

# CITY OF ARMADALE

## AGENDA

**OF COMMUNITY SERVICES COMMITTEE TO BE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 23 AUGUST 2005 AT 7.00 PM**

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

**PRESENT:**

**APOLOGIES:**

**OBSERVERS:**

**IN ATTENDANCE:**

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## **DISCLAIMER**

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

## **DECLARATION OF MEMBERS' INTERESTS**

## **QUESTION TIME**

## **DEPUTATION**

## **CONFIRMATION OF MINUTES**

### **RESOLVED**

**Minutes of the Community Services Committee meeting held on 26 July 2005 be confirmed.**

**Moved Cr  
MOTION CARRIED ( )**

## **ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 16/2005**

The following matters were included for information in the Community Services section:

- **Outstanding Matters**  
Report on Outstanding Matters – Community Services Committee
- **Monthly / Quarterly Departmental Reports**  
Library & Heritage Services General Monthly Report – July 2005  
Manager Ranger & Emergency Services Monthly Report – July 2005
- **Miscellaneous**  
2004 State Living Treasures- Doris Pilkington Garimara
- **Minutes from Occasional Advisory Committees**  
Aboriginal & Torres Strait Islander Advisory Cttee – 3 May 2005  
Aboriginal & Torres Strait Islander Advisory Cttee – 14 May 2005  
Aboriginal & Torres Strait Islander Advisory Cttee – 7 July 2005  
Armadale Youth Advisory Committee – 27 June 2005  
Armadale Youth Advisory Committee – 25 July 2005  
Community Safety & Advisory Committee – 16 June 2005  
Public History Advisory Committee – 2 June 2005

*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.*

**INDEX**

**COMMUNITY SERVICES COMMITTEE**

23 August 2005

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**COMMUNITY DEVELOPMENT**

DRAFT ARMADALE COMMUNITY SAFETY PLAN 2005-2010.....3  
DRAFT CITY OF ARMADALE SENIORS' PLAN 2005-2010 .....10  
\*\*MANAGEMENT AGREEMENT – ‘HAVE A CUPPA’ CHRISTIAN OUTREACH  
PIONEERS’ REUNION VENUE AND CRITERIA .....15  
CENTRE – LOT 15 NEERIGEN ST, ARMADALE.....18

**LIBRARY & HERITAGE SERVICES**

STRATEGIC DIRECTIONS PLAN FOR THE CITY OF ARMADALE LIBRARY SERVICE.....23  
MEMORIAL PLAQUES FOR PARKS AND RESERVES – KUHL AND RUSHTON PARKS .....28  
KELMSCOTT 175<sup>TH</sup> ANNIVERSARY CELEBRATION .....32  
ARMADALE VISITOR CENTRE AND THE HERITAGE COUNTRY TOURISM  
ASSOCIATION – TOURISM OPTIONS.....36

**RECREATION**

PROPOSAL TO REMOVE SURPLUS CRICKET PITCHES .....43  
\*\*KELMSCOTT SCOUT GROUP – RELOCATION FROM FRYE PARK .....47  
\*\*EXTENSION OF 2005-06 POOL SEASON AT ARMADALE AQUATIC CENTRE .....51

**MATTERS FOR REFERRAL TO STANDING COMMITTEES**

MOUNTAIN BIKE FACILITY .....56

Community Development

***DRAFT ARMADALE COMMUNITY SAFETY PLAN 2005-2010***

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WARD ALL  
FILE REF: ORG 070  
DATE 16 August 2005  
REF MW  
RESPONSIBLE Manager Community  
MANAGER Development

**In Brief:**

This item presents the Draft Armadale Community Safety Plan 2005-10 which has been finalised after appropriate consultation. It recommends that:

- The Draft Armadale Community Safety Plan (2005-10) be received and supported by Council prior to its release.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

- 1. Planning Ahead & Evaluating Progress
  - Develop and coordinate long term plans for all services.
  - Strategic Planning processes including community consultation.
- 2. Building Our Community
  - Making Armadale a special place to live by fostering community pride and ensuring we have the required range and quality of community services and events.
  - Encourage community participation and responsibility;
  - Improve the overall well-being and safety of the community.
  - Foster a supportive and caring community.
- 3. Communicating and Marketing
  - Maintain dialogue to understand community needs and expectations.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Council currently has an allocation in the 2005/06 Budget for Community Safety Initiatives of \$10,000. The Office of Crime Prevention under partnership arrangements funds the Community Safety Advisory Committee Administration budget of \$1200 annually. With endorsement of the Plan from Office of Crime Prevention (OCP) and selection of a priority project(s) the City qualifies for a further incentive grant priority funding of \$20,000 per annum (subject to partnership approval).

## Community Development

### **Consultation**

All Directorates  
Community Safety Advisory Committee  
Seniors' Interest Advisory Committee  
Youth Advisory Committee  
Community Safety Advisory Committee  
Aboriginal Torres Strait Islander Advisory Committee  
Disability Advisory Committee  
Roadwise Committee  
Community Safety Network  
Office of Crime Prevention  
Victorian Safe Communities Network  
Community Organisations  
MANEX

### **BACKGROUND**

The City of Armadale has a strong commitment and history in developing proactive measures in community safety and crime prevention. In 1992 the council adopted the following policy:

*'Council acknowledges that matters of law and order cannot be wholly the responsibility of the Police department and other state agencies, and that the community and its local government can take a complementary and assisting role within defined constraints to help make our district a safer place for the community to work and recreate'*

In 1999 the City of Armadale developed a community discussion paper which identified recommendations of the complementary role local government can play in making the community safer, along with addressing the safety and security from broader perspectives of wellbeing and adopting holistic approaches to community safety.

In 2003 The City of Armadale developed and endorsed its own Community Safety Plan for 2003-2004. Shortly thereafter with the changes to state government in 2003, new approaches were developed by the Office of Crime Prevention. All local governments were approached in October 03 to join in partnership with government and develop partnership plans supporting effective crime prevention with *'proactive, evidence based approaches, targeted priorities and supported collaborative partnerships that engage community'*.

The City of Armadale signed the Office of Crime prevention partnership in March 2004 commencing with the development of the Draft Armadale Community Safety Plan (2005-10). **(Refer to Attachment "A-1" – Summary of Attachments – buff page.)**

Throughout the development of the Draft Armadale Community Safety Plan (2005-10) extensive consultation was carried out, as highlighted in the processes below:

1. July 2004 - A series of eight discussion groups were conducted with the assistance of a social research company with residents and service providers from the City of Armadale.

### Community Development

The main aim of this research was to provide the City of Armadale with an understanding of the crime and safety concerns and priorities specific to the community. The residents from the City of Armadale were randomly selected via telephone calls. Service providers were personally invited to participate.

2. A report was written up at the completion of the discussion groups and the recommendations were taken into account when developing the program for the Armadale Community Safety Forum.
3. October 2004 – The Armadale Community Safety Planning Forum was convened to build on the information gained from the discussion groups. The main aims of the forum were therefore to raise awareness about the extent of the safety problem in the community; and to generate discussion among key influencers in the community, service providers and residents on how working together as a community can improve safety and reduce crime and injury.
4. With the release of Office of Crime Prevention Community Safety and Crime Prevention Profile 2003 (**refer to Attachment “A-2” – Summary of Attachments – buff page**), burglary was identified as further priority area.
5. At the forum participants mapped current investments, identified common program assets and areas of need. The priorities reflect the community safety statistics available to the City of Armadale including the Community Crime Profile, injury data and road safety data. They were as follows:
  - Media perceptions
  - Road Trauma
  - Domestic Violence
  - Alcohol and other drug use
  - Maintenance of local infrastructure e.g. roads and footpaths
  - Railway system
  - Safe Parks
  - Suicide
  - Lighting
6. From this list the CSAC and the CSN were involved in ranking them to determine the top five priorities for action outlined in this Draft Community Safety Plan. They were involved due to their local knowledge of the City of Armadale and their experience working in the area of community safety.
7. Community consultation identified five priority areas, with an additional priority of Burglary being added after receipt and analysis of the OCP Community Safety and Crime Prevention Profile 2003.
  - Domestic violence
  - Road safety
  - Alcohol and other drug use

### Community Development

- Safety in public places
- Perceptions of community safety
- Burglary

The above list is not in any order and actions or strategies to address each will depend on timing and availability of resources.

8. A Community Safety Advisory Committee Working Party was formed in December 2004 to act as a reference group and progress actions and development of areas of focus in the Plan. The working party met fortnightly until February 05 to progress aspects of the Plan.
9. In July and August 2005 the Draft Armadale Community Safety Plan (2005-10) was listed for consideration by a number of Council's Advisory Committees and circulated again amongst the CSN in its current format. These Committees were;
  - Seniors' Interest Advisory Committee 21 July
  - Youth Advisory Committee 25 July
  - Community Safety Advisory Committee 27 July
  - Aboriginal Torres Strait Islander Advisory Committee 2 August
  - Disability Advisory Committee 2 August

Due to a meeting cancellation in July the Roadwise Committee has given informal support to the Plan and this will be ratified through the next Roadwise committee meeting on the 17 August 2005.

10. On the 16 August 2005 the Draft Armadale Community Safety Plan (2005-10) was taken to MANEX and supported for release.

### **DETAILS OF PROPOSAL**

The Draft Armadale Community Safety Plan (2005-2010) is both a strategic and practical document that will provide a framework for the Armadale Community Safety Advisory Committee (CSAC) activities relating to community safety over the next five years.

The goal of the Draft Armadale Community Safety Plan (2005-10) is:

*To identify and provide an informed guide for the Community Safety Advisory Committee to support safety actions within the City of Armadale which (when implemented) will maintain Armadale as a safe place to live, work, play and learn.*

This will be achieved by detailing an effective strategic framework, including a whole of community and whole of government approach, to enhance and achieve safety and crime prevention within the City of Armadale.

The development of the Draft Armadale Community Safety Plan (2005-2010) follows on from the City's 2003-2004 Plan. The changes are summarised in the table below:

Community Development

	<b>Previous Plan</b>		<b>New Plan</b>
1	Plan was developed prior to the Office of Crime Prevention (OCP) partnership.	1	Revised strategy to incorporate in plan specific OCP funding streams.
2	Had Crime Prevention focus	2	Holistic and integrated approach to community safety (crime prevention + community safety).
3	Did not fit Office of Crime Prevention (OCP) funding streams.	3	Organic and inclusive approach to strategic planning- to build partnerships with agencies, community groups and community members.
4	Inhibited other funding.	4	Strategic positioning.
5	No stated outcomes.	5	Outcomes stated- to develop safer environments, increase crime prevention and safety awareness, improve the level of safety and feelings of safety and meet the World Health Organisation's Safe Communities criteria.
		6	Priorities for action

The Plan is reflective of both perceived and actual safety concerns of the population's every day activities thereby making the Plan a true living document which can have community ownership.

The Office of Crime Prevention requires that Local Governments review plans on a yearly basis to ensure it remains relevant to current and future community safety and crime prevention needs of Armadale.

The revised Community Safety Plan 2005-10 has been developed, action plan summarised and is now presented for approval to be released.

