

# 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, 28 FEBRUARY 2005, AT 7.00 PM.**

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*A meal will be served at 6.15pm.*

**PRESENT:**

**APOLOGIES:**

**OBSERVERS:**

**IN ATTENDANCE:**

**PUBLIC:**

## **DISCLAIMER**

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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**

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## **DEPUTATION**

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## **QUESTION TIME**

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## **CONFIRMATION OF MINUTES**

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### **RESOLVED**

**Minutes of the Technical Services Committee Meeting held on 24 January 2005, be confirmed.**

**MOVED Cr**

**SECONDED Cr**

## **ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 4**

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

- **Outstanding Matters**  
Report on Outstanding Matters –Community Services Committee ..... T-1
- **Works Programme**  
Technical Services Directorate – January to March 2005 ..... T-2
- **Minutes from Occasional Advisory Committees**  
Bungendore Park Management Committee Minutes – November 2004..... T-5  
Armadale Settlers Common – January 2005 ..... T-12
- **General**  
Review of the City of Armadale ‘State of the Environment Report’ ..... T-17

*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

28 FEBRUARY 2005

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**PARKS AND RESERVES PRESENTATION – COST OF MAINTENANCE  
PROGRAMME / STAFF REVIEW**

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WARD All  
FILE REF RES/1  
DATE 28 February 2005  
REF PL  
RESPONSIBLE EDTS  
MANAGER

**In Brief:**

- An assessment of the City's Parks and Reserves Department operations has been undertaken and highlights that the current service levels are significantly below industry standards and community expectations.
- A maintenance budget in the order of \$4 million would be required to achieve service levels equivalent to most similar Councils or \$3.2 million to achieve minimum expected standards (current Parks maintenance budget allocation is \$2.5 million)
- The need for additional resources to:
  - a) provide funds required for extended tree maintenance in power lines.
  - b) upgrade mowing service levels
  - c) provide specialist Nature Reserve maintenance
  - d) provide dedicated town centre maintenance.
- **Recommend**
  1. That the impact on the 15 Year Financial Plan of the addition of \$610,000 of new funding to the Technical Services Directorate budget allocation from the 2005/2006 Financial Year and all following years for Parks and Reserves expenditure be assessed during the next 15 Year Financial Plan Review.
  2. That if the impact is such that the additional funding cannot be provided, the current service levels be established as the delivered standard.
  3. That it be noted that the additional expenditure is for existing parks and reserves only and that other asset types eg. buildings are also served at lower than industry standards.

**Tabled Items**

The City's Manager Parks will present to the Committee a PowerPoint presentation giving an overview of the Parks and Reserves maintenance programme cost and staffing review.

**Officer Interest Declaration**

Nil.

**Strategic Implications**

Physical Infrastructure

2. *Implement long term preventative maintenance and refurbishment programs*
  - 2.1 a) *Determine levels of service based on community needs, infrastructure standards, refurbishment requirements and public liability.*
  - b) *Identify the need for reserve funds and overall level of funding for preventative maintenance and refurbishment.*
4. *Enhance townscapes and parkland to complement our natural environment and bushland reserves.*
- 5.2 *Maintain, conserve and improve our natural environments and bushland reserves, including rivers and streams.*

### **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**

\$610,000pa currently unfunded within the 5 Year Parks Works Programme or 15 Year Financial Plan.

This funding level applies only to existing Parks and Reserves and does not allow for growth through new developments.

### **Consultation**

Nil.

## **BACKGROUND**

As reported in previous years it should be noted that the budget allocations for New Works and Asset Preservation do not adequately address the pressing need to upgrade much of Council's ageing park infrastructure such as bores, irrigation systems, water tanks, electrical cabinets, playgrounds, park furniture and fixtures, lighting, paths, cricket nets and pitches, hard courts and turf renovation programs.

Failure to address these issues will result in large capital expenditure to replace failed infrastructure or the removal of infrastructure which has become potentially hazardous.

Current park maintenance allocations do not allow Council to achieve the industry standards expected by the community.

As a result of failing infrastructure, increasing annual demands and complaints about service level, the City's Manager Parks and Staff have been assessing the Parks and Reserves Department operations and service levels under the following categories:

- Strengths and weaknesses
- Parks objectives within the Technical Services Directorate
- Public image and public relations
- Promoting a sense of unity and purpose within all staff levels of Parks Department
- Local / regional importance of each reserve
- Community demands on Parks Department
- Ongoing adjustment process to increase efficiency and cost effectiveness
- Create a positive work environment
- Labour saving techniques eg. weed control, spraying verges, pruning program
- Frequency of various operations eg mowing, fertilizing, irrigation
- Community participation to complement Council maintenance
- New developments/designs to suit location and needs
- Long term community benefits
- Positive public relations

However apart from continuing to make incremental changes to existing programmes and services, it is equally important to address outcome deficiencies in programmes and identify the means by which to resolve them.

Within the City of Armadale Principal Activity Plan - Parks and Reserves Department the following “principal” activities apply and are under review as outlined in this report:

**Scope**

- Development and maintenance of parks, reserves, playgrounds and sporting reserves

**Objective**

- To provide safe, attractive, cost and socially effective areas for recreation and enjoyment of public open space

**Performance Measures**

- Usage levels of parks, reserves, playgrounds and sporting reserves
- Maintenance costs as compared to other similar local governments
- Completion of development projects to budget, time frame and agreed standards
- The extent to which the community is satisfied with Council’s standard of parks and reserves

Parks maintenance operations funding has increased due to:

- Consumer Price Index increase
- Reallocation of funds from development works
- New maintenance commitments
- New POS maintenance
- Increased volume of work requests
- Occupational Safety and Health requirements
- Inspection regimes / Risk Management

However management is not about the preservation of the status quo - it is about change and vision and requires strategic planning.

**DETAILS OF PROPOSAL**

The City’s Coordinator Parks has reviewed the service level benchmarks for the City of Armadale Parks Department’s operations including the expenditure to deliver the services.

This was then compared with what the Parks and Gardens industry generally would consider to be the minimum service level for everything we do: mowing, tree pruning, fertilizing, pump and bore servicing, play equipment inspection and maintenance and so on.

Following this exercise it was found that the City of Armadale Parks Department is currently operating on around half of what Councils with the City’s area of reserves allocate to Parks and Reserves maintenance. As the budget is around half of what other Councils expend, service levels are around half of what other Councils deliver.

*Parks and Reserves Department - Scheduled Activities and Frequency, Standard Frequencies in the Parks Industry, Cost of Maintenance Programme is at Attachment “A1” of the Agenda (see Summary of Attachments – Green Page).*

## COMMENT AND ANALYSIS

To ensure an industry standard level of service equivalent to many other Councils in Perth the City would require a budget of around \$4 million to be committed to its parks and reserves maintenance.

To enable the City to at least carry out the basics to a minimum comparative standard would require a budget allocation of around \$3.2 million

Delivery of a level of service acceptable to our community and to meet our duty of care obligations is not possible with the \$2.5million currently allocated. Council needs to determine the City's Parks and Reserves service level standards, future maintenance commitments and ageing asset infrastructure management. Over the next few months Council will be considering the draft 2005/06 budget.

Funds to increase the City's service levels are currently not available from within the City's 5 Year Parks Works Programme or 15 Year Financial Plan.

The table below outlines the funding and delivery resources to deliver services currently demanded but not delivered in the areas of:

- Street Tree Maintenance
- Proposed Town Centre Maintenance Crew (both Armadale and Kelmscott CBD's)
- Nature Reserves Maintenance Crew (natural areas/bushland)
- Responsive and Programme Mowing

### ADDITIONAL RESOURCES REQUIREMENT

Priority	Resource	Start up Cost	Ongoing Cost (*less current exp)
Immediate	Extra funding to manage street trees	\$50,000	\$50,000
1	Responsive and Programmed Mowing	\$180,000	\$150,000
2	Nature Reserves Maintenance	*\$120,000	*\$100,000
3	Town Centres Maintenance	*\$260,000	*\$191,000
<b>TOTAL</b>		<b>\$610,000</b>	<b>\$491,000</b>

#### Street Tree Management

The impact of Western Power Corporation's increased clearance standards is necessitating increased costs. Whilst these demands are resisted vigorously, legal obligations compel the City to do the work rather than Western Power Corporation at significantly higher cost.

#### Responsive Mowing

The introduction of an additional new dedicated mowing crew would allow the existing two crews the ability to concentrate on programmed works on irrigated parks without having to do deal with either "one off" jobs (eg. traffic vision hazards) or dry parks.

The additional mowing crew would therefore produce the following increases in productivity:

<b>Reserve Type</b>	<b>Current Mow Freq</b>	<b>New Mow Freq</b>	<b>Prod.Gain</b>
Irrigated parks	11	17	65%
Non-irrigated parks	3	6	100%

The increased mowing frequencies above will have a dramatic effect on the year round appearance of Council's parks and will greatly improve their amenity value for local residents whilst still maintaining a responsive, "non-programmed" capability within the Department.

### **Nature Reserves Maintenance**

The introduction of a new Nature Reserves Maintenance Team to manage the City's many Natural Areas including bushlands and wetlands is required to undertake landcare management including fire management, implementation of strategies, Friends Groups / BEAC support.

### **Town Centres Maintenance**

It is proposed that a maintenance crew be created to maintain the town centre streetscapes of Armadale and Kelmscott to a consistently high standard of cleanliness and amenity given the planning / development of these two centres had commenced.

The additional expenditures are committed to existing parks and reserves only. The rapidly increasing rate of development will place an increasing demand on the Parks Department above these levels. Indeed the higher service standards delivered by developers in the new areas will throw the existing service standards into stark relief, further increasing community demands. The assessment of additional expenditure to maintain new areas once out of the developers' maintenance periods must occur in the next year. It should be noted that current expenditure/rate notice is \$120pa and the additional expenditure proposed in this report adds \$29pa to this.

An increase of \$610,000 in the City's Municipal Funds requires a rate increase of 3.5%.

