

CITY OF ARMADALE

A G E N D A

OF TECHNICAL SERVICES COMMITTEE TO BE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 12 DECEMBER, AT 7.00 PM.

A meal will be served at 6.15pm.

PRESENT:

APOLOGIES:

OBSERVERS:

IN ATTENDANCE:

PUBLIC:

DISCLAIMER

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

DECLARATION OF MEMBER'S INTERESTS

QUESTION TIME

DEPUTATION

CONFIRMATION OF MINUTES

RESOLVED

**Minutes of the Technical Services Committee Meeting held on
28 November 2005, be confirmed.**

MOVED CR

MOTION LOST/CARRIED

ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 23

The following items were included for information in the “Technical Services” section:

- **Outstanding Matters**
Report on Outstanding Matters – Technical Services Committee T-1
- **Monthly / Quarterly Departmental Reports**
Technical Services Directorate Works Programme T-3
- **General Information**
Municipal Waste Advisory Council Information Bulletin T-7

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

I N D E X

TECHNICAL SERVICES COMMITTEE

12 DECEMBER 2005

ENGINEERING DESIGN AND DEVELOPMENT

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BROOKTON HIGHWAY- KELMSCOTT, REQUEST TO INSTALL A FOOTPATH BETWEEN GEMSARNA CRESCENT AND THE LOCAL SHOP

WARD River
FILE REF: RDB/21
DATE 3 November
2005
REF KP
RESPONSIBLE
MANAGER MED

In Brief:

- The City is in receipt of correspondence from a resident of Gemsarna Crescent, Kelmscott requesting a footpath be constructed along the southern side of Brookton Highway between Gemsarna Crescent and the local shop to provide safe access for her disabled son.
- **Recommend**
 1. That Council include a 2m wide footpath on Brookton Highway between Gemsarna Crescent and the local shop in the 2006/07 Footpath Programme for a total construction cost of \$12,000 and defer from the 2006/07 Footpath Programme a section of Bromfield Drive footpath until 2007/08.
 2. The resident of Gemsarna Crescent be advised of Council's action.

Tabled Items

Correspondence

Officer Interest Declaration

Nil.

Strategic Implications

Physical Infrastructure

Develop an integrated transport system including safety aspects.

Legislation Implications

Full assessment of relevant legislation indicates no restriction.

Council Policy/Local Law Implications

Full assessment of all Policies/Local Laws indicates that none are applicable.

Budget/Financial Implications

The estimated cost for the construction of the Brookton Highway footpath is \$12,000. The cost will be accommodated in the pathway programme.

Consultation

Intra Directorate.

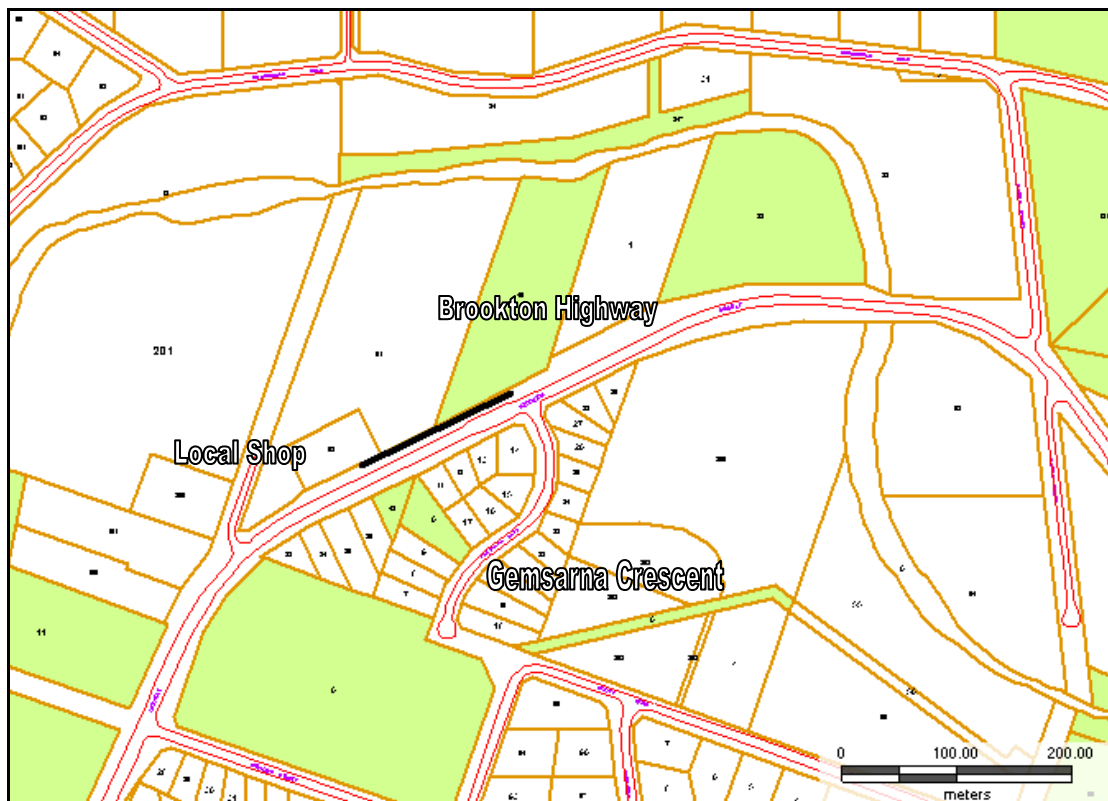
BACKGROUND

The City of Armadale is in receipt of correspondence from a resident of Gemsarna Crescent, Kelmscott, requesting a footpath along the southern side of Brookton Highway between Gemsarna Crescent and the local shop to provide safe access for her disabled son.

COMMENT

The requested section of footpath is not included in the five year Pathway Programme. The estimated cost of the proposed path is \$12,000 including all associated works.

Locality Plan



Analysis:

Further to the above request, the Technical Services Directorate assessed the relevant path and the scores are shown in the following table:

DESCRIPTION OF CRITERIA	WEIGHTING
Traffic Volume	5
Pedestrian Volume	2
Access (to Substantial Facilities)	2
Ability to walk off road	0
Road geometry	0
Infill /Link length	0
Disadvantaged Users	3
TOTAL WEIGHTING	12

Conclusion

The above analysis indicates that the total score is 12 and the current pathway programme scores for 2005-2006 are between 10-12 and for 2006-07 the weighting will be between 9-10.

