

# **CITY OF ARMADALE**

## **AGENDA**

**OF COMMUNITY SERVICES COMMITTEE TO BE HELD IN THE COMMITTEE  
ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON  
TUESDAY, 29 NOVEMBER 2005 AT 7.00 PM**

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*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**

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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 25 October 2005 be confirmed.**

**Moved Cr  
MOTION CARRIED ( )**

## **ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 22/2005**

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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 – October 2005  
Manager Ranger & Emergency Services Monthly Report – October 2005
- **Minutes from Occasional Advisory Committees**  
Aboriginal & Torres Strait Islander Advisory Committee – 5 October 2005  
Armadale Highland Gathering Committee – 19 October 2005  
Youth Advisory Committee – 31 October 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**

**29 November 2005**

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### **COMMUNITY DEVELOPMENT**

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**\*\*SENIORS' INTERESTS ADVISORY COMMITTEE – APPOINTMENT OF MEMBER**

WARD	ALL
FILE REF:	CTE/34
DATE	23 November 2005
REF	JI
RESPONSIBLE MANAGER	Manager Community Development

**In Brief:**

This item proposes the appointment of a nominated organisational representative for Council's Seniors' Interests Advisory Committee.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

To facilitate a wider range of social and cultural experiences for the City of Armadale.  
To encourage community participation and responsibility.  
To foster ownership, pride and a supportive and caring community.  
To have in place the range of services to enhance the 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**

Seniors' Interests Advisory Committee

**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 City's Seniors' Interests Advisory Committee states the Committee shall comprise the following representation:

- 2 x City of Armadale Councillors;
- 1 x representative from the Armadale-Kelmscott Senior Citizens Association Inc.;
- 1 x representative from the Kelmscott-Westfield Senior Citizens Club;
- 1 x representative from the Roleystone-Karragullen Seniors Club;

Community Development

- 1 x Community Representative (whose life is directly impacted by seniors' issues);
- 4 x representatives from Seniors' community groups within the City of Armadale, to include representation from Dale Cottages Inc.;
- 3 x representatives from local organisations that provide services for seniors within the City of Armadale.

The Terms of Reference of the Committee also states:

*"The method of filling the external organisational representative positions shall be for Council to invite nominations from these representative organisations who shall submit, in writing, to Council their nominee(s) whereupon Council will then appoint persons to the Committee."*

Due to the City not receiving a nomination for the Armadale-Kelmscott Senior Citizens Association Inc., at the Local Government elections in May 2005 a vacancy currently exists for this position.

The City has since invited a nomination from the Armadale-Kelmscott Senior Citizens Association Inc., and on the 25/11/05 received a letter from Mr Alex Campbell (Secretary), nominating Mr George Fawcett as the Association's representative on the Committee.

This nomination was advised to the SIAC at its ordinary meeting on the 17/11/05 and met no comment or opposition.

**DETAILS OF PROPOSAL**

A nomination has been received to fill the vacancy as follows:

1 x Representative Armadale-Kelmscott Senior Citizens Association Inc. - *George Fawcett (Association Member)*.

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

<b>Title of Position</b>	<b>Appointed Member</b>
2 x City of Armadale Councillors	** Cr June McDonald Cr Guenter Best
<i>I x representative from the Armadale-Kelmscott Senior Citizens' Association</i>	Mr George Fawcett
<i>I x representative from the Kelmscott-Westfield Senior Citizens' Club</i>	Ms Jean Jeffries
<i>I x representative from the Roleystone-Karragullen Seniors' Club</i>	* Ms Maureen McKay
<i>4 x representatives from Seniors' community groups within the City of Armadale, to include representation from Dale Cottages</i>	1. Ms Trudi Hodges (DC) 2. Ms Bobbie Perkins 3. Ms Cheryl Samborski <b>4. Vacant</b>

Community Development

Title of Position	Appointed Member
<i>Inc.</i>	
<i>3 x representatives from local organisations that provide services for seniors within the City of Armadale</i>	1. Ms Va Bola 2. Ms Lesley Fahey 3. Ms Lin Charles
1 x Community Representative	Mr Ron Fisher

**\*\* denotes Elected Chairperson**

**\* denotes Elected Deputy Chairperson**

**COMMENT**

Analysis

The nomination meets the criteria for the Seniors' Interests Advisory Committee.

Options

1. Council may appoint the nominated person to the Committee as advised.
2. Council may refuse nomination as advised and request that the Armadale-Kelmscott Senior Citizens' Association re-submit a nomination.

