PRESENT: Cr C M Wielinga (Chair)  
Cr C Frost (Deputy Chair)  
Cr R Butterfield  
Cr C A Campbell JP  
Cr M Geary  
Cr G J Smith  
Cr J A Stewart

APOLOGIES:

OBSERVERS:

IN ATTENDANCE: Ms Y Loveland Executive Director Community Services  
Mr N Kegie Executive Manager Community Services  
Ms L Jarosz Executive Assistant Community Services  
Mr J Lyon Executive Director Corporate Services  
Ms R Milnes Manager Community Services 7.00-7.38pm  
Ms C Whittington Community Facilities Planning Coordinator

PUBLIC: Nil

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

As there were no members of the public present, the disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was not read.

DECLARATION OF MEMBERS’ INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Community Services Committee Meeting held on 9 April 2019 be confirmed.

Moved Cr C Frost
MOTION CARRIED

(7/0)

ITEMS REFERRED FROM INFORMATION BULLETIN - ISSUE 6

Report on Outstanding Matters – Community Services Committee

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

None of the items as listed above required clarification or a report to Committee.
COMMUNITY SERVICES COMMITTEE
7 MAY 2019

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1.1 - OPERATION OF THE CHAMPION CENTRE

WARD : ALL
FILE No. : M/286/19
DATE : 24 April 2019
REF : RM
RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:
- This report presents the model of operation of the Champion Centre including staff structure, partnerships and programming.
- It recommends that Council maintain its current Long Term Financial Plan commitment for the purpose of continuation of the co-ordination and operation of the Champion Centre.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
1.1 A strong sense of community spirit
   1.1.3 Value and celebrate our diversity and heritage

1.2 Active community life that is safe and healthy
   1.2.2 Recognise, value and support 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
   1.3.2 Deliver services
   1.3.3 Advocate and share responsibility for service delivery
   1.3.4 Promote services and facilities available in the community

1.4 The community is engaged and understood
   1.4.1 Consult the community in diverse ways

Legislation Implications
Nil

Council Policy/Local Law Implications
Nil

Budget/Financial Implications
Council has a recurrent budget allocation in its Long Term Financial Plan of $306,000, towards Aboriginal Development, which includes the Champion Centre.
In addition, the City has been successful in maintaining Federal funding since 2002 for Aboriginal Family Support Programs, however there is no guarantee of continuing grant funds given the changing policies and focus areas of State and Federal Governments. This has been evidenced twice in the last six years where Federal grant funds were withdrawn but reinstated after successful lobbying by Council.

The current Federal Government grant commitment through the Indigenous Advancement Strategy (IAS) is for $160,000 for 2019/20. The Agreement between the City and the Department concludes in April 2020.

The City’s Advocacy Strategy includes the Champion Centre programs to continue to progress employment, educational and health outcomes for the Aboriginal and Torres Strait Islander community of $5 million over 10 years.

**Consultation**

Aboriginal Development Team

**BACKGROUND**

During the 2018/19 budget discussions and following a Councillor Workshop, Council requested additional information on the Indigenous Development area. In response a report was presented in August 2018 (C24/8/18), providing an update on the City’s Indigenous Development initiatives including the Champion Centre resulting in the following resolution:

1. Receive the report detailing the City’s Indigenous Development initiatives.
2. Continue to support the City’s approach to Indigenous Development.

Note: Council has been advised that the City has recently changed its terminology from ‘Indigenous’ to ‘Aboriginal’ as a result of consultation with Elders and to align with State Government terminology.

Council’s commitment to Aboriginal Development has always been with the view that social/welfare issues are primarily the responsibility of State and Federal Government. Council’s provision of a coordinated venue from which Service Providers can operate and access the Aboriginal community has always been the practical demonstration of that commitment. Whilst the City organises celebration events such as NAIDOC, the main component of its financial commitment in the Long Term Financial Plan (LTFP) is for the coordination of the Champion Centre.

Currently there are five staff members in the Aboriginal Development team based at the Champion Centre comprising:

- Aboriginal Development Coordinator (1 FTE)
- Aboriginal Development Support Officer (1 FTE)
- Champion Centre Administration Support Officer (1 FTE)
- *Aboriginal Children and Families Officers x 2 @ 0.6 and 0.7 FTE

*Funded through the Federal Government IAS Strategy.
The outputs and outcomes generated through the Champion Centre are the result of experienced staff with sound local knowledge of the community, long standing partnerships with key organisations and a dedicated facility easily accessible by all community members.

The redevelopment of the Champion Centre funded by a $4M grant from Lotterywest will further enhance these key components due to a design that specifically aims to increase accessibility by the community and collaboration between service providers.

The redevelopment is due to be completed in August 2019. During the past 15 months, the Aboriginal Development team has been temporarily located in the Harold King Community Centre in Camillo. Despite this facility not being an optimum operational space and as such not able to accommodate the partner organisations as the Champion Centre could do, services have been maintained and adapted given the temporary accommodation.

To effectively coordinate the Champion Centre as an accessible community facility for both City and external programs and services, the positions of Aboriginal Development Coordinator, Aboriginal Development Support Officer and the Champion Centre Administration Support Officer are required. Community and sector demand on the Champion Centre is envisaged to increase upon the completion of the redevelopment due to the increased accommodation space for external organisations, the design specifically tailored to improve accessibility by community members and the fact that it is in close proximity to other City-operated key facilities - the Armadale Fitness and Aquatic Centre and the upgraded Seville Grove Library.

Given the uncertainty that surrounds recurrent external grant funds this report presents the roles of the Aboriginal Development team and the operational components of coordinating the Champion Centre. It recommends that Council reaffirm its financial commitment in the LTFP to provide security of ongoing coordination of the Champion Centre regardless of external funding, recognising that the agreement between the City and Federal Government is due to expire in April 2020.

It is of note that as a consequence of the recent advocacy and lobbying for the reinstatement of the Federal Government funding that there has been renewed interest in the Champion Centre by both State and Federal agencies which may result in subsequent grant funding, but this is not guaranteed.

**DETAILS OF PROPOSAL**

The Champion Centre’s physical design and landscaping of the outdoor spaces was underpinned by feedback from the Aboriginal / wider communities and sector organisations. However the physical design elements of the Centre will not in themselves achieve optimum community outcomes – the work of a dedicated team is required. For the purpose of providing a complete description of the business unit, both the roles of the team and the Centre are summarised as follows:
Role of the Aboriginal Development team

The Aboriginal Development team has a unique way of working to assist with addressing complex issues, resulting in the Champion Centre gaining a reputation across the community as one of Armadale’s pillar community facilities. This is not due to the team members being able to provide direct services for every need people present but is rather due to the scope of roles they undertake including:

- Informal or ‘accidental’ counsellors and community engagement officers to community members accessing the Champion Centre for programs and services including the ‘Community Centre Drop In’.
- Referral/Conduit agents to link people to services based on site and elsewhere – this entails both physically directing people to organisations with whom the person has an appointment and also to refer people to services depending on what they require. The Champion Centre has links with over 30 government and community organisations. There are also ongoing requests from sector organisations to liaise with the local Elders – this needs to be dealt with sensitively as the time of the Elders can easily be monopolised by multiple groups wanting to consult with them.
- Facilitators of Elders groups/gatherings, monthly network meetings/lunches, community seminars/information sessions/workshops on health, employment and finance topics, and community forums (the latter covering complex issues including alcohol and other drugs, domestic and family violence, mental health and suicide intervention with a view to having a shared understanding from community leaders and sector stakeholders)
- Coordinators of programs and events including the Food Security Program, supported playgroups, after school and school holiday programs, Driver Training program, family history programs, National Aboriginal Children’s Day and NAIDOC celebrations. This coordination role includes daily supervision of the 10 volunteers and other contracted staff when required for specific events.
- Operational managers of the Champion Centre. Tasks include coordinating room bookings, liaising with user groups, mediating any conflicts between community members and upholding high standards of safety, cleanliness and accessibility of the Centre.

