better customer service.
New and improved process

- All fire permits are captured within ‘Authority’
- Automatically places permit holder details onto data sheet.
- Automatically onto *IntraMaps*
- Able to send SMS to all permit holders
- **Improved customer service**
Brief overall process

<table>
<thead>
<tr>
<th>Permit Number</th>
<th>House No</th>
<th>Street</th>
<th>Suburb</th>
<th>Lot</th>
<th>Permit Start Date</th>
<th>Permit End Date</th>
<th>Permit Holder</th>
<th>Permit Holder Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>01/09/2016</td>
<td>14/09/2016</td>
<td>John Citizen</td>
<td>1 Any Street, ARMA DALE</td>
</tr>
<tr>
<td>2</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>02/09/2016</td>
<td>15/09/2016</td>
<td>Joan Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
<tr>
<td>3</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>03/09/2016</td>
<td>16/09/2016</td>
<td>Tony Citizen</td>
<td>1 Any Street, ARMADALE</td>
</tr>
<tr>
<td>4</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>04/09/2016</td>
<td>17/09/2016</td>
<td>Evelyn Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
<tr>
<td>5</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>05/09/2016</td>
<td>18/09/2016</td>
<td>John Citizen</td>
<td>1 Any Street, ARMADALE</td>
</tr>
<tr>
<td>6</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>06/09/2016</td>
<td>19/09/2016</td>
<td>Joan Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
<tr>
<td>7</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>07/09/2016</td>
<td>20/09/2016</td>
<td>John Citizen</td>
<td>1 Any Street, ARMADALE</td>
</tr>
<tr>
<td>8</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>08/09/2016</td>
<td>21/09/2016</td>
<td>Joan Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
<tr>
<td>9</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>09/09/2016</td>
<td>22/09/2016</td>
<td>John Citizen</td>
<td>1 Any Street, ARMADALE</td>
</tr>
<tr>
<td>10</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>10/09/2016</td>
<td>23/09/2016</td>
<td>Joan Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
<tr>
<td>11</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>11/09/2016</td>
<td>24/09/2016</td>
<td>John Citizen</td>
<td>1 Any Street, ARMA DALE</td>
</tr>
<tr>
<td>12</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>12/09/2016</td>
<td>25/09/2016</td>
<td>Joan Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
<tr>
<td>13</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>13/09/2016</td>
<td>26/09/2016</td>
<td>John Citizen</td>
<td>1 Any Street, ARMADALE</td>
</tr>
<tr>
<td>14</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>14/09/2016</td>
<td>27/09/2016</td>
<td>Joan Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
<tr>
<td>15</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>15/09/2016</td>
<td>28/09/2016</td>
<td>John Citizen</td>
<td>1 Any Street, ARMADALE</td>
</tr>
<tr>
<td>16</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>16/09/2016</td>
<td>29/09/2016</td>
<td>Joan Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
<tr>
<td>17</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>17/09/2016</td>
<td>30/09/2016</td>
<td>John Citizen</td>
<td>1 Any Street, ARMADALE</td>
</tr>
<tr>
<td>18</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>18/09/2016</td>
<td>01/10/2016</td>
<td>Joan Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
<tr>
<td>19</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>19/09/2016</td>
<td>02/10/2016</td>
<td>John Citizen</td>
<td>1 Any Street, ARMADALE</td>
</tr>
<tr>
<td>20</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>20/09/2016</td>
<td>03/10/2016</td>
<td>Joan Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
<tr>
<td>21</td>
<td>XX</td>
<td>Armadale</td>
<td>XX</td>
<td></td>
<td>21/09/2016</td>
<td>04/10/2016</td>
<td>John Citizen</td>
<td>1 Any Street, ARMADALE</td>
</tr>
<tr>
<td>22</td>
<td>XX</td>
<td>Kelmscott</td>
<td>XX</td>
<td></td>
<td>22/04/2016</td>
<td>05/04/2016</td>
<td>Joan Anybody</td>
<td>2 Another Street, KELMSCOTT</td>
</tr>
</tbody>
</table>
Example of overall process in *IntraMaps*
Example
Benefits & savings

- Less work for Rangers Administration, exception of monthly report
- More than one way to track fire permits
- Able to contact permit holders with one SMS message, in the past we had to manually contact each permit holder
- New system zero cost for the City to implement
- Completely backed up in Authority
Future planning

- Adding an additional template - fire permit for the purpose of burning garden refuse
- Allowing access to other agencies, Roleystone & Bedfordale Brigades and Armadale First
- Currently City Health Department has access

Thanks to Liz Jones from Ranger Services, and IT Department