

# CITY OF ARMADALE

## AGENDA

**OF COMMUNITY SERVICES COMMITTEE TO BE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 25 OCTOBER 2005 AT 7.00 PM**

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

**PRESENT:**

**APOLOGIES:** Cr A L Cominelli JP – Leave of Absence

**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**

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## **QUESTION TIME**

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## **DEPUTATION**

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## **CONFIRMATION OF MINUTES**

### **RESOLVED**

**Minutes of the Community Services Committee meeting held on 27 September 2005 be confirmed.**

**Moved Cr**

**MOTION CARRIED ( )**

## **ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 20/2005**

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

- **Outstanding Matters**  
Report on Outstanding Matters – Community Services Committee
- **Monthly Officer Reports**  
Library & Heritage Services General Monthly Report – September 2005  
Manager Ranger & Emergency Services Monthly Report – September 2005
- **Minutes from Occasional Advisory Committees**  
Aquatic Facilities Needs Assessment & Feasibility SRG – 9 August 2005  
Community Safety & Advisory Committee – 27 July 2005  
Disability Advisory Committee – 2 August 2005  
Seniors' Interest Advisory Committee – 10 August 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.*

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**COMMUNITY SERVICES COMMITTEE**

25 October 2005

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Community Development

**\*\*PROPOSAL FOR CBD SKATE PARK**

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WARD ALL  
FILE REF: CDP44  
DATE 12 October 2005  
REF MF  
RESPONSIBLE MANAGER Manager  
Community  
Development

**In Brief:**

This item recommends that:

- Council approve further investigation into a CBD skate park through conceptual design work and site analysis.
- \$10,000 of the allocated \$33,000 for the Westfield Skate Park, be used for further investigation into a CBD Skate Park.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

- To ensure that recreation facilities are placed in the most opportune location for the benefit of young people and the wider community
- To recognize the needs of young people
- To ensure that skate parks are accessible, safe and appropriate for the needs of young people

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Council has a budget allocation of \$33,000 for skate park development.

**Consultation**

City of Armadale Youth Advisory Committee  
Community Services  
Technical Services  
Ranger Services  
Armadale Redevelopment Authority  
Local Member of Parliament -Alannah MacTiernan  
Armadale Youth Resources Management Committee  
SERYIA (South East Region Youth Inter-Agency) Network  
LGYON (Local Government Youth Officer Network)  
Convic Skate Design

Community Development

**BACKGROUND**

The provision of skate facilities in the City has been the subject of several previous reports to Council and the topic of much discussion by the Youth Advisory Committee (YAC). A summary of background information and previous Council resolutions is as follows:

In June 2002 Council adopted a strategy for provision of skate facilities in the City and resolved (C111/02) in part as follows:

*“That Council:*

*Short Term (1 – 2 years)*

- *Request the Armadale Redevelopment Authority to consider the merits of a regional skate facility being established in the City Centre as an ‘attractor’ to promote increased economic and cultural activity.*

*Medium Term (2 – 5 years)*

- *Plan for provision of a regional Skate Facility in a central location.”*

In September 2002 the Youth Recreation Needs Survey proposed:

*“That:*

- *The YAC begin planning to develop opportunities to involve young people in active recreational activities that address the increased interest in casual involvement in sports.*
- *Investigation commence into the need, location, costing and funding options for a large scale skate facility in the CBD and report back to Council with a proposal.”*

In relation to the proposed Westfield Skate facility, Council at it Meeting held on 7 June 2004 resolved (C78/5/04) as follows:

*“That construction of the Westfield Skate Park be deferred following investigation and evaluation of suitable locations within the CBD.”*

At its meeting on the 29 August 2005, the YAC noted the following comments in regards to a central skate facility/youth precinct in Armadale.