Conclusion

It is considered appropriate to appoint the nomination as recommended by the Seniors' Interests Advisory Committee.

**RECOMMEND**

**That Council appoint the following representative to the Seniors' Interests Advisory Committee:**

- **Mr George Fawcett - Organisational Representative (Armadale-Kelmscott Senior Citizens' Association Inc.)**

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

**Moved**

**MOTION CARRIED/LOST ( )**

Recreation

***SPORTING CLUBS FINANCIAL UPDATE***

WARD	All
FILE REF:	FIN/1
DATE	19 November 2005
REF	PGQ
RESPONSIBLE MANAGER	Executive Director Community Services

**In Brief:**

- This report provides an update on the status of the debts owed to Council by the five sporting clubs that were the subject of the Project Officer's Brief.

**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**

The report has no direct budget or financial implications other than providing an update on the status of the debts owed to Council by the five sporting clubs that were the subject of the Project Officer's brief.

**Consultation**

Armadale Sporting Club  
Armadale Soccer Club  
ARKS Rugby Union Club  
Armadale and Districts Rugby League Club  
Kelmscott Football and Sportsmen's Club  
Corporate Services

**BACKGROUND**

Council engaged the services of a Project Officer – Facility Management from January – September 2004 to work with five sporting clubs that had debts owing to Council. Over the term of the Project Officer's contract, discussions and negotiations were held with each of the clubs, and several reports were presented to Council that put forward strategies for repayment of their respective debts. This report responds to various Council resolutions and provides an

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update on the status of the agreements that were put in place as a result of the negotiations with the Clubs.

**DETAILS OF PROPOSAL**

This section of the report provides a brief summary of the status of each club's debt.

**1. Armadale Sporting Club**

Part 1 (a) of Council's resolution (C81/5/04) with regard to the Armadale Sporting Club's debt is as follows:

- a. The writing off of all but \$10,332 of the current debt totalling \$152,756. This amount is to be repaid in quarterly instalments of \$1,000 commencing on 1 July 2004 and concluding by 30 June 2007.

The Armadale Sporting Club has fully met its responsibilities under the new Management Agreement, and the following payments have been received from the Club since July 2004:

\$1,000	13/7/04
\$1,550	12/8/04
\$1,500	17/11/04
\$1,000	2/3/05
\$1,000	19/7/05
<u>\$1,000</u>	18/11/05
<b>\$7,050</b>	<b>Total</b>

As reported at the Annual General Meeting of Electors on Tuesday, 22 November 2005, the debt of the Club to the City as at 18 November 2005 was \$4,282. However a further payment of \$1,000 has since been received from the Club and the current debt is now **\$3,282**. The Club is on track to clear the remaining debt by mid 2006.

**2. Armadale Soccer Club**

Part 1 of Council's resolution (C63/4/04) with regard to the Armadale Soccer Club's debt is as follows:

*1. That Council:*

- a. Support the reduction of the current outstanding debt of \$14,520 owed by the Armadale Soccer Club to the City of Armadale, to \$13,420 inc.*

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*GST, in recognition of the additional ‘in kind’ contribution to the floodlighting project at Alfred Skeet Oval.*

- b. Endorses the Armadale Soccer Club’s proposal to clear its revised outstanding debt of \$13,420 by April 2007.*
- c. Request the Armadale Soccer Club to pay the outstanding 2003 and current 2004 Ground Hire Fees for Alfred Skeet Oval, by the end of the 2004 season.*

At the time the initial discussions were held with the Armadale Soccer Club, the Club was in the process of reviewing its finances and adopting a more business-oriented approach to its management. At the very least, the Club was confident that it could clear outstanding ground hire fees from 2003 & 2004, and start to make some progress in terms of clearing its debt. A number of meetings and discussions have been held with the Club, and an update on its position was provided via the December 2004 Community Services Committee.

As reported in March this year, the Club’s debt to Council at that time was \$19,030. Following a meeting between Council and Club representatives, a further report was submitted to the April Community Services Committee that supported a partial reduction of the Club’s debt. Council subsequently Resolved (C42/4/05) as follows:

*That Council:*

- a. subject to receipt of outstanding financial information from the Club and copies of invoices to verify actual costs incurred, write off approximately \$6,000 of the Armadale Soccer Club’s debt in recognition of security improvements made to the Ted Finch Pavilion by the Club, leaving an outstanding balance of \$13,654.*
- b. request the Armadale Soccer Club submit a repayment plan to clear the balance of its debt to Council as a matter of priority and this be submitted for Council’s consideration to the May Community Services Committee Meeting.*

The current status of the Club’s debt is that aside from one payment of \$1,000, it has been unable to make any significant progress towards clearing its debt. As reported at the Annual General Meeting of Electors on Tuesday, 22 November 2005, the debt of the Club to the City as at 18 November 2005 stands at **\$18,030**. The Club has also not been able to produce copies of invoices to verify the actual costs of the security upgrade referred to in part (a) of the above Council resolution and the partial debt write off has therefore not yet occurred.

