

CITY OF ARMADALE

AGENDA

OF TECHNICAL SERVICES COMMITTEE TO BE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 6 NOVEMBER 2023 AT 7:00 PM.

A meal will be served at 6:15 p.m.

PRESENT:

APOLOGIES:

OBSERVERS:

IN ATTENDANCE:

PUBLIC:

*“For details of Councillor Membership on this Committee, please refer to the City’s website
– www.armadale.wa.gov.au/your_council/councillors.”*

DISCLAIMER

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

DECLARATION OF MEMBERS' INTERESTS

QUESTION TIME

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

*Minimum time to be provided – 15 minutes (unless not required)
Policy and Management Practice EM 6 – Public Question Time has been adopted by Council to ensure the orderly conduct of Public Question time and a copy of this procedure can be found at <http://www.armadale.wa.gov.au/PolicyManual>*

It is also available in the public gallery.

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

DEPUTATION

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Technical Services Committee Meeting held on 2 October 2023 be confirmed.

Minutes of the Special Technical Services Committee Meeting held on 26 October 2023 be confirmed.

ITEMS REFERRED FROM INFORMATION BULLETIN

Outstanding Matters and Information Items

Various Items

Monthly Departmental Reports

Technical Services Works Programme

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

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TECHNICAL SERVICES COMMITTEE

6 NOVEMBER 2023

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1.1 - MAIN ROADS LOW COST URBAN ROAD SAFETY - PROGRAM - PROPOSED ROAD SAFETY TREATMENTS - CHALLIS ROAD, LOWANNA WAY AND TAIT STREET

WARD : MINNAWARRA
FILE No. : M/555/23
DATE : 29 September 2023
REF : EC
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- This report provides a proposal to implement low cost road safety / Local Area Traffic Management (LATM) treatments along Challis Road, Lowanna Way and Tait Street, in the Armadale and Seville Grove areas, as part of Main Roads Low Cost Urban Road Safety Program (Low Cost – URSP). These sites have been chosen by Main Roads, which are prioritised based on crash history and potential pedestrian and cyclist activity in the area, and recommend the implementation of treatments such as raised safety platforms.
- The Low Cost – URSP will fund design and construction of the road safety treatments.
- The City will be responsible for delivering the project and funding the associated drainage and street lighting upgrades within the current budget under LATM – Renewal Projects (TBD) (CP000160) and LATM – Seville Grove (CP000161).
- The City has completed concept design and stakeholder consultation to date.
- Recommend that Council note the design plans and approve progressing the projects for detailed design and construction during the first half of 2024.

Tabled Items

Nil

Decision Type

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

Officer Interest Declaration

Nil

Strategic Implications

- 2.5 Quality development that enhances the amenity and liveability of the City of Armadale
- 2.5.3 Protect the amenity of infill areas and the City Centre by strengthening the planning frameworks for middle density development and addressing catchment management as well as transport and traffic planning.

Legal Implications

General assessment of relevant legislation (*e.g. Local Government Act 1995*) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

The budget has a total of \$655,400 under LATM – Renewal Projects (TBD) (CP000160) and LATM – Seville Grove (CP000161).

The Low Cost Urban Road Safety Program (Low Cost - URSP) is managed by Main Roads and partially funded by the State Government which contributes to the design and construction costs of the treatment(s). Main Roads WA has advised that once Council approval is received to progress the project, the City can apply and will receive reimbursement as per the Reimbursement Percentages and Milestones Table process (see Table 3).

Local Government is responsible for arranging the following activities, including the capital costs associated with:

- Community consultation;
- Design drawing approvals;
- Procurement of works;
- Delivery of treatments (project management);
- Associated drainage upgrades;
- Associated street lighting upgrades; and
- Evaluation (data collection pre and post treatment) and reporting

The City's costs for this 'balance of work' was approved in FY 2023/24 budget and detailed as LATM – Renewal Projects.

Consultation

Community consultation was undertaken in June 2023 on the concept designs.

As conveyed as part of the consultation, treatment locations were selected and designed at intersection and midblock locations minimising impact to driveway access. The proposed treatments are to be constructed within the existing road/pavement footprints, hence there will be no kerb modifications nor road widening works.

BACKGROUND

The Low Cost - URSP is a new road safety initiative from Main Roads. The program aims to support the opportunity for Local Governments to proactively implement low cost road safety / LATM treatments to local roads on an area wide or whole-of-streets basis, to reduce the likelihood of fatal and serious injury crashes.

Based on crash data, Main Roads has identified areas within the City's local road network that are considered suitable under this program. Treatment locations and types are determined by Main Roads through consultation with Local Government and the focus is more so to locations with crash history that do not meet the criteria for other road safety programs such as the Black Spot Program. For example, the State Black Spot Program general crash criteria for an intersection is a minimum of 5 crashes over a 5-year period. Consideration in identifying the areas for the Low Cost URSP is also given to potential pedestrian and cyclist activity in the area.

Main Roads will review the program annually when new crash data becomes available. The crash history records information such as the crash types (e.g. rear end crashes), crash severity (e.g. major property damage), crash location, crash date and time, crash number, light condition, weather condition, basic road features, vehicles/pedestrian volume and direction.

The program has undertaken pilot projects with the Cities of Vincent and Stirling in 2020/2021 including the use of mini roundabouts and raised safety platforms.

Treatment Types

Roundabouts are effective at reducing crashes resulting in fatality or serious injury. They reduce vehicle speed on approach and the occurrence of high severity right-angle crashes. Mini roundabouts operate the same way as standard roundabouts and can be considered on lower order roads under low speed environments, where standard roundabouts would not fit. An example of a mini roundabout is provided on [Figure 1](#) below.

An example of a mini roundabout is provided on [Figure 1](#) below.

