

# CITY OF ARMADALE

## **A G E N D A**

**OF COMMUNITY SERVICES COMMITTEE TO BE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 29 OCTOBER 2002 AT 7.00 PM**

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*A meal will be served at 6.15pm.*

**PRESENT:**

**APOLOGIES:** Cr F R Green (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**

## **DEPUTATION**

Nil

## **QUESTION TIME**

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

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

- **Outstanding Matters**  
Report on Outstanding Matters - Community Services Committee
- **Monthly/Quarterly Departmental Reports**  
Library Department General Report – September 2002  
Manager Accounting Services Report – 7 October 2002  
Manager Ranger & Fire Services Report – September 2002
- **Finance**  
Financial Statements – for the (13) week period ended 30 September 2002
- **Minutes from Occasional/Advisory Committees**  
Armadale-Kelmscott Seniors' Management Committee – 19 August 2002  
Disability Services Plan Committee – 15 May 2002  
Seniors' Interest Advisory Committee – 18 April 2002  
Armadale Youth Advisory Committee – 26 August 2002

*If any of the items listed above requires clarification or a report for a decision of Council, this item to be raised for discussion at this juncture.*

## **CONFIRMATION OF MINUTES**

### **RESOLVED**

**Minutes of the Community Services Committee meeting held on 24 September 2002, are confirmed.**

# I N D E X

## COMMUNITY SERVICES COMMITTEE 29 OCTOBER 2002

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### BUSINESS SERVICES

#### FINANCE

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Finance

***SCHEDULE OF CHEQUE PAYMENTS***

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MANAGER ACCOUNTING SERVICES REPORTS

**RECOMMEND**

- 1. Payments totalling \$12,501,844.62 on Vouchers 42464-42648, EF5749-EF5829, EF5831-EF6194 and 102144-102158, drawn upon the Municipal Fund, be received.**
- 2. Cheque payments totalling \$1,054.25 on Vouchers 89758-89759, drawn upon the City Treasurer's Advance Account, be received.**
- 3. Cheque payments totalling \$24,734.99 on Vouchers 88994-88998 and EF5830, drawn upon the Trust Account, be received.**
- 4. Cheque payments totalling \$1,980,000.00 on Voucher 500422, drawn upon the Reserve Fund, be received.**

Moved

MOTION CARRIED/LOST ( )

Finance

***STATUTORY FINANCIAL REPORT***

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MANAGER ACCOUNTING SERVICES REPORTS

The Statutory Financial Report for the Quarter ended 30 September 2002 (inclusive of budget review estimates) as required in accordance with Clause 35 of the Local Government Financial Management) Regulations 1996, is presented. **(Refer to Attachment “A-1” – Summary of Attachments – buff page.)**

**Commentary**

**(Refer to Attachment “A-2” – Summary of Attachments – buff page.)**

Year to Date Net Operating Position (see also City of Armadale Net Position)

The first quarter results indicate a better financial position than at the same time last year. The first quarter review indicates that without adjustment, the budgeted deficit may be exceeded.

Investment Interest

After a slow start to the year, investment interest although behind budget is in line with last year’s results. Increased amounts under investment during the next quarter will reflect positively on the interest return.

Investments

The amount under investment peaked at the highest level for 15 months. These funds will be called upon throughout the year to fund operations.

Grants

Grant receipts have exceeded the budget as well as the amount received at the same time last year. Progress will continue to be marked against the budget and the previous year’s actuals.

Sundry Debtors

The inclusion of an invoice for \$556,000 to Main Roads for a grant obligation has inflated the Sundry Debtors position. The focus on sporting club debts remains a priority.

Rates Debtors

Rates collection is steady, maintaining a lower outstanding balance than at the same time last year. An analysis of rate payment methods and costs, together with other rating matters will be the subject of a report to a meeting of the Rating Review Working Party to be held early November 2002.

**RECOMMEND**

**That Council receive the Statutory Financial Report for the Quarter ended 30 September 2002, noting that a further report addressing the reported variation to budget will be presented to the November Community Services Committee Meeting.**

**Moved**

**MOTION CARRIED/LOST ( )**

Finance

***2002/2003 BUDGET VARIATIONS***

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MANAGER ACCOUNTING SERVICES REPORTS

In accordance with the requirements as outlined in the Council document entitled “Internal Control Procedures – Budget Variations”, as attached (refer to **Attachment “A-3” – Summary of Attachments – buff page**) are the Budget Variations having been transacted administratively during the period 25 September to 23 October 2002.

**RECOMMEND**

**That Council receive the Budget Variations transacted administratively during the period 25 September to 23 October 2002.**

**Moved**

**MOTION CARRIED/LOST ( )**

Finance

***SUNDRY DEBTORS***

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WARD All  
FILE REF: FIN/1  
DATE 23 October 2002  
REF JPD  
RESPONSIBLE Executive Manager  
MANAGER Business Services

**In Brief:**

- Status report on outstanding debtor management.
- Recommend that debts of \$5,300.00 be written off.
- Recommend that submissions from sporting clubs be recommitted to the November Community Services Committee meeting.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Corporate Services: to achieve maximum community benefit from effective use of resources.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

At 14<sup>th</sup> October 2002 the balance attributed to outstanding debts is \$1,025,675

Provision for all doubtful debts is \$82,378. An additional \$20,000 is included in this financial year's budget to increase the provision to \$102,378.

**Consultation**

Nil

**BACKGROUND**

A regular monthly overview of the status of all outstanding debtors is to be reported to the Community Services Committee.

**DETAILS OF PROPOSAL**

The status of Sundry Debtors at 14<sup>th</sup> October 2002 is summarised in the following table:

Finance

| <b>TOTAL</b>     | <b>Current</b> | <b>One month</b> | <b>Two months</b> | <b>Three months</b> | <b>Four months &amp; Over</b> |
|------------------|----------------|------------------|-------------------|---------------------|-------------------------------|
| <b>1,025,675</b> | 596,143        | 77,930           | 24,884            | 19,557              | 307,160                       |
| <b>100%</b>      | 58%            | 7.5%             | 2.5%              | 2%                  | 30%                           |

*N.B. The inclusion of an invoice for \$556,000 to Main Roads for a grant obligation has inflated the Sundry Debtors position.*

**COMMENT**

Analysis

The listing of major long-term outstanding debtors at 14<sup>th</sup> October 2002:

| <b>Name</b>   | <b>Amount</b>    | <b>Percentage of Total</b> | <b>\$ Movement from last report</b> |
|---|------------------|----------------------------|-------------------------------------|
| <b><i>WORKS CONTRIBUTIONS</i></b>                         |                  |                            |                                     |
| Gazebo Management (F/dale study contrib.)                 | \$6,759          |                            | ↔                                   |
| Water Corporation/Acacia Brook                            | \$24,029         |                            | ↔                                   |
| Brigade Road Syndicate                                    | \$24,351         |                            | ↔                                   |
| <b>Subtotal</b>   | <b>\$55,139</b>  | <b>18%</b>                 | ↔                                   |
| <b><i>SUNDRY DEBTORS over \$6000 – LOAN/ SERVICES</i></b> |                  |                            |                                     |
| ARKS Rugby Union  | \$7,849          |                            | ↔                                   |
| Armadale Rugby League                                     | \$8,804          |                            | ↔                                   |
| Armadale Sporting Club                                    | \$121,924        |                            | ↔                                   |
| Armadale Soccer Club                                      | \$25,850         |                            | ↑                                   |
| Kelmscott Football Club                                   | \$17,488         |                            | ↓                                   |
| RANS Management Group                                     | \$7,385          |                            | ↑                                   |
| <b>Subtotal</b>   | <b>\$189,300</b> | <b>62%</b>                 | ↑                                   |
| <b><i>Others under \$6,000</i></b>                        |                  |                            |                                     |
| Council Policy/Court Imposed                              | \$28,670         |                            | ↑                                   |
| Others  | \$34,050         |                            | ↑                                   |
| <b>Subtotal</b>   | <b>\$62,720</b>  | <b>20%</b>                 | ↓                                   |
| <b>TOTAL</b>  | <b>\$307,159</b> | <b>100%</b>                | ↓                                   |

