

CITY OF ARMADALE

AGENDA

OF COMMUNITY SERVICES COMMITTEE TO BE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 27 SEPTEMBER 2005 AT 7.30 PM

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

PRESENT:

APOLOGIES:

OBSERVERS:

IN ATTENDANCE:

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 23 August 2005 be confirmed.

Moved Cr

MOTION CARRIED ()

ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 18/2005

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 – August 2005
Manager Ranger & Emergency Services Monthly Report – August 2005
- **Minutes from Occasional Advisory Committees**
Aboriginal & Torres Strait Islander Advisory Committee – 2 August 2005
Armadale Highland Gathering Committee – 14 June 2005
Armadale Police & Citizens' Youth Club Management Committee – 27 July 2005
Armadale Police & Citizens' Youth Club Management Committee – 24 August 2005
Armadale Youth Advisory Committee – 25 July 2005
Armadale Youth Advisory Committee – 29 August 2005
South East Regional Recreation Advisory Group – 19 May 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

27 September 2005

COMMUNITY DEVELOPMENT

CITY OF ARMADALE SENIORS' PLAN 2005-20103
**COMMUNITY SAFETY ADVISORY COMMITTEE – APPOINTMENT OF MEMBERS6
SOUTHERN DISTRICTS SUPPORT ASSOCIATION.....10

LIBRARY & HERITAGE SERVICES

STRATEGIC DIRECTIONS PLAN FOR THE CITY OF ARMADALE LIBRARY SERVICE.....15

MISCELLANEOUS

JUST COMMUNITIES CONFERENCE.....18

RANGER & EMERGENCY SERVICES

AUTHORIZED OFFICERS.....21

RECREATION

ARMADALE AQUATIC CENTRE BUSINESS PLAN.....24
**DEPARTMENT OF SPORT AND RECREATION GRANTS26
PROPOSAL TO DEVELOP A PHYSICAL ACTIVITY PLAN.....29
RECREATION STRATEGIC PLAN – PROGRESS REPORT33

Community Development

CITY OF ARMADALE SENIORS' PLAN 2005-2010

WARD ALL
FILE REF: CDP 001 – Seniors
Plan
DATE 21 September 2005
REF JI
RESPONSIBLE Manager Community
MANAGER Development

In Brief:

This item presents the City of Armadale Seniors' Plan 2005-2010, which has been finalized after the appropriate public comment period.

It recommends:

- That Council supports the City's Seniors' Plan 2005-2010 as presented at its Ordinary Meeting on the 5 September 2005, subject to the provision of 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

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

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

Community Development

Council has some carry forward funds from the Ready for Life Program that will be expended before the life of the Seniors' Plan in 2005/06.

Consultation

Council
Community Services Committee
Manex
All City of Armadale Directorates
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
Public

BACKGROUND

At its meeting held on the 5 September 2005, Council resolved (C78/8/05) that it:

- 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".*
- b. *Note that some of the new initiatives listed are subject to securement of 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.*

The Draft Seniors' Plan 2005-2010 has been made available for Public Comment via information on the City's website, and at the Administration Building and Libraries from the 6 September 2005. The public notice involved an article in the Comment News newspaper on the 13 September.

Whilst the public comment period has yet to formally close (27 September 2005), at the time of preparing the agenda item no comments or feedback had been received. Any comments received prior to the Community Services Committee Meeting on 27 September 2005 will be provided verbally for consideration by Committee.

Community Development

DETAILS OF PROPOSAL

As a result of the public comment period the 'Draft' City of Armadale Seniors' Plan 2005-2010, as presented to Council at its Ordinary Meeting on the 5 September 2005, has not been amended.

It is recommended that the City of Armadale Seniors' Plan 2005-2010 now be formally supported by Council.

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.

Options

1. Council supports the City of Armadale Seniors' Plan 2005-2010.
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.

Option 1 is recommended.

Conclusion

The Seniors' Plan 2005-2010 ensures that the City has a Plan which meets changing legislative developments in its pursuit for best practice. Once approved 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 supports the Seniors' Plan 2005-2010 for the City of Armadale as attached to these Minutes at Attachment "A-1", subject to the provision of funding.

Moved

MOTION CARRIED/LOST ()

Community Development

****COMMUNITY SAFETY ADVISORY COMMITTEE – APPOINTMENT OF MEMBERS**

WARD ALL
FILE REF: CMD/1
DATE 14 September 2005
REF YW
RESPONSIBLE Manager Community
MANAGER Development

In Brief:

This item proposes the appointment of nominated community representatives for Council's Community Safety Advisory Committee.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

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;
- Foster a supportive and caring community.
- Deliver a range of services to meet community needs.
- Improve the overall well-being and safety of the community.

