

CITY OF ARMADALE

AGENDA

OF COMMUNITY SERVICES COMMITTEE TO BE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON **TUESDAY, 7 JULY 2020 AT 7.00PM.**

A meal will be served at 6.15 p.m.

PRESENT:

APOLOGIES: Cr K Busby (Leave of Absence)

OBSERVERS:

IN ATTENDANCE:

PUBLIC:

"For details of Councillor Membership on this Committee, please refer to the City's website – www.armadale.wa.gov.au/your council/councillors."

DISCLAIMER

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

DECLARATION OF MEMBERS' INTERESTS

QUESTION TIME

Public Question Time is allocated for the asking of and responding to questions raised by members of the public.

Minimum time to be provided – 15 minutes (unless not required)

Policy and Management Practice EM 6 – Public Question Time has been adopted by Council to ensure the orderly conduct of Public Question time and a copy of this procedure can be found at <http://www.armadale.wa.gov.au/PolicyManual>

It is also available in the public gallery.

The public's cooperation in this regard will be appreciated.

DEPUTATION

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Community Services Committee Meeting held on 3 June 2020 be confirmed.

ITEMS REFERRED FROM INFORMATION BULLETIN

Report on Outstanding Matters – Community Services Committee

If any of the items from the information bulletin require clarification or a report for a decision of Council, this item to be raised for discussion at this juncture.

CONTENTS

COMMUNITY SERVICES COMMITTEE

7 JULY 2020

1.	COMMUNITY DEVELOPMENT	
1.1	MAJOR EVENTS 2020.....	4
2.	RECREATION SERVICES	
2.1	**WAIVER OF FEES - RECREATION FACILITIES AND RESERVES	11
3.	RANGER AND EMERGENCY SERVICES	
3.1	WYMOND AND ARMENTI ROAD GATES TRIAL OPENING OUTCOMES	17
4.	COUNCILLORS' ITEMS	
NIL	27
5.	EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT	
NIL	27
	SUMMARY OF ATTACHMENTS	28

1.1 - MAJOR EVENTS 2020

WARD : ALL
FILE No. : M/335/20
DATE : 17 June 2020
REF : KJ/RM
RESPONSIBLE MANAGER : Executive Director
Community Services

In Brief:

- This report outlines considerations informing the decision to cancel or confirm events scheduled to be delivered between September and January 2021.
- Recommend that Council:
Confirm the delivery of the events to proceed between September 2020 and January 2021 based on the WA Department of Health's guidelines for safe events and current health advice.

Tabled Items

Nil

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

- 1.1 A strong sense of community spirit
 - 1.1.1 Provide opportunities to connect individuals to each other and the wider community
 - 1.1.3 Value and celebrate our diversity and heritage
 - 1.1.4 Foster local pride
- 1.2 Active community life that is safe and healthy
 - 1.2.2 Provide opportunities to improve health outcomes for everyone
- 3.4 A desirable destination
 - 3.4.1 Promote the district and opportunities to the region
- 4.1 Visionary Civic leadership and sound Governance
 - 4.1.2 Make decisions that are sound, transparent and strategic

Legal Implications

COVID-19 advice and direction by the Western Australian Government
COVID-19 advice and direction by the Australian Government

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

The draft budget for 2020/21 comprises the following allocated funds for the events if they are to proceed:

Spring into Armadale (Armadale Hills Open Studio Arts Trail): \$7000
Highland Gathering and Perth Kilt Run: \$155,000
Hawkers' Markets x 2: \$30,000
Carols by Candlelight and Christmas Parade: \$85,000

Consultation

1. City of Armadale Health Services Department
2. Western Australia Police – Armadale Police Station
3. Armadale Hills Open Arts Studio Working Group and participating artists
4. Highland Gathering and Perth Kilt Run Committee
5. Carols Working Group (Participating Schools, Choirs, Armadale City Concert Band)

BACKGROUND

Following the advice of the Western Australian Government pertaining to the limit of the numbers of people permitted at gatherings, Council agreed in March 2020 to cancel all major events up until and including August 2020 comprising:

- Armadale Arts Festival
- Minnawarra Art Awards
- NAIDOC Week
- Outside the Frame

Council was advised in May 2020 via Memo that a report would be presented in July 2020 regarding the determination of the status of the following events:

- Armadale Hills Open Art Studios – 10 September 2020
- Armadale Highland Gathering and Perth Kilt Run - 4 October 2020
- Christmas Parade/Carols by Candlelight – 4 December 2020

Please note whilst the Memo did not include the Kambarang Festival, the Hawkers' Markets and the Australia Day event, scheduled for November 2020 and January 2021, these events are considered in this report and the accompanying attachment.

Western Australian Government plans and guidelines

In May 2020 the Western Australian Government announced its recovery plan for the COVID-19 pandemic. The approach outlines three phases in the publication *Setting the Scene, Partnership planning for the COVID-19 pandemic recovery*¹. Phase Two is to be implemented from July to December 2020 and focuses on careful restarting and stimulating.

At the time of writing this report, State and Federal government advice did not permit large community events to occur, with specific requirements in place around social distancing, tracking of patrons and maximum capacities for venues.

However it was understood that event organisers need to plan for future events due to the timeframes involved³. The Western Australian Government has developed guidelines in its *COVID-19 Safety Guidance: Events* document to enable future events to be delivered safely when restrictions relating to COVID-19 are lifted. A key element of these guidelines comprise the following public health considerations⁴:

- Status of COVID-19 activity
- Current directions at the time of the event
- Prevailing position of Federal/State Government, AHPPC, National Cabinet
- Anticipated crowd size
- Nature and duration of contact between patrons
- Ability to maintain physical distancing between patrons
- Event venue
- Ability to trace patrons,
- Likeliness of alcohol/drug consumption, and
- Health and age of patrons.

Large community events in most cases would be classified as high risk, due to numbers not being restricted and patrons not being trackable. Other events, where attendance numbers can be managed, attendees tracked and social distancing implemented, are classified as low risk. These low risk events are currently permitted with measures in place to align with the current State and Federal Government advice. In the City's case, an example of a low risk event is the Armadale Hills Open Art Studio Trail. All events are required to be registered through the Department of Health accompanied by a COVID Safety Plan⁵.

Community confidence in attending events

Two organisations have undertaken research in Australia to evaluate participant confidence in the events and performance sectors amid the COVID-19 environment.

In May 2020, the Australia Council for the Arts published results of a survey of 23,000 people as part of COVID-19 Audience Outlook Monitor⁶ research. Key findings included:

- 85% of respondents plan to attend as much or more than they did before the pandemic
- 22% are ready to attend as soon as restrictions are lifted, with a further 67% attending when they deem the risk of transmission to be minimal.

- Those that are more likely to stay away until there is no risk at all (11%) are predominantly people over the age of 65 or people living with a disability.
- 64% of people feel more comfortable attending an outdoor festival or event today.
- 14% are actively making plans to attend live shows or performances in the future.
- 96% say venue safety measures will affect their decision to attend.
- Audiences in Western Australia, South Australia and the Northern Territory are showing higher levels of comfort attending performance venues compared to other jurisdictions. This is likely to be linked with the low transmission rates in these areas.

On 10 June 2020, Register Now, an online registration platform for running events including HBF Run for a Reason, Armadale Highland Gathering and Perth Kilt Run, published their monthly Return to Fun Runs⁷ survey results. This received responses from 2,888 respondents between 1 and 8 June 2020 and looked at comfortability of attendance and participation now, in three months' time (September) and in 2021. Key findings include:

- 87% of respondents would feel comfortable participating in a fun run this year.
- 66% of this group would feel comfortable participating in an event this weekend up to 500 participants, compared to 10% for an event this weekend with 20,000+ participants
- By September, 92% of this group would feel comfortable in participating in a fun run with up to 500 participants, comparatively 29% for an event with 10,000+
- More than 50% of all respondents indicated the following controls would make them more comfortable – social distancing guidelines, limiting participant numbers, refund and deferment policy and hand sanitiser stations.

Phase 4² of the COVID-19 restrictions commencing on 27 June has had the following implications on the delivery of events:

- all existing gathering limits and the 100/300 rule removed
- gathering limits now only determined by WA's reduced 2 square metre rule
- all events permitted except for large scale, multi-stage music festivals

DETAILS OF PROPOSAL

It is proposed Council makes the decision to either confirm or cancel the delivery of the City's events scheduled between September 2020 and January 2021. This decision can be made either effective immediately or a minimum of two months prior to the event. Each event is different in scope and configuration hence may be considered individually for either cancellation or confirmation as per the guidelines in the WA Department of Health's *COVID-19 Safety Guidance: Events*.

The following dates for the decision to either cancel or confirm events take into account the timeframes of the Council meetings and the impact on event planning schedules:

- Armadale Hills Open Art Studios – Ordinary Council Meeting, 13 July
- Armadale Highland Gathering/Perth Kilt Run – Ordinary Council Meeting, 13 July

- Kambarang Festival - Ordinary Council Meeting, 10 August
- Hawkers Markets - Ordinary Council Meeting, 10 August
- Christmas Parade/Carols by Candlelight – Ordinary Council Meeting, 14 September
- Australia Day - Ordinary Council Meeting, 14 September

The accompanying attachment summarises each event, the context of risk and how each will adhere to the *COVID-19 Safety Guidance: Events* document. The majority of the events outlined in the attachment require eight months preparation, and much of this can be done without incurring unnecessary expenses should the event be cancelled at least two months prior. Currently officers are planning as if the events were to proceed, focusing on areas that require improvements which will also benefit these events in future years including Traffic Management and Hostile Vehicle Plans.

If the direction from the Western Australian Government and the decision from Council allows any of the events to proceed, additional time and resources will be needed to thoroughly plan and implement the increased public health requirements in adherence to the WA Department of Health's guidelines for safe events and the health advice at the time. It is anticipated that the proposed 2020-21 events budget and effective planning by officers will be sufficient to enable this to occur.

COMMENT

Event planning for major community events can occur without significant financial investment by the City up to two months prior to each event. Therefore officers can continue to arrange the event components that require early organisation with the view of cancelling these in an appropriate time frame if the events do not proceed.

If the events are to proceed based on the State Government direction at the time and the decision from Council, the City have secured the support of internal and external stakeholders. This includes the WA Police who have confirmed their commitment to work with the City to deliver safe community events with the following statement provided this month:

As with all community events Armadale Police will provide support when required. Consultation with Armadale Police Station during event planning is requested and as previously, support will be provided depending on the scale and type of event.

Each of the events proposed, aside from the Hawkers Markets, has a committee or working party of community organisations invested in the event. Each of the community groups within these working parties would be in favour of the events proceeding, if they can do so while providing a safe environment through adherence to the guidelines from the WA Department of Health.

It is unlikely that running these events online will have the same outcomes or be justifiable for the additional costs that would be incurred. One exception to this could be the Carols in Candlelight event, given that this has a single main stage program. The potential to livestream the stage program is being explored, as even if the event can proceed in person, this would assist in reducing the numbers by providing an alternative for those that are more comfortable watching from home.

OPTIONS

Council has the following options:

1. Confirm the delivery of the events to proceed between September 2020 and January 2021 based on the WA Department of Health's guidelines for safe events and current health advice.
2. Cancel the delivery of the events to proceed between September 2020 and January 2021.
3. Confirm or cancel the delivery of the events to proceed a minimum of two months prior to each event between September 2020 and January 2021 based on the WA Department of Health's guidelines for safe events and health advice at the time.
4. Authorise the Chief Executive Officer to either cancel or confirm the delivery of the events to proceed a minimum of two months prior to each event between September 2020 and January 2021 based on the WA Department of Health's guidelines for safe events and health advice at the time.
5. Request further information on the impact of cancelling events between September 2020 and January 2021 in relation to the COVID-19 risk.

Option 1 is recommended.

CONCLUSION

Phase Two in the Western Australian Government's Recovery Plan is intended to be implemented from July to December 2020 with a focus on careful restarting and stimulating.

Based on the latest advice² permitting the delivery of all events except for large scale, multi-stage music festivals, it is recommended to proceed with the major events program as attached.

It will be integral for increased safety protocols to be thoroughly planned for and implemented at all major events. Research suggests that if a safe environment can be provided then many people feel confident in attending events.

The Western Australian Government Department of Health's *COVID-19 Safety Guidance: Events* can be applied to each of the scheduled events as they are different in scope and configuration. Making the decision to either cancel or confirm the events now or at least two months prior to each event ensures all the guidelines are taken into account to ensure community safety remains a primary priority for the City.

RECOMMEND

That Council:

Confirm the delivery of the events to proceed between September 2020 and January 2021 based on the WA Department of Health's guidelines for safe events and current health advice.

References

1. Government of Western Australia, 28 May 2020. *Setting the Scene: Partnership planning for the COVID-19 pandemic recovery.*
<https://www.wa.gov.au/government/publications/covid-19-coronavirus-setting-the-scene>
2. Government of Western Australia, Department of the Premier and Cabinet, 12 June 2020. *COVID-19 coronavirus: Restricted activities and services.*
<https://www.wa.gov.au/organisation/department-of-the-premier-and-cabinet/covid-19-coronavirus-restricted-activities-and-services>
3. Government of Western Australia, Department of Health, 2 June 2020. *Events and mass gatherings position statement.* <https://ww2.health.wa.gov.au/-/media/Corp/Documents/Health-for/Infectious-disease/COVID19/COVID19-Events-and-mass-gatherings-position-statement.pdf>
4. Government of Western Australia, Department of Health, 25 May 2020. *COVID-19 Safety Guidance: Events.* <https://ww2.health.wa.gov.au/-/media/Corp/Documents/Health-for/Infectious-disease/COVID19/COVID19-safety-guidance-events.pdf>
5. Government of Western Australia, June 2020. *COVID Safety Plan Form.*
<http://www.wa.gov.au/sites/default/files/2020-06/COVID-19-Safety-Plan-Phase-3-Generic.pdf>
6. Australia Council for the Arts, 18 May 2020. COVID-19 Audience Outlook Monitor: Australia Snapshot Report. <https://www.australiacouncil.gov.au/research/audience-outlook-monitor/>
7. Register Now, 10 June 2020. *Return to fun runs survey results.*
https://registernow.io/blog/post/return-to-fun-runs-survey-results?utm_medium=email&utm_campaign=Curated%20Email%20Campaign%203&utm_content=Curated%20Email%20Campaign%203+CID_92728217c0f3857b31d34ac8bf9adf86&utm_source=Email%20marketing%20software&utm_term=Survey%20Findings

ATTACHMENTS

1. [Down](#) Major Events Report Attachment-Arts Events Program Sep 2020 - Jan 2021

*****2.1 - WAIVER OF FEES - RECREATION FACILITIES AND RESERVES***

WARD : ALL
FILE No. : M/350/20
DATE : 24 June 2020
REF : CW2
RESPONSIBLE MANAGER : Manager Recreation Services

In Brief:

- This report responds to Council requests for consideration of Community Facilities waiver of fees and charges similar to the previous resolution of Council to waiver Fees and Charges relating to Seasonal Hire of Reserves.
- Identified are fees and charges that may be considered for waiver in order to support hirers in recovery from the COVID 19 pandemic.
- Recommend that Council waive 50% of hire fees for junior sporting clubs for the 2020/21 financial year.
- Recommend that Council waive 50% of hire fees for ‘community’ rate ‘Regular Hirers for the 2020/21 financial year.

Tabled Items

Nil

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person’s rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

- 1.1.2 Build interdependent and resilient community groups
1.1.2.3 Contribute financial and in-kind support to local initiatives

Legal Implications

This report draws on the provisions of the *Local Government Act 1995*:

- *Local Government Act 1995* – Section 6.12(b) – Waive or grant concession in relation to any amount of money
- *Local Government (Financial Management) Regulations 1996* – Review of Budget – Reg 33A

Council Policy/Local Law Implications

POLICY – RECN 6 – ‘Community Facilities and Reserves and Charges’ establishes the basis of setting fees and charges for use of the City’s community facilities and reserves. The current fees and charges are set in line with this policy and its related schedule. The associated Management Practice also defines the “Hirer Categories” as referred to throughout this report.

MANAGEMENT PRACTICE – RECN 4 – ‘Hire of Community Facilities and Reserves’ includes definition of the “Types of Hirers” as referred to throughout this report.

Budget/Financial Implications

This report presents a review of relevant fees and charges for Community Facilities with a recommendation for Council to consider waiving (in part or in whole) the fees and charges. The anticipated impact to the budget if the recommendations are supported is an income reduction of \$109,000 which is across multiple accounts within Recreation Services.