Two options are available which are as follows:

- Option 1: Include in the footpath programme a 2m wide concrete footpath on Brookton Highway between Gemsarna Crescent and the local shop for construction in the 2006/07 programme for a total cost of \$12,000 and defer part of the Bromfield Drive footpath (Narrick Crt to Paterson Road) from the proposed 2006/07 programme.
- Option 2: Do nothing – the concerned resident can be asked to utilise existing bicycle lanes on Brookton Highway (this may not be a safe option).

RECOMMEND

- 1. That Council include a 2m wide footpath on Brookton Highway between Gemsarna Crescent and the local shop in the 2006/07 Footpath Programme for a total construction cost of \$12,000 and defer from 2006/07 Footpath Programme a section of Bromfield Drive footpath until 2007/08.**
- 2. The resident of Gemsarna Crescent be advised of Council's action.**

MOVED Cr
MOTION CARRIED/LOST

TRAVELSMART HOUSEHOLD PROGRAMME STAGE 3B (2005/6 TO 2008/9)

WARD All
FILE REF: ENG/3
DATE 22 November
2005
REF KP
RESPONSIBLE
MANAGER MTS

In Brief:

- The Department for Planning and Infrastructure has informed that the City of Armadale was successful in TravelSmart Household Project 3b programme.
- **Recommend**
That Council enter into a Memorandum of Understanding with the Department for Planning and Infrastructure to deliver the TravelSmart Household programme stage 3b to 15,100 residents within the City area bounded by Champion Drive, Lake Road, Albany Highway and Galliers Avenue on the proviso that Council will not make a direct financial contribution but will fund pathways to facilitate any significant increase in walking or cycling demand.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Physical Infrastructure

Develop an integrated transport system including safety aspects.

Legislation Implications

Full assessment of relevant legislation indicates no restriction.

Council Policy/Local Law Implications

Full assessment of all Policies/Local Laws indicates that none are applicable.

Budget/Financial Implications

Should Council endorse this programme then a contribution of \$63,420 + GST (total \$69,672) is requested to be paid in 2006/07.

Consultation

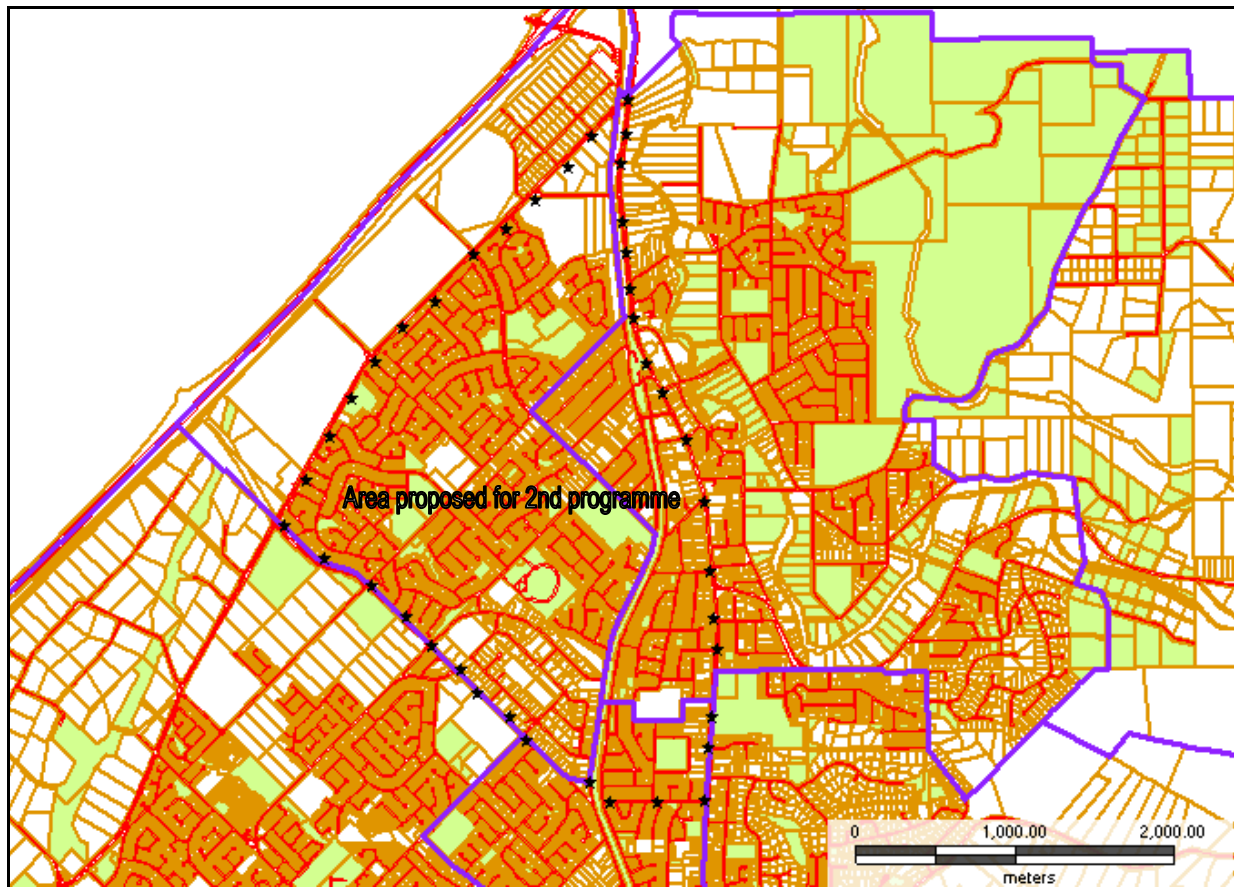
Nil.

BACKGROUND

During August/September of 2005 with a short notice, the Department for Planning and Infrastructure (DPI) was seeking expressions of interest for the Local Governments to partner in two TravelSmart programmes between 2005/06 and 2007/08. The two programmes on offer are the TravelSmart Household programme and the TravelSmart Local Government Officer Scheme.

The City of Armadale has submitted an expression of interest to DPI, subject to Council approval. The area under consideration for this project comprises the suburbs of Westfield and Kelmscott, bounded by Champion Drive, Lake Road, Albany Highway and Galliers Avenue (refer to the locality plan).

Locality Plan



DPI has informed that the City of Armadale is successful in TravelSmart Household Project stage 3b.

This programme is a travel information service for local residents that has proven to achieve car trip reductions and increase walking, cycling and public transport use. A Local Government contribution to the TravelSmart Household programme is 10% of the project cost which equates to \$63,420 + GST (total \$69,762) for City of Armadale.

COMMENT

Stage 1 of the TravelSmart programme in Armadale was comprised of the area bounded by Armadale Road, Lake Road, Champion Drive and Railway Avenue. Stage 1 of the TravelSmart Programme did not require any financial contribution from Council. This second programme is designed as an enhancement of the first programme. The targeted population is 15,100. The Department of Planning and Infrastructure is seeking a 10% contribution from Council for the second programme.