The following is a brief snapshot of the 66 programs and activities implemented at the Champion Centre and within the community:

- Each year approximately 3500 people visit the Champion Centre for IAS and non-IAS programs, services, community forums and ‘Community Centre Drop In’ to seek support with social isolation, poverty, homelessness and domestic violence.
- Since the commencement of the Food Security Program in 2017, over 1700 families and community groups have been assisted with 5800 food boxes (partnership with Aldi and Coles).
- Since the commencement of the Driver Training Program in 2014, over 2000 people have been assisted with obtaining a license (a partnership with the WA Police).
- Regular community forums are held, for example, in 2017/18, six forums focused on suicide, homelessness, domestic and family violence, mental health and alcohol and other drugs. An average of 45 community members have attended the forums.
- Each year 2500 people attend annual NAIDOC Celebrations with many partnering service providers and community groups participating to engage with community members.
The way the officers operate as a team significantly contributes to successfully managing a large and frequently complex workload and achieving consistently sound outcomes. Communication processes are excellent within the team with each officer well across the programmatic and Centre-specific tasks. Officers from the Centre-based Aboriginal Development team and the rest of the Community Development Department regularly work together on relevant initiatives and events which contribute to the aim of achieving more robust, inclusive outcomes for the community.

The role of the local Aboriginal Elders should not be underestimated with these community members working closely with the Aboriginal Development team and other officers in the City to provide guidance and advice on behalf of the wider Aboriginal community. Seven Aboriginal Elders signed a letter prepared with them to advocate for the Federal Government for reinstatement of the IAS funds. Senior officers regularly liaise with the Elders as they are a critical key stakeholder group in the solution to local issues.

**Design of the Champion Centre**
Some of the design features of the Champion Centre relating to the efficacy of community access, programs and partnerships are summarised as follows:

- Kitchen: identified as the ‘heart’ of the Champion Centre, the kitchen has been expanded and relocated to a primary position in the Centre with a dining area and access to an alfresco area at the side of the building (viewing the Library)
- Main Hall: retained as a communal community space with access to the kitchen (kitchen can also be closed off)
- Meeting and program spaces: included in the design are four large multi-purpose rooms (two of these opening to the verandah), three smaller meeting rooms, five informal meetings areas (including three flexible ‘pods’ in the main hall) and a crisis room next to the entrance.
- Office space: A specific office area has been allocated for the Aboriginal Development team. Office space to accommodate external organisations will comprise an open plan desk and seating arrangement for the purpose of external staff ‘hot desking’ to ensure maximum use and promote collaboration between organisations
- Outdoor spaces: after consultation at different stages with local Aboriginal Elders, the landscaping in between the Library and the Champion Centre will include an Elders gathering/traditional dance space with timber seating, nature play trail in dry creek bed, a turfed area under existing and new trees and a sunken seating space. A playground will be installed at the rear of the Champion Centre.

**Operation of the Champion Centre**
The Aboriginal Development team has been working on an operating model for the Champion Centre based on the following elements:

- Ensure overall philosophy and approach of the Champion Centre is upheld by all accommodated organisations through regular stakeholder meetings
- Managing the communal use all the Centre’s amenities including the main hall dining room (the kitchen will have limited access by the general community as this will be a training facility)
- Managing all sector use of the Centre’s operational spaces including the booking and processing of hot desk, multi-purpose rooms, meeting rooms and some outdoor spaces and coordination of events such as larger workshops and forums in the Main Hall.
Continuity of the Champion Centre
The current level of municipal funds of $306,000 per annum will ensure that three of the Aboriginal Development team members are able to operate the Champion Centre, coordinate programs and events, facilitate community meetings and partnerships and provide informal counselling and referrals.

The City will continue to seek external funds from the State and Federal Governments to value add to the services provided in the form of long and short term grants. However to ensure continuity of service to the community accessing the Champion Centre, Council’s endorsement is sought to maintain current municipal commitment in the LTFP.

ANALYSIS
The knowledge, expertise and skills of the Aboriginal Development team combined with a custom-built, well placed community centre and solid partnerships with service providers form a robust model that aligns with State and Federal Government policy.

As a key stakeholder in the Armadale community, Council and the City are in a position to be proud of the leadership role it has taken in developing, implementing and maintaining this asset in the community as it holds the City in good stead for authentically contributing towards excellent outcomes for the whole community based on strong partnerships with service providers. This is the tenor of the City’s Advocacy Strategy - the City is well placed to provide a community facility and core staff to operate this.

The City’s positive relationship with the Aboriginal Elders is to be appreciated and celebrated as the ongoing advice of this group is invaluable. This is where the stability of the Champion Centre and Aboriginal Development team and the strength and wisdom of the Aboriginal Elders intersect and work together to provide a solid base for the Aboriginal community. This is a unique element of the model of the Centre and adds to the strong case to continue Council’s commitment to its operation. The Elders have always been supportive of the City undertaking the management and co-ordination of the Centre as it is seen as a neutral entity that does not need to enter into cultural/family issues.

OPTIONS
Council has the following options:
1. Endorse the continuation of the operation of the Champion Centre based on current Municipal funds
2. Not endorse the continuation of the operation of the Champion Centre based on current Municipal funds
3. Request further information of the operation of the Champion Centre
CONCLUSION

The City has had a long commitment and good working relationship with its Aboriginal Community which has been mutually beneficial. Continuing to maintain the Aboriginal Development team to manage the Champion Centre is a practical demonstration and sends a message not only to the local community but to external funding bodies that the City is willing and able to work in partnerships to achieve excellent community outcomes based on solid partnerships with local Elders and service providers.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

That Council: C14/5/19

Maintains its current Long Term Financial Plan commitment for the purpose of continuation of the co-ordination and operation of the Champion Centre.

Moved Cr C M Wielinga

MOTION CARRIED (7/0)
1.2 - UPDATE ON THE PROGRESS OF THE ARMADALE ARTISTS RETAIL COLLECTIVE

WARD : ALL
FILE No. : M/287/19
DATE : 24 April 2019
REF : JC/KJ
RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:
- This report provides an update on the progress of the Artist Retail Collective Armadale (ARC Armadale) sponsored by the City of Armadale and Metropolitan Redevelopment Authority.
- Recommend that Council note the progress of the ARC Armadale as outlined in this report.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
1.1 A strong sense of community spirit
   1.1.1 Provide opportunities to connect individuals to each other and the wider community
   1.1.2 Build interdependent and resilient community groups
   1.1.3 Value and celebrate our diversity and heritage
   1.1.4 Foster local pride

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 St Mall Activation Project budget allocation. In addition to the City’s investment, the Metropolitan Redevelopment Authority (MRA) has provided $45,000 over three years in 2016/17, 2017/18 and 2019/20.
Consultation
1. Artist Retail Collective Armadale (ARC Armadale)
2. Economic Development

BACKGROUND
The ARC Armadale is a not-for-profit arts organisation comprising an art gallery, retail outlet and workshop space located in the Jull Street Mall. ARC Armadale provides the community with a creative arts hub in central Armadale and promotes local arts products and cultural activity in the Armadale region.

ARC Armadale became an incorporated body on 13 June 2017 and the City entered into a Sponsorship Agreement with them on 27 September 2017 which will conclude on 30 June 2020.

The Sponsorship Agreement was for the establishment of retail premises in the Jull Street Mall to develop a quality local artist product and a gallery workshop, and outlines the following objectives:

a) Activate the Jull St Mall with cultural commercial activity
b) Support local artist and artisans and encourage greater economic investment
c) Encourage community wellbeing and connections between residents
d) Improve the image of the City

The City’s sponsorship investment was $32,080 over two years. In addition to the City’s sponsorship, the Metropolitan Redevelopment Authority (MRA) provided community partnership funding of $45,000 over a three year investment period 2017/18 to 2019/20. The City of Armadale Sponsorship Agreement includes the MRA’s funding and was administered by the City on MRA’s behalf. A final payment of $10,000 is to be dispersed on 1 July 2019.