## **CONCLUSION**

The establishment of these new resources will ensure that the Parks and Reserves Department is equipped to better respond to current demands within the City. New development will place even higher service demands on the City.

However, Parks and Reserves are not the only physical infrastructure assets which have lower than industry operational and maintenance funding shortfalls. For example, the Manager Property Services reported on the funding shortfall for the City's building stock in a report to Council in October 2003 (see T107/10/03). The reallocation of existing physical infrastructure assets expenditure to other asset categories does not improve the overall quality or amenity of the community.

Should the funding for the increased resources for improving service standards not be within the City's capacity, then the existing service standards must be accepted as the delivered standards. Community demands or requests for higher standards either in general or for specific areas must be rejected as unfunded and hence impractical.

**RECOMMEND**

- 1. That the impact on the 15 Year Financial Plan of the addition of \$610,000 of new funding to the Technical Services Directorate budget allocation from the 2005/2006 Financial Year and all following years for Parks and Reserves expenditure be assessed during the next 15 Year Financial Plan Review.**
- 2. That if the impact is such that the additional funding cannot be provided, the current service levels be established as the delivered standard.**
- 3. That it be noted that the additional expenditure is for existing parks and reserves only and that other asset types eg. buildings are also served at lower than industry standards.**

*MOVED Cr*  
*MOTION CARRIED/LOST*

**ROLEYSTONE TENNIS COURTS – LIGHTING**

WARD                    Roleystone  
FILE REF                A134348/10  
DATE                    22 February 2005  
REF                     PGQ/PL  
RESPONSIBLE         EDTS  
MANAGER

**In Brief:**

- A report was received from the Roleystone Tennis Club advising of an electrical problem with the court lights.
- Due to safety concerns the electricity to the lights was turned off. Subsequent inspections revealed that the existing cable was faulty requiring replacement.
- Three quotes were received to repair the damage, with the lowest quote being \$11,684 (ex. GST).
- In view of the nature and cost of the repairs, the possibility of a Council/Club contribution needs to be considered. The club's longer term priority is to upgrade the standard of lighting on the main four courts.

▪ **Recommend**

That the Roleystone Tennis Club be advised that:

- a) Council acknowledges that the necessary re-cabling of the Roleystone Tennis Court lights is classified as major maintenance and as such does not fall within the responsibility of the Club to fully fund the works.
- b) Due to funds not being allocated in its current budget Council is unable to undertake the requested works in the current financial year but will list for consideration of funding on its 2005/06 draft budget, an amount of \$6,000 for the re-cabling of the Roleystone Tennis Court lights on the basis that the Roleystone Tennis Club will make a 50% contribution to the project.
- c) That subject to the allocation of the nominated Council contribution in its 2005/06 budget as per part 2 above, the works be undertaken as soon as possible in the 2005/06 financial year prior to the commencement of the Club's summer program in October 2005.
- d) That subject to the allocation of the nominated Council contribution in its 2005/06 budget as per part 2 above, Council will acknowledge the contribution of the Club in any future funding submission to upgrade the Roleystone Tennis Court lights.

**Tabled Items**

Nil.

**Officer Interest Declaration**

Nil.

**Strategic Implications**

Physical Infrastructure

2. *Implement long term preventative maintenance and refurbishment programmes.*

2.1a. *Determine levels of service based on community needs, infrastructure standards, refurbishment requirements and public liability.*

### **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**

Funds have not been allocated in either Council's 2004/05 budget or the 15 Financial Plan to repair or upgrade the Roleystone Tennis Court lights.

### **Consultation**

Roleystone Tennis Club  
Technical Services Directorate  
Community Services Directorate

## **BACKGROUND**

Following a report from the Roleystone Tennis Club that one of its members had received a minor shock from touching the fence next to one of the light poles, the City's electrical contractor immediately disconnected the power supply to the Tennis Court lights. Subsequent inspections revealed that the existing cabling was faulty and required complete replacement. Three quotes were then obtained to install new conduit and cable to the lights, with the lowest quote being \$11,684 (exclusive of GST).

This report presents a request from the Roleystone Tennis Club for Council to part fund the re-cabling of the lights on courts 1-4, to enable the courts to be used for night tennis.

## **DETAILS OF PROPOSAL**

The Club has advised that its short-term priority is to have the existing lights operational as soon as possible. A slightly longer-term priority for the Club (1-2 years) is to upgrade the standard of lighting on the main four courts by installing new light fittings and possibly new poles.

Had the maintenance problems with the faulty cabling not occurred when it did, the Club would have continued to use the existing lights for the next 1-2 years, and had intended to apply for funding to upgrade the lights in the next round of the CSRFF (Dept of Sport and Recreation) grant program. The proposed lighting upgrade would have required replacement of the old cabling as part of that project in order to accommodate the new and more powerful lights.

The request from the Club is for Council to part fund the re-cabling of the existing lights, and for Council to recognise the Club's contribution when it presents a proposal later this year via the CSRFF program to upgrade the lights. The proposed funding for the initial works is for the Club to contribute one third of the cost, with Council to contribute two thirds i.e.

\$3,895	Club contribution
<u>\$7,789</u>	Council contribution
\$11,684	Total

The Club is currently in the process of obtaining a lighting plan and cost estimates for the proposed upgrade through Tennis West. Any costs that might be incurred to re-cable the

existing lights would not be wasted, as the re-cabling would have formed part of proposed lighting upgrade. In effect, the maintenance problem with the existing lights has created a situation whereby the lighting upgrade will be considered as a two-stage project. Stage 1 would be to install new conduit and cable, and stage two would be to install new lights and possibly new poles subject to the suitability of the existing poles.

## **ANALYSIS**

The maintenance problems with the lights has greatly restricted Club's night tennis program over the 2004/05 summer period. Although the upper courts have been available for night tennis, these courts are of a lower standard and many of the regular players have either gone elsewhere or chosen not to play. The lack of lighting on the main four courts has impacted on the club's membership and consequently its financial position.

The Lease Agreement between the City and the Club for the management of the courts does not clearly state whose responsibility it is to undertake major works such as re-cabling the lights. The only clause in the Lease that relates to this matter identifies that it is a Club responsibility to:

Keep and maintain the leased premises in good and tenable repair and condition and clean and in good order and to renew all worn or broken parts thereof.

It could be argued therefore that Council has no responsibility for repairing the lights, and the matter should simply be referred back to the Club to undertake the necessary repairs. This however, would not be in the spirit of the approach that Council has taken in the past to support and work cooperatively with local clubs that provide recreational opportunities for the community.

The majority of Lease and Management Agreements that are in place between the City and local clubs and community groups are set up on the basis of the clubs/groups being responsible for the day to day operational costs of running the facility, and Council being responsible for any major or structural maintenance. Any proposed upgrades are considered on their merits, and generally involve club, Council and grant contributions. There would be little dispute that the necessary re-cabling of the lights would be classified as major maintenance.

On balance, the club's proposal for the re-cabling works to be undertaken on a cost share basis is considered to be reasonable.

The difficulty for Council is that funds have not been allocated in either the current budget or the 15 Year Financial Plan to repair or upgrade the lights. This being the case, and given that by the time any works could be scheduled the club's summer night tennis program will be close to winding up (late March/early April), it could be argued that the repairs are not an urgent priority and should be undertaken early in the new financial year. The Club's preference is for the works to be undertaken in the current financial year at the earliest possible time. Should Council agree that the works are an urgent priority, it would either need to proceed on the basis of the works being an unfunded item or nominate other works for deferral.

## **OPTIONS**

The following options are presented for Council's consideration:

1. Council could fully fund the repairs to the lights in the current financial year as an unbudgeted item.
2. Council could offer to part fund the repairs to the lights on a cost share basis with the Club (either two thirds/one third or 50/50) in the current financial year as an unbudgeted item.
3. Council could list for consideration of funding on its 2005/06 draft budget an amount of \$8,000 for the repairs to the lights on the basis of the club making a one third contribution to the project. Under this option, the respective contributions of both Council and the club would be recognised in any future funding submission to upgrade the lights.
4. Council could decline the Club's request to contribute to the repairs to the lights and advise the club that a Council contribution will be considered as part of any proposal to upgrade the lights at a future time. The disadvantage with this option is that the Club would be without lights for a further 18-20 months or so.

## CONCLUSION

For the reasons outlined in this report, the preferred approach is that outlined under Option 3.

## RECOMMEND

**That the Roleystone Tennis Club be advised that:**

- a) **Council acknowledges that the necessary re-cabling of the Roleystone Tennis Court lights is classified as major maintenance and as such does not fall within the responsibility of the Club to fully fund the works.**
- b) **Due to funds not being allocated in its current budget Council is unable to undertake the requested works in the current financial year but will list for consideration of funding on its 2005/06 draft budget, an amount of \$6,000 for the re-cabling of the Roleystone Tennis Court lights on the basis that the Roleystone Tennis Club will make a 50% contribution to the project.**
- c) **That subject to the allocation of the nominated Council contribution in its 2005/06 budget as per part 2 above, the works be undertaken as soon as possible in the 2005/06 financial year prior to the commencement of the Club's summer program in October 2005.**
- d) **That subject to the allocation of the nominated Council contribution in its 2005/06 budget as per part 2 above, Council will acknowledge the contribution of the Club in any future funding submission to upgrade the Roleystone Tennis Court lights.**

*MOVED Cr*  
*MOTION CARRIED/LOST*

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***TENDER NO. 01/05 – SUPPLY OF ONE MULTI-TOOLED LOADER***

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WARD ALL  
FILE REF TEN/1/05  
DATE 24 February 2005  
REF BS  
RESPONSIBLE EDTS  
MANAGER

**In Brief:**

- Replacement of one Caterpillar Traxcavator (P416) with one Multi-Tooled Rubber Tyred Loader.
- **Recommend**
  1. That with Tender No. 01/05, Supply of One Multi-tooled Loader, Council accept the tender of CJD Equipment in accordance with submitted tender and Council's contract documentation for the supply of one Multi-tooled Loader for \$264,660 less trade-in of Caterpillar Traxcavator for \$121,000, resulting in a net payment of \$143,660 (inc. GST).
  2. A sum of \$40,000 be approved from the plant replacement reserve to purchase material handling attachments as required for operational needs.