Other long-term outstanding debtors with balances less than \$6000 can be broken down as follows:

| <b>Name</b>                                | <b>Amount</b>   | <b>Percentage of Total</b> | <b>\$ Movement from last report</b> |
|--|-----------------|----------------------------|-------------------------------------|
| <b><i>WORKS CONTRIBUTIONS</i></b>          |                 |                            |                                     |
| Chamber of Commerce (festivals)            | \$3,300         |                            | ↔                                   |
| South East Chamber of Commerce (festivals) | \$2,000         |                            | ↔                                   |
| CSR Emoleum                                | \$217           |                            | ↑                                   |
| C & C Services (Telstra reinstatements)    | \$494           |                            | ↔                                   |
| Water Corporation Reinstatements           | \$2,953         |                            | ↔                                   |
| Western Power (Reinstatements)             | \$3,325         |                            | ↔                                   |
| <b>Subtotal</b>                            | <b>\$12,289</b> | <b>36%</b>                 | ↑                                   |
| <b><i>SUNDRY DEBTORS under \$6000</i></b>  |                 |                            |                                     |



Finance

| Name   | Amount          | Percentage of Total | \$ Movement from last report |
|--|-----------------|---------------------|------------------------------|
| <i>– SPORTING/SOCIAL CLUBS</i>                     |                 |                     |                              |
| AK Strikers Tee-ball                               | \$1,702         |                     | ↔                            |
| Armadale Tennis Club                               | \$110           |                     | ↑                            |
| Armadale Kelmscott Apex                            | \$50            |                     | ↑                            |
| Dale Sports Club                                   | \$4,958         |                     | ↔                            |
| Forrestdale Cricket Club                           | \$1,288         |                     | ↔                            |
| Kelmscott Cricket Club                             | \$1,980         |                     | ↓                            |
| Ministry of Sport                                  | \$3,100         |                     | ↑                            |
| Southern Spitfires Softball                        | \$429           |                     | ↔                            |
| South Suburban Badminton                           | \$470           |                     | ↔                            |
| Roleystone Karragullen Sporting & Recreation Assoc | \$5,572         |                     | ↔                            |
| <b>Subtotal</b>                                    | <b>\$19,659</b> | <b>58%</b>          | <b>↑</b>                     |
| <i>Others under \$6,000</i>                        |                 |                     |                              |
| D L Palmer   | \$899           |                     | ↔                            |
| Rancher Enterprises                                | \$595           |                     | ↔                            |
| Jesamine May Thomas                                | \$557           |                     | ↔                            |
| City of Wanneroo                                   | \$1,886         |                     | ↔                            |
| 11 Others  | -\$1835         |                     | ↓                            |
| <b>Subtotal</b>                                    | <b>\$2,102</b>  | <b>6%</b>           | <b>↓</b>                     |
| <b>TOTAL 28</b>                                    | <b>\$34,050</b> | <b>100%</b>         | <b>↑</b>                     |

Not all Sporting Clubs with operational debt outstanding for longer than three months have made arrangements to have their debt cleared by 31<sup>st</sup> December 2002.

Armadale Sporting Club and Kelmscott Football and Sportsmen’s Club have been given guidance on the matters to be covered in their submission to Council regarding their financial situation. Each has been requested to include consideration of amalgamation.

Both clubs are yet to provide their revised submissions, however when again contacted this week, both clubs have both indicated that their submissions would be forwarded to Council by 25<sup>th</sup> October 2002 in which case they will be tabled at the committee meeting. The initial submissions from both Clubs are presented at **Attachment “A-4” – Summary of Attachments – buff page**. It is suggested that consideration of the submissions be recommitted to the November meeting so as to allow officers the time required to report on the submissions.

At the request of Council further investigation has been made into the invoices raised on Chamber of Commerce in 1999 and South East Chamber of Commerce in 2000. It had been suggested that the invoices may have been part of sponsorship agreements arising from a Trade Expo held as part of the Minnowarra Festival in those years.

The current management of the Chamber of Commerce has no knowledge of the sponsorship agreements to which the invoices relates. The persons representing the parties at the time of the sponsorship negotiations have since left the employ of both parties. No documentation, other than inconclusive file notes regarding an apparent dispute over sponsorship, made by

Finance

the previous Events Officer, were located that suggest a sponsorship agreement had been forwarded to the Chamber for approval. There is no signed contract supporting the invoice. The current Chamber, when recently approached on the matter, have advised that they are not in a position to make a 'goodwill or ex-gratia' payment.

The former South East Metro Chamber of Commerce Inc, was officially wound-up in mid 2001 realising few net assets of nominal value. Therefore the legal status of this debt is extremely doubtful.

Conclusion

Notwithstanding that the invoices did in part relate to the Trade Expos of 1999 and 2002, (the remaining part being general sponsor advertising, naming and promotional benefits) it is suggested that Committee recommend Council write off the amount of \$5,300 relating to the invoices on the grounds that:-

- a. the debtor (South East Chamber of Commerce) has since been officially wound up,
- b. No signed contracts supporting the invoices upon which to pursue legal recovery can be found; and
- c. The persons representing the parties at the time of the sponsorship negotiations have since left the employ of both parties;

rendering the invoices to be unsubsantiable and therefore unrecoverable.

