



---

# **INFORMATION BULLETIN**

---

**ISSUE NO. 22/2003**

**13 NOVEMBER 2003**

# Information Bulletin

Issue No. 22/2003

<b>Inside this Issue</b>		Nil
<p>☞ <b>Information from City Strategy</b></p> <p>Lilac Divider</p>		Nil
<p>☞ <b>Information from Human Resources</b></p> <p>Blue Divider</p>		Nil
<p>☞ <b>Correspondence &amp; Papers</b></p> <p>Pink Divider</p>	<ul style="list-style-type: none"> <li>▪ Local Government News – Issue No.44.03 – 31 October 2003 .....COR-1</li> <li>▪ Local Government News – Issue No.45.03 – 7 November 2003 .....COR-5</li> <li>▪ Media Releases.....COR-9</li> <li>▪ ALGA News.....COR-12</li> <li>▪ WALGGC News – Funding Guarantee For Amalgamation Local Government...COR-17</li> </ul>	
<p>☞ <b>Information from Development Services</b></p> <p>Yellow Divider</p>		Nil
<p>☞ <b>Information from Technical Services</b></p> <p>Green Divider</p>	<ul style="list-style-type: none"> <li>▪ <b>Outstanding Matters</b></li> <li>Report on Outstanding Matters – Technical Services Committee ..... T-1</li> <li>▪ <b>Minutes of Advisory Committees</b></li> <li>Bushcare and Environmental Advisory Committee – October 2003..... T-2</li> <li>Armadale Settlers Common – August 2003 ..... T-9</li> <li>Armadale Settlers Common – September 2003..... T-15</li> <li>▪ <b>General</b></li> <li>Manager Technical Services - International Public Works Conference Report ..... T-19</li> <li>New Armadale Train Station – Closure of Level Pedestrian Crossing..... T-25</li> <li>Advertising Litterbins..... T-26</li> <li>Technical Services Works Programme..... T-27</li> <li>▪ <b>Quarterly Report</b></li> <li>Parks and Reserves July - September ..... T-29</li> </ul>	
<p>☞ <b>Information from Community Services</b></p> <p>Beige Divider</p>	<ul style="list-style-type: none"> <li>▪ <b>Outstanding Matters</b></li> <li>Report on Outstanding Matters - Community Services Committee..... C-1</li> <li>▪ <b>Monthly/Quarterly Departmental Reports</b></li> <li>Library Department General Report – October 2003 ..... C-3</li> <li>Accounting Services Report – 7 November 2003 ..... C-8</li> <li>Manager Ranger &amp; Fire Services Report – October 2003..... C-8</li> <li>▪ <b>Finance</b></li> <li>Financial Statements – for the (18) week period ended 31 October 2003..... C-14</li> <li>▪ <b>Minutes from Occasional/Advisory Committees</b></li> <li>Armadale Highland Gathering Committee – 14 October 2003..... C-15</li> <li>Armadale Police &amp; Citizens' Youth Club Management Committee- 15 October 2003... C-15</li> <li>Minnawarra Festival Committee – 4 November 2003 ..... C-15</li> </ul>	

## Local Government News –

### Issue No. 44.03

31 October 2003

#### HEADLINES

- A Win on Nonfeasance
- Purchasing and Trade Event
- Local Government Election Costs
- Adult Community Education Grants
- Women in Leadership Conference
- Develop a Sustainability Plan
- National Connecting Cycling Conference
- State Cycling Seminar
- Board and Committee Vacancies
- Pancake Day

#### MAILBAG

- MWAC Information Bulletin
- Tax Newsletter 62-03
- Corporate Express Flyer

## ISSUES UPDATE

#### A WIN ON NONFEASANCE

The Association's sustained lobby for legislative action to restore the nonfeasance immunity or "highway rule" has paid off.

In resumption of Parliamentary debate on the Civil Liability Amendment Bill 2003, the Legislative Council assented to an additional clause reinstating this essential liability protection for roads authorities. The additional clause was supported by both major parties. With the Bill having completed its passage through the Upper House and the Lower House formally agreeing to the amendments on 23 October, this significant legislative reform will become law in the very near future.

The Civil Liability Amendment Act also includes a number of other reforms which will be welcome news to Local Governments and their stakeholders. A summary of these new provisions will be circulated to all member Councils in an Infopage in next week's mailbag. *For further information contact Peter Hoare, Director Services, on 9213 2012.*

#### PURCHASING AND TRADE EVENT

The next Local Government Purchasing Network presentation will be on a model for Total Cost of Management on the afternoon of Tuesday 11 November. The presentation is integrated into the launch of the Sands & McDougall and Corporate Express merger, at their new distribution centre in Kewdale. All Local Government officers are welcome to join the Association at this open day, which includes site tours, entertainment, and trade

show offerings. For event details please email Jenny Lai on [jlai@walga.asn.au](mailto:jlai@walga.asn.au)

#### LOCAL GOVERNMENT ELECTION COSTS

Following a number of enquiries from Councils that conducted postal elections in May 2003 regarding the significant cost increase imposed by the WA Electoral Commission, the Association has made arrangements to meet with the WA Electoral Commissioner.

Until this issue is resolved, Councils that have not yet paid the invoice should hold off paying the additional costs until we can advise you further on any outcomes from this meeting. If you have already paid the

invoice and if we reach a satisfactory solution on this issue, we will be seeking a refund for your Council. Further information on this matter can be obtained from Policy Manager Governance Bruce Wittber on 9213 2057 or [bwittber@walga.asn.au](mailto:bwittber@walga.asn.au)

#### **ADULT COMMUNITY EDUCATION GRANTS**

The Department of Education and Training has recently advertised grants of up to \$8,000 to increase participation in Adult Community Education (ACE). The program of grants aims to expand the participation of three target groups, being people from culturally and linguistically diverse backgrounds; Aboriginal and Torres Strait Islanders; and people with disabilities. As yet, the range of ACE programs that are directed to or delivered by this group is quite limited. Various issues such as lack of awareness of opportunities, educational background and communication barriers may limit their access to ACE.

An Information Session on the grants will be held at the Loftus Community Centre, 99 Loftus Street, Leederville on Thursday 30 October at 9.30am. The closing date for applications is Friday 28 November 2003 at 11.00am. Guidelines and application documents are available by downloading from the Government Contracting Information Bulletin Board website at [www.ets.gem.wa.gov.au](http://www.ets.gem.wa.gov.au) or from the Department of Education and Training on 9264 4712.

#### **WOMEN IN LEADERSHIP CONFERENCE**

Keynote speakers at this year's Women in Leadership Conference include the Hon Joan Kirner former Premier of Victoria, now actively involved in community affairs; Dr Pat O'Shane, a NSW Magistrate and the first woman Indigenous lawyer in Australia; Dr Gertrude Mongella (Tanzania), Secretary-General of the 4th UN World Conference on Women; Attracta Lagan, a leading-edge consultant in the field of ethical organisations and National Director of Ethics and Sustainability; Trinidad Hunt, an international author, educator, corporate consultant, trainer, and co-founder of World Youth Network; and Dr Samina Yasmeen, a highly respected international political analyst.

The conference will be held at Sheraton Perth Hotel 207 Adelaide Terrace, Perth, Western Australia 6000 from 24 to 26 November 2003. For further information go to <http://isp.ecu.edu.au/wil/conference/index.html>

#### **DEVELOP A SUSTAINABILITY PLAN**

Worldwide interest around the concept of ecologically sustainable development has resulted in many of today's businesses examining the way they address environmental, economic, political and social issues so that they meet the needs of the present without compromising the future.

To find out how your business can benefit from being sustainable, Edith Cowan University (ECU) has developed a 3-day short course on 'Approaching Sustainability.' Presented by a group of qualified local, national and international speakers, the course focuses on the development of plans and strategies to meet the needs of businesses, government and key interest groups within the community.

This course will help you develop a Sustainability Plan for your organisation, covering the Elements of a Strategy, Tools for Sustainability and Developing the Strategy. The course will be held on 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> November 2003 (Monday – Wednesday), and the cost is \$900 which includes morning and afternoon tea, lunch and all course materials. For more information, contact Melanie Jennings on (08) 6304 5726 or e-mail [melanie.jennings@ecu.edu.au](mailto:melanie.jennings@ecu.edu.au)

#### **CONNECTING CYCLING CONFERENCE**

The 2003 Connecting Cycling Conference will be held in Canberra, on Thursday 20th and Friday 21st November 2003.

The Conference will expose policy makers, practitioners, cycling groups and enthusiasts to current thinking and best practice in travel behaviour change, will provide information and resources on how to develop cost effective programs to increase cycling and public transport usage and will facilitate interaction between delegates.

For further information on the conference, visit [www.bfa.asn.au/conference](http://www.bfa.asn.au/conference) or contact the conference organiser at [cycling@consec.com.au](mailto:cycling@consec.com.au) or telephone 02 6251 0675.

#### **CYCLING SEMINAR**

Main Roads Western Australia, in conjunction with Bike Safe, invites practitioners to attend a full-day seminar covering the planning, design construction and maintenance of bicycle networks and facilities throughout Western Australia.

Key presenters from Bike Safe and Main Roads will cover:

- The benefits of cycling and how cycling fits with strategic planning and policy objectives at the national, state and local level.
- Information on the types, needs and responsibilities of bike users
- Practical experience in applying the principles of bicycle network planning.
- Practical experience in applying design standards, and the ability to critically review existing and new facilities for safety and accessibility.
- Information on international and national good practice in relation to cycling facilities and networks.

The seminar will be held on Friday 28 November 2003 at the Institute of Engineers Australia, 712 Murray Street, West Perth. The cost is \$100 (GST inclusive) and bookings are essential. The number of attendees will be strictly limited. *To reserve your place please register by 19 November 2003 by contacting Jaime Jewell, A/Cycling and Pedestrian Policy Officer on 9323 4116 or at [jaimie.jewell@mainroads.wa.gov.au](mailto:jaimie.jewell@mainroads.wa.gov.au).*

#### **BOARD AND COMMITTEES VACANCIES**

The following vacancies are now available.

**The Building Surveyors Qualifications Committee** is inviting Elected members to nominate for the positions of Member and Deputy member. There is no fixed term and meetings are held quarterly at the Dept of Housing & Works in Adelaide Terrace. The role of the committee is to assess and issue certificates of qualification to building surveyors in accordance with the provisions of the regulations.

**SEMC - Recovery Services Group.** The State Emergency Management Advisory Committee (SEMC) - Recovery Services Group is inviting Elected Members/Serving Officers to nominate for the position of Member. The term is indefinite. The Group meets every 3rd month or as determined. The role of the Group is to develop policies and sound practical emergency management protocols that will assist an affected community recover subsequent to a major emergency in accordance with SEMC policies.

**Country Medical Foundation** - re-advertised; and

**SEMC - Emergency Services Group** - re-advertised.

The closing date for the above vacancies is 12 November 2003. *For further information visit [http://www.walqa.asn.au/policy/committees/committees\\_index.htm](http://www.walqa.asn.au/policy/committees/committees_index.htm) or contact Meredith Neilson on 9213 2013 or email [mneilson@walqa.asn.au](mailto:mneilson@walqa.asn.au)*

#### **PANCAKE DAY**

Australia's national Pancake Day is being held again on Shrove Tuesday, 24th February 2004, a day traditionally associated with community celebration and sharing. The aim of Pancake Day is to encourage Australians to *share it 'round* with local people in need by buying a \$2 pancake and supporting UnitingCare agencies in the community work that they do.

On Pancake Day more than 1500 Australian restaurants, schools, churches, local business and community groups will cook and sell \$2 pancakes to raise funds for UnitingCare programs assisting people of all ages in need. All funds raised in Western Australia will go directly towards supporting one of 16 Western Australia UnitingCare agencies.

For more information on Pancake Day visit [www.pancakeday.com.au](http://www.pancakeday.com.au)

#### **DIARY DATES**

3 November	Deadline for State Council Agenda
14 November	Murchison Zone (Cue)
18 November	Esperance–Eastern Goldfields Zone
21 November	Great Southern Country Zone
24 November	South Metro Zone (Kwinana)
24 November	Northern Country Zone (teleconference)
26 November	South East Metro Zone (Gosnells)
27 November	Central Metro Zone (Perth)
27 November	North Metro Zone (Stirling)
27 November	Great Eastern Country Zone (Teleconference)
27 November	East Metro Zone (EMRC)
27 November	Peel Zone (Murray)
28 November	South West Country Zone (Donnybrook-Balingup)
28 November	Central Country Zone (teleconference)

29 November Kimberley Zone (Broome)  
December Indian Ocean Territories Forum  
3 December State Council  
8 December Pilbara Zone (Newman)

## Local Government News –

### Issue No. 45.03

7 November 2003

#### HEADLINES

- Meeting with Hon Tom Stephens
- Meeting with Hon Kim Chance
- Councils Push on R2R
- Regional Airports Development Scheme
- Crime Prevention Training
- Results of 1<sup>st</sup> On-Line Survey
- Year of the Built Environment
- Bunbury Tax Presentation

#### MAILBAG

- Info Page: a Win on Non Feasance
- Info Page: Clearing Controls
- White Ribbons Order Form and Letter
- Info Page: Health Reform Committee
- Invitation to Community Services Meeting
- Breakfast with Warren Kerr
- WA Local Government Association Library

## ISSUES UPDATE

#### MEETING WITH HON TOM STEPHENS

The President, Deputy President and Association representatives met with the Minister for Local Government and Regional Development Hon Tom Stephens on Friday 31 October. Issues discussed included:

#### 1. Local Government Amendment Bill 2003

##### ***Entitlement to be an Occupier of Rateable Property***

This proposal is strongly opposed by the Association as there are many instances of lease holders who are not permanent residents that will be disenfranchised. The Association made the Minister aware of the impact of the legislation on absentee residents on pastoral leases and lease holders of crown land (where lease payments are less than \$5,000 per annum). The legislation as drafted would see these two groups struck off the owner/occupier roll. The Minister recognised the validity of these concerns and undertook to incorporate these in the reconsideration of the Bill.

##### ***Audit Committee***

The proposal relates to the requirement for Local Governments to have a mandatory Audit Committee with specific roles and responsibilities. The Association opposed the mandatory establishment of such committees and advocated that their establishment remain optional. The Minister undertook to review this component of the Bill in light of these concerns.

#### 2. Local Government Postal Elections

The Minister was briefed on the concern of many Councils at the significantly increased costs (over the estimate) applied by the Electoral Commission for the 2003 postal elections. The Association took the opportunity to raise with the Minister the possibility of extending the type of people/organisations who could undertake the postal election process. The Minister indicated a willingness to consider this issue but suggested that it may be more viable to limit the available service providers to the Australian Electoral Commission as well as the WA Electoral Commission. This matter is to be further considered during the December round of State Council.

### **3. State Budget Submission**

The Association presented the Minister with its key priorities for the 2004/2005 State Budget.

### **MEETING WITH HON KIM CHANCE**

The President and Association representatives also met with the Minister for Agriculture, Forestry and Fisheries; the Midwest, Wheatbelt and Great Southern Hon Kim Chance. In addition to the issues detailed below, discussions were held on reductions in Agricultural Protection services, the Association's State Budget submission, and the Dividing Fences Act.

#### **1. Weed Management**

The Minister expressed concern about the potential (as per State Weed Plan) for currently listed 'State Weeds' to be reclassified to Local Pest Plants, thus increasing Local Government management responsibility. The Minister has also requested information from the Association on weeds which may meet requirements for listing as Weeds of National Significance.

#### **2. Wild Dogs**

The Minister acknowledged the issue and, in the absence of increasing State-wide dogging resources, agreed to consider the Association's proposal of improving communication to landholders and between Local Government and the relevant management authorities.

#### **3. Commonwealth Government's Drought Policy**

Seeking information on the Government's input into the review of the Policy, the Minister indicated he could supply the information in the near future, once Cabinet support for his proposal was received.

#### **4. Regional Development**

A discussion on Local Government's contribution to regional development resulted in an agreement for the Minister to receive a research proposal from the Association and an agreement to discuss further the potential for improving the interaction between Local Governments and the Regional Development Commissions.

### **COUNCILS PUSH ON R2R**

ALGA President Cr Mike Montgomery has expressed thanks to Councils for their response to a recent letter urging participation in the Renew Roads to Recovery campaign. The level of support and well-directed lobbying activity has been very encouraging and is starting to make a solid impact in Canberra. The campaign is clearly gaining strong backing from many MPs and Senators. R2R is one of the Federal Government's most successful and visible programs, making a real difference to communities the length and breadth of the nation. The position on R2R included in the ALGA's recent Federal Budget Submission is for Federal Government support for R2R beyond June 2005 at a level that is at least equivalent to the current (fully indexed) Identified Roads Component of FAGS and the average annual funding of the R2R program.

From a WA perspective, the Association's President Cr Clive Robartson has been encouraging Councils since July to promote the benefits of R2R to Federal politicians and advocate the continuation of R2R post 2005. It is very pleasing that this advocacy is having an impact in Canberra. Councils are encouraged to continue their efforts to promote R2R and ensure all Federal Members and Senators are aware of the impact it is making in their electorates.

*Enquiries to Debbie Terelinck on 9213 2031 or email dterelinck@walga.asn.au.*

### **REGIONAL AIRPORTS DEVELOPMENT SCHEME**

The Department for Planning and Infrastructure has advised that the Regional Airports Development Scheme (RADS) administrative process is being brought forward to enable projects to be awarded at the commencement of the new financial year. This will enable proponents to have every chance of completing projects within the same financial year.

Local Governments are advised that the submission period for 2004-2005 funding application will commence on 7 February 2004 and close on Friday 19 March 2004. An application brochure will be sent on 2 February 2004.

*For more information please contact Mr Drew Gaynor from the Department for Planning and Infrastructure on 9216 8722.*



#### **CRIME PREVENTION TRAINING**

The Australian Institute of Criminology has developed a range of crime prevention training programs to be conducted in Perth, as follows:

- Techniques for Managing Crime Prevention Programmes: November 17, 18, 19 (3 consecutive days: Mon, Tues, Wed) Cost \$880
- Restorative Justice: December 8, 9 (2 consecutive days: Mon, Tues) Cost \$660
- Creating Safer Communities: December 10, 11 (2 consecutive days: Wed, Thurs) Cost \$660

The Techniques course focuses on Project Management Techniques to successfully establish and implement relevant crime prevention projects. Creating Safer Communities focuses on a multi-dimensional approach to crime prevention looking at the physical environment, safety audits, site assessment and crime prevention through environmental design principles; maximizing public safety and minimizing opportunities for crime.

Information on the courses can be obtained from the Institute on 02 6260 9258 or [training@aic.gov.au](mailto:training@aic.gov.au) or visit their website at <http://www.aic.gov.au/>

#### **RESULTS OF 1<sup>ST</sup> ONLINE SURVEY**

The Association has had an encouraging response to its trial of an online surveying tool for member feedback, in this case on our Insurance Services. Thank you to everyone who contributed their views. The summary results of the survey are now available by visiting our website.

Our customer satisfaction feedback surveying will shortly move on to the next of our services programs – our Tax and Financial Services. A short online customer satisfaction survey will be on our website shortly and will be forwarded directly to those on our email broadcast list for Tax Service subscribers, so please take the opportunity to give us your feedback. *Contact Peter Hoare on 9213 2012.*

#### **YEAR OF THE BUILT ENVIRONMENT - BREAKFAST**

A breakfast will be held on Thursday 27 November at the Hotel Grand Chancellor, beginning at 7.30am with guest speaker Warren Kerr, Chairman of State Steering Committee, Year of the Built Environment 2004. Warren's presentation will provide an overview of the Year of the Built Environment, its aims and objectives, the history of its establishment, the structure established to plan and implement the program of events to take place during 2004, the types of activities envisaged and the opportunities for Local Government to actively participate in the YBE.

There will be no cost for Breakfast Club members, and non members will be charged at \$55 per person. *To RSVP or for further information contact Helen Haley, Events Co-ordinator on 9213 2043.*

#### **BUNBURY TAX PRESENTATION**

The Local Government Tax and Financial Services is hosting a technical update presentation at the City of Bunbury on Friday 14 November. This session is free to subscribers. *For details and registration please contact Jenny Lai on 9213 2030.*

#### **MEDIA RELEASES**

Best Practice awards announced	6/11/03
Major Win on State Records Act	5/11/03
Certainty for LGs in Litigation Claims	3/11/03

#### **DIARY DATES**

14 November	Murchison Zone (Cue)
18 November	Esperance–Eastern Goldfields Zone
21 November	Great Southern Country Zone
24 November	South Metro Zone (Kwinana)
24 November	Northern Country Zone (teleconference)
26 November	South East Metro Zone (Gosnells)
27 November	Central Metro Zone (Perth)
27 November	North Metro Zone (Stirling)
27 November	Great Eastern Country Zone (Teleconference)

27 November East Metro Zone (EMRC)  
27 November Peel Zone (Murray)  
28 November South West Country Zone (Donnybrook-Balingup)  
28 November Central Country Zone (teleconference)  
29 November Kimberley Zone (Broome)  
December Indian Ocean Territories Forum  
3 December State Council  
8 December Pilbara Zone (Newman)

## **Media Release**

### **Certainty for Local Governments in litigation claims**

Local Governments in Western Australia will now have greater certainty and protection under new civil liability reforms that have recently passed through Parliament.

The second tranche of the Civil Liability Act provisions includes a long awaited clause protecting Local Governments from liability action resulting from accidents that occur on Local Government roads and thoroughfares, where the accident is not directly the fault of the Council, also known as non-feasance immunity.

The Legislation provides specific direction to the Courts on the determination of public liability claims, and returns much needed commonsense to the laws of negligence.

WA Local Government Association President Cr Clive Robartson said the new Legislation was welcomed by Local Governments across the State.

“Local Governments have been one of the sectors hardest hit by the increasing culture of blame and litigation in this country,” he said.

“These new reforms place greater responsibility on individuals for their own actions and will mean there is greater clarity and a more clearly defined range of cases that will now be able to end up in the courts.

“We believe this new legislation will contain the cost of public liability claims, which should therefore lead to more affordable liability insurance in the longer term. Without this legislative action the costs associated with litigation would have cost ratepayers many hundreds of thousands of dollars.

“The inclusion of protective provisions for roads authorities in the Bill is a great relief to Local Governments, particularly on the back of significant road funding cuts in this year’s State budget,” said Cr Robartson.

“This takes away the uncertainty created by a high court ruling in 2001 which had set a new and unwelcome precedent in liability claims.

He said the Association had been seeking government action on these reforms for some time and welcomed the finalisation of the new Bill.

“We are delighted to see this State Government finally follow the lead of other States and reduce the uncertainty for Local Governments in terms of public liability exposure,” said Cr Robartson.

## **Media Release**

### **Major win on State Records Act**

Local Government elected members will be exempt from draconian record keeping requirements under the State Records Act, with the State Records Commission confirming that Councillors will now be treated in a similar way as State Parliamentarians.

The WA Local Government Association has been lobbying the Minister for Culture and the Arts, and the Commission, for many months to exempt Councillors from the requirement to keep records outside of the Council environment.

Elected members across the State had been vocal in their opposition to the Act, and had indicated their concerns about the massive impact the strict requirements would have on their personal and professional lives.

Association President Cr Clive Robartson said the decision by the Commission was a major win for Local Governments, and would allow elected members to get on with the job of representing their communities.

He said the Association welcomed the exemption and thanked the Minister for Culture and the Arts, Minister for Local Government and Regional Development, and the Commission for acknowledging that the intent of the Act could be achieved by treating Councillors in the same way as State Parliamentarians.

"Local Government elected members will welcome the Commission decision whereby records will only be required in meetings of Council and committees of Council. Communications outside Council and committee meetings will now be exempt," said Cr Robartson.

"This is similar to the treatment of State Parliamentarians whereby all communications of members in Parliament and Committees of Parliament are captured under mandatory record keeping requirements, while communications outside of Parliament are exempt," he said.

Cr Robartson thanked all elected members who had contributed to the Association's extensive lobbying campaign at the local level.