**COMMENT**

Analysis

The City has an important leadership role to play within the Armadale region in community safety. The Draft Armadale Community Safety Plan (2005-10) has been utilised at various stages as a model for other local governments and of the 65 local partnerships signed, the City was the 5<sup>th</sup> local government to have their Plan endorsed through the Office of Crime Prevention. Whilst many Council's are developing their plans through engaging consultants the Draft Armadale Community Safety Plan (2005-10) has been developed in-house at a local level through a half role of community development officer over the past year working closely with the Community Safety Advisory committee, Community Safety Network, City of Armadale officers and other stakeholders.

The Plan is a strategic document which brands the City as a safe and desirable place to live, links strategically safety and crime prevention projects to Office of Crime prevention funding streams and other funding, and working in partnerships to achieve a safe Armadale. It further

### Community Development

outlines the actions of safety stakeholders within the city that gives a target and outcome that will be evaluated yearly as per Office Crime Prevention Requirements and to ensure effectiveness of programs.

Due to extensive consultation through the Council Directorates, Community Safety Forums, Safety network along with Advisory Committees a public comment period is not considered necessary. The living nature of the document means the Plan can be added to further as the actions in the Plan progress.

### Options

1. That Council support the Armadale Community Safety Plan (2005-10) as endorsed by Office of Crime Prevention.
2. That Council support the Armadale Community Safety Plan (2005-10) with the following additions/ amendments.
3. That Council does not support the Armadale Community Safety Plan (2005-10).

As the Plan has been endorsed by Office of Crime Prevention, has been considered by officers from all relevant Directorates, MANEX and Advisory Committees in its current format, Option 1 is recommended.

### Conclusion

The Draft Armadale Community Safety Plan (2005-10) is an organic and living document which will be amended throughout its five year life span according to safety and crime prevention priorities and needs as they arise. It is a document that outlines priorities and actions not owned only by City of Armadale but also the agencies and communities within. It is also a starting point whereby innovative local solutions can be sought and projects created to continue to achieve a safe Armadale. The Plan links the City of Armadale strategically to funding and outlines a whole of City approach, with measured outcomes and actions evaluated on a yearly basis to ensure effectiveness of safety and crime prevention initiatives until 2010.

## **RECOMMEND**

### **That Council:**

- a. **receive and support the Draft Community Safety Plan 2005-2010 for the City of Armadale and the Priorities for action as attached to these Minutes at Attachment "A-1".**
- b. **Note that the Draft Community Safety Plan 2005-2010 has been developed in partnership with the community and key agencies and reflects outcomes which will continue to be monitored by the Community Safety Advisory Committee.**

Community Development

- c. **Note that some of the new initiatives listed are subject to the securement of external or partnership funding.**
- d. **Note that the progress of the Plan will be reported to Council on an annual basis.**

**Moved**

**MOTION CARRIED/LOST ( )**

Community Development

***DRAFT CITY OF ARMADALE SENIORS' PLAN 2005-2010***

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WARD ALL  
FILE REF: CDP/001 – Seniors  
Plan  
DATE 16 August 2005  
REF JI  
RESPONSIBLE Manager Community  
MANAGER Development

**In Brief:**

This item presents the draft City of Armadale Seniors' Plan 2005-2010 which is a development from and extension of the Seniors' Needs Report adopted by Council in 2001.

It recommends that:

- The Draft Seniors' Plan 2005-2010 be received and supported by Council.
- The Draft Seniors' Plan 2005-2010 be released for public comment for a period of 21 days prior to being recommitted to the Community Services Committee and Council for adoption.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

- 1. Planning Ahead & Evaluating Progress
  - Develop and coordinate long term plans for all services.
  - Strategic Planning processes including community consultation.
- 2. Building Our Community
  - Making Armadale a special place to live by fostering community pride and ensuring we have the required range and quality of community services and events.
  - Encourage community participation and responsibility;
  - Improve the overall well-being and safety of the community.
  - Foster a supportive and caring community.
- 3. Communicating and Marketing
  - Maintain dialogue to understand community needs and expectations.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

Community Development

**Budget/Financial Implications**

Council currently has an allocation for Seniors' Projects in the 2005/06 Budget of \$21,094. The majority of this being for Human Resources for the employment of the Community Development Officer – Seniors and Disabilities.

Council has some carry forward funds from the Ready for Life Program that will be expended in 2005/06.

**Consultation**

MANEX

All City of Armadale Directorates

City of Armadale Councillors

City of Armadale Seniors' Interests Advisory Committee

City of Armadale Disability Advisory Committee

City of Armadale Community Safety Advisory Committee

City of Armadale Aboriginal Torres Strait Islander Advisory Committee

City of Armadale Youth Advisory Committee

Seniors' Service Agencies

Community Organisations

Community Representatives

**BACKGROUND**

It has been recognised at National level that ageing is one of the biggest economic and social issue currently facing Australia. The country is on the verge of its biggest demographic shift in its history and at all levels of government, across various social policy areas, steps are being taken to discuss the consequences of our ageing population with a view to developing policies, plans and priorities to address them.

It has also been accepted that responding to the implications of population ageing requires a whole-of-government approach, within which local government is anticipated to provide leadership.

The development and implementation of this Plan confirms the City of Armadale's commitment to the provision of facilities and services to meet the current and future needs of the City's senior population.

The City recognises the breadth and complexity of issues of an ageing society, and the importance of effective and coordinated action in making the necessary adjustments to support the continuing participation of older people in social and economic life. With this in mind the City should ensure that it is well positioned and prepared to have a positive and crucial impact at the local level, in terms of addressing the issues arising from the ageing population, and that a Seniors' 'Action' Plan will enable this to happen. The Action Plan will provide a flexible dynamic framework that builds awareness, encourages and directs action, in addition to fostering internal and external partnerships.

### Community Development

In 2001 the City recognised that there were many emerging issues associated with the ageing of its residents as indicated by the growing demand on council infrastructure and services by seniors. As a result of this the City undertook a significant Seniors' Needs Analysis in an effort to identify the main areas where the City will be affected by the ageing trend and at the same time help to formulate strategies to address any anticipated problems. As a result of this research a 'Seniors' Needs Report' was put together and this highlighted the local issues that existed and provided direction for the further development of a fully fledged action plan.

Council adopted the 'Seniors' Needs Report' in December 2001 and this set the direction for seniors' services in the City. The document was used as the basis for the development of Seniors' programs and strategies contained in a Seniors' Action Plan adopted by Council in March 2002.

At that time the identified priority areas included the following:

1. Redevelopment of Armadale Kelmscott Senior Citizens' Centre
2. Information on services available to seniors
3. Programs to develop that encourage participation of seniors and breakdown social isolation.

The key outcome areas adopted by Council regarding the needs of seniors were as follows:

1. Image of seniors
2. Recreation leisure and culture
3. Living in the community

From the Seniors' Action Plan 2002, the "Ready for Life" Project was initiated to address key outcome areas identified from the Seniors' Planning Process. It has since acted as the catalyst for a number of distinct projects dealing with the image of seniors, recreation, leisure & culture, and living in the community.

The redevelopment of the Armadale Kelmscott Senior Citizens' Centre has been completed and named the Greendale Centre, whilst the Ready for Life Project officially concluded in June 2005 with programs continuing having become self-sustainable. The Project has been instrumental in demonstrating Councils commitment to its Senior residents and their social and infrastructure needs. The new Seniors' Plan will continue to maintain the momentum that has been created and for which the Council has already been recognised via a Local Government Best Practice Award in 2002 for its Senior Planning Process.

A number of the objectives of the 2002 Action Plan have been achieved and the aim is to build on these achievements. With these achievements however, comes the need to review and re-plan the City's involvement and role in the future needs of our seniors over the next few years.

### **DETAILS OF PROPOSAL**

It is proposed that the Draft Seniors' Plan 2005-2010 be considered and supported by the Community Services Committee, and consequently Council.

### Community Development

The Draft Seniors' Plan 2005-2010 includes a summarised action plan that is now presented for approval. (**Refer to Attachment "A-3" – Summary of Attachments – buff page.**)

### **COMMENT**

#### Analysis

The overall well being of seniors in the community and planning for their future is an integral part of service delivery, community support and co-ordination. The 2001 Seniors' Needs Analysis and its subsequent review as part of the planning process are indicative of the current needs of seniors in the community. In developing the Plan, relevant literature was reviewed through a comprehensive desktop research process. This included National, State and Local reports, profiles, discussion papers, consultancy briefs, strategic plans and documents, policies, and other council documents and strategies. Many stakeholders were consulted and other Councils' were approached in regards to their planning for seniors in order to review contemporary practice.

The current Plan, as attached, is made up of five columns, the final column being an identification of costs. It is proposed that the final Plan provided to the Community Services Committee and Council and referred for public comment, will not contain this column.

#### Options

1. Council supports the City of Armadale Seniors' Plan 2005-2010 as provided.
2. Council supports the City of Armadale Seniors' Plan 2005-2010 with additions/amendments.
3. Council does not support the City of Armadale Seniors' Plan 2005-2010 as provided.

Option 1 is recommended.

#### Conclusion

The draft Seniors' Plan 2005-2010 has been developed to incorporate the findings of the review of the 2001 Seniors' Needs Analysis, a thorough desktop research process that included a comprehensive literature review and an appropriate community consultation component. It ensures that the City has a Plan which meets changing legislative developments in its pursuit for best practice. Once the Seniors' Plan is adopted by Council, it will be utilized as a working document from which the City's staff will be guided in creating an accessible and inclusive community for its Senior residents.

### **RECOMMEND**

#### **That Council:**

- a. **Receive and support the Draft Seniors' Plan 2005-2010 for the City of Armadale and the priorities for action as attached to these Minutes at Attachment "A-3".**

Community Development

- b. Note that some of the new initiatives listed are subject to securement external or partnership funding.**
- c. release the Draft Seniors' Plan 2005-2010 for public comment for a period of 21 days;**
- d. Note that the progress of the Plan will be reported to Council on an annual basis.**

**Moved**

**MOTION CARRIED/LOST ( )**

Community Development

**PIONEERS' REUNION VENUE AND CRITERIA**

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WARD ALL  
FILE REF: SOC/9  
DATE 16 August 2005  
REF TB  
RESPONSIBLE Executive Director  
MANAGER Community Services

**In Brief:**

- This report recommends continuing the current practice of rotating the Pioneers' Reunion between Roleystone, Kelmscott and Armadale halls, with the addition of a fourth venue at the Harold King Community Centre, in Westfield.
- Amend the criteria used to assess the eligibility of pioneers to: Any person who has lived in the district for a minimum of 50 years.

**Officer Interest Declaration**

Nil

**Strategic Implications**

Social Infrastructure - To encourage community participation and responsibility

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Nil

**Consultation**

Corporate Relations and Personal Assistant – Mayor's Office  
Hall Bookings Officer  
City of Gosnells  
Shire of Serpentine/Jarrahdale  
City of Canning

**BACKGROUND**

The City of Armadale has held an annual Pioneers' Reunion for a number of years, to acknowledge pioneers within the area and their contribution to the community. Approximately 300 people attend the reunion.