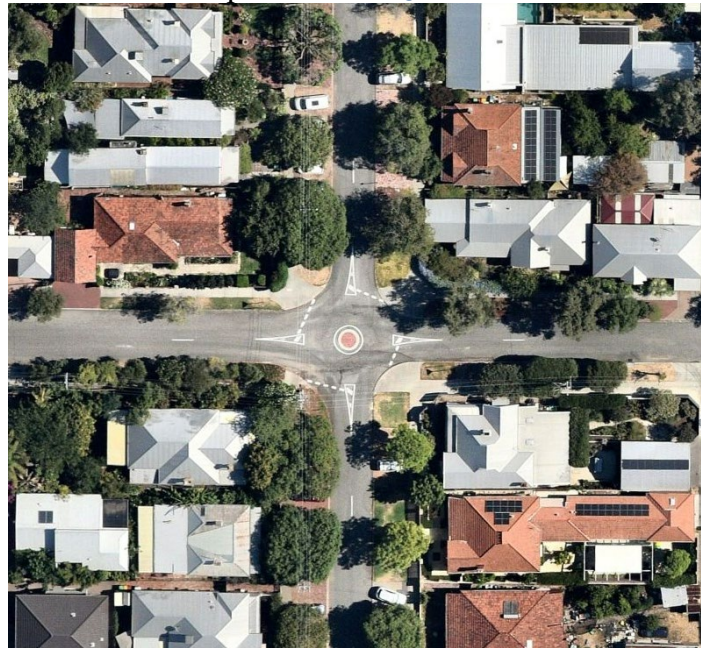


Figure 1 Example of a Mini Roundabout (Source: Nearmap)

Raised Safety Platforms are commonly implemented on simple intersections with ‘Stop’ or ‘Give Way’ controls on lower order roads that have been identified as having potential for right-angle crashes. They reduce operating speeds for vehicles travelling through these intersections and are able to cater for pedestrians crossing. An example of a raised safety platform is provided on [Figure 2](#) below.



Figure 2 Example of a Raised Safety Platform (Source: Nearmap)

Mid-block treatments such as speed humps, speed cushions and median islands are commonly implemented to reduce vehicle speed and discourage non-local through traffic, while improving amenity. They are most effective when applied in sets, as the repetition along a road corridor reinforces their traffic calming impact. An example of a set of speed cushions is provided on [Figure 3](#) below.

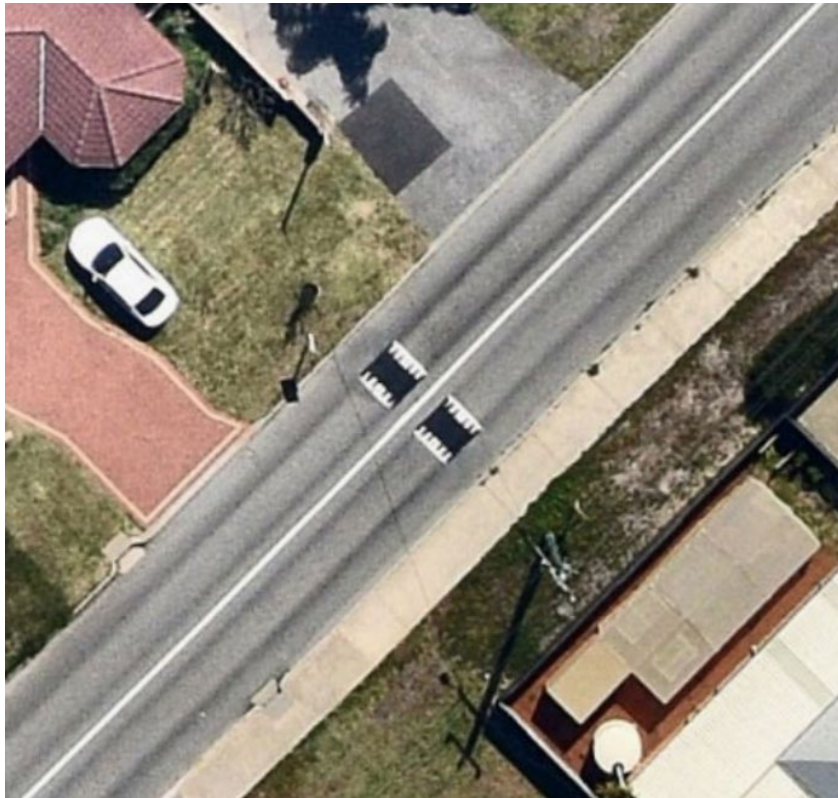


Figure 3 Example of a set of Speed Cushions (Source: Nearmap)

There are other road safety treatments in the Low Cost - URSP, including, but not limited to, pedestrian treatments such as pedestrian refuge and kerb extensions, gateway treatments at boundaries between different classification of streets or speed zoning areas, and 'road diet' treatments such as bike and parking lanes that narrow the road.

Selected Sites: Existing Conditions along Challis Road, Lowanna Way and Tait Street.

Challis Road, Lowanna Way and Tait Street are located in the Armadale and Seville Grove areas, north of Armadale Road. These roads are classified as Local Distributor, according to the Main Roads Metropolitan Functional Road Hierarchy (MFRH), with a posted speed limit of 50km/h.

The section of Lowanna Way between Braemore Street and approximately 80m northwest of Toongabbie Way, also has the school zone 40km/h speed limit restriction during school days peak periods.

The table below summarises five-year crash history between 2018 and 2022 for these roads, which is based on the Main Roads Crash Analysis Reporting System.

	Challis Road	Lowanna Way	Tait Street ¹
Total No. of Crashes	9	9	5
<u>Severity</u>			
Hospital	0	1	1
Medical	2	2	3
Major Property Damages	4	4	0
Minor Property Damages	3	2	1
<u>Location</u>			
at intersection	6	5	4
at midblock	3	4	1

Note 1: Crashes at the intersection of Tait Street and Armadale Road have not been included.

In regard to existing treatments, Challis Road has a painted median with a number of raised median islands at intersection or midblock locations. There is also a roundabout at the intersection of Challis Road and Williams Road.

Lowanna Way has a painted median between Braemore Street and Challis Road with a few raised median islands at intersection or midblock locations.

Tait Street has temporary installation of electronic speed display signs.

DETAILS OF PROPOSAL

The proposed LATM treatments along Challis Road, Lowanna Way and Tait Street are outlined as per [Figure 4](#) below, which is based on the recommendations from Main Roads and the relevant LATM studies. Treatment locations have been selected and designed at intersection and midblock locations minimising impact to driveway access. The proposed LATM treatments are to be constructed within the existing road footprint, hence there will be no kerb modifications and road widening works.

The Low Cost – URSP has also agreed to fund pedestrian crossing upgrades if the location is adjacent to any of the proposed LATM treatments. It is anticipated there will be a total 12 pedestrian crossings on Challis Road and Lowanna Way that will get upgraded.



Figure 4 Proposed LATM Treatments along Challis Road, Lowanna Way and Tait Street

The table below summarises design and construction cost estimates of the proposed LATM treatments and associated street lighting upgrade on these roads, and the available budget.