## Media Release

### **WA is a top state for recycling**

Western Australian recycling facilities are second to none and WA Local Governments, through Regional Councils, lead the way in resource recovery, WA Local Government Association President Cr Clive Robartson said today.

“WA material recovery facilities and organic processors recover approximately 200,000 tonnes each year of recyclables and green and organic waste from domestic households,” said Cr Robartson.

“Despite claims made yesterday to the contrary, a truck load of recyclable products is not diverted to landfill when more than 10 per cent is non-recyclable products, at least not in WA” he said.

Cr Robartson said Western Australia’s recycling rate was significant, particularly given the State’s isolation from Australian re-processing facilities.

He said Western Australia was aiming for zero waste by 2020.

However, he said, private industry must take greater responsibility for the profit making products they utilize that end up in the waste stream.

“Given the large number of new packaging materials now on the market, it is no surprise that there is some confusion about what is and what is not recyclable,” he said

“The solution to this confusion is for private industry to rationalize the range of materials used for packaging so products are more easily recognised and recycled through the extensive collection systems provided by Councils.

“Rather than pushing for Councils to spend more resources on educating users about recyclable products, there needs to be greater extended producer responsibility from those companies that generate profits from the sale of these products,” said Cr Robartson.

“Local Governments cannot be expected to carry the entire burden of reaching the goal of zero waste by 2020,” he said.

Cr Robartson congratulated Councils in the Southern Metropolitan Regional Council, for investing in state of the art recycling and resource recovery facilities and others like the City of Stirling for tackling the more difficult tasks of recovering organic wastes.

“Over 60 per cent of waste is organic, and these Councils now have facilities in place that capture this organic waste and process it into a useful resource,” said Cr Robartson.

“The future of waste management is about resource recovery, and looking at all avenues to divert waste from landfill,” he said.

## ALGA News - 31 October 2003

ISSN 1447-980X

- [Montgomery slams HIA plan to scrap developer contributions](#)
  - [ALGA, Campbell off to solid start](#)
  - [Insurance: ALGA develops risk management plan for community groups](#)
  - [AusLink: Transport ministers meeting postponed](#)
  - [Councils push hard on R2R](#)
  - [ALGA convenes roundtable on daycare as Minister pushes for more places](#)
  - [National General Assembly: Strong list of Federal speakers](#)
  - [More people flocking to libraries](#)
  - [At the grassroots: Australia's first biodiesel fleet](#)
  - [Forthcoming events](#)
- 
- *Advertisement*
  - [Electromagnetic radiation and due diligence](#)

### **Montgomery slams HIA plan to scrap developer contributions**

Calls this week from the Housing Industry Association, for developer contributions, to be scrapped were described as 'outrageous' by ALGA President, Cr Mike Montgomery. Cr Montgomery said developers should contribute to the costs of public infrastructure in commercial housing estates, saying it was unfair for the rest of the community to bear the cost. The HIA has called for rates for existing taxpayers to rise by almost \$200 a year with the funds placed in a state government run community building fund. Both ALGA and the HIA have made submissions to the Productivity Commission's inquiry into affordable home ownership, which is due to release a draft report later this year.

### **ALGA, Campbell off to solid start**

ALGA President, Cr Mike Montgomery, described his first meeting with the newly appointed Minister for Local Government, Territories and Roads, Senator Ian Campbell, as very encouraging. "We've got off to a good start," he said following the meeting in Canberra yesterday. The Minister was keen to hear ALGA's priorities, particularly the need for reform of Commonwealth/local government financing and the need to renew the *Roads to Recovery* program beyond 2005. The Minister indicated an interest in the work of the Development Assessment Forum and looked forward to a close working relationship with ALGA. The Minister will address the National General Assembly of Local Government next month.

### **Insurance: ALGA develops risk management plan for community groups**

ALGA met this week with the Community Care Underwriting Agency to discuss how local government might assist community groups to adopt appropriate risk management practices as a way of making public liability insurance more affordable and accessible. Community groups have been hard hit by the insurance crisis, and local government has frequently been called in to assist groups in trouble. At the request of the Ministerial Council on Insurance Issues, ALGA is working up proposals for local government support of risk management capacity building across the community group sector. Further information on this initiative will be available at National General Assembly next month. CCJA was formed by Allianz Australia, NRMA Insurance and QBE to help not for profit organisations gain access to public liability insurance for community events, community centres and home care.

### **AusLink: Transport ministers meeting postponed**

The Federal Minister for Transport and Regional Services, John Anderson, has asked his state and territory counterparts to agree to postponing the meeting of the Australian Transport Council scheduled for 7 November because the *AusLink* white paper is yet to be released. Some state governments are now suggesting that *AusLink's* implementation be deferred for a year. This would present an interesting opportunity for local government, aligning the dates for *AusLink* and a decision on the renewal of *R2R* in an election year.

**Councils push hard on R2R**

ALGA President Cr Mike Montgomery has expressed his thanks to councils for their response to his recent letter urging participation in the *Renew Roads to Recovery* campaign. The level of support and well-directed lobbying activity has been very encouraging and is starting to make a solid impact in Canberra. The campaign is clearly gaining strong backing from many MPs and senators. R2R is one of the Federal Government's most successful and visible programs, making a real difference to communities the length and breadth of the nation. Cr Montgomery encouraged councils to continue their efforts to promote R2R and ensure all Federal Members and senators were aware of the impact it is making in their electorates.

**ALGA convenes roundtable on daycare as Minister pushes for more places**

ALGA will convene a roundtable meeting with Commonwealth officials on November 12 to discuss the Australian Government's plans for childcare under the so-called *Broadband Redevelopment*. ALGA President Mike Montgomery raised local government concerns about possible adverse impacts on family day care when he met the Federal Minister for Children and Youth Affairs, Larry Anthony, in Canberra last month. Local government is a major planner and provider of early childhood services, making substantial own-source financial contributions nationally. In a surprise move, the Minister yesterday publicly announced his intention to push Cabinet to abolish the cap on childcare places to allow for new places and extended hours to be made available in family day care from the beginning of 2004. "One of the ways of addressing some of the [high demand] hot spots, let's say in the capital cities, is by taking the cap off outside school hours care and family day care to provide greater flexibility for families juggling work and families," Mr Anthony told the ABC's *AM Program* yesterday morning.

**National General Assembly: Strong list of Federal speakers**

The Prime Minister, John Howard, and Shadow Treasurer, Mark Latham, head an impressive list of federal politicians who will address next month's National General Assembly of Local Government. Speakers include the Chair of the *House of Representatives Inquiry into Cost-Shifting*, David Hawker (the report is expected to be released close to the Assembly); the Minister for Local Government, Territories and Roads, Senator Ian Campbell; the Minister for Ageing, Julie Bishop; and the Minister for Family and Community Services, Senator Kay Patterson. Opposition speakers include the Shadow Minister for Urban and Regional Development, Transport and Infrastructure, Martin Ferguson; and local government spokesman, Gavan O'Connor.

**More people flocking to libraries**

More and more Australians are visiting libraries, according to figures released by the Australian Bureau of Statistics this week. Of the Australian population aged 18 years and over, 12.8 million people (88%) went to at least one cultural venue or activity in 2002. Some 42% of Australians visited a library at least once, while the same percentage visited botanic gardens. Zoos and aquariums experienced a significant increase in attendance, from 34% of the population in 1999 to 40% last year. Libraries also experienced a large rise in attendance rates over this period (from 37% to 42%). Surprisingly, people aged 65 years and over visited cultural venues and events at notably lower rates compared with people in other age groups. Further information is available in the ABS publication, *Attendance at Cultural Venues and Events, Australia, 2002*.

**At the grassroots: Australia's first biodiesel fleet**

Newcastle City Council has recently secured \$95,000 from the *NSW Department of Environment and Conservation* to fund Australia's first biodiesel fleet. The *NSW Roads and Traffic Authority* and *Environment Australia* are providing additional technical support to conduct comprehensive emissions testing to confirm the practicality of operating Newcastle's 228-vehicle fleet on a blend of 20% biodiesel and 80% diesel fuel (B20). The program consists of three key steps including: vehicles running on diesel; bowser-filtered diesel; and biodiesel. The introduction of biodiesel will reduce the council's greenhouse gas emissions by about 600 tonnes a year.

**Forthcoming events**

National General Assembly of Local Government  
23 - 26 November 2003, Canberra

- 2003 National Procurement Forum  
6 - 7 November 2003, Sydney
- 2003 Sister Cities Conference  
8 - 12 November 2003, Orange, New South Wales
- Inaugural Asia summit: The role of the private sector in public infrastructure.  
10 - 11 November 2003, Melbourne
- 7th Australian National Parking Group Workshop  
12 - 14 November 2003, Newcastle, New South Wales
- In Search Of Sustainability  
14 November 2003, Canberra
- Facility Design Workshop  
19 - 20 November 2003, Canberra
- Connecting Cycling - Travel Behaviour Change Conference  
20 - 21 November 2003, Canberra
- Terrorism risk and your organisation  
26 November 2003 Sydney, 27 November 2003 Melbourne
- A 20/20 Vision: Government for the future  
27 - 28 November 2003, Brisbane
- ALGA - Connecting Local Government Conference  
15 - 16 March 2004, Melbourne



Advertisement

### Electromagnetic radiation and due diligence

Local governments may be required to show *due diligence* regarding development applications for various sources which emit electromagnetic fields including:

- High voltage powerlines
- Electricity substations
- Mobile phones and phone towers
- Broadcasting installations
- Radar and navigation equipment

Dr Bruce Hocking can assist by providing expert medical opinion regarding possible health effects. Dr Hocking is a medical specialist in occupational and public health with particular knowledge of electromagnetic fields (50Hz and radio-frequencies) and has served on relevant Australian safety standards committees. He has given evidence in several Australian and overseas jurisdictions, for example the landmark case of Logan City Council v Energex, and holds several post-graduate medical qualifications. *Curriculum vitae* and references available on request.

Opinion may be provided to any local government authority in Australia in the context of:

- *Due diligence* processes required by, or disputes arising from, Development Applications to local government.
- Personal injury actions from the public who have been exposed to EMF and claim an injury.



Training can be provided to Environmental Health staff to enable them to better manage issues and queries regarding EMF.

Dr Bruce Hocking would be pleased to discuss any issue regarding EMF with you. Mobile phone 0412 881271 or at [bruhoc@connexus.net.au](mailto:bruhoc@connexus.net.au)



*For information regarding ALGA News, please contact [Katie Whitehead](#)*

Australian Local Government Association  
8 Geils Court, Deakin ACT 2600  
Ph +61 +2 6122 9400 : Fx +61 +2 6122 9401  
Copyright © Australian Local Government Association 2003 : [Privacy notice](#)

If you no longer wish to receive this email please [click here to unsubscribe](#).

If you haven't already subscribed, you can do so at [www.alga.asn.au/subscribe](http://www.alga.asn.au/subscribe) and have ALGA News delivered to your In-Box, fresh every Friday.

## ALGA News - Special National General Assembly bulletin

4 November 2003

### National General Assembly 2003 Business Papers online

We are pleased to announce the [National General Assembly 2003 Business Papers](#) are now available online. This year's *Motions for debate* can be viewed online and sorted by council or category, singularly or as a group, in full or in brief. This innovation will enable a quick, easy search of motions by council or issue. In addition, the *Business Papers* will also be sent by post to all registered delegates.

### Open House

Another exciting innovation this year is *Open House*. Based on delegate feedback seeking more opportunities to network, the *Open House* has been created to provide a structured networking opportunity to discuss topics not on the main agenda, for example, graffiti and vandalism, public health or youth initiatives.

### Program update - PM heads impressive list of speakers

The [National General Assembly 2003 program](#) has been updated and, amongst other things, outlines the impressive list of Federal politicians who will speak at this year's event. The Prime Minister, Mr John Howard, will give the closing address to the Assembly, on Wednesday 26 November, having provided the opening address at last year's Assembly in Alice Springs.

In addition to the Prime Minister, three Federal Ministers will be making early appearances in new portfolios. Delegates will be keen to hear the newly appointed Minister for Local Government, Territories and Roads, Senator Ian Campbell, who is likely to make his first major speech on local government matters when he addresses delegates on Monday 24 November at 11:00 am.

Senator Campbell will be joined by the Federal Minister for Ageing, Ms Julie Bishop, who is also new to the front bench. Ms Bishop will address the population and ageing mini plenary session on Monday afternoon, 24 November. The newly appointed Minister for Family and Community Services, Senator Kay Patterson, will present the *Can Do Community Awards* on Tuesday 25 November at midday. With the report of the *House of Representatives Inquiry into cost shifting* due in the coming weeks, the address by Inquiry Chair, Mr David Hawker, on Tuesday afternoon, 25 November, will be keenly awaited.

Labor's speakers list is also impressive. The Shadow Treasurer and former Mayor of Liverpool in Sydney's west, Mr Mark Latham, will speak on Wednesday 26 November at 9:00 am, while Mr Martin Ferguson, the Shadow Minister of Urban and Regional Development, Transport and Infrastructure and a regular speaker at ALGA events, will address the *Regional Cooperation and Development Forum* on Sunday 23 November. Shadow Minister for Local Government, Mr Gavan O'Connor, another former councillor, will speak on Tuesday 25 November at 12.30 pm.

Deputy Prime Minister and Minister for Transport and Regional Services, Mr John Anderson, and Ms De-anne Kelly, Parliamentary Secretary to the Minister for Transport and Regional Services, have also been invited.

### Standard Registration closes on 10 November - hurry to save \$100

Standard registration closes on Monday 10 November. Don't miss your opportunity to be part of this milestone event for local government and [register now](#) for the opportunity to save \$100 on registration fees. For the first time, this year, each full registered delegate will receive a complimentary copy of the *State of the Regions Report 2003*.

**WALGGC NEWS – FUNDING GUARANTEE FOR AMALGAMATION LOCAL GOVERNMENTS**

In a recent circular to all local governments, the Western Australian Local Government Grants Commission has advised that it has voted in the following new policy:

“That Local Governments when amalgamating will be guaranteed grant funding to pre-amalgamation levels for a period of (5) years”.

The Minister for Local Government’s media release on this subject dated 20 October 2003 stated:

“A major barrier to local governments considering amalgamation has been removed through a change in policy by the Western Australian Local Government Grants Commission.

*Local Government Minister Tom Stephens said the new policy provided for guaranteed grant funding equivalent to pre-amalgamation levels for a period of five years.*

*Previously, when two or more local governments amalgamated, the annual grant funding from the Grants Commission was maintained for only two years at the pre-amalgamation levels.*

*This could be extended on a year-by-year basis if disadvantage or need could be demonstrated.*

*“The change in policy will provide greater financial certainty for local governments that were considering amalgamation,” Mr Stephens said.*

*“The previous policy generated a well-founded concern that the grant to an amalgamated council was likely to be less than the sum of the grants pre amalgamation.”*

*The Minister said decisions to amalgamate were for councils and their electors to make.*

*“Some councils may be contemplating amalgamation to reduce costs and provide better levels of service,” he said.*

*“Now, local governments will not be financially penalised for amalgamating where they believe it is in the best interests of their ratepayers and residents.”*

*The WA Local Government Grants Commission distributes Commonwealth Government grants for roads and general purpose expenditure among local governments in Western Australia. Its 2003-04 allocations totalled \$173 million.”*

# Information Bulletin

Issue No. 22/2003

<b>Inside this Issue</b>	Nil
<p>➤ <b>Information from City Strategy</b></p> <p>Lilac Divider</p>	Nil
<p>➤ <b>Information from Human Resources</b></p> <p>Blue Divider</p>	Nil
<p>➤ <b>Correspondence &amp; Papers</b></p> <p>Pink Divider</p>	<ul style="list-style-type: none"> <li>▪ Local Government News – Issue No.44.03 – 31 October 2003 .....COR-1</li> <li>▪ Local Government News – Issue No.45.03 – 7 November 2003 .....COR-5</li> <li>▪ Media Releases .....COR-9</li> <li>▪ ALGA News .....COR-12</li> <li>▪ WALGGC News – Funding Guarantee For Amalgamation Local Government...COR-17</li> </ul>
<p>➤ <b>Information from Development Services</b></p> <p>Yellow Divider</p>	Nil
<p>➤ <b>Information from Technical Services</b></p> <p>Green Divider</p>	<ul style="list-style-type: none"> <li>▪ <b>Outstanding Matters</b></li> <li>Report on Outstanding Matters – Technical Services Committee ..... T-1</li> <li>▪ <b>Minutes of Advisory Committees</b></li> <li>Bushcare and Environmental Advisory Committee – October 2003 ..... T-2</li> <li>Armadale Settlers Common – August 2003 ..... T-9</li> <li>Armadale Settlers Common – September 2003 ..... T-15</li> <li>▪ <b>General</b></li> <li>Manager Technical Services - International Public Works Conference Report ..... T-19</li> <li>New Armadale Train Station – Closure of Level Pedestrian Crossing ..... T-25</li> <li>Advertising Litterbins ..... T-26</li> <li>Technical Services Works Programme ..... T-27</li> <li>▪ <b>Quarterly Report</b></li> <li>Parks and Reserves July - September ..... T-29</li> </ul>
<p>➤ <b>Information from Community Services</b></p> <p>Beige Divider</p>	<ul style="list-style-type: none"> <li>▪ <b>Outstanding Matters</b></li> <li>Report on Outstanding Matters - Community Services Committee ..... C-1</li> <li>▪ <b>Monthly/Quarterly Departmental Reports</b></li> <li>Library Department General Report – October 2003 ..... C-3</li> <li>Accounting Services Report – 7 November 2003 ..... C-8</li> <li>Manager Ranger &amp; Fire Services Report – October 2003 ..... C-8</li> <li>▪ <b>Finance</b></li> <li>Financial Statements – for the (18) week period ended 31 October 2003 ..... C-14</li> <li>▪ <b>Minutes from Occasional/Advisory Committees</b></li> <li>Armadale Highland Gathering Committee – 14 October 2003 ..... C-15</li> <li>Armadale Police &amp; Citizens’ Youth Club Management Committee- 15 October 2003... C-15</li> <li>Minnawarra Festival Committee – 4 November 2003 ..... C-15</li> </ul>

TECHNICAL SERVICES COMMITTEE REPORT ON OUTSTANDING MATTERS		
ITEM	ITEM	ITEM
<b><u>Armadale Shale Quarry – Management Plan</u></b> <i>[Refer T145/02 of 25 November 2002]</i>	Technical Services	Further report to future Technical Services Committee.
<b><u>Administration Building – Overcrowded Car Park</u></b> <i>[Refer T34/02 of 25 March 2002]</i>	Technical Services	Further report to future Technical Services Committee.
<b><u>Local Area Traffic Management</u></b> <i>[Refer T21/3/03 of 24 March 2003]</i>	Technical Services	Further report to future Technical Services Committee.
<b><u>Bedfordale Hall – Parking Area</u></b> <i>[Refer T21/3/03 of 24 March 2003]</i>	Technical Services	Further report to future Technical Services Committee.
<b><u>Braemore Street, Armadale</u></b> <i>[Refer T41/5/03 of 26 May 2003]</i>	Technical Services	Further report to future Technical Services Committee.
<b><u>Truck Rollovers – Albany Highway</u></b> <i>[Refer T98/09/03 of 22 September 2003]</i>	Technical Services	Further report to future Technical Services Committee.
<b><u>Ecko Road</u></b> <i>[Refer T105/10/03 of 27 October 2003]</i>	Technical Services	Further report to future Technical Services Committee.
<b><u>Gillam Drive, Kelmscott – Verge Streetscaping</u></b> <i>[Refer T106/10/03 of 27 October 2003]</i>	Technical Services	Further report to future Technical Services Committee.
<b><u>Junk Busters Premises</u></b> <i>[Refer T110/10/03 of 27 October 2003]</i>	Technical Services	Further report to future Technical Services Committee.



**BUSHCARE AND ENVIRONMENTAL  
ADVISORY COMMITTEE**

**MINUTES**

**TUESDAY 21 OCTOBER 2003 - 5:30PM  
CITY OF ARMADALE**

Up the ramp, City of Armadale Administration Office, 7 Orchard Ave, Armadale

**CONTENTS**

<b>1. ATTENDANCE, APOLOGIES &amp; LEAVE OF ABSENCE</b> .....	<b>3</b>
<b>2. DISCLOSURES OF FINANCIAL INTEREST</b> .....	<b>3</b>
<b>3. PUBLIC QUESTION TIME</b> .....	<b>3</b>
<b>4. DEPUTATIONS</b> .....	<b>3</b>
<b>5. PROJECTS FOR COUNCILS NOTICE</b> .....	<b>3</b>
<b>6. CONFIRMATION OF MINUTES</b> .....	<b>4</b>
<b>7. CORRESPONDENCE AND INFORMATION</b> .....	<b>4</b>
7.1 CORRESPONDENCE IN.....	4
<b>8. BUSINESS ARISING</b> .....	<b>4</b>
8.1 ITEMS FOR PUBLIC COMMENT.....	4
8.1.1 <i>General</i> .....	4
8.1.2 <i>Planning applications &amp; scheme amendments</i> .....	4
8.2 BEAC ANNUAL CALENDER.....	5
8.3 PARKS OF THE PERTH HILLS CONCEPT – REQUEST FOR PRELIMINARY COMMENT .....	6
8.4 INFORMATION ITEMS (I.E. PROGRESS REPORTS RELEVANT TO PREVIOUS BUSINESS).....	7
8.4.1 <i>Volunteer strategy</i> .....	7
8.4.2 <i>Grant watch information report</i> .....	7
8.4.3 <i>Reminder list –items in progress or scheduled for future meetings</i> .....	7
8.5 ENVIRONMENTAL OFFICER .....	8
<b>9. GENERAL BUSINESS</b> .....	<b>8</b>
9.1 AROUND THE TABLE & ISSUES OF CONCERN/ NEW ITEMS FOR DISCUSSION .....	8
<b>10. NEXT MEETING &amp; CLOSURE</b> .....	<b>8</b>

**1. ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE**

<b>Member/Deputy Member</b>	<b>Affiliations</b>
Pat Hart (Chair)	Armadale City Rivercare
Beth Laurie	Armadale Gosnells Landcare Group
John Herpen	Churchman Bushland Association
Kim Fletcher	Friends of Armadale Shale Quarry
Ian Colquhoun	Roleystone Dieback Action Group
Cr Bob Tizzard	Councillor – City of Armadale
Cam Clay	Bedforddale Volunteer Fire Brigade Nominee & Armadale Gosnells Landcare Group
David James	Friends of Forrestdale
<b>Staff</b>	
Mr Ron Van Delft	City of Armadale
<b>Apologies</b>	
Simone Tuten	Friends of Canning Mills Reserve
Adrian Choules	Friends of Goolamrup
Juliette Green	Friends of Canning Mills Reserve
Ken Downsborough	Bedforddale Volunteer Fire Brigade
Linda Talevski	Secretary

**2. DISCLOSURES OF FINANCIAL INTEREST**

Nil.

**3. PUBLIC QUESTION TIME**

Nil.

**4. DEPUTATIONS**

Nil.

**5. PROJECTS FOR COUNCILS NOTICE**

The following projects are listed for Council's notice. The Project/ Group leader for all projects listed in the table below has agreed to conduct the works with due regard to the City's safety and training requirements for bushcare activities as described in the City's Friends Group Manual.

**RECOMMEND**

**That Council be advised that the Project/ Group leader listed in the table below has been co-opted to the Bushcare and Environmental Advisory Committee to protect or rehabilitate bushland by facilitating works by volunteers for this Committee to extent of the scope of works and volunteer duties described.**

<b>Project/ Group leader</b>	<b>Group (if any)</b>	<b>Span of dates</b>	<b>Scope of works/ volunteers duties</b>
Ian Colquhoun	Roleystone Dieback Action Group	16 November 2003	Dieback treatment, reserve corner Jarrah Road & Andreas St

**CARRIED**



*The Committee noted that work was being undertaken in reserves that has previously been recorded under Project for Council's Notice.*

**6. CONFIRMATION OF MINUTES\**

**Moved Bob Tizard: That the recommendations of those members of the Bushcare and Environmental Advisory Committee present at a meeting held on Tuesday 16 September 2003 be adopted.**

**CARRIED**

**7. CORRESPONDENCE AND INFORMATION**

**7.1. Correspondence in**

- i) Environmental Education Scholarship – Catchments Corridors and Coasts  
 This learning event occurs from 8-9 and 12-14 January 2004. At a cost of \$200 per person, the City of Armadale may send up to four people (community members, councillors or employees).