**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 \$450,000

Transactions are subject to variation and therefore reserve is based on longterm allocations. The unspent funds must remain in the Plant Reserve.

**Consultation**

Departmental Coordinator/Operators/Mechanical staff

**BACKGROUND**

Council currently owns a Caterpillar Traxcavator Loader that is utilised by Waste Services for operations at Hopkinson Road, Landfill site. This machine is due for replacement.

Prior to the purchase of the TANA Landfill Compactor the Traxcavator was working in the rubbish on a daily basis. A machine with tracks or steel wheels was essential for this type of work. With the purchase of the TANA, all spreading compacting and covering of the rubbish

has is now being carried out by the TANA. The loader now operates on the periphery of the waste area, rarely having to travel over waste.

A track machine will be hired as required for the few times excavation and earthmoving type work carried out at the site.

As the operations at the landfill site progress towards recycling, a loader that is capable of handling a variety of materials and, can manoeuvre between the collection areas relatively quickly with minimum disturbance of the running surface is required.

A rubber tyred loader with a variety of attachments has been trialled on the site for one month and proved quite successful. Tenders for the replacement of the Traxcavator by a Multi-tooled loader were therefore called.

### **DETAILS OF TENDERS RECEIVED**

Five company's submitted tenders for the supply of one Multi-tooled Loader.

- CJD Equipment offered prices for three different sized loaders, one non conforming.
- Westrac offered prices for two different sized loaders, one non conforming.
- Casewest offered one price.
- BT Equipment offered one price.
- Earthwest offered one price.

Smith & Broughton tendered for outright purchase of the Traxcavator.

### **SELECTION CRITERIA**

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

**Table 1: Selection Criteria – Purchase**

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

## DETAILS OF TENDERS RECEIVED

Details of tender prices for basic loader fitted with puncture resistant mine tyres and cranage safety valves received are as follows:

**Table 2 : Tenders Received**

Dealer	CJD	CJD	Westrac	Casewest	Earthwest	BT Equip
<b>Loader Model</b>	Volvo L70E	Volvo L90E	IT28G	CASE 621D XT	Hyundai HL740TM	Kawasaki
<b>PRICE</b>	\$259,820	\$283,250.	\$246,400	\$210,925	\$173,525	\$206,800
<b>Options**</b>	\$4,840	\$4,840	\$26,840	\$13,776	\$13,776	\$11,330
<b>TRADE</b>	(\$121,000)	(\$121,000)	(\$135,300)	(\$63,525)	(\$63,525)	(\$88,000)
<b>Net Price</b>	<b>\$143,660</b>	<b>\$167,090</b>	<b>\$137,940</b>	<b>\$161,176</b>	<b>\$123,776</b>	<b>\$130,130</b>
<b>Running costs*</b>	\$79,440	\$95,680	\$128,160	\$158,400	\$110,080	\$122,320
<b>Whole of life</b>	<b>\$223,100</b>	<b>\$262,770</b>	<b>\$266,100</b>	<b>\$282,176</b>	<b>\$271,256</b>	<b>\$252,450</b>

*\*\*The specification informed the tenderers that the loader would be working at a landfill site and that the machine should be configured to suit the conditions. The tenderers included a variety of options. CJD was the most comprehensive including mining tyres, protective belly plates, reversible cooling fan and dust and litter protection devices in their tender price. Earthwest, Casewest and BT Equipment's tenders priced tyres separately. Westrac failed to provide prices for tyres and reversible fan with their tender as requested and were required to provide this as additional information.*

*\*8000 hrs maintenance and fuel costs excluding repair costs*

Smith and Broughton offered \$63,555 for the outright purchase of the Traxcavator.

## MATERIAL HANDLING OPTIONS

Prices were also sought from the suppliers for a variety of material handling attachments. The attachments are manufactured by local manufacturers and vary in quality and capability. Typical costs are listed below.

**Table 3 : Material Handling Options**

Pallet forks	\$7,480
Mulch bucket	\$9,845
Material handling arm	\$4,730
V94 crane valves	\$4840
Lift carry rake	\$16,400

**TENDER RANKINGS**

The tender rankings resulting from the application of the selection criteria are listed below:

**Table 4 : Tender Rankings**

Company	Make	Model	Assessment		Ranking (inc. Finance and Operator Assessment)
			Operators	Mechanics	
CJD	Volvo	L70E	1	1	1
CJD	Volvo	L90E	2	2	2
Westrac Equipment	CAT	IT 28 G	4	3	3
Bt Equipment	Kawasaki	65TMV	5	4	4
Earthwest	Hyundai	HL740TM	3	5	5
Casewest	CASE	621D XT	6	6	6

Casewest did not provide referees or sufficient information to be able to fully assess their tender against the other submissions.

The attachments offered are from a variety of local manufacturers and require further assessment of their suitability for the work at the landfill site. It is therefore proposed that a sum of \$40,000 be allowed from the plant replacement reserve for these items.

**CONCLUSION**

The Volvo L70E meets all of the selection criteria and was ranked highest by the operator and mechanical staff and is the most suitable loader to carry out the work at the landfill. Council Civil Works crews operate three loaders, a Kawasaki, Caterpillar, and Volvo. The Volvo has the best reputation for serviceability, operation, and customer support.

It is thus recommended that the tender be awarded to CJD Equipment for a Volvo L70E which has satisfied the selection criteria and is ranked number one in the tender evaluation.

**RECOMMEND**

1. **That with Tender No. 01/05, Supply of One Multi-tooled Loader, Council accept the tender of CJD Equipment in accordance with submitted tender and Council’s contract documentation for the supply of one Multi-tooled Loader for \$264,660 less trade-in of Caterpillar Traxcavator for \$121,000, resulting in a net payment of \$143,660 (inc. GST).**
2. **That a sum of \$40,000 be approved from the plant replacement reserve to purchase material handling attachments as required for operational needs.**

*MOVED Cr  
MOTION CARRIED/LOST*

***THOMSON HOUSE – DRIVEWAY***

WARD                      Roleystone  
FILE REF:                A134348/9 V2  
DATE                      16 February 2005  
REF                        JNG  
RESPONSIBLE        EDTS  
MANAGER

**In Brief:**

- Request to construct a driveway to and from the entrance of Thomson House, Roleystone and erect a handrail to one side of the existing pathway from the Roleystone Senior Citizens.
- **Recommend**  
That Council approve construction of a driveway to and from the entrance of Thomson House and the erection of a handrail to one side of the existing pathway and that these works be funded from the Community and Safety Work account for an amount of \$18,000, leaving a balance of \$7,600 in that account.

**Tabled Items**

Nil.

**Officer Interest Declaration**

The Property Manager has declared an interest on the basis that a member of the Officer's Family is a member of the Centre.

**Strategic Implications**

Social Infrastructure

*To facilitate initiatives to improve Community Safety and Security*

**Legislation Implications**

Assessment of legislation indicates that the following regulations apply:

*Australian Standards on Access: AS1428.1, AS1428.2, Building Code of Australia*

**Council Policy/Local Law Implications**

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

*City of Armadale Disability Service Plan 1995*

**Budget/Financial Implications**

The construction cost is estimated to be \$18,000 including installation of a handrail to the side of the existing pathway. These funds to be taken from the Community/Safety Works account.

**Consultation**

Roleystone Karragullen Senior Centre Staff and Management, Community Services, Technical Services and Ward Elected Members.

**BACKGROUND**

Correspondence from the Roleystone Seniors Club (Inc) dated 19 July 2004, amongst other issues, requested Council's consideration for a one way driveway leading from the existing car park adjacent to Cross Park to the front entry of the Club and exiting via a connection to the Roleystone Fire Brigade's secondary driveway leading to Jarrah Road. This request was further supported by the recently elected President, Vice President and Treasurer at a site meeting with Council Officers held in November 2004 and correspondence dated 19 August and 12 November 2004.

The only current access for the members of the centre is via a narrow concrete pathway leading from the car park to the entry of the Club. The pathway gradient is approximately 1:12 and also services patrons who use the Armadale Home Help Services in leased rooms at the rear of the Club. Due to the gradient and length of the pathway pedestrian access for non-ambulant people is difficult. Members with disabilities frequently brought to the club by relatives or friends are accessing the club by driving vehicles on the pathway and then reverse their vehicles to the car park. Similar practices have been adopted by goods delivery personnel and other service providers to the club.

The current situation is brought about by the historical siting conditions which provide limited access, which is not only hazardous but does not comply with contemporary requirements for a Seniors Centre in terms of disability access and inclusion. In addition, Emergency vehicles are unable to access the entrance of the facility in a safe manner.

### **DETAILS OF PROPOSAL**

Technical Services officers have designed a 3.5 metre wide, one-way access driveway which will provide the requested vehicular access from the existing car park to the entrance of the Club and exit linking into the second driveway of the Roleystone Fire Brigade facility onto Jarrah Road.

The attached plan depicts the location and dimensions of the proposed driveway.

In addition a metal handrail is proposed to be installed to one side of the existing pathway in order to assist less ambulant members and to curtail use of the pathway by vehicles.

The driveway will have a locked gate for “after hours”.