Road	Cost Estimate (\$) (May 2023)
Challis Road	\$74,624
Tait Street	\$13,820
Lowanna Way	\$65,770
Total Construction Cost Estimate	\$154,214
Total Construction Cost Estimate plus 10% Contingency	\$169,635
Design fees – external consultancy	\$20,000
Total Design and Construction Cost Estimates	\$189,635
Associated Drainage Upgrade	\$133,254
Associated Street Lighting Upgrade	\$211,410
Total Project Cost Estimates	\$534,299
Budget	
LATM – Renewal Projects (TBD) (CP000160) (Consists of \$142,500 carry forward from FY 2022/2023)	\$513,400
LATM – Seville Grove (CP000161) (Consists of \$142,000 carry forward from FY 2022/2023)	\$142,000
Total Budget Available	\$655,400
Potential Grant Funding Reimbursement	\$189,635
Remaining Budget	\$310,736

*Note: All figures exclude GST.

The budget has a total of \$655,400 under *LATM – Renewal Projects (TBD) (CP000160)* and, *LATM – Seville Grove (CP000161)*. It is expected the City is able to be reimbursed for the costs of design and construction of LATM treatments from the Low Cost – URSP, which is approximately \$189,635 (35% of the total project cost estimates). The costs of associated drainage and street lighting upgrades are allocated within the budget under these two LATM items. Remaining budget will be utilised for future LATM projects.

The Principal Advisor of Low Cost – URSP advised that once Council approval is received to progress the project, the City can follow the table below for reimbursement of the costs.

Table 3: Reimbursement Percentages and Milestones

Milestone	Payment Percentage
Commencement of project	20%
Progress towards completion 1 (undertaking of design)	20%
Progress towards completion 2 (design/construction)	20%
Progress towards completion 3 (undertaking of construction)	20%
Project completion (noting, a report must be submitted before the final payment is made)	20%

The above cost estimates are based on the concept design as at May 2023. The cost estimates will be reviewed and updated when the project progresses onto detailed design/construction stages. Given City Officer insights, it is anticipated that any variation from the estimates will be covered by the remaining budget.

Stakeholder Consultation

Consultation has been undertaken in June 2023 for a period of four weeks via letter drops to the residents, businesses and schools along these roads. The project was also listed and opened for comment on the City's Engage website during this period. A total of two responses have been received and are summarised in the table below. The designer and City's comments are also noted in the table.

Respondent No.	Feedback	Designer's Response	City's Response
1	There is poor lighting at the intersection of Challis Road and Stroma Street. Drivers may not be aware of the speed plateau.	The lighting at this intersection is being upgraded as part of the proposal. No action required.	Agree with Designer's response. No action required.
	Instead of speed humps, please install a roundabout at the intersection of Challis Road/Stroma Street.	A roundabout will provide a more comfortable drive with horizontal deflection instead of vertical deflection. It will also act as a traffic calming device to reduce vehicle speeds. Roundabout will have larger construction costs.	This is a low cost treatment to minimise speeding issues. The treatment at Stroma Street is also consistent with other intersections nearby such as Morgan Road and Braemore Street. Roundabout is not supported due to greater construction costs which may be as high as approximately \$350,000. Roundabouts are also inconsistent with other local intersection treatments.
	Upgrade the lighting along the whole length of Challis Road.	A full lighting review of Challis Road has not been undertaken.	Not supported. Lighting upgrades will be part of a future lighting strategy for the City and will be based on priority.
2	Move the speed hump outside No 17 Tait Street closer to Armadale Road, or install another speed hump closer to Armadale Road.	Moving the speed hump closer to Armadale Road will place it on a curve and across three lanes instead of two, which will increase construction costs. The T-junction has poor sight distance due to the horizontal curve, so the existing location of the speed hump is also well-placed to assist slowing drivers down before they reach the T junction with Armadale Road.	Not Supported – the speed humps outside No 17 are to stay with nothing additional closer to the intersection for safety reasons.
	Consider full width speed humps instead of speed cushions.	Full width plateau speed humps are already proposed. No action required.	Agree with Designer's response. No action required.

The City has also consulted the Public Transport Authority (PTA) and they have no comment to provide. These roads are not currently on any bus routes and they also have no future plans to modify existing routes or to run additional services.

It is anticipated that construction to be first half of 2024.

CONCLUSION

Implementation of the proposed LATM treatments along Challis Road, Lowanna Way and Tait Street will control vehicle speed and reduce the likelihood of fatal and serious injury crashes.

This is a great opportunity for the City to proactively improve road safety along these roads with funding supported by the Low Cost – URSP.

RECOMMEND

That Council:

- 1. Note the design plans and approve progressing the project for detailed design and construction.**

ATTACHMENTS

1. E22-46-00 - Tait Street - Public Consultation Plan
2. E22-72-00 - Lowanna Way - Public Consultation Plan
3. E22-56-00 - Challis Street, Public Consultation Plan

2.1 - LANDFILL LEACHATE PONDS - BUDGET VARIATION

WARD : ALL

FILE No. : M/596/23

DATE : 18 October 2023

REF : GS

RESPONSIBLE : Executive Director
MANAGER Technical Services

In Brief:

- Consistent with the buildings and road projects previously raised to Council, cost escalation due to the current economic climate is equally evident in other civils projects.
- The City's Officers have identified an increase in costs for the landfill's proposed leachate ponds – the estimate carried out in 2022 (design estimate accuracy of +/- 20%) vs. the estimate carried out in FY24 (design estimate accuracy of +/- 10%) equates to a 12% increase.
- The consequence is a shortfall in the original project budget, in effect due to higher than originally envisaged contractor rates and improved estimate accuracy.
- Recommend that Council increase the Project Budget to accommodate the increased cost which the Executive Manager Corporate Services has confirmed can be accommodated from the Waste Reserve budget.

Tabled Items

Nil

Decision Type

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

Officer Interest Declaration

Nil

Strategic Implications

2.4 Sustainable waste management

- 2.4.1 The City will provide a contemporary, responsive and affordable waste management service to the community that balances environmental, social and financial sustainability outcomes

Legal Implications

The works are subject to Part V, Division 3, Section 59B(1) of the *Environmental Protection Act 1986* – Procedure for amending, revoking or suspending works approval or licence.

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Through the budget processes Council has approved the allocation of funds to Major Projects associated with the closure of the Landfill Site.

This paper seeks to increase the available budget relating to the construction of the Leachate Ponds – the purpose of the project is to ensure compliance with environmental requirements.