*BEAC members to contact the Environmental Planner as soon as possible if they wish to be listed as applicants for the scholarship.*

- ii) Swan Avon Integrated Catchment Calendar of events
- iii) Urban Bushland Council – Newsletter and meeting minutes
- iv) Environmental Weeds Action Network Weed Info Notes
- v) The Presiding Member tabled a City of Armadale press release noting burning restrictions in the City.

**8. BUSINESS ARISING**

**8.1. Items for public comment**

**8.1.1. General**

Proposal/ policy or document	Copies available from	Closing date or date to be considered by Council standing Committee
Metropolitan Region Scheme Amendment 1072/33, North Forrestdale	Department for Planning and Infrastructure	Closing date 14 November 2003
Proposed new National Parks, - South-West Forests	www.calm.wa.gov.au. Copies of the map will be available for viewing at the BEAC meeting	Closing date 28 November 2003

**8.1.2. Planning applications & scheme amendments**

Planning applications or scheme amendments deemed as having significant environmental issues currently out for public comment are – Nil.

Items of interest from the Council Committee or Council minutes or agenda include:

Proposal	Committee and date considered	Notes or comments
Cammillo Road/ Lake Road Intersection and Champion	Technical Services Committee, 19	Proposal widens Champion Drive bridge. Armadale Gosnells Landcare

Proposal	Committee and date considered	Notes or comments
Drive – Stage 2	August 2003	Group involved in an appeal regarding Champion Drive Bridge.
Scheme Amendment; Lots 4 & 5 and Lot 6 Bay Court, Champion Lakes	Development Services Committee, 8 September 2003	Public comment through Scheme advertising at a date yet to be determined.
Scheme Amendment – First stage urban development in North Forrestdale	Development Services Committee, 13 <sup>th</sup> October 2003	Public comment through Scheme advertising at a date yet to be determined.
Stables, agistment, horse training and riding school, Pt 106 Wollaston Avenue, Brookdale	Development Services Committee, 13 <sup>th</sup> October 2003	Proposal likely to be well managed.

### 8.2. **BEAC Annual Calendar**

At its June 2000 meeting BEAC resolved to adopt an annual calendar, which was last updated in November 2002 in order to help ensure the Committee fulfils its Terms of Reference. Items listed for the next few months (as updated at previous meetings) or that may need further discussion appear below.

#### **October**

- Plenary Session/ Field Trip

Kim Fletcher suggested that a bus tour be held so members could familiarise themselves with key sites. Trip proposed for Saturday October 25<sup>th</sup> October 8:30 – 1:30. Pat & Kim to refine the trip.

*The bus tour will be held as planned. BEAC members proposing to attend advised the Environmental Planner. As there were at least six spare seats it was agreed to advertise the availability of the seats at the plenary session following this meeting.*

#### **November**

- Update Bushcare Directory (every 2<sup>nd</sup> Year) – Dealt with at the last meeting.

#### **December**

- Annual picnic and award presentation

The following e-mail has been received from the Armadale Gosnells Landcare Group regarding the Annual picnic and award presentation.

“In previous years we have had a lunch session at Churchmans Brook. During the development of the AGLG Strategic Plan we discussed a tour to Karakamia Sanctuary.

I have made some enquiries and the tour costs \$15/head. The Tour runs from around 6.30pm to 8.30pm and includes a cup of tea during the windup.

There is a maximum of 40 people. We would have to organise a bus. This would cost the team around \$600. Perhaps the local parliament members or the City of Armadale and SERCUL might be able to make a donation.

*It was decided to hold a meeting with the City's new Public Relations Coordinator Martyn Boyle to develop a publicity program to raise environmental awareness. Pat Hart, Ian Colquhoun, the City's Environmental Officer and the Public Relations Coordinator to meet.*

**8.5. Environmental Officer**

Ms Corrine Gaskin starts with the City of Armadale on 3 November 2003 as the City's Environmental Officer, and is expected to attend the next BEAC meeting.

**9. GENERAL BUSINESS**

**9.1. Around the table & issues of concern/ new items for discussion**

*The Bungendore Park Management Committee's breakfast to be held at 7:30am at the Admiral Road entry to the park was advertised.*

*The Presiding Member noted the forthcoming river walks.*

**10. NEXT MEETING & CLOSURE**

Tuesday 18 November 2003 at 7:30pm at the City of Armadale Administration Office.

**8.4. Information items (i.e. progress reports relevant to previous business)**

**8.4.1. Volunteer strategy**

A training session/ workshop held 12 July 2003 from 10am to 1pm at the City of Armadale Administration Centre City of Armadale was enlightening both for the participants and the consultant in how the Thinking Sheet should be used and designed. The Thinking Sheet is proposed to be re-designed.

The City's new Public Relations Coordinator is currently working on the issue of use of the new BEAC logo. Various meetings have been held during the last month and it is expected the issue will be resolved soon.

**8.4.2. Grant watch information report**

Grant name	Projects funded	Contact information	Closing date
Fishcare WA	Projects that assist in the management of fish resources or their environment. Up to \$3,000.	<a href="http://www.fish.wa.gov.au/fishcare/grantinfo.html">http://www.fish.wa.gov.au/fishcare/grantinfo.html</a>	28 November 2003

**8.4.3. Reminder list –items in progress or scheduled for future meetings**

- Draft Forrestdale Lake Fire Management Plan – comments and Management Plan to be provided to Bush Fires Advisory Committee.
- Location of services impact on vegetation in road reserves
- Development of path construction guidelines
- Advertising for nominations for new BEAC members
- Terms of appointment
- BEAC Terms of Reference – meetings to be open to the public
- Duck signage in Minnowarra Park
- Publicity program to raise environmental awareness
- BEAC Annual Report (waiting on Armadale Settlers Common report)
- Bushcare Directory Update – to be published on the Internet
- Organised bush-walks sub group – In recess till late Autumn 2004
- Distribution of caltrop brochures.
- Calthrop management plan
- Levels of Service Report – Parks Department. A copy of this report to be provided to BEAC when it goes to Council. It is expected to address the issue of contacting Reserve Custodians prior to works occurring in their reserve.
- Time periods for payment of invoices.

*The Committee considered the above items and identified the following as priority items:*

- *Advertising for nominations for new BEAC members*
- *Distribution of caltrop brochures.*
- *Calthrop management plan*

*The Committee was keen to be kept in touch with the Bush Fire Advisory Committee and Department of Conservation and Land Management's response to suggestions in regard to the Forrestdale Lake Fire Management Plan.*

We could invite the local politicians and key Council staff. Julie Robert (SERCUL) was also interested in making the event a Canning Regional Event.

Could you please let me know your thoughts and suitable dates and times. Late November, early December and perhaps a Saturday night is best? I need to book the venue shortly."

The Bushcare and Environmental Advisory Committee budget would be able to fund attendees from City of Armadale Friends Groups.

Previous annual picnics held jointly with the Armadale Gosnells Landcare Group have attracted around 30-35 people. In the absence of a better suggestion, the first 40 people to RSVP would be accepted, and those following would miss out.

*BEAC members considered that a joint event with the Armadale Gosnells Landcare Group at Karakamia would be appropriate this year and suggested a Sunday evening would be more suitable. The Environmental Planner indicated he would liaise with the Armadale Gosnells Landcare Group to organise the event.*

It was intended also that this be the first year that awards are presented using the new Bushcare and Environmental Advisory Committee award material (T-shirts, hats etc). However, it is not practically possible to organise awards for November/ December. It is suggested that an awards ceremony could be part of the next plenary session around April 2004.

#### **RECOMMEND**

**That a volunteer rewards presentation ceremony be held as part of the April 2004 plenary session.**

**Moved: Cam Clay**

**CARRIED**

#### **8.3. Parks of the Perth Hills Concept – request for preliminary comment**

The Department of Conservation and Land Management has recently briefed the City's Environmental Planner on this concept. A briefing will be provided at the BEAC meeting, and the Environmental Planner can then communicate comments made by BEAC to Department of Conservation and Land Management. Please note that this is related to, but should be considered separately to the new National Park boundaries upon which consultation is taking place.

*BEAC members expressed concerns about the effect that typical restrictions on National Park usage, particularly relating to the walking of dogs and use of horses, would not be appropriate for some of the lands within the National Park.*

*Copies of Department of Conservation and Land Management's presentation to be provided to Bungendore Park Management Committee, Friends of Armadale Settlers Common, John Herpen, Cam Clay, Ian Colquhoun and David James.*



**ARMADALE SETTLERS COMMON**

**MINUTES**

**MINUTES OF THE COMMITTEE MEETING HELD ON  
THURSDAY 28<sup>th</sup> AUGUST 2003 AT THE FIELD CENTRE AT 7.30 PM**

PRESENT:	Cr. Bob Tizard	Interim Chairman
	Peter Blaxell	Community Rep
	Anita Pagotto	Community Rep.
	Kim Fletcher	Community Rep
	Bill Downey	Community Rep
	Toni Liebeck	Community Rep
	Peter Greenway	Community Rep
	Shirley Hobday	Minute Secretary
	Ian Thompson	Bush Fire Brigade Rep
	Michael Moltoni	Friend
	Alison Cook	Friend
	Wayne Cook	Friend
	Nelia Foan	Friend
	John Foan	Friend
	Anona Maitland	Friend
	Mary Ann Darrell	Friend
	Edwin Donker	Friend
	Blanche Lindegger	Friend
	Ric Giblett	Friend
	Sharon Gadowski	Friend
	Elaine Huthinson	Friend
	Jim Hutchinson	Friend
	Dot Moles	Friend

APOLOGIES:	Rose & Terry Gilmour
	Ray Amara
	Les Woodruff
	Geunter Best
	Jim Altham

**1.0 OPEN & WELCOME**

The meeting opened at 7.35 pm. and Cr.Tizard welcomed everyone.

Cr. Tizard advised the Friends who wished to discuss bridle paths in the Common that due to time constraints, they would be asked to put forward their point of view at the end of the meeting in "General Business"

**2.0 APOLOGIES**

Apologies were given as above.

### **3.0 MINUTES OF PREVIOUS MEETING**

Acceptance of the minutes of the last meeting, held on 17<sup>th</sup> July 2003, were moved by Anita Pagotto and accepted as a true and correct record by the Committee. The notes from the Special Meeting of 14<sup>th</sup> August 2003 were also accepted as a true and correct record.

### **4.0 MATTERS ARISING**

#### **4.1 Bypass Walk Trail**

The alternative, bypass walk trail has been installed. The walk trails will be safer and includes extra viewing areas to access the beautiful outlook from the scarp. Council staff are to be thanked for their contribution. (see **Section 6.2 - Outward Correspondence** of these minutes)

Kim Fletcher had suggested that we optimise publicity for the Common, in general, and for the "Walk the Common" event on the 5<sup>th</sup> October by having an official opening of the bypass walk trail that would present a photo opportunity for the local press. There may be a possibility that the Mayor could conduct the opening of the new walk trail. A name for the bypass needs to be developed.

### **5.0 REPORTS**

#### **5.1 Bush Fire Brigade**

Ian Thompson advised that he had not received the fire measure of leaf litter report from the Ranger and therefore could not advise of the "burns" that were required this spring.

All permits for fires are to be obtained from the Council in the future and not the Bush Fire Brigade. The new rulings include no fires on Sundays and no small fires after 6 pm during the prohibited fire season.

#### **5.2 Churchman's Brook Estate - \$10,000 fund to re-generate the bush between Canns Road and the Churchman's Brook Estate**

Michael Moltoni reported that the plan had started and would be complete by the October meeting.

#### **5.3 Plant Identification Courses**

No change. Further information to follow.

#### **5.4 Weed Control Courses**

No change. Further information to be sought from Leo den Hollander.



## 6.0 CORRESPONDENCE

### 6.1 Inward Correspondence

Shirley Hobday confirmed that no correspondence had been received since the last meeting.

### 6.2 Outward Correspondence

Letters were sent out to the following people:-

- 1) Tony Maxwell, A/G CEO, City of Armadale - special thanks to Mick McIntosh (Ranger) & Paul Lanternier (Manager Parks) for their efforts in assistance with the new walk (by pass) trail.
- 2) Dorothy & Garry Heys - to thank them for their kind donation.
- 3) Apace Aid Inc - Payment for course in "Introduction for Bush Management" for S. Hobday

The following emails were sent to :-

- 1) Andrew Bruce, Executive Director, Technical Services, City of Armadale – Request for maintenance to the carpark prior to 5<sup>th</sup> October walk.
- 2) Paul Lanternier, Manager Parks, City of Armadale – Request for clean up of the area around the field centre prior to 5<sup>th</sup> October.

## 7.0 MANAGEMENT PLAN

The draft Management Plan is expected to be released soon and will be open for comment by the general public for approximately 6 weeks. All local groups, schools etc. are encouraged to contribute their thoughts on the draft Management Plan. About 20 original copies have been requested and to be sent out to interested parties.

## 8.0 WALK ON THE COMMON SUNDAY 5<sup>TH</sup> OCTOBER 2003

- 8.1 The walk will be from 8.30 am to 12 00 noon in accordance with other walks included in the springtime series of walks in the municipality. Guided walks will take place at 8.30 am (Kim), 9.30 am (Jim) and 10.30 am (Michael)
- 8.2 Many friends have put their names down to help on that day. A roster is to be drawn up. Volunteers will be required to help set-up, to be guides, to supervise the carpark, to prepare and serve tea, coffee, cake and sausage sizzle and for the registration desk.
- 8.3 The car park on the corner of Carradine Road and Albany Hwy is to be used for parking. Signs will be put in place to advise walkers of the availability of carparking. Members of the Committee and Friends will supervise the parking

on the day. The Field Centre carpark will be reserved to allow access by the bus and to accommodate volunteer's cars.

**8.4** A range of temporary signs is to be in position by the 5<sup>th</sup> October, i.e. walk trails, interpretive signs for plants, directional signs on the walk. These signs will be installed on Saturday, 4<sup>th</sup> October at 8.00 am. Kim Fletcher will also discuss items of interest at this time with Jim Altham and Michael Moltoni in preparation for their guided walks.

**8.5** Complimentary bottled water from the Water Corporation for walkers is yet to be confirmed. Council to provide Eskies (on loan) and ice.

**8.6** Tea, coffee, cakes and a sausage sizzle will be made available. Shirley Hobday to arrange. Potable water will be brought in from Water Corp. reticulated sources

A \$200 float to be arranged for Shirley to purchase goods and to provide change for the day.

**8.7** The following displays are in the process of being finalised:-

Bird Nesting Boxes	-	confirmed
Reptiles	-	require confirmation of dates from the
ASC		
Raptors	-	to be confirmed
BRA	-	to be confirmed
Bedfordale Brigade	-	confirmed

**8.8** Other items to be confirmed :-

Brochures	-	to be supplied by Council
Advertising	-	to be undertaken by Council
Supply of Bus	-	to be organised by Council
Tables and Chairs	-	Bob Tizard to check with Council
Additional Urns	-	Bob Tizard to check with Council
1 <sup>st</sup> Aid Kit	-	Peter Greenway to check if upgrade required
Soap, Toilet Rolls	-	Check supplies
Paper Towels	-	Check supplies
Cups, saucers & spoons	-	Bob Tizard to check with Council

## **9.0 TRAINING**

Two members will attend the Bush Regeneration course this financial year. The program of training developed for the 2003/2004 year is outline under **Section 10.0 – 2003/04 Funding** of these minutes.

Nominations are sought from the members of the Committee to attend the "Seed Collection" course in November/December

**10.0 2003/4 FUNDING**

Bob Tizard outlined the following details in relation to the application sent to the City of Armadale for funding for the Armadale Settlers' Common under the City's BEAC Funding for 2003/04.

**10.1. Training \$2560**

Safety Training	Committee and Friends
First Aid Training	two Committee
Bush Regeneration	four Committee
Seed Collection	three Committee
Weed Control	three Committee
Plant I.D.	three Committee

**10.2. Walk Trail Safety \$1200**

For work completed on the bypass trail

**10.3. Permanent Walk Trail Signage \$700**

Materials only. Installation by Friends

**10.4. Weed Control \$140**

Limited control of Cape Tulip and Watsonia during 2003/04

**10.5. Preparation for 2004 Planting \$400**

Ripping of gravel pits

**10.6. Firegate – Eastern Zone \$2940**

Three gates

**10.7. Field Centre Facilities \$400**

Wall carpet for displays

**10.8. Safety Equipment \$170**

Goggles, Gloves, Face Masks, Ear Plugs etc

**10.9. Walk Trail Brochure \$260**

Artwork and Printing

**10.10. General Stationery \$120**

**11.0 ONGOING ISSUES**

**11.1 Motor bikes** - carried over

**11.2 Fire Gates** - Six new fire gates to be erected shortly

---

- 11.3 **Weed Control** - Need to control Watsonia and Cape Lilac this year
- 11.4 **Rubbish Removal** - Current system working well. Council has been removing rubbish when advised. More rubbish in the park to be removed
- 11.5 **Wire Fence removal** - The dangerous section of barbed wire near the bird sanctuary area has been removed by Manager Parks. Further old fencing needs removal
- 11.6 **Park Signage** - As above
- 11.7 **2004 Tree Planting** - Offer from School to assist with tree planting
- 11.8 **Naming Walktrails** - To be discussed

## 12. BRIDLE TRAILS

A large group of Friends attended the meeting representing the equestrian community in Bedfordale seeking permission for bridal paths to be included in the draft Management Plan and eventually the Management Plan for Settlers' Common. Bob Tizard suggested that due to a shortage of time this discussion would be of a preliminary nature and that any changes to the current policy of not permitting livestock in the Common would require detailed, scientific evidence. The opportunity to discuss this issue would be available when the draft Management Plan was open for comment. A commitment was made that discussion of bridle paths would be included in a forum to discuss the draft Management Plan to be held during the comment period.

Bridle paths were then discussed by a number of those present. In view of the in-depth knowledge required to resolve this situation it was decided that further meetings and discussions were required. Many of the points brought up by the equestrian Friends required further research.

A suggestion was made by Peter Blaxell that a sub-committee is formed to report to the full committee so that decisions could be made. The Committee will discuss this possibility and the structure of this sub-committee at the next meeting.

John Foan on behalf of the equestrian Friends, thanked the committee for listening to their requests and Bob Tizard in turn, thanked the equestrian Friends for coming to the meeting and putting their points of view.

**The next meeting will be on Thursday 26<sup>th</sup> September at 7.30 pm at the Field Centre.**

**The meeting closed at 10.05pm**

**ARMADALE SETTLERS COMMON MANAGEMENT COMMITTEE**

**MINUTES**

**MINUTES OF THE COMMITTEE MEETING HELD ON  
THURSDAY 25<sup>th</sup> SEPTEMBER AT THE FIELD CENTRE AT 7.30 PM**

PRESENT:	Cr. Bob Tizard	Interim Chairman
	Peter Blaxell	Community Rep
	Anita Pagotto	Community Rep.
	Kim Fletcher	Community Rep
	Toni Liebeck	Community Rep
	Peter Greenway	Community Rep
	Leo den Hollander	Community Rep
	Jim Altham	Treasurer
	Shirley Hobday	Minute Secretary
	Ian Thompson	Bush Fire Brigade Rep
	Michael Moltoni	Friend
	Ray Amara	BRA Chairman
	Jim Hutchinson	Friend
	Elaine Hutchison	Friend
	Daniela Folini	Friend

APOLOGIES: Dot Mole  
John Foan  
Nelia Foan  
Ric Giblett

**1. OPEN & WELCOME**

The meeting opened at 7.30pm. and Cr.Tizard welcomed everyone.

**2. APOLOGIES**

Apologies were given as above

**3. MINUTES OF PREVIOUS MEETING**

The last page of the minutes requires correction on the last page, Item 11.3, Cape Lilac should read Cape Tulip. Acceptance of the minutes of the last meeting, with this amendment, were then moved by Peter Blaxell and accepted as a true and correct record by the Committee.

**4. MATTERS ARISING**

Two copies of the weed identification handbook are to be purchased for the library called "South West Weeds" at a cost of approximately \$16 each.

It was suggested that the Armadale Primary School in Carradine Road be approached regarding having a representative on the Committee.

#### **5. DRAFT MANAGEMENT PLAN WORKING GROUP**

The preliminary draft Management Plan has been received at Council and was returned to the authors (Ecoscape) as it was incomplete regarding costings etc.

It was agreed that a working group would be formed from the Armadale Settlers Common Management Committee to identify and discuss all issues associated with the new draft Management Plan. A number of meetings would be required to fully cover all aspects of the draft Management Plan progressively.

When the working group have finished their investigations, a forum will be arranged so that the public can be informed of the issues. This will occur during the public comment period in order to give the public time to make their individual comment on the draft Management Plan

#### **6. REPORTS**

##### **6.1 Bush Fire Brigade**

Ian Thompson advised that he had still not received the fire measure of leaf litter report from the ranger and therefore could not advise of the "burns" that were required. He advised that a small patch behind the school is to be "burnt off" this year.

Ian delivered 500 leaflets during the last week which gave advice to Bedforddale residents on cleaning up their properties ready for the summer fires. Cr Tizard complimented Ian on the excellence of the leaflet that Ian, Samantha McCormack and Craig Balfour had put together. Many thanks to all concerned.

##### **6.2 Churchman's Brook Estate \$10,000 fund to re-generate the bush between Canns Road and the Churchman's Brook Estate**

Michael Moltoni reported that the plan would be complete by the October meeting. He outlined the plan which will take 3 years to complete with the introduction of indigenous plants and trees to the area.

##### **6.3 Plant Identification Courses**

No change

##### **6.4 Weed Control Courses**

Leo den Hollander had attended a Weed Control course that covered weed control identification and expressed the excellence of the courses and the knowledgeable tutors. A weed control program is to be started after the people involved have been trained on safety measures using chemicals. The weeds to be targeted this year will be Watsonia and Cape Tulip.

Leo spoke of many more courses which will be available to us next year.

#### **6.5 Treasurers Report**

The financial report was given by Jim Altham who confirmed that the Trust account remained the same at \$5530.18 and the General Account had changed by \$1000 donation deposit and \$220 withdrawal for a bush regeneration course at Apace. The new balance being \$2558.69. Acceptance of the treasurer's report was moved by Leo den Hollander and accepted by the Committee.

It was moved by Peter Blaxell that the new signatories for signing cheques would be Cr.Tizard, Jim Altham & Shirley Hobday. Any two are able to sign.

A \$250 cheque, to be made out to Shirley Hobday, was approved to purchase tea, coffee, cakes etc and to include a \$70 float for the day.

#### **7. CORRESPONDENCE**

Letters of confirmation for displays on the 5<sup>th</sup> October were sent to the following:-

Armada Reptile Centre  
Moonshadow Raptor Rehabilitation (Kelmscott)  
Bird Nesting Boxes- Joe Tonga

#### **8. WALK THE COMMON - 5th OCTOBER 2003**

**8.1** A working busy bee will take place on Saturday 28<sup>th</sup> October from 9am to 11am to clean up the field centre.

**8.2** Council will give assistance during the next week to:-  
Clean the Field Centre, Toilets and Willow Heights,  
Slash outside the Field Centre.  
Deliver rubbish bins and chairs & tables for teas.  
Upgrade the car park

Council has produced brochures on the walks in the area which are in the library and issued to the local schools.

**8.3** Two firemen on the "Fast Attack" and two at the displays will represent the Bedfordale Bush Fire Brigade. Two of these volunteers are qualified First - Aiders.

**8.4** At 8.30 am on Saturday 4<sup>th</sup> October helpers will label wildflowers in the park and also arrow signs for walkers. Small maps of the walks will be at the registration desk on the 5<sup>th</sup> October.