This matter was raised by Cr Wallace at the Community Services Committee of 23 November 2004 under Councillors' Items (C175/11/04):

*"Officers be requested to investigate holding the Pioneers' Reunion at the Armadale Hall on a continuous basis rather than at various venues throughout the district as is the current practice."*

### Community Development

A report was provided to the Community Services Committee on 25 January 2005 and Council subsequently resolved (C9/1/05):

*“That Council continue the current practice of rotating the Pioneers’ Reunion at the Armadale, Kelmscott and Roleystone Halls and investigate additional venues at which to hold the function within the City of Armadale.*

*The matter of qualification to become a Pioneer to be investigated by officers and referred to a future meeting of the Community Services Committee.”*

### **DETAILS OF PROPOSAL**

The City is responsible for the organisation and catering of an Annual Pioneers’ Reunion, which accommodates approximately 300 people. Currently the reunion is rotated between the Roleystone, Kelmscott and Armadale halls. It was initially proposed that the reunion be held at the Armadale Hall on a permanent basis, based on public transport, practicality and ease of access.

After Council’s resolution to continue the practice of rotating the Pioneers’ Reunion between the three halls and to investigate additional halls at which to hold the function, the only other hall within the City that could accommodate the number of people who attend the reunion is the Harold King Community Centre in Westfield.

It is proposed that the:

- rotation of the halls be changed to include the Harold King Community Centre;
- criteria for eligibility to qualify as a pioneer be changed. The current criteria are:

A person who has been: -

- Resident in the district from 1900 to 1920 for a period of ten years or more;
- Resident in the district for 40 years or more, before 1<sup>st</sup> January 1990
- Resident in the district for 50 years, continuously or otherwise.

The City of Gosnells, Shire of Serpentine/Jarrahdale and the City of Canning have all been contacted regarding their criteria for pioneers. The only criteria amongst these Councils was that the person had lived in the City for a minimum of 50 years. It is proposed to change our criterion to align with the other Councils which it would also simplify the process for eligibility for the community and administratively. Officers do not foresee that the number of people who attend the reunion would change significantly with this amendment to the criteria.

### **COMMENT**

#### Analysis

The Pioneers’ Reunion is currently rotated between Roleystone, Kelmscott and Armadale Halls. It was requested by Council that additional halls be investigated for the Pioneers Reunion. The only other hall that would accommodate the size and requirements of the reunion is the Harold King Community Centre in Westfield, which can accommodate 280 people. (Roleystone Hall can accommodate 367 people, Kelmscott Hall is the City’s largest

### Community Development

hall and can accommodate 400 and Armadale Hall can accommodate 315 (Main Hall) and 126 (Lesser Hall). The Harold King Community Centre is located on the corner of Grovelands Drive in Westfield and is accessible by public transport.

The City of Gosnells, Shire of Serpentine/Jarrahdale and the City of Canning have all been contacted regarding their criteria for pioneers. The only criteria amongst these Councils were that the person had lived in the City for a minimum of 50 years.

### Options

1. Continue the practice of rotating the Pioneers' Reunion between the Roleystone, Kelmscott and Armadale Halls.
2. Keep the current practice of rotating the Pioneers' Reunion, but include the Harold King Community Centre.
3. Hold the Pioneers' Reunion at any one of the four halls on a regular basis.
4. Change the criteria to qualify to become a pioneer to a person who has lived in the City of Armadale for a minimum of 50 years.
5. Retain the current criteria to qualify to become a pioneer.

### Conclusion

It is recommended that the rotation of the Pioneers' Reunion continue between Roleystone, Kelmscott and Armadale Halls, but add the Harold King Community Centre to the rotation of venues.

With regard to the qualification criteria for pioneers and given the age of people who lived in the City between 1900 and 1920 (85–105), it is now recommended to amend the City's criterion to become a "pioneer" to: Any person that has lived in the City for a minimum of 50 years.

### **RECOMMEND**

#### **That Council:**

- a. Continue the current practice of rotating the Pioneers' Reunion between Roleystone, Kelmscott and Armadale halls with the addition of Harold King Community Centre.**
- b. Amend the criterion of becoming a pioneer to:**  
*Any person that has lived in the City of Armadale for a minimum of 50 years.*

**Moved**

**MOTION CARRIED/LOST ( )**

Community Development

**\*\*MANAGEMENT AGREEMENT – ‘HAVE A CUPPA’ CHRISTIAN OUTREACH CENTRE – LOT 15 NEERIGEN STREET**

WARD Minnowarra  
FILE REF: A43739/1  
DATE 8 August 2005  
REF NP  
RESPONSIBLE MANAGER Manager  
Community Development

**In Brief:**

This item seeks:

- to rescind Council’s resolution C60/6/05 of 4 July 2005 to enter into a Management Agreement with the Free Reformed Church for the former Heritage FM building at Memorial Park.
- Council’s approval to the terms and conditions of a Management Agreement with the ‘Have A Cuppa’ Christian Outreach Centre for the former Heritage FM building at Memorial Park, subject to the group’s successful incorporation.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Social Infrastructure

- To foster a supportive and caring community
- To have in place a range of services to meet community needs.

**Legislation Implications**

Section 3.58(5) Local Government Act – Disposing of Property

Regulation 30(2)(b) Local Government (Functions and General) Regulations – Dispositions of property to which s3.58 of Act does not apply.

**Council Policy/Local Law Implications**

Council Policy ADM 2 – Property Lease Rentals

**Rental classification:**

- |   |                  |
|---|------------------|
| a. Community groups/Associations                      | \$50 per annum   |
| b. Sporting clubs/Associations with no liquor license | \$100 per annum  |
| c. Sporting clubs/Associations with liquor license    | \$500 per annum  |
| d. Commercial enterprises and Government departments  | Market valuation |

**Council Contribution to Legal Costs:**

- |   |      |
|---|------|
| a. Community groups/Associations                      | 100% |
| b. Sporting clubs/Associations with no liquor license | 75%  |
| c. Sporting clubs/Associations with liquor license    | 50%  |

Community Development

**Budget/Financial Implications**

No funds are currently allocated within the 15 Year Financial Plan for the ongoing maintenance of this building.

\$15,000 has been set aside within the 15 Year Financial Plan (2006/07) for demolition of the building.

**Consultation**

Free Reformed Church  
'Have A Cuppa' Christian Outreach Centre  
Chief Executives Office  
Community Services Directorate  
Technical Services Directorate  
Corporate Services Directorate

**BACKGROUND**

Council at its Meeting of 4 July 2005, resolved (C60/6/05) to:

*enter into a Management Agreement with the Free Reformed Church under the following basic terms and conditions:*

- *Manager:* *Free Reformed Church.*
- *Premises:* *Lot 15 Neerigen St, Armadale (Former Heritage FM building Memorial Park).*
- *Term:* *One (1) year, with additional one (1) year options to a maximum of three (3) years, strictly at Council's discretion (i.e. one (1) year, plus one (1) year options).*
- *Commencement Date:* *1 July 2005.*
- *Rent:* *\$50 per annum plus \$5 GST*
- *Outgoings:* *All normal outgoings to be the responsibility of the Manager.*
- *Maintenance:* *The Manager to be responsible for all building maintenance.*
- *Insurance:* *Manager to be responsible for all contents, public liability and building insurance.*
- *Use:* *Family support service.*

Whilst the proposed Management Agreement for the former Heritage FM Building in Memorial Park is between the City and the Free Reformed Church, the Church had planned for its affiliated support group, the 'Have A Cuppa' Christian Outreach Centre, to take occupancy of the former FM building to operate their programme.

### Community Development

The City's Property Department has already begun works to ready the building for this new occupancy.

However, since Council's decision to negotiate the Management Agreement with the Free Reformed Church, the 'Have A Cuppa' Christian Outreach Centre has experienced some difficulty in acquiring a copy of the church's Certificate for Currency for their public liability insurance. As a consequence, the group have found it necessary to apply for incorporation and become an independent body.

The 'Have A Cuppa' Christian Outreach Centre has advised that once successfully incorporated, anticipated by the end of August 2005, they will be in a position to arrange their own Public Liability Insurance cover. Once this has been confirmed (Certificate of Currency) they wish to enter into a Management Agreement with Council for the premises at Lot 15 Neerigen St, Armadale (Former Heritage FM building in Memorial Park) under the same basic terms and conditions as previously agreed:

Manager:	'Have A Cuppa' Christian Outreach Centre
Term:	One (1) year, renewable yearly.
Commencement Date:	19 September 2005.
Rent:	\$50 per annum plus GST.
Outgoings:	All normal outgoings to be the responsibility of the Manager.
Maintenance:	The Manager to be responsible for all building maintenance.
Insurance:	The Manager to be responsible for contents, public liability and building insurance.

### **DETAILS OF PROPOSAL**

It is proposed that Council's approval of 4 July 2005 to enter into a Management Agreement with the Free Reformed Church for the former Heritage FM building at Memorial Park be rescinded and that the City negotiate a Management Agreement with the 'Have A Cuppa' Christian Outreach Centre upon their successful incorporation, for the use of the building at Lot 15 Neerigen Street, Armadale. The group will use the building for administrative purposes and to conduct interviews and coffee mornings for locals seeking support, as previously reported to Council.

The building has been vacant for some time and is not operating under any lease arrangements. The Outreach Group was the initial group to express formal interest in the building and based upon recent consultation with Community Development Officers has indicated that the premises is an ideal location to operate their programme and where the Group will be able to attend to local needs on a regular basis.

Community Development

**COMMENT**

Analysis

The 'Have A Cuppa' Christian Outreach Centre was formed in 2001 and aims to support families who are confronted with addictions within their families. The programme has experienced positive results with not less than fourteen people who have joined the programme since October 2004. The Centre has indicated that local people have been seeking support at a growing rate. However, for this programme to continue to be successful, a permanent base to set up office to attend to local needs on a regular basis is necessary.

This proposal is identical to that in the report to Council on 4 July 2005.

Options

There are a number of options available:

1. Negotiate a Management Agreement with the 'Have-A Cuppa' Christian Outreach Centre with a short term occupancy, upon their successful incorporation,
2. Not enter into any arrangements for the use of the building and continue to have an unoccupied facility.
3. Demolish the building and return it to parkland. (Cost of demolition is approximately \$15,000).

Option 1 is recommended.

Conclusion

Given that the building has been vacant for some time, it is important that Council consider both the immediate and long term plans for this facility in the context of future developments in the CBD.

In the short term, it is considered appropriate to negotiate a Management Agreement for the former Heritage FM building with the 'Have-A Cuppa' Christian Outreach Centre due to:

- Increased benefit to the local community derived from this more permanent arrangement;
- Increase in safety for the 'Have A Cuppa' Christian Outreach Centre volunteers.
- Decrease in vandalism and maintenance attracted by occupancy of the building;
- Lack of other appropriate venues in the area; and
- Urgency of the situation.