Legislation Implications

Local Government Act 1995

Local Government (Administration) Regulations 1996

Council Policy/Local Law Implications

City of Armadale Standing Orders

City of Armadale Code of Conduct

Advisory Committee's Terms of Reference

Budget/Financial Implications

Nil

Consultation

Community Safety Advisory Committee

Community Development

BACKGROUND

In accordance with Section 5.10 (1) (a) of the Local Government Act 1995, all members of the Committee shall be appointed by Council. The Terms of Reference for the Community Safety Advisory Committee state the Committee shall comprise the following representation:

- 1 x Councillor & Deputy of the City of Armadale;
- 1 x Representative & Deputy from the WA Police Service;
- 1 x Representative & Deputy from Armadale Community Policing;
- 1 x Representative & Deputy Armadale Neighbourhood Watch;
- 1 x Representative & Deputy from the Department for Community Development;
- 1 x Representative & Deputy from the Department of Education;
- 1 x Representative & Deputy from the Department of Justice;
- 1 x Representative & Deputy from Armadale Health Service;
- 1 x Representative & Deputy from Armadale & Gosnells Districts Youth Resources;
- 1 x Representative & Deputy from the Department of Housing & Works;
- 1 x Representative & Deputy from Community
- 1 x Representative & Deputy from Aboriginal Community
- 1 x Representative & Deputy from the Armadale Chamber of Commerce & Deputy;
- 1 x Representative for Seniors' interests & Deputy.

Due to the transfer of staff within the Department for Community Development and Community Policing, and unfilled positions for the Chamber of Commerce (Deputy Member) and Community Representative, vacancies currently exist for:

- 1 x Representative & Deputy from the Department for Community Development;
- 1 x Representative from Community Policing;
- 1 x Deputy from the Armadale Chamber of Commerce;
- 1 x Community Representative.

DETAILS OF PROPOSAL

Nominations have been received to fill the vacancies as follows:

- 1x Representative - Department for Community Development
Paul Maher (District Manager DCD)
- 1 x Deputy Representative - Department for Community Development
Liz O'Neil (Officer Manager)
- 1 x Representative - Armadale Community Policing
Senior Constable Tracy Uchtman (Crime Prevention Officer in Armadale)
- 1 x Deputy Representative - Chamber of Commerce
Barbara Johnson (Manager Armadale Shopping City)
- 1 x Community Representative- *Allen Garlett*

Community Development

Following the appointment of above persons the Committee membership will comprise:

Community Safety Advisory Committee	
Position	Representative
City of Armadale Councillor	Cr June McDonald
WA Police Service Representative	Snr Sergeant Russell Gardiner & Sgt Andrew Rogers (Deputy Representative)
Armadale Community Policing Representative	Snr Const Tracy Uchtman & Const Brendan Cassey (Deputy Representative)
Armadale Neighbourhood Watch Representative	Ms Joy Mercer
Department for Community Development Representative	Mr Paul Maher (Representative) & Ms Liz O'Neil (Deputy Representative)
Department of Education Representative	Ms Maura O'Connell (Representative) & Mr Joe Kaljzich (Deputy Representative)
Department of Justice Representative	Mr Chris Rewha (Representative) & Mr John Pavlinovich (Deputy Representative)
Armadale Health Service Representative	Ms Una Bridson
Armadale & Gosnells District Youth Resources Representative	Ms Chris Barrett
Armadale Chamber of Commerce Representative	Mr Theo Jongeling (Representative) & Ms Barbara Johnson (Deputy Representative)
Department of Housing & Work Representative	Mr Richard Barlow (Representative) & Ms Kelly South (Deputy Representative)
1 x Community Representative	Mr Allen Garlett
1 x Aboriginal Community Representative	Ms Carleen Pickett & Ms Lesley Murray (Deputy Representative)
1 x Seniors Interests Representative	Ms Anne Ridgeway

COMMENTAnalysis

All nominations meet the appropriate criteria for the Community Safety Advisory Committee.

Options

1. Council may appoint those nominated persons to the Committees as advised.
2. Council may appoint some nominations and refuse others with the request that positions be re-advertised.
3. Council may refuse all nominations as advised and request that the positions be re-advertised.

Community Development

Conclusion

It is appropriate to appoint the nominations as recommended to the Community Safety Advisory Committee.

RECOMMEND

That Council appoint the following representatives to the Community Safety Advisory Committee:

- 1. Mr Paul Maher - Organisational Representative (Department for Community Development)**
- 2. Ms Liz O'Neil – Organisational Deputy Representative (Department for Community Development)**
- 3. Senior Constable Tracy Uchtman – Organisational Representative (Armadale Community Policing)**
- 4. Ms Barbara Johnson – Organisational Representative (Armadale Chamber of Commerce)**
- 5. Mr Allen Garlett – Community Representative**

****ABSOLUTE MAJORITY REQUIRED**

Moved

MOTION CARRIED/LOST ()

Community Development

SOUTHERN DISTRICTS SUPPORT ASSOCIATION INC

WARD Minnowarra
FILE REF: A27684/3
DATE 13 September 2005
REF CA
RESPONSIBLE Executive Director
MANAGER Community Services

In Brief:

- The Southern Districts Support Association Inc is seeking Council's support for costs related to its proposed building program.
- It is recommended that Council support in part, the request from Southern Districts Support Association Inc.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

To foster a supportive and caring community;
To have in place a range of services to meet community needs; and
To improve the overall well being and safety of the community.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

SDSA has requested assistance from Council of approximately \$80,000. This is not budgeted in Council's 2005/06 Budget or 15 Year Forward Financial Plan.