### **CONCLUSION**

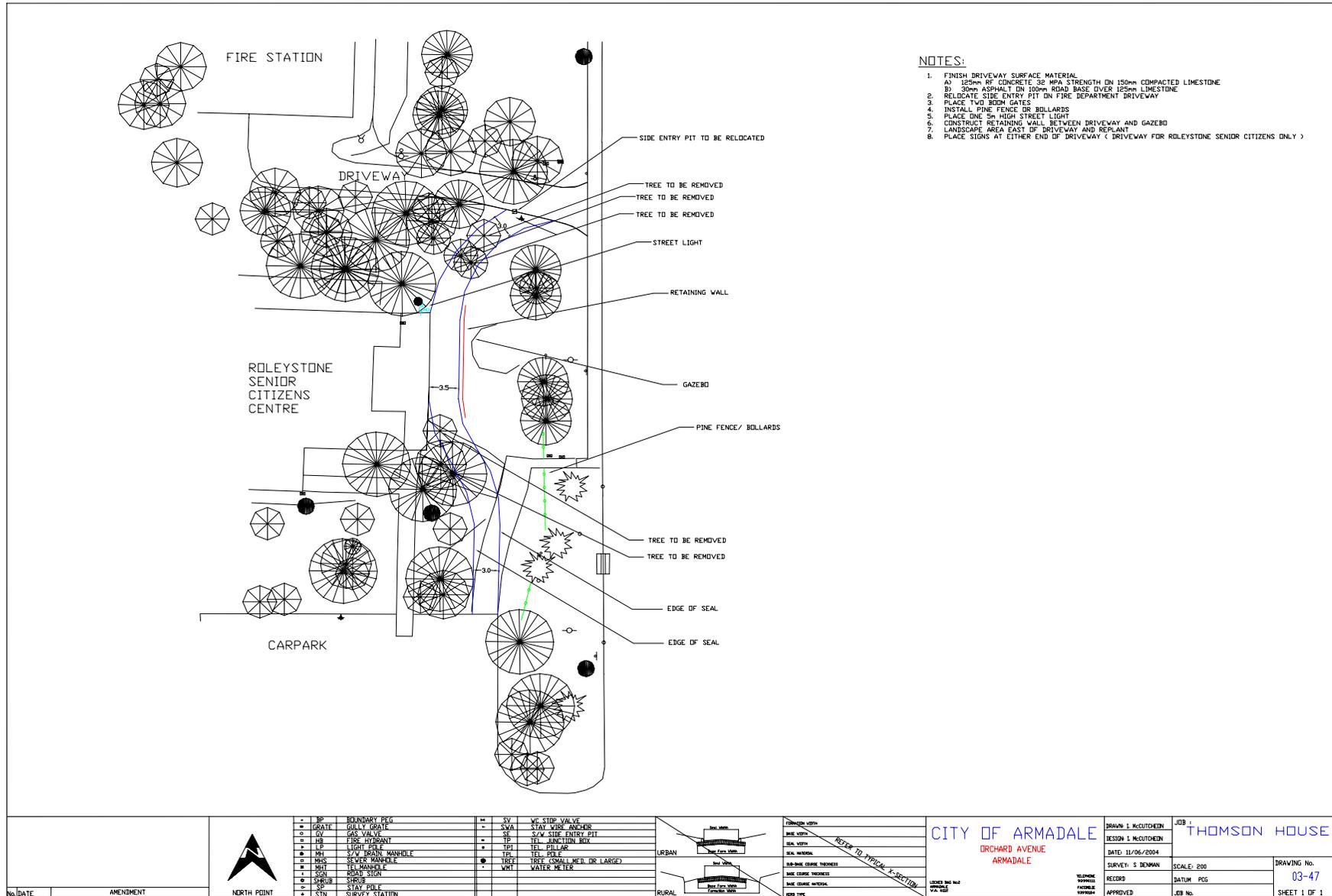
Construction of the driveway is considered to be the most appropriate way of resolving access issues to the Club and is consistent with Council’s Disability Services Plan 1995 and its commitment to providing facilities fit for purpose.

Funding for the construction work up to \$18,000 is from Community and Safety Work, GL account 1356920 which currently holds \$25,600, leaving a balance of \$7,600.00.

### **RECOMMEND**

**That Council approve construction of a driveway to and from the entrance of Thomson House and the erection of a handrail to one side of the existing pathway and that these works be funded from the Community and Safety Work account for an amount of \$18,000, leaving a balance of \$7,600 in that account.**

*MOVED Cr*  
*MOTION CARRIED/LOST*



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***WILLIAM BUCKINGHAM COTTAGE ROLEYSTONE***

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The matter of ongoing maintenance of the William Buckingham House was referred to the Technical Services Committee by Councillor Hart.

Councillor Hart has provided the following further information:

*“Buckingham Cottage is listed on the State Heritage Registrar. The City of Armadale has a lease over the land from the Araluen Golf Course owners.*

*A community group accessed funds from various sources to repair the building. Funds were also given by the City of Armadale and a formal Conservation Plan was drawn up and accepted by the City of Armadale.*

*The community group worked with the Conservation Plan on the site for a number of years. This work also entailed keeping the vegetation down around the building.*

*In 2003 with the employment of a full time historian it was recommended that it was no longer appropriate for the community group to continue work on the site as they were not a committee of Council and did not have the appropriate insurance.*

*From that time onwards the building has been left in its unfinished state with no maintenance to protect the work already undertaken.*

*In February 2003 I had an onsite meeting with Patricia Walker and John Glassford to discuss the future of the project.*

*The key outcome was that the building be cleaned up and made safe. This included re fencing the site. Signage was suggested but there were a few issues with that. These were to be addressed.*

*The issue of slashing the vegetation around the site on an ongoing basis was also identified. I have attached an email from Patricia Walker that was sent to myself and Deb Hopper re this item. See **Attachment “A2” of the Agenda (see Summary of Attachments – Green Page).***

*The issue of a new community management group was discussed. I did pass this onto a member of the CHAC for further work but at this time this has not been taken up. An agenda item was prepared by Patricia Walker for March Tech Services meeting. See Attachment “A1” - This was as far as I can see not presented.*

*A few weeks ago I did request the grass around the site be slashed as it posed a severe fire hazard. This was carried out thankfully by Parks and Gardens.*

*It is imperative that some process commence to look at all the issues involved in reforming a community group to finish the Conservation Plan and to assist in the long term ongoing management and use of this Heritage listed facility.*

*Money needs to be allocated in the coming budget to undertake basic work to bring it up to a reasonable state and also for regular ground maintenance of the small surrounds*

*I would like the agenda item that was written up by Patricia Walker for the March 2004 Technical Services meeting be brought forward to this meeting for consideration. This should include figures for budget considerations*

*I also recommend that the future ongoing management of Buckingham Cottage by a community committee of Council be addressed through CHAC.*

**RECOMMEND**

*MOVED Cr*

*MOTION CARRIED/LOST*

**\*\*LOCAL ROAD FUND AND BLACK SPOT GRANT ALLOCATIONS 2004/2005**

WARD All  
FILE REF GRT/3  
DATE 22 February 2005  
REF GD  
RESPONSIBLE EDTS  
MANAGER

**In Brief:**

- Item advises of grant funds received for Local Government Road Fund Improvement and Rehabilitation projects and also for Black Spot Projects.
- **Recommend**
  1. That Council pursuant to Section 6.8 of the Local Government Act 1995:
    - a) authorise the following expenditure:
      - \$1,000,000 for the construction of the Corfield Street link (100% grant funded)
      - \$222,500 for Roadworks attracting State Black Spot funding of \$148,333 and a developer contribution of \$21,667 (Council funding is \$52,500).
    - b) amend the 2004-05 Annual Budget (to accommodate (a) above).
  2. That Council:
    - a) confirm with Main Roads WA that Council will not be accepting a National Black Spot Grant towards the improvement of intersections along Neerigen Street because of the pending building development in the area which will make any reconstruction works redundant
    - b) pursuant to Section 6.8 of the Local Government Act 1995, amend its 2004-05 Annual Budget (to accommodate (a) above)
  3. That Council approves the following schedule of Civil Works being listed for consideration of funding in the 2005-06 Annual Budget

**Tabled Items**

Nil.

**Officer Interest Declaration**

Nil.

**Strategic Implications**

Physical Infrastructure

*Develop an integrated transport system including safety aspects.*

**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**

1. Commitment of approximately \$80,000 in the 2005/2006 programme as Council contribution to Local Government Road Fund – Rehabilitation projects.
2. Reallocation of \$52,500 from Slab Gully to Black Spot Projects.

## **Consultation**

Nil.

## **BACKGROUND**

The following report provides an update on grant funding issues associated with Local Road Fund and Black Spot Grants.

### 1. Local Government Road Fund – Improvement Programme

Council were advised by a report to the October 2004 Technical Services Committee that grant funds originally expected towards the construction of Corfield Street in the 2004/2005 Works Programme would not be received. This was due to a significant reduction in the Local Government Road Funding Grant Programme.

The government subsequently reinstated funds in the programme and as a result of this advice has now been received that Corfield Street will attract funding of \$1 million in the 2004/2005 programme and a further \$200,000 in the 2005/2006 programme.

Council has a contractual arrangement with MRWA for the construction of Corfield Street and which requires the funds to be forwarded as part of a contract payment at the appropriate time. The extra grant allocation has no financial affect on Council because the contract with MRWA included an agreement specifying that Council did not have to pay for the work if its grant application was unsuccessful.

### 2. Local Government Road Funds – Rehabilitation Programme

Council has also been advised that two projects which were originally unsuccessful in achieving funding for Local Government Road Fund Rehabilitation funding will now be funded as a result of the reinstatement of grant shortfall. The grants relate to works in Holden Road (between the creek and Wygonda Road) and River Road (between Fancote Street and Rundle Street).

The above projects are estimated to cost \$117,200 and \$116,400 respectively and require a total Council contribution of \$77,867. Although the grant funding is available in 2004/2005, because of the late notification special arrangements have been made which permit the works to be constructed in 2005/2006. As a result of this the project will be included in the 2005/2006 works programme together with appropriate Council funding allocation in the 2005/2006 Budget. The exact figures will vary slightly from the ones quoted above due to inflation.