The first programme was conducted between August and November 2003 to a target population of 7,000 residents, the process was based on Individualised Marketing. The results from the evaluation showed a 9% reduction in car as driver trips and an increase in public transport use of 18%, walking 45% and cycling 29%. Measured by the number of trips,

walking proved to be the most significant mode of change (increase of 38 trips per person per year).

Overall, the combined modal share of environmentally friendly modes increased from 14% to 19% and that of the car and other motorised private modes decreased from 86% to 81%. The number of kilometres travelled per year by the car fleet in the target area decreased by 6.1 million, representing an 11% reduction in vehicle kilometres travelled.

The evaluation indicates strongly that the City of Armadale project has been very successful in achieving significant changes in personal travel behaviour.

On-Going South Perth Monitoring

The South Perth project was undertaken by Socialdata in 2000. Each year after the intervention, the WA Department of Transport commissioned Socialdata to survey travel behaviours in South Perth. The Department reports “little loss of impact after two and a half years even though no reinforcement of the behaviour change was undertaken.” The main findings were :

- decrease in car driving as mode share, in number of trips per year (75-102 trips), and average distance travelled by car (average 3-4 km per trip)
- increase in travel as a car passenger as a percentage of mode share
- sustained increase of walking as percentage of mode share and the number of trips (28-50 trips per year)
- increase in cycling
- decrease in overall average trip distance of 1-4km, mostly by reducing travel as a car driver

There was little change reported in the amount of time spent travelling, the number of activities people carried out on each trip, or the overall number of trips taken.

Project Budget and Expenditure

Project Budget:

DPI contribution of	\$570,980
Council contribution of	\$ 63,420
TOTAL	\$634,400

Project Expenditure:

Monitoring surveys	\$ 84,000
Household service	\$347,400
Information materials	\$ 72,000
Bus information modules	\$ 60,000
Project coordination	\$ 70,400
TOTAL	\$634,400

Should The City undertake this project, it will be required to sign a Memorandum of Understanding (MoU) with the Department for Planning and Infrastructure. Copy attached as Attachment “A1”

The expected timeline to deliver this project is as follows;

Memorandum of Understanding by January 2006
Baseline survey May 2006
TravelSmart service (intervention) May to September 2006
Evaluation survey May 2007
Final report on results December 2007

Three options are available :

- Option 1: Decline the opportunity to run a TravelSmart Program in the nominated area.
- Option 2: Accept the opportunity to run a TravelSmart Programme in the nominated area contributing the requested funding.
- Option 3: Accept the opportunity to run a TravelSmart Programme in the nominated area, making no financial contribution

Conclusion

It is considered that it is beneficial for the City to sign a memorandum of Understanding with the Department for Planning and Infrastructure because of the success of Stage 1 and because of the ongoing effect experienced in other TravelSmart areas. It covers the key actions and resources required to deliver the TravelSmart Household programme stage 3b to 15,100 residents within the City area bounded by Champion Drive, Lake Road, Albany Highway and Galliers Avenue.

However, the Programme, while beneficial to the community in the designated area and to public transport, greenhouse gas emission reduction and community health, does not provide any direct economic benefit to the City and its ratepayers in totality. An increased demand for paths to facilitate walking and cycling is likely to occur and the City would better serve the Programme community by making funding available for paths if required than on funding an additional demand which would be more difficult to service, financially.

It is recommended that Council choose Option 3 and explain to the Department for Planning and Infrastructure that it would prefer to fund infrastructure which would facilitate increased walking and cycling arising from a successful Travel Smart programme.

RECOMMEND

That Council enter into a Memorandum of Understanding with the Department for Planning and Infrastructure to deliver the TravelSmart Household programme stage 3b to 15,100 residents within the City area bounded by Champion Drive, Lake Road, Albany Highway and Galliers Avenue on the proviso that Council will not make a direct financial contribution but will fund pathways to facilitate any significant increase in walking or cycling demand.

MOVED Cr
MOTION CARRIED/LOST

TENDER NO.33/05 ELECTRICAL MAINTENANCE & MINOR WORKS

WARD All
FILE REF: TEN 33/05
DATE 1 December
2005
REF JNG
RESPONSIBLE
MANAGER MTS

In Brief:

- Tender 33/05 for Electrical maintenance & minor works was called.
- Three Tenders were received, only one complying.
- The tender from Armadale Kelmscott Electrical Service has been assessed as being the most advantageous to Council.
- **Recommend**
That Council accept the tendered prices from Armadale Kelmscott Electrical Services for the supply of Electrical Maintenance & minor works for the period of 24 months commencing 1 January 2006 in accordance with their submitted tender and Council's contract documentation for Tender No. 33/05

Tabled Items

Tender documents; tenders received.

Officer Interest Declaration

Nil.

Strategic Implications

Corporate Services.

To achieve maximum community benefit from effective use of resources (staff, finances and information technology).

Legislation Implications

Assessment of legislation indicates that the following regulations apply:

Local Government Act (Functions and General) Regulations 1996 s3.57 (11) (2) (f)

Council Policy/Local Law Implications

Assessment of Policy/Local Law indicates that the following are applicable”

Policy Eng5: Tendering and Purchasing Policy.

Budget/Financial Implications

Within allocated budgets for Maintenance and Minor Works.

Consultation

Officers from Parks and Gardens and Engineering Administration

BACKGROUND

Maintenance and repair of electrical components within all Council buildings, park lighting and reticulation systems are required from time to time. Due to the necessity for uninterrupted electrical services for safety and operational, Council requires a licensed Electrical Contractor who is required to be available at all times.

The existing Tender was extended from 30 June 2005 until 31 December 2005.

EXISTING CONTRACT INFORMATION

Essential details of existing contract are as follows:

Table 1 : Details of Existing Contract

CONTRACTOR	Armadale Kelmscott Electrical Services
COMMENCEMENT DATE	1 July 2003
EXPIRY DATE	30 June 2005
EXTENSION PERMITTED	Yes, Negotiated on existing schedule of rates.
CONTRACT COST	\$162,387 in Year 2004/2005
RISE AND FALL INCLUDED	Not applicable

DETAILS OF PROPOSAL

Council's objective is to provide an efficient and effective electrical maintenance programme that reduces operator and public risk. It is expected the successful contractor will carry out all electrical maintenance and minor works pertaining to Council's Buildings, Parks and Reserves. The successful Tenderer will be expected to have staff available 24 hours a day, seven days per week and 365 days per year and are expected to attend within a maximum of two hours of receiving a call to cover any emergency electrical problem that may arise.