Consultation

Executive Director Technical Services
Manager Property Services

BACKGROUND

The accommodation needs of the Southern Districts Support Association (SDSA) has been the subject of a number of reports to Council since May 2002.

Initially SDSA had proposed to develop an area of San Jacinta Reserve but due to a combination of community feedback, site access and increased construction costs due to an underground water pipe this site was not progressed.

An agenda item in April 2003 identified Lotteries House as being a suitable site and as such the City, SDSA, Lotteries House Management Committee and LotteryWest negotiated for the SDSA to become the principal tenant of that building.

Community Development

Consequently Council resolved (C57/4/03):

“That Council:

- a) *subject to appropriate applications approve in principle a portion of the site at Lot 21 Cnr Forrest Road & Millman Way, Armadale for the lease to and development by SDSA.*
- b) *Support the relevant Council Directorates to proceed with application processes in regards to lease and development of part 21 Cnr Forrest Road & Millman Way, Armadale.*
- c) *As a contribution to the project, agree to release remaining Council funding (\$3,644) allocated to SDSA accommodation needs for the altered proposal.”*

Since that resolution was adopted, the Lotteries House option stalled due to existing tenants not being in a position financially or logistically to relocate as was originally intended. This resulted in the SDSA reviewing other options.

Subsequent to this development, Council resolved (C121/8/03) in part:

“That Council:

3. *approve, in principle, the use of the PCYC building in Champion Drive by SDSA and authorise, subject to successful negotiations, the Chief Executive Officer to execute and sign the resulting lease agreement with SDSA.*
4. *acknowledge that part of those negotiations may involve underwriting SDSA’s capital expenses up to \$450,000, together with other reinstatement works, should the PCYC enact upon their 3 year clause to return to the Champion Drive site.”*

This option was also not progressed due to the fact that the PCYC premises was not supported by the main funding agencies (Lotterywest and Home and Community Care) as they considered it inappropriate for the proposed development purpose.

Council at its Meeting on 17 January 2005 resolved (D1/1/05) in part:

2. *That Council approve the application for Southern Districts Support Association to develop a “Home and Community Care Centre” and vehicle storage area on Lot 21 Forrest Road, Armadale, subject to the following conditions:*
6. *That the City’s Corporate Services Directorate incorporate reciprocal use and access arrangements between SDSA and the Girl Guides into the leasing arrangements with SDSA to the satisfaction of the Executive Director Corporate Services.*

Council at its Meeting on 4 April 2005, resolved to enter into a lease agreement with the Southern Districts Support Association Inc (C26/3/05):

Community Development

(1) *That Council enters into a lease agreement with the Southern Districts Support Association Inc under the following basic terms and conditions:*

- *Lessee:* *Southern Districts Support Association Inc.*
- *Premises:* *Portion of Lot 21 Forrest Rd, Armadale as contained within Certificate of Title Volume 1205 Folio 39 as highlighted on the plan attached to this agenda.*
- *Term:* *Twenty One (21) years.*
- *Commencement Date:* *1 January 2005.*
- *Rent:* *\$50 per annum plus \$5 GST.*
- *Outgoings:* *All normal outgoings to be the responsibility of the lessee.*
- *Maintenance:* *Lessee to be responsible for all building maintenance.*
- *Insurance:* *Lessee to be responsible for all building and public liability insurance.*
- *Costs:* *Lessor to be responsible for all legal fees as per Council Policy ADM2 – Property Lease Rentals.*
- *Use:* *Home and Community Care Centre and Vehicle Storage area.*

(2) *That Council rescind part of resolution C121/8/03 which states:*

“3. That Council approve, in principle, the use of the PCYC building in champion Drive by SDSA and authorise, subject to successful negotiations, the Chief Executive Officer to execute and sign the resulting lease agreement with SDSA”.

DETAILS OF PROPOSAL

Correspondence from SDSA to the Mayor advises that building delays associated with negotiations between PCYC and Girl Guides have increased the cost of its building program. Although SDSA has re-negotiated with both HACC and Lotterywest for additional funding (total funds \$989,036), there is still a budget shortfall of approx. \$100,000.

SDSA is seeking Council’s ongoing commitment to their future building plans, and has identified a number of project items which it requests the City consider as part of its normal program of works and commitments. These include:

Community Development

Item	Cost
Reimburse Development Application fees	\$1,267
Waiver of Building Licence fees	\$1,750
Relocate existing SDSA colorbond garage for Girl Guides' use.	\$1,500
Removal of existing trees on and around the site.	\$12,000
Construction of vehicle crossovers and reinstatement of the verge and footpath.	\$8,000
Provision of landscaping, irrigation and garden features.	\$10,000
Anti-graffiti coating to external face brick and colorbond garage doors.	\$4,500
Road-base and bitumen paving to vehicle parking areas, access roads, circulation and hardstand areas. Concrete kerbing and line marking to bitumen paving.	\$40,000
Total	\$79,017

SDSA has indicated that the completion of the entire project will enable them to present all its programs, which will enhance the service and support continuing growth. The cost of fragmenting the construction over stages will result in inefficiencies associated with the function of the premises. According to SDSA and their appointed architects, RAD Architecture, the overall integrity of the current proposal remains the most efficient, functional and cost-effective solution to providing the facilities of this not for profit organisation.