The sponsorship payment schedule:

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<thead>
<tr>
<th>Year</th>
<th>City of Armadale</th>
<th>MRA</th>
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</thead>
<tbody>
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<td>2017/18</td>
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<td>$20,000</td>
</tr>
<tr>
<td>2018/19</td>
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<tr>
<td>Total</td>
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<td>$45,000</td>
</tr>
</tbody>
</table>

Following the Council resolution in November 2017 Ordinary Council Meeting (C13/11/17) to note the progress of ARC Armadale, this report provides a summary of the progress of ARC Armadale.
DETAILS OF PROPOSAL
The following provides a summary of the progress of ARC Armadale:

Securing ARC Armadale Premises

*Pop-up Shop, December 2017-March 2018*
In November 2017, due to a long negotiation process for the lease on Shop 2/3 Tudor Arcade, the leasing agent offered ARC Armadale a temporary lease for Shop 5 Tudor Arcade (next to The Dale Bar & Bistro) to allow them to open a short-term Pop-up Shop during the pre-Christmas trading period.

The ARC Armadale Pop-up Shop operated for four months from 1 December 2017 to 31 March 2018 and attracted nearly 1,000 customers and generated $6,500 in arts sales for the 23 exhibiting Artist members.

*ARC Armadale Gallery, Shop & Workshop Space, 1 May 2018-present*
The lease agreement for Shop 2/3 Tudor Arcade was signed on 6 March 2018. ARC Armadale opened on 1 May 2018 following floor repairs and the shop fit-out.

There have been several unforeseen issues with the premises including
- Discovery of confirmed asbestos fibres in the old flooring glue following the removal of the old linoleum floor tiles in Shop 1 (workshop space). The glue was removed by a licensed asbestos removal company in June 2018, contracted by the landlord. The asbestos issue required adult and children’s art workshops to be temporarily relocated.
- Due to substantial plumbing installation costs, the separate ARC Teahouse café business was relocated from Shop 1 to Shop 2/3 that has suitable plumbing fittings. The independently-owned café business pays the Shop 1 lease costs.
- A locked electrical meter for the ARC Armadale premises is located in the adjoining building which at times has presented challenges when the meter has been turned off.
- A reduction of foot traffic in the Jull St Mall influenced by the departure of the MRA from the old post office building in 2018 and the closure of a neighboring hospitality business in 2019.

*Business Development, Governance and Financial Outcomes*

*Membership*
There have been 41 ARC Armadale members over the 16 months from 1 December 2017 to 31 March 2019. This includes 23 exhibiting Artist members and 18 associated Annual members. The ARC Armadale membership includes 35 locally-based artists (85%) and all exhibited art products are produced by artists living in the City of Armadale.

The Artist members pay a monthly exhibition gallery fee that contributes to the core ARC Armadale business expenses of the building lease, gallery staff and business marketing. The art forms represented by the artists included visual arts, photography, glassware, sculpture, metalwork, woodworking, textiles, clothing, jewellery, handbags, fashion accessories, footwear, furniture and homewares.
The associated Annual members pay an annual fee and this group of non-exhibiting members includes filmmakers, textile artists, theatre makers and musicians. Annual members have hired the ARC Armadale space for art workshops, music performances and film screening events.

**Governance**
ARC Armadale has a governing board of five members that includes the following positions; President, Treasurer, Secretary, Marketing representative and Artist representative. There have been 10 Board members and five resignations over the past two years.

**Financial Outcomes**
The ARC Armadale Financial Statement 2017/18 indicates Income of $73,945 and Expenses of $55,913, resulting in a profit of $18,032 in the first year.

Trading for the next six months, 1 July to 31 December 2018, indicates Income of $60,732.61 and Expenses of $62,859.34 resulting in a loss of ($2,126.73)

ARC Armadale fundraising has generated $11,516.10 through a range of strategies including an online GoFundMe campaign, individual donations, in-store donation campaigns, raffles and paid volunteering engagements.

**Progressing the Objectives of the Agreement**

1. **Activate the Jull St Mall with cultural commercial activity**
ARC Armadale has contributed to the cultural activation of the Jull Street Mall over the past 16 months with a range of activities including an art gallery opening, art workshops, ephemeral art installations, artist demonstrations, free community art activities, art markets and collaborations with music, theatre and dance events.

**Paper Flower Trail Installation**
In December 2017, ARC Armadale initiated a temporary paper flower trail art installation fixed to the mall pavement. The art installation ran from the Armadale City Shopping Centre to the Telstra building to the doorway of the ARC Armadale Pop-up Shop. The art installation was regularly maintained and removed after four weeks. Feedback from the public was very positive.

> A lot of curiosity was evoked by many passers-by and comments flew like ‘you're doing a great job’, ‘beautiful’, ‘wow, we need this’, and lots and lots of smiles, thumbs up and general signs of joy and approval. A whole train load of kids going to the cinema just squealed with delight as they saw it. Some hopping, skipping and jumping along, others pointing, many just laughing with delight. It was such fun. It was lovely to be the cause of so much simple joy. Lorraine Corker, installation artist.

**Art Demonstrations and Workshops**
In January 2018, the City of Armadale engaged ARC Armadale to activate the Jull Street Mall from January to June 2018 via a separate contract.

*Cr Ruth Butterfield left the meeting, the time being 7.18pm.*
The activities comprised:

- Weekly artist demonstrations over 20 weeks from February to June 2018 of painting techniques by Renae Whyte, pottery painting and objet d’art by Julie Fearns Pheasant and free face painting for children by Stacey Revell.
- Free Mother’s Day card making workshops and art installation by Lorraine Corker In May 2018. Fifty people participated creating cards and installation with 200 roses.
- Free community workshops in indigo dying and kokedama (Japanese plant sculpture) techniques in collaboration with the Artbeat youth event in the Jull St Mall.
- A *Poppies Armadale* school’s art exhibition project commemorating the Armistice Centenary involving 130 students from six local schools (Armadale Christian College, Byford Secondary College, John Wollaston Anglican Community School, Kelmscott Primary School, Kelmscott Senior High School, Southern Hills Christian College).

**Markets**

ARC Armadale coordinated the Tango Markets event on 13 December 2018 in collaboration with local theatre group Fragmented Artists, who performed their multi-media theatre show *Presentes!* This event included tango dancing, plus local artist stalls. The event attracted an estimated attendance of 150 people.

ARC Armadale introduced a pilot Summer Markets initiative running from February to March 2019 on Thursday, Friday and Saturday from 10am to 2pm with a small number of stalls selling art, vintage clothing and homewares.

**Town Team Initiative (TTM)**

ARC Armadale has hosted four Jull St Mall Community Activation Team meetings since November 2018. This initiative is based on the Town Teams Movement model and has resulted in the following outputs:

- Town Team Movement presentation by TTM CEO, Dean Cracknell
- Development of community skills bank
- Brainstorming of new community activation ideas
- Yarn bombing of two plane trees in the mall with the Befriend crochet and knitting group
- Sourcing and restoring an upright piano for free community performances

2. **Support local artist and artisans and encourage greater economic investment**

ARC Armadale has created a commercial retail outlet for local arts products with art sales of $22,468 for the 13 months from 1 December 2017 to 31 December 2018.

Six ARC Armadale artists have delivered 50 art workshops to 398 paying customers from 1 May 2018 to 31 December 2018, which has assisted those artists to develop their business income.

ARC Armadale has hosted two month-long Artist-in-Residence programs featuring painter David Giles and felt textile artist Bobbie Bates.
3. **Encourage community wellbeing and connections between residents**
   In addition to the Jull St Mall activations, ARC Armadale has hosted ten events to encourage social connections and build community wellbeing. These have included the ARC Armadale Gallery Opening event, five music performances, three film nights and a multicultural poetry reading. City officers have attended several of these evening events and observed positive community engagement and social interaction.

   ARC Armadale has offered seven free community art activity workshops in origami paper folding and prayer flag design, plus free pet rock painting activities for children in the mall.

4. **Improve the image of the City**
   The diversity of cultural activities delivered by ARC Armadale in the Jull Street Mall has assisted in promoting a positive image for the City of Armadale as a creative destination.

   Over 3,000 people have visited ARC Armadale since it opened on 1 December 2017 to 28 February 2019 and the visitation data indicates approximately 8% are visiting from outside the City of Armadale. The majority of local visitors are from Armadale, Kelmscott, Bedfordale and Mt Nasura.