The scope of work is limited to works not exceeding \$3,000. Works of greater value than \$3,000 will be the subject of public quotation.

COMMENT

Tender number 33/05 for Electrical Maintenance and Minor Works was advertised in the West Australian Newspaper and closed at 2:00pm on the 29 November 2005.

In addition to the Advertisement in the West Australian, the Property Management Office called known Contractors both within the City and other areas, advising them that a Tender was being called for. See attachment "A2".

Three tenders were received, two of which did not comply.

Table 2 :New Contract Information

COMMENCEMENT DATE	1 January 2006
EXPIRY DATE	31 December 2007
EXTENSION PERMITTED	Yes, Up to 12 months by negotiation
CONTRACT TYPE	Schedule of Rates
RISE AND FALL INCLUDED	Not applicable

SELECTION CRITERIA

The selection criteria and weighting for the evaluation of Tender 33/05 are:-

Table 3 : Selection Criteria

Description of Selection Criteria	Weighting
<p>Capability/competence of Tenderer to perform the work required</p> <ul style="list-style-type: none"> ▪ Qualifications, skills and experience of key personnel ▪ Plant, equipment and staff resources available ▪ Percentage of operational capacity represented by this work ▪ Quality systems 	25%
<p>Experience of Tenderer in supplying similar goods or completing similar projects</p> <ul style="list-style-type: none"> ▪ Relevant industry experience (including public sector), including details of similar work undertaken ▪ The Tenderer’s involvement in these projects, including details of outcomes produced ▪ Past record of performance and achievement ▪ References from past and present clients ▪ Occupational safety and health track record ▪ Knowledge of local Government Systems 	20%
<p>Understanding of Requirement</p> <ul style="list-style-type: none"> ▪ Level of understanding of Tender documents ▪ Level of understanding of work required ▪ Ability to meet delivery dates ▪ Warranties offered ▪ Added value items offered ▪ Special conditions included in Tender ▪ Response times 	15%
<p>Tendered Price/s</p> <ul style="list-style-type: none"> ▪ The price to supply the goods or services in accordance with the Request ▪ Rates or prices for variations 	40%
TOTAL	100%

TENDERER RANKING

The following table indicates tenderer ranking

Table 4 :Tenderer Ranking

COMPANY	RANKING
Armadale Kelmscott Electrical Service	1

TENDER EVALUATION

Two tenders were deposited in the Tender Box and one tender received by Facsimile.

Armadale Kelmscott Electrical Services	Tender Box
Ross and Tammy Electrical	Tender Box
KLM Group	Facsimile

- Ross and Tammy Electrical tender did not comply as their tender was incomplete and gave no supporting evidence of their experience or understanding of the Tender requirements. They provided a Price Schedule.
- KLM Group clarified their Tender as non-conforming and did not address the Selection Criteria section of the Tender. They provided a Price Schedule.

PRICE SCHEDULE

Armadale Kelmscott Electrical Services

Description	Hourly Rate Normal Hours \$	Hourly Rate Saturday \$	Hourly Rate After Hours \$
Trades Person	57.20	57.20	57.20
Apprentice	25.30	25.30	25.30
Trades Ass/Lab	37.95	37.95	37.95

As previously stated two tenders were non-conforming. Armadale Kelmscott Electrical Services have been Council’s electrical contractor for a number of years and have provided out satisfactory service. They are experienced contractors with an extensive knowledge of Council’s requirements and infrastructure.

RECOMMEND

That Council accept the tendered price schedule from Armadale Kelmscott Electrical Services for the supply of Electrical Maintenance and minor works for the period of 24 months commencing 1 January 2006 in accordance with their submitted tender and Council’s contract documentation for Tender No. 33/05

MOVED Cr
MOTION CARRIED/LOST

TENDER NO.32/05 – SUPPLY OF ONE MULTI-TOOLED LOADER

WARD ALL
FILE REF: TEN/32/05
DATE 1 December
2005
REF JC
RESPONSIBLE
MANAGER DTS

In Brief:

- Tender No. 32/05 was called for the supply of One Multi Tooled Loader.
- Kawasaki Loader P168 and Cat IT P129 are offered for trade or outright purchase.
- Six Tenders were received by the specified closing time.
- **Recommend**
That with Tender No. 32/05, for the Supply of One Multi Tooled Loader, Council accept the tender of CJD Equipment for the supply of one Multi Tooled Loader for \$239,695 less trade-in of Kawasaki loader (P168) for \$50,000 and outright Sale of Cat IT loader (P129) to Smith & Broughton for \$62,1420 resulting in a net payment of \$127,553 (\$140,308.30 including GST).

Tabled Items

Tenders received

Officer Interest Declaration

Nil.

Strategic Implications

Corporate Services

To achieve maximum community benefit from effective use of resources (staff, finances and information technology).

Legislation Implications

Assessment of legislation indicates that the following regulations apply:

Local Government (Functions and General Regulations 1996 s3.57 (11)(2)(f)

Council Policy/Local Law Implications

Assessment of Policies/Local Laws indicates that the following are applicable: -

Policy ENG 5 – Tendering and Purchasing.

Budget/Financial Implications

Current budget allocation \$300,000

Transactions are subject to variation and therefore reserve is based on long-term allocations.

The unspent funds must remain in the Plant Reserve.

Consultation

Departmental Coordinator/Operators/Mechanical staff.

BACKGROUND

Council currently owns a Cat IT loader and a Volvo loader that are used by Civil Services and a Kawasaki loader that is used by Support Services to load vehicles at Council's Depot.

Both machines are due for replacement.

Due to a change in work loads it is appropriate to reduce the number of loaders. Tenders were therefore called for the supply of One Multi Tooled Loader. The Cat IT loader (P129) and the Kawasaki loader (P168) were offered for either trade-in or outright purchase.

DETAILS OF TENDERS RECEIVED

Five companies have submitted tenders for the supply of one Multi-Tooled Loader.

- Westrac
- WEL-QUIP
- Hyundai
- CJD Equipment
- Hitachi.

Smith and Broughton submitted a tender for outright purchase of the Cat IT loader and the Kawasaki loader.