COMMENTAnalysis

SDSA is a growing organisation funded by the State and Commonwealth Health Departments under the Home and Community Care (HACC) programme to provide basic maintenance and support services to frail aged and younger people with disabilities and their carers.

Services provided by SDSA include respite, domestic assistance and transport, social support and activities, home maintenance, and day care.

Advice from the Executive Director Technical Services has confirmed that, in his opinion, it would be appropriate to contribute to works associated with the access road that is jointly shared by the Armadale Arena and Girl Guides which is the last item on the above list. Overall this would represent approximately \$10,000 of the \$40,000 estimate. However, to waive application and licence fees would set a precedent that other community groups may choose to follow and it is not recommended. Other listed elements are integral to the redevelopment and should be, where possible, costed within the budget allocated.

Options

A number of options are available for Council to consider including:

1. Provide assistance with all of the request for financial assistance towards SDSA's building program.

Community Development

2. Provide assistance with those elements of the request which are for shared infrastructure i.e. related to the access road.
3. Not provide any further assistance at this time.

Option 2 is recommended.

Conclusion

SDSA is currently undertaking a building program of approximately \$1 million which will involve a significant development on Council land that will add to and complement their existing services at Lotteries House.

Whilst this redevelopment has involved negotiations with both the PCYC and Girl Guides, as affected parties to the development, to suggest that these negotiations have unfairly affected the works to the point of increasing the costs in the order of \$100,000 is an unwarranted criticism. However, building activity over the last few years has been the subject of significant price increases. Since 2002, Council has been supportive of SDSA's plans and, where it can, has assisted. In 2003, the planned redevelopment on the current site was estimated at \$450,000 and the City's Manager Property Services assisted with concept plans and drawings. Since that time the development has increased in size and complexity. In addition to the assistance already provided, Executive Director Technical Services has advised that, in his opinion, it would not be unreasonable to also contribute to the access road as it is, in part, to support the neighbouring landowners including the City, via the Armadale Arena, and Girl Guides. However, to offer additional financial support for elements of the building program would set a precedent that may incur future similar requests of the City.

RECOMMEND

That Council:

- a. **Provide an "in-kind" contribution of up to \$10,000 for shared infrastructure works related to the construction of the access road leading to the rear of the proposed parking area, with the approved works to be to the satisfaction of the Executive Director Technical Services.**
- b. **Advise the Southern Districts Support Association of its decision and make all necessary arrangements for the works to be completed as part of the proposed building program.**

Moved

MOTION CARRIED/LOST ()

Community Development

STRATEGIC DIRECTIONS PLAN FOR THE CITY OF ARMADALE LIBRARY SERVICE

WARD ALL
FILE REF: LIB/1
DATE 21 September 2005
REF MC
RESPONSIBLE Executive Director
MANAGER Community Services

In Brief:

- This item presents the Strategic Directions for Library Services Study and Report which has been finalized after the appropriate public comment period.
- It recommends that Council supports 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

- Council
- Community Services Committee
- Manex
- Project Management Group

Community Development

- ARA
- All library staff
- Library users and members of the community

BACKGROUND

At its meeting held on 5 September 2005 Council resolved (C81/8/05) to:

- a) Support the Strategic Directions for Library Services Study and Report for the City of Armadale prepared by Libraries Alive!, acknowledging that some of the recommendations will be subject to funding.*
- b) Release the Strategic Directions for Library Services Study and Report for public comment for a period of 21 days.*
- c) Further consider what steps should be taken to raise the importance of book stock with the government of the day.*

Whilst the Public Comment period has yet to formally close (27 September 2005) at the time of preparing the agenda item no comments or feedback had been received. Any comments received prior to the Community Services Committee Meeting on 27 September 2005 will be provided verbally for consideration by Council.

DETAILS OF PROPOSAL

It is recommended that the Strategic Directions for Library Services Study and Report be formally approved 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.

Community Development

Options

1. Council supports the Strategic Directions for Library Services Study and Report.
2. Council supports the Strategic Directions for Library Services Study and Report with additions/amendments.
3. Council does not support the City Strategic Directions for Library Services Study and Report.

Option 1 is recommended.

RECOMMEND

That Council supports the Strategic Directions for Library Services Study and Report for the City of Armadale as attached to these Minutes at Attachment "A-3" acknowledging that some of the recommendations will be subject to funding.