**8.5** Helpers will be arriving from 7.30pm on 5<sup>th</sup> October at the Field Centre to set up the road signs for parking and to man the registration desk. Identification badges will be available to all helpers.

- 8.6 The displays and the bus should be in place by 8.30 am
- 8.7 The Water Corporation has agreed to supply the bottled water for the walkers.
- 8.8 Peter Blaxell offered to identify more rubbish that been dumped on the common so that it could be removed.

**9. TRAINING**

Peter Blaxell spoke highly of the four day Apace Bush Regeneration course.

Members of the Committee were requested to put themselves forward for the "Seed Collection" course in November/December.

**10 2003/4 FUNDING**

The application for funding is in the process of being assessed.

**11 ONGOING ISSUES**

- 11.1 Motor bikes - carried over
- 11.2 Fire Gates - six new fire gates are in the process of being manufactured
- 11.3 Weed Control - as above.
- 11.4 Rubbish Removal - as above
- 11.5 Wire Fence removals - more to be removed.
- 11.6 Park Signage - funding requested
- 11.7 2004 Tree Planting - carried over
- 11.8 Naming Walk trails - carried over

**The next meeting will be on Thursday 23<sup>rd</sup> October at 7.30 pm at the Field Centre.**

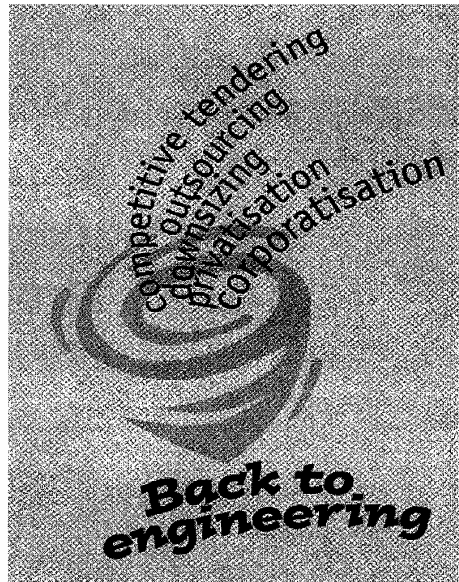
**The meeting closed at 9.45pm**



**INTERNATIONAL PUBLIC WORKS CONFERENCE  
HOBART, TASMANIA**

**24-28 AUGUST 2003**

**MANAGER TECHNICAL SERVICES  
CONFERENCE REPORT**



## **1. INTRODUCTION**

This report has been prepared following the attendance of the Manager Technical Services at the International Public Works Conference which was held at West Point Convention Centre, Hobart, from 24 to 28 August 2003.

The following is a list of the papers attended and a full copy of the programme papers is available from Narelle Brown on 9399 0121.

An asterisk denotes sessions that may be of particular interest to Councillors. Copies of any paper can be obtained from the Technical Services Executive Assistant.

- Back to Public Works Engineering Through Leadership
- Urban Stormwater – Managing a Resource Replaces Controlling a Problem
- Re-use of Stormwater & Wastewater in the Urban Environment
- Mosman Bay Gross Pollution Trap Trial
- Managing the Renewal Gap
- Achieving Sustainable Infrastructure Management
- Port Arthur Historic Site
- Asset Management for Long Term Road Maintenance Contracts
- Sustainable Infrastructure Maintenance Service
- Changes We Face Today
- Community Based Outcomes from Public, Private Partnerships
- Road Maintenance Management in Bankstown: A Case Study
- Restoring the Waters: A Sustainable Alternative to Concrete Stormwater Channels
- Affordability of Best Practice Environmental Management
- Federal Black Spot Funding – Making Your Council Submission a Winner
- Hydrapave – An Ecological Paving Solution
- Justifying Capital Replacement of Plant and Equipment
- Top Six Performance Measures for Vehicle & Plant Management
- Advantage “In-House” or “Out-Sourced” – A Fleet Perspective
- The Changing Face of Fleet Management in Local Government: A Case Study
- A Back to Basics Approach to Highway Asset Management
- An Integrated Approach to Road System Management as a Response to Nonfeasance
- Managing Nonfeasance and Asset Management
- Future Directions in Asset Management: Should Asset Management Plans be Compulsory?

As with any conference many of the most beneficial discussions take place over coffee, a beer, a meal or in workshops.

In addition to the papers attended, I had fruitful discussions on:

- Sharing of staff with other Perth councils.
- Attracting more/future engineers to the profession and local government in particular.
- Other users of software systems tendered as part of Business Process Review.
- “Water Sensitive” Paving Design.
- Asset Management systems and plans.
- Water quality issues.

Local government engineering is an industry that covers a wide range of activities as evidenced by the papers and discussions detailed.

Whilst there is benefit from all discussions in many areas, in his opening address the National Chairman of the IPWEA mentioned that perhaps the most benefit is obtainable from a conference if delegates are able to concentrate on obtaining significant benefit from two to three main topics at the conference.

The three issues that appeared of most significance to me during the course of the conference week were:

- Asset Management
- People and Teamwork
- Water Quality

## **2. MOST SIGNIFICANT ISSUES**

### **2.1 Asset Management**

Undoubtedly asset management was the most significant issue addressed at the conference. Seventeen papers were dedicated to topics associated with asset management and service delivery and, in addition, a major workshop on the topic brought the conference to a close.

GHD’s Roger Burn, in his paper entitled “Achieving Sustainable Infrastructure Management”, provided a possibly contentious table which detailed his perception of how successfully various states and some other countries had established asset management practices. Significantly WA achieved the lowest rating in the table. Whilst this may be partly explained by the fact that local authorities in WA do not have the responsibility for power, water supply and sewerage infrastructure, which are critical services that cannot be allowed to fail, there is no excuse for this situation to have developed. The fact that whilst WA is the only state to have its own pavement management system (ROMAN), which must be used by all councils for inventory purposes, and yet still very few councils utilise the full capabilities of the system highlights the situation.

Roger Burns’ assessment placed New Zealand well ahead in the “asset management league” and this was further emphasised by the presentation of David Adamson from Ingenium (New Zealand’s equivalent of the IPWEA). Not only did New Zealand have a National Asset Management Steering Group but also Audit New Zealand has prepared a checklist

highlighting the requirements for the composition of compulsory asset management plans that must be prepared by all authorities. The checklist includes issues such as:

- Levels of service and the associated consultation process
- Description of assets including financial details
- Financial forecasting – depreciation and condition
- Planning assumptions and confidence levels
- Commitments – including an improvement plan to be formally reviewed every three years
- Assessment of opportunities for shared services
- Details of community involvement

The significance of asset management was further reinforced by John Howard in his paper entitled “Managing the Renewal Gap”. Among other examples provided by John, he referred to the review of the Kentish Council which was recently dismissed by the Local Government Board because of its inappropriate management of infrastructure. It was decided that the council was placing too much emphasis on the creation of new assets at the expense of maintaining and replacing its existing assets. As a result of this a detailed assessment of the council’s financial position clearly indicated that after taking account of asset depreciation, the council’s programmes were forcing it deeper and deeper into debt.

Other important points made by John included:

- The importance of creating renewal charges, i.e. reserves for future replacement of assets
- The need to improve our knowledge of assets to ensure that correct decisions are made
- The need to rationalise assets to ensure that we are not supplying more than we can afford
- The importance of not relying on estimated future growth for the provision of funding to replace assets when they reach the end of their serviceable life.
- The need for engineers to be able to answer the question “So what?” when considering possible future asset failure or reduction in levels of service.

The workshop at the close of the conference was entitled “Future Directions in Asset Management: Should Asset Management Plans be Compulsory?”. Victoria has recently legislated that all councils must have asset managements in place by July 2004 and the Municipal Association of Victoria has established the Step Asset Management Mentoring Programme to assist all councils to achieve the required level of sophistication of asset management systems by the required date.

It was the widely accepted belief of those attending the workshop that there needed to be a commonality of approach towards asset management across Australia and also that it was unlikely that the present situation would improve unless legislation was introduced to require councils to prepare asset management plans. This supposition was heavily reinforced by the fact that the only areas with legislation (i.e. Victoria and New Zealand) were the areas which were clearly leading examples of best practice in asset management, not only in Australasia but also across the world.

As a result of the discussions it was resolved that the IPWEA fully supported the requirement for asset management plans to be a legislative requirement of all councils. With this in mind,

the CEO of the Association was charged with the responsibility of initiating an action plan to address the proposal.

## **2.2 Water Quality & Conservation Management**

Water quality has already become an issue of major significance in the Swan Canning Catchment and with the anticipated significant development of the flood-prone areas of Forrestdale and Brookdale over the next few years will undoubtedly become a major issue in the City of Armadale. At the conference the matter was addressed by at least ten papers which ranged over such topics as:

- Stormwater re-use
- Pollution control
- Sustainable use of drinking water
- Innovative ideas for the implementation of water sensitive design

Peter Ward, the Manager of Technical Services at the City of Burnside in Adelaide provided a very interesting paper which included six innovative ideas for the implementation of stormwater management practices. All of these were most appropriate for introduction in the City of Armadale and members of the Design Department have been provided with a copy of the paper.

Another interesting paper provided by Stephen Frost showed how Fairfield City Council had restored a stream running through the city. During the 60's and 70's this stream had been replaced by a large concrete channel. However, not only did this result in significant problems of erosion and water control at the downstream end of the channel, but it also limited the opportunity for recharging of the groundwater system that would normally be experienced in a natural watercourse. As a result of this the council decided to reinstate the natural watercourse by converting the 2.7km of concrete lined channel into a naturally functioning stream. This work was done so successfully that it received an Environmental Award of Distinction at the International Erosion Control Association Conference in Las Vegas.

I was unable to attend many of the papers on this issue because they clashed with other matters of interest but the fact that there were eleven papers devoted to the subject indicates its level of significance at the conference.

## **2.3 Teamwork/Leadership**

The importance of the challenge providing leadership was highlighted by two of the Keynote Speakers. Both Mark McCain of Public Works Emergency Management Services in the USA and also Bob Seiffert (ex CEO Cities of Knox and Manningham) referred in their addresses to significance of this issue. Marks' paper was specifically titled "Back to Public Works Engineering Through Leadership" and referred to the two important aspects of this challenge. One aspect related to the need for engineers to provide good leadership corporately to help guide Councils towards to making the correct decisions to accommodate the economic, social and environmental (triple bottom line) requirements of our communities. In particular this issue was linked to lifecycle costing issues of infrastructure and the asset management issues highlighted earlier in this report.

Bob Seiffert and Mark McCain also stress the need to provide leadership of staff. Work pressures and modern day approach to resource minimisation means that successful outcomes can only be achieved by providing appropriate levels of empowerment to staff. Having empowered staff to make decisions it is then necessary to provide the appropriate leadership to help them make the decisions and to support them when they are made. It is also critical to lead the establishment of high levels of teamwork which will then help to develop the strength and support required by the decision makers. Having established this it is then also important to ensure that all members of the team share not only in successes but also in failures i.e. don't blame the individual team member for getting it wrong.

#### **2.4 Summary**

The theme of the Hobart Conference was "Back to Engineering" and the scope of papers presented strongly supported this theme. Issues such as competitive tendering, outsourcing, down sizing, privatisation and corporatisation have dominated conferences for the last decade but at Hobart these practices received a much lower degree of recognition. The "Back to Engineering" theme promoted the joint view that

- 1) the "in" themes of the last decade reflect in many instances no more than good engineering practice;
- 2) in most instances the small economic benefits to be gained from applying those practices to engineering projects and processes are far out weighted by the triple bottom line benefits that can be obtained through improved engineering design.

---

***NEW ARMADALE TRAIN STATION – CLOSURE OF LEVEL PEDESTRIAN  
CROSSING***

---

The Public Transport Authority of Western Australia advises that due to construction works for the new Armadale Train Station, the pedestrian crossing across the rail lines between Green Avenue and the Commerce Avenue car park will be closed from 7 November 2003.

A new overpass, which will be constructed as part of the new Armadale Train Station, will provide pedestrian access across the rail lines once the new station is complete in mid 2004.

While this crossing is closed, pedestrians can use the pedestrian crossings at the southern end of the existing station platform or at Forrest Road.

---

***ADVERTISING LITTERBINS***

---

At its Ordinary Meeting of Council on 20 December 1999, Council resolved to enter a four year (4) Agreement commencing on the 1<sup>st</sup> January 2000 with Natsales Australia Pty Ltd for the provision of litterbins with advertising with the terms and conditions as stated in the Memorandum of Agreement.

The Memorandum of Agreement is due to expire on 31 December 2003 and Natsales Australia Pty Ltd has made application to renew the Agreement and have suggested an extension period of five years with an option at the City's discretion of a further five years.

The Armadale Redevelopment Authority however is currently reviewing the whole issue of street furniture within the Armadale CBD, and a decision as to the type of furniture including litterbins is not generally expected before the Memorandum of Agreement expires.

Currently there are 22 litterbins within the CBD that may be affected by the Armadale Redevelopment Authority decision on the choice of litterbin. These bins may have to be relocated to other sites pending a decision of Council that will be the subject of a separate report.

In view that it may be some months before a decision is made it is to Councils' benefit to continue with the current arrangements until these issues are resolved.

In this regard Natsales Australia Pty Ltd has been advised that their tenure request could not be agreed to at this stage but were invited to continue with the current Agreement until 30 April 2004 when a further review would be carried out on a month by month basis if necessary.



Information Bulletin  
Information Items from the Technical Services Directorate

<b>TECHNICAL SERVICES DIRECTORATE – PROPOSED WORKS PROGRAMME</b>			
	<b>November</b>	<b>December</b>	<b>January</b>
<b>Civil Works</b>	<p><b>Construction</b></p> <ul style="list-style-type: none"> <li>• Ecco Road</li> <li>• Champion Dr</li> <li>• Warton Rd and Nicholson Rd intersection</li> <li>• Wymond Rd</li> <li>• Streich Ave/Denny Ave</li> </ul> <p><b>Maintenance</b></p> <ul style="list-style-type: none"> <li>• Seasonal maintenance</li> <li>• Carpark maintenance</li> <li>• Bridge maintenance</li> <li>• Road resurfacing</li> <li>• Pavement repairs</li> </ul>	<p><b>Construction</b></p> <ul style="list-style-type: none"> <li>• Champion Dr</li> <li>• Warton Rd and Nicholson Rd intersection</li> <li>• Wymond Rd</li> <li>• Roleystone Theatre car park.</li> <li>• Fancote Park carpark.</li> <li>• New bus shelters installation</li> <li>• 2003/04 footpaths</li> </ul> <p><b>Maintenance</b></p> <ul style="list-style-type: none"> <li>• Seasonal maintenance</li> <li>• Carpark maintenance</li> <li>• Bridge maintenance</li> <li>• Road resurfacing</li> <li>• Pavement repairs</li> </ul>	<p><b>Construction</b></p> <ul style="list-style-type: none"> <li>• Hopkinson Rd</li> <li>• Hesketh Ave and Fallon Rd Roundabout</li> <li>• 2003/04 footpaths</li> </ul> <p><b>Maintenance</b></p> <ul style="list-style-type: none"> <li>• Seasonal maintenance</li> <li>• Bridge maintenance</li> </ul>
<b>Design &amp; Development</b>	<p><b>Development</b></p> <ul style="list-style-type: none"> <li>• Cinema</li> <li>• Churchman Brook Stage 5</li> </ul> <p><b>Design and Engineering</b></p> <ul style="list-style-type: none"> <li>• Glebe Road</li> <li>• Rowley / Eleventh - Black Spot</li> <li>• Church / Seventh – Black Spot</li> <li>• Champion Drive Stage 2</li> <li>• Commerce Avenue</li> <li>• Armadale Road</li> </ul> <p><b>Drainage Works</b></p> <ul style="list-style-type: none"> <li>• Rodgers Crt</li> <li>• Slab Gully</li> </ul>	<p><b>Development</b></p> <ul style="list-style-type: none"> <li>• Cinema</li> <li>• Churchman Brook Stage 5</li> </ul> <p><b>Design and Engineering</b></p> <ul style="list-style-type: none"> <li>• Mustang Road</li> <li>• Champion Drive Stage 2</li> <li>• Commerce Avenue</li> <li>• Armadale Road</li> </ul> <p><b>Drainage Works</b></p> <ul style="list-style-type: none"> <li>• River Road</li> <li>• Slab Gully</li> </ul>	<p><b>Development</b></p> <ul style="list-style-type: none"> <li>• Cinema</li> <li>• Churchman Brook Stage 5</li> </ul> <p><b>Design and Engineering</b></p> <ul style="list-style-type: none"> <li>• Waterwheel Road</li> <li>• Turnaround section:</li> <li>• Possum Road</li> <li>• Brook Place</li> </ul> <p><b>Drainage Works</b></p> <ul style="list-style-type: none"> <li>• Goolmurup Reserve</li> </ul>

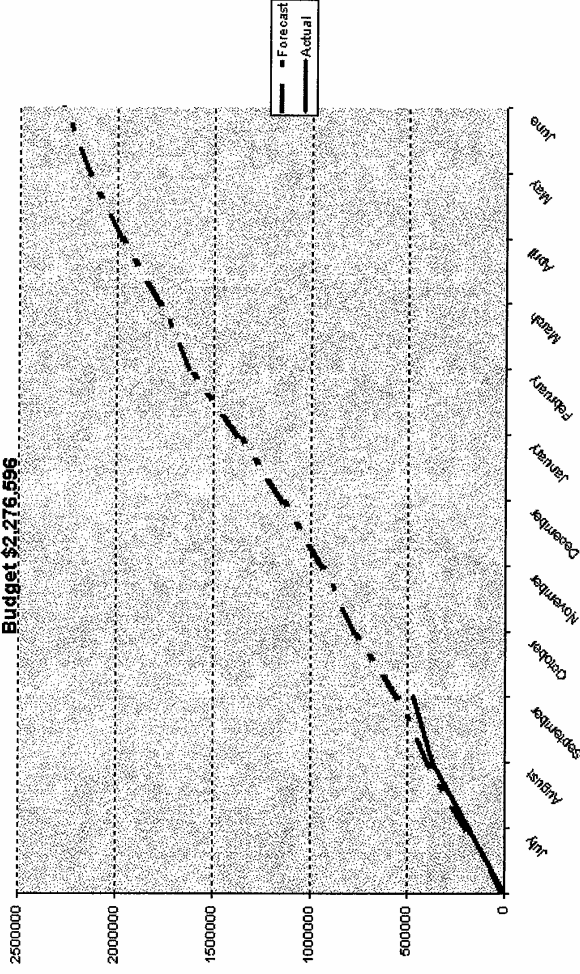
Information Bulletin  
Information Items from the Technical Services Directorate

TECHNICAL SERVICES DIRECTORATE – PROPOSED WORKS PROGRAMME			
	November	December	
<b>Parks and Reserves</b>	<p><b>Development:</b></p> <ul style="list-style-type: none"> <li>• Skate Park – Forrestdale</li> <li>• Gateway Entry Statement</li> <li>• Bore – Glastonbury Rd (Gateway)</li> <li>• Bore – Champion Drive Streetscape</li> <li>• Install Gates – Armadale Settlers Common</li> </ul> <p><b>Maintenance:</b></p> <ul style="list-style-type: none"> <li>• Seasonal Mowing</li> <li>• Play Equipment Improvements - Citywide</li> <li>• Synthetic Turf/Nets – Cricket Wickets – Citywide</li> </ul>	<p><b>Development:</b></p> <ul style="list-style-type: none"> <li>• Resurface Tennis Courts Rushton Park Kelmscott</li> <li>• Gateway Entry Statement</li> <li>• Champion Drive Streetscape</li> <li>• Skate Park – Forrestdale</li> <li>• Natural Areas – Implement Strategies.</li> </ul> <p><b>Maintenance:</b></p> <ul style="list-style-type: none"> <li>• Seasonal Mowing</li> <li>• Litterbin replacements – Citywide</li> <li>• Kelmscott Townscape Improvements</li> </ul>	<p><b>Development:</b></p> <ul style="list-style-type: none"> <li>• Resurface Tennis Courts Rushton Park Kelmscott</li> <li>• Gateway Entry Statement</li> <li>• Champion Drive Streetscape</li> <li>• Natural Areas – Implement Strategies.</li> </ul> <p><b>Maintenance:</b></p> <ul style="list-style-type: none"> <li>• Seasonal Mowing (Rural Verges)</li> <li>• Water Strategy Works</li> </ul>
<b>Property Management</b>	<p><b>Development:</b></p> <ul style="list-style-type: none"> <li>• A-K Seniors Centre Refurbishment</li> <li>• Armadale Arena – Stage 4</li> <li>• Reg Williams (ARK Roadwise) Refurbishment</li> </ul>	<p><b>Development:</b></p> <ul style="list-style-type: none"> <li>• A-K Seniors Centre Refurbishment</li> <li>• Armadale Arena – Stage 4</li> <li>• Reg Williams (ARK Roadwise) Refurbishment</li> </ul> <p><b>Maintenance:</b></p> <ul style="list-style-type: none"> <li>• Armadale Tennis Club Upgrade</li> <li>• Karragullen Hall White-Ant Repair</li> </ul>	<p><b>Development:</b></p> <ul style="list-style-type: none"> <li>• A-K Seniors Centre Refurbishment</li> <li>• Armadale Arena – Stage 4</li> <li>• Reg Williams (ARK Roadwise) Refurbishment</li> </ul> <p><b>Maintenance:</b></p> <ul style="list-style-type: none"> <li>• Kelmscott Hall Painting</li> <li>• Palamino Pony Club Paving</li> </ul>
<b>Waste Services</b>			

**TECHNICAL SERVICES DIRECTORATE**  
**Parks and Reserves Maintenance**  
 2003 / 2004  
**BUDGET \$ 2,276,596**

**Parks & Reserves Maintenance**  
 2003 / 2004  
**Budget \$2,276,596**

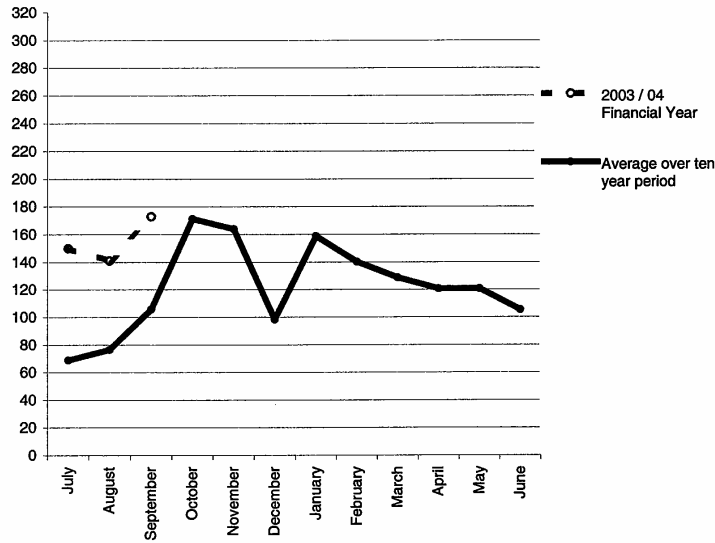
Month	Budget (Progressive)	Actual (Progressive)
July	193,549	184,210
August	398,483	368,421
September	546,491	468,029
October	774,196	
November	933,589	
December	1,138,523	
January	1,377,613	
February	1,628,088	
March	1,776,096	
April	1,981,030	
May	2,140,423	
June	2,277,046	



**Works Requests – (Residents)**

The following information relates to works requests received from residents within the City of Armadale from 1 July 2003 to 30 September 2003. The average over a ten year period is shown for comparison purposes.