Consultation

1. Councillor Workshop held on 25 June 2020
2. Executive Leadership Team

BACKGROUND

With regard to Recreation Services Fees and Charges, Council resolved in May 2020 (CS16/5/20) to:

2 d: Recreation Services (Budget Impact \$70,000)

Waive the Fees for the Financial Year ending June 2021

- \$89 per player (training + games) and
- \$44.50 per player (training only)

In conjunction, Councillor Campbell requested that the option of waiving of fees and charges applicable to Community Facilities be considered, which was subsequently reinforced with a Councillor Referral by Councillor Wielinga at the Council Meeting of 25 May 2020

Waiver of Fees - Non-sporting activities (Cr Caroline Wielinga)

That the matter of the waiver of fees for non-sporting activities in the Recreation Services budget be referred to the Community Services Committee.

Recreation facility and reserve hire is charged by a variety of fee mechanisms, including hourly, annual and daily rates. For the purpose of determining fees and charges, hirers are categorised as either:

- 'Community': Not for profit organisations; or
 - 'Standard': Private functions, government agencies and commercial organisations
- Hourly rates range from \$10 to \$31 per hour for community reserves and facilities and \$1 - \$78 for recreation centre hire spaces. An extract of the City of Armadale Annual Budget 2019/20 showing relevant recreation fees and charges is attached to this report for reference.

The City manages community facilities and reserves hirers via three ‘Types of Hirer’:

- ‘Casual Hirer’
 - o Less than 12 bookings per annum
 - o Pay by the hour
 - o Payment required prior to booking
 - o A wide variety of user groups however primarily individuals booking private functions.
- ‘Regular Hirer’
 - o Minimum 12 bookings per annum
 - o Bookings taken on an annual basis
 - o Pay by the hour
 - o Invoiced quarterly after the fact
 - o Examples:
 - Church groups
 - Dance classes
 - A full list of current hirers is attached to this report
- ‘Seasonal Hirer’
 - o Seasonal not for profit sporting groups
 - o Bookings taken based on winter and summer seasons
 - o Charged for:
 - Facility use by the hour
 - Floodlight use by the hour
 - Reserve use (senior clubs only) – per player fee (waived for 2020/2021 financial year)
 - o Invoiced after conclusion of the season

DETAILS OF PROPOSAL

In considering the impact of COVID19 on Sporting Clubs, Council was aware that they were likely to be under financial strain with unavoidable overheads, equipment costs and lack of membership. Council was also cognizant that sports activities are valuable to physical and mental health outcomes and Clubs are an important community connection point to aid with social recovery.

Equally, Council was of the view that consideration should be given to other community facility users for the same reasons and this was discussed at the workshop held on 25 June 2020.

The consideration of waiver of fees includes those using the AFAC and the Arena who are classified as community use under the Recreation Services Fees and Charges. Eg: Armadale Gymnastics, Armadale Triathlon Club.

It is proposed that Council waives Recreation Services Fees and Charges with a total budget impact of \$109,000 as follows:

- 50% of recreation facility hire fees for junior sporting clubs for the 2020/21 financial year (12 months) with a Budget Impact - \$5,000 (rounded).
- Waive 50% of recreation facility and reserve ‘community’ rate fees for ‘Regular Hirers’ for the period 1 July 2020 to June 30 2021 (12 months) with a Budget Impact - \$104,000 (rounded).

COMMENT

COVID-19 has and will continue to cause disruption to the lives and operations of prospective hirers of the City's facilities. Council has taken steps to assist in reducing the impacts of the pandemic on its community, including the waiver of seasonal reserve hire fees. This waiver benefits senior sporting clubs in alleviating financial pressures during a period in which their revenue may have been significantly impacted.

At the time of Council making this decision regarding senior clubs, the timeline of sports returning and community facilities reopening was unknown, and the waiver of this flat rate seasonal fee provided the affected clubs with one aspect of certainty to assist with planning their return to operations.

Hirers other than senior sporting clubs have not had any fee waivers offered, however the pay by the hour structure of fees is more adaptable to reduced operating periods. A partial fee waiver for other hirer types or categories could provide support to these groups with an inbuilt incentive to hirers to self-regulate their amount of hire. Officers are confident that an option that is consistent within each 'Type of Hirer' and/or 'Hire Category' would be achievable with current resourcing.

ANALYSIS

The below table outlines the estimated revenue to be received in the 2020/21 financial year from each 'Type of Hirer', including both Community Facilities/Reserves and Recreation Centres. These totals are further broken down into components based on workshop discussion around targeting waivers.

HIRE	EST. REVENUE	WAIVER EST. BUDGET IMPACT	
		50%, 12 MONTHS	50%, 6 MONTHS
Casual	\$ 178,603	\$ 89,302	\$ 44,651
Community	\$ 52,286	\$ 26,143	\$ 13,071
Standard	\$ 126,318	\$ 63,159	\$ 31,579
Regular	\$ 284,839	\$ 142,420	\$ 71,210
Community	\$ 207,193	\$ 103,596	\$ 51,798
Standard	\$ 77,647	\$ 38,823	\$ 19,412
Seasonal	\$ 125,031	\$ 27,515	\$ 13,758
Facilities	\$ 31,931	\$ 15,965	\$ 7,983
Junior	\$ 9,960	\$ 4,980	\$ 2,490
Senior	\$ 21,971	\$ 10,985	\$ 5,493
Floodlights	\$ 23,100	\$ 11,550	\$ 5,775
Junior	\$ 8,400	\$ 4,200	\$ 2,100
Senior	\$ 14,700	\$ 7,350	\$ 3,675
Reserves	\$ 70,000	N/A	N/A
Junior	\$ -	N/A	N/A
Senior	\$ 70,000	N/A	N/A

Council may wish to consider a variation of the recommendation waivers as presented in this report using the table for budget impacts.

OPTIONS

Council has a variety of options available to consider with regard to the waiver of Recreation Services hire fees, including:

1. Waive 50% of recreation facility hire fees for junior sporting clubs for the 2020/21 financial year with an estimated budget impact \$4,980
2. Waive 50% of recreation facility hire fees for junior sporting clubs for the first six months of 2020/21 financial year with an estimated budget impact \$2,100
3. Waive 50% of recreation facility and reserve ‘community’ rate fees for ‘Regular Hirers’ for the 2020/21 financial year with estimated budget impact \$103,596
4. Waive 50% of recreation facility and reserve ‘community’ rate fees for ‘Regular Hirers’ for the period 1 July – 31 December 2020 with an Estimated budget impact \$51,798
5. Waive fees for any other combination of ‘Types of Hirer’, ‘Hire Categories’, percentage of fees and period of hire.

This last option will require a specific resolution from Council to administer within the current schedule of fees and charges. Examples could include standard regular hirer segments (small business vs government agencies) and/or casual users that fall outside of the ‘Regular Hirer’ requirements but have a history of consistent hire of City facilities (e.g. 4 or more times per year).

As noted at the workshop the administrative complexities of implementing a variety of options may require additional resourcing to administer and maintain normal levels of service.

Options 1 and 3 are recommended.

CONCLUSION

The City itself has experienced a loss of revenue from a number of facilities it has closed, whilst also reallocating funds to fulfill the City’s roles and responsibilities in relation to the COVID-19 Pandemic.

Council has already taken steps to support senior sports reserve hirers. In an effort to further support the community through the COVID-19 pandemic Council may wish to implement additional fee waivers. Options for fee waivers to support remaining hirers are varied and complex and as a result administration costs of applying a waiver option to only specific hirers within groups or up to specified number of bookings may outweigh the revenue received from the remaining hirers or bookings within those groups. Fee waiver options have a wide range of budget impacts.

The recommendation below aims to achieve benefit for facility and reserve users in a method that can be administered with current resourcing. The estimated impact to the budget if the below recommendations are supported is an income reduction of \$109,000.

RECOMMEND

That Council waives Recreation Services fees as follows:

- 1. Waive 50% of recreation facility hire fees for junior sporting clubs for the 2020/21 financial year (budget impact \$5,000)**
- 2. Waive 50% of recreation facility and reserve ‘community’ rate fees for ‘Regular Hirers’ for the 2020/21 financial year (budget impact \$104,000)**

ABSOLUTE MAJORITY RESOLUTION REQUIRED

ATTACHMENTS

- 1.[Jul 2020 - Waiver of Fees-Recreation Facilities and Reserves - Recreation Hire Fees Excerpt - AnnualBudget19-20](#)
- 2.[Jul 2020 - Waiver of Fees-Recreation Facilities and Reserves - List of Current Hirers](#)

3.1 - WYMOND AND ARMENTI ROAD GATES TRIAL OPENING OUTCOMES

WARD : HILLS
FILE No. : M/219/20
DATE : 14 April 2020
REF : YL
RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:

- Council resolved in December 2019 (CS91/12/19), for a trial opening of the Wymond Road / Armenti Road fire emergency gates to be unlocked (not opened) for the fire season period of December 2019 to March 2020. This report presents the findings of that trial and recommends the following:
 - Instruct the unlocking (not opening) of the Wymond Road gate from November to April.
 - Note that under the Thoroughfares Local Law, the City is able to issue infringements for unauthorised use of Wymond /Armenti Roads.
 - Request that the current education and community engagement be expanded using a variety of methods with a focus on the purpose of Wymond Road as a Fire Emergency Evacuation Route only.
 - Note that the installation of an electronic gate for Wymond Road is not recommended as a viable option for reasons outlined in this report.
- In addition to the results of the trial and recommendations, the report also advises that the City needs to formalise the closure of Wymond Road as the previous approval expired as result of changes to the Local Government Act. In response the additional recommendations are presented:
 - Give local public notice of the intention to order Wymond Road (the thoroughfare) be closed to the passage of vehicles other than when it is being used as a fire emergency evacuation route and inviting submissions for a two week period.
 - Receive a further report considering the submissions to determine a final position.

Tabled Items

Nil

Decision Type

- | | |
|--|--|
| <input type="checkbox"/> Legislative | The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc. |
| <input checked="" type="checkbox"/> Executive | The decision relates to the direction setting and oversight role of Council. |
| <input type="checkbox"/> Quasi-judicial | The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice. |

Officer Interest Declaration

Nil

Strategic Implications

- 1.3 The community has the services and facilities it needs.
- 1.3.3 Advocate and share responsibility for service delivery
- 1.3.3.1 Contribute to cooperative regional emergency management

Legal Implications

The City has been advised that its approval to obstruct Wymond Road expired when there were changes made to *Local Government Act 1995* effective from June 2002, hence there is a need to commence the process under the *Local Government Act 1995 Section 3.50 "Closing certain thoroughfares to vehicles"*:

- (4) *Before it makes an order wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks or continuing the closure of a thoroughfare, the local government is to —*
- (a) *give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and*
- (b) *give written notice to each person who —*
- (i) *is prescribed for the purposes of this section; or*
- (ii) *owns land that is prescribed for the purposes of this section; and*
- (c) *allow a reasonable time for submissions to be made and consider any submissions made.*

The Confidential Attachment has the Legal Advice and Insurance Advice that the City has obtained in regard to the closure of Wymond Road.

Council Policy/Local Law Implications

Activities and Trading Thoroughfares and Public Places Local Law.

Clause 2.24 of the *Thoroughfares Local Law* prohibits anyone to drive or take a vehicle on a closed thoroughfare unless it is in accordance with any limits or exceptions specified in an order made under section 3.50 of the *Local Government Act* or the person has first obtained a permit.

Schedule 1 to the *Thoroughfares Local Law* provides that Clause 2.24(1) “Driving or taking a vehicle on a closed thoroughfare” is a prescribed offence carrying a modified penalty of \$350.

Budget/Financial Implications

The recommendations in this report will have an impact on Ranger and Emergency Services staff capacity if it is determined that the Wymond/Armenti Road gates are to be monitored when unlocked (not opened). It is not anticipated to be significant but should be noted.

The enforcement under the Local Law will result in additional revenue.

Consultation

- Inter Directorate
- Executive Leadership Team (ELT)

BACKGROUND

Council considered a report in December 2019 (CS91/12/19) regarding the fire emergency evacuation route management of the Araluen Golf Estate, specifically the concerns raised by residents relating to the perceived risk of not having the gates on the two fire emergency evacuation routes from the Estate (Armenti Road and Wymond Road) permanently unlocked. Both the Armenti and Wymond Road routes are gated. Existing arrangements are that the gates are only unlocked on days designated as “Very High” or above fire risk days as defined by the Bureau of Meteorology. The main access (or egress) route from the Estate is via Heritage Drive, which is the permanent access route.

Wymond Road is currently not suitable for use as a permanent second access (or egress) road due to its non-conformance with the acceptable standards for a road for this purpose.

A previous report to Council (T71/9/18) advised the considerations regarding the fire emergency evacuation arrangements in some detail. These considerations were broadly summarised as follows:

1. The main access via Heritage Drive has sufficient capacity to accept all traffic generated in the Estate.
2. That the evacuation times using Heritage Drive, Wymond Road or Armenti Road were all within acceptable limits for residents to evacuate the Estate in cases of a bush fire emergency.
3. Arrangements were in place to have the gates unlocked on “very high” risk or above fire danger days as defined by the Bureau of Meteorology.
4. The upgraded signage is clear and unambiguous in detailing where the fire emergency evacuation routes were located, and whether the gates were unlocked or not.

Council considered a further report in December 2019 in regard to the arrangements in place of unlocking the gates on very high risk or above days as there had been occasions when the gates had not been unlocked in accordance with City processes due to human error. In response Council resolved (CS91/12/19):

That Council:

1. *Implement a trial unlocking (not opening) of the Wymond Road and Armenti Road Fire Emergency Evacuation route gates for the remainder of 2019/20 fire season only, i.e. until 31 March 2020.*
2. *Additional signage to be installed advising residents and road users that the routes are for fire emergency evacuation purposes only, and that the road is not to be used as a through road.*
3. *Current signage to be updated to reflect that the fire emergency evacuation routes are unlocked until 31 March 2020.*
4. *Note that covert cameras will be used and traffic counters will be installed to monitor usage and measure the number of vehicles using both routes.*
5. *Receive regular updates during the trial and then a report after the conclusion of the trial with specific reference to:*
 - a. *The number of vehicles using the routes.*
 - b. *The number of occasions the routes were used for fire emergency purposes.*
 - c. *Any persistent misuse of the routes as through roads.*
6. *Investigate the installation of an electronic gate to be remotely opened automatically on high fire danger and above for Wymond and Armenti Roads.*

The trial unlocking (not opening) of the Wymond Road and Armenti Road Fire Emergency Evacuation route gates has now concluded. This report presents the findings.

DETAILS OF PROPOSAL

Trial Outcomes

For the Trial, additional signage was erected and covert cameras and traffic counters were installed.

Wymond Road - Traffic Monitoring Results

10 December 2019 to 26 March 2020

Technical Services installed a traffic monitoring device on Wymond Road for the period 10 December 2019 to 26 March 2020. A monitoring device was installed to monitor and evaluate traffic using Wymond Road to access Soldiers Road from Heritage Drive via the emergency fire access. Figure 1 shows the location of the traffic monitoring device.

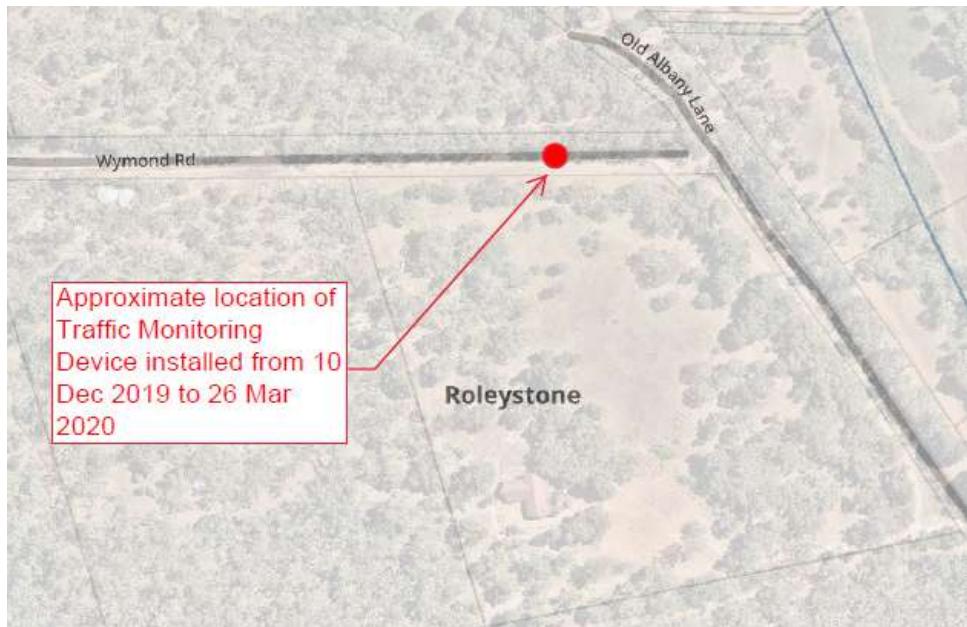


Figure 1 – Wymond Road Traffic Monitor location

Wymond Road is a cul-de-sac with 14 properties having direct access. Expected traffic volumes for Wymond Road are approximately 20 vehicles per day if measured at the intersection with Soldiers Road. Traffic volumes at the end of the cul-de-sac are expected to be very low given that there is only one property accessing Wymond Road at this location. Taking into account the possibility of vehicles using the cul-de-sac to turnaround, a conservative estimate of the traffic volumes at the location of the traffic monitoring device is 5 vehicles per day.