**RECOMMEND**

**That Council:**

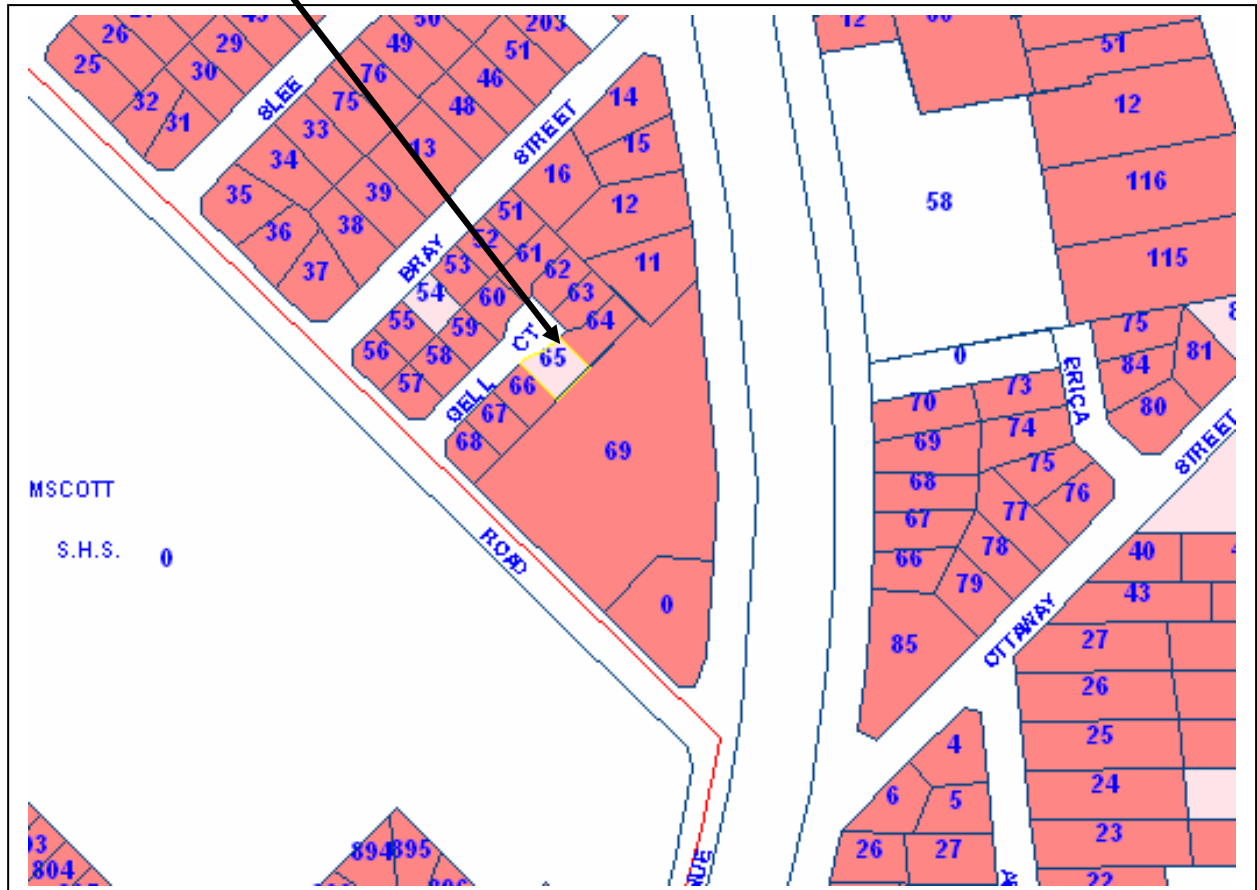
- 1. Accept the outstanding sundry debtors status report as at 14<sup>th</sup> October 2002.**
- 2. Write-off the following debts as previously raised against the South East Chamber of Commerce Inc., i.e. Invoice No. 16293 (DC10) for \$3,300 dated 30 April 1999 and Invoice No. 17747 (DS43) for \$2,000 dated 29 March 2000.;**
- 3. Recommit the matter of the submissions by Armadale Sporting Club and the Kelmscott Football and Sportmen's Club regarding their financial status to the November Community Services Committee meeting.**

**Moved**

**MOTION CARRIED/LOST ( )**

Rates

LOT 65, 7 GELL COURT, KELMSCOTT



Rates

**RATES EXEMPTION APPLICATION – 7 GELL COURT, KELMSCOTT**

WARD KELMSCOTT  
FILE REF: A223539 RAT/13  
DATE 23 October 2002  
REF JEAH  
RESPONSIBLE Manager Accounting  
MANAGER Services

**In Brief:**

- Non-rateable status application from the United Church Homes, for the property at Lot 65, 7 Gell Court, Kelmscott.
- The property is vacant land.
- Recommendation is that the application be declined.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Long Term – to achieve a better quality of living for the people of our city.

**Legislation Implications**

Local Government Act 1995

***S6.26 Rateable land.***

- (1). *Except as provided in this section all land within a district is rateable land.*
- (2). *The following land is not rateable land -*
  - (g) *land used exclusively for charitable purposes;*
- (6). *Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose, which is of a charitable, benevolent, religious or public nature.*

**Council Policy/Local Law Implications**

Current practise is to apply the rate exemption from the date of the application.

**Budget/Financial Implications**

The rates levied on the property for the 2002-03 year = \$572.00.

**BACKGROUND**

The property was purchased by United Church Homes on 8 January 2001 and to date remains as vacant land.

Rates

**DETAILS OF PROPOSAL**

Uniting Church Homes has applied for a rate exemption for this lot under section 6.26(2)(g) of the *Local Government Act 1995*: land used exclusively for charitable purposes.

**COMMENT**

The property borders and is completely fenced off from an aged health care and accommodation facility, Sarah Hardey House, also owned by Uniting Church Homes. Lot 65, 7 Gell Court, Kelmscott is not used as part of the aged care complex.

This property remains the only vacant land in the street. All other 11 properties in the street have residential homes built and they are all occupied.

The issue of the use of the property comprises both the property's actual use and the purpose for which it is held and used.

The land is currently not in any use at all, and therefore considered ineligible for rate exemption under Section 6.26(2)(g).

**CONCLUSION**

As vacant land cannot be said to be “used exclusively for charitable purposes”, it is therefore recommended that the rates exemption application for Lot 65, 7 Gell Court, Kelmscott be declined.

**RECOMMEND**

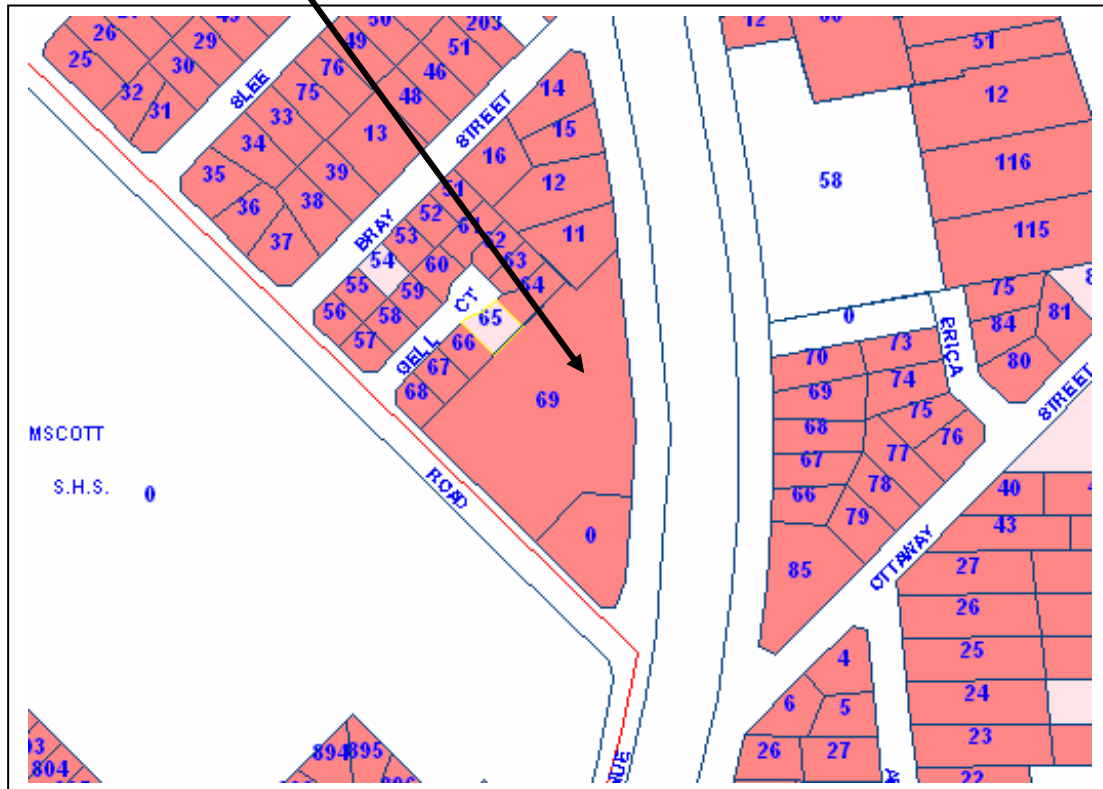
**That Council decline the application received from the United Church Homes for a rate exemption on Lot 65, 7 Gell Court, Kelmscott under Section 6.26(2)(g) of the Local Government Act as the land is vacant and therefore cannot be used exclusively for charitable purposes.**

**Moved**

**MOTION CARRIED/LOST ( )**

Rates

LOT 69, 222 CAMMILLO ROAD, KELMSCOTT



Rates

**RATES EXEMPTION APPLICATION – 222 CAMMILLO ROAD, KELMSCOTT**

WARD                      Kelmscott  
FILE REF:                A223575 RAT/13  
DATE                      23 October 2002  
REF                        JEAH  
RESPONSIBLE            Manager    Accounting  
MANAGER                Services

**In Brief:**

- Non-rateable status application from the Uniting Church Homes for the property at Lot 69, 222 Cammillo Road Kelmscott.
- The property is used as an aged care facility known as Sarah Hardey House.
- Recommendation is that the application be approved from 21 August 2002.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Long Term – to achieve a better quality of living for the people of our city.