Community Development

**RECOMMEND**

**That Council:**

- a. **Rescind Prior Council Resolution C60/6/05 of 4 July 2005.**
- b. **Enter into a Management Agreement with the ‘Have A Cuppa’ Christian Outreach Centre upon successful incorporation, under the following basic terms and conditions:**
  - **Manager:** ‘Have A Cuppa’ Christian Outreach Centre.
  - **Premises:** Lot 15 Neerigen St, Armadale (Former Heritage FM building Memorial Park).
  - **Term:** One (1) year, with additional one (1) year options to a maximum of three (3) years, strictly at Council’s discretion (i.e. one (1) year, plus one (1) year options).
  - **Commencement Date:** 19 September 2005.
  - **Rent:** \$50 per annum plus \$5 GST.
  - **Outgoings:** All normal outgoings to be the responsibility of the Manager.
  - **Maintenance:** The Manager to be responsible for all building maintenance.
  - **Insurance:** Manager to be responsible for all contents, public liability and building insurance.
  - **Use:** Family support service.

**\*\*ABSOLUTE MAJORITY DECISION REQUIRED FOR PART (a)**

**Moved**  
**MOTION CARRIED/LOST ( )**

Library & Heritage Services

***STRATEGIC DIRECTIONS PLAN FOR THE CITY OF ARMADALE LIBRARY SERVICE***

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WARD ALL  
FILE REF: LIB/1  
DATE 8 August 2005  
REF PLW  
RESPONSIBLE Executive Director  
MANAGER Community Services

**In Brief:**

- This item presents the Strategic Directions for Library Services Study and Report prepared by Libraries Alive! Consultancy.
- It recommends that Council to support the Study and Report, subject to funding.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

- 1. Planning Ahead & Evaluating Progress
  - Develop and coordinate long term plans for all services.
  - Strategic Planning processes including community consultation.
- 2. Building Our Community
  - Making Armadale a special place to live by fostering community pride and ensuring we have the required range and quality of community services and events.
  - Encourage community participation and responsibility;
  - Improve the overall well-being and safety of the community.
  - Foster a supportive and caring community.
- 3. Communicating and Marketing
  - Maintain dialogue to understand community needs and expectations.

**Legislation Implications**

Library Board of Western Australia Act 1951

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Unknown at this time. The Plan will have potential future budget implications for Council's 15 Year Forward Financial Plan.

**Consultation**

- Manex
- Project Management Group
- ARA
- All library staff

### Library & Heritage Services

- Library users and members of the community

### **BACKGROUND**

At its meeting held on 28 October 2003 Council resolved (C153/10/03) that:

*“Council include for consideration on the 2004/05 Draft Budget the appointment of a Consultant to undertake the required research related to the future strategic direction for the City’s Library Service and then report on the findings, with a budgeted amount of \$25,000.”*

Council is aware that Libraries Alive!, a Canberra-based consulting firm was appointed in April 2005 to undertake the consultancy. Ian McCallum, the Director of Libraries Alive! has since undertaken the research associated with the Strategic Directions Plan that involved two workshops with elected members.

The final *Strategic Directions for Library Services Study and Report for the City of Armadale* has now been received from the Consultant and is attached. **(Refer to Attachment “A-4” – Summary of Attachments – buff page.)**

### **DETAILS OF PROPOSAL**

It is recommended that the Strategic Directions for Library Services Study and Report, that provides recommendations on Library service development until the year 2016, be received by Council, and supported subject to the provision of funding.

### **COMMENT**

#### Analysis

The City has acknowledged that its library service plays an integral part in the community in many and varied ways and that the current service levels need to increase to meet the growing needs and expectations of the community. The City’s population is projected to increase to 85,000 by the year 2016, and the current library buildings, their location, opening hours, staffing levels, service and IT requirements will need to reflect both this increase in population, as well as the increased and diverse service users now expect from their public library.

In researching the Strategic Directions Plan, consultation with stakeholders was extensive both in meetings and by survey. Elected members and the senior executive were kept informed of the progress of the project. Copies of the Draft Plan were provided prior to the second Elected Member workshop and at that time the proposed recommendations were outlined to ensure that Councillors were in agreement with the direction of the Report. Council is now being requested to accept the final Strategic Directions Plan for Library Services in the City of Armadale and to support the implementation of the recommendations, noting that some will be subject to funding.

#### Options

Library & Heritage Services

1. Receive and support the Strategic Directions for Library Services Study and Report for the City of Armadale prepared by Libraries Alive!
2. Council may elect not to support the Strategic Directions for Library Services Study and Report from Libraries Alive! and request that further investigation be carried out.

Conclusion

The final Report prepared by Libraries Alive! meets the requirements of Council's briefing document. Given both the consultative process undertaken, and the opportunities provided for Elected Member input during the planning process, it is recommended that Council support the Strategic Directions for Library Services Study and Report from Libraries Alive! and the recommendations of the Report.

**RECOMMEND**

**That Council:**

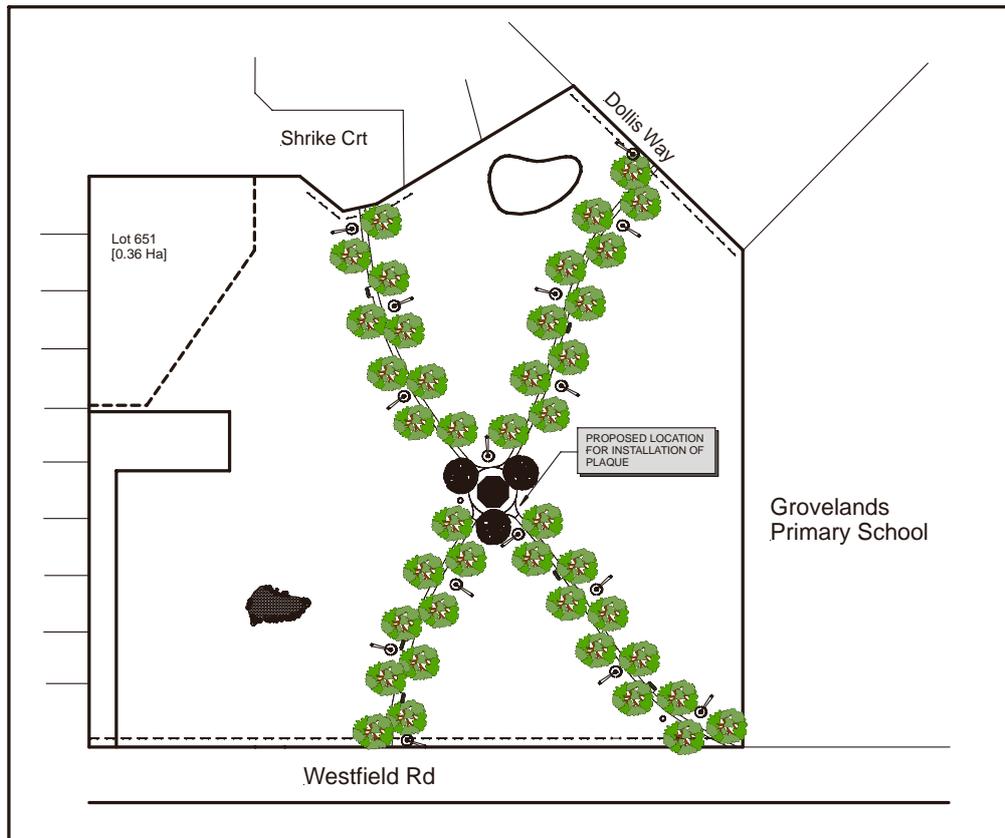
- a. **supports the Strategic Directions for Library Services Study and Report for the City of Armadale prepared by Libraries Alive! as attached to these Minutes at Attachment "A-4", acknowledging that some of the recommendations will be subject to funding.**
- b. **releases the Strategic Directions for Library Services Study and Report for public comment for a period of 21 days.**

**Moved**

**MOTION CARRIED/LOST ( )**

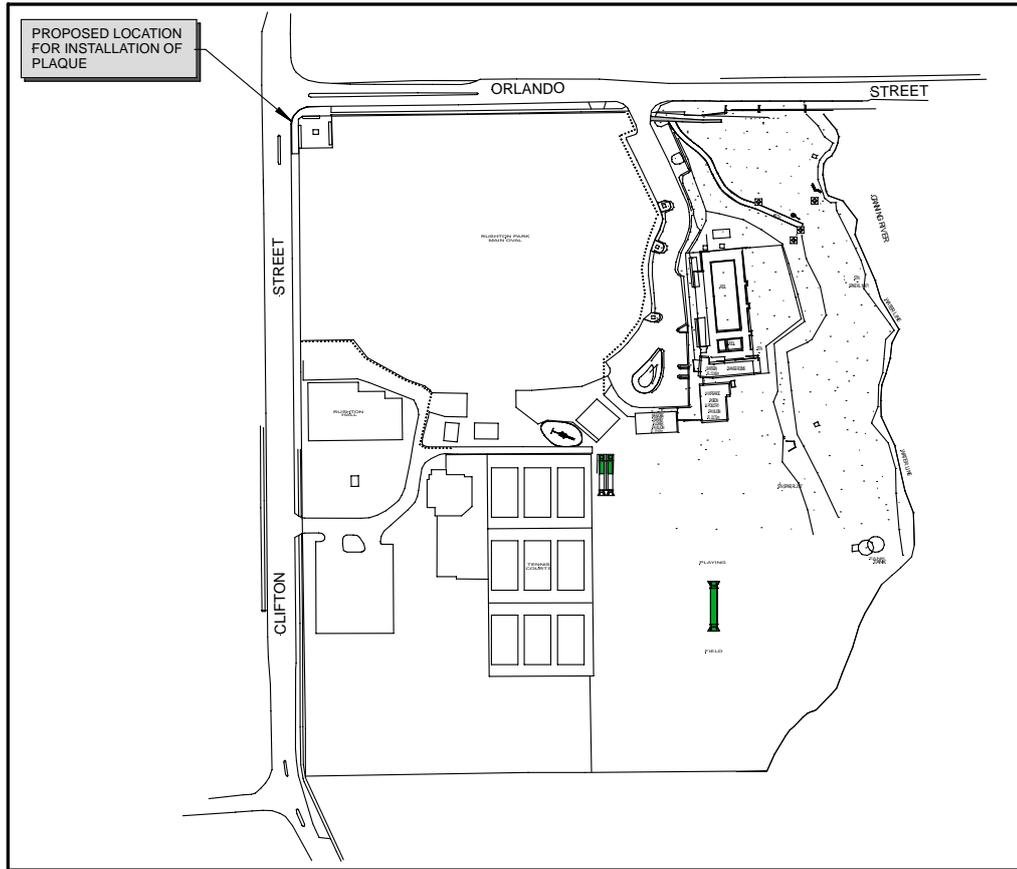
Library & Heritage Services

Kuhl Park



Library & Heritage Services

Rushton Park



Library & Heritage Services

***MEMORIAL PLAQUES FOR PARKS AND RESERVES – KUHL AND RUSHTON PARKS***

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WARD ALL  
FILE REF: RES/1  
DATE 12 August 2005  
REF PLW  
RESPONSIBLE Executive Director  
MANAGER Community Services

**In Brief:**

- This item recommends that Council endorse the proposed wording and location for memorial plaques for Kuhl and Rushton Parks.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

To create a caring and vibrant City, rich in history, heritage and lifestyle.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

An amount of \$9,000 per annum has been set aside in Council's 2005/06 Budget and 15 Year Forward Financial Plan. The estimated cost for the two plaques at Kuhl and Rushton Parks is \$3,000 and can be accommodated within existing budgets for the respective redevelopment projects.