Traffic monitoring data from the period 10 December to 26 March (inclusive) was downloaded and analysed to evaluate the local traffic patterns during the trial opening of the emergency fire access. Given that the traffic counters did not directly measure vehicles using the fire access, traffic data was calibrated with vehicles counted via the covert cameras. Calibrating in this manner gives a more accurate understanding of vehicle usage of the emergency fire access, rather than vehicle usage of Wymond Road. Figure 2 shows daily traffic volumes of vehicles using the fire access track.

The average daily traffic volumes at the location of the traffic monitoring device for the monitoring period was 17 vehicles per day. Whilst this volume is relatively low and would normally be easily accommodated by a local road, Wymond Road's poor geometry which significantly restricts sightlines, narrow road width and constrained roadside environment makes it unsuitable for accepting additional traffic over normal use from local residents.

As previously reported at its Ordinary Council Meeting of 9 December 2019, Wymond Road is currently not suitable for use as a permanent second access (or egress). The current road geometry is not suitable for vehicle volumes that would be generated by permanently opening Wymond Road to Old Albany Lane. Despite clear signage, the traffic monitoring figures do show that some people are still using Wymond Road as an alternative route from the Araluen Estate to the Armadale CBD and the district road network. Unless enforcement actions are taken, there is concern that if the current trial is extended that vehicle volumes using Wymond Road will tend to grow.

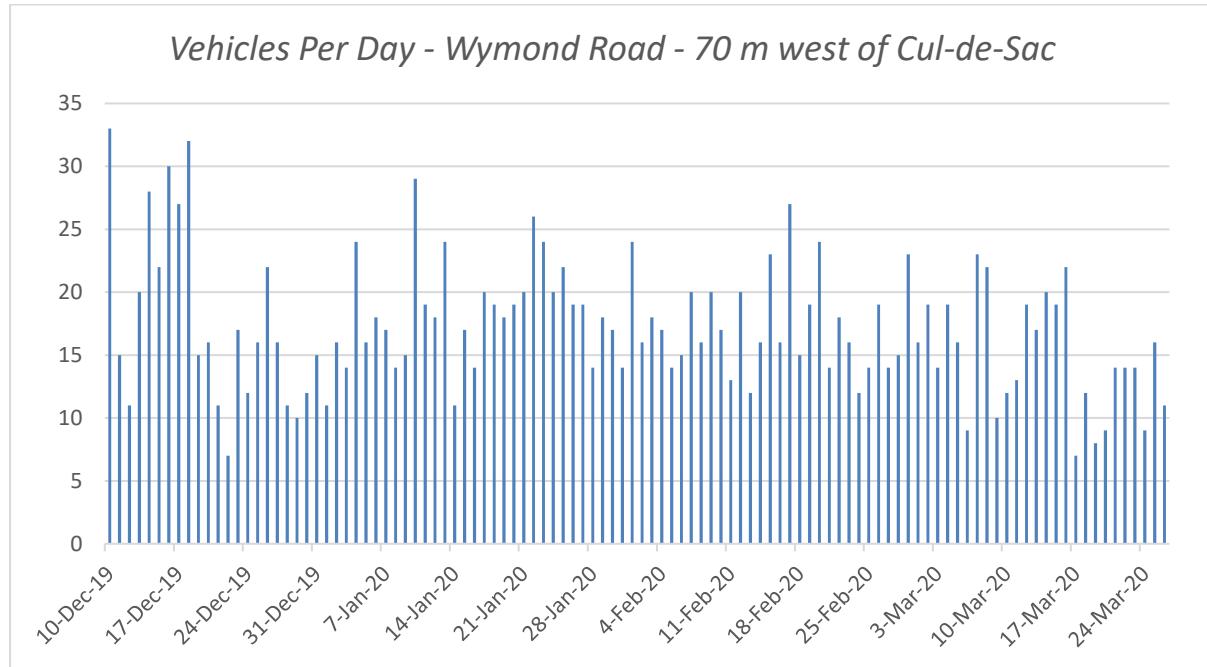


Figure 2 – Vehicles per day - Wymond Road - 70 m west of Cul-de-Sac

Ranger and Emergency Services Statistics

Patrols were conducted daily on both gates by Ranger and Emergency Services. The covert camera was monitored and the following information was recorded.

At no time throughout the Fire season 1 December 2019 – 31 March 2020 was there any Fire emergencies where any gate was required to be opened.

Patrol statistics

Patrols were conducted from 21 December 2019 through to 31 March 2020.

In that period 92 patrols were carried out.

- 92 of the 92 patrols found Armenti Road gate was always shut.
- 90 of the 92 patrols found the Wymond Road gate had been opened by unknown persons.
- 1 of 92 patrols found the gate had been opened and padlocked open with a padlock not issued by the City.
- 1 of 92 patrols found the gate had been closed and padlocked with a padlock not issued by the City.

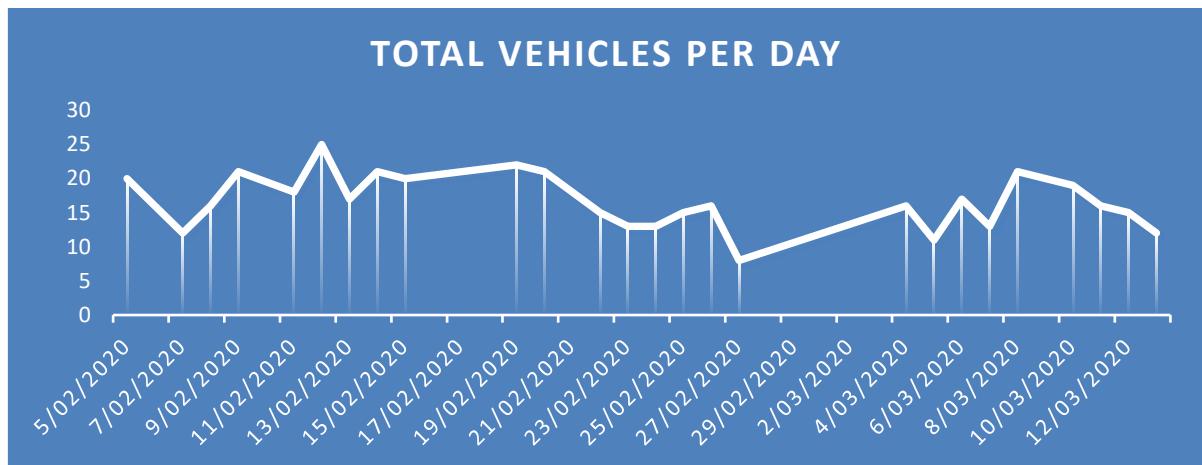
Covert Camera statistics on Wymond Road Gate

There was a delay in locating an appropriate covert camera. Subsequently footage of the gate was recorded from 5 February 2020 through to 13 March 2020.

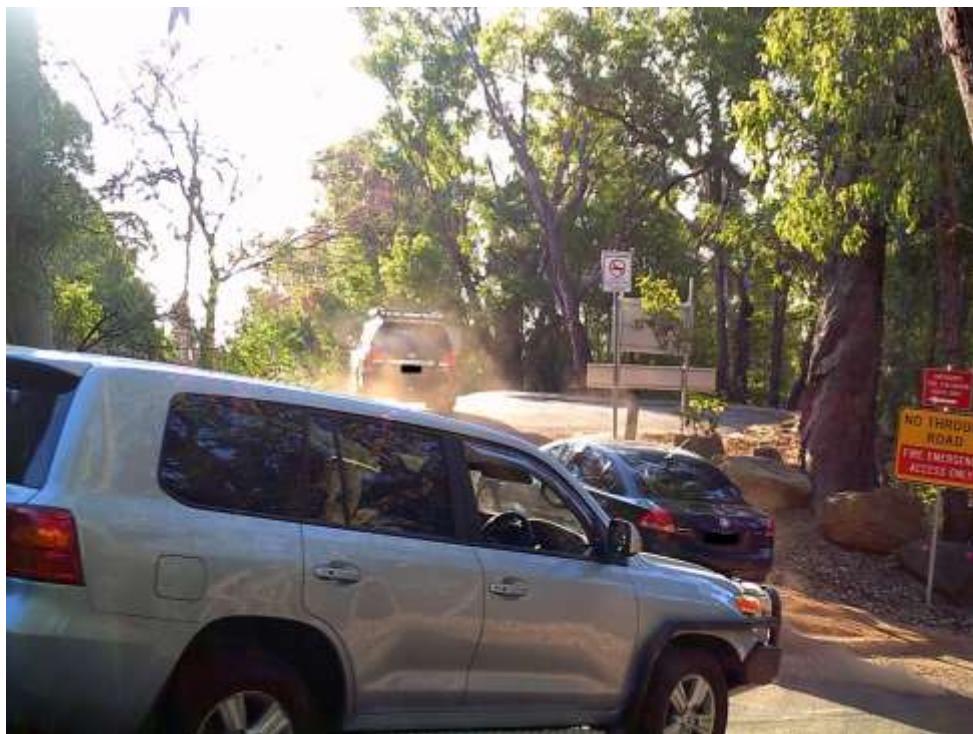
In that period 26 whole days of footage were captured.

- 433 vehicles were captured driving through the gate over the 26 day period
- There were an average of just under 17 vehicles driving through the gate per day
- Between 6pm – 8pm was the highest average time of day for vehicles passing through the gate.

- Everyday an unknown person was observed opening the gate
- Vehicles observed were, passenger vehicles, large heavy trucks, front end loaders, golf buggies and motorbikes.
- City vehicles were not included in the vehicle count.
- On most days a lot of the same vehicles bearing the same registration plates passed through the gate.



One example of vehicles captured on 12 Feb 2020 showing the use of the Fire Emergency Route



Under the Activities and Thoroughfares Local Law, the City is able to issue infringements as “Driving or taking a vehicle on a closed thoroughfare” is a prescribed offence carrying a modified penalty of \$350. Given this was a trial project no infringements were issued.

Update

Councillors received an update of the progress of the trial via a memo in February 2020 and that information was also forwarded to the Araluen Progress Association. Essentially it advised that the traffic counters, signage and covert CCTV had been installed and were being monitored daily with no formal updates planned other than the trial outcomes in this report.

Electronic Gates

Preliminary investigations suggest that there would be issues installing electronic gates in regard to mobile signal strength, access to power and shading of both sites. There are also multiple gate status signs on roads and intersections throughout the Estate that for consistency would need to also change automatically to reflect the gates status.

Electronic gates still rely on a human activating them and the risk of technological failure. Given the history of vandalism, and if the electronic gates were Council's preferred option, the likelihood of regular maintenance costs would also need to be considered.

Community Education and Awareness

Whilst not a resolution of the trial opening, community education is key factor in bushfire safety.

The Roleystone Volunteer Fire Brigade has done specific community education in Araluen before this past fire season and do it every year showing people the best routes to leave and what they should be doing on their properties.

Department of Fire and Emergency Services is delivering the 'Fire Chat' campaign and the City is delivering the booklets as part of the campaign.

Snapshot of the 5 Minute Fire Chat Campaign:

*In Bushfire every five minutes counts especially your next five minutes.
Bushfires are unpredictable and happening every year.
The single biggest killer is indecision.
To survive a bushfire you must be prepared to make your own decisions.*

*When you will leave?
Where will you go?
Which way will you go?*

Both Roleystone and Bedfordale brigades do a lot of community engagement through their Bushfire Ready volunteers and there is a presence at community events for education purposes.

Additional educational information is provided through the City's website, social media platforms and City News booklets as well as the electronic messaging boards.

Whilst signage indicates that Wymond Road is a fire emergency evacuation exit only, community engagement/education could be expanded to reinforce the fundamental purpose that it is a Fire Emergency evacuation exit only and that offenders will be subject to infringements.

COMMENT

To note in regard to Bushfire Risk, Araluen Management manages their own land and has engaged their own mitigation adviser/contractor for the last two (2) years that incorporates parkland clearing, slashing, upgrading existing firebreaks and removing the cotton bush. The City's Environmental staff and the Fire Prevention Officer conduct an onsite meeting each year.

A previous report to Council in September 2018, advised the evacuation times using Heritage Drive, Wymond Road or Armenti Road were all within acceptable limits for residents to evacuate the Estate in cases of a bush fire emergency.

Standing Committee on Environment and Public Affairs – Petition No. 129 – Araluen Residential Estate.

Councillors may be aware that the City was provided the opportunity to comment on a Petition that was submitted to the Standing Committee on Environment and Public Affairs in regard to the permanent opening of Wymond Road, Araluen Estate.

Below is an extract from the submission by the Minister for Emergency Services; Corrective Services which indicates the DFES position in regard to Wymond and Armenti Roads.

"I acknowledge the concerns of residents regarding access roads, however DFES is satisfied that there is adequate access for their services to use during emergencies."

The City's submission is attached for additional reference.

OPTIONS

Council has the following options:

1. Construct Wymond Road suitable for use as a permanent second access (or egress) road.
2. In accordance with S.3.50 of the *Local Government Act 1995*, give local public notice of the intention to order Wymond Road (the thoroughfare) be closed to the passage of vehicles other than when it is being used as a fire emergency evacuation route and inviting submissions for a two week period.
3. Receive a further report for 2. above considering the submissions to determine a final position.
4. Instruct the opening of the Wymond Road gate on very high fire or above days only as was the previous practice.
5. Instruct the opening of the Wymond Road gate from November to April as the considered appropriate fire danger period, noting the City's power to infringe misuse under the Activities and Trading in Thoroughfares and Public Places Local Law.
6. Request that the current education and community engagement be expanded with a focus on the purpose of Wymond Road as a Fire Emergency Evacuation Route only.

-
7. Note that the installation of an electronic gate for Wymond Road is not recommended as a viable option for reasons outlined in this report.

CONCLUSION

Council has received a number of reports on Wymond Road. The purpose of this report is to provide the outcomes of the trial opening conducted from December 2019 to March 2020 of leaving the Wymond and Armenti Road gates unlocked but not open. Traffic counters and CCTV footage indicate that although there was no emergency for the period, Wymond Road was used as an alternative route from the Araluen Estate to the district road network.

RECOMMEND

That Council:

1. In accordance with S.3.50 of the *Local Government Act 1995*, give local public notice of the intention to order Wymond Road (the thoroughfare) be closed to the passage of vehicles other than when it is being used as a fire emergency evacuation route and inviting submissions for a two week period.
2. Receive a further report for 1. above considering the submissions to determine a final position.
3. Instruct the unlocking (not opening) of the Wymond Road gate from November to April.
4. Note that under the *Thoroughfares Local Law*, the City is able to issue infringements for unauthorised use of Wymond / Armenti Roads
5. Request that the current bushfire education and community engagement for the Araluen Estate be expanded with a focus on the purpose of Wymond Road as a Fire Emergency Evacuation Route only.
6. Note that the installation of an electronic gate for Wymond Road is not recommended as a viable option for reasons outlined in this report.

ATTACHMENTS

1. [1](#) Standing Committee Letter
2. Confidential Attachment - Legal Advice and Insurance Advice - Wymond Road - *This matter is considered to be confidential under Section 5.23(2) (d) of the Local Government Act, as it deals with the matter involves legal advice obtained or which may be obtained by the City of Armadale*

COUNCILLORS' ITEMS

Nil

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT

Nil

MEETING DECLARED CLOSED AT _____

SUMMARY OF ATTACHMENTS		
7 JULY 2020		
ATT NO.	SUBJECT	PAGE
1.1 MAJOR EVENTS 2020		
1.1.1	Major Events Report Attachment-Arts Events Program Sep 2020 - Jan 2021	29
2.1 WAIVER OF FEES - RECREATION FACILITIES AND RESERVES		
2.1.1	Jul 2020 - Waiver of Fees-Recreation Facilities and Reserves - Recreation Hire Fees Excerpt - AnnualBudget19-20	35
2.1.2	Jul 2020 - Waiver of Fees-Recreation Facilities and Reserves - List of Current Hirers	39
3.1 WYMOND AND ARMENTI ROAD GATES TRIAL OPENING OUTCOMES		
3.1.1	Standing Committee Letter	41

Summary of the City of Armadale's Major Events: September 2020 - January 2021

Date	Event	Estimated PAX	Event Lead Time	Allocated Budget	Current Financial Commitment	Est Financial Commitment (2 months out)
10-20 Sep 2020	Armadale Hills Open Arts Studio Trail <i>(runs across ten days, below measures implemented, attendee tracking can occur – Low COVID-19 Risk^d)</i>	3,000	8 months	\$7,000 (<i>offset by \$3,500 income</i>)	\$3,000	\$3,000

Potential measures for alignment with State Government Post COVID-19 Recovery Plans:

- Numbers can be managed and a booking system could be considered.
- Clear communications of social distancing and hygiene requirements and facilities.
- Hand sanitiser or hand washing facilities will be provided at the entrance to each premises, with all attendees required to utilise prior to entry.
- Social distancing measures of 1.5m away to be promoted and maintained – pre-event promotion and event signage at entrance, in studios and any toilet facilities to remind patrons of this requirement.
- All attendee names and phone numbers can be collected on entry.
- Maximum numbers per studio as per Government regulation adhered to and displayed at each studio.
- Crosses utilised for studio queues.
- Follow Department of Health publication *COVID-19 Safety Guidance: Events*.
- COVID Safety Plan to be developed for the event utilising the Department of Health template.
- Closely working with the City's Health Services Department and following Government advice throughout the planning and implementation.