Recent discussions with the Club indicate that 2005 was a successful year both on and off the field, and there was likely to be a further payment made towards clearing the debt in the near future. The Club has again been requested to provide the following financial information to enable proper analysis of its position:

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- Audited financial statements for 2004/05
- Business Plan for 2005/06 including budget forecasts
- Debt repayment plan

Once this information is received, an assessment of the Club's financial position will be undertaken and a further report and proposed repayment plan submitted for Council's consideration.

**3. Armadale and Districts Rugby League Club**

Council's resolution (C101/6/04) with regard to the Armadale and Districts Rugby League Club's debt is as follows:

*That Council:*

- a. *Write off 50% of the current outstanding debt for the amount of \$4,402, owed to Council by the Armadale & Districts Rugby League Club, as a gesture of good faith to the Club.*
- b. *Subject to the endorsement of the above recommendation, accept a minimum lump sum payment of \$3,000 towards the debt by 30 October 2004, with any remaining balance of \$4,402 to be cleared by 30 June 2005.*

As reported in March this year, the Club's debt to Council at that time was \$4,013. A further report to the April Community Services Committee put forward the Club's proposal to clear the majority of the debt by making monthly payments of \$500 through until the end of September. Council Resolved (C40/4/05) to accept the Club's proposal but unfortunately the Club has been unable to honour its commitment and the debt has since increased and as reported at the Annual General Meeting of Electors on Tuesday, 22 November 2005, the debt of the Club to the City as at 18 November 2005 stands at **\$5,000**. The Club has not made any further payments towards the debt and has in fact not paid its 2005 seasonal ground hire fees (\$936) and water charges (\$94).

The lease on the Pries Park Pavilion expired in March 2005, and the Club has been advised of Council's resolution (C163/11/04) that until such time as a decision is made on the future use and development of Pries Park, Council will only offer a short-term extension of the Club's lease.

The main reason given by the Club for not meeting its financial responsibilities is the change in scheduling of fixtures by the Western Australian Rugby League Association. The previous practice was to schedule all grades of Rugby either as home or away fixtures so that when a club had home fixtures, there would be at least two or three games held on those days. This would increase attendances and bar takings at home fixtures, thus increasing the club's revenues. The splitting of fixtures resulted in reduced numbers staying back after the games for social activities, and

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consequently reduced revenue for the Club. The Club has lobbied strongly for a return to the previous arrangement for fixtures in 2006.

Notwithstanding the problems with the Rugby fixtures, there are some serious concerns about the long term viability of the Club at Pries Park and discussions need to take place with the Club about its capacity to meet its ongoing financial obligations.

The Club has been requested to provide a copy of its audited financial statements for 2004/05 and once this information has been received, it is proposed that a further report on the Club's situation be submitted for Council's consideration.

**4. ARKS Rugby Union Club**

Council's resolution (C100/6/04) with regard to the ARKS Rugby Union Club's debt is as follows:

*That Council:*

- a. *Writes off \$2,500 of the ARKS Rugby Union Club's current outstanding debt.*
- b. *Requests the ARKS Rugby Union Club to contribute a total of \$2,500 towards the completed Stage 3 of the Floodlighting Project at John Dunn Oval, together with a repayment plan of how this will be achieved within a three-year period.*

As reported in March this year, the Club's debt to Council at that time was **\$1,535**. It is pleasing to report that this debt has now been repaid in full with the final payment being received on 6 July 2005.

**5. Kelmscott Football and Sportsmen's Club**

Council's resolution (C100/6/04) with regard to the Kelmscott Football and Sportsmen's Club's debt is as follows:

*That Council:*

- a. *Annex from the lease, with the Kelmscott Football & Sportsmen's Club, all financial responsibility for the public toilet block at John Dunn Oval and the water used by the BMX Club, henceforth and in retrospect to the commencement of the lease in January 1996.*
- b. *Subject to the endorsement of recommendation (a), contribute \$220 to the annual water usage of the Kelmscott Football & Sportsmen's Club from 1 July 2004.*

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- c. Subject to the endorsement of the recommendation (a) write off \$8,288 of the current outstanding total owed by the Club of \$29,074.*
- d. Request a repayment schedule from the Club for the remaining \$20,786.*

Following consideration of a further recent report to the November 2005 City Strategy Committee Meeting Council Resolved (CS92/11/05) to support the Club's request to refinance its existing loan, in order to pay out a number of existing debts, including its debt to Council. As reported at the Annual General Meeting of Electors on Tuesday, 22 November 2005, the debt of the Club to the City as at 18 November 2005 stands at **\$23,732**.