Moved

MOTION CARRIED/LOST ()

Miscellaneous

JUST COMMUNITIES CONFERENCE

WARD All
FILE REF: CRS/1
DATE 12 September 2005
REF YW
RESPONSIBLE Executive Director
MANAGER Community Services

In Brief:

- The Local Government Community Services Association of Australia will hold a “Just Communities” National Conference at the Hilton on the Park, Melbourne from 25 – 28 October 2005.
- Recommend that Councillor/s be nominated to attend the Just Communities LGCSA of Australia National Conference.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

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

Council Policy ADM3 – Conferences, Seminars and Training.

Budget/Financial Implications

Full Conference Registration - \$730 (for three days) (inc. GST)

Pre Dinner Drinks & Conference Dinner - \$120.

Air fares – Discount fares approximately \$600.

Accommodation costs vary between \$140 /night and \$180 /night for various accommodation types.

Consultation

Nil

Miscellaneous

BACKGROUND

The “Just Communities” Local Government Community Services Association of Australia National Conference will be held from 25 – 28 October 2005 at the Hilton on the Park, Melbourne. A copy of the Registration Brochure is attached to this Agenda. **(Refer to Attachment “A-4” – Summary of Attachments – buff page.)**

The “Just Communities” Conference is about re-engaging with local communities to create a preferred future that is an alternative to the “me” culture that is so dominant in our society. In our preferred society citizens will be active and communities will participate in improving their quality of life for the common good.

Keynote speakers will include:

- Arnold Zable – an award winning writer, storyteller, educator and human rights advocate.
- Professor Hilary Charlesworth – Professor in the Regulatory Institutions Network in the Research School of Social Sciences and Professor of International Law and Human Rights in the Law Faculty, ANU.
- Julian W. K. Burnside QC – Practising Barrister and Queen’s Counsel. Has acted as Counsel in an extensive range of high profile cases.
- Dr Christina Gilgren – Director of the Citizens’ and Civics Unit within Dept. of Premier & Cabinet.
- Graham Sansom – Associate Professor of the UTS Centre of Local Government based in Sydney.
- Dr Lyn Carson – Experienced with the design and coordination of public deliberation methods that are highly representative of the entire population.
- Evan Thornley – co founded internet search company LookSmart in October 1995.
- Deborah Mills – has 30 years experience in community and cultural development.

In accordance with the Council Policy ADM3 it is recommended that Council support the attendance by interested members at the Conference.

COMMENT

Topics to be covered at the Concurrent Forum Sessions of the Conference are significant to the current developments of Community Development in the City of Armadale and include:

Wednesday, 26 October 2005:

- Community Planning
- Health, Leisure & Wellbeing
- Democracy & Rights
- Cultural Vitality
- Community Strengthening

Thursday, 27 October 2005:

- Community Engagement
- Health, Leisure & Wellbeing

Miscellaneous

- Democracy & Rights – Community Empowerment & Community Wellbeing
- Cultural Vitality/Diversity
- Council Strengthening

The item is raised for the information of any Councillor who may wish to nominate to attend the Conference. In the event of there being no nomination from Committee, the matter will be referred to the 3 October 2005 Council Meeting for other Councillors to consider a nomination.

RECOMMEND

That Council nominate to attend the Just Communities Local Government Community Services Association of Australia National Conference to be held from 25 – 28 October 2005 at the Hilton on the Park, Melbourne with costs incurred to be charged to GL Account 7040111.7504.702, Members' Training and Development.

OR if there is no Councillor nomination at the Council Meeting of 3 October 2005, then the recommendation be as follows:

That Council make no Councillor nomination for attendance at the Just Communities LGCSA of Australia National Conference to be held from 25 – 28 October 2005 at the Hilton on the Park, Melbourne.

Moved

MOTION CARRIED/LOST ()

Ranger & Emergency Services

AUTHORISED PERSONS

WARD	ALL
FILE REF:	RGR/1
DATE	19 September 2005
REF	BLW
RESPONSIBLE MANAGER	Executive Director Community Services

In Brief:

- The appointment of persons as “Authorised Person” for the purpose of carrying out the duties of a Registration Officer pursuant to the Dog Act 1976.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Nil

Legislation Implications

Section 11(1)(3) Dog Act 1976

Council Policy/Local Law Implications

Local Laws Relating to Dogs

Budget/Financial Implications

Nil

Consultation

Nil

BACKGROUND

Nil

DETAILS OF PROPOSAL

To enable a staff member, and nominated persons at external dog registration facilities, to undertake the appropriate responsibilities it is a requirement that Council shall, in writing, appoint them to exercise on behalf of the Local Government the powers conferred on an “Authorised Person” for the purpose of carrying out the duties of a Registration Officer pursuant to the Dog Act 1976. It is further proposed that all previous appointments to the herein listed veterinary establishments be cancelled.