Community Benefit:

- Highlighting local artists as positive promotion Armadale.
- Economic benefit for local business through increased tourism and minor sponsorship of project.
- Contributes to community connection and spirit.
- Further capacity building of the artists working group to progress a more community driven and sustainable model.

Stakeholder Feedback:

- Artist Working Party and All Exhibiting Artists – all are in favour of this initiative proceeding safely. Eight individual studios, four shared studios and two collectives have registered for the 2020 event.
- WA Police - as with all community events Armadale Police will provide support when required. Consultation with Armadale Police Station during event planning is requested and as previously, support will be provided depending on the scale and type of event.

Date	Event	Estimated PAX	Event Lead Time	Proposed Budget Forecast 2020/21	Current Financial Commitment	Est Financial Commitment (2 months out)
4 Oct 2020	Armadale Highland Gathering and Perth Kilt Run <i>(Single day event from 8.30am to 4pm, outdoor venue, below measures implemented – High COVID-19 Risk⁴)</i>	20,000	8 months	\$155,000	\$27,000	\$27,000

Potential measures for alignment with State Government Post COVID-19 Recovery Plans:

- Clear communications of social distancing and hygiene requirements and facilities.
 - Hand sanitiser or hand wash stations will be provided at key entry points, in each toilet block and at each food vendor.
 - Social distancing measures of 1.5m away to be promoted and maintained – pre-event promotion and event signage at entrances and any toilet facilities to remind patrons of this requirement.
 - Maximum numbers for each building as per Government regulation adhered to and clearly displayed for example: ‘Maximum 20 people permitted in this building’.
 - Event seating and dining areas to maintain social distancing requirements of 1.5m and additional cleaning implemented.
 - Increased cleaning of toilet facilities for the duration of the event. Liaise with Police and Security Company regarding managing crowds to adhering to social distancing measures.
 - Crosses for queuing and tap and pay utilised for food vendors.
 - Event stallholders and attendees to be encouraged to use tap and pay facilities rather than cash.
 - All food vendors to have completed the COVID Hospitality Training and have the certificate displayed.
 - Separate and staggered starting times for the Perth Kilt Run (walkers/runners, 2.5km/5km).
 - The City’s Health & Wellbeing Officer and /or Health Services Officers having an active presence at the event to educate patrons around COVID-19 safety and other health initiatives.
 - Follow Department of Health publication *COVID-19 Safety Guidance: Events*.
 - COVID Safety Plan to be developed for the event utilising the Department of Health template.
 - Closely working with the Health Services Department and following Government advice throughout the planning and implementation.

Community Benefit:

- Showcase event for Armadale
 - Economic benefit for local business through increased tourism as people attend from all over Western Australia.
 - Contributes to community connection and spirit.
 - Increased likelihood to attract new audiences as people seek out family activities, at a time where many have been restricted or cancelled

Stakeholder Feedback:

- Armadale Highland Gathering and Perth Kilt Run Committee – all members are in favour of this event proceeding safely
 - WA Police - As with all community events Armadale Police will provide support when required. Consultation with Armadale Police Station during event planning is requested and as previously, support will be provided depending on the scale and type of event.

Date	Event	Estimated PAX	Event Lead Time	Proposed Budget Forecast 2020/21	Current Financial Commitment	Est Financial Commitment (2 months out)
Nov 2020	Hawkers Markets x2 <i>(Two evening events from 5.30pm to 8pm, outdoor venue, below measures implemented – Medium COVID-19 Risk⁴)</i>	2,000/night	3 months	\$30,000	\$0	\$0

Potential measures for alignment with State Government Post COVID-19 Recovery Plans:

- Clear communications of social distancing and hygiene requirements and facilities.
 - Hand sanitiser or hand wash facilities will be provided at key entry points, in each toilet block and at each food vendor.
 - Social distancing measures of 1.5m away to be promoted and maintained – pre-event promotion and event signage at entrances and any toilet facilities to remind patrons of this requirement.
 - Maximum numbers for each building as per Government regulation adhered to and clearly displayed for example: ‘Maximum 2 people permitted in this marquee’.
 - Increased cleaning of toilet facilities for the duration of the event.
 - Professional cleaning of park playground prior to and during the event.
 - Liaise with Police and Security Company regarding managing crowds to adhering to social distancing measures.
 - Crosses for queuing and tap and pay utilised for food vendors.
 - Event stallholders and attendees to be encouraged to use tap and pay facilities rather than cash.
 - All food vendors to have completed the COVID Hospitality Training and have the certificate displayed.
 - Event seating and dining areas to maintain social distancing requirements of 1.5m and additional cleaning implemented.
 - The City’s Health & Wellbeing Officer and /or Health Services Officers having an active presence at the event to educate patrons around COVID-19 safety and other health initiatives.
 - Follow Department of Health publication *COVID-19 Safety Guidance: Events*.
 - COVID Safety Plan to be developed for the event utilising the Department of Health template.
 - Closely working with the Health Services Department and following Government advice throughout the planning and implementation.

Community Benefit:

- Locally focused event for Armadale
 - Contributes to community connection and spirit.
 - Increased likelihood to attract new audiences as people seek out family activities, at a time where many have been restricted or cancelled, a number of local governments are leaning towards running smaller events more frequently.

Stakeholder Feedback:

- WA Police - As with all community events Armadale Police will provide support when required. Consultation with Armadale Police Station during event planning is requested and as previously, support will be provided depending on the scale and type of event.

Date	Event	Estimated PAX	Event Lead Time	Proposed Budget Forecast 2020/21	Current Financial Commitment	Est Financial Commitment (2 months out)
4 Dec 2020	Carols by Candlelight & Christmas Parade <i>(Single evening event from 6pm to 8.30pm, outdoor venue, below measures implemented – High COVID-19 Risk⁴)</i>	7,000	8 months	\$85,000	\$7,500	\$7,500

Potential measures for alignment with State Government Post COVID-19 Recovery Plans:

- Research the potential to live-stream the stage program, providing audiences with an alternative viewing option.
- Clear communications of social distancing and hygiene requirements and facilities.
- Hand sanitiser or hand washing facilities will be provided at key entry points, in each toilet block and at each food vendor.
- Social distancing measures of 1.5m away to be promoted and maintained – pre-event promotion and event signage at entrances and any toilet facilities to remind patrons of this requirement.
- Maximum numbers for each building as per Government regulation adhered to and clearly displayed for example: ‘Maximum 2 people permitted in this marquee’.
- Increased cleaning of toilet facilities for the duration of the event.
- Professional cleaning of park playground prior to and during the event.
- Liaise with Police and Security Company regarding managing crowds to adhering to social distancing measures.
- Crosses for queuing and tap and pay utilised for food vendors.
- All food vendors to have completed the COVID Hospitality Training and have the certificate displayed.
- Event stallholders and attendees to be encouraged to use tap and pay facilities rather than cash.
- Event seating and dining areas to maintain social distancing requirements of 1.5m and additional cleaning implemented.
- Social distancing measures maintained during choir and band rehearsals.
- Christmas Parade - no physical contact with audience by parade performers or groups. Increased controls implemented for the parade groups waiting area.
- Carols choir mustering area extended to include a section of the car park below the Shopping Centre.
- Social distancing maintained by stage performers with reduced choir numbers or choir rotations implemented.
- The City’s Health & Wellbeing Officer and /or Health Services Officers having an active presence at the event to educate patrons around COVID-19 safety and other health initiatives.
- Follow Department of Health publication *COVID-19 Safety Guidance: Events*.
- COVID Safety Plan to be developed for the event utilising the Department of Health template.
- Closely working with the Health Services Department and following Government advice throughout the planning and implementation.

Community Benefit:

- Locally focused event for Armadale
- Contributes to community connection and spirit – this is traditionally a happy time that people come together and think about hopes for the new year
- Increased likelihood to attract new audiences as people seek out family activities, at a time where many have been restricted or cancelled ie Perth Christmas Pageant.

Stakeholder Feedback:

- Carols Working Party (Choirs and Armadale City Concert Band) – all members are in favour of this event proceeding, they have noted that rehearsals are currently limited due to restrictions, however they do expect these restrictions to be lifted in time and are mostly able to navigate through them at this stage.
- WA Police - As with all community events Armadale Police will provide support when required. Consultation with Armadale Police Station during event planning is requested and as previously, support will be provided depending on the scale and type of event.

Schedule of Fees and Charges
For the year ended 30 June 2020

Particulars	Previous Year	Fees Excluding GST	GST	Fees Including GST
	\$	\$	\$	\$
Recreation and Culture - Continued				
Armadale Recreation Centre				
Centre Hire (All User Groups must have Public Liability Insurance)				
Court 1 or 2 community per hour	31.50	29.55	2.95	32.50
Court 1 or 2 per hour	42.00	39.36	3.94	43.30
Court 3 community per hour	45.50	42.73	4.27	47.00
Court 3 use per hour	61.00	58.82	5.68	62.50
Court 1 and 2 community per hour	57.00	53.18	5.32	58.50
Court 1 and 2 per hour	76.00	70.91	7.09	78.00
Group fitness community per hour	26.00	23.64	2.36	26.00
Group fitness per hour	34.50	31.38	3.14	34.50
Boxing studio community per hour	26.00	24.09	2.41	26.50
Boxing studio per hour	34.50	32.27	3.23	35.50
Multi-purpose community per hour	16.00	15.00	1.50	16.50
Multi-purpose per hour	21.00	19.55	1.95	21.50
Creche community per hour	17.00	15.91	1.59	17.50
Creche per hour	23.00	20.91	2.09	23.00
Meeting room	15.50	14.55	1.45	16.00
Meeting room community	12.00	11.38	1.14	12.50
Kitchen hire community per hour	14.50	13.64	1.36	15.00
Kitchen hire per hour	18.00	17.73	1.77	19.50
Gym consultation room per hour	15.50	14.55	1.45	16.00
Gym consultation room - community (25% discount on standard)	12.00	11.38	1.14	12.50
Gym room hire per hour (including equipment use)	100.00	93.64	9.36	103.00
Gym room hire per hour (including equipment use) community rate	75.00	70.00	7.00	77.00
Event staff after hours per hour (minimum 3 hours)	51.00	47.73	4.77	52.50
Portable PA system hire fee	New	40.91	4.09	45.00
Sport clubs with home based at the Armadale Recreation Centre - 20% discount on bookings				
Storage fee - small (eg cupboard) per month	15.00	13.64	1.36	15.00
Storage fee - medium (eg cage) per month	25.00	22.73	2.27	25.00
Storage fee - large (eg room) per month	35.00	31.82	3.18	35.00
Miscellaneous Fees and Charges				
Kiosk sales- wholesale cost plus up to 300% or recommended retail price				
Mascot hire 20 minutes	50.00	45.45	4.55	50.00
Staff fee per hour (Group fitness, umpires etc)	45.00	125% of hourly rate		
Any bookings cancelled within 10 business days of event		Full fees apply	Full fees apply	Full fees apply
Additional key		Full fees apply	Full fees apply	Full fees apply
Sports				
Registration fee	New	109.09	10.91	120.00
Adult / team	58.00	54.55	5.45	60.00
Junior / team	48.00	43.64	4.36	48.00
Forfeit fee senior	58.00	54.55	5.45	60.00
Forfeit fee junior	48.00	43.64	4.36	48.00
Season paid upfront - 10% discount on total price				
Casual basketball	5.00	4.55	0.45	5.00
Badminton court hire per hour	15.00	13.64	1.36	15.00
Badminton racket per person per booking	2.50	2.27	0.23	2.50
3 on 3 Basketball	24.00	21.82	2.18	24.00

Schedule of Fees and Charges
For the year ended 30 June 2020

Particulars	Previous Year	Fees Excluding GST	GST	Fees Including GST
	\$	\$	\$	\$
Recreation and Culture - Continued				
Armadale Fitness and Aquatic Centre				
Admission Fees for Swim Classes and Lessons				
Parent and baby aqua play group per session (45mins)	8.00	7.27	0.73	8.00
Child Learn-to-swim group lesson (30mins) DD (Fortnightly)	30.00	27.27	2.73	30.00
Adult Learn-to-swim group lesson (30 mins) DD (Fortnightly) (changed description)	34.00	30.91	3.09	34.00
Private lesson 1:1 (30 mins) DD (Fortnightly) (changed description)	46.00	41.82	4.18	46.00
Special needs private lesson 1:1 (30 mins) DD (Fortnightly)	25.00	22.73	2.27	25.00
Swim group coaching clinic per lesson (45 mins)	15.00	13.84	1.36	15.00
Junior lifeguard per lesson	16.00	14.55	1.45	16.00
Bronze medallion	195.00	177.27	17.73	195.00
Bronze medallion renewal	95.00	86.38	8.64	95.00
Birthday Parties				
Option 1 - Outdoor picnic shelter (2 hours hire, includes 10 children swim entry and accompanying adult & party leader for 1 hour)	100.00	136.36	13.64	150.00
Option 2 - Outdoor picnic shelter (2 hours hire, includes 10 children entry & accompanying adult & inflatable hire with party leader for 1 hour)	New	309.09	30.91	340.00
Option 3 - Club room party (2 hours hire, includes 10 children swim entry & accompanying adult & party leader for 1 hour)	120.00	181.82	18.18	200.00
Option 4 - Club room party (2 hours hire, includes 10 children entry & accompanying adult & inflatable hire with party leader for 1 hour)	New	354.55	35.45	390.00
Additional child and spectator	6.00	5.91	0.59	6.50
Birthday party leader per 30 mins (1 leader per 10 children)	40.00	No longer available		
Aqua inflatable (includes 1 leader per 10 children)	110.00	No longer available		
Equipment Hire				
Raft hire per hour	5.00	4.55	0.45	5.00
Inflatable group hire per hour excludes entry fee	110.00	145.45	14.55	160.00
Locker hire	2.00	1.82	0.18	2.00
Lane Hire				
Outdoor 50 metre pool per lane - standard rate per hour	25.00	22.73	2.27	25.00
Outdoor 50 metre pool per lane - community rate per hour	19.00	17.27	1.73	19.00
Outdoor 50 metre pool per lane - school rate per hour	14.00	12.73	1.27	14.00
Indoor 25m pool per lane -standard per hour	20.00	18.18	1.82	20.00
Indoor 25m pool per lane - community rate per hour	15.00	13.84	1.36	15.00
Indoor 25m pool per lane - school rate per hour	11.00	10.00	1.00	11.00
Learn to swim pool - standard rate per hour	30.00	27.27	2.73	30.00
Learn to swim pool - community rate per hour	22.50	20.45	2.05	22.50
Learn to swim pool - school rate per hour	17.00	15.45	1.55	17.00
Leisure pool walking lanes per lane - standard rate per hour	22.00	20.00	2.00	22.00
Leisure pool walking lanes per lane - community rate per hour	16.50	15.00	1.50	16.50
Leisure pool walking lanes per lane - school rate per hour	12.50	11.38	1.14	12.50
Program pool full pool booking per hour - standard	100.00	90.91	9.09	100.00
Program pool full pool booking per hour - community	65.00	59.09	5.91	65.00
Program pool half pool booking per hour - standard	50.00	45.45	4.55	50.00
Program pool half pool booking per hour - community	32.50	29.55	2.95	32.50
Home swim club rate per hour per lane 50m or 25m only * entry fee to be paid	1.00	0.90	0.10	1.00
Room Hire (All User Groups must have Public Liability Insurance)				
Group fitness large studio	70.00	63.64	6.36	70.00
Group fitness large studio community (25% discount on standard)	52.50	47.73	4.77	52.50
Group fitness small studio	35.00	31.82	3.18	35.00
Group fitness small studio community (25% discount on standard)	26.00	23.84	2.36	26.00
Creche	30.00	27.27	2.73	30.00
Creche community (25% discount on standard)	22.50	20.45	2.05	22.50
Large meeting/ training room	21.00	19.09	1.91	21.00
Large meeting/ training room community (25% discount on standard)	16.00	14.55	1.45	16.00
Small meeting room	15.00	13.84	1.36	15.00
Small meeting room community (25% discount on standard)	12.00	10.91	1.09	12.00
External club room	25.00	22.73	2.27	25.00
External club room community (25% discount on standard)	19.00	17.27	1.73	19.00
Kiosk	20.00	No longer available		
Kiosk community (25% discount on standard)	15.00	No longer available		
Timing room	10.00	No longer available		
Timing room community (25% discount on standard)	7.50	No longer available		
Gym consultation room	15.00	13.84	1.36	15.00
Gym consultation room - community (25% discount on standard)	12.00	10.91	1.09	12.00
Picnic shelter	15.00	13.84	1.36	15.00