It is proposed that this additional costing will be sourced from the Waste Reserve and will have minimal impact on any future projects funded from this source.

Project : Leachate Ponds Construction	FY22/23	FY23/24	Total Project Budget
Funding from Waste Reserve	\$725,000	\$100,000	\$825,000
Additional Funding Required from Waste Reserve		\$355,000	\$1,180,000

Consultation

1. Head of Environment and Sustainability
2. Head of Program Delivery
3. Executive Director of Technical Services
4. Executive Manager Corporate Services
5. Department of Water and Environmental Regulation

DETAILS OF PROPOSAL

With the ongoing direction to transfer all Municipal Waste to the Avertas Kwinana Waste to Energy (WtE) Facility by December 2024, the Leachate Ponds Construction Project is required to increase the available ‘airspace’ within the Landfill Site by redirecting the current leachate into a permanent pond. This pond will capture the leachate produced by the landfill mass, store it in a purpose built pond where it will evaporate.

The process of landfill closure and methodology/process to achieve this has been developed with specialist consultant design input and subsequently approved by the Department of Water and Environmental Regulation in FY23/24.

COMMENT

The City has Tendered (TEN 18 of 23 – closed on the 27th July 2023) for a suitably qualified contractor to construct the permanent Leachate Ponds. Three compliant submissions were received before the closure date. The submitted costing from the preferred respondent is higher than the available budget and we seek to increase the budget to allow award of this project to the successful respondent.

The selected contractor was chosen as providing best value for money for the City, demonstrating the experience and capacity required to successfully deliver the scope of works and in consideration of cost/risk pricing.

TEN 18 of 23 will be awarded to the preferred respondent and will be submitted to the CEO for approval after endorsement of the additional funding by Council.

RECOMMEND

That Council:

1. **APPROVE an amendment to the Capital Project Budget for the Construction of Leachate Ponds as follows:**
 - a) **Increasing the available budget available in FY23/24 from \$825,000 to \$1,180,000 by transfer from the Waste Reserve.**
 - b) **Reduce the Waste Reserve by \$355,000 from \$30,967,950 (as of 30th September 2023) to \$30,612,950**
2. **NOTE, dependent upon the outcome of Council's decision on approval of the budget increase, City Officers intend to recommend that the CEO approves award of TEN 18 of 23 to the preferred respondent.**

ATTACHMENTS

There are no attachments for this report.

3.1 - ASPIRI OVAL, PIARA WATERS - FENCE (REFERRAL ITEM)

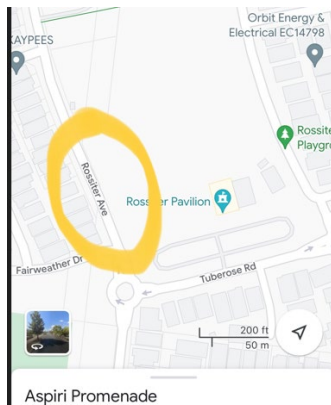
At the Council meeting held on 11 September 2023, Cr S S Virk referred the following matter to Technical Services Committee.

That the matter of the safety concern regarding a small portion of the fence that is missing or not installed at Aspiri Oval in Piara Waters be referred to the Technical Services Committee.

Comment from Cr S S Virk

Residents have raised concerns on several occasions whilst using the exercise equipment at Rossiter Avenue close to Fairweather Street (see image below).

When parents are using the exercise equipment or socialising with other residents, small children often went to the street. The exercise equipment is only around 10 meters from the Rossiter Avenue. Requesting a small gate at the entry.



Officer Comment

Officers responded to a similar referral item in February 2023, T3/2/23 refers. For ease of reference the report is copied below. The recommendation at the time of the initial report was to leave the status quo and not make any changes. The onsite inspection undertaken by City Officers at the time provided sufficient detail as not to warrant an additional inspection, as such there are no changes to the Officers initial recommendations.

Previous Report

Cr. Virk's request relates to the outdoor fitness equipment adjacent to Rossiter Avenue, as opposed to the children's play area adjacent to Sunray Avenue.

An onsite inspection has been undertaken by Council Officers, regarding the request for fencing and gates to the Rossiter Playing Field outdoor fitness equipment, due to the proximity to the adjacent local road.

The following is noted in response to the referral item.

The distance from the outdoor fitness equipment to the active roadway is approximately six (6) meters. The outdoor fitness equipment is currently separated from the road by a low fence, roadside pathway and also roadside car parking bays. Entry to the fitness equipment area is funneled through two pathways with bollards (refer to images one and two).

The style of access way is repeated around the exterior of this parkland to enable pedestrian access to the oval. To date, no other complaints have been registered with the City either via CRM or email.

The City details user guides for its outdoor fitness equipment on its website (refer to Attachment 1) – for the area in question, the guide has a close out statement as detailed below.

“The City of Armadale accepts no responsibility, as far as permitted by law, for any loss, damage, accidents, injuries or deaths to any property or person that may occur as a result of participation in this workout. Participants are responsible for maintaining their own safety and welfare (or that of children under their supervision or control) at all times.”

This advice is also repeated on signs placed on each of the existing individual outdoor fitness equipment at this location.

OPTIONS

Option 1

Install pedestrian access gates to both pathways and extend fencing as required.

Option 2

Remove bollards and install staggered pedestrian hoops to slow children down on entry to the road.

Option 3

Leave the status quo and not make any changes.



Image 1 – Location of fitness equipment



Image 2 – Street view

Suggested Recommendation

It is recommended that Council note the Officers comments on the matter, and consider Option Three (3) as the preferred approach

RECOMMEND

That Council:

1. **Leave the status quo and not make any changes**

ATTACHMENTS

There are no attachments for this report.

3.2 - COMMENCEMENT OF IMPROVEMENTS/TREATMENTS TO THE PUBLIC REALM OF KELMSCOTT (REFERRAL ITEM)

At the Council meeting held on 24th July 2023, Cr J. Keogh referred the following matter to Technical Services Committee.

That the matter of Commencement of Improvements/Treatments to the Public Realm of Kelmscott be referred to the Technical Services Committee.

Comment from Cr J Keogh

I would like the city to investigate ways to use the FY24 budget allocations (Approx \$550,000) towards cost effective measures to make the road verges, open and public spaces more green and welcoming to engage the wider community and engage people in the area as an attractive and vibrant precinct.

Officer Comment

Cr Keogh's comments have been received and noted by the City's Officers.