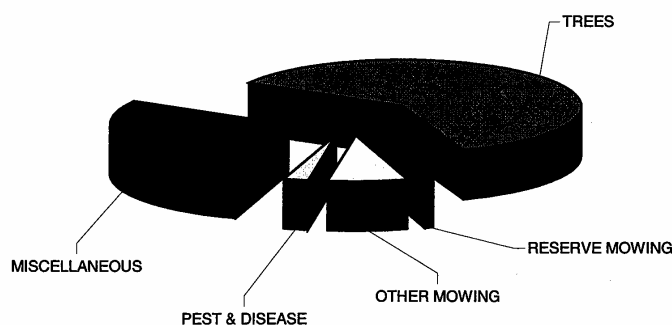
**Fig 1.0 2003/04 Works Requests plotted against year average**



**Breakdown of residents requests for First Quarter**

SUBJECT	Jul	Aug	Sep	TOTAL
Trees	98	90	96	284
Reserve Mowing	1	1	2	4
Other Mowing	5	9	19	33
Pest & Disease	2	4	4	10
Miscellaneous	44	37	52	133

**First Quarter Breakdown of Residents Works Requests**



**Work Requests shown over financial years ending June 30**

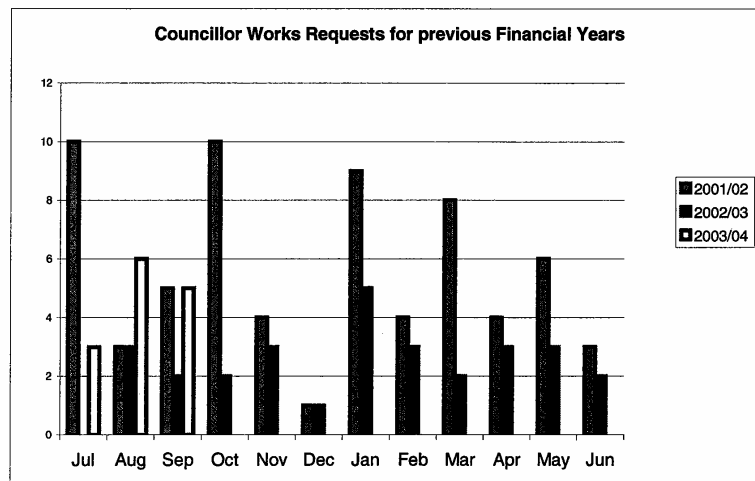
	Budget Year										03 / 04 YTD
	93 / 94	94 / 95	95 / 96	96 / 97	97 / 98	98 / 99	99 / 00	00 / 01	01 / 02	02 / 03	
July	48	51	72	53	55	33	82	78	79	134	150
August	45	41	44	64	54	54	65	81	164	162	141
September	43	88	64	69	84	84	122	99	192	319	173
October	67	82	147	119	118	118	235	172	312	314	
November	69	108	114	101	121	121	241	142	295	267	
December	41	51	89	84	69	69	153	63	168	165	
January	86	156	102	124	164	164	152	100	223	180	
February	81	118	101	101	140	142	151	110	178	157	
March	82	91	95	120	139	159	99	79	166	180	
April	46	80	118	90	92	115	103	143	179	175	
May	69	94	92	95	96	126	68	145	181	218	
June	84	67	73	103	81	108	132	90	105	203	
<b>TOTAL</b>	<b>761</b>	<b>1027</b>	<b>1111</b>	<b>1123</b>	<b>1213</b>	<b>1293</b>	<b>1603</b>	<b>1302</b>	<b>2242</b>	<b>2474</b>	<b>464</b>

**Works Requests (Councillors)**

The following information relates to works requests received from Councillors from 1 July 2003 to 30 September 2003 specifically to Council's Parks and Reserves department. Councillor works requests for previous financial years 2000/01, 2001/02 and 2002/03 are shown for comparison purposes.

	Financial Year				Monthly Average
	2000/01	2001/02	2002/03	2003/04 YTD	
Jul	1	10	0	3	5
Aug	1	3	3	6	3
Sep	3	5	2	5	3
Oct	6	10	2		6
Nov	2	4	3		3
Dec	2	1	1		1
Jan	2	9	5		5
Feb	4	4	3		4
Mar	4	8	2		5
Apr	3	4	3		3
May	7	6	3		5
Jun	4	3	2		3
<b>Totals</b>	<b>39</b>	<b>67</b>	<b>29</b>	<b>5</b>	

**Councillor's Work Requests shown over Financial Years 1 July to 30 June**



**Callouts (Emergency After Hours Calls)**

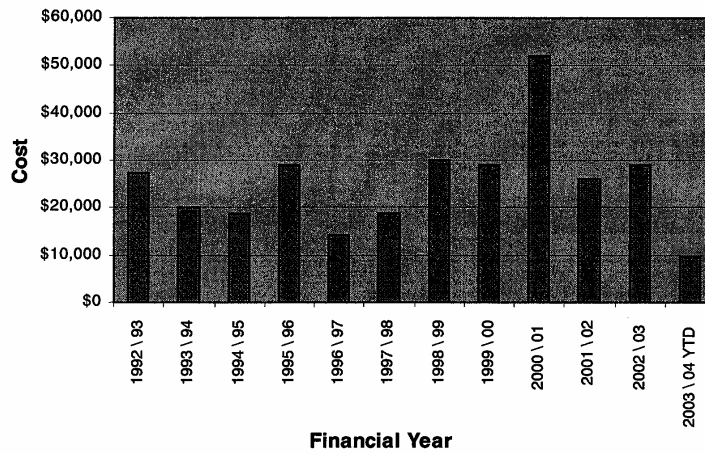
The following information relates to After Hours Calls relating to parks issues such as storm damage to trees, park irrigation faults, and vandalism to parks equipment for the period 1 July 2003 to 30 September 2003. Callout details for previous years are shown for comparison purposes. A number of calls received and shown as other, were either not of an emergency nature and often did not relate to parks issues.



**QUARTERLY VANDALISM AND DAMAGE – PARKS AND RESERVES**

The cost of vandalism and damage incurred by Council’s Parks and Reserves Department on a quarterly basis for the 2003 / 2004 financial year is shown on the following table.

2003 / 2004 Financial Year To Date	Quarterly Cost
July – August – September 2003	\$9,405





2003 / 04 VANDALISM STATISTICS

DATE	LOCATION	DESCRIPTION 1st QUARTER	COST
1-Jul	Clements Reserve	Graffiti on fence	\$ 500
1-Jul	Toongabbie Reserve	Graffiti on fence	\$ 500
1-Jul	George Foster Reserve	Graffiti on fence	\$ 500
1-Jul	Lake Rd Streetscape	4 x Trees vandalised	\$ 200
3-Jul	Shale Quarry	1 x Sign stolen	\$ 55
7-Jul	Rushton Park	10 x Broken bollards	\$ 200
10-Jul	Matthew Stott Reserve	Graffiti on hit-up wall	\$ 150
21-Jul	John Dunn Oval	Skid marks on oval	\$ 150
21-Jul	Bob Blackburne Reserve	Graffiti on water tanks	\$ 220
4-Aug	Memorial Park	Paving bricks smashed on steps	\$ 150
4-Aug	Galliers Park	Playground vandalised	\$ 2,000
6-Aug	Roley Pool	Fence over pipeline damaged	\$ 300
13-Aug	Alderson Park	8 x vandalised trees & 2 x swing seats damaged	\$ 570
18-Aug	Sanctuary Lake	Fountain graffiti	\$ 200
24-Aug	John Dunn Oval	Graffiti on water tanks	\$ 300
24-Aug	Bob Blackburne Reserve	Graffiti on water tanks	\$ 300
30-Aug	Cross Park	Graffiti on water tanks & Skate facility	\$ 300
30-Aug	Matthew Stott Reserve	Graffiti on hit-up wall	\$ 200
1-Sep	Bob Blackburne Reserve	Graffiti on water tanks	\$ 200
1-Sep	John Dunn Oval	Graffiti on scoreboard	\$ 200
15-Sep	Memorial Park	Tap vandalised	\$ 30
15-Sep	Minnawarra Park	Duck signs vandalised	\$ 80
15-Sep	Minnawarra Park	Plants vandalised in jungle garden	\$ 100
16-Sep	Powell Crescent	Post & rail fence damaged	\$ 100
22-Sep	Lake Rd Streetscape	Plants stolen from streetscape	\$ 1,000
29-Sep	Lake Rd Streetscape	Plants stolen from streetscape	\$ 900

➤ **Neerigen Brook POS (Reserve 35613)**

In 1998, the City of Armadale was given responsibility by the State Government for managing the reserve (No. 35613) for the purpose of 'Public Recreation and Drainage'. The existing boundary of the reserve was not clearly defined on site and had not been surveyed since being vested with the City of Armadale.

A boundary survey was subsequently carried out in May 2003.

Initial assessment by City Officers has identified parts of the reserve adjoining some residences being used for storage of building materials, parking vehicles, the erection of structures and fences, private plantings and animal grazing. In this regard, members of the public are being unreasonably denied access due to obstructions across the reserve.

Furthermore, a hazard assessment has been carried out and it would appear that there are a number of issues that would constitute an extreme fire hazard.

A 'Work for the Dole' team were engaged to undertake hazard mowing and general maintenance activities to several areas in the reserve following a fire hazard assessment by the City's Senior Ranger. A meeting was held on 21 June 2003 with local residents, Councillor Green, Councillor Tizard and the City's Manager Parks to discuss reserve management issues.

An allocation of \$20,000 was listed for consideration as necessary works not currently included in the 2003/2004 Technical Services Draft Budget.

A reserve management plan will need to be developed for the long term management of the reserve.

Further consideration for funding has been listed in year one of the five year forward plan e.g. 2004/05.

➤ **Armadale Settlers Common Management Plan**

The Armadale Settlers Common is a 295 ha area comprised of several reserves vested in the City of Armadale and parcels of private land owned freehold by the Western Australian Planning Commission that have for the last decade been leased to the City.

The Armadale Settlers Common Management Plan 1990-2000 was reviewed in 1995. A Friend of the Common has prepared a first draft of a revised Management Plan that essentially collated information about the Common.

A new Management Plan is now being prepared in accordance with a scope of works and project brief.

Since the first meeting of residents held on 8 August 2002, which follows the closure of the previous Armadale Settlers Common Advisory Committee, there are now 48 friends of the new Armadale Settlers Common Interim Committee.

Minutes of the Armadale Settlers Common Interim Committee meeting held on 26 September 2003 at the Field Study Centre are shown in this Information Bulletin.

➤ **Pedestrian Access Ways PAW's**

All of the City's 110 PAW's were inspected and maintained recently.

The annual programme service level for this activity is three visits per annum in October/November/February/March and June/July. Works include litter collection, vegetation mowing and pruning, spraying (herbicide), sweeping pathways, reporting any potential hazards, vandalism and general condition of PAW's.

The total area of the City's PAW's is approximately 6500m<sup>2</sup>.

➤ **Development Works (Parks)**

The City Centre Streetscape/Gateway Project is progressing well. The laterite wall is due to be completed by early December 2003. The installation of a new bore to provide irrigation to this site is to commence during November.

Quotations have been called for the Rushton Park Tennis Courts Resurfacing Project and is to commence in January 2004.

Funds have been allocated for environmental projects by the Bushcare Environmental Advisory Committee. Request for funds came from both the Bungendore Park Management Committee and the Armadale Settlers Common Advisory Committee.

Negotiations are continuing for the installation of a skate facility in Forrestdale. Commencement is anticipated in December 2003.

The implementation of environmental strategies is being prioritised with the City's new Environmental Officer associated works will follow.

Armadale again contributed to the Upper Canning Southern Wungong Management Plan. The project includes works aimed at cleaning up rivers and streams, including re-vegetation within the catchment. Sites include Heron Reserve and Palomino Park (Southern River Reserve).

Minor improvement works are continuing at Bernice Hargraves Reserve as part of the Neighbourhood Improvement Project.

➤ **Status Mowing Operations**

- Mowing Ninth Road for event being held at Evelyn Gribble Centre was carried out by field staff on 22/23/24 October 2003.
- Field staff have completed mowing/maintenance activities on 70% of passive reserves as per programme. Works are continuing.
- Contract mowing by Landscape Development of the remaining passive reserves are nearing completion. This round normally takes 2 weeks however will take 3 to 4 weeks this round.
- JM & ED Moore have recently completed contract mowing of 'White Rails' – Wungong and both the South Armadale and Kelmscott Industrial areas.

- Bob's Mowing recently completed mowing of Railway and Streich Avenue and are at 90% completion of Lake Road and will follow onto Armadale Road early November 2003.
- An order has been placed for the mowing of Albany Highway/South West Highway to commence mid November 2003.
- Major roads including:
  - Cammillo Road
  - Champion Drive
  - Forrest Road
  - Ranford Roadwere all mown September/October 2003. Next due mid December 2003.
- Hazard mowing is ongoing, usually carried out by field staff between September and December, however, other peak times do occur due to seasonal conditions.
- As a result of no tenderer being accepted for verge slashing, this tender was readvertised and is currently being assessed/evaluated. Slashing will occur following Council approval. Minor hazards are being addressed by field staff.
- Mowing of Bridle Trails have now commenced at various locations these should be complete by late November 2003.
- Field staff commenced mowing of Borg subdivision and associated P.O.S. off Brookton Highway early November 2003.
- Public Access Ways (110) Citywide have now been maintained e.g. mowing, general clean up, pruning, sweeping/blowing etc. The next scheduled maintenance period is to be carried out between February-March 2004.

# Information Bulletin

Issue No. 22/2003

<b>Inside this Issue</b>	Nil
<p>➤ <b>Information from City Strategy</b></p> <p>Lilac Divider</p>	Nil
<p>➤ <b>Information from Human Resources</b></p> <p>Blue Divider</p>	Nil
<p>➤ <b>Correspondence &amp; Papers</b></p> <p>Pink Divider</p>	<ul style="list-style-type: none"> <li>▪ Local Government News – Issue No.44.03 – 31 October 2003 .....COR-1</li> <li>▪ Local Government News – Issue No.45.03 – 7 November 2003 .....COR-5</li> <li>▪ Media Releases .....COR-9</li> <li>▪ ALGA News .....COR-12</li> <li>▪ WALGGC News – Funding Guarantee For Amalgamation Local Government...COR-17</li> </ul>
<p>➤ <b>Information from Development Services</b></p> <p>Yellow Divider</p>	Nil
<p>➤ <b>Information from Technical Services</b></p> <p>Green Divider</p>	<ul style="list-style-type: none"> <li>▪ <b>Outstanding Matters</b></li> <li>Report on Outstanding Matters – Technical Services Committee ..... T-1</li> <li>▪ <b>Minutes of Advisory Committees</b></li> <li>Bushcare and Environmental Advisory Committee – October 2003 ..... T-2</li> <li>Armadale Settlers Common – August 2003 ..... T-9</li> <li>Armadale Settlers Common – September 2003 ..... T-15</li> <li>▪ <b>General</b></li> <li>Manager Technical Services - International Public Works Conference Report ..... T-19</li> <li>New Armadale Train Station – Closure of Level Pedestrian Crossing ..... T-25</li> <li>Advertising Litterbins ..... T-26</li> <li>Technical Services Works Programme ..... T-27</li> <li>▪ <b>Quarterly Report</b></li> <li>Parks and Reserves July - September ..... T-29</li> </ul>
<p>➤ <b>Information from Community Services</b></p> <p>Beige Divider</p>	<ul style="list-style-type: none"> <li>▪ <b>Outstanding Matters</b></li> <li>Report on Outstanding Matters - Community Services Committee ..... C-1</li> <li>▪ <b>Monthly/Quarterly Departmental Reports</b></li> <li>Library Department General Report – October 2003 ..... C-3</li> <li>Accounting Services Report – 7 November 2003 ..... C-8</li> <li>Manager Ranger &amp; Fire Services Report – October 2003 ..... C-8</li> <li>▪ <b>Finance</b></li> <li>Financial Statements – for the (18) week period ended 31 October 2003 ..... C-14</li> <li>▪ <b>Minutes from Occasional/Advisory Committees</b></li> <li>Armadale Highland Gathering Committee – 14 October 2003 ..... C-15</li> <li>Armadale Police &amp; Citizens' Youth Club Management Committee- 15 October 2003... C-15</li> <li>Minnawarra Festival Committee – 4 November 2003 ..... C-15</li> </ul>

**OUTSTANDING REPORT**

COMMUNITY SERVICES COMMITTEE REPORT ON OUTSTANDING MATTERS – OCTOBER 2003		
ITEM	DEPT.	ACTION/STATUS
<p><b>Property Use Rating</b>                      April 2003 – C54/4/03 refers, i.e. Following the adoption of the 2003/04 Budget, the Consultant's Report titled "Report on Differential Rating by Property Use" be referred to Council's Rating Review Working Party to investigate and report back to Council.</p>	Corporate Services	Further assessment and report to occur following the adoption of the 2003-04 Annual Council Budget.
<p><b>Blues Concerts – March 2003</b>                      Officers to investigate and report back on budgetary and resource implications of upgrading the Blues Concerts to a modest festival event (C46/3/03).</p>	Recreation Services	Report pending.
<p><b>Armadale Aquatic Centre Kiosk (May 2003)</b>                      A report on the operation of the Armadale Aquatic Centre Kiosk be submitted to the May 2004 Community Services Committee Meeting to evaluate the success of the kiosk following its first year under direct management. (C82/5/03)</p>	Recreation Services	Matter to be reported to the May 2004 Community Services Committee Meeting.
<p><b>Public Notices/Advertising – May 2003</b>                      Cr Munn suggested a review of current practices relating to the placement of public notices and advertisements – agreed that the matter be referred to the Standing Order and House Group. (C86/5/03)</p>	Corporate Services	Matter listed on the next SOHAG meeting Agenda for consideration and subsequent referral to the City Strategy Committee.
<p><b>Lease – Armadale Golf Course – June 2003</b>                      That Council refer the matter of tenure and implementation of appropriate management controls for the Armadale Golf Club Clubhouse to the Community Services Directorate for consideration and report back to the Community Services Committee.</p>	Recreation Services	Report pending.
<p><b>Rushton Park – New Events (July 2003)</b>                      Officers investigate the possibility of what new events might be held at Rushton Park after its change of status, i.e. concerts etc. (C109/7/03)</p>	Recreation & Events	Pending Consultant's report and recommendation to Working Party on the redevelopment of the Kelmscott Pool Site.  Officers to separately explore opportunities for new events at Rushton Park.

**OUTSTANDING REPORT**

<b>COMMUNITY SERVICES COMMITTEE REPORT ON OUTSTANDING MATTERS – OCTOBER 2003</b>		
<b>ITEM</b>	<b>DEPT.</b>	<b>ACTION/STATUS</b>
<p><i>Armada Recreation Centre- Climbing Wall Proposal (September 2003)</i>                      Part (3) – That a further report on the climbing wall proposal be submitted to the Community Services Committee once final details are known with regard to the cost and likely delivery date. (C140/9/03)</p>	<p>Recreation Services</p>	<p>Report pending May <u>2004</u>.</p>
<p><i>Armada Kelmscott Senior Citizens' Centre (October 2003)</i>                      That Council:                      b. be provided with an update report on the outcomes of the negotiations with Dale Cottages Inc. (C143/10/03)</p>	<p>Community Development</p>	<p>Report pending.</p>

**MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

**LIBRARY DEPARTMENT GENERAL REPORT – OCTOBER 2003**

**1. LIBRARY SERVICES**

**1.1 Statistical Performance Indicators**

The Library Department's statistical performance indicators for the month of October 2003 are attached. **(Refer to Attachment "CA-1" – Summary of Attachments – buff page.)**

**1.2 Senate Committee Report on "Libraries in the online environment"**

A report to the Community Services Committee of July 2002, stated in its 'In Brief' *This report advises Council of advice recently received from the Environment, Communications, Information Technology and the Arts References Committee of the Australian Senate, advising that the Senate has directed the Committee to conduct two major inquiries:*

- *the Australian telecommunications network, and*
- *the role of public libraries as providers of public information in the online environment.*

*This report recommends that Council approve that an administrative submission be submitted in response to latter inquiry.*

Resolution C129/02 stated:

*That Council make a submission to the Environment, Communications, Information Technology and the Arts References Committee of the Australian Senate related to:*

- *the role of libraries as providers of public information in the online environment;*
- *that approval be given for the submission to be completed and submitted administratively; and*
- *that Councillors who wish to have input to the submission do so in liaison with the Manager Library Services prior to Friday 2 August 2002 .*

The Senate Committee tabled its report entitled 'Libraries in the online environment' on 16 October 2003. The Recommendations from the Report have been attached for Councillors' interest. **(Refer to Attachment "CA-2" – Summary of Attachments – buff page.)** A published copy of the Report provided to the City, together with a letter of thanks for the City's valuable contribution to the inquiry, is now available in the Library. The Report can



### **MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

also be accessed online from the Parliament of Australia website :  
[www.aph.gov.au](http://www.aph.gov.au)

#### **1.3 Library Extension Activities**

##### **1.3.1 Spring School Holiday Activities**

The Library Department again conducted school holiday activity sessions, with the spring theme of “Showtime at the Libraries” to coincide with and promote the Kelmscott Show. Each library conducted different sessions, with a total of 141 children (plus parents and carers) attending the sessions.

Armadale Library’s Ventriloquist Puppet show attracted 35 children who then stayed to make finger puppets of their own. Kelmscott Library’s ‘Make a show bag’ activity session was overbooked so a second session was held, with 46 children participating in all. The Magic Show at the Westfield Library attracted 60 children, with the magician particularly encouraging the children to borrow the books on magic that had been displayed.

Displays of appropriate books were made available at each library and the children were encouraged to borrow them. The Spring School Holiday Activities were again successful in promoting libraries as a fun and interesting place to be, as well as promoting and encouraging reading.

##### **1.3.2 Storytime with Pioneer Village Students**

An innovative Storytime session was held at the Armadale Library involving students from the Pioneer Village School. Its success highlights opportunities for the Library Department to increase its liaison with local schools in a useful and positive manner for both parties. The report on the Pre-school Storytime Session is below:

**Date:** Tuesday 14 October 2003

---

**Attendees:** Approx. 24 preschoolers, plus carers

---

**Activity:** CBW home-made books @ Storytime

---

**Conducted by:** 9 x Yr 7 students from Pioneer Village School,  
accompanied by teacher Mr Michael Campbell &  
Principal Mr Doug Davies

---

### **MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

Comments: During Children's Book Week (CBW) 2003, Young People's Services Librarian, Lee Williams relocated CBW displays and author Frané Lessac to the Pioneer Village School, when rain threatened to prevent the school's attendance at the CBW activity. During the session, the Principal, Mr Doug Davies mentioned that the school was very disappointed that they did not get to visit the Armadale Library for CBW, but would like to make a time in the future.

Two sessions were held with Ms Lessac, with the second group including Yr 7s, who under the instruction of their teacher, Mr Michael Campbell, and teacher-librarian, Mrs Wendy Frances, had created their books for CBW. Mr Campbell arranged for one of the students to demonstrate her book, which Ms Lessac then read to the class.

Ms Williams then suggested to Mr Davies that perhaps the Yr 7 students could visit the Armadale Public Library in the future, with the intention of sharing their picture books with the pre-schoolers at the scheduled storytime session. Staff and the students all thought this was a great idea, so an invitation was sent to the school, inviting the students to present the storytime session for Tues 14<sup>th</sup> October, the first day back at school after the holidays.

Nine students, Mr Campbell and Mr Davies all attended the storytime session, and read their stories to 24 preschoolers. It was a new challenge for them to read to 'live', squirming and sometimes screaming children. The adults thought the session was great, commending the Yr 7 students on their efforts and creativity. As nine short stories were read, the preschoolers were given an activity (masks & bits to make them) to take home.

Mr Campbell has indicated willingness for his class to be involved in a similar activity with the Armadale Public Library next year, as he always gets his Yr 7 class to make their own picture books for CBW. The interest from Mr Davies, the Principal is a positive sign, and hopefully other opportunities will present themselves.

#### **1.3.3 Community Information Session**

**Topic:** Get that Job  
**Presenter:** Lloyd White

### **MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

**Date:** 6 October 2003  
**Time:** 1-2:30 pm  
**Venue:** Kelmscott Library

**Attendees:** 7

This presentation was from employment consultant and author Lloyd White, writer of 'Write a Winning Job Application'. A number of his books are in the City's library collection.