Schedule of Fees and Charges
For the year ended 30 June 2020

Particulars	Previous Year	Fees Excluding GST \$	GST \$	Fees Including GST \$
Recreation and Culture - Continued				
Schools, education department, vacswim & carnivals				
Per student entry	3.00	2.73	0.27	3.00
50m pool school carnivals (non-refundable booking fee)	200.00	181.82	18.18	200.00
Half day carnival package (100 - 200 students max)	New	454.55	45.45	500.00
Full day carnival package (200+ students)	New	636.36	63.64	700.00
25m pool school carnival (non-refundable booking fee)	100.00	No longer available		
School lesson learn to swim per person per class (includes one spectator)	9.00	8.18	0.82	9.00
Any bookings cancelled 2 months - 10 days prior to booking	50% charge of full booking	50% charge of full booking		
Any bookings cancelled within 10 business days of the event	Full fees apply	Full fees apply		
Swim school suspension fee per week (changed description)	5.00	4.55	0.45	5.00
Complimentary swim school pass – valid during term or on going DD swim school for enrolled child and one adult entry.	No charge	No charge		
Vacswim Multi Passes				
Child Vacswim 10 pass - (10% discount excludes spa, sauna, steam & program pool - 3 month expiry)	43.20	39.27	3.93	43.20
Child Vacswim 20 pass - (12.5% discount excludes spa, sauna, steam & program pool - 6 month expiry)	84.00	76.36	7.64	84.00
Child Vacswim 40 pass - (15% discount excludes spa, sauna, steam & program pool - 12 month expiry)	163.20	148.36	14.84	163.20
Community Facilities and Reserves				
Category 1				
Armadale District Hall North Half Multipurpose Room, Armadale District Hall South Half Multipurpose Room, Bakers House Multipurpose Room, Bakers House Children's Activity Areas, Evelyn Gribble Community Centre Meeting Room, Frye Park Pavilion Meeting Room, Harold King Community Centre Meeting Room, Harrisdale Pavilion Club Room, Kelmscott Hall Meeting Room, Minnawarra Chapel, Piana Waters Pavilion Meeting Room, Roleystone Hall Meeting Room, Rossiter Pavilion Meeting Room, Springdale Pavilion Main Hall, any Pavilion Change Rooms (Changed Description)				
Community rate per hour	14.00	12.73	1.27	14.00
Standard rate per hour	19.00	17.27	1.73	19.00
Community function rate per hour	28.00	25.45	2.55	28.00
Standard function rate per hour	37.00	34.55	3.45	38.00
Category 2				
Armadale District Hall Multipurpose Room, Bedfordale Hall Main Hall, Bob Blackburn Pavilion Main Hall, Churchman Brook Community Centre Main Hall, Creyk Park Pavilion Main Hall, Evelyn Gribble Community Centre Multipurpose Room, Forrestdale Hall Main Hall, Harold King Community Centre Multipurpose Room 1, Harold King Community Centre Multipurpose Room 2, Kelmscott Hall Multipurpose Room, Morgan Park Pavilion Main Hall, Rossiter Pavilion Club Room, Rossiter Pavilion Multipurpose Room.				
Community rate per hour	17.00	15.45	1.55	17.00
Standard rate per hour	23.00	20.91	2.09	23.00
Community function rate per hour	34.00	30.91	3.09	34.00
Standard function rate per hour	45.00	41.82	4.18	46.00
Category 3				
Armadale District Hall Main Hall, Bakers House Main Hall, Evelyn Gribble Main Hall, Frye Park Pavilion Main Hall, Harold King Community Centre Main Hall, Harrisdale Pavilion Main Hall, John Dunn Hall, John Dunn Pavilion, Kelmscott Hall, Piana Waters Pavilion Main Hall, Roleystone Hall Main Hall, Rossiter Pavilion Main Hall.				
Community rate per hour	23.00	20.91	2.09	23.00
Standard rate per hour	31.00	28.18	2.82	31.00
Community function rate per hour	47.00	42.73	4.27	47.00
Standard function rate per hour	62.00	57.27	5.73	63.00
Audio-visual Technician	New	Full cost recovery		
Reserves - Casual and Regular Hire (not including floodlighting) (changed description)				
Admin fee for all casual reserve bookings (changed description)	40.00	36.38	3.64	40.00
Large scale special event	To be negotiated	No longer available		
Community hourly rate including schools	10.00	10.45	1.05	11.50
Community annual rate up to 4 times per week	350.00	354.55	35.45	390.00
Community annual rate up to 8 times per week	500.00	505.00	50.50	555.50
Standard groups hourly rate	15.00	13.64	1.36	15.00
Standard group annual rate up to 4 times per week	900.00	818.18	81.82	900.00
Standard group annual rate up to 8 times per week	1500.00	1,363.84	136.36	1,500.00
Active Reserve Seasonal Hire (Community Groups only) (changed description)				
Seniors (18 years of age and over) per player per season including two training sessions per week, one fixated game and change room use (changed description)	80.00	80.91	8.09	89.00
Seniors (18 years of age and over) per player per season including two training sessions per week and change room use only (changed description)	40.00	40.45	4.05	44.50

Schedule of Fees and Charges
For the year ended 30 June 2020

Particulars	Previous Year	Fees Excluding GST \$	GST \$	Fees Including GST \$
Recreation and Culture - Continued				
Junior Community Group Fees				
Active sporting reserve - per player per season or 5 hours per week community facility hire	No charge			No longer applicable
*Only applicable for not for profit junior community groups and only one of the options eg active reserve or 5 hours per week facility hire.	No charge			No longer applicable
Hard Court Fees and Charges - Club Seasonal Fees				
Hard Courts - Seasonal Hire (Community Groups only) for seniors (18 years of age and over) per player per season including two training sessions per week and one fixtured match (changed description)	40.00	38.36	3.64	40.00
Floodlighting				
Alfred Skeet Reserve Pitch 1 hourly rate	30.00	27.27	2.73	30.00
Alfred Skeet Reserve Pitch 2 and 3 hourly rate	14.00	12.73	1.27	14.00
Bob Blackburn Reserve hourly rate	14.00	12.73	1.27	14.00
Creyk Park hourly rate	14.00	12.73	1.27	14.00
Cross Park	Metered charge direct to club			Metered charge direct to club
Cross Park netball courts	Metered charge direct to club			Metered charge direct to club
Frye Park hourly rate	25.00	22.73	2.27	25.00
Gwynne Park main oval hourly rate	30.00	17.27	1.73	19.00
Gwynne Park north (junior) oval hourly rate	30.00	12.73	1.27	14.00
Gwynne Park south oval hourly rate	30.00	12.73	1.27	14.00
Harrisdale Playing Field	Metered charge direct to club			Metered charge direct to club
John Dunn Oval main hourly rate	30.00	27.27	2.73	30.00
John Dunn Oval number 2 hourly rate	30.00	27.27	2.73	30.00
John Dunn Oval number 3 hourly rate	30.00	27.27	2.73	30.00
Morgan Park hourly rate	20.00	18.18	1.82	20.00
Novell Reserve	New			
Piara Waters Oval hourly rate	27.00	24.55	2.45	27.00
Rossiter Playing Field	Metered charge direct to club			Metered charge direct to club
Rushton Park hourly rate	25.00	22.73	2.27	25.00
Springdale Park hourly rate	14.00	12.73	1.27	14.00
William Skeet Reserve hourly rate	11.00	10.00	1.00	11.00
Other				
Palomino park ground arena per day	230.00	209.09	20.91	230.00
Community Facilities and Reserves - Bonds				
Reserves with equipment	200.00	200.00	0.00	200.00
Reserves for special events	1,000.00	500.00	0.00	500.00
Bond for seasonal hirer	New	300.00	0.00	300.00
Bond for regular hirer	300.00	300.00	0.00	300.00
Bond for hourly rate booking	500.00	500.00	0.00	500.00
Bond for function rate booking	1,000.00	500.00	0.00	500.00
Lost key	Full cost recovery		No longer available	
Non-refundable deposit for all casual bookings (changed description)	80.00	72.73	7.27	80.00
Equipment Hire				
Activity trailer per day	100.00		No longer available	
Activity trailer per weekend	150.00		No longer available	
Activity trailer per long weekend	200.00		No longer available	
Activity trailer per week	300.00		No longer available	
Audio visual hire: Champion centre hourly rate	15.00		No longer available	
Bond for the above	500.00		No longer available	

COMMUNITY RATE HIRERS	
Organisation	Site
AKSC	AFAC
Armadale Triathlon Club	AFAC
Community Physio	AFAC
Masters Swim Club	AFAC
Perth Hills Tri	AFAC
Arche Health	Arena
Armadale Gymnastics Club	Arena
Community Physiotherapy	Arena
Dread Pirate Rollers	Arena
John Calvin School Roller Hockey	Arena
Pilates	Arena
Prime Movers	Arena
Redbacks Rollerskating	Arena
Revival Pentecostal Church	Arena
Seville Dragons Basketball Club	Arena
Wizards Basketball Club	Arena
Sone4	Community Facilities/Reserves
Armadale City Concert Band	Community Facilities/Reserves
Bedfordale Bandicoots Playgroup	Community Facilities/Reserves
Bedfordale Connect Inc	Community Facilities/Reserves
Bedfordale CWA	Community Facilities/Reserves
Bedfordale Residents Association	Community Facilities/Reserves
Camillo Action Group	Community Facilities/Reserves
Catch Music Inc	Community Facilities/Reserves
Child & Adolescent Health Service	Community Facilities/Reserves
Child & Adolescent Health Service (Wungong)	Community Facilities/Reserves
Churchman Brook Exercise Bootcamp	Community Facilities/Reserves
Communicare	Community Facilities/Reserves
Foothills Friendship Quilters	Community Facilities/Reserves
Iglesia ni Cristo (Church of Christ)	Community Facilities/Reserves
Impact Youth	Community Facilities/Reserves
Kelmscott and Districts Garden Club Inc	Community Facilities/Reserves
Kelmscott Homeschool Group	Community Facilities/Reserves
Kelmscott Ladies Badminton	Community Facilities/Reserves
Kelmscott Scout Group	Community Facilities/Reserves
Pentecostal Missionary Church of Christ	Community Facilities/Reserves
Perth Lighthouse Inc.	Community Facilities/Reserves
Piara Waters Toastmasters Club	Community Facilities/Reserves
Pilates with Jo	Community Facilities/Reserves
Platinum Taekwon-do	Community Facilities/Reserves
Prime Movers Inc	Community Facilities/Reserves
Read Write Now	Community Facilities/Reserves
Roleystone Theatre Group	Community Facilities/Reserves
Shotokan Karate	Community Facilities/Reserves
Southern River Church of Christ	Community Facilities/Reserves
Striker Sports	Community Facilities/Reserves
Traditional Karate Academy	Community Facilities/Reserves
University of the Third Age	Community Facilities/Reserves
Women's Lifestyle Centre	Community Facilities/Reserves

STANDARD RATE HIRERS	
Organisation	Site
360 Health + Community	AFAC
Back in Motion	AFAC
Kelly Hackett	AFAC
Kelmscott Physio	AFAC
Autumn Wind Dojo	Community Facilities/Reserves
Beyond Body	Community Facilities/Reserves
Blissful Balance Yoga	Community Facilities/Reserves
Blissful Balance Yoga	Community Facilities/Reserves
Boogie Babes	Community Facilities/Reserves
Creative Kids Art Club	Community Facilities/Reserves
First Tae Kwon Do	Community Facilities/Reserves
Helen O'Grady Drama Academy Southern Suburbs	Community Facilities/Reserves
IGKS Karate School	Community Facilities/Reserves
Infinite Limits	Community Facilities/Reserves
Kali Sikaran International	Community Facilities/Reserves
Kindy Dance Time	Community Facilities/Reserves
Paragon Performing Arts	Community Facilities/Reserves
Perth Youth Film Academy	Community Facilities/Reserves
Pilates with Laura	Community Facilities/Reserves
R B Studio	Community Facilities/Reserves
Rhee Taekwondo	Community Facilities/Reserves
Robin Ramirez	Community Facilities/Reserves
Shernie Sports (Ready Steady Go Kids)	Community Facilities/Reserves
Showtime HMS Performing Arts	Community Facilities/Reserves
Sri Lankan Academy of Creative & Performing Arts	Community Facilities/Reserves
Sri Lankan Academy of Creative & Performing Arts	Community Facilities/Reserves
The Jungle Body with Clo	Community Facilities/Reserves
The Jungle Body with Sue	Community Facilities/Reserves
The Jungle Body with Sue	Community Facilities/Reserves
TK Dance	Community Facilities/Reserves
TSKF Perth	Community Facilities/Reserves
Veena's School of Indian Dances	Community Facilities/Reserves
Vital Wellness Pilates	Community Facilities/Reserves
West Coast Academy of Martial Arts	Community Facilities/Reserves
Will & Way Pty Ltd	Community Facilities/Reserves
Zumba with Charlie	Community Facilities/Reserves



Our Ref: CE/126609/19
Your Ref: Petition No 129
Enquiries: J Abbiss, 9394 5101

23 December 2019

The Hon Mathew Swinbourn, MLC
Chair
Standing Committee on Environment and Public Affairs
Legislative Council Committee Office
Parliament House
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WEST PERTH WA 5006
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Dear Mr Swinbourn

REQUEST FOR COMMENT – PETITION # 129 - PERMANENT OPENING OF WYMOND ROAD, ARALUEN ESTATE.

I refer to your correspondence of 31 October 2019 and thank you for the opportunity to provide comment on the petition submitted to the Committee. Following the City's correspondence of 20 November 2019 and your subsequent response of 5 December 2019, the following details the City's submission provided in response to Petition #129.

As I understand it the petitioners are requesting a second permanent access be provided by the City to Araluen Estate (the Estate), with the suggestion that this access be provided via Wymond Road, which is currently a closed road accessible as a fire emergency evacuation route with a lockable gate. The petitioners seek this second permanent access for reasons of improved bushfire safety, particularly evacuation and improved emergency vehicle access. The City has engaged with local residents over a number of years regarding the access arrangements to the Estate including the fire emergency evacuation arrangements, with a summary of the previous decisions and current arrangements detailed as follows.

Access Routes to the Estate and Fire Emergency Arrangements considered during development

Access to the site and bushfire safety are two of the key issues that have been discussed and considered since the initial concepts for the Estate were first proposed in the early 1990s, approximately 29 years ago. Over that time bushfire safety has remained one of the major considerations. Planning approvals by the Western Australian Planning Commission (and its former Statutory Authorities) have been granted for a variety of proposals and stages in the Estate's overall development, which remains on-going. A summary of the previous approvals for the Estate is provided at ATT 1, along with the relevant subdivision guide plans for the Committee's information.

The regulatory regime and guidance surrounding planning for bushfire protection has also undergone several major refinements over this 29 year period. The latest bushfire protection regime, which commenced in 2015, is the first to have a dedicated State Planning Policy and a statutory state-wide Bushfire Prone Area Map together with detailed planning guidelines, which do require a second permanent access be provided to new developments of this nature. However, as specified in the Hon Minister for Transport; Planning's letter to the Committee dated 3 December 2019, the current *State Planning Policy 3.7 – Planning for Bushfire Prone Areas* does not apply retrospectively. Were significant new subdivision applications to be received by the Western Australian Planning Commission, then these guidelines would be applied to the new subdivision application areas. In the case of the Estate, there are currently three fire emergency evacuation routes, these are via the permanent access on Heritage Drive, and then via the two fire emergency evacuation routes from the Estate, these being Wymond Road to the east of the Estate and Armenti Road to the west.

Current Permanent Access Arrangements

The current permanent access to the Estate is provided via Heritage Drive. Heritage Drive is a residential access road which has the capacity to service 3000 vehicles per day and is well able to accommodate the traffic to and from the Estate. The City's most recent traffic counts on Heritage Drive which were undertaken during May 2019, recorded an average of fewer than 1,300 vehicles per day, with peak hour volumes recorded at fewer than 150 vehicles per hour.

From this perspective there is no requirement for a second permanent access to be provided on the grounds of the volume of traffic travelling to and from the Estate. However, as detailed in the petition submitted, residents within the Estate have previously proposed that the fire evacuation route gate located on Wymond Road be permanently opened to provide a second access road from the Estate.

In this regard, the City's engineers hold concerns regarding permanently opening Wymond Road in its current configuration due to the expected significant increase in traffic and the vertical and horizontal geometrics of the road, as well as the geometrics and sight distances at the intersection of Wymond and Soldiers Road.