Ranger & Emergency Services

COMMENT

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

RECOMMEND

1. **That the following persons be appointed as “Authorised Person” in accordance with the provisions of Section 29 (1) of the Dog Act 1976, for the purpose of effecting dog registrations only.**

City of Armadale Administration

Anne Barrett

Railway Avenue Veterinary Hospital

**Dr Wendy Hoblely
Dr Jo Stevens
Dr Julie Butler
Kym Knight
Kelly Thatcher
Gemma Tripp
Samantha Crothers
Tiffany Lever
Jackie Atkinson
Sharon Stidworthy
Llewella Jones**

Ark Veterinary Centre

**Tony Roshkov
Jessica Dufty
Rebecca Purser**

Armadale-Byford Veterinary Hospital

**Glenda Miller
Martine Stuart
Michelle White
Renee Mckenna
Penny Terpstra
Sharon Wolfenden
Mel Whiffen
Sam Mingo
Peta Innes
Kelly Coppins**

Ranger & Emergency Services

Champion Lake Vet Centre

**Colin Sherry
Belinda Black
Cathy Layton
Kym Dennerly
Maria Tarr
Mark Starcevich
Kari Luobikis
Simon Uglow
Helen Mantle
Lesley Sherry**

2. **That all previous appointments as “Registration Officers” at the abovementioned veterinarian facilities be cancelled**

Moved

MOTION CARRIED/LOST ()

Recreation

ARMADALE AQUATIC CENTRE BUSINESS PLAN

WARD All
FILE REF: A173263/1
DATE 21 September 2005
REF PGQ
RESPONSIBLE Executive Director
MANAGER Community Services

In Brief:

This report

- Presents the draft 2005/06 Business Plan for the Armadale Aquatic Centre and:
- Recommends that it be endorsed by Council and used to guide the management of the Centre for the 2005/06 pool season.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Effective management of Council resources

Optimising the use of community facilities, buildings and reserves

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

Aquatic Centre staff

BACKGROUND

The annual Business Plan for the Armadale Aquatic Centre is prepared with input from staff and presented for Council's consideration and endorsement each year via the Community Services Committee. Attached to the Agenda is the draft 2005/06 Business Plan for the Centre. **(Refer to Attachment "A-5" – Summary of Attachments – buff page.)**

Recreation

DETAILS OF PROPOSAL

The draft Business Plan identifies what staff consider to be the main priorities for the centre for the forthcoming season. The plan contains the major goals for the year, a series of more specific objectives related to the different areas of management, and a range strategies and initiatives for achieving the objectives.

One of the major goals is to increase seasonal attendances from 160,856 to 175,000, and the draft plan proposes a range of strategies to help achieve this.

COMMENT

Analysis

The draft Business Plan proposes a range of initiatives and strategies aimed at maintaining quality management of the centre and increasing patronage. The Manager believes that the goals and objectives for the forthcoming season are achievable.

Options

Council could elect to amend the draft Business Plan or not endorse it should it believe that further work is required.

Conclusion

Subject to any suggested changes, it is recommended that the draft 2005/06 Business Plan for the Armadale Aquatic Centre, as presented be endorsed by Council and used to guide the management of the Centre for the forthcoming pool season.

RECOMMEND

That Council endorse the draft 2005/06 Business Plan for the Armadale Aquatic Centre, as presented at Attachment "A-5" to these Minutes, and the Business Plan be used to guide the management of the Centre for the forthcoming pool season.

Moved

MOTION CARRIED/LOST ()

Recreation

****DEPARTMENT OF SPORT AND RECREATION GRANTS**

WARD All
FILE REF: GRT/18
DATE 8 September 2005
REF PGQ
RESPONSIBLE Executive Director
MANAGER Community Services

In Brief:

- The report advises Council of the availability of funding under the Department of Sport and Recreation's CSRFF program and seeks Council's approval for authority to be delegated to the Community Services Committee to prioritize the grant applications at its October Meeting.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Relates to Council's aim to maintain and improve the physical infrastructure to meet the needs of the local community.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

Various sporting clubs that are likely to submit CSRFF grant applications.

BACKGROUND

The Department of Sport and Recreation is again inviting grant applications for capital works projects under the Community Sporting and Recreation Facilities Fund (CSRFF).

The types of projects eligible for funding include:

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

Recreation

Funding is available for up to one third of the cost of eligible projects, with the remaining two thirds being funded by Council and/or the club or community group. Funding is available for both Local Government and community group projects.

Community group applications for the 2006/07 round of funding must be received at the Local Government by 30 September 2005 and submitted to the Department of Sport and Recreation by 31 October 2005. As in past years, it is Council's responsibility to prioritise the various applications and determine the level of funding (if any) that Council is prepared to make towards the different projects in 2006/07.

DETAILS OF PROPOSAL

Under normal circumstances, the prioritisation process would occur through the Community Services Committee and then be adopted at the next Ordinary Council Meeting. For the past 4-5 years however, the Ordinary Council Meeting following the October Community Services Committee Meeting has fallen after the closing date for applications. This year the Ordinary Council Meeting will be held on 7 November 2005, which is after the closing date of 31 October. In order to achieve the funding deadline of 31 October 2005, it will be necessary again this year for Council to delegate authority to the Community Services Committee to prioritise the various grant applications.