**Consultation**

- Public History Advisory Committee
- Manager Parks
- Manager Recreation Services

**BACKGROUND**

At its Ordinary Meeting on 4 April 2005, Council adopted resolution (C23/3/05) in relation to memorial plaques to be placed in some parks and reserves:

1. *That Council undertakes an annual program of memorial plaque manufacture and installation at appropriate parks and reserves within the City.*
2. *That Council :*

Library & Heritage Services

- a. *Adopts the Council Crest as the basis for the memorial plaques for parks and reserves;*
  - b. *Agrees the memorial plaques are to be of bronze and 400mm in diameter;*
  - c. *Agrees that the heritage information on the plaques and their location at the park or reserve be approved by Council through the appropriate Committee.*
3. *That Rushton Park and Kuhl Park be the first two parks to have memorial plaques installed and that these be funded within the budget for the major redevelopment works.*
  4. *That the Community Heritage Advisory Committee submit to Council a list of parks and reserves in order of priority.*
  5. *That an amount of \$9,000 be listed for consideration in Council's 2005/06 draft budget for the purpose of installing four plaques on an annual basis.*

**DETAILS OF PROPOSAL**

In accordance with part 2(c) of the above recommendation, the proposal is that Council approves the following wording, that has been endorsed by the Public History Advisory Committee, for the plaques to be located at Kuhl and Rushton Parks respectively, and also endorse the recommended location of the plaques in the parks.

**Kuhl Park**

Mr Frederick Kuhl (1907 – 1973)  
A returned serviceman, born in Germany, who worked in South Australia until he moved to York, Western Australia in 1932.  
He retired to this piece of land in Westfield in 1972.  
Council gained ownership of the land in 1978.  
It was officially named Kuhl Park on 19.11.1982.

**Rushton Park**

The Hon Edgar Cyril Rushton, MLA (1922 – 1992)  
Member for Dale 1965 to 1988, and  
Deputy Premier January 1982 to February 1983.  
He served on the Council 1958 to 1966  
and as President in 1964/65.  
An active member of many local community  
and sports associations.

Library & Heritage Services

The Manager Recreation Services advises that the budgeted amount for the Rushton Park development will allow for the construction and installation of the plaque. The recommended location of the Plaque is as per the attached map and photograph.

The Manager Parks advises that within the funding available for works on Kuhl Park, \$1,500 will be allocated for the memorial plaque. The recommended location of the Plaque is as per the attached map and photograph.

In accordance with part 4 of the above recommendation, the priority list of parks and reserves is currently under consideration by the Community Heritage Advisory Committee and will be reported to Committee at a later stage.

**COMMENT**

Analysis

Given Council's prior resolution (C23/3/05) and the subsequent work by both officers and the Public History Advisory Committee, Council essentially has two options available to it.

Options

1. Endorse the wording and locations proposed for the memorial plaques for Kuhl and Rushton Parks.
2. Recommend alternative wording and/or locations for the memorial plaques for Kuhl and Rushton Parks.

Conclusion

It is recommended that Council endorse the proposed wording and locations for memorial plaques for Kuhl and Rushton Parks.

**RECOMMEND**

**That Council:**

- a. **endorses the wording of the memorial plaques for Kuhl Park and Rushton Park, respectively:**

- i. **Kuhl Park**

**Mr Frederick Kuhl (1907 – 1973)**

**A returned serviceman, born in Germany, who worked in South Australia until he moved to York, Western Australia in 1932.**

**He retired to this piece of land in Westfield in 1972.**

**Council gained ownership of the land in 1978.**

**It was officially named Kuhl Park on 19.11.1982.**

Library & Heritage Services

**ii. Rushton Park**

**The Hon Edgar Cyril Rushton, MLA (1922 – 1992)**

**Member for Dale 1965 to 1988, and**

**Deputy Premier January 1982 to February 1983.**

**He served on the Council 1958 to 1966**

**and as President in 1964/65.**

**An active member of many local community and sports associations.**

- b. endorses the location for memorial plaques at Kuhl and Rushton Parks as proposed in this report.**

**Moved**

**MOTION CARRIED/LOST ( )**

Library & Heritage Services

***KELMSCOTT 175<sup>TH</sup> ANNIVERSARY CELEBRATION***

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WARD River  
FILE REF: CTE/5  
DATE 8 August 2005  
REF PLW  
RESPONSIBLE Executive Director  
MANAGER Community Services

**In Brief:**

This item recommends that Council endorse the proposed "Back to Kelmscott Cricket Match and Picnic" to celebrate the 175<sup>th</sup> Anniversary of Kelmscott to be held on Sunday, 9 October at Rushton Park.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

To create a caring and vibrant City, rich in history, heritage and lifestyle.  
Facilitate a wide range of social and cultural experiences

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

There is an allocation up to \$5,000 approved within the 2005/06 Budget.

**Consultation**

- Armadale/Kelmscott Historians Group
- River Ward Councillors
- Council's Events Coordinator

**BACKGROUND**

At Council's Meeting on 17<sup>th</sup> January 2005, Cr Reynolds referred the following:-

*"That the matter of marking the 175<sup>th</sup> Anniversary of Kelmscott in an appropriate manner be referred to the City Strategy Committee."*

Subsequently, it was resolved CS17/2/05:

### Library & Heritage Services

*“That Council officers invite the Public History Advisory Committee to present ideas/theme for an appropriate commemoration event to mark the 175<sup>th</sup> Anniversary of Kelmscott.*

*That Council officers investigate options for a grant for any such commemoration event.*

*That other groups involved in the current Kelmscott events be invited to assist/participate in the celebration.”*

At the 7 April 2005 meeting of the Public History Advisory Committee (PHAC), numerous suggestions were made for appropriate ways to celebrate the event. Ideas included a vintage car run and machinery display as well as historical displays. Cr Reynolds suggested that the event should be held at Rushton Park, and that the celebration should be on the same weekend as the Pioneers’ Reunion. Mr Fletcher suggested a ‘wayzgoose’ as this was something that historically took place at Rushton Park in the early days. This was a printers’ annual festival celebrated by a trip to Kelmscott or Armadale on the train with a picnic and a game of cricket.

PHAC agreed that a Working Party would be formed to progress the 175<sup>th</sup> Kelmscott Anniversary celebration with membership invited from other historical groups. At the 2 June PHAC meeting, the working party was formed. Members are:

- Mr Christen Bell, the City’s Museum Curator;
- Mrs Kath Coulthard;
- Mr Kim Fletcher;
- Mrs Colleen Fancote representing PHAC; and
- Mrs Beth Blair representing the Armadale Kelmscott Historians Group.

### **DETAILS OF PROPOSAL**

The proposal is that Council endorse the attached Draft Program for a Kelmscott 175<sup>th</sup> Anniversary “Back to Kelmscott Cricket Match and Picnic” to be held on Sunday, 9 October 2005 at Rushton Park. **(Refer to Attachment “A-5” – Summary of Attachments – buff page.)**

The following proposal for the celebration is from information provided by the Museum Curator who is the coordinator of the event.:

#### **EVENTS**

The purpose of this day is to encourage current and past residents to come and enjoy a day in Kelmscott. It is a celebration of the 175<sup>th</sup> anniversary of the proclamation of Kelmscott. The main event will be a 20/20 cricket match between a team from Kelmscott and a team from Armadale. The teams will be made up of past, present and future players from the district.

#### **DISPLAYS**

### Library & Heritage Services

In the Kelmscott Hall will be displays presented by the Birtwistle Local Studies Library, the Migrant Camp Group and the Brickworks Preservation Society. There will also be an oral history booth set up where visitors to the events will be invited to recount a story about Kelmscott.

#### **HERITAGE WALKS**

Two guided walks will be conducted during the day looking at local landmarks.

Walk 1 – will move east along Orlando Street and wind its way up and through Lloyd Hughes Park where guides will point out wildflowers.

Walk 2 – will move along River Road focusing on local landmarks and conclude in the St Mary in the Valley cemetery.

#### **OTHER EVENTS**

Other proposed events include wagon rides along the Canning River, live entertainment from a local band, a log chop display and a fancy dress parade. Children under the age of 8 will be invited to participate in the fancy dress parade. Dress will be from the Pioneer Days (1850) to the days of Rock and Roll (1960's).

#### **VOLUNTEERS**

There has been a good response from the local community to help run the event. There are an additional eight volunteers, over and above the Working Party members.

Mr Peter Carrigg will be the MC for the event and inform the public of the activities occurring throughout the day.

#### **OPENING & CLOSING CEREMONY**

The opening ceremony will involve a Welcome to Country and invitations will be sent to the Premier (the Hon. Dr Geoff Gallop MLA), Member for Armadale (the Hon. Alannah MacTiernan MLA) and the Federal Member for Canning (Mr Don Randall MP), inviting them to participate in the opening and closing ceremony and trophy presentation with the Mayor.

#### **COSTS**

The costs will be contained within the \$5,000 budget.

Official invitations and extensive publicity of the event are the next stages of the planning.

#### **COMMENT**

##### Analysis

Library & Heritage Services

The proposed “Back to Kelmscott Cricket Match and Picnic” is an appropriate way to celebrate the 175<sup>th</sup> Anniversary of Kelmscott as it based on the historical “wayzgoose” event and it will allow as many people as possible to participate in the day. It will be an opportunity to celebrate and remember Kelmscott’s history, as well as an opportunity to gather and record more of the history.

Note that an A Grade Senior Cricket Match between the Armadale and Kelmscott teams will commence at 1.30 pm on the afternoon of the celebration, and will go until 6 pm. This has been a late change to the Suburban Cricket Association timetable that resulted in a slight rearrangement of the original timetable for the event, brining everything forward by one hour. If the afternoon match could not be accommodated on the day of the Anniversary Celebration, many members of the cricket teams and many of their spectators would not have been able to attend.

Both the Armadale and Kelmscott teams are extremely keen to support the anniversary celebrations and will publicize the mornings’ events and 20/20 match on their website, in their publications and Heritage FM broadcasts, as some of their players will be involved with the 20/20 match as well as the A Grade afternoon match. They estimate that up to 500 people will attend the event associated with the cricket match.

Options

1. Council can endorse the proposal of a “Back to Kelmscott Cricket Match and Picnic” to celebrate the 175<sup>th</sup> Anniversary of Kelmscott.
2. Not endorse the proposal, but suggest other ideas for the event.

Conclusion

Given the amount of planning that has already gone into the event, and the support given to the proposal by both the Public History Advisory Committee and the River Ward Councillors, it is recommended that the proposed event be approved and that advertising and issuing of official invitations proceed.