Council considered a report on the fire emergency evacuation arrangements of the Araluen Estate at its meeting of 10 September 2018, and upon consideration of the report resolved not to support the opening of Wymond Road in its current condition as a second access route to the Estate due to its poor geometric configuration (resolution T71/9/18 refers). A full copy of the September 2018 report is provided at ATT 2 for the Committee's information.

In considering the proposed option to upgrade Wymond Road referred to in the petition, the City has completed a preliminary cost estimate to upgrade the road were the road to be permanently opened to service the expected significant increase in traffic volumes. The estimated cost in this regard is some \$4M (ex GST). This

includes the full reconstruction of Wymond Road, land acquisition, tree clearing and the provision of a roundabout at the Wymond/Soldiers Road intersection.

Fire Emergency Evacuation Arrangements from the Estate

With regard to the concerns raised in the petition around the fire emergency evacuation arrangements, as mentioned in the City's correspondence of 20 November 2019, Council considered a further report on the Estate's fire emergency evacuation route management at their meeting of 16 December 2019. A copy of the report considered by Council is attached for the Committee's information (see ATT 3).

As detailed in the December 2019 report, the fire emergency evacuation routes are gated, with locks installed to prevent day to day access to Wymond and Armenti Roads. Arrangements have been in place for the gates to be manually unlocked on 'very high' fire danger days and above. However, the arrangements in place to have the gates unlocked have not been implemented to a satisfactory degree.

In this regard, Council at its meeting of 16 December 2019, resolved to implement a trial whereby the gates will be unlocked for the remainder of the 2019/20 fire season (resolution CS/91/12/19 refers) to negate the concerns arising from occasions where the City, due to human error, does not unlock the gates during a 'very high' or above fire danger day. The City will be installing cameras and traffic counters to monitor the routes' usage to ensure they are being used for fire emergency evacuation purposes only, and not as a shortcut through to the City centre.

Following the conclusion of the trial the City will be in a position to consider arrangements regarding the ongoing management of the fire emergency evacuation routes.

The City is also investigating the possibility of installing electronic fire emergency evacuation route gates which can be remotely opened.

Although not necessarily directly related to the fire emergency evacuation arrangements, I note that the attachments provided with your correspondence detailed concerns regarding the ability of emergency services (such as the ambulance service) to access the Estate if required. The City takes any such concerns seriously and has recently verbally reconfirmed with Landgate their previous written advice that their relevant mapping data reflects the closure of Wymond Road.

Thank you again for providing the City with the opportunity to comment on the petition. As detailed in this correspondence and the supporting documentation attached, the City takes the concerns raised very seriously, and in this regard has considered the fire emergency evacuation arrangements from the Estate extensively over a considerable period of time, with significant engagement with our local community.

While construction of a second permanent access to the Estate is not required at this time, please be assured that the City continues to proactively manage and monitor the fire emergency evacuation route arrangements, and in this regard is again upgrading the route

signage to increase residents' and visitors' awareness of the arrangements; is investigating the provision of electronic fire emergency evacuation gates that can be opened remotely; and is in the process of implementing a trial for the gates to be unlocked to monitor the usage of the fire emergency evacuation routes.

Should the Committee have any further questions regarding this matter, please don't hesitate to contact me.

Kind Regards,



Ms Joanne Abbiss

CHIEF EXECUTIVE OFFICER

Encl: **ATT 1** Summary of the previous approvals and subdivision guide plans
ATT 2 Copy of report summarising the Fire Emergency Evacuation Arrangements as at 10 September 2018.
ATT 3 Copy of report considered by Council on 16 December 2019 regarding the Fire Emergency Evacuation Route Management.

ATT 1 – Summary of the previous approvals and subdivision guide plans

Original Subdivision Guide Plan 1992

The original Subdivision Guide Plan (SGP) was approved by Council and the State Planning Commission (now Western Australian Planning Commission) in 1992 as part of the Scheme Amendment to rezone the land from Rural to Special Use zone (Amendment 79 to Town Planning Scheme No. 2). The SGP included 344 residential lots, the golf course and club facilities lots.

Permanent vehicle access on the original SGP was shown as being via Bevan Road (now Heritage Drive) off Croyden Road and Thompson Road, with Armenti Road (then Bristol Road) extending to a cul-de-sac. Additional fire emergency evacuation routes were also included on the SGP being Wymond Road via Thompson Road/Old Albany Lane on the western side of the Estate and Bristol Road (now Armenti Road) on the eastern side of the Estate.

1992 Subdivision Approval

The then Department of Planning and Urban Development granted subdivision approval (SUB87599) to the creation of 279 lots with a single permanent road entry via Bevan Road (now Heritage Drive) from Croyden Road.

Revised Subdivision Guide Plan 1996

A revised SGP was adopted by Council and approved by the Western Australian Planning Commission (WAPC) in 1996. The modifications to the SGP included the addition of three (3) Holiday Chalet nodes (for up to 50 chalets) and 57 residential lots in the Eastern Valley area of the Estate. The revised SGP did not propose any changes to either the permanent access or fire emergency evacuation route elements.

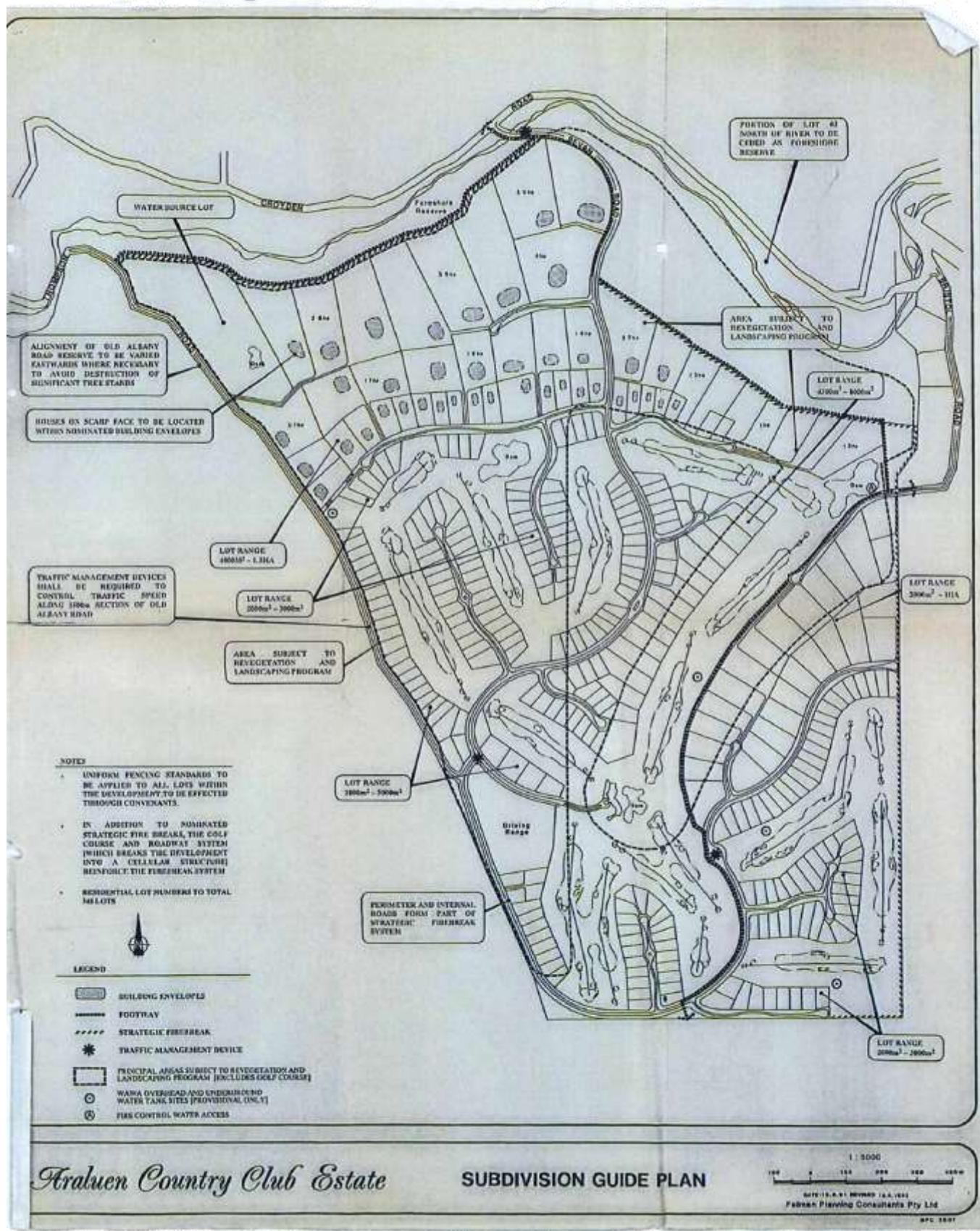
2014 Subdivision Approval – 17 lots

The Western Australian Planning Commission granted subdivision approval (SUB151283) to the creation of 16 lots on 20 April 2015 including 14 new residential lots, two (2) lots for future Holiday Chalet sites and a balance lot. This subdivision proposal was generally consistent with the revised SGP. A new improved fire emergency evacuation route to Armenti Road was also proposed as part of the application, which would follow the topography of the land. The WAPC approval was not acted upon by the developer and expired on 20 April 2019. No new subdivision application has been lodged at the Western Australian Planning Commission.

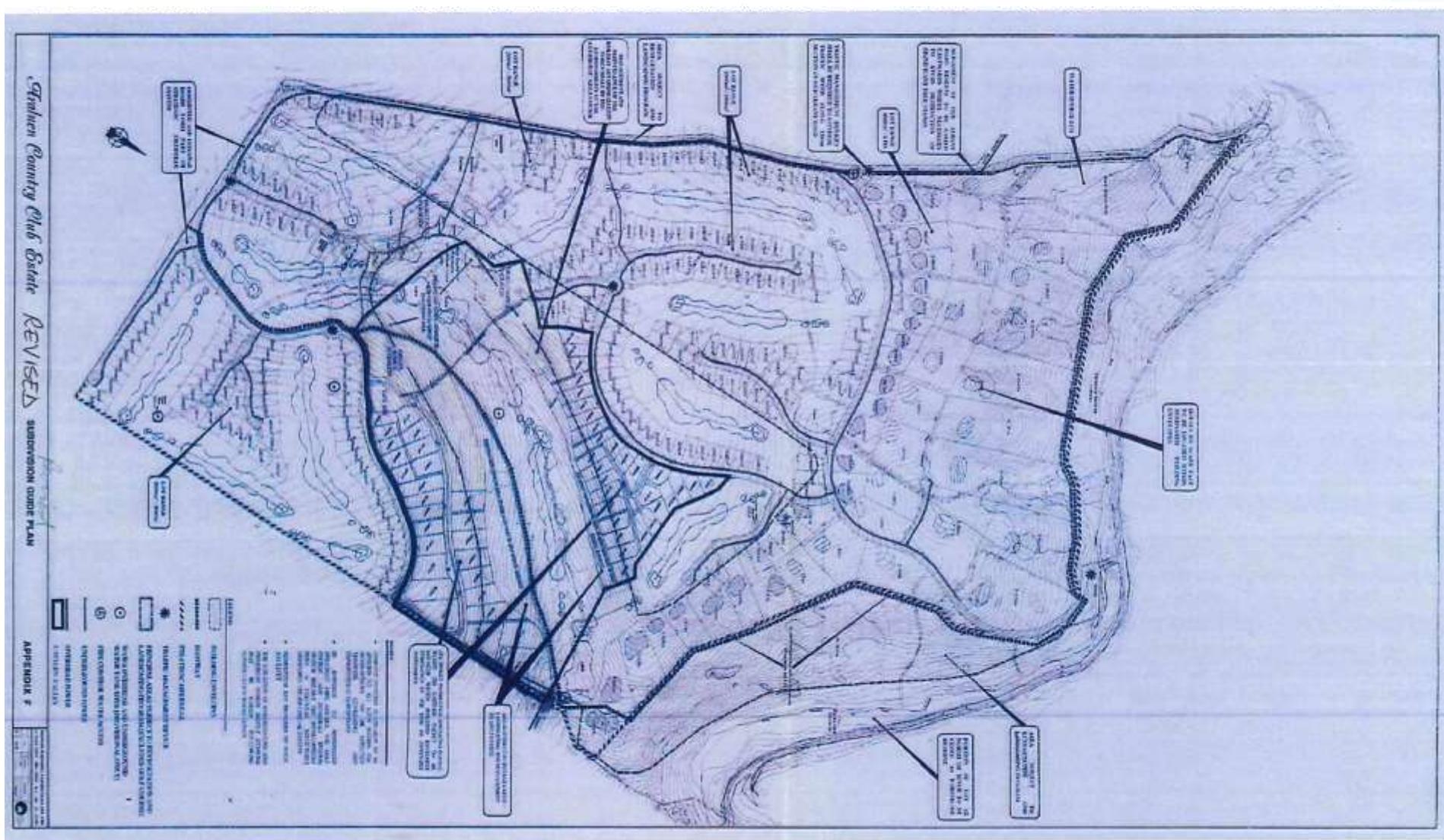
Rezoning Subdivision and Development Deed

In terms of providing a second permanent access to the Estate, the City is party to a legal (*Rezoning Subdivision and Development Deed*) agreement with the owner of the Araluen Estate whereby it is a requirement for the City, in the event of the developer extending Old Albany Lane/Thompson Road, to construct a section of Thompson Road including the bridge over the Canning River. This is likely to also involve the upgrade of Thompson Road and its intersection with Brookton Highway. This upgrade would result in a second permanent access to the Estate being provided. To date, the developer has not constructed the full extent of the portion of the Old Albany Lane/Thompson Road extension required of them by the legal

agreement (approximately an additional 440 metres) and the City is not aware of any plans on the part of the developer to construct this remaining portion in the near future. The City's legal advice is that under the Deed the obligation for the City to construct the Thompson Road upgrade has not yet arisen. There are a number of environmental, financial and amenity matters that would require consideration for this road connection. However, given the current extent of subdivision in this portion of the Estate, there does not appear to be an immediate driver for the developer to construct the last stage of their portion of Old Albany Lane.



ATTACHMENT 3.1.1 (CONT.)
Original Subdivision Guide Plan 1996



TECHNICAL SERVICES 8 3 SEPTEMBER 2018
COMMITTEE - Engineering, Design and Development COUNCIL MEETING 10 SEPTEMBER 2018

2.1 - ARALUEN ESTATE EMERGENCY EVACUATION ARRANGEMENTS

WARD	:	HILLS	In Brief:
FILE No.	:	M/551/18	<ul style="list-style-type: none">▪ Council at its meeting of 29 January 2018, requested a risk assessment of the emergency exit arrangements from the Araluen estate be undertaken.
DATE	:	28 August 2018	<ul style="list-style-type: none">▪ The risk assessment has since been completed and is detailed in this report.
REF	:	KK	<ul style="list-style-type: none">▪ This report recommends that Council note the current emergency evacuation arrangements.
RESPONSIBLE MANAGER	:	Executive Director Technical Services	

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

- 1.3 The community has the services and facilities it needs
 - 1.3.3 Advocate and share responsibility for service delivery
 - 1.3.3.1 Contribute to cooperative regional emergency management
- 2.3 Well Managed Infrastructure
 - 2.3.2 Ensure maintenance activities address required levels of service
 - 2.3.2.2 Ensure balance is maintained between Levels of Service and affordability

TECHNICAL SERVICES COMMITTEE - Engineering, Design and Development	9	3 SEPTEMBER 2018 COUNCIL MEETING 10 SEPTEMBER 2018
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Legislative Implications

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions).

Council Policy/Local Law Implications

Assessment of Policy/Local Law indicates that the following is applicable:

- FIRE 1 - Firebreaks

Budget/Financial Implications

The adoption of the recommendation contained in this report has no direct financial implication.

Consultation

- Inter Directorate.

BACKGROUND

When the Araluen estate was established in the late 1980s, the original subdivision design detailed two access routes to the estate, these being the current route via Heritage Drive, with the second route intended to be via Thompson Road. The Thompson Road route however would have resulted in very high additional costs, which at the time made the development financially non-viable and this second access road was consequently abandoned. Heritage Drive provides the main traffic access to the estate and no second access road could be justified from a traffic demand/time of travel point of view in development of the estate.

The additional two emergency evacuation routes were thereafter determined as being via Armenti Road to the east and Wymond Road to the west of the estate. The route through the estate to Armenti Road is mostly on public roads but is routed partially along the privately owned golf course as an unsealed gravel road to link to Armenti Road. The Wymond Road route however is located on public roads and is fully sealed, apart from a short gravelled section of approximately 15 metres on the boundary of the estate. Both routes have access gates installed, the locations of which are depicted in Attachment 1.