- *Armadale should have a comprehensive ‘Youth Space’. This should entail a skate park, youth centre, performing space.*
- *Armadale needs a skate park in a central location. Members are regularly approached by friends and community members in regards to skate parks in Armadale. There appears to be extensive support for such a facility in the Armadale CBD.*

### Community Development

- *YAC strongly supports the development of a 'youth precinct' at the train station and will commit themselves to researching and furthering the concept.*

As can be seen from the above information, the City of Armadale has been contemplating a centrally located skate park since 2002 following the results of the Youth Recreation Needs Study. Support for such a facility has continued to grow. Skateboarding is increasingly popular with young people and, as a result, many young people have resorted to skating within the Armadale City Centre due to a lack of appropriate and accessible skate facilities. This has resulted in conflict with pedestrians, local businesses and the City of Armadale Ranger Services. Furthermore, many young people have approached the City to discuss the lack of appropriate and accessible skate facilities in Armadale. For these reasons, a centrally located skate facility is an issue of significance for the City of Armadale.

Until recently, possible sites for a CBD skate park had not been identified. The Armadale Redevelopment Authority and Local Member for Armadale have expressed support for a centrally located skate park and have suggested the following two sites for further consideration:

- Area of vacant land behind McDonalds (corner Armadale Road and Church Avenue),  
and
- Armadale Train Station (Commerce Avenue near existing bus interchange)

The ARA is supportive of progressing the CBD skate park proposal following the identification of the above sites however, further investigation is required to identify which site option is most appropriate.

### **DETAILS OF PROPOSAL**

It is proposed that Council support the further investigation into a CBD skate park. This will encompass the development of conceptual designs and site analysis for two identified locations in the Armadale CBD – behind McDonalds and the Armadale train Station.

Extensive consultation would need to be conducted with user groups and key stakeholders including the local youth and users of the CBD, local Police, the Armadale Redevelopment Development and the general community.

Convic Skate Design, one of the leading companies in skate park design in Australia, have been recommended by the Department of Sport and Recreation to undertake the site analysis, develop the conceptual designs and determine first order contractor costs. Designs for Skate Parks for Victoria, South Australia and Western Australia are attached. (**Refer to Attachment "A-1" – Summary of Attachments – buff page.**) They have undertaken similar work for a number of Western Australian Local Government Authorities including Margaret River, Rockingham, Subiaco, Thornlie, Busselton & Boyanup – as shown in photographs shown below. It is estimated that the cost for site analysis and conceptual design work will be \$10,000.

Community Development



Boyanup Skate Park - \$260,000



Margaret River Skate Park - \$280,000



Rockingham Skate Park - \$250,000



Busselton Skate Park - \$230,000



Subiaco Skate Park - \$110,000



Thornlie Skate Park - \$280,000

The anticipated total cost of the project is approximately \$330,000. Below is an estimated costing of the project;

Conceptual Design:	\$10,000
Technical Drawings:	\$20,000
Construction of Park:	\$300,000
Maintenance (On-going)	\$20,000 pa

### Community Development

It is anticipated that possible funding partners for the skate park include:

Department of Sport and Recreation (CSRFF Grant)	~\$110,000 (1/3 of total cost)
Outer-Metropolitan Community Fund:	~\$50,000
Office of Crime Prevention:	~\$20,000
Armadale Redevelopment Authority:	TBC
ING (Shopping Centre Developers)	TBC
WestZone (Shopping Centre Developers)	TBC

Local businesses and community organisations (eg Rotary Clubs) provide further opportunities for funding. In addition, it is proposed that funds allocated for the Westfield Skate Park (\$33,000) be expended to support the above process.

### **COMMENT**

An initial amount of \$10,000 is requested to commence site analysis and conceptual design work.

#### Analysis

The City of Armadale has deliberated over a centrally located skate park since 2002. During this time, Council has made several recommendations in support of further investigation into the feasibility of a CBD skate park.

Discussions with the ARA and the YAC have identified two potential skate park sites in the CBD. Further investigation of the two sites is required to be able to provide more detailed information to Council so that an informed decision can be made regarding a skate park in the CBD.