Likely applications include:

1. Frye Park Reserve Lighting

As advised to Councillors by a Memo from the Manager Parks, a recent check of the poles revealed that the poles were badly rusted at the base, and represented a safety risk. The light poles have recently been removed and there is a need for Council to provide some replacement lighting prior to the start of the 2006 winter season.

2. Gwynne Park Reserve Lighting

A similar situation has occurred at Gwynne Park to that described above for Frye Park. Seven light poles were recently removed due to them being badly rusted at the base and assessed to be a safety risk. There is a need to replace at least some of the lights that have been removed.

3. Armada Bowling Club Lighting Upgrade

The Armada Bowling Club has had discussions with the Manager Recreation Services and wish to submit a grant application to provide good standard lighting for two of its bowling greens. The existing lighting is very old and inadequate for night bowls.

4. Roleystone Tennis Court Resurfacing

The Roleystone Tennis Club has indicated that it wishes to submit a grant application to resurface the upper courts at the Cross Park tennis facility. These courts are in poor

Recreation

condition and are almost to the point that they will become unplayable within the next few years.

5. Bob Blackburn Reserve Lighting Upgrade

The five sporting clubs based at Bob Blackburn Reserve wish to progressively upgrade lighting to allow training to be spread over a greater area of the Park. The existing lighting requires all training to be conducted in one corner of the reserve, which greatly restricts training activities and causes problems with wear and tear on the playing surface.

COMMENT

Analysis

N/A

Conclusion

In order to achieve the grant deadline of 29 October 2004, it is recommended that authority be delegated to the Community Services Committee to prioritise the CSRFF grant applications at its October 2004 Meeting.

RECOMMEND

That Council, in order to achieve the grant application deadline of 31 October 2005, delegate to the October 2005 Community Services Committee meeting, the authority to resolve the priority order of Department of Sport & Recreation grant applications made under the CSRFF programme.

****ABSOLUTE MAJORITY RESOLUTION REQUIRED**

Moved

MOTION CARRIED/LOST ()

Recreation

PROPOSAL TO DEVELOP A PHYSICAL ACTIVITY PLAN

WARD All
FILE REF: REC/7
DATE 20 September 2005
REF PGQ
RESPONSIBLE Executive Director
MANAGER Community Services

In Brief:

This report presents a proposal to develop a Physical Activity Plan for the City and recommends that Council support the proposal.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Implementing community plans for seniors, youth, recreation, safety and culture.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Funds have been allocated in Council's 2005/06 budget to employ a Recreation Officer. The proposed Council contribution towards the development of a Physical Activity Plan is by way of in kind staffing and administrative support. If the requested grant of \$11,500 were approved, it would represent a direct saving on staffing costs.

Consultation

- Community Services staff
- Senior Environmental Planner
- Physical Activity Task Force
- Southern Metropolitan Health Unit

BACKGROUND

The direct health care cost to Australia of physical inactivity is currently over \$350 million per year.

The main aim of the City's Recreation Strategic Plan is to improve the health and well being of the City's residents by providing and facilitating a diverse range of recreation activities that are relevant to the needs of the local community. The caption on the front of the Plan reads "*Towards a more active and healthy community,*" which aptly describes the direction and intent of the Physical Activity Plan.

Recreation

The Physical Activity Task Force was formed in June 2001 with its main objective being to achieve a 5% increase in the physical activity levels of Western Australians. The City's Recreation Strategic Plan is closely aligned to State Government policy with Strategy 2 of the Plan being to:

Investigate and report to Council on the cost and feasibility of conducting a major campaign in partnership with State and Federal Government agencies, to promote the benefits of local residents adopting a healthier lifestyle.

Grant funding was made available on a dollar for dollar basis to fund projects and programs that promote increased physical activity in the community. Up until this point Council has not been in a position to apply for funding and initiate projects that promote physical activity due to financial and staffing resource constraints.

With the allocation of funds in its 2005/06 budget to employ a Recreation Officer however, the opportunity has arisen for the City to apply for a grant with Council's contribution being by way of staffing and in-kind support. A grant application was prepared and submitted in the recent funding round, seeking an \$11,500 grant for the development of a Physical Activity Plan for the City. The outcome of the grant application will be advised in **October 2005**.

DETAILS OF PROPOSAL

The proposal to develop a Physical Activity Plan seeks to build on the strategic directions outlined in the Recreation Strategic Plan, and identify a range of specific strategies and programs to progress the City towards its goal of a more active and healthy community.

The development of a Physical Activity Plan would also help progress Council towards achieving the following strategic aims as outlined in the City's Strategic Plan 2005-2009:

- Encourage community participation and responsibility
- Deliver a range of services to meet community needs
- Improve the overall well being and safety of the community

The proposed Physical Activity Plan would also be linked to other internal plans for Seniors, Youth and Disability Services, and promote and support existing State Government programs such as "Find Thirty, Cycle Instead, Travelsmart and Walk there Today".