It is worth noting that achieving a green inviting landscape with trees is a challenging task, which was compounded by Metronet's activities associated with its Denny Avenue Level Crossing Removal Project – which has led to the greening of Kelmscott Town Centre requiring commitment, innovative thinking, budget and time.

Under the Corporate Business Plan actions 2.2.2.7 and 2.2.2.4 the following deliverables are outlined for the Kelmscott area in FY24:

- Develop landscape concept plan post Denny Avenue works
- Identify opportunities to “green” the Kelmscott Town Centre ahead of the adoption of a Public Realm Strategy.

In order to escalate this body of work ‘*to make the road verges, open and public spaces more green and welcoming*’ it must be acknowledged that the impacts on existing capacity and concerns over existing industry saturation and the limitations these may present are real. In addition undertaking works in a timely manner could be challenging, as due to the value of the works - this project will require a formal tender process, which takes an average of three months from advertisement to award. From a time and capacity perspective this is a substantial request to escalate and it is likely that some of the current programmed design and installation works would be delayed to enable prioritisation of this project.

Therefore, with these concerns in mind the following options to achieve the objectives of the request have been outlined below for consideration.

Option 1 – Outsource Design

Seek to engage Consultants to undertake full design and documentation suitable to advertise for Tender. This approach will utilise external consultants for the heavy lifting design wise, with less impacts on the City's Design team and its projects. Under this approach the following deliverables would be achieved in the following minimum timeframes:

Task / Deliverable	Duration
Create Project Plan and RFQ	1 week
Issue RFQ assess and award	4 weeks
Concept Phase	4 weeks
Community /Stakeholder Engagement Phase	4 weeks
Detailed Design Phase	4 weeks
Tender Documentation	2 weeks
Tender advertisement and award	12 weeks
Lead times for stock ordering	10 weeks
Construction	4 weeks
Practical Completion	1 weeks
Minimum	46 weeks

This approach relies on consultants and contractors to meet timeframes in an industry that is already saturated. It also relies on achieving a timely design resolution for complex areas or excluding these areas from the scope i.e. Main Roads WA (MRWA) areas.

In addition nursery stock has been difficult to secure, with nursery's advising for some tree stock having a minimum 9-12 month lead time. This could be resolved by utilising stock more commonly available however this means the design outcome may be compromised should suitable species be unavailable.

For clarity, outsourcing of activities does not represent a one-to-one benefit i.e. the percentage of time to project manage this, still requires internal resourcing which will result in the deferring of work – more specifically:

- Site main switch boards renewal program
- Irrigation cabinets renewal program
- Corporate business plan action 2.2.2.5 and deliverable. Create five year streetscape improvement plan.

Option 2 – In house Design

This approach will utilise internal resources as much as practical reducing time required to engage in consultancy. Under this approach the following deliverables would be achieved in the following minimum timeframes:

Task / Deliverable	Duration
Create Project Plan	1 week
Concept Phase	4 weeks
Community /Stakeholder Engagement Phase	4 weeks
Detailed Design Phase	4 weeks
Tender Documentation	2 weeks
Tender advertisement and award	12 weeks
Lead times for stock ordering	10 weeks
Construction	4 weeks
Practical Completion	1 weeks
Minimum	42 weeks

Again this approach has similar concerns expressed under Option 1.

This will result in the deferring of work – more specifically:

- Site main switch boards renewal program
- Irrigation cabinets renewal program
- Corporate business plan action 2.2.2.5 and deliverable. Create five year streetscape improvement plan.
- Playground renewal works including Bedfordale Hall and Troon Reserve.

Option 3 – Quick wins and long term planning

This is a two phase approach.

Phase 1 would be to identify areas of quick wins and set aside a suitable budget allocation to be transferred from reserve. The improvements covered under this scope could include:

- New tree planting where possible to Gillwell Avenue, Page Road and Fancote Street
- Planting within areas of existing irrigation and landscaping that could be uplifted easily by using only readily available stock and re-mulched.

This approach will likely utilise the Service Delivery team or existing panel contractors as much as possible. These works would be identified and undertaken as soon as practical.

The remaining funding would be held in reserve for future phase 2 works. Officers' time will be invested to engage with stakeholders to formulate the best design to implement with the remaining funding. This would include engaging with MRWA and local business owners to explore best greening opportunities where space is constrained.

The improvements covered under this scope could include

- Greening to Davis Road and Albany Highway, including investigating locations of trees or alternative frangible options such as green arbours
- Liaising with MRWA, local business owners to green verges, medians or private landscaping to enhance the appearance of the general area.

Task / Deliverable	Duration
Phase 1	
Identify quick wins and plan improvements	4 weeks
Secure available stock	1 week
Install quick wins	2 weeks
Phase2	
Create Project Plan	1 week
Concept Design	4 weeks
Community & Stakeholder Engagement Phase	8 weeks
Detailed Design	4 weeks
Tender Documentation	2 weeks
Tender advertisement and award	12 weeks
Lead times for stock ordering	10 weeks
Construction	4 weeks
Practical Completion	1 weeks
Minimum	53 weeks

Option 3 is recommended as it provides for an immediate amenity improvement whilst allowing time to achieve the best long term outcomes for the space.

Option 4 – Remain as is

Retain funds within reserve and undertake concept design for the installation of improvements in FY25, as per the corporate business plan actions.

RECOMMEND

That Council:

- 1. To be considered*

ATTACHMENTS

There are no attachments for this report.

3.3 - PARKING ON SKEET ROAD (REFERRAL ITEM)

At the Council meeting held on 14 August 2023, Cr S.Peter referred the following matter to Technical Services Committee.

That the matter of Parking on Skeet Road be referred to the Technical Services Committee

Comment from Cr S.Peter

That the matter of a feasibility report for parallel parking along Skeet Road from Ranford Road to Nicholson Road mainly within the residential areas be referred to the Technical Services Committee.

Officer Comment

An initial assessment has been carried out for the proposed construction of On-Street Parking Bays along Skeet Road, in particular the section between Fairhaven Avenue and Windstorm Road

In reporting on this matter it is of benefit-to-understand the associated drainage infrastructure, how it works and outcomes if it is impacted.

Skeet Road Drainage System

Background:

The Skeet Road drainage system was designed and constructed in 2014. The road drainage has been designed to cater for major rainfall events on the following basis. The design aligns with ARR87 (Australian Rainfall and Runoff - 1987) and AS3500 - Plumbing and drainage, Part 3: Stormwater drainage, standards and in the case of this drainage asset, it was done so on the basis of a 1 in 100 Average Recurrence Interval (ARI) or 1% Annual Exceedance Probability (AEP) meaning it has a 1% chance on any year, that a wet-weather event may push the drainage asset to its limit.