**Legislation Implications**

Local Government Act 1995

***S6.26 Rateable land.***

*(3). Except as provided in this section all land within a district is rateable land.*

*(4). The following land is not rateable land -*

*(g) land used exclusively for charitable purposes;*

*(7). Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose, which is of a charitable, benevolent, religious or public nature.*

**Council Policy/Local Law Implications**

Current practise is to apply the rate exemption from the date of the application.

**Budget/Financial Implications**

The rates levied on the property for the 2002-03 year = \$18,345.60.

**Consultation**

- Council's lawyers
- Uniting Church Homes

Rates

**BACKGROUND**

Uniting Church Homes Inc is the registered proprietor of Lot 69, 222 Cammillo Road, Kelmscott, upon which it operates Sarah Hardey House. Sarah Hardey House is an aged health care and accommodation facility.

The property was purchased by United Church Homes on 15 April 1999 and was always intended for an aged care facility.

On 5 September 2000, in response to an application for rate exemption, the City of Armadale notified United Church Homes that while Lot 69, 222 Cammillo Road, Kelmscott was vacant land no rate exemption could be granted. They were advised that once the buildings were completed they could then re-apply for a non-rateable status on the property.

The buildings at the aged care facility were completed on 1 January 2002. A claim for a non-rateable status on the property was received on 21 August 2002.

The Sarah Hardey House is a 64-place residential care facility providing health care and accommodation to elderly Australian citizens. The home is operated in the style of a nursing home and not independent living units, so that residents not only receive accommodation but also health care together with other services such as recreational facilities and meals.

The agreements entered into with residents are approved by the Commonwealth Department of Health and Ageing, which detail fortnightly fees, any applicable entry contributions, agreed services, exit criteria, rights and responsibilities.

**DETAILS OF PROPOSAL**

Uniting Church Homes has applied for a rate exemption for this lot under section 6.26(2)(g) of the *Local Government Act 1995*: land used exclusively for charitable purposes.

**COMMENT**

Documents provided by United Church Homes in support of their application were referred to Council's lawyers for their opinion. Council's lawyers have advised that:-

- a) in their opinion the subject property does qualify for a charitable purposes rates exemption pursuant to the Act on the basis that (3) of the (4) charitable purpose heads used by the courts are satisfied, namely:-
  - the relief of poverty;
  - the advancement of religion;
  - other purposes beneficial to the community;and
- b) their opinion is based on the following factors:



Rates

1. Sarah Hardey House is a 64 place residential care facility providing health care and accommodation to elderly Australian citizens;
2. Uniting Church Homes is dependent on the Department of Health and Aged Care for funding for much of its activities;
3. Uniting Church Homes is a public benevolent institution under the Federal taxation legislation and has a licence under the Charitable Collections Act 1946 (WA);
4. Sarah Hardey House is operated in the style of a nursing home and not independent living units, so that residents not only receive accommodation but also health care, and are provided with other services such as recreational facilities and meals;
5. The agreements entered into with residents are approved by the Commonwealth Department of Health and Ageing, which detail fortnightly fees, any applicable entry contributions, agreed services, exit criteria, rights and responsibilities (apparently, a similar situation to South City Housing Inc); and
6. The services are provided in an environment which expresses and pursues Christian values as espoused by the Uniting Church.”

Conclusion

It is recommended that Council support the rates exemption application.

**RECOMMEND**

**That Council approve the application received from the United Church Homes for a rate exemption on A223575 Lot 69, 222 Cammillo Road Kelmscott, under Section 6.26(2)(g) of the Local Government Act as the land is considered to be used exclusively for charitable purposes, namely a residential care facility providing health care and accommodation to elderly Australian citizens. This exemption applies from the date of the application, namely 21 August 2002.**

**Moved**

**MOTION CARRIED/LOST ( )**

Community Development

***COMMUNITY DEVELOPMENT 2002 CONFERENCE***

|                        |   |
|------------------------|---|
| WARD                   | All                                     |
| FILE REF:              | CMD/1                                   |
| DATE                   | 18 October 2002                         |
| REF                    | SP                                      |
| RESPONSIBLE<br>MANAGER | Executive Manager<br>Community Services |

**In Brief:**

- The report presents details of the Community Development 2002 Conference to be held in Perth 4 –6 December 2002.
- The report recommends that Councillors be nominated to attend the Conference with costs being allocated to the Members' Training & Development budget.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

**Social Infrastructure**

- To encourage community participation and responsibility.
- To foster ownership, pride and a supportive and caring community.

**Corporate Services**

- To foster an effective professional environment for the governance and administration of the City's services.

**Communication**

- To achieve dialogue with the community in order to have a clear understanding of the community's needs and expectations.

**Legislation Implications**

**Council Policy/Local Law Implications**

Assessment of Policy/Local Law indicates that the following are applicable:  
*Policy 1.2.5 – Conferences, Seminars and Training.*

**Budget/Financial Implications**

Funds are included in Schedule M1 – Members' Training & Development. Conference registrations are \$326 per delegate.

**Consultation**

Nil

**BACKGROUND**

The Community Development 2002 Conference is to be held at the Rendezvous Observation City Hotel, on Wednesday, 4<sup>th</sup> December to Friday, 6<sup>th</sup> December 2002, presented by the Local Government Community Services Association of WA. A copy of the Registration

Community Development

Brochure and Conference outline is attached to this Agenda. **(Refer to Attachment “A-5” – Summary of Attachments – buff page.)**

This biennial conference is one of the State’s major conferences on Community Development. The purpose of the Conference is to provide a forum for information exchange on emerging areas of Community Development. It will offer delegates the opportunity to network with others, obtain information on the latest developments in Community Development and to find “best practice” solutions.

The four themes of the Conference, all of which are very relevant to the City, are: Community Development, Capacity Building, Leadership and Management and Social Justice.

In accordance with Council Policy 1.2.5, it is recommended that Council support the attendance by interested members at the Conference.

**COMMENT**

The keynote addresses to be covered at the conference include:

- Community Development in a Global Context      Speaker – Anthony Kelly
- Social Justice – the real picture      Speaker – Moira Rayner
- The Triple Bottom Line – what does it mean to      Speaker – Tony Cooke  
Community
- Working with spirit in Communities      Speaker – Tim Muirhead
- Leadership and Community Activism      Speaker – Dr Carmen  
Lawrence

Up to two full registrations will also be acquired for use by staff, which will be shared between the Community Development Officers with the cost being allocated to the Staff Training & Development budget.

**RECOMMEND**

**That Council nominate Crs\_\_\_\_\_ to attend the Community Development 2002 Conference to be held in Perth on the 4 - 6 December 2002, with the associated Conference registration costs to be costed to the Members’ Training & Development account budget.**

**OR**

**If there is no nomination at the Committee Meeting then the matter be referred to the Council Meeting of 4 November 2002 for a nomination.**

**Moved**

**MOTION CARRIED/LOST ( )**

Community Development

**ST FRANCIS XAVIER PRIMARY SCHOOL – ARMADALE HALL HIRE**

WARD ALL  
FILE REF: DON/1  
DATE 18 October 2002  
REF SP  
RESPONSIBLE Executive Manager  
MANAGER Community Services

**In Brief:**

- St Francis Xavier Primary School is moving to a new location on Forrest Road and is holding a fundraising evening at Armadale Hall on 6<sup>th</sup> December 2002 and is seeking a waiver of the hire fees.
- The recommendation is to waive the hall hire fees.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

**Social Infrastructure**

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.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Donations Policy 1.1.8 – “Applications from licensed charitable organizations whose primary aims would benefit residents of the City of Armadale”.