   The ARC Armadale is averaging over 200 visitors per month, which is contributing to increased patronage of the Jull Street Mall.

**Future support for the ARC beyond the Agreement**

The final sponsorship payment (MRA) is scheduled for 1 July 2019 with the agreement concluding 30 June 2020. It is not proposed that the City will enter into any further sponsor agreements.

As one of the 150 community organisations in the City, the ARC may continue to access the current support from the City including the Financial Assistance Program, officer advice and partnership opportunities for relevant projects and activities.

**COMMENT**

ARC Armadale has made a positive contribution to the city centre by establishing an art gallery and retail outlet in the Jull Street Mall promoting locally-made arts products. Since opening the Pop-up Shop on 1 December 2017, ARC Armadale has attracted over 3,000 visitors and generated over $20,000 of arts sales for the 35 exhibiting Artist members.

In addition to the gallery shop, the range of ARC Armadale activities including performance events, screenings, street markets, workshops, art demonstrations and installations, has stimulated the Jull Street Mall with increased cultural interest and improved the image of the City. ARC Armadale has provided an opportunity for local residents to connect and creatively contribute to the collective culture of the Armadale community.
Establishing a start-up not-for-profit artist collective enterprise has been challenging for the ARC Armadale founding artist, the Board and artist members, due to unforeseen issues that have impacted the progress of the business. Artist membership has been positive, but has fluctuated over the past 16 months. The Board membership has also required renewal. There has been substantial business pressure on the founding President/Coordinator, Charlene O’Brien, who has maintained an ongoing commitment to building a successful ARC Armadale enterprise in the Jull Street Mall. Whilst the Sponsorship Agreement concludes in June 2020, the City will continue to provide opportunities to support the ARC.

Cr Ruth Butterfield returned to the meeting, the time being 7.19pm.

OPTIONS
Council has the following options:

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

2. Request further information regarding the Artists Retail Collective Armadale.

CONCLUSION
ARC Armadale has progressed the City’s sponsorship objectives of activating the Jull Street Mall by establishing the art gallery facility and developing business support for local artists. It has created opportunities for community connection and collective cultural endeavor that has been positive for the image of the City. Based on the solid progress the ARC has made in establishing itself in the Mall, these positive outcomes are envisaged to continue into the future.

ATTACHMENTS
There are no attachments for this report.

RECOMMEND
That Council note the progress of the Artists Retail Collective Armadale as outlined in this report.

Moved Cr R Butterfield
MOTION CARRIED (7/0)

Ms Milnes left the meeting, the time being 7.38pm.
2.1 - GWINNE PARK IMPROVED OUTDOOR YOUTH ACTIVITY SPACE

In Brief:

- In 2016 a Master Plan for Gwynne Park was endorsed that included an improved skateable landscape as a component of Phase 1 for short to medium term implementation.
- In October 2018, Council requested a report on the elements, scale, community engagement and possible funding opportunities for an improved outdoor youth activity space for the same site on Forrest Road.
- Recommend that Council include provision of $350,000 in 2020-21 budget for outdoor youth facilities at Gwynne Park.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
1.3 The community as the services and facilities it needs
   1.3.1 Plan for services and facilities in existing and emerging communities
      1.3.1.1 Deliver the Community Infrastructure Plan

Legislation Implications
Nil

Council Policy/Local Law Implications
COMD2 – Community Engagement
Parks Facilities Strategy (Adopted 8 October 2018)
Guiding Principles for Youth Spaces (Noted in October 2018)

Budget/Financial Implications
The Long Term Financial Plan includes provision for an ‘improved skateable landscape’ in 2028-29 as an included component of Phase 1 of the Gwynne Park Master Plan. A total of $4,117,000 is included for all of Phase 1 elements in the LTFP comprised of $1,000,000 in capital grants and the balance from loan proceeds. Adopting the recommendation of this report will require bringing forward $62,000 of these funds to 2020-21 and allocating $288,000 of new funds in the 2020-21 budget.
Consultation
1. City staff - Community Development Officer – Youth, Parks Coordinator, Landscape Architect, Social Planning Coordinator
2. Skateboarding WA
3. Industry specialists

BACKGROUND
The City’s Community Hubs Master Planning initiative was undertaken to identify the best way to maintain and develop community infrastructure in 12 locations throughout the City’s older areas. The 12 sites each comprised aggregations of community buildings, sports grounds, parkland, playgrounds, hardcourts and bushland.

A summary of the Master Planning Initiative can be found on the City’s website.

The master planning process identified a program of works at a concept level to allow for prioritisation and inclusion in corporate planning processes. As with all master plan projects, they are subject to further analysis and detailed planning as each element is implemented.

A Master Plan for Gwynne Park Reserve (Attachment 1) was endorsed at the Council meeting 13 June 2016 (C20/5/16). The Gwynne Park Master Plan contained major upgrades in two phases. Phase 1 is included in the City’s Long Term Financial Plan for 2028-29 and Phase 2 sits just beyond the 15 year horizon of the 15 year LTFP. Phase 1 includes replacing and upgrading of existing skate facilities at Gwynne Park at an estimated value of $62,000, as noted in the C20/5/16.

In October 2018, Council requested a report on the elements, scale, community engagement and possible funding opportunities of an improved outdoor youth activity space for the same site on Forrest Road. (C32/10/18). This report addresses this request.

The current skate park/outdoor youth space is located on the north west corner of Lot 1 Townley Street, in the precinct known as Gwynne Park. The lot is freehold land, owned by the City of Armadale.

The existing skateable elements were installed in 2002 and are currently rated as condition 4 (Poor – Asset is in poor state or faulty and in need of urgent attention). They comprise a 220m2 concrete pad and three movable features. The current replacement cost is $51,583, while the current written down value is $32,064.

Informal feedback from officers is that the current facility is rarely utilised, though no usage data is collected. There are no ancillary features at the site such as drink fountains.
A significant informing document for this report is the Parks Facilities Strategy which was endorsed by Council in October 2018 (T77/10/18). With regard to 12+ Youth Spaces, the Parks Facilities Strategy outlines the criteria and considerations that should be taken into account when developing facilities such as skate parks.

DETAILS OF PROPOSAL

The concept endorsed in the master planning process envisaged works intended for the current location, though as with all concept plans, further analysis occurs as the project moves to detailed planning for implementation. This investigation includes the existing or alternative options. The options investigated included:

1. Retaining a facility of a similar scale (essentially movable jumps and rails) at the current location at Gwynne Park or at a different location within Gwynne Park

2. Identifying other smaller scale but permanent skate facilities at the current location at Gwynne Park or a different location at Gwynne Park.

For reasons outlined in this report the proposal is that a permanent facility, rather than one with movable elements, is installed at Gwynne Park but at an alternative location in Gwynne Park to the current site (see Attachment 2, page 4)

Through consultation with City staff and Skateboarding WA it is evident that an investment by the City of around $350,000 would provide a facility that meets the criteria and considerations outlined in the Parks Facilities Strategy. Ensuring that young people are involved in the design phase of the project, as noted in the strategy, will be a key element in determining its longer term activation.

The next section of this report provides comment on each of the elements noted in Council’s request for information on the Elements, Scale, Community engagement, and funding opportunities of an improved Youth Activity Space on Forrest Road Gwynne Park.

ANALYSIS

Existing provision of Outdoor Youth Facilities

The current site is comprised of a 220m² concrete pad with three removable features. There is approximately 1800m² available at that location. There are currently no complementary amenities at the site. Attachment 2, page 3 contains an overview of the site with existing features noted.

Current space = 220m²
Available space = 1800m² (0.18ha)
Other youth facilities across the City
Attachment 2 (Pages 1 and 2) show the location of existing and proposed facilities across the City and the pedestrian catchment of each of those facilities.