Drainage System:

The entire drainage system has been designed to carry stormwater runoff through the pipe located in the center of the road median.

The road side swales have been designed to provide a water quality and quantity management system and form an integrated part of the overall drainage system. The stormwater runoff from the road reserve flows to the road side swales where, the water quality improves by the treatment within the swale. For example, the swale has been planted with native vegetation which strips nutrients. The swale is designed to also regulate and detain the water flow before it drains back to the pipe drainage system constructed in the centre of the road median.

The street view has been provided below for reference:



Parking Bay Impact:

Replacement of the road side Swale with Parking Bays is not financially feasible.

Removing the swales would jeopardise the stormwater management on Skeet Road. The proposed Parking Bays in place of the swale will remove the treatment benefit required to achieve the environmental/water quality target, and the ability to control the water quantity management (detention volumes). If replaced with a 'piped system' it would necessitate the need to upgrade the central pipe drainage system – a very expensive process due to the 'overhaul of the road and drainage design.

For these reasons, the City can only consider Parking Bays where there is no existing drainage infrastructure.

To help understand the situation, the extensive existing drainage system has been shown in the image below (snippet from CoA's Intramap) for reference:



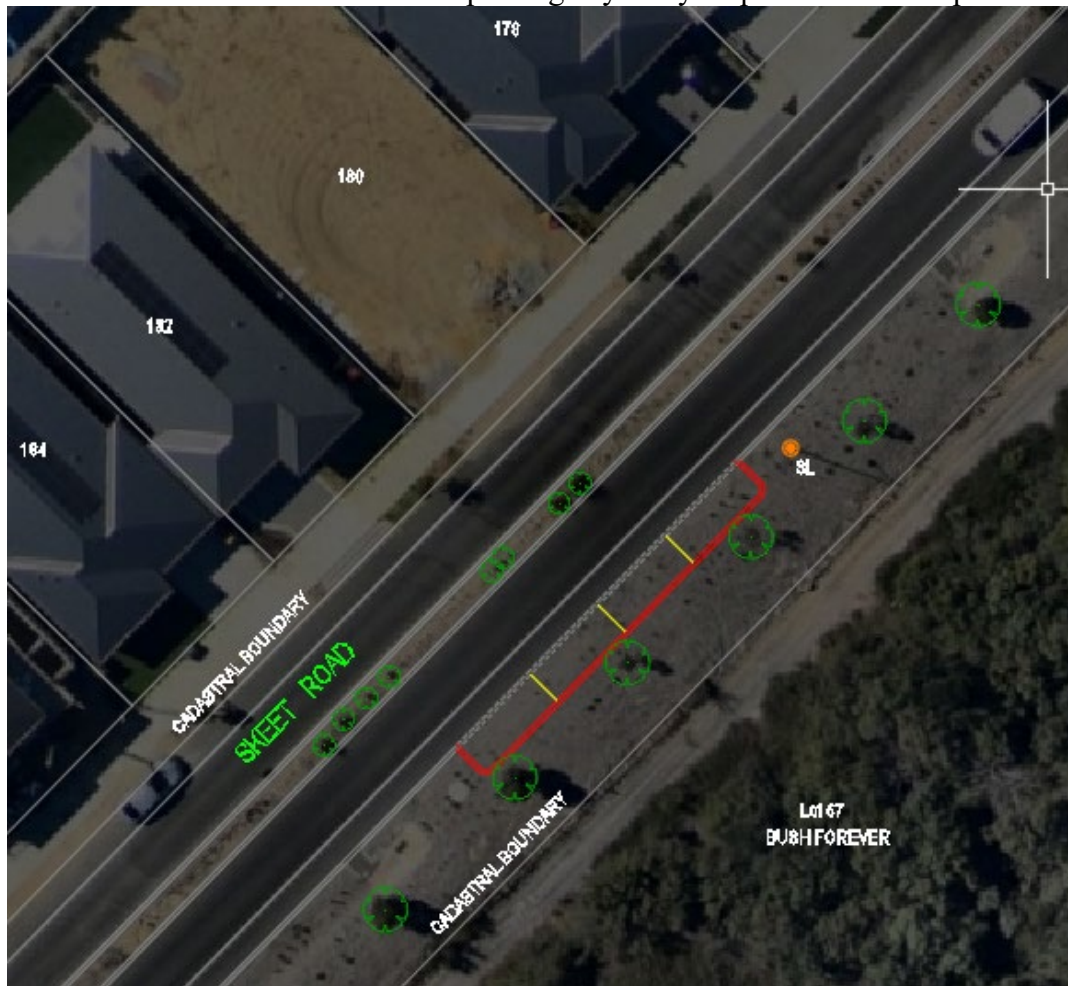
Parking Opportunity

There is one road side area in this location where there is no drainage infrastructure as indicated above and as per street view below:



The area is adjacent to Bush Forever land and on the opposite side of the road to the existing properties. The verges have been landscaped and trees planted to soften the road infrastructure and help 'green' this space.

The sketch below indicates that 4 x parking bays may be possible in this specific location:



Parking Bay Cons

- No pedestrian access can be constructed to safely access these parking bays due to the existing surrounding drainage infrastructure
- No direct vehicle access to properties due to the road design and central median island
- Existing vegetation within this corridor are Australian Natives, especially selected due to their proximity to the bush forever site and are to be removed and relocated elsewhere, if able to do so
- Limited use by the community and likely to service 4 x properties only
- Estimated construction cost above \$50,000.

Conclusion:

The Skeet Road design was never intended to accommodate On-Street parking. Parking should also not be considered anywhere unless safe access for pedestrians can be provided and this is not possible in this location. Without significant expense and extensive disruption, the road side Swale constructed along Skeet Road cannot be impacted or eliminated to provide any Parking Bays.

Options:

1. Note the Officers comments and do nothing
2. Proceed with the installation of 4 x Car Parking Bays at an estimated cost of \$50,000, noting Officers comments on Parking Bay safety concerns mentioned above
3. Complete redesign of Skeet Road and its associated drainage system

RECOMMEND

That Council:

- 1. To be considered*

ATTACHMENTS

There are no attachments for this report.

3.4 - HERITAGE DRIVE, ROLEYSTONE - DRAINAGE (REFERRAL ITEM)

At the Council meeting held on 11 September 2023, Cr S Mosey referred the following matter to Technical Services Committee.