SELECTION CRITERIA

The selection criteria and weightings for the evaluation of the tenders are as follows

Table 1: Selection Criteria – Purchase

Item No.	Description	Weighting
1.	Tender Proposal	10%
2.	Operational Assessment	20%
3.	Mechanical Assessment	20%
4.	Whole of Life Costs	50%
	Total	100%

Tenders Received for the Supply of One Multi Tooled Loader:

Details of tenders received are as follows:

Table 2: Tenders Received

Company	CJD Equipment	Westrac	WEL-QUIP	Hitachi	Earthwest
Loader	Volvo L60E	Cat 924G	Venieri VF9015	John Deere	Hyundai HL7307
PRICE	\$239,695	\$228,436	\$202,858	\$223,292	\$171,600
Cat IT	\$57,000	\$70,000	\$65,000	\$60,000	\$54,000
Kawaski	\$50,000	\$50,000	\$35,000	\$50,000	\$36,000
* Net Price	\$132,695	\$108,436	\$102,858	\$113,292	\$81,600

Tenders Received for Outright Purchase of Multi-Tooled Loaders

Loader	Price
Cat It	\$62,142.00
Kawasaki Loader P168	\$27,492.00

TENDER EVALUATION

All five loaders were assessed for mechanical and operational performance, with three loaders being capable of carrying out the required work: the Volvo L60E, John Deere and the Cat 924G.

The loaders from WEL-QUIP and Hyundai overall rating was low as both loaders did not satisfactorily meet all the necessary criteria.

Loader	CJD Equipment	Westrac	WEL-QUIP	Hitachi	Earthwest
MODEL	Volvo L60E	Cat 924G	Venieri VF9015	John Deere	Hyundai HL7307
PRICE	\$239,695	\$228,436	\$202,858	\$223,292	\$171,600
Outright sale Cat IT	*\$62,142	\$70,000	\$65,000	*\$62,142	*\$62,142
Trade-in (Kawasaki)	\$50,000	\$50,000	\$35,000	\$50,000	\$36,000
* Net Price	\$127,553	\$108,436	\$102,858	\$111,150	\$73,458

*Net price: The Cat IT loader will be sold to Smith & Broughton who have tendered an outright purchase price which leads to the best transaction net price for inclusion in the assessment of the whole of life lost criterion.

The Volvo L60E meets all of the selection criteria and was ranked highest by the operators and mechanical staff and is most suitable to carry out the work required.

Council currently has four loaders, two of which are Volvo loaders. The Volvo has the best reputation for serviceability, operation and customer support.

TENDER RANKING

Tender Ranking is as follows:

Table 3 : Tender Ranking

Tenderer	Ranking
CJD Equipment	1
Westrac	2
Hitachi	3
WEL_QUIP	4
Hyundai	5

Referee checks were carried out with the following: Shire of Shark Bay, Shire of Corrigin, Shire of Mundaring, Shire of Coolgardie, City of Albany and Main Roads WA.

CONCLUSION

Council currently owns two Volvo loaders which have both proven to be reliable machines only requiring normal maintenance.

CJD Equipment is a well-established company who have provided a high level of service to the City of Armadale in the past for a number of machines, including graders, loaders and backhoes.

It is thus recommended that the tender be awarded to CJD Equipment, who have satisfied the selection criteria and are ranked number one in the tender evaluation.

RECOMMEND

That with Tender No. 32/05, for the Supply of One Multi Tooled Loader, Council accept the tender of CJD Equipment, for the supply of One Multi Tooled Loader for \$239,695 less trade-in of Kawasaki loader (P168) for \$50,000 and outright sale of Cat IT loader (P129) to Smith & Broughton for \$62,140 resulting in a net payment of \$127,553 (\$140,308.30 including GST)

MOVED Cr
MOTION CARRIED/LOST

ROLEYSTONE SIGNAGE

WARD Jarrah
FILE REF
DATE 21st November 2005
REF LEK/WAB
RESPONSIBLE EDTS
MANAGER

In Brief:

- Requests have been made to Main Roads WA (MRWA) to rectify the matter of lack of directional signage to Roleystone at the intersections of Albany Highway/ Brookton Highway and Tonkin Highway/Mills Road East.
- Following requests to add these signs MRWA have declined.
- A formal approach to the Minister for Planning and Infrastructure and the Member of Parliament is appropriate.
- This report therefore seeks Councils approval for Officers to approach the Minister for Planning and Infrastructure and Member for Darling Ranges for their assistance to resolving this matter.
- **Recommend**
That Council urge the Minister for Planning and Infrastructure and the Member for Darling Range to request Main Roads WA to install direction signage at the Mills Road/Tonkin Highway intersection and to replace the redundant “Brookton” sign with “Roleystone” on the signage at the Brookton Highway/Albany Highway intersection.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Social Infrastructure

Cultural Planning & Community development to enhance sense of belonging

Legislation Implications

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

Council Policy/Local Law Implications

General assessment has not revealed any applicable policies/local laws.

Budget/Financial Implications

Nil.

Consultation

Main Roads Western Australia

BACKGROUND

In November 2004 it was reported to the Technical Services Directorate that the Roleystone Business Association had contacted Main Roads WA (MRWA) regarding the lack of signage on any of the main roads (Tonkin Highway, Mills Road East and Brookton Highway) leading to the town site of Roleystone. It is understood that MRWA did not feel that any additional signage was necessary and therefore the Technical Services Directorate were asked by a Ward Councillor to look into the matter further.

MRWA advised Council that they would not approve directional signs for the following reasons:

- There would be a proliferation of such signage (visual pollution)
- The cost to install could not be justified
- The maintenance cost would be too expensive.

At its Ordinary Meeting of Council held on 20th June 2005, Council approved the application for the erection of an Illuminated Direction Sign advertising “Roleystone Shopping Centre” located on Brookton Highway near the intersection of Holden Road Roleystone – (D84/6/05)

Council has received further signage requests from local groups within the Roleystone area and despite a number of letters and discussions with MRWA - their letter of 5th August 2005 in response to Council’s requests stated the following:

“Duplication of “Council Entry Statements” in the form of ‘Suburb Entry Statement’ may lead to a proliferation of entry statement signage throughout the metropolitan area, and is not supported by Main Roads due to the negative impact of sign clutter on road-user safety.

‘Due to the above Main Roads does not support the use of suburb entry statements on Brookton Highway at Stony Brook River (west) and Raeburn Road (east).’

In October 2005, a further investigation was carried out and it was noted that with the exception of the Heritage sign located on Brookton Highway opposite Soldiers Road and the Illuminated Direction Sign advertising “Roleystone Shopping Centre” on the Holden Road and Brookton Highway there were no locality or directions signs to Roleystone.

A letter was forward to MRWA on 21st October noting that there was a lack of signage at the intersection of Albany Highway and Brookton Highway and that the only directional signage was for “Brookton” and therefore requested the placement of a “Roleystone” destination sign be placed below the Highway name sign. On inspection of the signage along the Tonkin Highway there appeared to be inconsistencies. Destination signs at various intersections included those for Lesmurdie, Forrestfield and Kewdale along with the signage for strategic Centres such as Armadale, Kalamunda, Fremantle and Midland. It was therefore requested that at the Tonkin Highway intersection of Mills Road East an intersection sign, directing traffic to Roleystone, be installed.