Those who attended were extremely impressed with the presentation and as a result it went longer than the planned hour and a half. A number of participants stayed after the session to ask further questions. Many of the resources on applying for jobs, including those by Lloyd White, were borrowed by the participants. Since the session a number of people have contacted the library to ask about the session and contact details for Lloyd White.

#### **1.3.4 Books on Wheels Special Event**

**Topic** Melbourne Cup celebration  
**Date** Wed 29 October 2003  
**Time** 10.00-11:30am  
**Venue** Westfield Library  
**Attendees** 40

Westfield Library hosted an early Melbourne Cup celebration for its Seniors Books on Wheels group on Wednesday 29 October 2003. The activity took the form of a raffle, with each ticket representing a horse. Everyone really got into the spirit of the event, producing substantial prizes for the four 'place-getters'. Members were treated to a morning tea of scones and jam, specially prepared for the occasion by a City of Armadale staff member. The morning was a truly intergenerational affair, with one member celebrating her 95<sup>th</sup> birthday while being entertained by the new-born baby of one of the library's former volunteers.

#### **1.3.5 Tax Help at our Libraries**

The City's Library Department has again provided a Tax Help service for local residents in conjunction with the Taxation Department. Both the Armadale and Kelmscott Libraries had two trained volunteers assigned to them. They provided tax help to those on low incomes, or those who do not have English as their first language, who required assistance in completing their tax returns.

### **MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

The Library Department's obligation was to take the bookings for the sessions, and provide the volunteers with use of the library space and telephone if required. This service is obviously a much valued community service as a total of 346 people used it in all, 216 at Armadale Library and 130 at Kelmscott.

#### **1.3.6 Displays for the month of October**

1. Kelmscott show
2. ANAWA (Anti-nuclear Alliance of WA display circulating among all 3 libraries)
3. Special display featuring books by Armadale author Rosemarie Dengler- McKerchar. A fascinating mix of poetry, prose and biographical works.
4. Kelmscott Enquiry by Design
5. KUMON
6. Halloween

#### **2. MUSEUM AND LOCAL STUDIES LIBRARY SERVICES**

##### **2.1 Roleystone Pioneer Afternoon Tea Display**

A small sample of History House Museum and the Birtwistle Local Studies Library items were placed on display at the City of Armadale Pioneer Afternoon Tea function held on Saturday October 4<sup>th</sup> 2003 in Roleystone.

Following the 2002 function it was suggested by the History House Museum Management Committee, that the displays done by the Curator and Friends of History House volunteers should be themed to match the host locality. The Roleystone theme focused on a range of photographs and maps that form part of the Birtwistle Local Studies Library collection. The showcasing of this collection was more than appropriate as Mr Ivor Birtwistle was a long time Roleystone resident. A range of Museum artefacts, some donated by pioneer Roleystone residents, was also used to highlight the display.

#### **3. ARMADALE TOURIST CENTRE REPORT**

##### **3.1 Visitor Statistics**

885 people visited the Armadale Tourist Information Centre during October 2003

- 415 enquiries from the local community
- 208 enquiries from the metro community

### **MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

- 53 enquiries from people living intrastate
- 75 enquiries from people living interstate – predominately Queensland, Victoria and New South Wales
- 123 enquiries from people living overseas – predominately England, Germany and Japan followed by Singapore, Malaysia, Holland and Canada

#### **3.2 Marketing and Advertising**

- 38 letters with suggested itineraries have been sent to schools, coaches and social groups
- Destination brochure – liaising, selling advertising space etc
- Tour around the centre and museum for a bus group (Elite Tours)
- Kelmscott Show – 60 telegraph messages sold and brochures given out.
- Editorial sent to Burke's Backyard magazine
- Spoke with the editor for Postcards WA magazine regarding editorial opportunities
- Updated WA Tourism Network

### **ACCOUNTING SERVICES REPORT – 7 NOVEMBER 2003**

Accounting Services Report is attached. (Refer to Attachment “CA-3” – Summary of Attachments – buff page.)

1. Donations
2. Investments
3. Rates Debtors Outstanding Report

### **MANAGER RANGER & FIRE SERVICES MONTHLY REPORT FOR OCTOBER 2003**

#### **1. Animal Control**

##### **1.1 Dogs**

Ranger Services received four hundred and ninety five (495) requests for assistance during this report period.

##### **1.2 Livestock**

During this report period Ranger Services attended to seventeen (17) requests for assistance in dealing with stock wandering on the road.

**MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

**1.3 Court Action**

The following information relates to legal action taken by Ranger Services pursuant to the provisions of the Dog Act 1976, these matters was heard and determined in the Armadale Magistrates Court during the report period

NAME	OFFENCE	FINDING OF COURT	PENALTY \$	COSTS \$	TOTAL \$
Anna Marie Tanner	Dog Attack	Guilty	500	107.70	607.70
Susan Tanner	Dog Attack	Guilty	900	57.70	957.70
Geert Boersma	Dog Attack	Not Guilty	-	-	-

**2. Vehicles**

**2.1 Parking**

Ranger Services attended to twenty five (25) general enquires relating to the unlawful parking of vehicles during this report period.

**2.2 Abandoned Vehicles**

The number of abandoned vehicles dealt with by Ranger Services has increased slightly with seven (7) being recorded during this report period.

**2.3 Control of Vehicles (Off Road Areas)**

Ranger Services attended to one (1) reports of a vehicles (motor cycle) being driven in areas that are prohibited, during the report period.

**3. Fire Services**

Rangers continue a high profile in relation to hazardous blocks and offer advice to land owners with regard to fuel reduction and ongoing maintenance of firebreaks.

Ranger Services received one hundred and seventy (170) requests for assistance during the report period, which is a significant increase on the same period last year.

**4. General**

Ranger Services are busy preparing for the impending fire season, and firebreak inspections. Fire Prevention Officer and Rangers have already been out inspecting properties throughout the district, providing advice to residents on alternative style firebreaks and other fire safety issues.

**MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

**5. October 2003 Statistics**

<i><b>DOGS</b></i>	<b>October 2003</b>	<b>October 2002</b>	<b>2003/2004 Progressive Total</b>	<b>2002/2003 Progressive Total</b>
Wandering	21	79	177	292
Dogs for Pick Up	11	26	71	112
Barking	3	24	82	123
Attacks	16	7	33	82
Lost & Found	55	73	202	147
General Information	6	8	35	36
Office Phone Enquiries	383	144	651	416
<b>Total</b>	<b>495</b>	<b>361</b>	<b>1251</b>	<b>1208</b>

<i><b>PARKING / VEHICLES</b></i>	<b>October 2003</b>	<b>October 2002</b>	<b>2003/2004 Progressive Total</b>	<b>2002/2003 Progressive Total</b>
General Parking	6	6	36	42
Trucks	-	6	21	9
School Parking	-	-	6	6
Abandoned Vehicles	7	3	33	44
Off Road Vehicles	1	1	8	17
Office Phone Enquiries	11	8	34	99
<b>Total</b>	<b>25</b>	<b>24</b>	<b>138</b>	<b>217</b>

<i><b>LIVESTOCK</b></i>	<b>October 2003</b>	<b>October 2002</b>	<b>2003/2004 Progressive Total</b>	<b>2002/2003 Progressive Total</b>
Lost & Found	4	-	16	-
General	2	3	14	20
Office Phone Enquiries	11	4	20	18
<b>Total</b>	<b>17</b>	<b>7</b>	<b>50</b>	<b>38</b>

<i><b>LITTER</b></i>	<b>October 2003</b>	<b>October 2002</b>	<b>2003/2004 Progressive Total</b>	<b>2002/2003 Progressive Total</b>
General Information	1	4	2	6
Private Property	-	2	1	6
Roadside / Reserve	2	6	8	28
Verge	2	-	6	4
Office Phone Enquiries	-	7	2	9
<b>Total</b>	<b>5</b>	<b>19</b>	<b>19</b>	<b>53</b>

**MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

<i>FIRE</i>	October 2003	October 2002	2003/2004 Progressive Total	2002/2003 Progressive Total
Burning Off / General Information	1	2	5	2
Firebreak / Hazard	12	24	17	24
Office Phone Enquiries	157	80	211	106
<b>Total</b>	<b>170</b>	<b>106</b>	<b>233</b>	<b>132</b>

<i>GENERAL</i>	October 2003	October 2002	2003/2004 Progressive Total	2002/2003 Progressive Total
General Information	2	5	31	37
Office Phone Enquiries	14	20	54	170
<b>Total</b>	<b>16</b>	<b>25</b>	<b>85</b>	<b>207</b>

<i>TOTAL</i>	October 2003	October 2002	2003/2004 Progressive Total	2002/2003 Progressive Total
<b>Total Reports / Complaints</b>	<b>673</b>	<b>542</b>	<b>1776</b>	<b>1855</b>

<i>WARNINGS</i>	October 2003	October 2002	2003/2004 Progressive Total	2002/2003 Progressive Total
Dogs	22	43	115	128
Parking	17	12	74	45
Off Road Vehicles	2	1	3	5
Litter	2	1	2	2
Fire – Orders	71	48	71	48
Other	1	1	4	1
<b>Total</b>	<b>115</b>	<b>106</b>	<b>269</b>	<b>229</b>

<i>INFRINGEMENTS</i>	October 2003	October 2002	2003/2004 Progressive Total	2002/2003 Progressive Total
Dogs	43	21	123	117
Parking	31	2	84	128
Off Road Vehicles		-	3	-
Litter		3	2	17
Fire	6	1	6	4
Other				
<b>Total</b>	<b>80</b>	<b>27</b>	<b>218</b>	<b>266</b>



**MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

<i><b>IMPOUNDED DOGS</b></i>	<b>October 2003</b>	<b>October 2002</b>	<b>2003/2004 Progressive Total</b>	<b>2002/2003 Progressive Total</b>
Claimed	36	28	132	131
Sold	3	3	29	11
Destroyed	8	13	67	74
Vet / Rescue	12	11	33	36
Stolen	-	-	-	1
<b>Total</b>	<b>59</b>	<b>55</b>	<b>261</b>	<b>253</b>

<i><b>IMPOUNDED LIVESTOCK</b></i>	<b>October 2003</b>	<b>October 2002</b>	<b>2003/2004 Progressive Total</b>	<b>2002/2003 Progressive Total</b>
Sheep	2	-	2	32
Horses		1		1
Cows		-		4
Goats		-		1
Pigs		-		-
Deer		-		-
Other		-		-
<b>Total</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>38</b>

<i><b>IMPOUNDED VEHICLES</b></i>	<b>October 2003</b>	<b>October 2002</b>	<b>2003/2004 Progressive Total</b>	<b>2002/2003 Progressive Total</b>
Vehicles	3	4	24	20
Motor Cycles		1		2
<b>Total</b>	<b>3</b>	<b>5</b>	<b>24</b>	<b>22</b>

<i><b>COURT PROSECUTIONS</b></i>	<b>October 2003</b>	<b>October 2002</b>	<b>2003/2004 Progressive Total</b>	<b>2002/2003 Progressive Total</b>
Dog	5	1	22	7
Fire	-	-		-
Parking	-	-		-
Litter	-	1		2
Off Road Vehicles	-	-		-
<b>No. of Guilty Verdicts</b>	<b>2</b>	<b>N/A</b>	<b>21</b>	<b>9</b>
<b>Total</b>	<b>5</b>	<b>2</b>	<b>22</b>	<b>7</b>

**MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

<i><b>FINES ENFORCEMENT</b></i>	<b>October 2003</b>	<b>October 2002</b>	<b>2003/2004 Progressive Total</b>	<b>2002/2003 Progressive Total</b>
<b>Infringements sent to FER</b>	<b>0</b>	<b>0</b>	<b>112</b>	<b>10</b>

<i><b>PHONES CALLS</b></i>	<b>October 2003</b>	<b>October 2002</b>	<b>2003/2004 Progressive Total</b>	<b>2002/2003 Progressive Total</b>
Office – Rangers calling Office	25	33	113	142
Office – Messages for Staff	44	66	202	255
Office – Referred to Other	9	19	43	80
Calls to Rangers' Private Residences via Diverter	19	18	52	99
<b>TOTAL</b>	<b>97</b>	<b>136</b>	<b>409</b>	<b>576</b>

**MONTHLY/QUARTERLY DEPARTMENTAL REPORTS**

**FINANCE**

**Financial Statements**

Details of income and expenditure pertaining to the activities and responsibilities of the Community Services Committee for the (18) week period ending 31 October 2003. (Refer to Attachment “CA-4” – Summary of Attachments – buff page.)

**MINUTES FROM OCCASIONAL/ADVISORY COMMITTEES**

Armadale Highland Gathering Committee Meeting of 14 October 2003. **(Refer to Attachment “CA-5” – Summary of Attachments – buff page.)**

Armadale Police & Citizens’ Youth Club Management Committee Meeting of 15 October 2003. **(Refer to Attachment “CA-6” – Summary of Attachments – buff page.)**

Minnawarra Festival Committee Meeting of 4 November 2003. **(Refer to Attachment “CA-7” – Summary of Attachments – buff page.)**





## INFORMATION BULLETIN

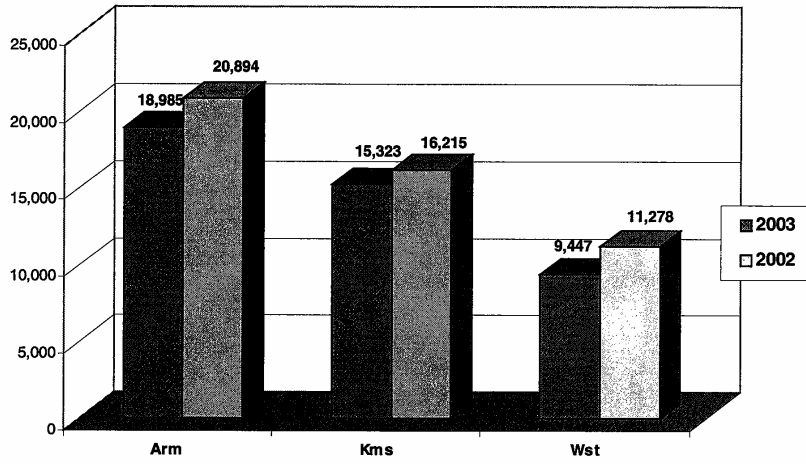
### COMMUNITY & CORPORATE SERVICES DIRECTORATES

#### TABLE OF CONTENTS

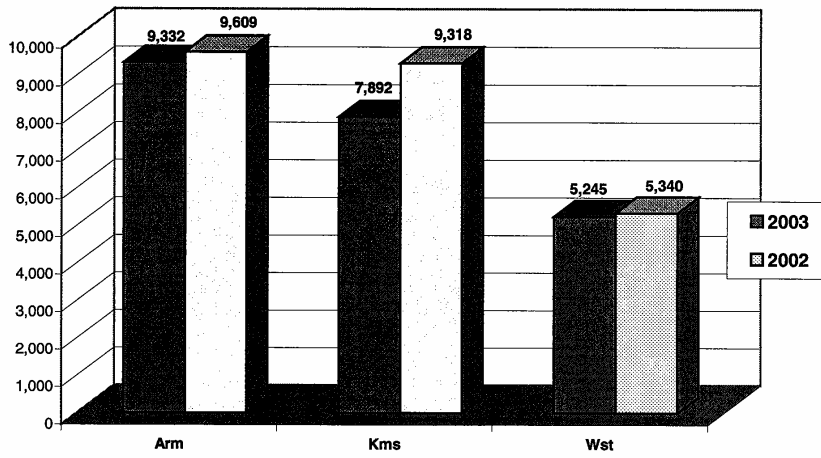
INFORMATION ITEMS FROM COMMUNITY SERVICES [Beige Divider]		
Attach No.		
CA-1	CITY OF ARMADALE LIBRARIES - STATISTICS FOR OCTOBER 2003	16 - 18
CA-2	RECOMMENDATIONS FROM THE SENATE COMMITTEE REPORT - 'LIBRARIES IN THE ONLINE ENVIRONMENT'	19 - 21
CA-3	ACCOUNTING SERVICES REPORT - 7 NOVEMBER 2003	22 - 25
CA-4	CITY OF ARMADALE FINANCIAL STATEMENTS FOR THE (18) WEEK PERIOD ENDING 31 OCTOBER 2003	26 - 63
CA-5	ARMADALE HIGHLAND GATHERING COMMITTEE MINUTES OF 14 OCTOBER 2003	64 - 70
CA-6	ARMADALE POLICE & CITIZENS' YOUTH CLUB MANAGEMENT COMMITTEE MINUTES OF 15 OCTOBER 2003	71 - 74
CA-7	MINNAWARRA FESTIVAL COMMITTEE MINUTES OF 4 NOVEMBER 2003	75 - 81



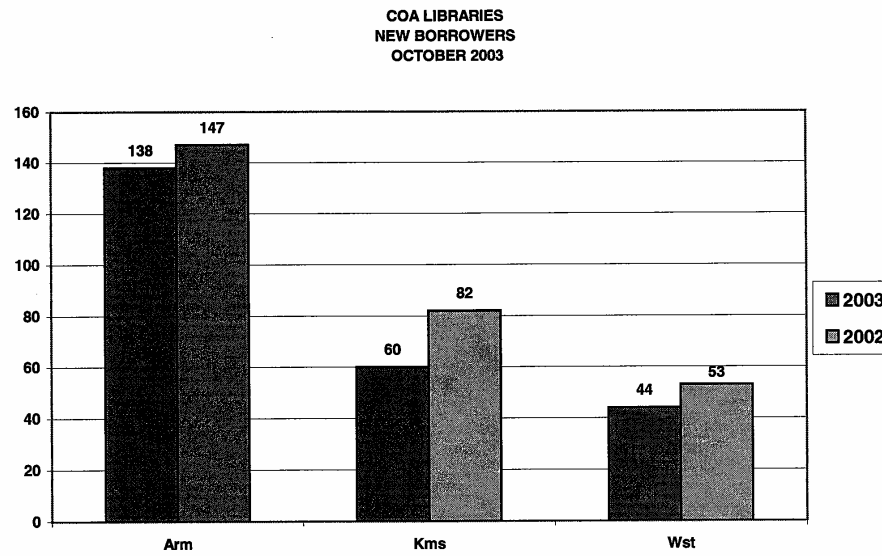
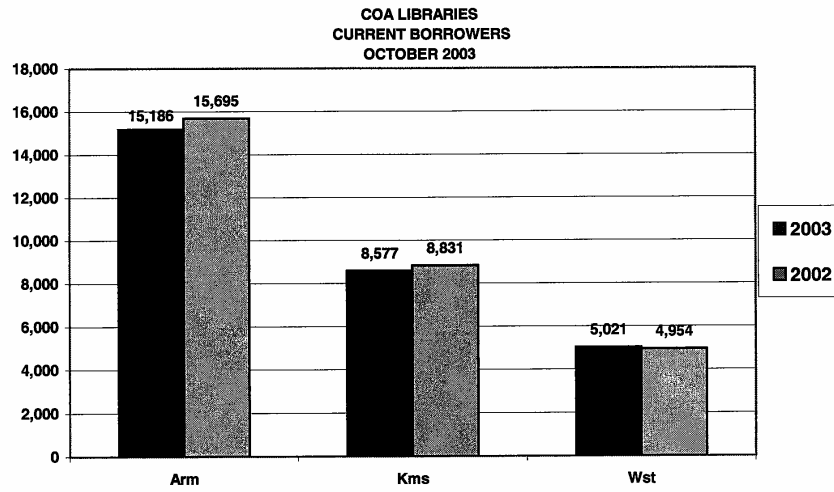
COA LIBRARIES  
ISSUES/RENEWALS  
OCTOBER 2003



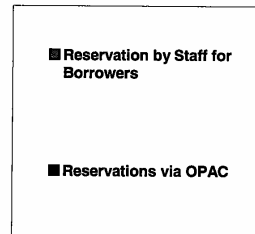
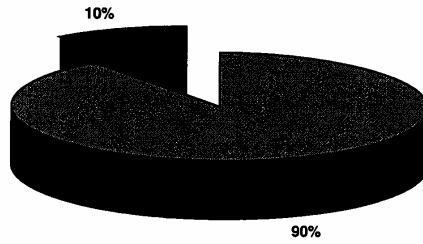
COA LIBRARIES  
NUMBER OF VISITS  
OCTOBER 2003







COA LIBRARIES  
RESERVATIONS  
OCTOBER 2003





## Recommendations

### Recommendation 1.

The Committee recommends that the National Library of Australia receive additional funding to provide improved access to Kinetica for all Australian libraries and end users. [see paragraphs 3.14 and 5.8]

### Recommendation 2.

The Committee recommends that whenever the Australian Government advertises its electronic services, it adds a statement to the effect that further information can be obtained from the local public library. [see paragraphs 3.24 and 5.14]

### Recommendation 3.

The Committee recommends:

- (a) the continuation of the Department of Communications, Information Technology and the Arts Community Heritage Grants digitisation program; and
- (b) the addition of a new National Heritage Grants program for peak cultural institutions to assist in the digitisation of their collections. [see paragraphs 3.34 and 5.11]

### Recommendation 4.

The Committee recommends that the Australian Research Information Infrastructure Committee consider the question of the availability online of Australian postgraduate theses as a matter of priority. [see paragraphs 3.37 and 5.12]

### Recommendation 5.

If there are no alternative funding mechanisms for ongoing research into the identification and testing of adaptive technologies for the use of online equipment in public libraries by persons with disabilities, the Committee recommends the funding of another round of AccessAbility grants. [see paragraphs 3.64 and 5.15]

### Recommendation 6.

The Committee recommends:

- (a) that the Cultural Ministers' Council appoint a standing libraries working group to provide regular reports on library and information matters which need to be addressed as a priority;

viii

(b) that the proposed Cultural Ministers' Council standing libraries working group develop, in consultation with other interested parties, a national information policy; and

(c) that NOIE be required to consult with the appropriate national library representatives on all matters of substance affecting the library community and the online provision of services. [see paragraphs 4.10 and 5.16]

**Recommendation 7.**

The Committee recommends:

(a) that the Australian Government negotiate with telecommunications carriers to establish an 'e-rate' or discount rate for broadband access to public libraries and that, if negotiations are not successful, consider imposing a requirement on carriers under the Universal Service Obligation arrangement; and

(b) that further funds be allocated under an expanded National Broadband Strategy for expanding broadband access in libraries. [see paragraphs 4.35 and 5.6]

**Recommendation 8.**

Noting the requirement that the *Copyright Amendment (Digital Agenda) Act 2000* be reviewed after three years of operation, the Committee recommends that that review consider the Act's extension to digital material. [see paragraphs 4.47 and 5.17]

**Recommendation 9.**

The Committee recommends:

(a) that the National Library of Australia identify a number of key databases for which national site licencing might be desirable; and

(b) that additional Australian Government funding be extended to the National Library of Australia for this purpose. [see paragraphs 4.56 and 5.10]

**Recommendation 10.**

The Committee recommends:

(a) that the National Office for the Information Economy (NOIE) continue to consult closely with the library community over the development of the register of Australian Government publications;

(b) that NOIE publicise the availability in public libraries of the online register; and

(c) that NOIE commission research to ascertain the level of public awareness of government information and the means of access thereto. [see paragraphs 4.65 and 5.9]

**Recommendation 11.**

Where there is shared responsibility for public library funding between state and local government, the Committee recommends that the States significantly increase their share of public library funding, moving towards matching local government levels of contribution. [see paragraphs 4.104 and 5.18]



# Memo

**To:** Community Services Committee  
**From:** Accounting Services  
**Subject:** *ACCOUNTING SERVICES REPORT DATED – 7.11.03*