#### Options

1. Approve the further investigation of conceptual designs, costs and location of a skate park in the CBD, with the use of \$10,000 from the Westfield Skate Park budget allocation.
2. Not approve the further investigation of conceptual designs, costs and location of a skate park in the CBD with the use of \$10,000 from the Westfield Skate Park budget allocation at this time.

Options 1 is recommended.

#### Conclusion

Both the ARA and Local Member for Armadale have expressed their support for a CBD Skate Park and suggested two potential site locations. It is an opportune time to further investigate these sites to determine their appropriateness and develop conceptual designs and associated costs for a Skate Park in the CBD.

Community Development

**RECOMMEND**

**That Council, pursuant to Section 6.8 of the Local Government Act authorise the following expenditure:**

- **investigation of conceptual designs, costs and location of a skate park in the Armadale CBD and amend the 2005-06 Annual Budget as follows:**

**Expenditure – Westfield Skate Park facility – decrease by \$10,000.**

**Expenditure – Community Administration Consultancy Fees – increase by \$10,000.**

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

**Moved**

**MOTION CARRIED/LOST ( )**

Miscellaneous

**\*\*REVIEW OF DELEGATIONS OF AUTHORITY RELEVANT TO THE COMMUNITY SERVICES DIRECTORATE**

WARD ALL  
FILE REF: PCY/2  
DATE 12 October 2005  
REF YW  
RESPONSIBLE Executive Director  
MANAGER Community Services

**In Brief:**

- Annual review of Delegations of Authority to the CEO as relevant to the Community Services Directorate.
- Recommendation that the delegations, as presented, be renewed for a further 12 months.

**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.

**Legislation Implications**

The relevant Sections of the Local Government Act 1995 are as follows:

5.42. *Delegation of some powers and duties to CEO*

- (1) *A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.*  
*\* Absolute majority required.*

- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

5.43. *Limits on delegations to CEO's*

*A local government cannot delegate to a CEO any of the following powers or duties —*

- (a) *any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;*
- (b) *accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) *appointing an auditor;*
- (d) *acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) *any of the local government's powers under section 5.98, 5.99 or 5.100;*
- (f) *borrowing money on behalf of the local government;*
- (g) *hearing or determining an objection of a kind referred to in section 9.5;*
- (h) *any power or duty that requires the approval of the Minister or the Governor; or*
- (i) *such other powers or duties as may be prescribed.*

5.44. *CEO may delegate powers and duties to other employees*

Miscellaneous

- (1) *A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*
- (3) *This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —*
  - (a) *the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and*
  - (b) *the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.*
- (4) *Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.*
- (5) *In subsections (3) and (4) —*  
*"conditions" includes qualifications, limitations or exceptions.*

5.46. *Register of, and records relevant to, delegations to CEO's and employees*

- (1) *The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.*
- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- (3) *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Nil

**Consultation**

Directorate Managers

**BACKGROUND**

It is a requirement of the Local Government Act 1995 – Section 5.46(2) that delegations of authority be reviewed annually.

**DETAILS OF PROPOSAL**

Council's approval is sought to renew the delegations of authority as presented in this report.

Miscellaneous

**COMMENT**

Analysis

Details of each of the delegations relevant to this Committee are presented as an attachment to this Agenda. (**Refer to Attachment “A-2” – Summary of Attachments – buff page.**)

Having reviewed and confirmed the legislative correctness and the continuing relevancy/appropriateness of each of the current Delegations, no alterations have been made.

Conclusion

It is recommended that the delegations as presented in the following recommendation be approved until the next review date in twelve months' time.