### 3. State Black Spot Funding

Council has recently been advised of the success in achieving Black Spot Funding for the following works:

<b>Project Description</b>	<b>Blackspot Funding</b>	<b>Council Funding</b>	<b>Total Project Cost</b>
Armadale Road/ Abbey Road intersection – left turn slip lane	\$30,0	\$15,0	\$45,0
Forrest Road/Seventh Road - upgrade roundabout	\$15,0	\$7,5	\$22,5

<b>Project Description</b>	<b>Blackspot Funding</b>	<b>Council Funding</b>	<b>Total Project Cost</b>
Armadale Road/Church Avenue intersection - left turn slip lane	\$30,0	\$15,0	\$45,0
Armadale Road/Orchard Avenue intersection - left turn slip lane	\$30,0	\$15,0	\$45,0
Armadale Road/Eighth Road intersection - left turn slip lane	\$43,3	\$21,6	\$65,0
<b>TOTAL</b>	<b>\$148,3</b>	<b>\$74,1</b>	<b>\$222,5</b>

As indicated in the above table Council funding to the value of \$74,167 is required to enable the projects to proceed. Discussions have already been entered into with the developer of Lot 600 Eighth Road, who is required to construct a left turn slip lane from Armadale Road into Eighth Road as a condition of development approval for the site. As a result of this the developer has agreed to pay the \$21,667 required for these works.

This means that Council will need to make available \$52,500 to enable the works to proceed. Previously provisional allocations of approximately \$150,000 have been made in Civil Works programmes to allow contribution towards Black Spot Grants and/or school parking. This year however, due to other demands on funding it was not possible to make such funding allocation available. As a result of this, to allow the works to proceed it will be necessary to divert funds from other projects. It is recommended that funding could be made available from the Slab Gully upgrade works.

The Slab Gully upgrade works allocated in the 2004/2005 Works Programme total \$234,691. These works have been carried over from 2003/2004 because extensive delays have been experienced in obtaining final construction plans from the consultants employed to design the works. Some works were able to be commenced during 2003/2004 but the balance of works could not be initiated until corrections had been made to the construction drawings. It is now apparent that the work included in the revised drawings should be submitted to the Department of Environment for assessment prior to further work commencing. Although it is not anticipated that there will be any environmental or heritage issues that prevent the works proceeding it is presumed that the submission to Department of Environment will result in a delay which will prevent all of the funds being utilised prior to winter. As a result of this the loss of \$55,000 from the project will not have a significant affect and can be reinstated in the 2005/2006 Works Programme.

#### 4. National Black Spot Funding

An allocation of \$35,000 has been included in the 2004/2005 Programme for Black Spot works on Neerigen Street. This funding has been available via the National Black Spot Programme and requires no contribution from Council.

Council have been aware of the availability of the funding for a considerable period of time but the work has not commenced because of the Westzone Development Application for the extension of the Woolworths Shopping Centre, which has been submitted to the Armadale Redevelopment Authority. Should work on the development proceed then the proposed Black Spot project will become redundant.

In an effort to ensure the funding was not wasted commencement of the works has been delayed as long as possible. It is not appropriate however to delay the works any longer because any decision not to proceed and to return the funding to the National Black Spot

Programme, needs to be made in time to allow for a reserve project to be constructed prior to 30 June 2005.

Although the issues surrounding the proposed development have not as yet been finalised the Executive Director Development Services has advised that he feels that it is most likely that the development will proceed within the next two years.

On this basis it is recommended that Main Roads Western Australia be advised that Council will not accept the funds to upgrade Neerigen Street.

It should be noted that the Benefit Cost Ratio for the project was fairly high and if the development does not proceed then a new submission to carry out the work would have a good possibility of being successful.

## CONCLUSION

In summary it is recommended that Council note:

4. The receipt of an approved Grant Allocation of \$1 million in 2004/2005 and a further \$200,000 in 2005/2006 towards the construction of the Corfield Street link.
5. The receipt of a total of \$233,600 towards rehabilitation works in:
  - a. Holden Road – between the creek and Wygonda Road
  - b. River Road – between Fancote Street and Rundle Street.

It is also recommended that Council:

1. Approve the reallocation of \$52,500 from the Slab Gully project to provide contributions towards the following State Black Spot Projects:
  - Armadale Road/ Abbey Road intersection – left turn slip lane
  - Forrest Road/Seventh Road - upgrade roundabout
  - Armadale Road/Church Avenue intersection - left turn slip lane
  - Armadale Road/Orchard Avenue intersection - left turn slip lane
  - Armadale Road/Eighth Road intersection - left turn slip lane
2. Approve an allocation of \$77,867 towards road rehabilitation works in Holden Road (between the creek and Wygonda Road) and River Road (between Fancote Street and Rundle Street) to be included in the 2005/2006 Budget.
3. Confirm it will not be accepting a National Black Spot Grant towards the improvement of intersections along Neerigen Street because of the pending building development in the area which will make any reconstruction works redundant.

## RECOMMEND

1. **That Council pursuant to Section 6.8 of the Local Government Act 1995:**

- a) **authorise the following expenditure:**

- **\$1,000,000 for the construction of the Corfield Street link (100% grant funded), and**

- **\$222,500 for Roadworks attracting State Black Spot funding of \$148,333 and a developer contribution of \$21,667 (Council funding is \$52,500).**

- b) **amend the 2004-05 Annual Budget (to accommodate (a) above) as follows:**

Particulars	Expend \$	Revenue \$
<u>Local Govt Road Improvement Program</u>		
- Corfield Street Link	+1,000,000	+1,000,000
<i>sub total</i>	+1,000,000	+1,000,000
<u>State Black Spot Program</u>		
- Armadale Rd/Abbey Rd intersection - left turn slip lane	+45,000	+30,000
- Forrest Rd/Seventh Rd - upgrade roundabout	+22,500	+15,000
- Armadale Rd/Church Av intersection - left turn slip lane	+45,000	+30,000
- Armadale Rd/Orchard Av intersection - left turn slip lane	+65,000	+30,000
- Armadale Rd/Eighth Rd intersection - left turn slip lane	+65,000	+65,000
<i>sub total</i>	+222,500	+170,000
<u>Municipal Drainage Program</u>		
- Slab Gully Rd	-52,500	-
<i>sub total</i>	-52,500	-
<i>Total</i>	+1,170,000	+1,170,000

**2. That Council:**

- a) **confirm with Main Roads WA that Council will not be accepting a National Black Spot Grant towards the improvement of intersections along Neerigen Street because of the pending building development in the area which will make any reconstruction works redundant, and**
- c) **pursuant to Section 6.8 of the Local Government Act 1995, amend its 2004-05 Annual Budget (to accommodate (a) above) as follows:**

Particulars	Expend \$	Revenue \$
<u>National Black Spot Program</u>		
- Neerigen St	-35,000	-35,000

3. That Council approves the following schedule of Civil Works being listed for consideration of funding in the 2005-06 Annual Budget:

Particulars	Expend \$	Revenue \$
<b><u>Local Govt Road Improvement Program</u></b>		
- Corfield St	+200,000	+200,000
<b><u>Local Govt Road Rehabilitation Program</u></b>		
- Holden Rd - between creek & Wygonda Rd	+117,200	+78,133
- River Rd - between Fancote St & Rundle St	+116,400	+77,600
<i>sub total</i>	+233,600	+155,733
<b><i>Total</i></b>	<b>+433,600</b>	<b>+355,733</b>

**\*\*ABSOLUTE MAJORITY REQUIRED**

*MOVED Cr*

*MOTION CARRIED/LOST*

***TENDER NO. 35/04 – CONSTRUCTION OF CULVERT 5206 CHAMPION DRIVE OVER SOUTHERN RIVER***

WARD All  
REF TEN/35/04  
DATE 18 February 2005  
AUTHOR JG  
RESPONSIBLE MTS  
MANAGER

**In Brief:**

- Tender No. 35/04 was called for the Construction of Culvert 5205 Champion Drive over Southern River.
- Five tenders were received in total, four complying tenders, and one late tender.
- The tender from Foxrock Contractors Pty Ltd has been assessed as being the most advantageous to Council.
- **Recommend**
  1. That with Tender No. 35/04 – Construction of Culvert 5206 Champion Drive over Southern River, Council accept the tender of Foxrock Contracting in accordance with their submitted tender and Council's contract documentation for \$1,428,288, subject to successful negotiation based on technical modification and specification of the above culvert.
  2. That Council delegate authority to the Chief Executive Officer to negotiate with the successful tenderer and award the contract for a value not exceeding \$1,250,000.
  3. That Council pursuant Section 6.8 of the Local Government Act 1995:
    - a) authorise the following further expenditure:
      - \$685,800 for the construction of Culvert 5206 Champion Drive over Southern River.
    - b) amend the 2004-05 Annual Budget (to accommodate (a) above) .
  4. That Council approves the schedule of Civil Works being listed for consideration of funding in 2005-06 Annual Budget.
  5. That Council request the Armadale Redevelopment Authority to provide additional funds of \$65,000 to accommodate the increased cost of constructing Culvert 5206 Champion Drive over Southern River.

**Tabled Items**

Tender documents; tenders received; summary of tender assessment, tenderers ranking

**Officer Interest Declaration**

Nil.

**Strategic Implications**

Physical Infrastructure

*Develop an integrated transport system including safety aspects.*

**Legislation Implications**

Assessment of legislation indicates that the following regulations apply:

*Local Government (Functions and General) Regulations 1996 s3.57*

*AS4120-1994 Code of Tendering*

*AS2124-92 General Conditions of Contract*

**Council Policy/Local Law Implications**

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

*Policy ENG 5 – Tendering and Purchasing*

**Budget/Financial Implications**

Budget Allocation 2004/2005 as part of the construction of Champion Drive Stage 2 (Lake Road to Tonkin Highway) is \$798,000.

At this stage the successful tenderer's construction price is \$1,428,288 (inc GST). Council will request from the Armadale Redevelopment Authority a further contribution of \$65,000 to accommodate the required changes. Other necessary costs allocated to this project include design and supervision by Consultants and river restoration previously agreed to in the vicinity of \$78,000.

Reallocation of funds from other municipal sources (ie. McNess Drive \$486,300 and Wymond Road \$199,500) is required to complete the crossing structure as specified.

**Consultation**

Main Roads Western Australia, Department of Indigenous Affairs, Environmental Protection Authority, various consulting companies and inter-directorate liaison.