Over the next few months Council officers will be working closely with the Club to prepare a Business Plan for 2005/06, and review the structure and operations of the Club. Provided that the Club is able to honour its commitments under the refinanced loan arrangements, the club has the opportunity to move forward on a more secure and financially viable basis.

**COMMENT**

Analysis

The following brief comments are made in relation to each club's situation:

- The Armadale Sporting Club is ahead of its repayment plan and appears to be on track to clear its debt to Council by mid 2006.
- Although the Armadale Soccer Club has had reasonable on field success for the past two years, its inability to make any substantial progress towards clearing its debt is a concern. A meeting has been scheduled with the new Club President to express the City's concern about the lack of progress in clearing its debt. Further information has been requested from the Club to enable proper assessment of its financial position and agreement on a realistic repayment plan.
- The Armadale and Districts Rugby League Club is a small club that has not been able to meet its financial commitments over the past year. Further discussions with the Club and analysis of its financial position are required to determine whether the Club has any real prospect of remaining viable at Pries Park in the long term.
- The ARKS Rugby Union Club has fully honoured its commitment to repay its debt and the Club now appears to be in a sound financial position.
- Council's decision to support the refinancing of the Club's loan will allow the club to move forward on a more stable footing. Ongoing support and monitoring will be required to help ensure that the Club stays on track and meets its financial commitments.

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Options

Council could terminate the Lease Agreements of any club that is in default of its debt repayment responsibilities however, this option is not recommended.

Conclusion

Although pleasing that the financial problems of three of the five clubs have largely been resolved, the lack of any real progress by the Armadale Soccer Club in clearing its debt and the increased debt of the Armadale Rugby League Club, are a major concern. This report recommends that:

- Council receive the information regarding the current status of the debts owed to Council by the sporting clubs identified in the report
- The Armadale Soccer Club be requested to provide its audited financial statements for 2004/05 and a Business Plan for 2005/06 including budget forecasts. It is also proposed that a further meeting between the City and Club representatives be scheduled to strongly express Council's concerns about the lack of progress by the Club in repaying its debt.
- The Armadale Rugby League Club be requested to provide its audited financial statements and a Business Plan for 2005/06 including budget forecasts.
- A further meeting be scheduled between the City and Club representatives to discuss the long term viability of the Armadale Rugby League Club at Pries Park.
- Council write to the ARKS Rugby Union Club to congratulate it on the full repayment of its debt.
- Ongoing support and assistance be provided to the Kelmscott Football and Sportsmen's Club to help it prepare a Business Plan and review its structure and operations.
- An update report be submitted to the April 2006 Community Services Committee Meeting on the status of the debts owed to Council by the sporting clubs identified in the report.

**RECOMMEND**

**That Council:**

- a. **Receive the information regarding the current status of the debts owed to Council by the sporting clubs identified in the report**
- b. **Write to the Armadale Soccer Club to formally express its concerns about the lack of any significant progress made by the Club in clearing its debt to Council, and request the Club to**

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**provide its audited financial statements for 2004/05 and a Business Plan for 2005/06 which includes budget forecasts and a debt repayment plan.**

- c. Representatives urgently meet with Armadale Soccer Club to discuss the Club's debt and report back to the Community Services Committee.**
- d. Write to the Armadale Rugby League Club to express its concerns about its worsening financial position, and request the Club to provide its audited financial statements for 2004/05 and a Business Plan for 2005/06 which includes budget forecasts and a debt repayment plan.**
- e. Representatives meet with the Armadale Rugby League Club to discuss the Club's financial position and report back to the Community Services Committee.**
- f. Write to the ARKS Rugby Union Club to congratulate it on the full repayment of its debt.**
- g. Provide ongoing support and assistance to the Kelmscott Football and Sportsmen's Club to help it prepare a Business Plan and review its structure and operations.**
- h. Receive an update report at its March 2006 Community Services Committee Meeting on the status of the debts owed to Council by the sporting clubs identified in this report.**

**Moved**

**MOTION CARRIED/LOST ( )**

***COUNCILLORS' ITEMS***

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