**RECOMMEND**

**That Council, pursuant to Section 5.42 of the Local Government Act 1995, delegate to the Chief Executive Officer, Council powers and duties as detailed in Attachment “A-2” to these Minutes and that these delegations remain in force until November 2006 when next they will be reviewed.**

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

**Moved**

**MOTION CARRIED/LOST ( )**

Recreation

***ARMADALE AQUATIC CENTRE – TENDER FOR PROFESSIONAL SWIMMING COACHING RIGHTS***

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WARD All  
FILE REF: TEN/31/05  
DATE 18 October 2005  
REF PGQ  
RESPONSIBLE Executive Director  
MANAGER Community Services

**In Brief:**

The report recommends that Council accept the tender from Mr George Donald Brown for the professional swimming coaching rights at Armadale Aquatic Centre for the 2005/06 season, subject to verification of the currency of Mr Brown's qualifications and relevant insurance policies.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

- Deliver a range of services to meet community needs

**Legislation Implications**

Local Government Act 1995 – Tender Regulations

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

The one tender received offers a fee of \$1,000 for the exclusive professional swimming coaching rights at Armadale Aquatic Centre for the 2005/06 season.

**Consultation**

- Centre Manager
- Armadale Kelmscott Swimming Club

**BACKGROUND**

Subject to demand from the community, the Armadale Aquatic Centre has in the past offered a professional swimming coaching program for more advanced swimmers. Prior to the management of the Centre being taken over by a private firm in 2000, the program was run in-house and operated at a modest profit.

During the two year period that the Centre was being managed externally, the management company entered into an agreement with the A-K Swimming Club whereby the Club took over the management of the coaching program and paid a fee for the hire of water space. For that period and for at least one season after the City resumed direct management of the

### Recreation

Centre, the Club ran the professional coaching program alongside its regular swimming program using amateur coaches.

Over the past few years the Club has experienced a significant decline in its membership and discontinued the professional coaching program due to it no longer being viable. The Club now has a strong committee in place and already this year has experienced a significant increase in its membership.

Towards the end of last season a professional coach expressed an interest in the Coaching rights at the Centre and some discussions were held with the club about a possible relationship between the parties. The club has since considered a proposal to form an alliance with the coach but decided not to accept the proposal.

The coach was nonetheless keen to pursue the possibility of establishing a professional coaching program at the Centre. In view of this being a proposal to conduct a commercial enterprise at a Council facility, and there being other professional coaches that may have been interested in putting forward a proposal, the decision was taken to invite tenders from interested parties.

### **DETAILS OF PROPOSAL**

An advertisement was placed in the West Australian on 25 September 2005 inviting tenders for Professional Swimming Coaching services at the Armadale Aquatic Centre for the 2005/06 pool season. The closing date for receipt of tenders was 2pm on 10 October 2005.

Brief details of the one tender received are as follows:

Tenderer: George Donald Brown  
Amount: \$1,000

### **COMMENT**

#### Analysis

Mr Brown is a level 2 accredited swimming coach, and from 1973 until 1994 was involved in swimming coaching at various centres in the metropolitan area. For the past 10 years he has not been involved in swimming coaching and is now seeking to re-establish himself in the swimming coaching business.

Mr Brown has nominated local resident, Mrs Heather Adams, as his assistant coach. Mrs Adams is currently close to completing her level 1 accreditation, and has been actively involved in both the Armadale-Kelmscott Swimming Club and the Aussie Masters Swimming Club in the past.

Mr Brown is currently overseas and it has not been possible to verify the currency of his qualifications and insurance policies. Subject to receipt of this information, it is recommended that Council accept Mr Brown's tender.

Recreation

Options

1. Council could elect to not accept the tender and readvertise with the aim of attracting a wider field. It is possible that other interested parties may have missed the advertisement. The Armadale – Kelmscott Swimming for example had indicated to staff that it would be submitting a tender but through an oversight this did not occur.
2. Council could decide to not accept the tender on the basis that it does not wish to conduct a professional swimming program at Armadale Aquatic Centre.

Conclusion

Subject to verification of Mr Brown's qualifications and insurance policies, it is recommended that Council accept the tender for the Professional Swimming Coaching rights at Armadale Aquatic Centre for the 2005/06 season.

**RECOMMEND**

**That Council accept the tender from Mr George Donald Brown, in accordance with the tender submitted and Council's contract documentation, for the exclusive Professional Swimming Coaching Rights at Armadale Aquatic Centre for the 2005/06 season, subject to verification of the currency of Mr Brown's qualifications and all relevant insurance policies.**

**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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