1. INVESTMENTS

**Statement of Investments by Fund & Financial Institutions – 07.11.03**

FINANCIAL INSTITUTION	BROUGHT FORWARD	MOVEMENT	BALANCE AT 07 November 2003	INTEREST RATE %	MATURITY DATE
<b>MUNICIPAL FUND</b>					
Challenge Bank	160,000.00	450,000.00	610,000.00	4.25	11am
Challenge Bank	995,809.42	71.45	995,880.87	4.87	05.12.03
Challenge Bank	995,809.42	71.45	995,880.87	4.87	05.12.03
Challenge Bank	995,670.06	383.94	996,054.00	4.82	20.11.03
Challenge Bank	996,062.14	(996,062.14)	0.00	4.81	17.10.03
Challenge Bank	996,200.80	(417.46)	995,783.34	4.83	24.11.03
Challenge Bank	995,939.84	130.46	996,070.30	4.80	12.11.03
Challenge Bank	995,548.68	243.34	995,792.02	4.82	21.11.03
Challenge Bank	995,670.06	383.93	996,053.99	4.82	21.11.03
Challenge Bank	995,557.90	487.93	996,045.83	4.83	26.11.03
Challenge Bank	995,557.90	487.93	996,045.83	4.83	26.11.03
	<b>10,117,826.22</b>	<b>(544,219.17)</b>	<b>9,573,607.05</b>		
<i>Comparative Balance Nov 2003</i>			8,022,117.42		
<b>RESERVE FUND</b>					
Challenge Bank	131,000.00	4,000.00	135,000.00	4.25	11am
Challenge Bank	1,975,578.60	0.00	1,975,578.60	4.80	04.12.03
Challenge Bank	996,200.80	(4,142.70)	992,058.10	4.87	22.12.03
	<b>3,102,779.40</b>	<b>(142.70)</b>	<b>3,102,636.70</b>		
<i>Comparative Balance Nov 2003</i>			2,483,965.71		



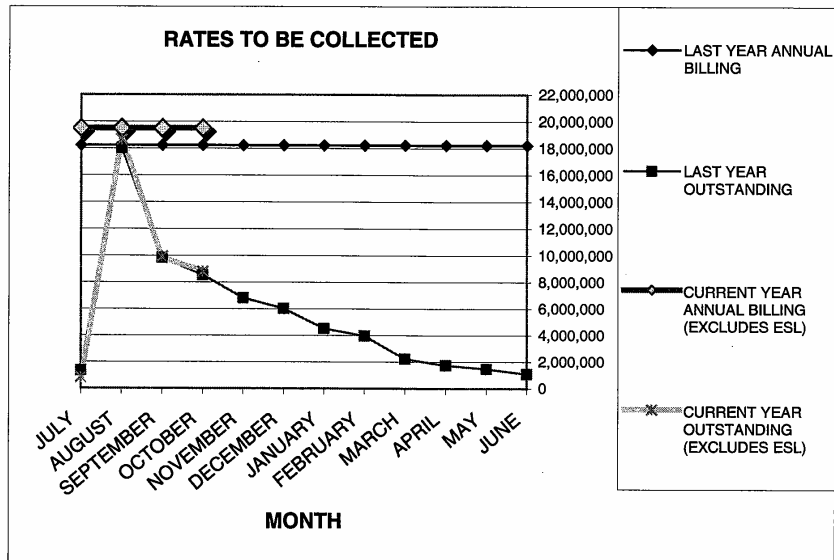
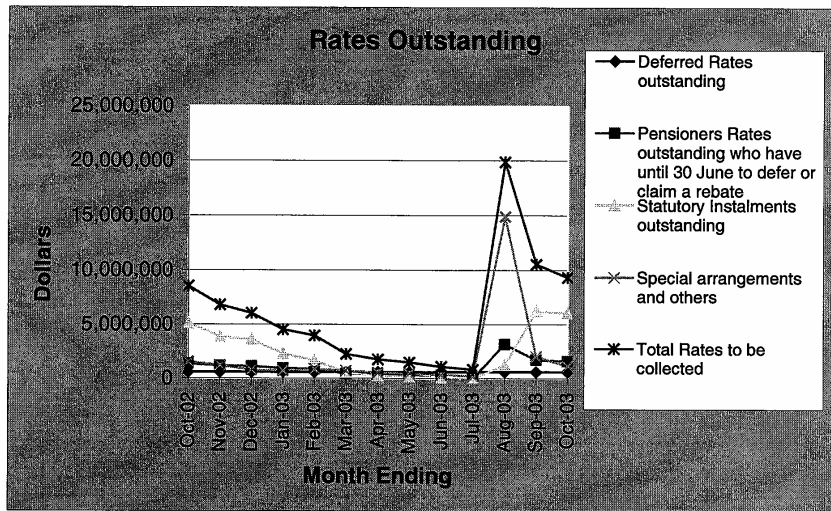
FINANCIAL INSTITUTION	BROUGHT FORWARD	MOVEMENT	BALANCE AT 07 November 2003	INTEREST RATE %	MATURITY DATE
<b>TRUST FUND</b>					
Challenge Bank	93,000.00	(6,000.00)	87,000.00	4.25	11am
	<b>93,000.00</b>	<b>(6,000.00)</b>	<b>87,000.00</b>		
<i>Comparative Balance Nov 2003</i>			80,000.00		
<b>Total</b>	<b>13,313,605.62</b>	<b>(550,361.87)</b>	<b>12,763,243.75</b>		

**2. DONATIONS**

<b>Balance available as at 1 October 2003</b>	<b>\$16,800.00</b>
J Edwards - U/18 Sport	50.00
Z Itzstein - U/18 Sport	50.00
R Russell - U/18 Sport	50.00
<b>Balance as at 1 November 2003</b>	<b>\$16,550.00</b>

3. RATES DEBTORS OUTSTANDING REPORT

YEAR ENDING 31 OCTOBER 2003					
		2002/03 31.10.02	2003/04 31.10.03	VARIATION %	
Annual Rate Billing (including services charges)		18,233,356	19,514,053	1,280,697	7.02%
Emergency Services Levy			1,331,067		
No of rateable properties		21,939	22,079	140	0.64%
No of properties fully paid		10,651	10,572	79	-0.74%
No of properties on instalments		7,722	7,944	222	2.87%
No of properties on special arrangements		814	1,415	601	73.83%
No of properties with Small Balances Under \$10.00		-	158	158	
No of properties Summons Issued		-	0	0	
No of properties Pensioners, Informal Recovery Action, etc..		2,752	1,990	-762	-27.69%
		\$	\$	\$	\$
Deferred Rates outstanding		584,543	601,029	16,486	2.82%
Pensioners Rates outstanding who have until 30 June to defer or claim a rebate		1,343,973	1,589,511	245,539	18.27%
Emergency Services Levy		-	0	-	
Statutory Instalments outstanding		5,095,123	6,018,830	923,707	18.13%
Small Balances Under \$10.00		-	602	602	
Direct Debits arrangements		-	932,483	932,483	
Special arrangements and others		1,519,024	200,913	-1,318,111	-86.77%
Recovery Action		-	-	-	
<b>Total Rates to be collected</b>		<b>8,542,663</b>	<b>9,343,368</b>	<b>800,705</b>	<b>9.37%</b>
Rates	Current	7,138,494	7,659,531	521,037	7.30%
	Arrears	897,757	769,993	-127,763	-14.23%
Services	Current	332,906	278,758	-54,147	-16.27%
	Arrears	69,544	44,558	-24,986	-35.93%
Area Rates (ESL)		-	559,601	559,601	
Back Rates		2,336	971	-1,365	-58.44%
Legal Fees		30,366	18,099	-12,267	-40.40%
Other Charges		15,805	5,189	-10,615	-67.17%
Penalty/Instalment Interest		93,524	41,692	-51,832	-55.42%
Excess Payments		-38,069	-35,025	3,044	-8.00%
<b>Total Rates to be collected</b>		<b>8,542,663</b>	<b>9,343,368</b>	<b>800,705</b>	<b>9.37%</b>



SCHEDULE M1 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 MEMBERS ADMINISTRATION  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
MEMBERS ADMINISTRATION					
OPERATING INCOME					
OPERATING EXPENDITURE					
30252	SALARIES MEMBERS ADMIN		11000.00		3380.88
32232	VOL SUPER MEMBERS ADMIN		400.00		
32712	SGC SUPER MEMBERS ADMIN		1000.00		293.23
33172	COMP PREMIUM MEMBERS ADM		400.00		36.00
50032	INSURANCE MEMBERS		43000.00		5660.69
50212	PROMOTIONAL MATERIAL-MEMB		3500.00		
50702	FUNCTIONS		113000.00		32970.51
50802	MAYOR & DEPUTY ALLOWANCE		33000.00		8187.50
50812	ELECTION EXPENSES				-7977.28
50822	TRAVELLING EXP MEMBERS		9000.00		1275.63
50832	TELECOMMUNICATIONS ALLOW		11200.00		2800.00
50842	CITIZENSHIP CEREMONIES		4600.00		1864.54
50852	MEMBERS TRAIN & DEVELOP'T		25000.00		13293.44
50882	SUNDRY EXPENSES MEMBERS		5000.00		-285.10
50942	PHOTOCOPIER (FIRST FLOOR)		1800.00		288.00
50952	COMMUNICATIONS ALLOWANCE				239.09
51902	COUNCIL PRESENTATION GIFT		3000.00		3840.00
52052	MEMBERS ANNUAL FEES		90000.00		22500.00
54262	STATIONERY/PAPER-MEMBERS		800.00		
63522	INFORMATION TECHNOL ALLOW		7000.00		
70274	PROMO HIGH RES CAMERA		3000.00		2477.26
SUB TOTAL OPERATING			365700.00		90844.39
TOTAL MEMBERS ADMINISTRATION			365700.00		90844.39

SCHEDULE M3 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 ADMINISTRATION & GOVERNANCE SERVICES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
ADMINISTRATION & GOVERNANCE SE					
OPERATING INCOME					
00773	JULL ST - STALL RENTALS	-500.00			
01573	PUBLIC TRADERS PERMIT	-500.00		-540.00	
03453	WALGA- ADVERTISING REBATE	-12000.00		-12617.05	
06973	"FOI" APPLICATION FEES	-200.00		-200.00	
08343	SALE OF COUNCIL MINUTES	-400.00			
OPERATING EXPENDITURE					
30012	SALARIES ADMIN/GOVERN		320000.00		96677.65
32012	VOL SUPER ADMIN/GOVERN		10900.00		2716.35
32562	SGC SUPER ADMIN/GOVERN		27000.00		8641.45
33012	COMP PREMIUM ADMIN/GOVERN		10200.00		1190.00
35822	PROFESSIONAL SERVICES-ADM		30000.00		
38012	POSTAGES ADMIN		55000.00		21214.00
38032	STATIONERY/PRINTING-ADMIN		6000.00		651.16
38052	ADVERTISING ADMIN		38000.00		3082.03
38212	LEGAL EXPENSES ADMIN		15000.00		677.80
38312	REFRESHMENTS		8000.00		3285.09
38322	TELEPHONE SERVICES AD/GOV		70000.00		26093.65
38352	STAFF MEDICALS- ADMIN/GOV		500.00		156.00
38502	COURIER EXPENSES-ADM/GOV		1000.00		77.01
38952	PHOTOCOPYING-ADMIN/GOVERN		65000.00		18747.85
42332	RENTAL OF MAILING SYSTEM		4500.00		3065.64
46012	VEHICLE OPERATING ADM/GOV		6800.00		1704.72
48012	OFFICE EQUIP EXES ADM/GOV		9000.00		2207.88
50012	INSURANCE ADMIN/GOVERN		47300.00		33898.68
50402	SUBSCRIPTION & PUBLICATION		9000.00		748.82
52382	ANNUAL REPORT/PROD DIST		18000.00		1565.55
53392	RECORDS SCANNING PROJECT		6000.00		915.68
54272	STATIONERY/PAPER-GOVERN		25000.00		5741.60
54292	SUNDRY EXPENSES - ADMIN		500.00		195.50
54322	AFTER HOURS PHONE SERVICE		17000.00		2644.89
54332	MOBILE PHONE - ADMIN		500.00		
54802	RECORDS MANAGEMENT PLAN		33700.00		1626.94
SUB TOTAL OPERATING		-13600.00	833900.00	-13357.05	237525.94
CAPITAL EXPENDITURE					
69954	OFFICE FURN & EQUIP-A & G		1000.00		512.64
70254	T/F TO PABX UPGD/MTCE RES		8000.00		
SUB TOTAL CAPITAL			9000.00		512.64
TOTAL ADMIN & GOVERNANCE SERVI		-13600.00	842900.00	-13357.05	238038.58

SCHEDULE M4 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 INFORMATION SYSTEM SERVICES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
INFORMATION SYSTEM SERVICES					
=====					
OPERATING INCOME					
-----					
OPERATING EXPENDITURE					
-----					
30022	SALARIES INFO SYSTEM SERV		200000.00		69193.84
32022	VOL SUPER INFO SYSTEM SER		5800.00		1574.48
32572	SGC SUPER INFO SYSTEM SER		17700.00		5022.76
33022	COMP PREMIUM INFO SYS SER		6600.00		760.00
38492	CONSUMABLES		3600.00		414.08
38992	PRINTER CONSUMABLES		16000.00		9106.06
39002	MAGNETIC MEDIA		2000.00		
42822	IT TRAINING		7000.00		7.00
42842	SYSTEM SUPPORT SERVICES		30000.00		17990.66
46242	VEHICLE OP INFO SYS SERV		9000.00		2429.44
46802	LEASE OF IT EQUIPMENT		234900.00		102505.11
48022	HARDWARE MTCE CORP SYSTEM				331.00
48072	HARDWARE MTCE PC & PERIPHERAL		3500.00		360.00
48122	HARDWARE MTCE NETWORK		7700.00		288.40
50132	INSURANCE INFO SYSTEM SER		3300.00		5360.00
50282	LIBRARY SYSTEM LEASE-ISS		40000.00		12042.98
50442	SUBSCRIPTION/PUBLICATIONS		500.00		
50722	SOFTWARE/MAINT/SUPP CORP		40000.00		38719.55
50732	SOFTWARE/MAINT/SUPP LIB		13500.00		12800.00
50742	SOFTWARE/MAINT/SUPP PC'S		8100.00		1367.59
50752	COMMUNICATIONS CORPORATE		7603.00		6094.45
50762	COMMUNICATIONS LIBRARY		8200.00		1883.23
53922	SPECIALIST SOFTWARE		6200.00		1541.00
54182	STATIONERY/PAPER-ISS		300.00		463.78
54202	MOBILE PHONE-ISS		300.00		115.66
54682	VIRUS/SECURITY		4000.00		2975.00
55502	COMPUTER SYSTEM PURCHASE		800000.00		
55512	NEW CORP SYS LICENCE PART		60000.00		
55522	ADDITIONAL RESOURCES IS		40000.00		
70234	INTERNET CONNECTIONS-ISS		8800.00		5002.50
54722	CORP SYSTEM PT 1 PAYMENT		20000.00		
SUB TOTAL OPERATING			1604603.00		298348.57
-----					
CAPITAL INCOME					
-----					
CAPITAL EXPENDITURE					
-----					
69934	COLOUR PRINTER		3900.00		

SCHEDULE M4 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 INFORMATION SYSTEM SERVICES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
	SUB TOTAL CAPITAL		3900.00		
	TOTAL INFORMATION SYSTEM SERVI		1608503.00		298348.57

SCHEDULE M5 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 HUMAN RESOURCES SERVICES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
HUMAN RESOURCES SERVICES					
=====					
OPERATING INCOME					
-----					
08883	CONTRIB'N STAFF UNIFORMS	-8000.00		-5893.05	
OPERATING EXPENDITURE					
-----					
30602	SALARIES HUMAN RESOURCES		208000.00		77357.98
32392	VOL SUPER HUMAN RESOURCES		8800.00		2302.39
32892	SGC SUPER HUMAN RESOURCES		17700.00		6098.85
33382	COMP PREMIUM H/RESOURCES		6700.00		776.00
35522	TRAINING - CORPORATE PROG		50000.00		3563.09
36212	STAFF UNIFORMS		16000.00		12146.62
37052	OCCUPATIONAL HLTH& SAFETY		10000.00		1823.44
38612	SUNDRY EXPENSES-HUM RES		500.00		187.33
38622	SUBSCRIPTIONS		13000.00		10658.41
38682	TRAINING-DEFENSIVE DRIVER		17827.00		10500.00
42632	MOBILE PHONE EXPENSES		300.00		
42682	STATIONERY/PAPER		800.00		27.33
42702	STAFF TRAINING HR		2000.00		190.00
SUB TOTAL OPERATING		-8000.00	351627.00	-5893.05	125631.44
TOTAL HUMAN RESOURCES SERVICES		-8000.00	351627.00	-5893.05	125631.44



SCHEDULE M11 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 CHIEF EXECUTIVE'S OFFICE  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
CHIEF EXECUTIVE'S OFFICE					
=====					
OPERATING INCOME					
-----					
OPERATING EXPENDITURE					
-----					
30642	SALARIES - CEO		285000.00		94742.18
32002	VOL SUPER CEO		8500.00		2977.98
34362	SGC SUPER - CEO		27700.00		8183.03
34402	COMP PREMIUM - CEO		9400.00		872.00
36992	VEHICLE OPERATING - CEO		10300.00		2301.36
37002	STRATEGIC PLAN REVIEW		8500.00		
38752	TRAINING - EXEC DEVELOP		10300.00		727.73
50412	SUBSCRIPTIONS - CEO		28300.00		24535.36
50522	CONSULTING-PUBLIC RELTNS.		104100.00		12338.24
52242	ECONOMIC DEVELOPMENT		115000.00		13936.36
53132	PROFESSIONAL DEVELOPMENT		5200.00		696.36
54232	PASSENGER VEHICLE REPLACE		6100.00		
54242	STATIONERY/PAPER-CEO		1500.00		1962.55
54252	MOBILE PHONE-CEO		2100.00		465.94
54282	STRATEGIC INITIATIVES		180000.00		
55052	SUNDRY EXPENSES CEO		1500.00		11.60
			-----		-----
	SUB TOTAL OPERATING		803500.00		163750.69
			-----		-----
	TOTAL CHIEF EXECUTIVE'S OFFICE		803500.00		163750.69

SCHEDULE M12 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 PROPERTY LEASES AND RENTALS  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
	PROPERTY LEASES & RENTALS				
	=====				
	OPERATING INCOME				
	-----				
	RESERVES (ONLY)				
	-----				
04213	GOLF COURSE LEASE	-6000.00		-1515.16	
04233	LOT 1 SECOND RD (P & C)	-50.00			
04263	SCOUTS RES 33493 BARCELLEN	-50.00		-50.00	
04273	RIFLE CLUB RESERVE 23592	-10.00			
04293	HILLANDALE HOMES	-20.00		-20.00	
04303	WALLANGARRA PONY CLUB	-50.00			
04333	AQUA SLIDE LEASE	-8500.00			
04363	KELMSCOTT SPORTSMAN CLUB	-50.00			
04413	TELSTRA LEASE AT DEPOT	-3700.00			
04433	GWYNNE PARK W.A.F.B.B.LEASE	-25.00		-25.00	
04443	FORRESTDAL SPORTING ASSO	-50.00			
04453	ROBERTA JULL CHILD CARE	-50.00			
04473	OPTUS LEASE AT DEPOT	-12500.00		-12733.88	
04483	EDUCATION MINISTRY R31604	-3100.00			
04563	A'DALE K'SCOTT APEX CLUB	-50.00			
04603	KELMSCOTT PONY CLUB			-50.00	
	BUILDINGS				
	-----				
03263	ROLEYSTONE THEATRE	-25.00		-25.00	
04243	FORMER ADMIN BLDG (FCS)	-66700.00		-27017.70	
04253	ROLEYSTONE TENNIS CLUB	-25.00			
04323	A'DALE POOL KIOSK LEASE	-2500.00			
04353	SCOUTS RES 43120 CLIFTON	-50.00		-50.00	
04373	ROLEYSTONE GUIDE HALL	-10.00		-10.00	
04403	STH SUBURBAN BADMINTON AS	-50.00			
04423	TOURIST INFORMATION CTR	-10.00		-116.27	
04493	ROBERTA JULL MINN HOUSE	-25.00		-25.00	
04503	FRIES PARK - RUGBY CLUB	-500.00			
04513	ARMADALE SPORTSMAN CLUB	-500.00		-500.00	
05213	ROLEYSTONE SENIOR CENTRE	-50.00			
05223	FORRESTDAL PRE SCHOOL	-220.00		-220.00	
05233	NEERIGEN PRE-PRIMARY	-5380.00			
05243	FORMER ADMIN BLD (TAFE)	-38600.00		-13100.36	
05313	KELMSCOTT TENNIS CLUB	-50.00		-55.00	
05323	CYRIL RUSHTON CENTRE	-50.00			
05393	HERITAGE FM RADIO	-500.00			
06263	TOURIST REST CENTRE	-10000.00			
06283	SPRINGDALE PARK PAVILION	-500.00			
06343	ARMADALE PARK SOCCER CLUB	-500.00		-500.00	
06353	ARMADALE BOWLING CLUB	-50.00		-50.00	
06363	ARMADALE TENNIS CLUB	-50.00		-50.00	
06373	SCOUTS - SAN JACINTA	-50.00			

SCHEDULE M12 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 PROPERTY LEASES AND RENTALS  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
OPERATING EXPENDITURE					
-----					
44792	KELMSCOTT LIBRARY LEASE		8500.00		2441.80
44902	RENT REVIEW VALUATIONS		1500.00		
SUB TOTAL OPERATING		-160600.00	10000.00	-56113.37	2441.80
TOTAL PROPERTY LEASES & RENTAL					

SCHEDULE M13 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 ACCOUNTING SERVICES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
ACCOUNTING SERVICES					
=====					
OPERATING INCOME					
=====					
06843	PROPERTY ENQUIRY FEES	-82400.00		-30754.00	
06913	ADMINISTRATION FEES	-4600.00		469.55	
07823	SALE OF ELECTORAL ROLLS	-20.00		-11.50	
08353	SUNDRY INCOME-ACCTG SVCES	-880.00		-8.64	
OPERATING EXPENDITURE					
-----					
37972	SALARIES - ACCOUNTING SVC		442000.00		146502.57
37982	VOL SUPER - ACCOUNTING		19000.00		4726.63
37992	SGC SUPER - ACCOUNTING		41000.00		11948.45
38002	COMP PREMIUM - ACCOUNTING		15000.00		1746.00
38042	RATE BILLING PROCESSING		30000.00		27038.54
38062	AUDIT FEES		20000.00		-1155.82
38262	LEGAL EXPENSES RATES		6000.00		
38402	SUNDRY OFFICE EXP-ACCTNG		5000.00		1697.73
38632	BANK FEES - EFT		45000.00		43452.51
38712	BANK FEES - GENERAL		31000.00		7492.06
50312	VALUATIONS		15000.00		7526.86
50372	RATES COMMISSION AUSTPOST		63000.00		21698.56
50612	CASH SECURITY SERVICES		15000.00		2763.36
50912	STATIONERY/PAPER-ACCTNG		5000.00		1368.73
	SUB TOTAL OPERATING	-87900.00	752000.00	-30304.59	276806.18
CAPITAL INCOME					
-----					
CAPITAL EXPENDITURE					
-----					
69964	OFFICE FURN & EQUIP-ACCTG		2900.00		
	SUB TOTAL CAPITAL		2900.00		
-----					
	TOTAL ACCOUNTING SERVICES	-87900.00	754900.00	-30304.59	276806.18