Existing
- Cross Park – formed concrete
- Minnowarra – Formed concrete and steel
- Forrestdale – Skateable elements on a concrete pad
- Gwynne Park – Skateable elements
- Reg Williams – Simple, singular hard skate element
- Madox Pump Track

Proposed
- Frye Park Youth Space (CoA) Kelmscott – Public Open Space Strategy/Cash in Lieu - 2019/20 - $367 000
- Heron Park Skate (Satterley) Harrisdale – Developer Delivered - commence construction in 2019
- John Dunn Challenge Park (CoA) Kelmscott – Community Hubs Master Planning Initiative Project – under consideration for 2021-22
- Ticklie Park Pump Track (CoA) Seville Grove – Public Open Space Strategy/Cash in Lieu– 2019/20 - $193 589
- Flematti Pump Track (CoA) Brookdale – Public Open Space Strategy/Cash in Lieu - $244 308

Review of existing facilities and pedestrian catchment highlights a need for additional provision.

Site Considerations
The Parks Facilities Strategy (Page 30) notes the following criteria when planning for youth spaces;
- Youth spaces require the direct buy-in by the end users and the best examples are usually spaces which have been designed and located through extensive end user engagement (a co-design process is integral in determining community interest and predicting community use post-delivery)
- Youth activity spaces would typically be associated with other asset types including but not limited to drinking fountains, shade/shelter, passive seating and landscaped areas, and would support and promote connectivity to surrounding areas.
- Space is particularly important; sufficient space would need to be available for the proposed facility, fall zones, hangout viewing areas or separation zones to hazards such as roads, buffering noise pollution.

The alternative site at Gwynne Park is shown below and on Page 4 of Attachment 2. This site more fully meets the guiding principles for youth spaces, and would create more value for spend with available budget being able to go directly to the skateable elements rather than meeting amenity needs of users. This alternative site would not impact on the future implementation of the remaining master plan elements, or limit other considerations for future movements at Gwynne Park.
Additionally this site would provide ease of integration into the long term all ages play space as included in the long term master plan.

![Available space = 1800m2 (0.4ha)](image1)

![Current skate park size in alternate location](image2)

The Parks Facilities Strategy lists a range of consideration that should be taken into account when planning a youth area. These are incorporated in the table below comparing the existing site with the proposed location.

<table>
<thead>
<tr>
<th></th>
<th>Existing Site – Cnr Forrest/Townley</th>
<th>Proposed Site – Adjacent Playground</th>
</tr>
</thead>
<tbody>
<tr>
<td>Within easy walking distance of public transport</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Easy access to roads and car-parking</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Passive surveillance and nearby active spaces such as playgrounds and sporting pavilions</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Sufficient physical space</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Separation from residential areas</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Easy access or sight lines to other facilities such as toilets, picnic areas, water, shade and shelter</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Within proximity to other youth facilities</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Located on cycle network</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Lighting for safety and optimal facility use</td>
<td></td>
<td>✓</td>
</tr>
</tbody>
</table>

Decommissioning costs of the existing site would be negligible, only requiring the removal and disposal of the portable elements. If the concrete pad were to be removed associated costs would be less than $5,000.

**Elements and Scale.**

Some examples of other projects are provided below to outline potential scale and elements that could be considered. It is important to highlight that these are for indicative purposes only, noting the imperative for youth spaces to be co-designed with end users.

Consultation with Skateboarding WA and industry specialists noted that issues of location and likely anticipated use would also impact the selection of site and style of elements – for example some movable elements can be noisy, and in high use parks more features with a range of abilities may be more effective than a limited number of high spec elements. They noted that size of the park was not the determinant of success.
<table>
<thead>
<tr>
<th>Location</th>
<th>Size</th>
<th>Features</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amberton Skatepark</td>
<td>~265m²</td>
<td>Small flow bowl, three ledges and rail</td>
<td>~$180,000</td>
</tr>
<tr>
<td>Byford Skatepark</td>
<td>~420m²</td>
<td>Small skate plaza and mini ramp</td>
<td>~$250,000</td>
</tr>
<tr>
<td>Singleton Skatepark</td>
<td>~560m²</td>
<td>Street styled skate plaza, half court basketball, shade structure, furniture, water fountain, landscaping</td>
<td>~$500,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Skatepark only ~ $350,000</td>
</tr>
<tr>
<td>Port Kennedy Skatepark</td>
<td>~1000m²</td>
<td>Medium sized bowl, flow section, plaza area, half-court basketball, shade structures, furniture, water fountain, bike racks, landscaping</td>
<td>~$750,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Skatepark only ~ $550,000</td>
</tr>
</tbody>
</table>
Another option that may be considered is ‘retro-fitting’ the existing concrete pad if it is of suitable quality. The Mosman Park skatepark is an example where the existing pad was utilised for installation of permanent features. However this option does not address the existing gap in amenity at the current site.

Mosman Park Skatepark
Size ~ 350m²
Features - Small plaza style skatepark
Total Cost ~ $150,000 for entire skatepark
Obstacles cost ~ $75,000 if concrete slab is in good condition

Community Engagement
Previous engagement undertaken during the development of the Gwynne Park Masterplan in 2015 included staff and Councillor workshops, user group surveys, stakeholder and community workshops and City wide community and stakeholder feedback period on the draft plan.

The following information was noted in the Gwynne Park Masterplan in regards to the skatepark.

<table>
<thead>
<tr>
<th>Issues</th>
<th>Implications</th>
<th>Opportunity / Design Response</th>
<th>Desired Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Small, dated portable skate park with concrete surface.</td>
<td>• Underutilised skate park and disengaged local youth.</td>
<td>• Support rise of wheeled sports such as skateboarding through provision of modern and attractive skateable landscape.</td>
<td>• Increase youth participation in unstructured physical activity.</td>
</tr>
<tr>
<td>• Poor reputation and reviews amongst skating community.</td>
<td></td>
<td>• Integrate skate park with other play opportunities to enhance all ages appeal.</td>
<td>• Less anti-social behaviour through youth engagement.</td>
</tr>
<tr>
<td>• Lack of local youth focused facilities and programs in place.</td>
<td></td>
<td></td>
<td>• Support the development of youth services in the area.</td>
</tr>
<tr>
<td>• Closest skate park located within the Armadale City Centre (1.5 kilometres north-east).</td>
<td></td>
<td></td>
<td>• Provide economic benefits for local businesses.</td>
</tr>
</tbody>
</table>

Should the project proceed consideration must be given to end user engagement. As noted in both the Guiding Principles for Youth Spaces and Places, and the Parks Facilities Strategy, “youth spaces require the direct buy in by the end users and a co-design process is integral to determine community interest and predict community use post creation”.
The Community Development Officer Youth and industry specialists recommend that any upgrade project be undertaken as a co-design involving surrounding schools and youth workshops. Should Council decide to commit to this project further consultation would be required with end users. It would be inappropriate however to undertake this next level of consultation prior to Council’s endorsement of the project.

**Possible Funding Opportunities**

Typically, projects such as this proposed youth area can attract external funds to complement a municipal allocation with the most likely sources being Lotterywest and the Department of Local Government, Sport and Cultural Industries. However, a consideration will be any other projects for which the City may be seeking funding at the same time, and the view funders may have regarding multiple projects being funded concurrently.

This would generally depend on the overall demand for the finite pool of available funds at the time submissions are presented. In other words, the chances of receiving external funds may be reduced if the City presented multiple submissions at the same time.

Council is currently considering the timing of the redevelopment of the Roleystone Theatre and is also considering the inclusion of a cycle based facility at John Dunn Reserve as short term projects. Should these be approved through the budget process they would be a focus for external grants and would be competing for similar pools of external funding at the same time. With this in mind, it is proposed that the Gwynne Park youth space be fully funded though municipal funds.

**OPTIONS**

**Option 1**
Make no changes to the existing scheduling and scale of the upgrade as included in Gwynne Park Master Plan Phase 1 components, and complete in the 2028-29 as included in the current LTFP.

**Option 2**
Bring forward $62,000 for the improvement of the skateable elements at the scale originally envisaged in the Gwynne Park Master Plan.

**Option 3**
Consider bringing forward $62,000 from the Gwynne Park Phase 1 project to 2020/21 and consider allocating $288,000 in new funds in 2020-21 for the Gwynne Park Youth Space.