**Budget/Financial Implications**

The General Donations Budget has a current available balance of \$6,032.68.

**Consultation**

Nil

**BACKGROUND**

The St Francis Xavier Primary School is moving to a new location on Forrest Road. This leaves the school with the enormous task of raising funds to complete the project. The school intends to hire the Armadale Hall on 6<sup>th</sup> December 2002 to hold a fundraising function.

It is understood that the construction budget for the new school will not be sufficient to cover items of infrastructure such as playground equipment, fencing, landscaping etc.

Community Development

**DETAILS OF PROPOSAL**

St Francis Xavier Primary School has booked the use of the Armadale Hall on 6<sup>th</sup> December 2002 for a fundraising function to raise funds to cover the costs associated with the relocation of the school.

**COMMENT**

Analysis

The hall hire fees are \$99.27 for the night.

Options

1. Council may decline the request.
2. Council may waive the hall hire fees of \$99.27.

Conclusion

Whilst the Education Department is covering all capital costs associated with the move, associated miscellaneous infrastructure such as playground equipment, landscaping etc are not included and the Parents and Friends Association is undertaking substantial fund raising efforts to provide this equipment for the students.

The waiver of the hall hire fees of \$99.27 is a more than reasonable request considering the upcoming costs associated with the move.

**RECOMMEND**

**That Council:**

- a. **waive the hire fees of the Armadale Hall for the St Francis Xavier Primary School's fundraising function to be held on 6<sup>th</sup> December 2002 and record the same as a donation;**
- b. **request St Francis Xavier Primary School suitably acknowledge Council's support.**

**Moved**

**MOTION CARRIED/LOST ( )**

Community Development

***SKATE PARK REVIEW***

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WARD All  
FILE REF: CDP39  
DATE 21 August 2002  
REF TMcE  
RESPONSIBLE Executive Manager  
MANAGER Community Services

**In Brief:**

- This report outlines:
  - The process followed in developing additional skate facilities within the Forrestdale and Westfield areas.
  - The best possible site for the proposed skate parks at Forrestdale and Westfield.

**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 recognize the needs of young people
- To encourage community participation and responsibility

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

- \$14,000 on 2002/03 Budget.
- Referred consideration for allocation on draft 2003/04 Budget of \$25,000.

**Consultation**

- Technical Services staff (Parks and Property management)
- Manager Recreations Services
- Manager Community Development
- Ward Councillors
- Armadale Youth Advisory Committee
- Cecil Andrews Senior High School students and staff.

Community Development

**BACKGROUND**

At its meeting held on 1 July 2002 Council resolved the following recommendation from the Community Services Committee on 25 June 2002 (C111/02) as follows:

- “1. *That Council endorse the following strategy for provision of skate facilities within the City:*

Short Term (1 – 2 years)

- *provide new local level facilities at Forrestdale and Westfield;*
- *purchase new items of equipment for existing facilities at Armadale, Kelmscott and Roleystone;*
- *in consultation with skate park users, establish a system for rotating equipment between local skate facilities on an annual basis;*
- *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.*
2. *That further consultation occur with the Youth Advisory Committee, local skateboarders and other stakeholders to identify potential sites and design options for local skate facilities in Forrestdale and Westfield, and a report be presented to the September Community Services Committee Meeting to enable Council to determine the most suitable sites for the proposed new facilities.*
3. *That it be noted that an amount of \$14,000 is already listed for consideration of funding on Council’s 2002/03 draft Budget for the provision of a local skate facility in Forrestdale.*
4. *That consideration be given to the inclusion of \$25,000 in the 2003/04 year of the Parks and Reserves Development programme for the provision of a local skate facility in Westfield and the purchase of new items of equipment for the Armadale, Kelmscott and Roleystone skate facilities when the Five Year Programme is next updated.*
5. *That consideration be given to the inclusion of an allocation of \$5,000 in each year of the Parks and Reserves Maintenance Programme for the maintenance of additional skate facilities when the Five Year Programme is next updated.*

### Community Development

6. *That an application be made to the Forrestdale Plant Liaison committee requesting a \$21,000 contribution to the Forrestdale Skate Park.*
7. *That a grant application be prepared and submitted to the Department of Sport and Recreation in the next funding round, requesting a \$30,000 contribution to the proposed new skate facilities in Forrestdale and Westfield.”*

The following methodology was developed to meet this time frame.

- Youth consultation in the design of the park and identifying potential sites.
- Stakeholders consulted in terms of site. Safety issues and other concerns worked through with proposed solutions.
- Developed indicative costs addressing equipment and proposed site issues.
- Update of Ward Councillors during consultation phases.
- Community consultation
- Developed site plan based on youth, stakeholder and community feedback.

### Forrestdale Consultation

- Community consultation was carried out on 29<sup>th</sup> July at Forrestdale Tennis Courts with approximately 25 young people and the Armadale YAC plus local residents.
  - The meeting was completed in conjunction with Graham Withey from SKATEWA who has vast experience in hosting consultations of this type. Graham is also a graphic designer and has put together sketches of the park based on the meeting.
  - When questioned about violence and vandalism, the young people wanted some form of reporting mechanism to the City to help keep the park safe.
- A meeting held with the Forrestdale Sport Association, Tennis Club and Child Care Association on Friday 9<sup>th</sup> August suggested they are fully supportive of the idea and suggested some strategies to make the park safe.
- A meeting with the Forrestdale Community Association addressed concerns to date and the residents were satisfied with the process the City of Armadale has taken.

### Westfield Consultation

- Community consultation was carried out on 31<sup>st</sup> July at the PCYC Hall with approximately 15 young people from the Westfield area and the Armadale YAC. The meeting was completed in conjunction with Graham Withey from SKATEWA.
- An information session was held at Cecil Andrews SHS after a formal approach by the school to be involved in the project through investigating the most suitable site.
- Community consultation was held on 17<sup>th</sup> August where residents were able to view the potential sites and were given an opportunity to provide feedback on their preferred location.

This report provides an update of this project and recommends the preferred sites for the location of new skate facilities in Forrestdale and Westfield.



Community Development

**DETAILS OF PROPOSAL**

To assist with the selection of a site for skate parks, SKATEWA and the Department of Sport and Recreation have developed the following criteria for assessing the suitability of potential sites;

|                 |              |                   |                |
|-----------------|--------------|-------------------|----------------|
| Access          | Transport    | Toilets           | Night lighting |
| Close to houses | Shaded areas | Drinking fountain | Bicycle racks  |
| Shops           | Rubbish Bins | Telephone         |                |

The above criteria were used to determine if the Forrestdale and Westfield sites complied.

Forrestdale Skate Facility

The stakeholders and the community have accepted the proposed site plan based on the following suggestions;

- An initial 3-month trial period of the park after completion to review vandalism in the area.
- Would like to address any anti-social behaviour by hosting regular 3-monthly meetings between the City, the Stakeholders, residents and skaters.
- Local neighbourhood watch representatives believe it beneficial they work together with the young people to address any problems if and when they occur.
- Through prominent signage at the park, highlight responsible use and safety messages.
- The broader issue of community policing will be considered as part of Council’s Community Security Action plan.