**BACKGROUND**

The construction of Culvert 5206 Road Crossing Champion Drive over Southern River (Wungong River) forms part of the connection of a dual carriageway between the Westfield / Kelmscott industrial area and Tonkin Highway. Negotiations with Environmental Protection Authority and the Armadale Gosnells Landcare Group and selected environmental consultants in the later stages of 2004 approved the construction of a multi-cell box culvert rather than a single span bridge.

When Council applied for improvement grants in 2002 for the construction of Champion Drive to a dual carriageway between Gillam Drive and Tonkin Highway with the intention to build the structure over the river in late 2003 the project received the maximum grant of \$2 million over two years.

Delays, additional work based on environmental and indigenous constraints, subsequent price increases and a current saturated construction industry have driven the construction cost substantially higher than originally estimated.

**COMMENT**

A detailed assessment of all tenders has been carried out involving officers from Technical Services and various consultants to propose minor technical changes to the proposed culvert can be made to expedite manufacturing and construction of the multi-cell box culvert.

Technical changes include:

- a) box size;
- b) reduction in overall width while still complying with the set requirements for waterway area;
- c) rock placement; and
- d) modification to head walls to avoid embankment erosion.

## DETAILS OF PROPOSAL

Based on the waterway analysis, the Multi-cell Box Culvert was designed integrating the requirements of the Aboriginal Heritage Group, Environmental Protection Authority, while complying with requirements set by Water and Rivers Commission for an Average Recurrence Interval (ARI) of 1:100 years flow, and reducing backwater erosion and flooding in a major stream and a major distributor road.

The proposed river crossing will allow for a five lane road with wide median and one dual use path.

## NEW CONTRACT INFORMATION

Essential details of the new contract are as follows:

**Table 1 : New Contract Information**

<b>Contract Type</b>	Lump Sum
<b>Contract Duration</b>	5 months
<b>Commencement Date</b>	Mid March 2005
<b>Expiry Date</b>	August 2005
<b>Extension Permitted</b>	Yes, based on supply of pre-cast structures
<b>Rise And Fall Included</b>	No

## SELECTION CRITERIA

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

**Table 2 : Selection Criteria**

<b>ITEM No.</b>	<b>DESCRIPTION</b>	<b>WEIGHTING</b>
1.	Capability/Competence of Tenderer to perform the work required	15%
2.	Experience of Tenderer in supplying similar goods or completing similar projects	15%
3.	Understanding of requirement	10%
4.	Tendered Price/s	60%
	<b>TOTAL</b>	<b>100%</b>

## TENDERS RECEIVED

Four tenders were received by the closing time from Foxrock Contracting, Cobey Industry, Might Construction, Densford Pty Ltd – Civil Construction and one late tender from JJ McDonald and Sons.

## TENDER EVALUATION

**Table 3 : Tender Evaluation**

<b>Tenderer</b>	<b>Price</b>
Foxrock Contracting	\$1,428,288
Cobey Industry	\$1,736,622
Might Construction	\$2,050,955
Densford Pty Ltd	\$1,558,834
**JJ McDonald and Son	\$1,864,014

\*\* Late Tender

The recommended tenderer's price (Foxrock Contracting) for Tender 35/04 is \$1,428,288 (inc. GST). Modification to the structure and consequent negotiation with the successful contractor have the object of providing time and financial benefits to Council.

Approval has been obtained from the environmental consultant (Murdoch University) to reduce the total width of the structure to the minimum allowable size mentioned in their report.

## TENDER RANKINGS

The tender rankings resulting from the application of the selection criteria are as follows:

**Table 4 : Tenderer Ranking**

<b>Tenderer</b>	<b>Ranking</b>
Foxrock Contracting	1
Densford Pty Ltd	2
Might Construction	3
Cobey Industry	4
**JJ McDonald and Son	5

\*\*Late Tender

## CONCLUSION

The Tender Regulations and Australian Standard AS4120-1994 "Code of Tendering" approves under Evaluation of Tenders "the principal may require repricing incorporating alternative designs or methods, and also allows the Principal to negotiate with a "pre-selected tenderer" any minor amendments to the specification. This procedure may be used if required for the second lowest tenderer, also.

## RECOMMEND

- 1. That with Tender No. 35/04 – Construction of Culvert 5206 Champion Drive over Southern River, Council accept the tender of Foxrock Contracting in accordance with their submitted tender and Council's contract documentation for \$1,428,288, subject to successful negotiation based on technical modification and specification of the above culvert.**

2. That Council delegate authority to the Chief Executive Officer to negotiate with the successful tenderer and award the contract for a value not exceeding \$1,250,000.
3. That Council pursuant Section 6.8 of the Local Government Act 1995:
  - a) authorise the following further expenditure:
    - \$685,800 for the construction of Culvert 5206 Champion Drive over Southern River.
  - b) amend the 2004-05 Annual Budget (to accommodate (a) above) as follows:

Particulars	Expend \$	Revenue \$
<b><u>Civil Works Programme</u></b>		
- Culvert 5206 Champion Drive over Southern River	+685,800	-
<i>sub total</i>	+685,800	-
<b><u>Civil Works Programme</u></b>		
- McNess Drive	-486,300	-
- Wymond Road	-199,500	-
<i>sub total</i>	-685,800	-
<b>Total</b>	<b>0</b>	<b>-</b>

4. That Council approves the following schedule of Civil Works being listed for consideration of funding in 2005-06 Annual Budget:

Particulars	Expend \$	Revenue \$
<b><u>Civil Works Programme</u></b>		
- McNess Drive	+486,300	-
- Wymond Road	+199,500	-
<i>sub total</i>	+685,800	-
<b>Total</b>	<b>+685,800</b>	<b>-</b>

5. That Council request the Armadale Redevelopment Authority to provide additional funds of \$65,000 to accommodate the increased cost of constructing Culvert 5206 Champion Drive over Southern River.

**\*\*ABSOLUTE MAJORITY REQUIRED FOR PART 2 AND 3**

MOVED Cr  
MOTION CARRIED/LOST

**VACANCY FOR WALGA MEMBER – MUNICIPAL WASTE ADVISORY COMMITTEE**

WARD All  
FILE REF GOV/51  
DATE 18 February 2005  
REF LP  
RESPONSIBLE MANAGER EDTS

**In Brief:**

- Request from WALGA for nomination of member for the Municipal Waste Advisory Committee.
- **Recommend**  
That Council nominate Cr \_\_\_\_\_ for the position of WALGA Member on the Municipal Waste Advisory Committee.  
Or  
If there is no nomination at the Ordinary Meeting of Council on 8 March 2005 then the recommendation be as follows.  
That no nomination be made.

**Tabled Items**

Nil.

**Officer Interest Declaration**

Nil.

**Strategic Implications**

Communication

*Develop stronger communication links with Government and other groups.*

**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**

Nil.

A circular letter has been received from the Western Australian Local Government Association (WALGA) inviting Council to submit a nomination for appointment of a WALGA Member – for the Municipal Waste Advisory Council.

**TERM AND COMMENCEMENT DATE**

This position is for an interim term until August 2005. Please note the ordinary election of Elected Members will occur in August 2005 for a two (2) year term.

**MEETING DETAILS**

Meetings: Council meetings will be held every 3<sup>rd</sup> Wednesday during the months of March, May, July, September and December in 2005.  
Venue: Council meetings at Local Government House  
Commencing: 4pm  
Duration: Council meetings - 2 hours  
Sitting Fee: none  
Travelling allowance: none

## **BACKGROUND INFORMATION**

The Municipal Waste Advisory Council (MWAC) is a standing committee of the Western Australian Local Government Association with delegated authority on municipal waste issues.

MWAC's membership includes the major Regional Councils (waste management). This makes MWAC a unique forum through which all the major Local Government waste management organisations cooperate.

MWAC focuses its work in three main areas:

- The proactive development of policy on priority issues;
- Comprehensive representation of Local Government views on legislation, regulations, administrative policy and related matters; and
- The delivery of grant funded programs consistent with Local Government priorities.

The mission statement of the Municipal Waste Advisory Council is:

“To facilitate, encourage and promote economically sound, environmentally safe, socially acceptable and efficient waste management practices for Western Australia, endorsed and supported by Local Government.”

## **SELECTION CRITERIA**

Nominee to address the following Selection Criteria:

- Must be a current Elected Member.
- What is your relevant experience as an Elected Member? Please provide examples.
- What are your experiences, skills, attributes or qualifications to support the nomination in relation to solid waste management issues? Please provide examples.
- Are you available to undertake the responsibility?
- Please outline your demonstrated interest in the position.
- What is your capacity to represent the interests of Local Government and the Association?

## **REASON FOR VACANCY**

The position of a metropolitan Elected Member has recently become vacant.

## **MEMBERSHIP**

The Council is made up as follows:

One elected member and serving officer from each of the six (6) financial Regional Council members.

Six elected members from Local Government (four from the metropolitan area and two from the non-metropolitan areas)

Six serving officers from Local Government (four from the metropolitan area and two from the non-metropolitan areas)

Three representatives from the Western Australian Local Government Association State Council.

**RECOMMEND**

**Recommend that Council nominate Cr \_\_\_\_\_ for the position of  
WALGA Member on the Municipal Waste Advisory Council.**

**Or**

**If there is no nomination at the Ordinary Meeting of Council on  
Municipal Waste Advisory Council then the recommendation be as  
follows:-**

**That no nomination be made.**

*MOVED Cr  
MOTION CARRIED/LOST*

***LATE ITEMS***

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***COUNCILLORS' ITEMS***

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**MEETING CLOSED \_\_\_\_\_PM.**

**TECHNICAL SERVICES COMMITTEE**

**SUMMARY OF "A" ATTACHMENTS**

**28 FEBRUARY 2005**

<b>Attachment No.</b>	<b>Subject</b>	<b>Page</b>
A-1	Parks and Reserves Industry Standards and Service Levels	39
A-2	William Buckingham Cottage	48

## STANDARD FREQUENCIES IN THE PARKS INDUSTRY

### INTRODUCTION

The following frequencies are generally accepted minimum standards within the amenity horticulture/Parks industry in Western Australia.