Option 3 is recommended.
CONCLUSION
There is an evident need for additional level of provision of outdoor youth spaces across the City. Gwynne Park has been identified as a logical site for a skateable youth space through the Master Planning process and through subsequent consultation with the state skateboarding peak association, industry specialists and City departments.

While a final design would not be developed until further engagement with young people is undertaken, setting a budget of $350,000 will define the scale of the project and will allow for the delivery of a facility appropriate facility for the site.

The net funds required can be confirmed once further investigation into other funding sources has taken place.

OFFICER RECOMMENDATION
That Council refer for consideration in the 2020-21 budget, $350,000 for outdoor youth facilities at Gwynne Park, comprising $62,000 brought forward from 2028-29 and $288,000 in new funds.

Committee Discussion
Committee paged through the Report and discussed the proposed location and other possible alternatives. It was agreed that the current skate park site is the preferred option. Committee noted that if alternative funding sources were identified earlier, upgrades could commence sooner than the timeframe suggested in the recommendation. As such, the recommendation was amended to reflect Committee discussion.

ATTACHMENTS
1. Master Plan Gwynne Park
2. Gwynne Park Outdoor Youth Space Review

RECOMMEND

That Council

1. Refer for consideration in the 2020-21 2019-20 budget, $350,000 for outdoor youth facilities at Gwynne Park, comprising $62,000 brought forward from 2028-29 and $288,000 in new funds.

2. Confirm the current skate park site situated at the corner of Townley Road and Forrest Road as the preferred location.

3. Investigate alternate funding sources for the Gwynne Park Youth Activity Space.

Moved Cr G J Smith
MOTION CARRIED (7/0)
**3.1 - REVIEW OF DELEGATIONS OF AUTHORITY - COMMUNITY SERVICES 2019**

WARD: ALL

FILE No.: M/263/19

DATE: 11 April 2019

REF: LJ

RESPONSIBLE MANAGER: Executive Director Community Services

### In Brief:

- It is a requirement of the *Local Government Act 1995* that all Delegations be reviewed annually.
- The Annual Review of Council Delegations of Authority to the Chief Executive Officer, as relevant to the functions of the Community Services Directorate, has been undertaken.
- The report recommends that Council revokes the previous Delegations to the Chief Executive Officer and confirms the newly numbered Delegations to the Chief Executive Officer as having ongoing application, relevance, and accuracy.

### Tabled Items

Nil

### Officer Interest Declaration

Nil

### Strategic Implications

4.1 Visionary Civic leadership and sound governance

4.1.2 Make decisions that are sound, transparent and strategic

### Legislative Implications

Assessment of legislation indicates that the following apply:

  - Section 5.42 – Delegations of Some Powers and Duties to the Chief Executive Officer
  - Section 5.43 – Limits on Delegations to Chief Executive Officers
  - Section 5.44 – Chief Executive Officer May Delegate Powers and Duties to Other Employees
  - Section 5.46 – Register of, and Records Relevant to, Delegations to Chief Executive Officers and Employees

### Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

### Budget/Financial Implications

Nil
Consultation

- Intra Directorate.
- Governance and Administration.
- MANEX

BACKGROUND

It is a requirement of Section 5.46(2) of the Local Government Act 1995 that Delegations of Authority are reviewed annually. Revised Delegations were adopted by Council at its meeting on 23 April 2018 to comply with relevant legislation (C14/4/18).

These Delegations enable the City to efficiently make decisions on behalf of Council to meet statutory timeframes. Delegations provide guidelines for how the City can best use its resources to manage its consistently high workload within each of the departments within the Community Services Directorate.

This year the City is transitioning the Council delegations into the Attain delegations module. This has resulted in the renumbering and renaming of the delegations.

DETAILS OF PROPOSAL

Approval is sought to renew Council’s Delegations of Authority relating to the functions of the Community Services Directorate for the next twelve months, as per Council’s role as the Delegator of the 2018/19 statutory review of the Delegations Register, in accordance with s5.46 of the Local Government Act 1995.

COMMENT

In line with statutory requirements, all Council Delegations of Authority relating to the functions of the Community Services Directorate have now been reviewed, to confirm that the current Delegations:

(i) remain legislatively accurate and compliant, and
(ii) have ongoing operational relevance.

As a result of this review, there has been a minor amendment made to Delegation CS 4.0 and Delegation CS 10.0.

Delegation CS 4.0

Removal of the reference to 18(5), as this power cannot be delegated to them as they are not employees. Section 17(10) states:

(10) A local government may by resolution delegate to its mayor, or president, and its Chief Bush Fire Control Officer, jointly its powers and duties under subsections (7) and (8).

Sections 17(7) and 17(8) refers to varying the prohibited burning times

Section 18(5) refers to varying the restricted burning times - this decision can be only be made by the CEO, through delegation of ALL powers, or by Council not by the Mayor or CBFCO.
Delegation CS 10.0
In accordance with section 48(3) there is no power to sub delegate and as such, Delegation CS 10.0 has been amended to include S.48 in the Section Reference, to provide more clarity as shown below:

<table>
<thead>
<tr>
<th>CS 10.0</th>
<th>S.48 of the Bushfires Act 1954</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Powers and Functions of Local Government - Bushfires Act 1954</strong></td>
</tr>
<tr>
<td></td>
<td>Delegate all duties, powers and functions of the local government under the Bushfires Act 1954:</td>
</tr>
<tr>
<td></td>
<td>Includes the authority to: appoint officers to Fire Control Officers for the City of Armadale and to the Volunteer Bush Fire Brigades as established within the City of Armadale in accordance with S41 and 43 of the Act.</td>
</tr>
</tbody>
</table>

As the City is transitioning the Council delegations into the Attain delegations module, it is necessary for Council to revoke the previous delegations as presented in attachment one. The new naming and numbering of these delegations, including the amendments as shown above, are presented in attachment two of this report.

OPTIONS

There are three options available:

1. Approve the delegations as indicated in the recommendation;
2. Leave the current delegations as they are; or
3. Not renew any delegations.

Option 1 is the recommended option.

CONCLUSION

It is recommended that the Council Delegations of Authority relating to the functions of the Community Services Directorate as detailed in the attachments, be confirmed as being legislatively accurate and compliant and have ongoing relevance.
RECOMMEND  

C17/5/19

That Council:


2. Pursuant to Sections 5.42 of the Local Government Act 1995, Section 10AA of the Dog Act 1976, and Section 46 of the Cat Act 2011, delegate to the Chief Executive Officer the powers and duties as detailed in the attachment to this report.

3. Pursuant to Sections 17(10) of the Bush Fires Act 1954, delegate to the Mayor and Chief Fire Control Officer jointly its powers to vary the prohibited and restricted burning periods in accordance with s17(7) and 17(8) as detailed in the attachment to this report.

4. Revoke delegations 6, 16, 27, 29, 30, 82, 83, 502, 900, 1000 and 1100 as detailed in the attachment to this report.

ABSOLUTE MAJORITY REQUIRED

Moved Cr C Frost
MOTION CARRIED  

(7/0)
### 3.2 - Long Service Leave - Executive Director Community Services

**WARD**: ALL  
**FILE No.**: M/267/19  
**DATE**: 15 April 2019  
**REF**: LJ  
**RESPONSIBLE MANAGER**: Executive Director Community Services

**In Brief:**
- Advice of proposed Long Service Leave from Monday 22 July 2019 to Friday 6 September 2019 for the Executive Director Community Services.
- Recommend that Council note the Executive Director Community Services will take Long Service Leave Monday 22 July 2019 to Friday 6 September 2019 inclusive and that the Executive Manager Community Services (Neil Kegie) be appointed Acting Executive Director Community Services during this period.

**Tabled Items**
Nil

**Officer Interest Declaration**
Nil

**Strategic Implications**
Nil

**Legislation Implications**
General assessment of relevant legislation (e.g. Local Government Act) has not revealed any restrictions.

**Council Policy/Local Law Implications**
Council Policy and Management Practice ADM 12 “Acting Senior Positions”.

**Budget/Financial Implications**
The higher duties payment associated with this matter can be accommodated within the adopted 2018/19 Long Service Budget.