These arrangements have been in place with both emergency evacuation routes being maintained in operating condition since the establishment of the estate. There have not been any reported emergencies requiring the evacuation of the estate, although the 2011 fires started a short distance from this location.

TECHNICAL SERVICES 10 3 SEPTEMBER 2018
COMMITTEE - Engineering, Design and Development COUNCIL MEETING 10 SEPTEMBER 2018

A number of residents on Heritage Drive, in the vicinity of the Old Albany Lane intersection, have been provided with keys to the Wymond Road gate. The Wymond Road gate is opened during days when events of any magnitude are scheduled at the Araluen Botanic Park and where additional traffic is expected on Croyden Road, which is the route vehicles would have to use if leaving or accessing the estate via Heritage Drive. The gate has been the subject of a number of vandalism incidents over an extended period. These incidents have however reduced, possibly since it became known that the City has been monitoring the gate with the assistance of covert CCTV cameras.

Council at its meeting of 29 January 2018, considered a report on the emergency access arrangements to the Araluen estate and approved the replacement of the existing signs at the entrances to the fire emergency escape routes (CS1/1/18 refers). At the same meeting, Council also referred a Councillor item requesting that a risk assessment of the emergency exit arrangements from the Araluen estate be undertaken (CS12/1/18 refers). This report serves to address that requirement.

COMMENT

To provide context, when considering a full evacuation of the Araluen estate in an emergency situation, an evaluation of the maximum travel distances and times for both residents and visitors to evacuate has been carried out. The following parameters would apply, noting that the measurements are to the boundary of the estate.

Evacuation Travel Distance and Travel Time

Parameter	Route		
	Heritage	Armenti	Wymond
*Minimum Time – short prep time and speed 40-50kph	6 mins	5 mins	5 mins
*Maximum Time – panic, bottlenecks, 20-25kph, poor visibility	25 mins	38 mins	37 mins
No of Vehicles – 2 vehicles per property, and full resort parking	750	750	750
Distance – max. to estate boundary via nearest emergency exit	5.1 km	3.1 km	3.6 km

**The above evacuation time estimates have been provided by an external traffic engineering specialist who provided consultancy services on this matter.*

In the majority of situations it is expected that an evacuation of the estate would be carried out via the Heritage Drive route, this route being more easily trafficable and accepted as the usual access and egress point from the estate. As detailed in the table above, in the best case scenario, an evacuation via the Heritage Drive route could be completed in six minutes and in the worst case scenario in 25 minutes. In the event that utilising the Heritage Drive route was not possible and considering the worst case scenario, an evacuation could be completed in 38 minutes utilising the Armenti Road route.

TECHNICAL SERVICES COMMITTEE - Engineering, Design and Development	11	3 SEPTEMBER 2018 COUNCIL MEETING 10 SEPTEMBER 2018
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Current Emergency Evacuation Arrangements

The current emergency evacuation arrangements include the following:

1. The estate is required to maintain the gravelled section of the Armenti emergency evacuation route in a trafficable condition. This is performed satisfactorily by all accounts.
2. The estate is required to install and maintain fire breaks along their boundary. The City carries out annual inspections in this regard and issues notices as required. These fire breaks are currently as per requirements and have been maintained satisfactorily by the estate.
3. Both the Armenti and Wymond Road emergency evacuation routes are gated. The gates are unlocked but not opened on high fire risk days (these are days defined as Very High fire risk days under the Bureau of Meteorology's rating system, which gives a fire danger rating from Low-Moderate, High, Very High, Severe, Extreme and Catastrophic each day).
4. The Emergency Services and relevant City staff are all equipped with master keys to the gate locks; and arrangements and standard operating procedures are in place for these gates to be unlocked during emergencies.
5. In line with Council's resolution at the Ordinary Council Meeting of 29 January 2018 (recommendation CS1/1/18) both of the gates and the evacuation routes leading to them have been well signposted to guide residents and visitors to these emergency evacuation points. Examples of the signs are provided in Attachment 2.

These arrangements as outlined above are considered as being appropriate for this situation, well managed by the emergency authorities and the City Emergency Management staff. These arrangements are well supported by the estate residents and the City's civil works staff.

Considerations Regarding a Permanent Alternate Access Route to the Estate

It has been suggested on a number of occasions by local residents that the Wymond Road route should be opened to traffic permanently. The main reason provided in support of this suggestion is that a second egress point is required from a fire emergency point of view, to allow residents and visitors to evacuate the estate. A further motivation is that should Heritage Drive be temporarily closed due to an accident or other cause, then a second exit route is required. This suggestion has been investigated with the following comment provided:

- Heritage Drive has a far greater capacity to manage all the expected traffic volumes generated by the estate even if the estate were to be fully developed. Technically there is no need for a second access point. At this stage the maximum daily traffic volumes are only in the region of 1,000 vehicles per day with the peak hour volumes at below 100 vehicles per hour. The capacity of this class of road is 3000 vehicles per day.

TECHNICAL SERVICES 12 3 SEPTEMBER 2018
COMMITTEE - Engineering, Design and Development COUNCIL MEETING 10 SEPTEMBER 2018

- The suggested Wymond Road route has been assessed and it can be confirmed that this route does not comply with the required standards and requirements of a residential access road. Were this route to be constructed, it would be expected that an estimated 40% of the traffic from the estate would use this route to access the Armadale CBD, given that it would reduce the travel time. The following considerations are of particular concern when considering permanently opening the road:
 - The vertical and horizontal geometrics are very poor and would be considered unacceptable and unsafe for the expected increase in traffic.
 - The intersection of Wymond Road and Soldiers Road does not conform to the geometric requirements of more than a driveway serving a small number of properties. To open this route would require significant upgrades to this intersection in order to address the shortcomings at this location, in particular the improvement of sight distances in both directions.
 - In order to meet the required standards, a significant amount of tree clearing would be required to ensure the road would be constructed to the required standard.

The cost of construction of this route is estimated at \$2,000,000.

ANALYSIS

Risk Assessment

It is not considered appropriate that emergency evacuation routes are left open at all times, especially where the opening of such routes introduces other risk factors. This applies particularly to the Wymond Road route, which is currently of poor geometric standard and not suitable for use as a residential access road.

By unlocking the gates on days of Very High or greater fire risk as a standard operating procedure, the City will be relying on the public to obey signs and not use the route, other than in an emergency evacuation situation.

As mentioned above, in most circumstances evacuation of the estate would likely be carried out via Heritage Drive. Primarily, there are two events in which this route may prove insufficient. The first is a general emergency situation, most likely a bush fire, whereby some or all of the residents and visitors are unable to exit the estate via Heritage Drive.

The second circumstance may be a two-stage event in which the main access route, Heritage Drive, is closed; perhaps following a road traffic crash, whilst a concurrent occurrence, such as a house fire or a medical emergency means that access must be gained quickly. Whilst on a smaller scale and not necessitating a full evacuation, an alternative route would be required.

TECHNICAL SERVICES 13 3 SEPTEMBER 2018
COMMITTEE - Engineering, Design and Development COUNCIL MEETING 10 SEPTEMBER 2018

To a certain extent, these eventualities are catered for with two alternative emergency routes already available. However, in the current situation the alternative routes involve gates, padlocks and some unsealed sections of road. These elements all add time to the process.

A full evacuation through the existing permanent access is estimated to take a maximum of around 25 minutes, whilst a similar exercise through any one of the existing emergency exits could take almost 40 minutes.

These times are considered acceptable, especially when it is taken into consideration that in cases of a fire emergency, notice is almost always provided in advance.

OPTIONS

In considering the emergency evacuation arrangements, Council could:

1. Retain the current emergency evacuation arrangements.
2. Permanently open the Wymond Road route in its current condition to general traffic.
3. Upgrade the Wymond Road route to a standard residential access road at an estimated cost of approximately \$2,000,000 as a second access route to the estate.

Option 2, opening the Wymond Road route in its current condition to general traffic permanently, is considered to be a high risk option and is not recommended.

Similarly, Option 3, upgrading the Wymond Road route to a standard residential access road (at an estimated cost of \$2,000,000), is considered to be a very costly option for little return.

Given the existing emergency access arrangements are considered appropriate, with the evacuation travel times being acceptable, Option 1 is recommended.

CONCLUSION

The emergency route management arrangements at the Araluen estate are considered to be well managed, with good cooperation between the estate and the Fire and Emergency staff of the City. The firebreaks are addressed annually and the emergency routes managed appropriately. The emergency evacuation routes are well signposted and are clear to visitors and residents.

The existing evacuation routes have been shown to provide evacuation of the estate within acceptable timeframes, with a full evacuation through the existing permanent access estimated to take a maximum of around 25 minutes; whilst a similar exercise through any one of the existing emergency exits could take almost 40 minutes. Therefore, with the management arrangements in place in the estate, the risk is considered to be well managed and appropriate for the situation and conditions in the estate.

TECHNICAL SERVICES 14 3 SEPTEMBER 2018
COMMITTEE - Engineering, Design and Development COUNCIL MEETING 10 SEPTEMBER 2018

ATTACHMENTS

- 1.❶ Location of Emergency Access Gates - Wymond and Armenti Evacuation Routes
- 2.❷ Examples of Emergency Evacuation Route Signs

Committee Discussion

Committee requested clarification of the terminology 'the estate' mentioned throughout the report and 'who' that is, as there appeared no differentiation. The Executive Director Technical Services (EDTS) clarified that 'the Estate' referred to the Araluen Golf Estate as well as the individual land owners collectively.

Committee further discussed the evacuation arrangements were reported as being well supported by residents, which the Chair clarified in that evacuation exercises were regularly conducted. The permanent opening of the Wymond Road route was agreed by the Committee to be a separate issue to that of emergency arrangements.

RECOMMEND

T71/9/18

That Council:

1. Note the report on the emergency evacuation arrangements for the Araluen estate.
2. Not support the opening of Wymond Road in its current condition as a second access route to the Araluen estate, due to its poor geometric configuration.
3. Not support the upgrading of Wymond Road to the standard of a residential access road at a cost of approximately \$2,000,000 as a second full permanent access route to the Araluen estate.

Moved Cr G Nixon
MOTION CARRIED

(7/0)

MINUTES - ORDINARY MEETING 6
OF COUNCIL

10 SEPTEMBER 2018

10.2 TECHNICAL SERVICES COMMITTEE MEETING

Report of the Technical Services Committee held on 3 September 2018.

MOVED Cr G Nixon that the report be received.

MOTION not opposed, DECLARED CARRIED

(14/0)

BUSINESS ARISING FROM REPORT

Recommendation T70/9/18 - Anti-Graffiti Initiatives Update Report - 2017/18

MOVED Cr G Nixon

That Council:

1. Receive the Anti-Graffiti Initiatives Update Report for 2017/18.
2. Continue to acknowledge the support and emphasis placed by the Armadale Police on addressing graffiti crime.
3. Continue to recognise the work undertaken by the City of Armadale Graffiti Removal Team (previously known as the Civic Pride Action Group) and convey the City's thanks for their continuing contribution.

MOTION not opposed, DECLARED CARRIED

(14/0)

Recommendation T71/9/18 - Araluen Estate Emergency Evacuation Arrangements

MOVED Cr G Nixon

That Council:

1. Note the report on the emergency evacuation arrangements for the Araluen estate.
2. Not support the opening of Wymond Road in its current condition as a second access route to the Araluen estate, due to its poor geometric configuration.
3. Not support the upgrading of Wymond Road to the standard of a residential access road at a cost of approximately \$2,000,000 as a second full permanent access route to the Araluen estate.

MOTION not opposed, DECLARED CARRIED

(14/0)

Recommendation T72/9/18 - Morgan Park Additional Sports Lighting

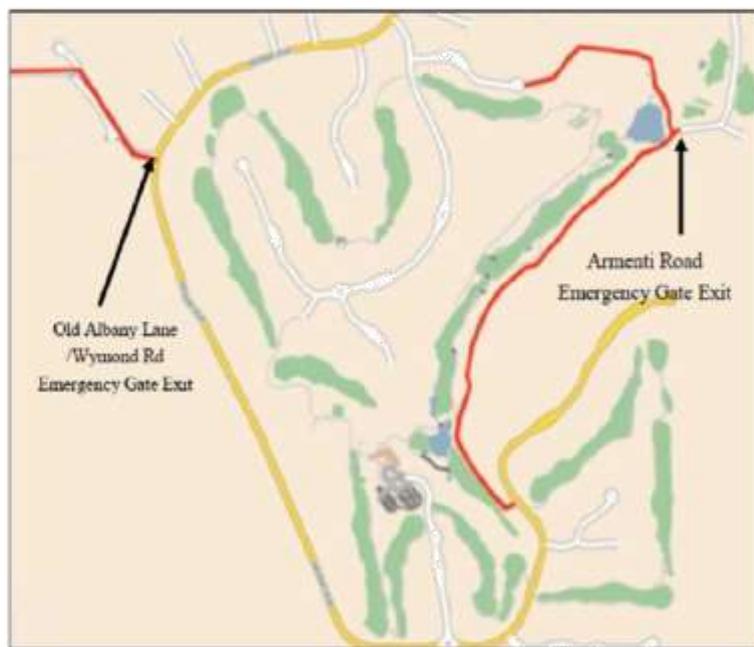
MOVED Cr G Nixon, SECONDED Cr J H Munn

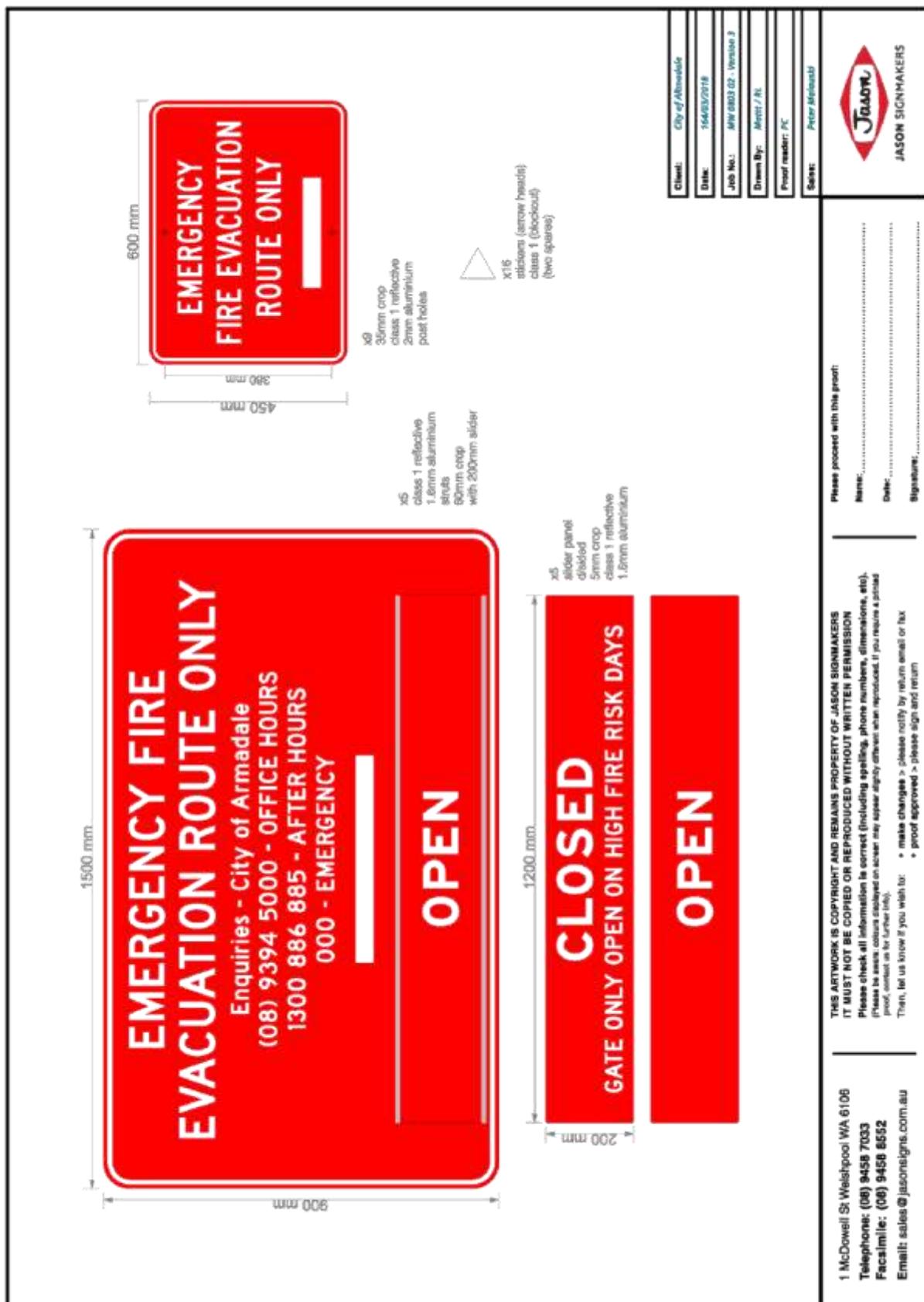
That Council, pursuant to Section 6.8 of the *Local Government Act 1995* (as amended), authorise the following expenditure:

Morgan Park Master Planning Lighting \$85,000

And;

**Location of Emergency Access Gates – Araluen Estate – Wymond and Armenti
Evacuation Routes**





CORPORATE SERVICES 9 9 DECEMBER 2019
COMMITTEE – Financial Management and Planning

Committee agreed to bring forward the following Report to this juncture of the meeting in the interests of the public gallery.