Some, such as playground maintenance frequencies, are contained in various Australian Standards.

Others such as turf maintenance frequencies are accepted best practice in local authorities and private organizations across Australia.

### WHY ACHIEVING THESE FREQUENCIES IS IMPORTANT

Meeting these industry standards has social, environmental and economic benefits. These are summarized in **Appendix A: Benefits of Industry Standard Frequencies**.

### MOWING

#### Active Recreation Park Playing Surfaces

Whichever turf grass is in use (Kikuyu, Couch or Buffalo) playing surfaces must be **cut weekly** to maintain a smooth even surface (*10mm summer/30mm winter*) as expected by sports participants.

#### Active Recreation Park Surrounds

As it does not form part of the playing surface this grass can be allowed to grow a little longer but needs to be **cut fortnightly** to maintain an even grass height of around 50mm.

#### Irrigated Passive Recreation Reserves

Grass needs to be **cut fortnightly** to maintain an average grass height of around 50mm.

#### Non-Irrigated Passive Recreation Reserves

As they are not irrigated growth is generally slower but the grass still needs to be **cut monthly** to maintain an average grass height of around 50mm.

#### Drains and Sumps

These areas are not used for recreation and grass height is therefore not so critical. However they are often damp areas and as a result grass growth is usually strong. **6 cuts per year** are required to keep them from becoming unsightly or fire hazards.

#### Public Access Ways

These need to be serviced **4 times per year** to prevent grass and weeds from becoming unsightly and a fire hazard, prevent litter build up and keep pathways clear of overhanging branches.

#### Bridle Trails

As for Public Access Ways – **4 cuts per year**

#### Rural Road Verges

These need to be cut **3 times per year** (winter, spring, autumn) to prevent long grass and weeds becoming unsightly and a vision hazard for motorists. More regular mowing also prevents the large deposits of grass cuttings left behind when grass is allowed to get very long.

#### Industrial Areas

These need to be cut **6 times per year** to maintain a reasonably neat streetscape appropriate to the businesses located in the area.

#### Major Roads

These roads are the main feeder roads into the city and are therefore a powerful advertisement for the city. To maintain a neat appearance all year round the mowing frequency needs to be **9 times per year**.

### **TREE PRUNING**

#### Street Trees: Wired Side

Trees need to be cut a minimum of **twice per year** to maintain a canopy which is 2m clear of the power lines (Western Power regulation) and 1.8m above the ground for pedestrian access.

#### Street Trees: Non-Wired Side

On average these trees need to be pruned **once per year** which includes under-pruning to keep a 1.8m ground clearance for pedestrians, side pruning for traffic clearance and some canopy thinning to keep branches away from house power line.

#### Public Facilities Trees

For safety reasons, large trees located within the grounds of public facilities (*Infant Health Clinics, Libraries, Community Centres etc*) should be serviced **every 2 years** to remove dead wood and weak growth and check for signs of disease and other damage which can result in structural weakness.

#### Large Park Trees

See comments above for Public Facilities Trees. However as there is usually less intensive human activity around these trees they could generally be serviced **every 3 years**.

#### General Park Tree Underpruning

In order to maintain tractor mower access under trees it is necessary to underprune them **every 2 years**.

#### City Precinct Trees

Trees in the city centre precinct need special attention for safety and aesthetic reasons (see comments above under Public Facilities Trees). They will generally need attention **every 2 years**.

#### Storm Damaged Trees

These trees need to be serviced as the damage occurs. The critical factor is the response time as these trees are often left in a dangerous state (eg hanging branches) or blocking roads, footpaths etc. Response time to make tree safe should be **no more than 3hrs**.

### Tree Removals

There needs to be an on-going program of removing unsuitable or dead, diseased and dangerous trees from street verges, parks and other public areas under the Council's control.

## **TURF FERTILIZING**

### Active Recreation Park Playing Surfaces

To maintain a healthy grass sward which is able to withstand the rigours of active sports, most playing fields need to be fertilized **twice per year**.

### Active Recreation Park Surrounds

Although these areas do not receive the same intensity of use as the playing surface, to maintain a healthy grass sward they still need to be fertilized **once per year**.

### Irrigated Passive Recreation Reserves

To maintain a dense, healthy grass sward which is able to compete successfully with weed growth these areas need to be fertilized **twice per year**.

### Non-Irrigated Passive Recreation Reserves

As they are not irrigated the fertilizing requirement for these areas is less but they still require feeding **once per year** in order to maintain a strong grass sward which is able to compete with weeds.

## **TURF HERBICIDE SPRAYING**

### Active Recreation Park Playing Surfaces

To maintain a grass sward relatively free of weeds as expected by sports participants it is necessary to spray at least **once per year** to control annual and/or perennial weeds such as onehunga, lovegrass, broadleaf, Parramatta grass etc.

### Active Recreation Park Surrounds

See comments for "Playing Surfaces" above. Although not being played on, weed control is essential in these areas also to prevent them becoming a nursery for weeds which will then spread to the playing surface. Spray **once per year**.

### Irrigated and Non-Irrigated Passive Reserves

As for Active Recreation Park Surrounds – spray **once per year**

## **TURF RENOVATION**

### Active Recreation Park Playing Surfaces

To maintain a healthy grass sward it is necessary to undertake various turf renovation practices such as vertimowing to remove built up thatch and spiking/hollow tining to improve aeration and water/nutrient penetration. Whichever grass is involved (Kikuyu, Couch of Buffalo) this should be done at least **every 3 years**.

### Irrigated Passive Recreation Reserves

See comments under Active Playing Surfaces above. Renovate every 3 years.

## **IRRIGATION SYSTEM MAINTENANCE**

### Active Recreation Parks

In order to ensure that playing fields are always in good condition for weekend sport it is necessary to check and maintain irrigation systems **weekly**. Frequent, regular maintenance is necessary to prevent "dry patches" on parks due to malfunctioning or damaged sprinklers, hazards from sprinklers which do not retract, water wastage from malfunctioning controllers etc

### Passive Recreation Reserves

Although not being used for organized sport, to prevent the problems listed above under Active Parks these systems still need to be checked **weekly**.

### Street Gardens

As for Passive Recreation reserves - **weekly**

### Public Facilities

As for Passive Recreation Reserves - **weekly**

## **BORE MAINTENANCE**

### Bore Pump Servicing

To keep pumps and bores operating at maximum efficiency servicing needs to be undertaken **every 3 years**. Apart from normal pump wear and tear maintenance, bore development may be necessary to restore water flows to their optimum level.

### Tank Pump Service

As for bore pumps, servicing should be every **3 years**.

## **PLAYGROUND MAINTENANCE**

### Inspections

Play equipment warrants special attention as its primary users are children and the potential for injury from poorly maintained equipment is high. The inspection regime needs to reflect this fact and should therefore be done on a **weekly** basis. In very high use areas inspections should even be **twice weekly**.

### Maintenance

Due to the high injury potential (see comments above) maintenance needs to be regular and detailed. Specific maintenance items identified in the weekly inspections would be undertaken at the time noticed. General maintenance tasks such as greasing, pit raking, sand replacement etc should be at least **fortnightly**.

## **GENERAL**

### Street Garden Maintenance

Street gardens are intensively planted areas along verges, in median islands, in roundabouts and in cul-de-sac heads. They occur in many locations from major highways to local roads. General maintenance tasks such as weed control, mulch replacement, litter control, reticulation maintenance and fertilizing need to be done at least **monthly**.

#### Nature Reserve Maintenance

Maintenance consists mainly of weed and litter control and needs to be done **monthly** to prevent build up of litter and proliferation of non-indigenous species.

Where there is reserve custodians group (eg "Friends Groups") the group needs to be contacted prior to significant works being undertaken in the reserve.

#### Skate Park Inspections

Like Play Equipment, Skate Parks warrant special attention as their primary users are children and the potential for injury from poorly maintained structures is high. Inspections should be **weekly** but increasing to **twice per week** during periods of high activity such as school holidays.

#### Skate Park Maintenance

Specific maintenance items identified in the weekly inspections would be undertaken at the time noticed. However general maintenance tasks such as graffiti removal, repainting of skate surface, re-arrangement of module configuration, re-alignment of modules to ensure flush surfaces etc should be at least **every 3 months**.

#### Park Furniture/Infrastructure Maintenance

Vandalized or otherwise damaged park seats, gazebos, signs, bins, fences etc need to be repaired/replaced when reported but in addition to this all items need a scheduled general maintenance service (*re-painting, straightening, tightening bolts etc*) done at least **annually**.

#### Weed Control

In addition to the annual broadacre weed spraying described above under "Turf Herbicide Spraying" it is necessary to carry out spot spraying of certain weeds on most parks on a **quarterly** basis to keep infestations at manageable levels.

#### Park Rubbish Bin Emptying

Emptying frequencies will vary from daily in high use areas to fortnightly in low use areas. An average for most parks would be **weekly**.

#### Dumped Rubbish Removal

This is a problem particularly in nature reserves. All such areas should be cleared of such items at least **annually** to prevent an unsightly build-up.

#### Graffiti Removal

It is important that the response time to reported graffiti be short in order to deter offenders. The aim should be to remove graffiti **within 24 hrs** of it being reported.

#### Nursery Maintenance

To run a successful plant nursery general maintenance tasks such as weed control, fertilizing, irrigation maintenance etc need to be done on at least a **weekly** basis.

#### Tree Planting

As a general guide sufficient trees should be planted each year to keep overall tree numbers in the municipality's parks and streets constant – if not increasing.

Assuming a typical tree lifespan of 50 years the minimum replacement rate would therefore be **2% of total tree numbers annually**.

Tree Watering (Water Tanker)

Many of the trees planted each year in streets and parks are not under automatic irrigation and need to be watered manually by water tanker. To ensure a good success rate, young trees need to be watered **twice a week** for 8 months of the year (October to May) for at least the first 2 years.