In MRWA’s latest letter of response dated 2nd December 2005, they state

“Roleystone is not a regional or industrial centre or is it a destination on a major route that motorists may wish to travel to. Roleystone is only a suburb within the greater metropolitan area and therefore it does not meet the criteria for the installation of directional signs on major routes.”

CONCLUSION

Whilst excessive signage is a driver distraction, insufficient direction signage is also a driver distraction. As the Tonkin Highway signage north of Mills Road is quite destination specific, the lack of consistency at this intersection is misleading.

Because MRWA is refusing to install directional signs enabling motorists to use a direct road to Roleystone, it is appropriate for Council to seek the Member for Darling Ranges as well as the Minister for Planning and Infrastructure's assistance in persuading MRWA to erect such an important sign.

The direction sign at the Brookton Highway/Albany Highway intersection has a redundant "Brookton" sign immediately below the "Brookton Highway" notation. As "Brookton" would appear to be redundant in this case, its replacement with "Roleystone" would be advantageous.

RECOMMEND

That Council urge the Minister for Planning and Infrastructure and the Member for Darling Range to request Main Roads WA to install direction signage at the Mills Road/Tonkin Highway intersection and to replace the redundant "Brookton" sign with "Roleystone" on the signage at the Brookton Highway/Albany Highway intersection.

MOVED Cr
MOTION CARRIED/LOST

ARALUEN BOTANIC PARK – TRAFFIC MANAGEMENT FOR EVENTS IN 2006

WARD Jarrah
FILE REF: EVT/1
DATE 6 December 2005
REF CB
RESPONSIBLE EDTS
MANAGER

In Brief:

The detail and recommendation of this report is extensive and is therefore summarised as follows:

- Council has received a request from Araluen Botanic Park to modify traffic arrangements on Croyden Road between Redtail Lane and McNess Drive for their 2006 festivals.
- Recommend that a meeting be arranged with the relative State Government Agencies to form a Memorandum of Understanding for traffic management on Croyden Road and that the Chief Executive Officer be authorised to negotiate the terms and conditions.
- That should the Memorandum of Understanding not be achieved in time for the 2006 Chilli Festival that Council approve the request from the Araluen Botanic Park to modify traffic movements on Croyden Road on February 11 and 12, 2006 under delegation from the Commissioner of Main Roads by Instrument of Authorisation under Regulation 297 (2) for the Road Traffic Code 2000.

Tabled Items

Araluen Botanic Park – Traffic Management Plan

Officer Interest Declaration

Nil.

Strategic Implications

Nil.

Legislation Implications

Assessment of legislation indicates that the following regulations apply:
Regulation 297 (2) Road Traffic Code 2000

Council Policy/Local Law Implications

Assessment of Policy / Local Law indicated that the following are applicable:
Council Policy ENG 3 – Road Closures for Events

Budget/Financial Implications

Nil.

Consultation

Nil.

BACKGROUND

Council will be aware of the two major events that are conducted at the Araluen Botanic Park annually namely the Chilli Festival that is conducted in February and the Tulip Festival in August and September of each year. Both of these events, because they attract large amount of visitors to the Park, necessitate the modification of traffic movement and parking on

Croyden Road between Redtail Lane and McNess Drive for local community amenity and safety purposes.

In particular it is noted that when the weather is conducive for picnics etc visitors rather than just visiting to see the floral displays tend to stay for prolonged periods resulting in less turnover of vehicles through the internal carparks. This then creates the necessity to allow parking at specific areas on Croyden Road between Redtail Lane and McNess Drive when the internal parking areas are full.

Other significant festivals that are carried out annually throughout the year that do not require modified traffic movement include:

- Blues in the Night Concert (February)
- Concert in the Park (March)
- Remembrance Day (November)
- Carols by Torchlight. (December)

In order to for Council to consider future festival events and activities that would possibly require modified traffic movement on Croyden Road, the Araluen Botanic Park was requested to advise any additional programmes that were planned for 2006.

The Araluen Botanic Park has provided the following information:

- Art in the Park (Free Entry Days)* (29 January and 30 April 2006).
- Totally Tomatoes Sunday (12 March 2006)
- Natural Healing Expo weekend (Tentative for November 2006)

It is envisaged that the “Art in the Park” and the “Totally Tomatoes Sunday” will not require any modified traffic movement, however the “Natural Healing Expo” tentatively planned for a weekend in November 2006 will quite likely require modified traffic movement on Croyden Road.

*In regard to the two “Art in the Park” events, it should be noted that these are the last of the four “Free Entry Days” into the Park in order to meet GST refund obligations. Council was advised on 4 July 2005 (T54/06/05) that the Araluen Botanic Park had received from the Australian Tax Office an approved return of the Goods and Services Tax on condition that the refund is expended on a related function. The first of the free days was held on 31 July 2005 and the second free day was held on 23 October 2005. The remaining two days will be held on 29 January and 30 April 2006 - “Art in the Park” events.

For the 2005 “Springtime Festival” Council also approved the implementation of a traffic management plan for three additional Sundays: 31 July and 7 and 14 August as a lead-up to the festival. The other days traffic management plans were implemented were Sundays 21 and 28, August, 4, 11, 18 and 25 September, Monday 26 September (Public Holiday) and Sunday 2 October 2005. In total Council approved a total of 11 days for the Araluen Botanic Park to implement traffic management plans for their Springtime Festival in 2005.

At its Ordinary Meeting of 4 July 2005 Council, as part of its approval to allow modified traffic arrangements on Croyden Road, requested the Araluen Botanic Park to provide a report following the 2005 Spring Time Festival on the effectiveness of the additional three days that modified traffic arrangements were carried out. Council resolution stated:

- T54/06/05 3. *That following the Spring Time Festival the Araluen Botanic Park advise the effectiveness of the additional three days in terms of tourism, land use, visitor numbers etc against compromising the local community amenity during these days.*

In this regard the Araluen Botanic Park has provided the following information:

Tourism

An extract from the report stated:

“Unfortunately, despite the floral display being widely acknowledged as our best yet, poor weather generally conspired to reduce the number of visitors to this event. In fact of the eleven days that were approved for traffic management, this was subsequently found to have been necessary on only four occasions.

The contingency to impose additional traffic management days as a result of the Free Entry Days on 31 July also proved to be somewhat overzealous. It is unlikely that the Free Entry Days concept will continue beyond our commitment for two more in 2005/06 (29 January and 30 April) to meet GST refund Obligations”.