That the matter of Heritage Drive, Roleystone drainage be referred to the Technical Services Committee.

Comment from Cr S.Mosey

I raise this Councillor Item in the hope that the drainage can be investigated and a long term proactive, rather than reactive, solution can be recommended to Council.

Officer Comment

Background:

On occasion, Heritage Drive (near intersection with Old Albany Lane) evidences surface water during heavy rain events.

This location has a high potential for water to accumulate on the road surface during intense rainfall events because it is the low point along the road. Whilst the City accounts for this via regular maintenance inspections of the pipe drains to keep the road open and serviceable, ultimately the City has no control over the volume of water experienced nor the level of debris from the surrounding area that may contribute to the issues experienced.

In the knowledge of an intense wet weather event being forecast, the City has an established practice of planned preventative maintenance i.e. the cleaning of drainage pipes, and the clearing of pits and grates.

Existing Drainage System:

The pipe drainage system on the Heritage Drive was designed and constructed as part of the Araluen Golf Resort Estate.

The surface water occurs at the low point where two Side Entry Pits (SEPs) are designed to capture the runoff at the lowest point along the roadway – refer to the image below.

Image:



The pipe drainage system has been operating according to its original design (1994). There have been no significant changes in the catchment characteristics or major developments in the area since. It has been noted that the City's preventative maintenance is successful but given the design characteristics and the variables that may be encountered, surface water may be experienced at this location from time to time.

The City's maintenance team will continue its process of cleaning the system before the winter months and carry out pre-intense weather event clearing when capacity allows.

Suggested Recommendation

That Council note the officers' comments on the matter of the maintenance schedule of the drainage system.

RECOMMEND

- 1. To be considered*

ATTACHMENTS

There are no attachments for this report.

**3.5 - APPOINTMENT OF COUNCILLORS TO OCCASIONAL ADVISORY GROUPS,
REFERENCE/WORKING GROUPS AND EXTERNAL ORGANISATIONS**

WARD : ALL

FILE No. : M/619/23

DATE : 30 October 2023

REF : MA

RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- Following the local government elections on 21 October 2023 consideration is required to be given to the appointment of Councillors to:
 - Occasional Advisory Groups, Reference/Working Groups
 - External/Local Committees, Reference and Working Groups.
- This report recommends that Council appoint nominated Councillors to Occasional Advisory Groups, Reference/Working Groups and External/Local organisations, for the period November 2023 – October 2025.

Tabled Items

Nil

Decision Type

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

Officer Interest Declaration

Nil

Strategic Implications

- 1.1 Foster and strengthen community spirit
- 1.1.3 Support the development and sustainability of a diverse range of community groups.

Legal Implications

General Assessment of relevant legislation (eg. *Local Government Act 1995*) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

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

Consultation

Intra-Directorate and relevant groups

BACKGROUND

In addition to the formation of Council established Committees, Council also nominates representatives to occasional advisory groups, reference/working groups and external local organisations. Council may nominate representatives to such committees/organisations by a simple majority resolution of Council and unless otherwise explained, the appointments are optional.

At its Special Meeting of Thursday, 26 October 2023, Council resolved that the matter of Council representation on a number of advisory, reference and working groups established by Council, be referred to the Technical Services Committee.

For reference, those groups include:

- Armadale Gosnells Landcare Group
- Armadale Settlers Common Working Group
- Bushcare & Environmental Working Group
- Jandakot Regional Park Community Advisory Committee
- Metropolitan Regional Road Sub-Group
- Parks Darling Range Community Advisory Committee
- Rivers Regional Council
- South East Regional Energy Group
- South East Regional Centre for Urban Landcare
- Wirra Willa Working Group.

Unless otherwise determined by Council, the tenure of a Councillor's membership on a Council established Committee or as a delegate to such a Committee continues until the:

- Councillor no longer holds the office by virtue of which the Councillor became a member.
- Councillor resigns from membership of the Committee.
- Committee is disbanded.
- Next ordinary election day - whichever happens first.

DETAILS OF PROPOSAL

Committee is requested to consider and recommend appointments from its membership to the various committees and groups for the period November 2023 – October 2025.

The following gives a brief explanation of each to assist Committee with nominations. In this instance that is the Technical Services Committee.

Armadale/Gosnells Landcare Group

The Armadale/Gosnells Landcare Group (*the Landcare Group*) is an incorporated, not for profit, community organisation whose focus is river restoration, bushland management, and environmental education in the catchment of the Upper Canning, Southern and Wungong Rivers.

The Landcare Group attracts significant grant funding, relies heavily on volunteer participation and is financially supported by Council. Consequently, it is considered beneficial to have Councillor representation.

The Council representative is a liaison role only (no voting rights).

Council/Representation Required	Prior Appointments	Meeting Details
1 Member	Cr Smith	Meets bi-monthly. Venue alternates between CoA and CoG

Armadale Settlers Common Working Group

The Armadale Settlers' Common Working Group (*the Working Group*) assists in the conservation and management of Armadale Settlers' Common as a conservation reserve, and encourages recreation and education of the natural bushland environment.

Armadale Settlers' Common is a large 'A' Class reserve vested in the City of Armadale, which does not receive funding for environmental management from the City. Management actions are implemented by the Working Group in conjunction with the City's Environmental Services Department.

The Working Group attracts significant annual grant funding. One member of this Working Group also sits on the "Bushcare and Environmental Working Group". The Working Group relies heavily on volunteer participation, and as with other groups, it is considered beneficial to have Councillor representation.

The Council representative is a liaison role only (no voting rights).

Council/Representation Required	Prior Appointments	Meeting Details
1 Member	No current rep	Meets Monthly at Settlers Common

Bushcare & Environmental Working Group

The Bushcare and Environmental Working Group (*the Working Group*) provides the primary formal link between Council and the community in regard to protection and rehabilitation of the natural environment. The Working Group also oversees and coordinates the efforts of other 'working' and 'friends' groups.

The Working Group comprises twelve members from the community, one Councillor, a City Environmental Officer, and the City's Bushcare Supervisor. The role of the Working Group is to advise the City on policy matters associated with environment, to coordinate conservation groups, and to provide support to the various volunteer environmental groups.

The Working Group relies heavily on volunteer participation, and it is considered important to have Councillor representation. This will provide appropriate recognition by the City, with the Councillor becoming the 'Champion', providing support and advice to the Working Group. The Working Group meets on the second Wednesday of every second month.