**RECOMMEND**

**That Council endorse the proposal of a “Back to Kelmscott Cricket Match and Picnic” and draft Program as attached to these Minutes at Attachment “A-5” to celebrate the 175<sup>th</sup> Anniversary of Kelmscott to be held on Sunday, 9 October 2005 at Rushton Park.**

**Moved**  
**MOTION CARRIED/LOST ( )**

Library & Heritage Services

***ARMADALE VISITOR CENTRE AND THE HERITAGE COUNTRY TOURISM ASSOCIATION – TOURISM OPTIONS***

WARD ALL  
FILE REF: ORG/2  
DATE 16 August 2005  
REF PLW  
RESPONSIBLE Executive Director  
MANAGER Community Services

**In Brief:**

This item recommends that:  
Council assume responsibility for the management and operation of the Armadale Visitor Centre, including the employment of all staff at the Centre, and develops a Memorandum of Understanding with the Heritage Country Tourism Association in relation to the broader concepts of tourism.

**Tabled Items**

Mandurah Visitor Centre Operational & Strategic Overview  
The City of Joondalup Tourism Development Plan 2005 - 2009

**Officer Interest Declaration**

Nil

**Strategic Implications**

Facilitate a wide range of social and cultural experiences  
Promote and market the city, locally, nationally and internationally

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Current allocation 2005/06 \$50,000 (\$20,000 salary component, \$10,000 operating grant, \$20,000 additional allocation)

**Consultation**

- Honorary Chairman HCTA and HCTA Board and membership

**BACKGROUND**

At the November 2004 Community Services Committee, an in-depth report on the status of the Heritage Country Tourism Association (HCTA) and the Armadale Visitor Centre was presented and considered in some detail.

That report brought together much of the history of the HCTA and will not be repeated in this report. However, as background to this report it has been included as an attachment to these Minutes. **(Refer to Attachment “A-6” – Summary of Attachments – buff page.)** For the benefit of considering this matter the Committee discussion and resolution of Council have been included below.

Library & Heritage Services

Committee Discussion

*Committee considered and discussed specific issues relating to the ongoing operation of the HCTA as well as the broader issue of tourism within the City of Armadale, expressing concern with a number of issues including:*

- *the continued increase in Council financial support to the HCTA over a sustained period of time;*
- *the lack of demonstrated return on Council's investment and overall perceived benefit to the community;*
- *the lack of membership support from key tourism operators in the district;*
- *the lack of financial support from the State Government despite the allocation of the Level 1 status by the WATC;*
- *previous reports from the HCTA to Council indicating an intention to become financially self-sufficient, however, this has not eventuated.*

*Committee considered Council's role in providing ongoing support to the HCTA and the potential outcomes should this not continue. The value to the City in having a tourist centre was debated including the perceived impact of tourism on the City's economy and the ability to demonstrate and measure that impact.*

*As a consequence of these considerations Committee determined to amend part (d) of the recommendation.*

**C170/11/04 RECOMMEND**

*That Council:*

- a. *Note the good work that the Heritage Country Tourism Association (HCTA) has achieved to date and acknowledge that their ongoing viability will only be maintained if Council continues to support the Armadale Visitor Centre.*
- b. *Advise the HCTA that it supports the ongoing need for an effective Visitor Centre as part of the City's overall strategic direction.*
- c. *Increase its current annual contribution to the HCTA by \$20,000 in 2004/05 (noting that this is pending the quarterly budget review report presented to Council on 15 November 2004 - CS60/11/04) and in doing so take on a greater role in the management and operation of the Centre for a more coordinated approach to economic development and tourism.*
- d. *Refer the matter of increasing its contribution to the HCTA by \$20,000 for consideration of inclusion in the 2005/06 draft budget.*

Library & Heritage Services

- e. *Implement a suitable management arrangement for oversight of the City's funding of the HCTA recognising the role of the HCTA in promoting tourism in the district.*
- f. *Continue to lobby both the Western Australian Tourism Commission (WATC) and local members of parliament seeking their support for ongoing operational funding assistance to support Armadale as a Level 1 Visitor Centre.*

Committee will be aware that an additional \$20,000 per annum has been included in the 2005/06 Budget and ongoing 15 year Financial Plan, as per the Community Services Directorate Budget report which stated:

*Tourist Centre Underwriting (C170/11/04) a detailed report to the Community Services Committee in November 2004 outlined the current circumstances of the HCTA, Armadale Visitor Centre and tourism for the region. At that time Council endorsed a referral for consideration of inclusion in the 2005/06 budget additional financial support of \$20,000 with the City to explore suitable management arrangements for the oversight of the City's funding. Officer negotiations have been ongoing since that time and the HCTA Board and membership have indicated in principle support for the City managing the Centre's operations with the HCTA remaining in an advisory capacity with a focus on membership support and marketing of tourism. It is anticipated that a further report on this matter will be presented to Council later in 2005.*

The officer negotiations have included meetings with the Honorary Chairman (HCTA) and Council's appointed delegate to the HCTA Board, Cr Tizard, as well as Mr Ray Bird, the Consultant engaged by the Western Australian Tourism Commission (WATC) to conduct the audit of potential Level 1 Visitor Centres. Additionally, Cr Tizard, the Executive Director Community Services and the Manager Libraries & Heritage visited the Mandurah Visitor Centre at Mr Bird's suggestion.

**DETAILS OF PROPOSAL**

The proposal relates to part (e) of recommendation C170/11/04 '*Implement a suitable management arrangement for oversight of the City's funding of the HCTA recognising the role of the HCTA in promoting tourism in the district*'.

Two important developments have taken place since the above recommendation was adopted by Council.

- 1) the HCTA lease on the Tourist Centre premises expired on 30 June 2005, and
- 2) HCTA members gave support to the proposal that Council take over operations of the Visitor Centre at its General Meeting on 10 March 2005.

The HCTA March 2005 Tourism Insight newsletter that followed that meeting reported:

Library & Heritage Services

*HCTA General Meeting*

*For those that were not present, members were asked to provide feedback on their thoughts of a new management model for HCTA and the proposal for council to take over the Visitor Centre. As there were no objections HCTA will pursue this with council.*

It is proposed that a new model of tourism servicing be adopted, with Council taking on responsibility for the management and operation of the Armadale Visitor Centre from the HCTA and that the focus of the Armadale Visitor Centre be visitor servicing. Additionally, a Memorandum of Understanding (MOU) will be developed between the City and the HCTA that addresses the HCTA Board's desire to remain in an advisory capacity with a focus on membership support and marketing of tourism. A draft of the proposed Memorandum of Understanding is attached. (**Refer to Attachment "A-7" – Summary of Attachments – buff page.**) The MOU will address the broader tourism concepts of:

- ✓ marketing and promotion,
- ✓ branding and image; and
- ✓ economic development (in relation to tourism),

**COMMENT**

Analysis

Presuming that the City agrees to a new model of tourism servicing, with Council taking on responsibility for the management and operation of the Armadale Visitor Centre from the HCTA, the following administrative matters will be acted upon by the City:

- A Position Description will be developed for the Visitor Centre Manager position.
- Internal reporting mechanisms will be established. (Given the nature of the tasks to be undertaken and the focus on marketing, promotion, branding and economic development, the option of the Visitor Centre Manager reporting to City's Public Relations Coordinator is worthy of consideration).
- The Visitor Centre volunteer role will be administered under Council's guidelines with appropriate Volunteer Agreements signed. The relationship with the Arts and Crafts Group, who is the core volunteer group, will be revisited as it anticipated that the commission on Arts and Crafts sales, currently received by the HCTA, will in future be received by Council.
- Responsibility for maintenance of the current HCTA website.
- Responsibility for all costs associated with the Armadale Visitor Centre and Bert Tyler Vintage Museum and Replica Post Office (electricity, cleaning and other costs common to the City's lease agreements have been the responsibility of the HCTA under the now expired lease).

Whilst details of the recommended draft MOU with the HCTA are yet to be finalized, the following questions will need to be negotiated and resolved prior to signing of the agreement.

Library & Heritage Services

Q: Will the HCTA remain an incorporated body?

If it does, it will provide the HCTA with options to apply for grant funding, should it wish to do so. This is perhaps an opportune time to consider whether the Association retains its current name of “Heritage Country Tourism Association” as it will no longer be “Trading as the Armadale Visitor Centre”.

Q: Will the City continue to have membership of the HCTA Board?

It is recommended that this would be the City’s preferred position as long as the HCTA Board continues.

Q: What level of Member support would the HCTA offer its members, if any, and at what membership cost?

The HCTA may choose to charge its members an annual fee, but this will not be for visitor servicing, as that will be the City’s role. It is not anticipated that the City will provide any further funding to the HCTA, once the new operating model is adopted. While a portion of a membership fee could be paid to the City for visitor servicing from the Visitor Centre, this would not be the City’s preferred option. Its preferred option would be for those tourist operators who require visitor servicing to pay the City direct, as the Visitor Centre Manager would need the freedom to generate income from tourism operators outside of HCTA membership. The City would anticipate offering a number of different level membership packages to tourist operators, depending on their size and complexity, in return for specified services.

Q: Should the HCTA become a Council Appointed Advisory Committee?

This option is probably not favoured by HCTA members, as it brings with it all of the requirements of the Local Government Act that many of the tourist operators may have difficulty agreeing with in the first instance. For example, as a Council Appointed Committee, the HCTA could not retain its own bank account; its Board membership would have to be approved by Council; its term of office would be dictated by the Local Government election period etc. The option to retain the HCTA as an incorporated body, but with option to dissolve and become a Council Appointed Committee at some future date if this is deemed a preferred operating model, is an option that could be considered.

Options

The following options are provided for Committee’s consideration:

1. That the City assumes responsibility for the operation and management of the Armadale Visitor Centre and that it develops and adopts a Memorandum of Understanding together with the HCTA in regard to the broader tourism concepts of marketing and economic development.

Library & Heritage Services

2. That the City does not assume responsibility for the Armadale Visitor Centre, but rather increases and maintains its contribution to the HCTA to ensure that it remains viable.
3. Close the Armadale Visitor Centre.

Conclusion

Option one places Council in the position of having responsibility for direct servicing of the tourism industry. However, as has been previously explored and demonstrated, if Council does not take on management of the Armadale Visitor Centre, it will in all probability not remain viable.

Option two would enable the HCTA to continue to employ the Visitor Centre Manager and manage the Visitor Centre. This is probably not in Council's best interest, as it will continue not to have direct control over the officer whose salary it pays. Without a substantial increase in Council's contribution, the HCTA Board would in all probability be reluctant to renew its now expired lease on the Visitor Centre building and sign an employment contract with the Visitor Centre Manager. (Note that the HCTA Annual General Meeting is due to take place on Monday 12 September, and at that meeting it is expected that the HCTA will need to decide whether or not to renew its expired lease on the Armadale Visitor Centre premises.)

Reports from many other sources, e.g. The City of Joondalup Tourism Development Plan, the Mandurah Visitor Centre Strategic Review, and the Western Australian Tourism Commission Visitor Servicing Study, as well as the many other tourism related studies and reports produced by various governments and departments, all allude to tourism as a growth industry with a strong connection to economic development. The WATC's recommendation that Armadale be afforded Level 1 Visitor Centre status bodes well for the future of tourism in the district. For these reasons it is recommended that Council support the recommendation that it take on the role of management and operation of the Armadale Visitor Centre.