Land use

Araluen Botanic Park report provided no comment on land use.

Visitor Numbers

Day	No. of Visitors	Close down	Comment
Sun July 31	1,984	4.45pm	Free entry day
Sun Aug 7	648	3.00pm	
Sun 14 Aug	642	3.30pm	Overcast and Damp
Sun 21 Aug	2,328	6.20pm	Overcast
Sun 28 Aug	1,070	2.45pm	Wet
Sun 4 Sep	2,094	4.50pm	Wet
Sun 11 Sep	2,338	4.30pm	Overcast and Rain
Sun 18 Sep	2,171	3.50pm	Cloudy
Sun 25 Sep	2,615	5.45pm	
Mon 26 Sep	3,063	5.45pm	
Sun 2 Oct	1,137	3.00pm	Wet

Note: Parking on Croyden Road was only required for Sunday 21 August, Sunday 11 and 25 and Monday 26 September 2005.

Upon request the Araluen Botanic Park also supplied the following visitor numbers for their Spring Time Festival (Tulip Festival) for the months - August, September and October over the last five years.

Year	Number of Visitors
2001	- 56,394
2002	- 79,478
2003	- 58,425
2004	- 62,791

2005	-	50,291
Total	-	307,379 or an average of 61,476 visitors per year.

It should be noted that despite the additional three days that Council approved for the traffic management plan to be in place on Croyden Road the actual visitor numbers for 2005 was 20% lower than that of 2004. The main reason attributed to this was the amount of wet and overcast days that were experienced.

COMMENT

Council is aware that the Araluen Botanic Park is a State Government Instrumentality and that it has no regulatory powers over State Government activities. Constitutionally subordinate levels of government may not impose conditions on higher levels and it is only in very recent times that local governments have been consulted by state authorities seeking to change their operations.

In this regard Council has no power to determine if the Araluen Botanic Park can hold an event or not or how many days that the event shall be conducted. Council's only powers lie in the management of the road environment outside of the Park when they do choose to have an event, as that road has been placed in Council's care and control – and even then only through delegated power from the Commissioner for Main Roads.

In other words Council only acknowledges that the Araluen Botanic Park is going to have an event and then determines if there is a need to impose traffic management requirements under its duty of care to its community.

Council could refuse to impose a traffic management plan and allow traffic chaos to occur. However that would not be a responsible action or seen as reasonable behaviour given the historical knowledge of the number of people attending these events.

DETAILS OF PROPOSAL

In previous years Council has received individual applications (at times with little notice) from the Araluen Botanic Park to approve modified traffic movements on Croyden Road for their Chilli and Tulip Festivals.

In order for Council to be fully informed of the various festivals that are planned for 2006, in particular those that require traffic modifications to Croyden Road, the Araluen Botanic Park was requested to provide details of all their forthcoming activities as previously mentioned.

As can be seen there are two definite festivals that will require the implementation of traffic management plans on Croyden Road next year, these being the Chilli Festival and the Spring Time Festival (Tulips). There is also the likelihood that the Natural Healing Expo tentatively planned for a weekend in November 2006 will also require a traffic management plan to be implemented.

In this regard the Araluen Botanic Park will be seeking Council's approval to implement traffic management plans on 10 definite occasions, and possibly 12 during the course of 2006, these being:

1. Chilli Festival Saturday 11 and Sunday 12 February 2 days
2. Spring Time Festival Sunday August 20 and 27
September 3, 10, 17 and 24, October 1 and Monday October 2. 8 days

3. Natural Healing Expo Saturday and Sunday in November 2 days

The amount of days that traffic modification took place on Croyden Road associated with the Araluen Botanic Park totalled 13 during 2005 (Tulip festival x 11 and Chilli festival x 2). Council will remember the amount of community dissatisfaction that was expressed when the additional three days that were approved for the 2005 Spring Time Festival.

However as previously stated Council has no power to determine how many events can be held at the Araluen Botanic Park. Council's only power lies in the management of the road environment that is placed under its care and control as delegated from the Commissioner for Main Roads.

Options

Under the present conditions there are four options that are available to Council.

Option 1

Council can not approve the request to implement traffic management on Croyden Road and let the events take care of themselves; however it would be seen that Council has neglected its duty of care and would be deemed irresponsible given its knowledge of visitors attending these events and the traffic chaos that can be generated due to both motorists' and community frustrations.

Option 2

Council could restrict the number of days that a traffic management plan could be implemented during 2006 and that the Araluen Botanic Park would then have to manage their festivals with the set number of days available to them.

Option 3

Council could continue to manage the traffic arrangements as present by approving the number of days that the Araluen Botanic Park requires a traffic management plan to be implemented.

Option 4

Considering that the Araluen Botanic Festivals are State Government run events with very little direct benefit to the City, the whole issue of traffic management could be referred to Main Roads WA and the WA Police to coordinate and implement under their respective legislations and that Council's only action would be to acknowledge that traffic usage on Croyden Road would be modified on such occasions.

Analysis

Option 1

Is not considered viable for the reasons already stated.

Option 2

Is considered a possibility as it will inform the local and business community that Council have listened to their concerns and frustrations by restricting the amount of days that the Araluen Botanic Park can modify traffic movement along Croyden Road. It should be noted however that even by restricting the number of approved traffic management days there will be still be no control on the number of visitors that could arrive at the Park at any one time. Accordingly, due to such numbers that generally arrive at peak times (10.00am and 2.00pm) it would then have the potential to cause serious traffic and safety issues.

Option 3

The status quo to remain as present with community and business dissatisfaction.

Option 4

The Executive Director Technical Services arrange a meeting with representatives from Main Roads WA, WA Police, Department of Planning and Infrastructure, Araluen Botanic Park and Council Officers to discuss a Memorandum of Understanding for the management of traffic issues along Croyden Road for the annual Park festivals.

This option may not be able to be implemented in time for the 2006 Chilli Festival due to the limited time available to determine the conditions for Memorandum of Understanding that all parties would agree to.

It should also be noted that this option will only remove the City as the responsible agency replacing it with the State Government. This arrangement will make little or no change to the overall management of traffic movement on the day nor will it resolve local community or business dissatisfaction with the amended traffic arrangements.

Conclusion

In view of the historical knowledge of traffic volumes that occur during the Araluen Botanic Park's major festivals and of the increasing number of events that may require additional traffic management plans to be in operation on Croyden Road, it is inappropriate for the Council to not approve the traffic management arrangements even though there is a strong community dissension and dissatisfaction of having their normal day to day living standards disrupted.