The Council representative votes in accordance with Council policy/position where it exists.

Council/Representation Required	Prior Appointments	Meeting Details
1 Member	Cr Smith	Bi-monthly at the City's
1 Deputy (Optional)	Cr Butterfield	Administration office

Jandakot Regional Park Community Advisory Committee

The Jandakot Regional Park Community Advisory Committee (*the Committee*) was established by the Department of Parks and Wildlife (DPAW) to provide a regular forum to hear public opinion and exchange advice on management issues affecting regional parks.

The Committee consists of community representatives, DPAW Officers, Local Government Officers, and invites a Councillor representative from each Local Government to attend. The Committee meets quarterly on a Tuesday, usually beginning in February.

The Council representative is a liaison role only (no voting rights).

Council/Representation Required	Prior Appointments	Meeting Details
1 Delegate	No current delegate	Quarterly at Cockburn
1 Deputy (Optional)		Wetlands Education Centre, Bibra Lake

Metropolitan Regional Road Sub-Group

The Metropolitan Regional Road Group (MRRG) manages and administers State allocated funding for Road Projects and Black Spot Programs on the local road network of the Metropolitan Region. Metropolitan Local Governments are divided into 6 Sub Groups with membership being an Elected Member and Technical Representative from each Local Government. Each Sub Group appoints one representative Elected Member and Technical representative to the MRRG.

The South East Metropolitan Regional Road Sub-group assists in informing the decisions of the MRRG and comprises of members from the Town of Victoria Park, the City of Gosnells, City of Armadale, City of Belmont, City of Canning, City of South Perth, and the Shire of Serpentine Jarrahdale as well as representatives from the West Australian Local Government Association (WALGA) and Main Roads Western Australia. (MRWA).

Councillor representation is considered important and the Group influences policy with significant funding implications for the City, as well as assisting in ensuring that the outcomes of the Regional Road Group and the funds expended under the State Roads Funds to Local Government Agreement are in line with the City's priorities.

The Council representative votes in accordance with Council policy/position where it exists

Council/Representation Required	Prior Appointments	Meeting Details
1 Delegate 1 Deputy (Optional)	Cr G Nixon Cr S Peter	Bi-annually at MRWA Offices in East Perth

Rivers Regional Council (RRC)

Membership of the RRC includes representation from the Cities of Armadale, Gosnells, Mandurah and South Perth, Shire of Murray and Shire of Serpentine-Jarrahdale.

The vision of RRC is to provide sustainable waste minimisation, recycling and Alternative Waste Treatment (AWT) services for Member Councils; to provide these services in a way which will move Member Councils and their communities substantially towards a zero-waste environment; and to undertake this role sustainably.

During the current financial year, the RRC is likely to transition to a Rivers Regional Subsidiary which will only require representation from the Administration (Technical Officers).

Member Sitting Fees for the RRC are as follows:

Councillors Annual Meeting Attendance Fee \$7725 each

Deputy Councillors Fee \$200 per meeting

Other allowances include travel allowance at cost in accordance with the Local Government (WA) Officers Award.

Council/Representation Required	Prior Appointments	Meeting Details
2 Delegates 2 Deputy	Cr K Busby, Cr E Flynn Cr M Silver Cr G Nixon	Bi-monthly (predominantly online) and venue alternates between Member Councils

South East Regional Energy Group (SEREG)

The South East Regional Energy Group comprises of representatives of the Cities of Armadale, Gosnells, and the Shire of Serpentine Jarrahdale, working in partnership to reduce regional greenhouse gas emissions through the implementation and review of the Switch your thinking Business Plan, and Partner Councils' Corporate Greenhouse Action Plan. The Group meets bi-monthly and meetings are attended by Officers of the City of Armadale. The Council representative votes in accordance with Council policy/position where it exists.

Council/Representation Required	Prior Appointments	Meeting Details
1 Delegate 1 Deputy	Cr R Butterfield Cr S Peter	Bi-monthly and venue alternates between Member Councils

Wirra Willa Working Group

The Wirra Willa Working Group is progressing towards restoring and preserving the heritage listed gardens back to its former glory for the Community to enjoy.

Wirra Willa is a heritage listed garden that celebrates its unique history. It is our vision to deliver garden rooms for visitors to explore, it will be a place of reflection, small gatherings,

and learning about culture, heritage and horticulture. Wirra Willa is a destination site for locals and garden tourists around the world.

NOTE: Council representation is the Mayor & Chair of Technical Services Committee. The Council representative is a liaison role only (no voting rights).

Council/Representation Required	Prior Appointments	Meeting Details
2 Delegates	Cr R Butterfield Cr G Nixon	Bi-monthly at the City's Administration Centre

Explanatory Notes

The following procedural notes are provided to assist Committee in making recommendations on the above appointments.

- 1. Appointments to any of the above committees/groups would preferably (but not essentially) be restricted to members of the Technical Services Committee.*
- 2. Nominations for appointment can be verbal or in writing - past practice, which has operated without problem, has been on a verbal basis.*
- 3. In the event of no nominations being received, the matter be referred to full Council for nomination and subsequent appointment.*

RECOMMEND

That Council appoint nominated Councillors to Occasional Advisory Groups, Reference/Working Groups and External/Local organisations, for the period November 2023 to October 2025 as follows:

Group Name	Member / Delegate	Deputy
Armadales Gosnells Landcare Group		
Armadales Settlers Common Working Group		
Bushcare & Environmental Working Group		
Jandakot Regional Park Community Advisory Committee		
Metropolitan Regional Road Sub-Group		
Parks Darling Range Community Advisory Committee		
Rivers Regional Council		
South East Regional Energy Group		
South East Regional Centre for Urban Landcare		
Wirra Willa Working Group	Cr Butterfield Cr Busby	

ATTACHMENTS

There are no attachments for this report.

COUNCILLORS' ITEMS

Nil

EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT

Nil

MEETING DECLARED CLOSED AT _____

TECHNICAL SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
6 NOVEMBER 2023		
ATT NO.	SUBJECT	PAGE
1.1	MAIN ROADS LOW COST URBAN ROAD SAFETY - PROGRAM - PROPOSED ROAD SAFETY TREATMENTS - CHALLIS ROAD, LOWANNA WAY AND TAIT STREET	
1.1.1	E22-46-00 - Tait Street - Public Consultation Plan	40
1.1.2	E22-72-00 - Lowanna Way - Public Consultation Plan	41
1.1.3	E22-56-00 - Challis Street, Public Consultation Plan	42