The consultation process identified the following potential sites, together with perceived advantages and disadvantages for each new facility.

| Site                                    | Advantages   | Disadvantages  |
|---|--|--|
| Forrestdale Tennis Club (courts 3 & 4). | Close to: <ul style="list-style-type: none"> <li>• Public transport (bus),</li> <li>• Toilets</li> <li>• Telephones</li> <li>• Part of the greater sports reserve.</li> <li>• Established smooth base for park</li> <li>• Access to lighting</li> <li>• Easy access to catchment area.</li> <li>• Car parking</li> <li>• Community support</li> <li>• Users preference.</li> </ul> | <ul style="list-style-type: none"> <li>• Supervision and safety concerns.</li> </ul> |

Community Development

|                       |  |   |
|-----------------------|--|---|
| William Skeet Reserve | Proximity to: <ul style="list-style-type: none"> <li>• Public transport (bus)</li> <li>• Toilets</li> <li>• Telephones</li> <li>• Part of the greater sports reserve.</li> </ul> | <ul style="list-style-type: none"> <li>• Supervision and safety concerns</li> <li>• Closer to surrounding homes</li> <li>• Construction of a base would be required, reducing the resources available for equipment.</li> </ul> |
|-----------------------|--|---|

The preferred site is courts 3 & 4 of the Forrestdale Tennis club due to utilising the courts as a base for the equipment. Other supporting factors were access to lighting and proximity to toilets.

The Tennis Club has provided written support for the use of the courts and the stakeholders want to interact with the users to make it a better place for the young people of Forrestdale.

Westfield Skate Facility

The community and stakeholder consultation was seen to be representative of the area and the feedback was as follows;

- The young people needed to be involved in an activity in which they could participate. The families consulted were fully supportive of the project.
- The consultation suggests that Bob Blackburn Reserve is the preferred site due to the fact that so many support services surround the area.
- The consultation gave support to Bob Blackburn Reserve and John Dunn Oval. John Dunn however received many unfavourable comments, as the residents believe this area is hidden from surrounding shops and services, raising concerns for security and supervision.
- Many people want the skate park in the area, and they want it for not only the young people but also for their families. Shade and seating for the general public to view the park were seen as important to achieve this.
- A meeting held in consultation with the Westfield Library on 19<sup>th</sup> August 2002 highlights the fact that the Library is committed to targeting youth as part of their services offered.
- It was suggested the area will create an environment for youth that is welcoming and that complements other youth activities such as the aquatic centre and the library.
- The Westfield library staff had some concerns about the potential noise from the park and suggested planting trees and bushes to form a natural sound barrier.

The consultation process identified the following potential sites, together with perceived advantages and disadvantages for each new facility.

Community Development

| Site   | Advantages   | Disadvantages  |
|--|--|--|
| Bob Blackburn Reserve / PCYC Hall (adjacent to brick wall) | Close to: <ul style="list-style-type: none"> <li>• Shops</li> <li>• Pool</li> <li>• Public transport (train and bus)</li> <li>• Medical centre</li> <li>• Library</li> <li>• Toilets</li> <li>• Telephones</li> <li>• As part of the greater sports reserve</li> <li>• Shade</li> <li>• Away from residents</li> <li>• Centrally located in catchment area</li> <li>• Community support</li> <li>• Satisfies most DSR requirements.</li> </ul> | <ul style="list-style-type: none"> <li>• Hidden from road side.</li> </ul>   |
| Bob Blackburn Reserve (adjacent to swimming pool)          | Close to: <ul style="list-style-type: none"> <li>• Shops</li> <li>• Pool</li> <li>• Medical centre</li> <li>• Library</li> <li>• Toilets</li> <li>• Telephones</li> <li>• As part of the greater sports reserve</li> <li>• Shade</li> <li>• Away from residents</li> <li>• Centrally located in catchment area</li> <li>• Community support</li> <li>• Satisfies most DSR requirements</li> </ul>  | <ul style="list-style-type: none"> <li>• Supervision</li> <li>• Hidden from view from roadside.</li> <li>• Hidden from view from the Library and PCYC building.</li> <li>• Potential to disrupt other users of reserve due to access.</li> </ul>           |
| John Dunn Oval (adjacent to BMX track)                     | <ul style="list-style-type: none"> <li>• Close to public transport</li> <li>• As part of the greater sports reserve</li> <li>• Near the BMX track which will compliment skateboarding</li> <li>• Central to catchment area</li> </ul>  | <ul style="list-style-type: none"> <li>• Hidden from view which gives rise to security concerns.</li> <li>• Backs on to housing and no regular access to toilets and shops.</li> <li>• No community support</li> <li>• Resident concerns raised</li> </ul> |
| Kuhl Park  | <ul style="list-style-type: none"> <li>• Proximity to shops,</li> <li>• Public transport (bus)</li> <li>• Child health care</li> <li>• Telephones</li> <li>• Part of a greater park reserve</li> </ul>   | <ul style="list-style-type: none"> <li>• Close proximity to Pre-Primary school and</li> <li>• Park backs on to housing.</li> <li>• No access to public toilets.</li> </ul>   |
| San Jacinta Reserve (adjacent to Scout Hall)               | <ul style="list-style-type: none"> <li>• Proximity to shops</li> <li>• Public transport</li> <li>• Scout hall</li> <li>• Toilets</li> <li>• Bike paths</li> <li>• Telephones</li> </ul>  | <ul style="list-style-type: none"> <li>• At the far end of Westfield which isn't central to the catchment area.</li> <li>• Investigation occurring for this reserve to accommodate Southern Districts Support Association.</li> </ul>                      |
| Seville Rd Reserve   | <ul style="list-style-type: none"> <li>• Near shops</li> <li>• Public transport</li> <li>• Close to Cecil Andrews SHS</li> </ul>   | <ul style="list-style-type: none"> <li>• No support services. Just an empty block of land.</li> <li>• Doesn't satisfy DSR requirements</li> </ul>  |

### Community Development

The preferred site is beside the current PCYC Hall. This site has strong community support and has the surrounding facilities that complement youth-related activities.

The site meets all Department of Sport and Recreation guidelines and has very few disadvantages. The only negative side is the type of bush that block the site from the roadside view. If this site was successful, it is proposed that existing shrubs be replaced with a canopy type tree that allows viewing from ground level on footpaths and roads.

### **COMMENT**

#### Analysis

This item seeks to show how the process of consultation has been undertaken and is representative of the community. With their input, the plan proposes a workable skate park strategy, which is consistent with Council resolution C111/02.

The most appropriate site at Forrestdale, based on community consultation and support, is the unused courts at the Tennis Club.

Those present at the community consultations generally supported the process followed and the majority believes the young people in the area are in need of a skate facility. Funding available through the Forrestdale Plant Liaison Committee is integral to the success of the entire skate park review in Armadale. At the Forrestdale Community Association meeting on the 16<sup>th</sup> October 2002, a motion was approved to release \$21,000 for the skate park project and is now subject to final approval from the Forrestdale Plant Liaison Committee.

Local young people have been involved in the design of the equipment, which will go a long way to satisfying the need and creating an ownership in the facility.

At Westfield the equipment chosen was supported by 100% of people asked at the community consultation. This design has far more obstacles and appealed to a broader level of skater.

It is proposed the most appropriate site will be at the Bob Blackburn Reserve, backing on to the PCYC Hall, which will complement the design. The area is in close proximity to the Westfield Library, shops, telephones, public transport and the Aquatic Centre.

The proposed site at the PCYC Hall is closer to light industrial areas than residential areas which is also a determining factor in recommending a site.

#### Options

Options for Council to consider include:

1. May elect to select an alternative site to the ones recommended for Forrestdale and Westfield.
2. ;May elect not to proceed at all with the skate facilities at Forrestdale and Westfield.