Council could continue to approve the modified traffic arrangements on Croyden Road under the responsibility of a professional road traffic management agency as present until the alternate entrance into the Park has been developed. This will continue to cause local community and business frustration and anger as has been expressed particularly during and following the 2005 Tulip festival.

It is recommended that Council adopt Option 4; that the Executive Director Technical Services arrange a meeting with representatives at a suitable level from Main Roads WA, WA Police, Department of Planning and Infrastructure, Araluen Botanic Park and Council Officers to discuss a Memorandum of Understanding for the management of traffic issues along Croyden Road when the Park have their annual festivals that require traffic management plans to be implemented.

Should the conditions of the Memorandum of Understanding not be finalised in time for the 2006 Chilli Festival that Council approve the modified traffic arrangements on Croyden Road between Redtail Lane and McNess Drive under delegated authority from the Commissioner of Main Roads WA under Regulation 297 (2) of the Road Traffic Code 2000. Council resolution (T96/08/05) refers:

“That the Council authorise the signing of Instrument of Authorisation with Main Roads Western Australia to allow the implementation of traffic control on roads in accordance with the “Traffic Management for Works on Roads Code of Practice”.

RECOMMEND

- 1. That Council authorises the Executive Director Technical Services to arrange a meeting with representatives from Main Roads WA, WA Police, Department of Planning and Infrastructure, Araluen Botanic Park and Council Officers to discuss a Memorandum of Understanding for the management of traffic issues along Croyden Road when the Park have their annual festivals that require traffic management plans to be implemented and delegate to the Chief Executive Officer the authority to negotiate with the State Government representatives the conditions of the Memorandum of Understanding.**

- 2. That should the Memorandum of Understanding not be reached in time for the 2006 Chilli Festival that approval be granted to the Araluen Botanic Foundation (Inc) for the modified traffic arrangements to operate on Croyden Road, Roleystone from Redtail Lane to the entrance to the Brenton Rose Farm on Saturday 11 and Sunday 12 February 2006 subject to the following conditions:**
 - a) That the Araluen Botanic Park employ a professional traffic management company to implement and manage the road traffic modification on each of the above dates.**

 - b) That the Araluen Botanic Foundation (Inc) advise all relevant emergency service authorities and surrounding landowners of the new proposed traffic arrangements**

 - c) That Araluen Botanic Foundation (Inc) seeks approval from Main Road WA to erect appropriate signage along Brookton Highway advising motorists of the alternate route to the Park that is via Gardiner Road.**

 - d) That the Araluen Botanic Park (Inc) undertakes a heavy media promotional advertising exercise promoting access to the Park via Gardiner Road.**

3. **That subject to Point 3 above, Council note that the closure of Croyden Road between Redtail Lane and the intersection of McNess Drive will be implemented under the approved Instrument of Agreement as issued by the Commissioner of Main Roads WA - Regulation 297(2) of the Road Traffic Code 2000.**

MOVED Cr

MOTION CARRIED/LOST

LATE ITEMS

COUNCILLORS' ITEMS

MEETING CLOSED _____PM.

TECHNICAL SERVICES COMMITTEE
SUMMARY OF "A" ATTACHMENTS
12 DECEMBER 2005

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A-2	Tender No. 33/05 Electrical Maintenance & Minor Works	35
A-3		
A-4		
A-5		



Department for Planning
and Infrastructure

**Memorandum of
Understanding
Between Department for
Planning and Infrastructure
and City of Armadale On the
Delivery of TravelSmart
Household**

November 2005



1. Scope and area definition

This Memorandum of Understanding (MoU) is made between the Department for Planning and Infrastructure and the City of Armadale. It covers the key actions and resourcing required to deliver the TravelSmart Household program to 15,100 residents within the City of Armadale area.

The project area is agreed to be the area bounded by Lake Road, Albany Highway, Galliers Avenue and Champion Drive. The geographical boundaries will be agreed between project partners to include a maximum target population of 15,100 persons in one contiguous area.

The current TravelSmart Household program has State Government funding commitment sufficient (with partner funding contributions) to deliver the service to approximately 260,000 persons across the Metropolitan area. This program is called TravelSmart Stage 3 and will be delivered between 2005/6 and 2008/9. The Australian Greenhouse Office has provided funding under the Greenhouse Gas Abatement Program. Each project included in the program will be delivered to households over a period of four months and be supported by development and monitoring phases stretching more than 12 months.

The project delivers information and motivation services at a household level and (based upon TravelSmart Stage 2 results) is projected to achieve in the order of: a 10% reduction in car trips and similar increases in cycling, walking and public transport use.

The major components of project delivery are:

- Baseline and evaluation travel surveys
- Cycling and walking materials
- Public transport materials (stop side information and pocket timetables)
- Travel behaviour change services (identification of and contact with households to establish, and meet, travel information needs)
- Support services for residents wishing to trial alternative transport options

In addition public transport capacity and service changes may be implemented in some areas prior to TravelSmart Household to provide the best possible system.



3. Project Plan

The target completion dates for the City of Armadale project milestones are:

- Baseline travel survey – May 2006
- Installation of modules and information content – May 2006
- Announcement letter to households / telephone contact phase- June 2006
- Supply of materials (pocket timetables, cycling leaflets, walking pack) – July 2006
- Completion of information delivery / home visit phase – September 2006
- Evaluation travel survey – May 2007

Endorsement

This Memorandum of Understanding is made between:

A handwritten signature in black ink, appearing to read "M J M...".

Executive Director Urban Policy
Department for Planning and Infrastructure

A handwritten date in black ink, "25/11/05".

Dated

Chief Executive Officer
City of Armadale

Dated



7 Orchard Avenue Armadale Western Australia 6112
Locked Bag 2 Armadale Western Australia 6992
Telephone (08) 9399 0111 Facsimile (08) 9399 0184
Email info@armadale.wa.gov.au

FACSIMILE *Message*

To: John Glassford, Manager Property **From:** Hilary Phillips-Ryley
Fax: 9399 0184 **Pages:** 1
Date: 24th November 2005 **File:** TEN33/05
Re: **SUPPLY OF ELECTRICAL MAINTENANCE AND MINOR WORKS TEN 33/05**

Dear John

As requested, I telephoned several different electrical firms, asking if they would like to tender for the Supply of Electrical Maintenance and Minor Works.

1. Dale Electrics thanked us for considering them but they have enough work on at the moment. Please consider them next time.
2. Magenta appeared to have ceased trading as the telephone number was unobtainable.
3. L.M. Poole & Co do not normally tender as they have enough work thank you.

Kind Regards



HILARY PHILLIPS-RYLEY
Administration Support Officer