In brief, the proposal to develop a Physical Activity Plan would involve:

- The Recreation Department being allocated the task of coordinating the development of the Physical Activity Plan.
- Establishing an internal project group to provide support and guidance.
- Consulting with the local community and stakeholders to identify gaps & needs.

Recreation

- Preparing a draft plan and seeking comment.
- Finalising the Plan and presenting for Council's consideration

The likely timeframe for development of the Plan would be 6-12 months.

COMMENT

Analysis

The proposal to develop a Physical Activity Plan would complement the City's Strategic Plan and Recreation Plan, and help progress Council towards its goal of creating a more active and healthy community.

The State Government is strongly supportive of Local Governments that wish to promote physical activity in their communities, and the City would be one of the first to take the step of developing a Physical Activity Plan. This in turn is likely to assist Council to attract funding for specific programs and projects that may be included in the Plan.

Over the last 5-10 years, both Liberal and Labor State Governments have placed increased emphasis on sound planning as the basis for provision of facilities and services. The City is one of a relatively small number of Local Governments in WA to have developed a Recreation Strategic Plan, which has helped achieve a high success rate with various grant applications in recent years. The development of a Physical Activity Plan would further strengthen Council's ability to attract funding for recreation facilities and programs.

Should the grant application be successful, it would provide direct savings of \$11,500 on staffing costs. The only potential disadvantage of the proposal is that it would commit a portion of the new Recreation Officer's time to the development of the Plan. The counter argument to this is that the project would provide the opportunity for the new officer to quickly establish contacts and networks in the community and produce a tangible outcome for the City in the first year.

Options

If Council were not supportive of the proposal it could elect to withdraw the grant application and not proceed with the project. This option is not recommended.

Conclusion

In summary, this report seeks Council's;

1. Support for the proposal to develop a Physical Activity Plan for the City subject to a successful outcome with the grant application; and
2. Endorsement of the action taken to apply for funding to the Western Australian Local Government Association for the proposed Physical Activity Plan.

Recreation

RECOMMEND

That Council:

- a. Endorse the action taken to apply for funding to the Western Australian Local Government Association for the development of a Physical Activity Plan.**
- b. Support the proposal to develop a Physical Activity Plan for the City subject to a successful outcome with the grant application to the WA Local Government Association.**

Moved

MOTION CARRIED/LOST ()

Recreation

RECREATION STRATEGIC PLAN – PROGRESS REPORT

WARD All
FILE REF: REC/7
DATE 19 September 2005
REF PGQ
RESPONSIBLE Executive Director
MANAGER Community Services

In Brief:

The report presents a progress update on the implementation of the City's Recreation Strategic Plan and recommends that Council receive the report.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Implementing community plans for seniors, youth, recreation, safety and culture.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

BACKGROUND

In March 2003, Council adopted its Recreation Strategic Plan to guide the provision of recreation services and facilities in the City for the next 5-year period. Strategy 53 of the Recreation Strategic Plan is to undertake an annual review of the plan, with a major review to occur in 2007.

DETAILS OF PROPOSAL

Attached to the Agenda is a summary report on the status of the various strategies contained in the Plan. (**Refer to Attachment "A-6" – Summary of Attachment – buff page**)

Recreation

COMMENT

Analysis

A quick analysis of the progress report indicates that of the 53 strategies contained in the Recreation Strategic Plan;

- 18 have commenced and/or are ongoing
- 10 have been completed
- 12 are in progress or are part completed
- 13 are either incomplete or yet to be commenced

Of the 12 strategies that are currently in progress or partly completed, a number are long-term projects that will be substantially progressed in 2005/06.

Of the 13 strategies that are either incomplete or yet to be commenced, 4 were not able to be progressed due to non availability of funds i.e. budget constraints, with the balance due to resource constraints.

Council adopted the Recreation Strategic Plan in March 2003 as a plan to guide the provision of recreation services and facilities for the next 3-5 year period, and reasonable progress has been achieved with the implementation of the plan over the past year. In line with Strategy 53, a major review of the plan is planned for 2006/07.

As reported to the Community Services Committee in April 2003, staffing resources within Recreation Services consist of one officer (Manager), an Events Coordinator, Manager Armadale Aquatic Centre and shared administrative support. Resources are currently fully stretched with the day-to-day management of the service and responding to the myriad of requests and demands from the community for assistance. With responsibility for implementation of the Recreation Strategic Plan resting largely with the Manager Recreation Services, implementation of all of the strategies has not been possible. The allocation of funding in Council's 2005/06 budget to employ a Recreation Officer will however provide the opportunity to implement some of the strategies that are yet to be commenced.

Subject to financial and resource constraints, the priorities for 2005/06 will be to progress those strategies that are either part completed or in progress, and commence implementation of those strategies that are yet to be commenced.

Options

N/A

Recreation

Conclusion

It is recommended that Council receive the progress report on the implementation of the City's Recreation Strategic Plan.

RECOMMEND

That Council receive the progress report on the implementation of the City's Recreation Strategic Plan

Moved

MOTION CARRIED/LOST ()

LATE ITEMS

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT

COUNCILLORS' ITEMS