Community Development

In view of strong local community support, neither option 1. or 2. is recommended.

Conclusion

It is recommended Council endorse the locations of the skate parks in Forrestdale being Forrestdale Tennis Club and Westfield being Bob Blackburn Reserve in close proximity of current PCYC facility.

**RECOMMEND**

- 1. That Council endorse that courts 3 & 4 at the Forrestdale Tennis Club as the preferred site for the proposed Forrestdale Skate facility.**
- 2. That Forrestdale Tennis Club be advised that:**
  - a. Council acknowledges the Forrestdale Tennis Club's willingness for the 2 under-utilised tennis courts to be used for the proposed Forrestdale Skate facility.**
  - b. Should club membership increase significantly in the future, and the club again requires the use of the two courts, Council will consider relocating the skate facility to an alternative location.**
- 3. That Council endorse Bob Blackburn Reserve in close proximity to the current PCYC facility as the preferred site for the proposed Westfield Skate facility.**

**Moved**

**MOTION CARRIED/LOST ( )**

Leases

**LEASE – ARMADALE AQUATIC CENTRE KIOSK**

WARD ALL  
FILE REF: TEN 23/02  
A173263/2  
DATE 22 October 2002  
REF PGQ  
RESPONSIBLE Executive Manager,  
MANAGER Community Services

**In Brief:**

This report:

- (i) is provided in response to Council's prior resolution namely:  
*"subject to the lease arrangements being finalised, Council be provided with a report from the CEO giving details of the agreed lease arrangements together with details of any submissions received and the reason(s) in support of the lease agreement."*
- (ii) advises that an agreement has been reached with Mr and Mrs Simon and Nancy Chau to lease the kiosk at Armadale Aquatic Centre for a period of one year plus options for a further two years, at an annual rental of \$9,900 (including 10% GST) subject to annual review of the lease fee.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Nil

**Legislation Implications**

- Local Government Tender Regulations
- Section 3.58(3) & (4) – Disposing of property other than by Auction or Tender.
- Section 5.42 – Delegation of Powers to Chief Executive Officer.

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

The agreed lease fee of \$9,900 is less than the budgeted lease fee of \$23,500 thereby resulting in a shortfall on budgeted revenue of \$13,600.

**Consultation**

- Valuer General's Office
- Mr & Mrs Chau
- Chief Executive Officer

Leases

**BACKGROUND**

Following consideration of a report to the August 2002 Community Services Committee Meeting, Council resolved (C152/02) on 2 September 2002, as follows:

*“That Council:*

- a) *decline to accept the tender received from Mrs Lorenzo Murray in response to Tender No: 23/02 for the lease of the Kiosk at the Armadale Aquatic Centre and that the tenderer be advised of this decision.*
- b) *proceed to lease the kiosk at the Armadale Aquatic Centre by private treaty pursuant to the provisions of Section 3.58(3) and (4) of the Local Government Act 1995.*
- c) *pursuant to the provisions of Section 5.42 of the Local Government Act and subject to the following conditions, delegate to the CEO the authority as contained in Section 3.58(3) and (4) of the Local Government Act 1995, that is, the authority to lease the Armadale Aquatic Centre Kiosk subject to giving Statewide public notice of the proposed lease and considering any submissions received before the specified date for receipt of submissions in the notice, i.e.*
  - *for the purposes of Section 5.43(d) of the Act which states:  
A local government cannot delegate to a CEO any of the following powers or duties —*
    - 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;*  
**the lease value be set as an amount not exceeding \$30,000pa.**
  - *subsequent to the lease arrangements being finalised, Council be provided with a report from the CEO giving details of the agreed lease arrangements together with details of any submissions received and the reason(s) in support of the lease agreement.”*

In accordance with Council’s Resolution, this report provides a summary of the process that was followed and the arrangements that have been put in place to ensure that a kiosk service is available at the Armadale Aquatic Centre during the current pool season. Details are as follows:

Discussions were held with the former lessee, Simon and Nancy Chau, to see if they were interested in continuing their involvement in the Armadale Aquatic Centre Kiosk. Their advice was that the kiosk had not been profitable for the past 2-3 years and they would only be interested if the lease fee was reduced.

Mr and Mrs Chau were invited to submit a written proposal for the management of the Kiosk, which was received on 7 September 2002. The letter proposed an annual lease fee of \$9,000

### Leases

payable in two instalments. Subsequent negotiations resulted in an agreement for the lease fee to be increased to \$9,900, inclusive of GST.

An independent market valuation of the kiosk was then obtained from the Valuer General's Office on 20 September 2002, which indicated a market rental of \$10,000 pa.

An advertisement was placed in "The West Australian" on 28 September 2002 inviting members of the public to make submissions in relation to the proposal. The closing date for submissions was 4.45pm on 14 October 2002.

There being no submissions received relating to this proposal, a report was then submitted to the Chief Executive Officer recommending that the proposal from Simon and Nancy Chau to lease the kiosk at Armadale Aquatic Centre for an annual rental of \$9,900, be accepted. The term of the lease is one year plus options for a further two years, subject to annual review of rental.

The Chief Executive Officer, in exercising his delegated authority, accepted the proposal and instructions have been issued to Council's Lawyers to prepare the Lease Agreement.

### **COMMENT**

#### Analysis

Although disappointing that the lease fee will be significantly lower than for the previous lease, the reduced attendances for the past two years and the trouble with vandal damage and break-ins, have no doubt reduced the profitability of the kiosk. Notwithstanding this, the lease fee is in line with the independent market valuation from the Valuer General's Office and is higher than the one tender that was received for \$3,600. In the circumstances, the proposal from Mr & Mrs Chau is currently considered to be the best option for Council.

The Lease is structured to require an annual review of the lease fee and should there be an increase in attendances, there is in principle agreement for an increase in the annual rental.

#### Options

N/A

### **RECOMMEND**

**That Council note that an agreement has been reached with Mr and Mrs Simon and Nancy Chau to lease the kiosk at Armadale Aquatic Centre for a period of one year plus options for a further two years, at an annual rental of \$9,900 (including 10% GST) subject to annual review of the lease fee.**

**Moved**

**MOTION CARRIED/LOST ( )**



Recreation

**DEPARTMENT OF SPORT AND RECREATION CSRFF GRANT APPLICATIONS**

WARD ALL  
FILE REF: GRT/18  
DATE 28 October, 2002  
REF PGQ  
RESPONSIBLE Executive Manager,  
MANAGER Community Services

**In Brief:**

- The report provides a summary of the grant applications that have been received for the Department of Sport and Recreation's CSRFF program, and recommends that Committee allocate a priority rating to each application.
- At its meeting of 7 October 2002, Council resolved (C164/02) to delegate authority to the Community Services Committee to resolve this matter.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

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

**Legislation Implications**

Should funding for any of the projects be approved, the works would need to be carried out in accordance with the Building Code of Australia and any other relevant legislation and/or Australian Standard.

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Each of the grant applications nominate a financial contribution from Council as part of the funding arrangement for the project. Whilst the report poses no financial implications on the current year's budget, it does have implications on the 2003-04 year of the (5) Year Financial Plan (a recommended increase of \$3,000) and accordingly Council needs to determine what level of funding (if any) it is prepared to commit to the various projects.

## Recreation

### Consultation

- Each of the applicant groups
- Community Facilities and Infrastructure Group
- Technical Services Directorate staff

## **BACKGROUND**

Following consideration of the report to the September Community Services Committee meeting, Council (C162/01) Resolved as follows:

*“That Council, in order to achieve the grant application deadline of 31 October 2002, delegate to the Community Services Committee October meeting, the authority to resolve the priority order of the Department of Sport and Recreation grant applications made under the CSRFF program.”*

This report provides a brief description of each project, identifies the proposed funding arrangement and whether or not the project has been included in Council's Strategic Plan or Five Year Capital Works Program, and the extent of any ongoing maintenance commitment required from Council.