**RECOMMEND**

**That Council:**

- a. **Assume the management and operation of the Armadale Visitor Centre, including the employment of all staff.**
- b. **Authorise the Chief Executive Officer to develop, negotiate and finalise a Memorandum of Understanding with the Heritage Country Tourism Association in relation to the broader concepts of tourism including:**

**Marketing and promotion,  
Branding and image, and  
Economic development (in relation to tourism)**

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**that addresses the HCTA Boards' desire to remain in an advisory capacity with a focus on membership support and marketing of tourism.**

**Moved**

**MOTION CARRIED/LOST ( )**

Recreation

***PROPOSAL TO REMOVE SURPLUS CRICKET PITCHES***

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WARD Palomino & Heron  
FILE REF: A100218; A179413  
A157186  
DATE 16 August 2005  
REF PGQ  
RESPONSIBLE Executive Director  
MANAGER Community Services

**In Brief:**

- This report presents a proposal to remove three surplus cricket pitches and recommends that cricket pitches at Morgan Park, Bob Blackburn Reserve and John Dunn Oval be removed.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Relates to Council's aim to maintain and upgrade physical infrastructure for the economic and physical well being of the local community.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

\$3,000 – can be accommodated within existing Parks Maintenance allocations for 2005/06.

**Consultation**

- Bob Blackburn Reserve user groups
- John Dunn Oval user groups
- Morgan Park user groups
- Technical Services staff

**BACKGROUND**

Concrete cricket pitches with synthetic turf are provided as part of the basic infrastructure at a number of the City's active sporting reserves.

There are currently four cricket clubs operating within the City that are based at the following venues:

- Armadale Cricket Club – Gwynne Park
- Kelmscott Cricket Club – Rushton Park and Frye Park
- Roleystone Cricket Club – Cross Park and Karagullen Oval

## Recreation

- Forrestdale Cricket Club – William Skeet Reserve

In addition to the above venues, cricket pitches are also provided at Morgan Park, Bob Blackburn Reserve and John Dunn Oval. These pitches have not been used for organised cricket activities for a number of years and restrict the usage of the three venues by the existing user groups. This report presents a proposal for removal of three surplus cricket pitches at the above sporting reserves.

## **DETAILS OF PROPOSAL**

Requests have been received from the user groups at Morgan Park, Bob Blackburn Reserve and John Dunn Oval to remove the central cricket pitches at each venue due to them not being used for cricket activities and creating difficulties for the clubs with the configuration of their playing areas.

The cost of removing the cricket pitches and reinstating with turf is approximately \$1,000 per pitch, however this cost would at least be partly offset in the first year by reduced maintenance costs incurred in cleaning and covering the pitches, cutting away grass around the edges etc. The removal of the pitches would also result in further cost savings by eliminating the need for replacement of the synthetic turf covering the pitches (approximately \$5,000 per pitch every 5-6 years).

It is proposed that the cricket pitches be removed immediately following the conclusion of the current winter sporting season, so as to allow the replacement turf to become established during the growing season.

Brief details of the three venues are as follows:

### **Morgan Park**

There is one cricket pitch at Morgan Park that has not been used for organised cricket for at least 8-10 years. Following extensive vandal damage, the synthetic turf was removed. In its current state, the pitch is not usable and interferes with junior soccer and Little Athletics.

### **Bob Blackburn Reserve**

The cricket pitch is located directly in front of the Pavilion, which restricts or prevents this area being used for other sports. At a recent meeting of the user groups all of the clubs were unanimous in their support for the removal of the pitch. Organised cricket has never been played at Bob Blackburn Reserve and the positioning of the pitch would at best only make it suitable for junior cricket (U10s and U12s).

Recreation

**John Dunn Oval**

Up until 4-5 years ago, the Kelmscott Cricket Club used John Dunn Oval as one of its home venues. The Club then decided to make Rushton Park its main home venue due to the availability of the two ovals at that venue, and use Frye Park as an overflow ground. The Club has no need to use John Dunn Oval in the foreseeable future and has conveyed this in writing to the City. Both the Kelmscott Football and Sportsmen's Club and the ARKS Rugby Club have submitted written requests to remove the central cricket pitch and have indicated that the removal of the pitch would allow WAFL matches and possibly Western Force pre season matches to be held at John Dunn Oval.

**COMMENT**

Analysis

There is no prospect of the three cricket pitches being used for organised cricket activities in the foreseeable future and the request to remove the pitches is therefore supported.

The removal of the pitches will provide significant benefits to the existing user groups of the three venues and provide ongoing savings to Council by eliminating the need to maintain the pitches.

Options

If Council is not supportive of this proposal it could elect to retain the cricket pitches referred to in the report and continue to maintain the pitches.

Conclusion

For the reasons outlined in this report, it is recommended that Council support the proposal to remove the central cricket pitches at Morgan Park, Bob Blackburn Reserve and John Dunn Oval and these works be scheduled to occur during the break between the winter and summer sporting seasons.

**RECOMMEND**

**That Council support the proposal to remove the central cricket pitches at Morgan Park, Bob Blackburn Reserve and John Dunn Oval and these works be scheduled to occur during the break between the 2005/06 winter and summer sporting seasons.**

**Moved**

**MOTION CARRIED/LOST ( )**

Recreation

*Kelmscott Scout Group Premises – Frye Park*



Recreation

**\*\*KELMSCOTT SCOUT GROUP – RELOCATION FROM FRYE PARK**

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WARD River  
FILE REF: A216768  
DATE 16 August 2005  
REF PGQ  
RESPONSIBLE Executive Director  
MANAGER Community Services

**In Brief:**

This report

- advises of the relocation of the Kelmscott Scout Group from their current premises at Frye Park due to the unsafe condition of the building;
- recommends that the former Kelmscott Scout Group premises be demolished.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Relates to Council's aim to maintain and upgrade physical infrastructure for the economic and physical well being of the local community.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Carried forward budget allocations of \$64,000 for new/upgraded premises for the Kelmscott Scout Group has been included in the 2005/06 budget. The recommended demolition of the Scout premises at Frye Park is estimated to cost in the order of \$15,000. Additional storage/building modifications may be required at Creyk Park with costs yet to be determined.

**Consultation**

- Kelmscott Scout Group
- Scouting Association of Australia – Western Australian Branch
- Technical Services Staff
- Manager Health Services

Recreation

**BACKGROUND**

The Kelmscott Scout Group has operated from the old Fire Brigade premises at Frye Park under a lease agreement for a number of years. The lease agreement expired in 2004 and has not been renewed. A location photograph is attached.

Council's Health and Property Services Managers have been concerned with the deteriorating condition of the premises at Frye Park for some time and in November 2003 commissioned an independent structural assessment of the building. The engineer's report identified that the building had significant structural problems that would eventually lead to the building becoming unsafe for public use. Repairing the premises would be a very costly exercise and was not recommended by the structural engineer.

Several meetings were held with the Scout Group at that time and an agreement was reached for some short-term repairs to be undertaken to maintain the safety of the building while alternative options could be considered for relocating the Scout Group.

A budget allocation of \$64,000 was provided by Council as a contribution to providing alternative premises for the Scouts and this has been carried forward to the 2005/06 budget. Various officer level discussions have taken place with the Scout Group about the possibility of a new Scout facility. The Scouts favoured option was to construct new premises either at Frye Park or Rushton Park or possibly as an extension addition to an existing building, i.e. Kelmscott Hall. A concept plan was prepared by the Scouts to extend onto the Kelmscott Hall however the cost of this proposal was estimated to be in the order of \$350,000. As this cost is well beyond Council's budget allocations and with the Scout Group only able to contribute a maximum of \$20,000 to any new facility, this option has been discounted as a short-term solution.

The Manager Health Services and Manager Property Services inspected the Scout Group premises again on 10<sup>th</sup> August and reported that:

*There is evidence of further significant deterioration since rectifying works were undertaken. There has been substantial wall movement, to the extent that there has been marked twisting and dislocation of both toilet doorways. It is clearly now only a matter of time before the building is too dangerous for use.*

A further meeting was held between representatives of Scouts Australia and the City's officers on 11<sup>th</sup> August and the Scout Group was advised that given the findings of the inspection, there is now no option other than to withdraw the Certificate of Approval for use of the building. This will occur on 30<sup>th</sup> September 2005, and it will be unlawful to use the building after that date.

Recreation

**DETAILS OF PROPOSAL**

The proposal is summarised as follows:

- All use of the Kelmscott Scout Group premises at Frye Park to cease by 30 September 2005.
- The Kelmscott Scout Group to relocate to Creyk Park Pavilion on a regular hire arrangement.
- Further negotiations to occur with the Scout Group as to whether its equipment can be stored at Creyk Park Pavilion or whether an additional storage area is required.
- Arrangements be made to demolish the old Scout Group premises at Frye Park at an estimated cost of \$15,000.

**COMMENT**

Analysis

When advised that the Kelmscott Scout Group premises were approaching the stage that the building would no longer be safe for public use, the Scouts Australia representatives were understanding of the City's position and grateful that an alternative venue could be provided to accommodate the group. A site visit to the Creyk Park Pavilion confirmed the suitability of that facility as an appropriate venue for the Scout Group and discussions took place about the relocation occurring during the first week of the forthcoming school holidays.

The one issue that may require further negotiations with the Scout Group is the availability of a suitable storage area for their equipment. In the event that there is not sufficient space within the existing Creyk Park Pavilion to accommodate the Scouts equipment, it is suggested that Council consider reallocating part of the budget allocation for new Scouting premises in order to resolve the storage issue. If this were the situation, it would be reasonable for the Scout Group to contribute to the cost of providing a suitable storage facility exclusively for its own use.

Quotes are currently being obtained for the demolition of the old Frye Park Scout Group premises, with the initial estimate being in the order of **\$15,000**. It is recommended that part of the budget allocation for provision of new Scout premises be reallocated to the cost of demolishing the old building.

Options

Various options for resolving the deteriorating condition of the Frye Park Scout Group premises have been discussed over the past 2-3 years but have been discounted mainly for financial reasons. These include:

1. Repairing existing premises

Recreation

2. Constructing new stand alone premises at Frye Park
3. Extending onto the Pavilion building at Frye Park
4. Extend onto the Kelmscott Hall
5. Use Kelmscott Hall and reschedule existing user groups

Conclusion

The proposal outlined in this report presents a cost effective solution for both Council and the Kelmscott Scout Group, that will make better use of a currently under used facility. In the event that there is inadequate storage space at the Creyk Park Pavilion to accommodate the Scout Group's equipment, it is recommended that negotiations take place with the Scout Group and a further report be presented to the Community Services Committee that puts forward a proposal for additional storage facilities.