**SERVICE LEVEL vs COST (PARKS OPERATIONS)**

<b>ACTIVITY (unit)</b>	<b>INDUSTRY SL.</b>	<b>FREQ.</b>	<b>COST pa</b>	<b>ARMADALE SL</b>	<b>FREQ.</b>	<b>COST pa</b>
<b>MOWING</b>						
Active Park Playing Surface (ha)	weekly	52	\$223,132	weekly	52	\$223,132
Active Park Surrounds (ha)	fortnightly	26	\$198,926	monthly	12	\$91,812
Irrigated Passive Reserves (ha)	fortnightly	26	\$298,376	monthly	12	\$137,712
Non-Irrigated Passive Reserves(ha)	monthly	12	\$275,436	every 6 weeks	8	\$183,624
Non-Irrig Pass.Res(Schd.A 18ha)	monthly	12	\$35,748	every 6 weeks	8	\$23,832
Non-Irrig Pass.Res(Schd.B 36ha)	monthly	12	\$75,084	every 2 months	6	\$37,542
Drains and Sumps (ha)	4 cuts/yr	4	\$91,812	1 cut/yr	1	\$22,953
Public Access Ways (Schedule)	4 cuts/yr	4	\$18,000	3 cuts/yr	3	\$13,500
Bridle Trails (ha)	4 cuts/yr	4	\$49,588	2 cuts/yr	2	\$24,794
Rural Road Verges (Sched.A)	4 cuts/yr	4	\$128,600	1 cut/yr	1	\$32,150
Industrial Areas (Sched B)	6 cuts/yr	6	\$58,668	4 cuts/yr	4	\$39,112
Major Roads (Sched C,D)	9 cuts/yr	9	\$108,000	6 cuts/yr	6	\$72,000
<b>TREE PRUNING</b>						
Street Trees: Wired Side (Sched)	annual	1	\$198,000	every 2 yrs	0.5	\$99,000
Street Trees: Non-Wired (Sched)	annual	1	\$178,750	every 3 yrs	0.3	\$53,625
Public Facilities Tree (No.)	every 2 yrs	0.5	\$30,250	every 10 yrs	0.1	\$6,050
Large Park Trees (No.)	every 3 yrs	0.3	\$45,375	ever 10 yrs	0.1	\$15,125
General ParkTree Underpruning (No.)	every 2 yrs	0.5	\$7,150	every 3 yrs	0.3	\$4,290
City Precinct Trees (No.)	every 2 yrs	0.5	\$15,125	every 10 yrs	0.1	\$3,025
Storm Damaged Trees (hrs)	every yr	1	\$31,900	every yr	1	\$31,900
Tree Removals (No.)	1	1	\$50,050	1	1	\$50,050
<b>TURF FERTILIZING</b>						
Active Park Playing Surface (ha)	twice/yr	2	\$9,896	twice/yr	2	\$9,896

Active Park Surrounds (ha)	once/yr	1	\$3,534	once/yr	1	\$3,534
Irrigated Passive Reserves (ha)	twice/yr	2	\$8,836	20 ha once/yr	0.4	\$1,767
Non-Irrigated Passive Reserves (ha)	once/yr	1	\$17,672	10 ha once/yr	0.05	\$884
<b>TURF HERBICIDE SPRAYING</b>						
Active Park Playing Surface (ha)	once/yr	1	\$6,160	20 ha once/yr	0.36	\$2,218
Active Park Surrounds (ha)	once/yr	1	\$4,400	10 ha once/yr	0.25	\$1,100
Irrigated Passive Reserves (ha)	once/yr	1	\$5,500	10 ha once/yr	0.2	\$1,100
Non-Irrigated Passive Reserves (ha)	once/yr	1	\$22,000	nil	0	\$0
<b>TURF RENOVATION</b>						
Active Park Playing Surface (ha)	every 3 yrs	0.3	\$42,000	every 10 yrs	0.1	\$14,000
Irrigated Passive Reserves (ha)	every 3 yrs	0.3	\$37,500	every 10 yrs	0.1	\$12,500
<b>IRRIGATION SYSTEM MAINTENANCE</b>						
Actives Parks (No.)	weekly	52	\$87,828	weekly	52	\$87,828
Passive Reserves (No.)	weekly	52	\$73,164	fortnightly	26	\$36,582
Street Gardens (No.)	weekly	52	\$44,772	every 3 weeks	17	\$14,637
Public Facilities (No.)	weekly	52	\$22,360	every 3 weeks	17	\$7,310
<b>BORE MAINTENANCE</b>						
Bore Pump Service (No.)	every 3yrs	0.3	\$41,400	every 5yrs	0.2	\$27,600
Tank Pump Service (No.)	every 3yrs	0.3	\$6,750	every 5yrs	0.2	\$4,500
<b>PLAYGROUND MAINTENANCE</b>						
Inspections (No.)	weekly	52	\$86,578	annually	1	\$1,665
Maintenance (No.)	fortnightly	26	\$136,021	annually	1	\$5,232
<b>NURSERY MAINTENANCE</b>						
Weed Control, fertilizing etc (No.)	weekly	52	\$22,953	weekly	52	\$22,953

<b>OTHER</b>						
Nature Reserve Maintenance (ha)	every 3 months	4	\$113,400	once/yr	1	\$28,328
Skate Park Inspections (No.)	66 times/yr	66	\$6,370	52 times/yr	52	\$5,019
Skate Park Maintenance (No.)	4 times/yr	4	\$29,964	once/yr	1	\$7,491
Furniture/Infrastructure Mtce (No.)	once/yr	1	\$196,662	100 sites/yr	100	\$89,800
Dumped Rubbish Removal - Parks (No.)	once/yr	1	\$37,450	10 sites once/yr	10	\$7,490
Graffiti Removal (No.) Street Garden	once/yr	1	\$37,400	20 sites once/yr	20	\$7,480
Maintenance (hrs) Rubbish Bin	monthly	1	\$41,646	6 weekly	0.66	\$27,486
Emptying-Parks (hrs)	weekly	1	\$86,529	weekly	1	\$86,529
Tree Watering/Mtce- Tanker (hrs)	N/A	1	\$49,884	N/A	1	\$49,884
Tree Planting (hrs)	N/A	1	\$49,884	N/A	1	\$49,884
Special Local Events Mtce	N/A	1	\$14,000	N/A	1	\$14,000
Brookwood Estate Mtce	n/a	1	\$40,000	n/a	1	\$40,000
Minnawarra Precinct Maintenance (hrs)	N/A	1	\$135,633	N/A	1	\$135,633
Armadale Golf Course Electrical (AKES)	N/A	1	\$7,500	N/A	1	\$7,500
Plumbing (Charter Plumbing)	N/A	1	\$15,000	N/A	1	\$15,000
Miscellaneous						\$1,000
<b>SUB TOTAL</b>			<b>\$3,659,617</b>			<b>\$2,058,023</b>
Plus: Overhead charge on all purchases			\$250,000			\$150,000
Supervisors			\$170,000			\$170,000
<b>TOTAL</b>			<b>\$4,079,617</b>			<b>\$2,378,023</b>

**Pat Hart**

**From:** "Patricia Walker" <pwalker@armadale.wa.gov.au>  
**To:** <deblyn@inet.net.au>; <PatHart@bigpond.com.au>  
**Cc:** "Glyn Davies" <gdavies@armadale.wa.gov.au>; "Hugh Carder"  
<hcarder@armadale.wa.gov.au>; "Chantal Gurney-Pringle"  
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Askew" <caskew@armadale.wa.gov.au>  
**Sent:** Monday, 16 February 2004 2:40 PM  
**Subject:** Buckingham Cottage agenda item

Hello Pat and Deb

Just letting you know that further to meeting at the Cottage, I did prepare an agenda item - after ringing the Heritage Council, as the Hearing for permanent listing was on the 30th of January. I was told that the Cottage will be listed when the next gazettal is done.

However, in discussion with both Carl and Glyn, there was consensus that the item would be best included in the Technical Services Committee agenda, as all of the expenditure and supervision would be the responsibility of that Directorate.

The recommendation that I suggested in the agenda item was that the Cottage be cleaned up and made safe and that appropriate interpretive signage be placed at the Cottage. I did not recommend that Phase 3 i.e. the verandah section, be constructed at this stage at Council's expense - unless a team of volunteers was to be established under the Technical Services Directorate control. Pat, this would be dependent on the interest of the Armadale District Historians Group that you were following up on.

Neither did I recommend that any upgrade be carried out on the access road. I did confer with Hugh Carder in Planning and he was of the opinion that access to any residences near the Cottage would probably be via an extension of Mt Dale View Rd rather than Bristol Road, an opinion that Glyn supported. So if the road - which is in effect an extension of the public walkway - is upgraded at any time, it would probably need to be at Council's expense.

Glyn queried the insurance issues if Council does put signage at the cottage. His question was, would it leave Council open to claims because signage could be seen as encouraging people to go there, and would this necessitate additional upgrade of the road etc? As a result, Brian Moralee has arranged for an Insurance Assessor to visit the Cottage to provide advice related to this question. I have provided Brian with a copy of the Conservation Plan for the Assessor's benefit. However, as the visit will not be until the 24th of February, the item will now go to the March round of meetings.

So the current situation is that the agenda item is with Glyn Davies as responsibility for the Cottage now rests with the Technical Services Directorate from the building maintenance and access perspective. Of course, at such time as any signage is done, or advice is required on some of the Heritage aspects, the Heritage areas and CHAC will be involved as required. From my perspective, it would be great to print a small brochure on the Cottage and its history that could be displayed in History House, Birtwistle Library, the public libraries and other places advising the location of the Cottage. But if that does compromise the insurance matters, that might have to be re-considered.

I hope that this keeps you up to date on developments. If you have any queries on this you can contact either myself or Glyn.

Kind regards,

**Patricia Walker**  
Manager Libraries & Heritage  
City of Armadale

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