## **DETAILS OF PROPOSAL**

Details of each grant application are as follows:

### **1. Upgrade Armadale Recreation Centre – Stage 3**

|                                |                  |
|--------------------------------|------------------|
| Applicant                      | City of Armadale |
| Grant Requested                | \$50,000         |
| Council contribution requested | <u>\$100,000</u> |
| Total Project Cost             | \$150,000        |

#### Project Description

Upgrade and modernize Armadale Recreation Centre – Stage 4

#### Justification

The proposal to upgrade and modernize the Armadale Recreation Centre on a staged basis has been the subject of several previous reports to Council. The first stage of the project was completed in December 2000 and included the upgrading and refurbishment of the gymnasium and aerobics room. Funding for stage 2 was allocated in Council's 2001/02 budget and together with a grant of \$50,000 from the Department of Sport and Recreation, allowed the provision of evaporative cooling system and a new ceiling for gymnasium and aerobics room.

### Recreation

Further funds were allocated in Council's 2002/03 budget and have been added to the unspent funds from 2001/02, plus additional grants of \$50,000 from the Department of Sport and Recreation and \$300,000 from the Lotteries Commission. The total pool of funds will allow stages 2 and 3 to be combined with works to the value of approximately \$500,000 shortly to commence.

The grant application seeks funding for what is envisaged to be the final stage Council's program to upgrade and modernize the Armadale Recreation Centre. Subject to final costs, the scope of works to be undertaken during this stage include:

- Refurbish floors and end walls of Court 3
- Upgrade ventilation system in sports halls
- Upgrade car park
- Bus storage facility for PCYC bus

It should be noted that the proposed upgrade of the car park is not normally funded by the Department of Sport and Recreation and may need to be fully funded by Council

### Strategic Plan/5 Year Plan

Funds have provisionally been allocated in the Five Year Property and Buildings Program, subject to the availability of grant funding for this stage of the project.

### Ongoing Costs to Council

Under the new Lease and Management Agreements between the City and the PCYC, operational maintenance will be the responsibility of the PCYC, with major and capital maintenance remaining the responsibility of the City.

### Recommended Priority Rating

*In order to maximize the chance of this grant application being approved, it is recommended that the project be allocated the No. 1 priority rating.*

## **2. Westfield and Forrestdale Skate Facilities**

|  |                  |
|--|------------------|
| Applicant                                | City of Armadale |
| Grant Requested                          | \$30,000         |
| Forrestdale Plant Liaison Committee      | \$21,000         |
| City of Armadale-02/03 budget allocation | \$14,000         |
| City of Armadale-03/04 budget allocation | <u>\$25,000</u>  |
| Total Project Cost                       | \$90,000         |

Recreation

Project Description

Provide new local level skate facilities at Westfield and Forrestdale, and upgrade existing facilities at Armadale, Kelmscott and Roleystone.

Justification

The provision of local level skate facilities was a strong need to emerge from the Youth Recreation Needs Survey. Following consideration of a report to the June 2002 Community Services Committee Council adopted a strategy for provision of skate facilities within the City that in turn provides the basis for this application.

Strategic Plan/5 Year Plan

An amount of \$14,000 is included in Council's 2002/03 budget for this project. The requested budget allocation of \$25,000 is currently not included in Council's Parks and Reserves Five Year Program for 2003/04. If the grant application is successful and Council wishes to proceed with the project, it will either need to either defer one or more projects currently listed for funding in 2003/04 or allocate additional funds for the skate facilities project.

Ongoing Costs to Council

Approximately \$5,000 in annual maintenance costs per facility

Recommended Priority Rating

*In view of Council's previous support for this project, and in order to give the application a good chance of being successful, it is recommended that it be allocated the No. 2 priority rating.*

**3. Resurface Kelmscott Tennis Courts**

|                                |                       |
|--------------------------------|-----------------------|
| Applicant                      | Kelmscott Tennis Club |
| Grant Requested                | \$15,000              |
| Club Contribution              | \$12,000              |
| Council contribution requested | <u>\$18,000</u>       |
| Total Project Cost             | \$45,000              |

Project Description

Resurface nine courts adjacent to the clubhouse building at Rushton Park, Kelmscott.

Justification

The proposal to resurface the courts at the Kelmscott Tennis facility is part of the Club's staged plan to upgrade its facilities to a good standard.

## Recreation

Although the courts are still playable, the surface has worn through to the asphalt in a number of places and surface cracks are beginning to appear. The courts were last resurfaced some ten years ago and further deterioration of the court surface will occur should they not be resurfaced. This in turn would result in increased cost to rectify the damage.

The courts are used for social and pennant tennis activity six days per week, as well as considerable casual hire throughout the year.

### Strategic Plan/5 Year Plan

The project is listed on Council's Parks and Reserves Five Year Program for 2003/04.

### Ongoing Costs to Council

Under the Lease Agreement between the City and the Club, all operational maintenance is the responsibility of the Club

### Recommended Priority Rating

*Given that the project is scheduled to occur next year (2003/04), and the deteriorating condition of the court surface, it is recommended that it be allocated the No.3 priority rating.*

## **COMMENT**

### Analysis

The recommended priority ratings for the various projects are based on the assessed need and justification for each project. In order to maximise the amount of grant revenue being attracted to the City, projects with a higher dollar value and projects that are already listed on Council's Five Year Capital Works Program should be allocated higher priority ratings than those of a lower value.

The other matter, which Council may wish to pursue, is to seek political support from Local Members for the three funding applications. This approach was used last year and may have helped in securing funding for all of the applications that were submitted.

### Options

Council has the option of altering the recommended priority ratings to that recommended in the report. In addition, Council has the option of not supporting any or all of the applications should it determine that the projects are not a priority for funding in 2003/04.

Recreation

Conclusion

In view of the information provided in the report, it is recommended that the grant applications be allocated the following priority ratings:

| <b>Priority</b> | <b>Project</b>                               |
|-----------------|--|
| 1               | Armadale Recreation Centre upgrade – stage 4 |
| 2               | Westfield and Forrestdale Skate Facilities   |
| 3               | Resurface Kelmscott Tennis Courts            |

**RESOLVED**

- 1. That the Department of Sport and Recreation CSRFF grant applications be allocated the following priority ratings and be forwarded to the Department prior to the closing date of 31 October 2002.**

| <b>Priority</b> | <b>Project</b>                                      |
|-----------------|---|
| <b>1</b>        | <b>Armadale Recreation Centre upgrade – stage 4</b> |
| <b>2</b>        | <b>Westfield and Forrestdale Skate Facilities</b>   |
| <b>3</b>        | <b>Resurface Kelmscott Tennis Courts</b>            |

- 2. That an approach be made to local members of parliament, seeking their support for grant applications submitted to the Department of Sport and Recreation under the CSRFF program.**

Moved

MOTION CARRIED/LOST ( )

**COMMUNITY SERVICES COMMITTEE**  
**SUMMARY OF "A" ATTACHMENTS**

**29 OCTOBER 2002**

| <b>Attachment No.</b> | <b>Subject</b>  | <b>Page</b> |
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| A-4                   | SUBMISSIONS FROM KELMSCOTT FOOTBALL AND SPORTSMEN'S CLUB AND ARMADALE SPORTING CLUB | 48 - 52     |
| A-5                   | COMMUNITY DEVELOPMENT CONFERENCE 2002 - REGISTRATION BROCHURE                       | 53 - 63     |