**Consultation**
Chief Executive Officer

**COMMENT**
The Executive Director Community Services will be taking Long Service Leave from Monday 22 July 2019 to Friday 6 September 2019 inclusive and during this time it is proposed that the Executive Manager Community Services (Neil Kegie) be appointed Acting Executive Director Community Services.
ATTACHMENTS
There are no attachments for this report.

RECOMMEND

That Council:

1. Note that the Executive Director Community Services (Yvonne Loveland) will take Long Service Leave from Monday 22 July 2019 to Friday 6 September 2019 and during this time it is proposed that the Executive Manager Community Services (Neil Kegie) be appointed Acting Executive Director Community Services; and

2. Pursuant to Management Practice ADM 12 and on the recommendation of the Chief Executive Officer, appoint the Executive Manager Community Services (Neil Kegie) for the period Monday 22 July 2019 to Friday 6 September 2019 inclusive as Acting Executive Director Community Services.

Moved Cr J A Stewart
MOTION CARRIED
COUNCILLORS’ ITEMS

1. Armadale District Hall - Official Opening (Cr Carole Frost)

During the recent Armadale District Hall official opening, Cr Frost passed on feedback received from Adam Williams, Lotterywest representative, who said it was always a pleasure dealing with the City and commended officers involved in the successful delivery of such an historical building.

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT

Armadale Fitness Aquatic Centre (AFAC) – Parking.

The AFAC opened in early March 2019 with higher than anticipated membership. Current memberships are over 5,400. Swim School enrolments are currently 1100, with an expectation this will grow conservatively to 2,500.

The increased memberships have put pressure on the existing car park, with the short term solution being the establishment of an overflow car park area on Bob Blackburn Reserve. This has required traffic management to properly address the overflow carpark, given issues with access, circulation and sightlines.

AFAC has a total of 202 parking bays and whilst the car parking demand will fluctuate seasonally, it will inevitably increase with population growth and an aging community.

Engagement with Sporting clubs utilising Bob Blackburn has also indicated that they experience difficulties with sufficient car parking space for their competition days. Bob Blackburn is used by Baseball, Softball, Tee Ball and Hockey.

There will be a need to collect carpark usage and patronage patterns, variation of AFAC programming impacts and peak periods including the Bob Blackburn users to inform what is the appropriate car park bays required. This will be a future report to Council.

Given where the Budget process is to date it is proposed that a provisional amount of $500,000 (approximately 100 car park bays) be made in the 2019/20 budget for additional car park bays at AFAC subject to a report being presented on the adequate number of car park bays that may be required.

MEETING DECLARED CLOSED AT 8.32PM
### SUMMARY OF ATTACHMENTS

#### 2.1 GWYNNE PARK IMPROVED OUTDOOR YOUTH ACTIVITY SPACE

<table>
<thead>
<tr>
<th>ATT NO.</th>
<th>SUBJECT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1.1</td>
<td>Master Plan Gwynne Park</td>
<td>35</td>
</tr>
<tr>
<td>2.1.2</td>
<td>Gwynne Park Outdoor Youth Space Review</td>
<td>37</td>
</tr>
</tbody>
</table>

#### 3.1 REVIEW OF DELEGATIONS OF AUTHORITY - COMMUNITY SERVICES 2019

<table>
<thead>
<tr>
<th>ATT NO.</th>
<th>SUBJECT</th>
<th>PAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1.1</td>
<td>Primary Delegations to be revoked - Community Services</td>
<td>41</td>
</tr>
<tr>
<td>3.1.2</td>
<td>Primary Delegations to be reviewed and presented for 2019</td>
<td>43</td>
</tr>
</tbody>
</table>
Community Services
COMMITTEE - 7 May 2019

ATTACHMENT 2.1.1

Gwynne Park Precinct Master Plan (Short-Medium Term) (5-15 year period)

As endorsed by Council on 13 June 2016 (C20/5/16)
Remove playground and half courts as these features will be included within the integrated all ages play space.

**EXPANDED CAR PARK**
Expand the car parking area to the north-east of the integrated all ages play space.

**SHARED YOUTH AND MEN SHED FACILITY**
Construct a new shared youth (Scouts and Girl Guides) and Men Shed facility at the rear of the Sporting Club Pavilion that addresses the new integrated all ages play space.

**INTEGRATED ALL AGES PLAY SPACE**
In the place of the former bowling club and greens, create a integrated all ages play space that accommodates formal and informal play elements, including court space, skate-able elements, play equipment, flexible grassed spaces, public toilet and barbeque facilities.

**REFURBISHED SPORTING CLUB PAVILION**
Secondary refurbishment of the Sporting Club Pavilion to contemporise the facility and ensure the needs of the Football and Cricket sporting clubs continue to be met.

Relocate water tanks (2) to enable the integration of parking and access within the precinct.

**EXPANDED INTEGRATED SPORT AND RECREATION FACILITY COURTS**
South-western court expansion of the integrated sport and recreation facility if and when warranted.

**NEW BOWLING CLUB SPACE**
Demolish the existing Bowling Clubhouse and greens and construct a new facility that is physically accessible from the integrated sport and recreation facility lobby to the south and car park to the south-east.

**SYNTHETIC BOWLING GREENS**
Provide two synthetic greens between the edge of the integrated sporting and recreational facility and Townley Street.

**RESIDENTIAL DEVELOPMENT**
Explore disposal of Scouts Hall land to enable its development for residential purposes.

Gwyne Park Precinct Master Plan (Medium-Long Term) (15+ year period)
As endorsed by Council on 13 June 2016 (C20/5/16)
Gwynne Park - Outdoor Youth Space

City wide Youth Spaces

- Skate Park - Existing
- Skate Park - Proposed
- Pump Track - Existing
- Pump Track - Proposed
- Other - Proposed
- Gwynne Park
- D - District facility
- N - Neighbourhood facility
- L - Local facility

City of Armadale
GWYNNE PARK - OUTDOOR YOUTH SPACE
City wide Youth Spaces Pedestrian Catchments

- 400m Pedestrian catchment
  Approximate 5 minute walk

- 800m Pedestrian catchment
  Approximate 10 minute walk

D - District facility
N - Neighbourhood facility
L - Local facility
GWYNNE PARK - YOUTH AREA
Gwynne Park Existing Site Review

- The existing skate park is located on a busy intersection at the ‘back’ of all the facilities
- There is poor pedestrian connections between the Youth Space (playground, basketball court) and skate park
- The skate park is located away from the existing bus routes along Seventh Road
Gwynne Park - Youth Area

Gwynne Park Mapping Plan

- The location and scale of the new skate park facility in Gwynne Park is to be considered in conjunction with the broader City of Armadale Youth Space mapping, Community Infrastructure Plan and the Gwynne Park Long Term Plan.
- The current long term plan includes a 'Shared Youth Facility' that shall be fully integrated with the All Ages Play and proposed skate park facility.
### REGISTER OF DELEGATIONS – COUNCIL TO CEO

**Local Government Act 1995**

<table>
<thead>
<tr>
<th>NO</th>
<th>SECTION</th>
<th>DELEGATION</th>
<th>ASSIGNEE</th>
<th>COUNCIL RESOLVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>3.47</td>
<td>Authority to sell or dispose of impounded or uncollected goods.</td>
<td>Yes</td>
<td>C14/4/18</td>
</tr>
<tr>
<td>16</td>
<td>3.47A</td>
<td>Disposal of sick or injured animals.</td>
<td>Yes</td>
<td>C14/4/18</td>
</tr>
</tbody>
</table>
| 27 | 5.42 & 6.12(1)(b) | That Council pursuant to Section 5.42 and 6.12(1)(b) of the Local Government Act 1995, delegate the power to the Chief Executive Officer to approve free use of Council owned facilities in partnership agreements with external organisations subject to:  
- The term not exceeding twelve (12) months; and  
- Any agreement not applying to commercial organisations | Yes | C14/4/18 |
| 29 | 5.42 & S6.12(1)(b) | Authority to approve any requests for “one-off” free use of Council’s facilities shall be delegated to the Chief Executive Officer. Any requests for “one-off” free use of facilities shall be considered on its merits but will normally only be eligible for approval if it is a not-for-profit community service activity that provides a significant benefit to the community. In the event that a request is refused the matter is to be referred to the Community Services Committee for consideration prior to a decision. | Yes | C14/4/18 |
| 30 | 3.40A(4) | Declare that a vehicle is an abandoned vehicle wreck | Yes | C14/4/18 |