3.2 - ARALUEN ESTATE FIRE EMERGENCY EVACUATION ROUTE MANAGEMENT

WARD	:	HILLS	In Brief:
FILE No.	:	M/805/19	<ul style="list-style-type: none">▪ Council at its meeting of 10 September 2018 considered a report on the fire emergency evacuation arrangements from the Araluen Estate. Currently, there are two Fire Emergency Evacuation routes which are gated and locked, with the gates being unlocked on 'Very High' and above fire risk days.
DATE	:	3 December 2019	<ul style="list-style-type: none">▪ The arrangements for the gates to be unlocked have been found to be insufficient and accordingly alternate options for the management of the fire emergency evacuation routes have been explored.
REF	:	KA	<ul style="list-style-type: none">▪ This report recommends that Council unlock the fire emergency evacuation gates at Armenti and Wymond Roads for the remainder of the fire season on a trial basis to gauge whether these routes are used appropriately, with updated and additional signage to be installed.
RESPONSIBLE MANAGER	:	Chief Executive Officer	

Tabled Items

Nil.

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

CORPORATE SERVICES	10	9 DECEMBER 2019
COMMITTEE – Financial Management and Planning		

Officer Interest Declaration

Nil

Strategic Implications

- 1.3 The community has the services and facilities it needs
 - 1.3.3 Advocate and share responsibility for service delivery
 - 1.3.3.1 Contribute to cooperative regional emergency management

Legislative Implications

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions).

Council Policy/Local Law Implications

Assessment of Policy/Local Law indicates that the following is applicable:

- FIRE 1 - Firebreaks

Budget/Financial Implications

The adoption of the recommendation contained in this report has no direct financial implication.

Consultation

- Inter Directorate
- City Solicitors
- Executive Leadership Team (ELT)

BACKGROUND

Council would be aware of the previous considerations relating to the fire emergency evacuation route management of the Araluen Golf Estate, specifically the concerns raised by residents' relating to the perceived risk of not having the gates on the two fire emergency evacuation routes from the Estate (Armenti Road and Wymond Road) permanently unlocked. Both the Armenti and Wymond Road routes are gated. The current arrangements are that the gates are only unlocked on days designated as "Very High" or above fire risk days as defined by the Bureau of Meteorology. The main access (or egress) route from the Estate is via Heritage Drive, which is the permanent access route.

Wymond Road is currently not suitable for use as a permanent second access (or egress) road due to its non-conformance with the acceptable standards for a road for this purpose. Given the Wymond Road route provides quicker access from the Estate to the Armadale CBD and district road network, there are concerns that this route would likely be used 'day to day' as a shortcut rather than just in fire emergency evacuation situations or under traffic management conditions, if access was readily available.

The Wymond Road gate has been the subject of a number of vandalism incidents over an extended period. These incidents have however reduced, possibly since it became known that the City has been monitoring the gate with the assistance of a covert camera.

CORPORATE SERVICES
COMMITTEE – Financial Management and Planning

11

9 DECEMBER 2019

Council considered a report on the Fire Emergency Evacuation arrangements of the Araluen Estate at its meeting of 10 September 2018. Council, upon consideration of the report resolved not to support the opening of Wymond Road in its current condition as a second access route to the Estate due to its poor geometric configuration (T71/9/18 detailed below refers).

T71/9/18 - Araluen Estate Emergency Evacuation Arrangements

That Council:

1. *Note the report on the emergency evacuation arrangements for the Araluen estate.*
2. *Not support the opening of Wymond Road in its current condition as a second access route to the Araluen estate, due to its poor geometric configuration.*
3. *Not support the upgrading of Wymond Road to the standard of a residential access road at a cost of approximately \$2,000,000 as a second full permanent access route to the Araluen estate.*

The September 2018 report addressed the considerations regarding the fire emergency evacuation arrangements in some detail. These considerations can broadly be summarised as follows:

- 1 The main access via Heritage Drive has sufficient capacity to accept all traffic generated in the Estate.
- 2 That the evacuation times using Heritage Drive, Wymond Road or Armenti Road were all within acceptable limits for residents to evacuate the Estate in cases of a bush fire emergency.
- 3 Arrangements were in place to have the gates unlocked on “very high” risk or above fire danger days as defined by the Bureau of Meteorology.
- 4 The upgraded signage is clear and unambiguous in detailing where the fire emergency evacuation routes were located, and whether the gates were unlocked or not.

COMMENT

Currently, the fire emergency evacuation routes have not been permanently left open given the permanent opening of these routes introduces other risk factors. This applies particularly to the Wymond Road route which, as detailed above, is currently of poor geometric standard and not suitable for use as a second access road. However, in the event of a fire emergency where an evacuation of the Estate was required to be undertaken via one of the gated routes, a need to unlock the gates does add time to the process.

In this respect, arrangements for keys to be distributed to local residents and the emergency services and for the City to unlock the gates on days where the fire danger rating was ‘very high’ or above were implemented. However, the arrangements in place to have the gates unlocked have not been implemented to a satisfactory degree. Accordingly, alternate options have been explored as detailed below.

CORPORATE SERVICES 12 9 DECEMBER 2019
COMMITTEE – Financial Management and Planning

OPTIONS

The options considered are summarised as follows:

1 Retain the status quo.

For the reasons stated above, this option is deemed unacceptable, considering the potential risk to the public were the gates not unlocked as required due to human error.

2 Permanently open the gates on Wymond Road and Armenti Road making both roads accessible for all traffic in their current condition.

As has been reported to Council previously, Wymond Road does not meet the standards of a fully trafficable and accessible through road, and if opened in this suggested manner, there is a risk that a serious accident may occur on the road.

This option is therefore not recommended.

3 Provide a second permanent access route to the Estate by upgrading Wymond Road

Currently, permanent access to the Estate is provided via Heritage Drive. Heritage Drive is very capable of dealing with the traffic volumes generated by the Estate at this stage, having capacity to deal with 3000 vehicles per day and currently only experiencing volumes of less than half this amount under normal conditions. From a traffic perspective, there is no need to provide a second permanent access to the Estate at this time.

In terms of providing a second permanent access to the Estate, the City is party to a legal (*Rezoning Subdivision and Development Deed*) agreement with the owner of the Araluen Estate whereby it is a requirement for the City, in the event of the developer extending Old Albany Lane/Thompson Road approximately 440 metres, the City is to construct a section of Thompson Road including the bridge over the Canning River. This is likely to also involve the upgrade of Thompson Road and its intersection with Brookton Highway. This upgrade would result in a second permanent access to the Estate being provided. To date, the developer has not constructed the full extent of the portion of Old Albany Lane/Thompson Road extension required of them by the legal agreement and the City is not aware of any plans on the part of the developer to construct this remaining portion in the near future.

The City has undertaken investigations into the requirements associated with upgrading Wymond Road to the standards of a residential access road and is currently in the process of investigating potential alternative options including cost estimates associated with the Old Albany Lane/Thompson Road access.

At this early stage, it is anticipated that the cost to upgrade the Wymond Road access may be less than the costs associated with the Old Albany Lane/Thompson Road access, however it is acknowledged that there are a number of environmental and amenity matters that would require consideration for both routes. Should the developer choose to give consideration to constructing their remaining portion of Old Albany Lane, it is likely the City may consider the option of Wymond Road as a more appropriate alternative, given the likely

CORPORATE SERVICES 13 9 DECEMBER 2019
COMMITTEE – Financial Management and Planning

financial, environmental and amenity matters associated with the Old Albany Lane/Thompson Road access. However, given the current extent of subdivision in this portion of the Estate, there does not appear to be an immediate driver for the developer to construct the last stage of their portion of Old Albany Lane.

While upgrading Wymond Road to provide a second permanent access to the Estate may be considered an alternative option to address the concerns regarding the gate not being reliably unlocked during ‘very high’ or above fire conditions, the costs involved are significant and are currently not accommodated within the City’s Long Term Financial Plan, particularly given there is not a need based on current traffic volumes for a second permanent access to the Estate to be provided and that fire emergency evacuation routes are in place. It is also noted that previous subdivision approvals, which have since lapsed, indicated that when the balance of the Estate is subdivided north of the current end of Heritage Drive, that an additional road connection from the Estate would be provided via Armenti Road, which would be an improvement on the existing fire emergency access currently available in this location.

Were (partial) State or Federal funding obtained for the upgrade of Wymond Road as a second access road to the Estate and an agreement reached with the developer releasing the City from its obligations in the existing *Rezoning and Subdivision Development Deed* for the Old Albany Lane/Thompson Road link, then Option 3 may be considered to be a preferred option.

- 4 Unlock the gates during remainder of the 2019/2020 fire season only as a trial.
This option would negate the concerns arising from occasions where the City, due to human error, does not unlock the gates during a ‘very high’ or above fire danger day. Providing for the gates to be unlocked for the duration of the fire season also addresses the risk of the gates being locked and a fire occurring in the Estate on days other than ‘very high’ or above fire danger.

However, this option would require additional measures to ensure that the public do not use this route as a through road and a convenient short cut to access Albany Highway.

The additional measures are detailed as follows:

- a. The installation of additional signage to advise that this route is a fire emergency evacuation route only and is not to be used as a through route.
- b. Current signage to be updated to reflect that the fire emergency evacuation routes are unlocked until 31 March 2020.
- c. Use of a covert camera (system) to monitor unauthorised usage.
- d. The placement of traffic counters on both routes to confirm the number of vehicles using the routes, measured against the current number of users - counters were installed on 12 November 2019 to provide a baseline count for comparative purposes.

This is the recommended option.

CORPORATE SERVICES 14 9 DECEMBER 2019
COMMITTEE – Financial Management and Planning

CONCLUSION

The fire emergency evacuation of the Araluen Golf Estate has been considered seriously over a number of years by Council with significant input from the surrounding residents. While the current arrangements to manage the fire evacuation of the Estate in the event of an emergency are considered suitable and reasonable, the potential for human error to result in the gates not being unlocked has led to further consideration of these arrangements and the exploration of alternate options.

It is recommend that a trial be implemented as per Option 4 above, whereby the gates are unlocked for the full duration of the fire season, with signage and other measures implemented to gauge the success of the trial.

ATTACHMENTS

- 1.↓ Attachment - Araluen Emergency Evac Report - No Through Road Signage
- 2.↓ Araluen_Estate-Location_Thompson_

Committee Discussion

Amended by Council at
OCM – 9 December 2019

A number of options were discussed including:

- *Signage – altering the wording on the sign to be more inclusive of all Emergency services not just Fire services.*
- *Reports of some residents re-locking the gates – Could officers routinely ensure the gates are left open and perhaps a contact number be included on the sign to advise the City if that gate has been locked.*
- *Officers to make enquiries with Landgate as to the use of the road by Emergency services. Officers to enquire with Landgate as to whether there was any reason that emergency services using a GPS would be directed to use Wymond Road as the shortest route to access the Araluen Estate.*
- *That Part 5 be amended to include the words “regular updates during the trial and then” after the word “receive”.*
- *That a new Part 6 be added to include the investigation of installing a new gate.*

The recommendation was then amended to reflect the change to Part 5 and an additional Part 6.

RECOMMEND

CS91/12/19

That Council:

1. **Implement a trial unlocking (not opening) of the Wymond Road and Armenti Road Fire Emergency Evacuation route gates for the remainder of 2019/20 fire season only, i.e. until 31 March 2020.**
2. **Additional signage to be installed advising residents and road users that the routes are for fire emergency evacuation purposes only, and that the road is not to be used as a through road.**
3. **Current signage to be updated to reflect that the fire emergency evacuation routes**

CORPORATE SERVICES 15 9 DECEMBER 2019
COMMITTEE – Financial Management and Planning

are unlocked until 31 March 2020.

4. Note that covert cameras will be used and traffic counters will be installed to monitor usage and measure the number of vehicles using both routes.
5. Receive regular updates during the trial and then a report after the conclusion of the trial with specific reference to:
 - a. The number of vehicles using the routes.
 - b. The number of occasions the routes were used for fire emergency purposes.
 - c. Any persistent misuse of the routes as through roads.
6. Investigate the installation of an electronic gate to be remotely opened automatically on high fire danger and above for Wymond and Armenti Roads.

Moved Cr G Nixon
MOTION CARRIED

(7/0)



16

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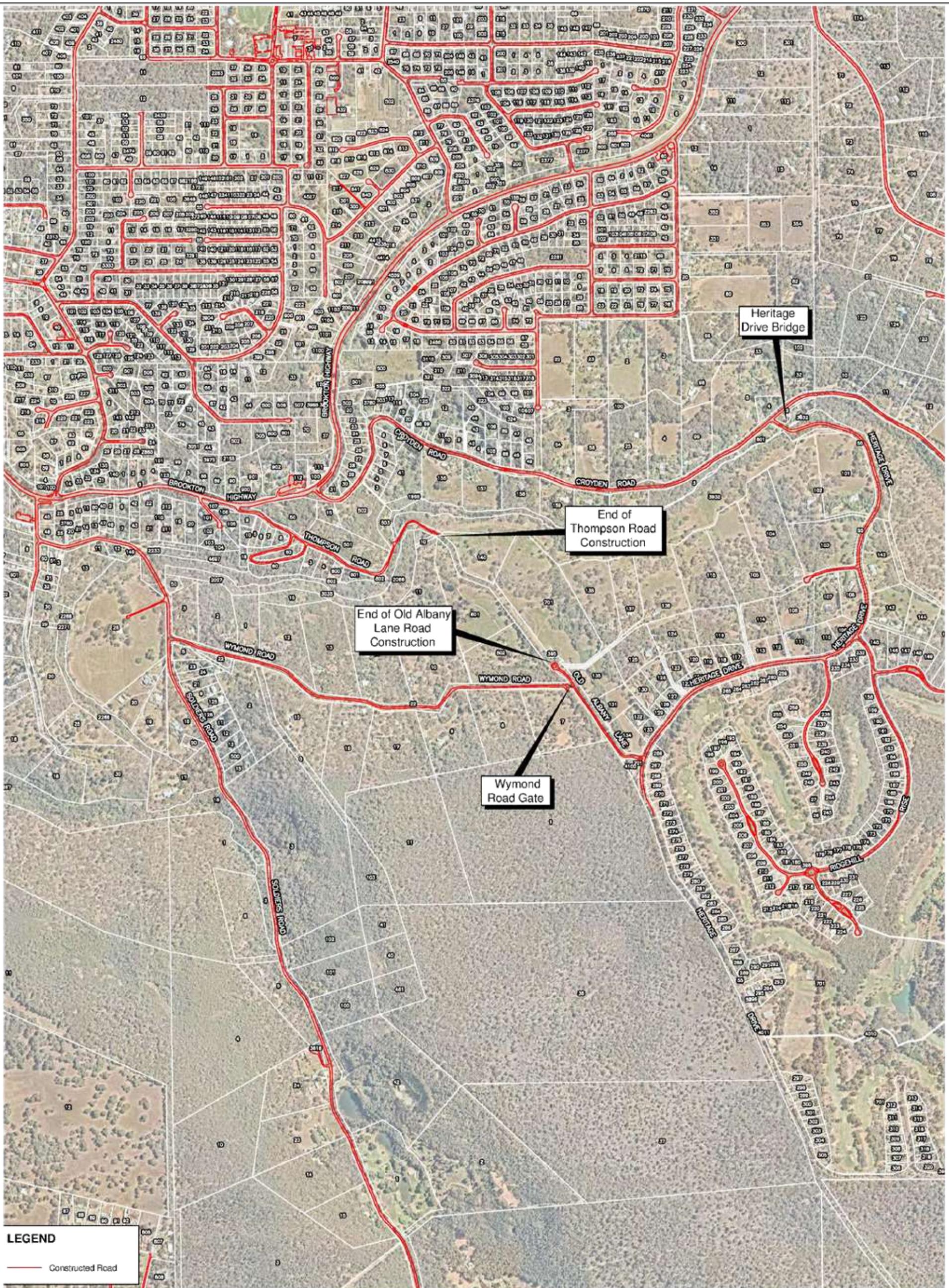
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• make changes > please notify by return email or fax
• proof approved > please sign and retain

Please proceed with this proof:

Name: _____

Date: _____

Signature: _____



Arnaluen Estate Location Plan

110 0 110 220m

SCALE 1 : 11000

Based on information provided by and with the permission of the Western Australian Land Information Authority (existing as Kartographic 2019).