**RECOMMEND**

**That Council:**

- a. **Supports the relocation of the Kelmscott Scout Group to the Creyk Park Pavilion on a regular hire arrangement, commencing from 27 September 2005.**
- b. **Pursuant to Section 6.8 of the Local Government Act 1995:**
  - i. **authorise the following expenditure:**
    - **demolition of the former Kelmscott Scout Group premises at Frye Park - \$15,000.**
  - ii **amend the 2005/06 Budget as follows:**
    - **Rushton Park multi-use facility – decrease by \$15,000**
    - **TBA – Kelmscott Scout Hall (Frye Park) – increase by \$15,000**

**for the purpose of demolishing the Kelmscott Scout Hall due to its unsafe condition and the economic viability of repairing/replacing the existing premises.**
- c. **Further negotiate with the Kelmscott Scout Group on the issue of storage at the Creyk Park Pavilion, with a report be presented to a future Community Services that addresses this matter.**

**\*\*ABSOLUTE MAJORITY DECISION REQUIRED FOR PART (b)**

**Moved**

**MOTION CARRIED/LOST ( )**

Recreation

**\*\*EXTENSION OF 2005-06 POOL SEASON AT ARMADALE AQUATIC CENTRE**

WARD All  
FILE REF: A173263/1  
DATE 17 August 2005  
REF PGQ  
RESPONSIBLE Executive Director  
MANAGER Community Services

**In Brief:**

- This report responds to Council Resolution C52/5/05 That officers investigate and report on the viability of the extension of the pool season through to the end of the April 2006 School holidays and recommends
- That Council continue to extend the 2005-06 pool season at Armadale Aquatic Centre through until the end of the April School holidays and the Chief Executive Officer be delegated authority to determine an earlier closing date should unfavourable weather conditions prevail at the time.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Relates to Council's aim to maintain and upgrade physical infrastructure for the economic and physical well being of the local community.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

As previously reported to Council in June 2004 (C104/6/04) the cost to extend the pool season by one week through until the end of the April School holidays was approximately \$6,000. This cost has been included in Council's 2005-06 budget and each year of the 15 Year Financial Plan.

**Consultation**

Nil

**BACKGROUND**

The 2004-05 seasonal report for Armadale Aquatic Centre was presented for Council's consideration via the May Community Services Committee Meeting. A section of that report

Recreation

contained basic information on the trial to extend the pool season through until the end of the April school holiday period.

The 2004-05 season was the second year that Council has extended the season through until the end of the April school holidays. Prior to that, the Centre closed for the winter period on the second weekend in April, subject to weather conditions at the time. Council had previously adopted a flexible approach whereby the Centre would remain open if weather conditions were favourable and there was still a demand from the public. In some years the Centre remained open for an additional week or so to take advantage of good weather conditions, whilst other years the Centre would close in early April.

This report responds to Council Resolution C52/5/05 i.e.

*“That officers investigate and report on the viability of the extension of the pool season through to the end of the April 2006 School holidays.”*

**DETAILS OF PROPOSAL**

The following table provides a summary of the attendances and costs associated with extending the pool season by 16 days in 2003-04 and by 11 days in 2004-05.

<b>Attendances/Costs</b>	<b>2003-04</b>	<b>2004-05</b>
Total Attendance	806	973
Average Daily Attendance	50	88
Expenditure	\$13,400	\$10,711
Income	\$1,857	\$2,189
<b>Net Cost</b>	<b>\$11,543</b>	<b>\$8,522</b>
Cost per attendance	\$14.32	\$8.75

As shown in the table, the trial to extend the pool season for the past two years could only be considered to be moderately successful, with 806 people attending the Centre during the extended period in 2004, and 973 people in 2005. This year weather conditions were generally quite good with the average maximum temperature for the period being 27 degrees.

The net cost to Council and the community of providing this service has been approximately \$20,000 over the two years. The other figure that is of interest is the cost per attendance. In 2004-05, the cost or subsidy per attendance over the whole season was about 90 cents as compared to \$14.32 for the extended period in 2004 and \$8.75 in 2005.

Recreation

**COMMENT**

Analysis

If considered purely from a business and financial perspective, it would be hard to justify continuing the trial to extend the season though until the end of the April school holidays. Had the season not been extended, the likely closing date for 2006 would have been 13 April. To extend through until the end of the school holidays will see the Centre close on Sunday, 30 April, an additional 17 days. Depending on weather conditions at the time, the cost to extend the season is likely to be in the order of \$10,000 - \$12,000.

The counter argument to considering this matter purely from a financial perspective is that the extended season provides a social and health benefit to those people who use the Centre during that period. Under the previous arrangement, there would often be complaints from people (especially parents of young children) about the Centre being closed over the school holidays. Having the Centre open during the school holidays provides a low cost recreational option for families during that time, and allows swimmers who use the Centre for health and fitness reasons to continue for an additional two weeks.

Given that the provision of an indoor aquatic facility is currently listed on the 15 Year Financial Plan for 2008-09, there is likely to be opposition from the community if Council was to discontinue the two-week extension of the pool season.

Although there is a good financial case to discontinue the extension of the pool season, on balance it is recommended that Council continue to provide this service. The recommended approach is to maintain some flexibility and delegate authority to the Chief Executive Officer to determine an earlier closing date should inclement weather conditions prevail at the time. This is in fact what occurred in 2005 when the long-range weather forecast was not favourable and the Centre closed 3 days before the end of the school holidays.

Options

The two main options available to Council would appear to be:

1. Discontinue the trial to extend the pool season through until the end of the school holidays
2. Continue with the extension of the pool season and delegate authority to the Chief Executive Officer to determine an earlier closing date should unfavourable inclement weather conditions prevail at the time. This is the recommended option.

Recreation

Conclusion

For the reasons outlined in the report it is recommended that Council continue to extend the pool season at Armadale Aquatic Centre through until the end of the April School holidays and the Chief Executive Officer be delegated authority to determine an earlier closing date should unfavourable weather conditions prevail at the time.

**RECOMMEND**

**That Council continue to extend the 2005-06 pool season at the Armadale Aquatic Centre through until the end of the April School holidays and the Chief Executive Officer be delegated authority to determine an earlier closing date should unfavourable weather conditions prevail at the time.**

**\*\*ABSOLUTE MAJORITY DECISION REQUIRED**

**Moved**

**MOTION CARRIED/LOST ( )**

Matters for Referral to Standing Committees

*Tapper Road, Atwell*



Matters for Referral to Standing Committees

***MOUNTAIN BIKE FACILITY***

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WARD	ALL
FILE REF:	REC/1
DATE	10 August 2005
REF	YW
RESPONSIBLE MANAGER	Executive Director Community Services

**In Brief:**

- This item presents information in regard to the Bike Facility on Tapper Road, Atwell as referred by Cr Munn under Matters for Referral to Standing Committees.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

- 1. Planning Ahead & Evaluating Progress
  - Develop and coordinate long term plans for all services.
  - Strategic Planning processes including community consultation.
- 2. Building Our Community
  - Making Armadale a special place to live by fostering community pride and ensuring we have the required range and quality of community services and events.
  - Encourage community participation and responsibility;
  - Improve the overall well-being and safety of the community.
  - Foster a supportive and caring community.
- 3. Communicating and Marketing
  - Maintain dialogue to understand community needs and expectations.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Currently there are no funds available within the 2005/06 Budget and 15 Year Forward Financial Plan for this project. Potential cost of construction is \$5,000 with an annual maintenance cost of \$1,000.

**Consultation**

City of Cockburn  
Manager Recreation Services

Matters for Referral to Standing Committees

**BACKGROUND**

At the Council Meeting of 7 February 2005, Cr Munn referred the following matter to the Community Services Committee for discussion.

*“That the matter of the mountain bike facility on Tapper Road, Atwell be referred to the Committee Services Committee.”*

**DETAILS OF PROPOSAL**

Cr Munn has provided the following additional comments:

*“There is a mountain bike facility on the right in the small park as you turn off Armadale Road into Tapper. It seems very well used and seems to be easily and cheaply constructed. As our skate parks are also well used by bikes, I thought it worth checking with Cockburn as to the cost and the popularity of this facility for the kids.”*

**COMMENT**

Investigations have provided the following basic information on the facility at Tapper Road:

Analysis

- The jumps facility off Tapper Road is within the City of Cockburn and is approximately 25m x 15m.
- The facility is relatively new, built within the last year and contains a series of small jumps.
- It was constructed with crushed limestone and cost approximately \$5,000.
- It is a fairly basic facility but appears to be reasonably popular with the children who use it.
- It requires a regular maintenance program to maintain the safety of the site.

Officers have also identified the following additional questions/issues in order to assist Committee in its deliberations:

**1. Community Consultation**

To date officers are not aware of any approaches from the community to provide such a facility. Should Council determine to proceed with a bike park it will be recommended that consultation with the community occur prior to establishing the need for and location of such a facility.

**2. Location**

If it is determined by Council to proceed with the construction of a bike park similar to that provided by the City of Cockburn on Tapper Road, Atwell, consideration needs to be given to the location or locations if more than one such facility is considered needed.

Matters for Referral to Standing Committees

Council currently provides 5 skateparks/facilities throughout the City at Cross Park, Frye Park, Gwynne Park, Forrestdale and Reg. Williams (1/2 pipe). The current City of Cockburn site on Tapper Road is also proposed to be the location of a future skatepark and it may therefore be appropriate for the City to consider locating a bike park at one of these venues to compliment an existing facility.

**3. Pilot**

If Council were to proceed with the construction of such a facility it would be the recommendation of officers that only one facility be installed in the first instance and issues related to use/misuse and maintenance be monitored for a period of time before proceeding with any additional parks.

**4. Insurance**

Currently Council maintains a number of skate parks and, whilst care is taken to maintain them at a safe level the matter of insurance liability is one that continues to challenge Local Authorities. Should Council consider the installation of a bike facility there will be an expectation on behalf of Council's Insurers that it be assessed against all risks etc. prior to construction and that it will be regularly maintained.

**5. Budget**

As indicated above, the cost to construct the facility on Tapper Road was approximately \$5,000. An indicative ongoing maintenance cost will be in the order of \$1,000. As Councillors will be aware, the 2005/06 Budget has recently been adopted by Council (CS65/8/05) and in it there is no provision for a bike park. In addition, there is also currently no allocation within the 15 Year Forward Financial Plan. As part of the recent budget deliberations a number of unfunded proposals were considered by Council and many remain as unfunded priorities. Should Council determine to proceed with such a facility it will need to either re-prioritise an existing approved allocation in 2005/06 or submit it as a priority for consideration as part of the 2006/07 draft Budget.

Conclusion

Given the initial information provided by both Cr Munn and Officers it is clear that there are a number of issues that need to be determined before a more detailed report and recommendation can be provided to Council.

The concept of a bike park facility has merit and would no doubt be popular with some young people in the district. Of central importance however is the issue of budget and project priority. Currently, there are no funds set aside specifically for this purpose and it is unclear what priority this project has when considered against other currently unfunded proposals. In addition, there has been no community request or consultation to date and this should be considered before proceeding further.

Matters for Referral to Standing Committees

Given this information Council has two options available.

1. That a further report be prepared which considers the development of a Mountain Bike facility similar to that proved by the City of Cockburn on Tapper Road, Atwell which considers the cost, need for and location of such a facility.
2. That Council receive information in relation to a Mountain Bike facility and determine that no further action be taken at this time. That the matter be referred to the City's Youth Advisory Committee for consideration and comment.

Under the circumstances it is recommended that option 2 be recommended at this time.

**RECOMMEND**

**That Council receive information in relation to a Mountain Bike facility and determine that no further action be taken at this time. That the matter be referred to the City's Youth Advisory Committee for consideration and comment.**

**Moved**

**MOTION CARRIED/LOST ( )**

***LATE ITEMS***

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***EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT***

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***COUNCILLORS' ITEMS***

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