**Bush Fires Act 1954**

<table>
<thead>
<tr>
<th>NO</th>
<th>SECTION</th>
<th>DELEGATION</th>
<th>ASSIGNEE</th>
<th>COUNCIL RESOLVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>82</td>
<td>17(10)</td>
<td>The Mayor and Chief Bush Fire Control Officer be given delegated authority to vary the prohibited and restricted burning periods in accordance with s17(7), 17(8) and 18(5).</td>
<td>No</td>
<td>C14/4/18</td>
</tr>
</tbody>
</table>

Bush Fires Act 1954 – Sections 17(7), 17(18), 17(10) and 18(5)

| 83 | 48(1), 38(1), 41 and 43 | Delegate to the CEO all duties, powers and functions of the local government under the Bushfires Act 1954:  
Includes the authority to: appoint officers to Fire Control Officers for the City of Armadale and to the Volunteer Bush Fire Brigades as established within the City of Armadale in accordance with S41 and 43 of the Act.  
Excludes the powers and duties that are prescribed in the Act with the requirement for a resolution by a local government. | No | C14/4/18 |
## Policies of Council

<table>
<thead>
<tr>
<th>NO</th>
<th>POLICY NO</th>
<th>DELEGATION</th>
<th>ASSIGNEE</th>
<th>COUNCIL RESOLVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>502</td>
<td>COMD 1</td>
<td>Consider requests for assistance according to the following categories.</td>
<td>Yes</td>
<td>C14/4/18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Donations</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Community Grant</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Cat Act 2011

<table>
<thead>
<tr>
<th>NO</th>
<th>SECTION</th>
<th>DELEGATION</th>
<th>ASSIGNEE</th>
<th>COUNCIL RESOLVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>900</td>
<td>44(1)</td>
<td>The Chief Executive Officer is delegated authority to exercise all of its powers and the discharge of all of its duties under the <em>Cat Act 2011</em> including the appointment of authorised persons or classes of persons under section 48</td>
<td>Yes</td>
<td>C14/4/18</td>
</tr>
</tbody>
</table>

## Dog Act 1976

<table>
<thead>
<tr>
<th>NO</th>
<th>SECTION</th>
<th>DELEGATION</th>
<th>ASSIGNEE</th>
<th>COUNCIL RESOLVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>1000</td>
<td>10AA</td>
<td>The Chief Executive Officer is delegated authority to exercise all of its powers and the discharge of all of its duties under the Act including the appointment of an authorised person under section 29(1), the appointment for a registration officer under section 11 and the power to further delegate the power or duty.</td>
<td>Yes</td>
<td>C14/4/18</td>
</tr>
</tbody>
</table>

## Local Laws Relating to Dogs

<table>
<thead>
<tr>
<th>NO</th>
<th>SECTION</th>
<th>DELEGATION</th>
<th>ASSIGNEE</th>
<th>COUNCIL RESOLVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>1100</td>
<td></td>
<td>The Chief Executive Officer is delegated authority to exercise all of its powers and the discharge of all of its duties under the <em>Local Laws Relating to Dogs</em> and the power to further delegate the power or duty, except: Section 2.1 – Determining of charges and Costs Section 3.3(2) – Fees determined for the lodgment of an exemption Section 4.10(4) – Fees determined for the lodgment of an application for a licence for a kennel establishment</td>
<td>Yes</td>
<td>C14/4/18</td>
</tr>
</tbody>
</table>
## Delegations of Authority - Council to Chief Executive Officer

<table>
<thead>
<tr>
<th>Delegation</th>
<th>Section Reference</th>
<th>Delegation Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 1.0</td>
<td>Section 3.47 Local Government Act 1995</td>
<td><strong>Sell / dispose of impounded goods</strong>&lt;br&gt;Sell or otherwise dispose of any impounded goods in accordance with Section 3.47 Local Government Act 1995</td>
</tr>
<tr>
<td>CS 2.0</td>
<td>Section 3.47A Local Government Act 1995</td>
<td><strong>Dispose of sick / injured animals</strong>&lt;br&gt;Dispose of sick or injured animals</td>
</tr>
<tr>
<td>CS 3.0</td>
<td>5.42 and 6.12(1)(b) Local Government Act 1995</td>
<td><strong>Free use of facilities</strong>&lt;br&gt;Approve free use of Council owned facilities in partnership agreements with external organisations subject to:&lt;li&gt;The term not exceeding twelve (12) months; and&lt;/li&gt;&lt;li&gt;Any agreement not applying to commercial organisations&lt;/li&gt;</td>
</tr>
<tr>
<td>CS 5.0</td>
<td>12(1)(a) Local Government (Financial Management) Regulations 1996</td>
<td><strong>Request for assistance</strong>&lt;br&gt;In accordance with COMD1, consider requests for assistance according to the following categories:&lt;li&gt;Donations&lt;/li&gt;&lt;li&gt;Community Grants&lt;/li&gt;</td>
</tr>
<tr>
<td>Delegation</td>
<td>Section Reference</td>
<td>Delegation Description</td>
</tr>
<tr>
<td>------------</td>
<td>-------------------</td>
<td>------------------------</td>
</tr>
</tbody>
</table>
| CS 6.0     | Section 6.12(1)(b) Local Government Act 1995 | **One-off use of facilities**  
Authority to approve any requests for "one-off" free use of Council’s facilities. Any requests for "one-off" free use of facilities shall be considered on its merits but will normally only be eligible for approval if it is a not-for-profit community service activity that provides a significant benefit to the community.  
In the event that a request is refused the matter is to be referred to the Community Services Committee for consideration prior to a decision. |
| CS 7.0     | Cat Act 2011  
Cat Regulations 2012 | **Cats**  
Authority to exercise all of its powers and the discharge of all of its duties under the Cat Act 2011 including the appointment of authorised persons or classes of persons under section 48 |
| CS 8.0     | Dog Act 1976  
Local Laws Relating to Dogs | **Dogs**  
Authority to exercise all of its powers and the discharge of all of its duties under the Dog Act 1976 including the appointment of an authorised person under section 29(1), the appointment for a registration officer under section 11 and the power to further delegate the power or duty. |
Declare that a vehicle is an abandoned vehicle wreck |
| CS 10.0    | S.48 of the Bushfires Act 1954 | **Powers and Functions of Local Government - Bushfires Act 1954**  
Delegate all duties, powers and functions of the local government under the Bushfires Act 1954:  
Includes the authority to: appoint officers to Fire Control Officers for the City of Armadale and to the Volunteer Bush Fire Brigades as established within the City of Armadale in accordance with S41 and 43 of the Act. |
| CS 11.0    | Dog Act 1976  
Local Laws relating to Dogs | **Dog Local Law**  
The Chief Executive Officer is delegated authority to exercise of all its powers and the discharge of all of its duties under the Local Laws Relating to Dogs and the power to further delegate the power or duty, except:  
Section 2.1 – Determining of charges and Costs  
Section 3.3(2) – Fees determined for the lodgement of an exemption  
Section 4.10(4) – Fees determined for the lodgement of an application for a licence for a kennel establishment |
## Delegations of Authority – Council to Mayor / Chief Bush Fire Control Officer

<table>
<thead>
<tr>
<th>Delegation</th>
<th>Section Reference</th>
<th>Delegation Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CS 4.0</td>
<td>Section 17(7), 17(8) and 17(10) of the <em>Bush Fires Act 1954</em></td>
<td><strong>Variations to prohibited and restricted burning periods</strong>&lt;br&gt;The Mayor and Chief Bush Fire Control Officer be given delegated authority to jointly vary the prohibited and restricted burning periods in accordance with s17(7), 17(8).</td>
</tr>
</tbody>
</table>