SCHEDULE M14 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 CORPORATE REVENUES AND EXPENDITURES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
CORPORATE REVENUES & EXPENDITURE					
OPERATING INCOME					
RATING					
00063	LATE PAYMENT INTEREST PEN	-125000.00		-14642.12	
00083	RATES WRITTEN OFF	20000.00		3934.08	
00113	INTERIM RATES	-193100.00		-1985.42	
00123	BACK RATING 02/03	-13000.00		-1622.27	
00263	INSTALMENT INTEREST FEES	-61800.00		-91239.05	
00273	INSTALMENT ADMIN CHARGES	-111200.00		-119932.80	
00283	SPEC ARRANGMT ADMIN CHGES	-25700.00		-1217.50	
00513	GRANTS COMMISSION	-1957000.00		-489393.42	
00593	GRV RATES 02/03	-16032730.00		-16060304.89	
00613	UV RATES 02/03	-584797.00		-580156.46	
06133	RATE REVENUE CONCESSION	10000.00		-193.60	
66623	ESL COMMISSION	-50000.00			
12233	LEGAL COSTS - RATES	-20000.00		-5297.41	
12243	FIREBREAKS/SDY CHGS RATES			128.00	
66613	INCREASE IN PENSIONER DEFERMENT	72000.00			
OTHER INCOME					
00533	INTEREST ON PENSIONER DEF	-35000.00			
08323	INTEREST ON INVESTMENTS	-323300.00		-102706.56	
08333	SALE OF LAND REVENUE	-40000.00		-43090.91	
OPERATING EXPENDITURE					
50162	SALE OF LAND EXPENSES				3939.90
51782	DOUBTFUL DEBTS		20000.00		
51492	BAD DEBTS		80000.00		8005.37
51702	PRIOR PERIOD ADJUSTMENTS	10000.00			
66542	LEGAL COSTS - RATES		20000.00		4645.96
67082	TRANSFER TO POS LAND		40000.00		
71762	CORP INSURANCE ADJ		106000.00		
SUB TOTAL OPERATING		-19460627.00	266000.00	-17507720.33	16591.23
CAPITAL INCOME					
15435	SALE OF LAND (COA)	-31500.00		-31363.64	
CAPITAL EXPENDITURE					

SCHEDULE M14 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 CORPORATE REVENUES AND EXPENDITURES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
70934	T/F TO LAND ACQUIS. RES		31500.00		
	SUB TOTAL CAPITAL	-31500.00	31500.00	-31363.64	
	TOTAL CORPORATE REVENUES & EXP	-19492127.00	297500.00	-17539083.97	16591.23

SCHEDULE M15 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 CORPORATE DEBT SERVICING  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
CORPORATE DEBT SERVICING					
OPERATING INCOME					
10513	LOAN-COMPUTER SYSTEM	-800000.00			
11393	INTEREST - HILLS ORCHARD	-100.00		-103.88	
11403	INTEREST - ARM.SPORT CLUB	-3500.00		-1829.91	
11433	INTEREST - HERITAGE FM	-300.00		-154.92	
OPERATING EXPENDITURE					
65492	LOAN INT-REPAYMENTS (COM)		7200.00		-2546.37
65502	LOAN INT.REPAYMENTS (REC)		23300.00		5349.35
65512	LOAN INT.REPAYMENTS (TRAN)				3553.85
72012	LOAN INTEREST-COMPUTER		70000.00		
65522	OVERDRAFT INTEREST		1000.00		
SUB TOTAL OPERATING		-803900.00	101500.00	-2088.71	6356.83
CAPITAL INCOME					
22095	PRINCIPAL - HILLS ORCHARD	-4000.00		-3964.99	
22105	PRINCIPAL - ARM.SPORT CLUB	-8800.00		-4314.81	
22115	PRINCIPAL - HERITAGE FM	-5500.00		-2243.48	
CAPITAL EXPENDITURE					
87514	LOAN PRINCIPAL PAYMENTS		96500.00		13991.74
90014	LOAN PRINCIPAL-COMPUTER		35000.00		
SUB TOTAL CAPITAL		-18300.00	131500.00	-10523.28	13991.74
TOTAL CORPORATE DEBT SERVICING		-822200.00	233000.00	-12611.99	20348.57

SCHEDULE M16 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 BUSINESS SERVICES ADMINISTRATION  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
BUSINESS SERVICES ADMINISTRATI					
=====					
OPERATING INCOME					
-----					
OPERATING EXPENDITURE					
-----					
30652	SALARIES - BSA		190070.00		68274.21
31992	VOL SUPER - BSA		11000.00		2443.61
34372	SGC SUPER - BSA		17000.00		6307.92
34412	COMP PREMIUM - BSA		6400.00		628.00
34452	STATIONERY/PAPER - BSA		400.00		
34462	REFRESHMENTS - BSA		1500.00		301.82
34472	SUNDRY EXPENSES - BSA		2600.00		986.14
34482	CONFERENCES - BSA		6000.00		2614.18
34492	PASS VEHICLE REPLACE-BSA		17529.00		
34512	VEHICLE OPERATING -BSA		17600.00		5531.16
35022	STAFF TELEPHONE - BSA		4900.00		1468.42
	SUB TOTAL OPERATING		274999.00		88555.46
-----					
CAPITAL INCOME					
-----					
CAPITAL EXPENDITURE					
-----					
	SUB TOTAL CAPITAL				
-----					
	TOTAL BUSINESS SERVICES ADMINI		274999.00		88555.46



SCHEDULES M1,M3,M4,M5,M11 TO M16 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 SUMMARY - CORPORATE SERVICES DIRECTORATE  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
	INCOME	EXPEND	INCOME	EXPEND
<b>OPERATING</b>				
MEMBERS ADMINISTRATION		365700.00		90844.39
ADMIN & GOVERN SERVICES	-13600.00	833900.00	-13357.05	237525.94
INFORMATION SYSTEM SERVICES		1604603.00		298348.57
HUMAN RESOURCES SERVICES	-8000.00	351627.00	-5893.05	125631.44
CHIEF EXECUTIVE OFFICER		803500.00		163750.69
PROPERTY LEASES & RENTALS	-160600.00	10000.00	-56113.37	2441.80
ACCOUNTING SERVICES	-87900.00	752000.00	-30304.59	276806.18
CORPORATE REVENUES & EXPEND	-19460627.00	266000.00	-17507720.33	16591.23
CORPORATE DEBT SERVICING	-803900.00	101500.00	-2088.71	6356.83
BUSINESS SERVICES ADMINISTRATI		274999.00		88555.46
<b>SUB TOTAL OPERATING</b>	<b>-20534627.00</b>	<b>5363829.00</b>	<b>-17615477.10</b>	<b>1306852.53</b>
<b>CAPITAL</b>				
ADMIN & GOVERN SERVICES		9000.00		512.64
INFORMATION SYSTEM SERVICES		3900.00		
CORPORATE REVENUE & EXPEND	-31500.00	31500.00	-31363.64	
CORPORATE DEBT SERVICING	-18300.00	131500.00	-10523.28	13991.74
ACCOUNTING SERVICES		2900.00		
<b>SUB TOTAL CAPITAL</b>	<b>-49800.00</b>	<b>178800.00</b>	<b>-41886.92</b>	<b>14504.38</b>
<b>TOTAL</b>	<b>-20584427.00</b>	<b>5542629.00</b>	<b>-17657364.02</b>	<b>1321356.91</b>

SCHEDULE M6 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 DOG CONTROL SERVICES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
<b>DOG CONTROL SERVICES</b>					
<b>OPERATING INCOME</b>					
01583	DOG LICENCES	-120000.00		-40380.25	
01593	KENNEL LICENCES	-1050.00			
06113	IMPOUNDING DOG FEES	-21000.00		-9789.00	
06143	ANIMAL DISPOSAL FEES	-13000.00		-4985.54	
06163	OTHER DOG FEES	-10000.00		-1361.82	
06543	FINES AND PENALTIES DOGS	-42000.00		-22782.66	
<b>OPERATING EXPENDITURE</b>					
30032	SALARIES DOG CONTROL		188300.00		61244.22
32032	VOL SUPERANNUATION DOGS		3200.00		630.83
32582	SGC SUPERANNUATION DOGS		17000.00		5065.49
33032	COMP PREMIUM DOG CONTROL		6300.00		702.00
36182	FOUND REPAIRS & MICE		2000.00		1961.00
38362	POSTAGES - DOG CONTROL		2500.00		
38702	LEGAL EXPENSES - DOGS		3000.00		2187.27
38922	ADVERTISING DOG CONTROL		6999.00		64.21
46022	VEHICLE OP. DOG CONTROL		19300.00		6219.11
48452	ANIMAL DISPOSAL EXPENSES		10500.00		6239.72
51602	SUNDRY EXPENSES DOGS		13000.00		7162.22
51862	STATIONERY/PAPER-DOGS		500.00		265.99
51872	MOBILE PHONE-DOGS		5000.00		785.42
51882	DOG REGIST.TV CAMPAIGN		800.00		
51992	RANGER TRAINING		3000.00		751.50
52262	TFR TO M121 VEH PURCHASE		19250.00		
<b>SUB TOTAL OPERATING</b>		<b>-207050.00</b>	<b>300649.00</b>	<b>-79299.27</b>	<b>93278.98</b>
<b>CAPITAL EXPENDITURE</b>					
<b>SUB TOTAL CAPITAL</b>					
<b>TOTAL DOG CONTROL SERVICES</b>		<b>-207050.00</b>	<b>300649.00</b>	<b>-79299.27</b>	<b>93278.98</b>

SCHEDULE M7 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 STOCK (ANIMAL) CONTROL SERVICES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
	STOCK (ANIMAL) CONTROL SERVICE				
	=====				
	OPERATING INCOME				
	-----				
06123	STOCK POUND FEES	-1000.00		-360.00	
06173	STOCK SUSTENANCE	-500.00			
	OPERATING EXPENDITURE				
	-----				
30042	SALARIES STOCK CONTROL		37300.00		12252.89
32042	VOL SUPERANNUATION STOCK		1500.00		161.40
32592	SGC SUPERANNUATION STOCK		3400.00		928.04
33042	COMP PREMIUM STOCK		1300.00		136.00
46032	VEHICLE OP STOCK CONTROL		10000.00		3670.80
51612	SUNDRY EXPENSES STOCK		1800.00		329.73
51892	STATIONERY/PAPER-STOCK		400.00		78.99
52152	MOBILE PHONE-STOCK		3800.00		785.42
	-----				
	SUB TOTAL OPERATING	-1500.00	59500.00	-360.00	18343.27
	-----				
	TOTAL STOCK (ANIMAL) CONTROL S	-1500.00	59500.00	-360.00	18343.27

SCHEDULE M8 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 FIRE CONTROL SERVICES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
<b>FIRE CONTROL SERVICES</b>					
<b>OPERATING INCOME</b>					
06533	FINES/PENALTIES BUSHFIRES	-7200.00		-333.50	
10383	SALE-BRIG. FIRE APPLIANCE	-55000.00			
10403	SG GRANT-BUSHFIRE SERVICE			100450.00	
10433	GRANT-B/FIRE BRIGADES ESL	-92000.00		-22250.00	
15045	T/F EX PLANT & EQUIP RES	-86000.00			
15055	SALE - TOYOTA CAB CHASSIS	-27500.00		-27272.73	
15115	SALE - TOYOTA CAB CHASSIS	-27500.00		-27272.72	
<b>OPERATING EXPENDITURE</b>					
30052	SALARIES FIRE CONTROL		118300.00		39110.84
32052	VOL SUPERANNUATION FIRE		4100.00		727.79
32602	SGC SUPERANNUATION FIRE		10700.00		3423.35
33052	COMP PREMIUM FIRE		4000.00		440.00
38072	ADVERTISING FIRE CONTROL		2100.00		288.18
38082	STATIONERY/PRINT FIRE CTRL		6400.00		2865.22
46042	VEHICLE OP. FIRE CONTROL		25800.00		3536.17
48402	EQUIPT MICE FIRE CONTROL		2600.00		
50042	INSURANCE FIRE CONTROL		1500.00		4280.95
50712	REFRESHMENTS FIRE CONTROL		1500.00		
51102	SUBSIDIES FIRE BRIGADES		7200.00		2905.94
51112	COMMUNICATION EXP B'GADES		3100.00		3596.53
51122	AERIAL SURVEYS FIRE CTRL.		1500.00		
51132	FIREBREAKS/BURN-OFFS		15000.00		141.70
51152	HYDRANT REPAIRS		1000.00		241.46
51162	SUNDRY EXPENSES FIRE CTRL		7400.00		730.18
51172	FIRE CONTROL SERVICES		2100.00		3542.95
51672	HYDRANT PROGRAMME		50419.00		5359.32
51682	TRAINING COMMITTEE		8856.00		
52112	DARLING SCARP-EDUC PROG		1000.00		1680.00
52342	CONTRIBUTION - F.R.S.				932.95
52412	COMMUNICATION EQUIPMENT		3000.00		78.99
52802	STATIONERY/PAPER-FIRE				573.30
52812	MOBILE PHONE-FIRE		600.00		
52822	VOLUNTEER SUPPORT		2100.00		
52832	BUSHFIRE AWARENESS		1100.00		
53002	B/FIRE OPERATIONAL ESL		92000.00		11505.39
87074	T/F TO P & E RESERVE FIRE		10000.00		
	<b>SUB TOTAL OPERATING</b>	<b>-295200.00</b>	<b>383375.00</b>	<b>23321.05</b>	<b>85961.21</b>
<b>CAPITAL EXPENDITURE</b>					
71804	FIRE APPLIANCE		206900.00		
72564	TOYOTA CAB CHASSIS P615		40000.00		39960.81

SCHEDULE M8 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 FIRE CONTROL SERVICES  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
72574	TOYOTA CAB CHASSIS P616		40000.00		39960.81
	SUB TOTAL CAPITAL		286900.00		79921.62
	TOTAL FIRE CONTROL SERVICES	-295200.00	670275.00	23321.05	165882.83

SCHEDULE M9 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 OTHER LAW AND ORDER  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
OTHER LAW AND ORDER					
=====					
OPERATING INCOME					
-----					
06583	PARKING FINES	-10000.00		-2724.10	
06593	LITTER FINES	-1500.00		-220.00	
06603	OFF ROAD VEHICLES FINES	-500.00		-550.00	
07843	SALE OF IMPOUNDED VEH	-1200.00		-1058.73	
07863	IMPOUNDED VEHICLES	-1000.00		-152.00	
OPERATING EXPENDITURE					
-----					
30372	SALARIES OTHER LAW		55200.00		17620.19
32332	VOL SUPER OTHER LAW		1400.00		316.18
32862	SGC SUPER OTHER		4900.00		1183.48
33362	COMP PREMIUM OTHER LAW		1900.00		200.00
38692	LEGAL EXPENSES-OTHER LAW		500.00		
38982	STATIONERY & VEH. SEARCHE		1500.00		1967.29
51832	SUNDRY EXPENSES-OTHER LAW		1000.00		221.56
54082	IMPOUNDED VEHICLE EXPENSE		7700.00		4130.62
55412	TFR TO M121 VEH PURCHASE		19250.00		
55422	STATIONERY/PAPER-OTHERLAW		400.00		77.77
55432	MOBILE PHONE-OTHER LAW		3800.00		785.42
SUB TOTAL OPERATING		-14200.00	97550.00	-4704.83	26502.51
TOTAL OTHER LAW AND ORDER		-14200.00	97550.00	-4704.83	26502.51

SCHEDULE M10 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 STATE EMERGENCY SERVICE  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
STATE EMERGENCY SERVICE					
OPERATING INCOME					
08943	GRANT - SES OPERATIONS	-50500.00		-12625.00	
OPERATING EXPENDITURE					
52212	CONTRIBUTION S.E.S		6567.00		5033.04
72132	SES OPERATIONS ESL		50500.00		3484.77
SUB TOTAL OPERATING		-50500.00	57067.00	-12625.00	8517.81
CAPITAL INCOME					
CAPITAL EXPENDITURE					
SUB TOTAL CAPITAL					
TOTAL STATE EMERGENCY SERVICE		-50500.00	57067.00	-12625.00	8517.81

SCHEDULE M47 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 RECREATION ADMINISTRATION  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
RECREATION ADMINISTRATION					
OPERATING INCOME					
00953	CANOE HIRE FEES	-1100.00		-440.00	
04523	SALE OF HERITAGE C/TRAILS	-500.00		-207.28	
08593	GRANT - SERRAG	-12000.00			
08743	CONTRIBUTIONS -SERRAG	-18000.00			
OPERATING EXPENDITURE					
30082	SALARIES RECREATION		109500.00		53680.36
32082	VOL SUPER RECREATION		3700.00		784.91
32632	SGC SUPER RECREATION		9500.00		3823.67
33082	COMP PREMIUM RECREATION		3800.00		402.00
35032	STAFF TELEPHONE REC ADMIN		600.00		147.76
46082	VEHICLE OP RECREATION		8000.00		880.91
46462	STATIONERY/PAPER-REC ADM		3000.00		1183.24
46472	MOBILE PHONE-REC ADMIN		1000.00		140.89
46482	BANNERS IN TERRACE		500.00		475.37
50682	OFFICE EQUIPT-RECREATION		500.00		
50962	LEGAL EXPENSES - REC		2000.00		24.32
51312	MARKETING/PROMOTION		7000.00		
51802	SUNDRY EXP REC. ADMIN.		2500.00		246.41
58182	K'SCOTT POOL SITE DECOMM		30000.00		2831.40
52442	CANOE MAINTENANCE-REC ADM		800.00		
71912	RECREATION TRAINING		3000.00		330.00
72082	CLUB DEVELOPMENT SCHEME				-43.18
72182	CONTRIBUTION TO SERRAG		33000.00		
72192	K/POOL FUTURE USE CONSULT		10000.00		929.89
72202	NEEDS ASSESSMENT STUDY		20000.00		
SUB TOTAL OPERATING		-31600.00	248400.00	-647.28	65837.95
CAPITAL INCOME					
CAPITAL EXPENDITURE					
70444	T/F TO RECREATION RESERVE		20300.00		
SUB TOTAL CAPITAL			20300.00		
TOTAL RECREATION ADMIN		-31600.00	268700.00	-647.28	65837.95



SCHEDULE M48 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 ARMADALE RECREATION & EARTH DISCOVERY SCHEME  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
A'DALE RECREATION & EARTH DISC					
=====					
OPERATING INCOME					
-----					
09043	SPRING FAMILY BUSHWALKS	-200.00		-174.64	
09053	ACTIVE IN ARMADALE	-4000.00			
OPERATING EXPENDITURE					
-----					
38852	SPRING FAMILY BUSHWALKS		2500.00		630.14
38872	ACTIVE IN ARMADALE		7500.00		
44562	PROMOTION/ADVERTISING		2200.00		900.00
SUB TOTAL OPERATING		-4200.00	12200.00	-174.64	1530.14
TOTAL A'DALE RECREATION & EART		-4200.00	12200.00	-174.64	1530.14

SCHEDULE M49 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 ARMADALE AQUATIC CENTRE  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
ARMADALE AQUATIC CENTRE					
=====					
OPERATING INCOME					
-----					
00543	ARMADALE POOL SUBSIDY	-3000.00			
05333	PROGRAM ACTIVITIES	-3000.00		-381.82	
05343	BLUE PHONE	-900.00		-4.73	
05353	HIRE OF MEETING ROOM	-400.00			
05373	LOST PROF COLLECTION FEE	-200.00			
05413	EQUIPMENT HIRE	-1200.00		-5.91	
05433	SALES -SWIMMING AIDS	-3000.00			
05443	CONCESSION BOOKS - ADULTS	-8800.00		-100.01	
05453	CONCESSION BOOKS - CHILD	-13200.00		-16.36	
05463	CONCESSION ADM - SENIORS	-8500.00		-69.55	
05473	CONCESS.ADM. - SPECTATORS	-9800.00		-14.18	
05483	CASUAL ADM. - ADULTS	-42000.00		-211.36	
05493	CASUAL ADMISS - CHILDREN	-41000.00		-150.00	
05503	SCHOOL ADMISSIONS	-70100.00		-499.95	
05513	SUNDR INCOME - ARM POOL	-800.00			
05523	CONCESSION BOOKS SENIORS	-1500.00			
05533	SEASON PASS	-9800.00		-1980.00	
05543	LEARN TO SWIM	-27000.00		-600.00	
05713	CASUAL ADMISSIONS-FAMILY	-21000.00		-14.00	
08873	KIOSK SALES ARM AQUA CTE	-70000.00			
-----					
OPERATING EXPENDITURE					
-----					
30092	SALARIES A/DALE POOL		218400.00		38143.42
32092	VOL SUPER ARMADALE POOL		1900.00		832.13
32642	SGC SUPER ARMADALE POOL		17900.00		4086.57
33092	COMP PREMIUM A/DALE POOL		6600.00		
35702	STAFF UNIFORMS A/DALE PL		1800.00		932.61
36122	VEHICLE OP ARM/POOL		300.00		30.54
36222	STAFF MEDICALS ARM POOL		2200.00		1750.00
38202	ADVERTISING A/DALE POOL		5000.00		290.00
38472	SUNDRY OFFICE EXP A/DALE		2000.00		125.88
38902	TELEPHONE A/DALE POOL		2500.00		555.73
38912	BLUE PHONE ARMADALE POOL		1000.00		95.31
42362	POOL HEATING GAS EXPENSES		35000.00		3923.88
42392	SECURITY EXPENSES		10000.00		2319.43
43032	WATER CHARGES A'DALE POOL		18000.00		8298.60
43042	ELECTRICITY A/DALE POOL		16000.00		1871.50
43292	CONSULTANCY FEES - A/POOL		2000.00		1000.00
48432	PLANT MTCE ARMADALE POOL		29000.00		15846.96
48442	POOL MTCE ARMADALE POOL		63000.00		36557.38
50072	INSURANCE ARMADALE POOL		6800.00		
51532	PROGRAM ACTIVITIES A/POOL		2000.00		
51542	SUNDRY EXP ARMADALE POOL		4000.00		1932.53
51552	CHEMICALS ARMADALE POOL		8000.00		780.04

SCHEDULE M49 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 ARMADALE AQUATIC CENTRE  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
58032	GROUNDS MICE A/DALE POOL		18000.00		5508.58
58062	LEARN TO SWIM		18000.00		270.92
58152	PURCHASES SWIMMING AIDS		2000.00		
71892	CLEANING		14000.00		1472.73
71902	VANDAL DAMAGE - ARM POOL		10000.00		1278.00
72002	KIOSK EXPENSES-A/AQUATIC		60000.00		2100.00
	<b>SUB TOTAL OPERATING</b>	<b>-335200.00</b>	<b>575400.00</b>	<b>-4047.87</b>	<b>130002.74</b>
	<b>CAPITAL EXPENDITURE</b>				
71984	SHADE STRUCTURE-A/POOL		5000.00		
72124	REPLACE FENCING-A/AQUATIC		15000.00		
72584	HOT SHOWERS - ARM POOL		8000.00		
	<b>SUB TOTAL CAPITAL</b>		<b>28000.00</b>		
	<b>TOTAL ARMADALE AQUATIC CENTRE</b>	<b>-335200.00</b>	<b>603400.00</b>	<b>-4047.87</b>	<b>130002.74</b>

SCHEDULE M50 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 KELMSCOTT POOL  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
	KELMSCOTT POOL				
	=====				
	OPERATING INCOME				
	-----				
	OPERATING EXPENDITURE				
	-----				
30102	SALARIES K/SCOTT POOL			2843.52	
32102	VOL SUPER KELMSCOTT POOL			79.96	
32652	SGC SUPER KELMSCOTT POOL			164.17	
38192	TELEPHONE KELMSCOTT POOL			104.31	
38782	KIOSK EXPENSES			255.76	
43012	WATER CHARGES KELM POOL			743.85	
43022	ELECTRICITY K/SCOTT POOL			916.15	
50082	INSURANCE KELMSCOTT POOL			4108.00	
				-----	
	SUB TOTAL OPERATING				9215.72
	CAPITAL EXPENDITURE				
	-----				
	SUB TOTAL CAPITAL				
	TOTAL KELMSCOTT POOL				9215.72

SCHEDULE M51 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 ARMADALE LIBRARY  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
ARMADALE LIBRARY					
-----					
OPERATING INCOME					
-----					
06863	PHOTOCOPYING A/DALE LIB	-6200.00		-1944.77	
06883	LOST/DAMAGED BOOKS A/DALE	-4000.00		-1276.72	
06903	LOST/DAMAGE BOOKS PRE GST			-171.70	
08433	SUNDRY REVENUE - ARM LIB	-2000.00		-600.29	
08483	INTERNET PRINTING	-300.00		-257.60	
08853	FINES & PENALTIES A/LIB	-10000.00		-513.30	
-----					
OPERATING EXPENDITURE					
-----					
30112	SALARIES A/DALE LIBRARY		274400.00		100824.29
32112	VOL SUPER A/DALE LIBRARY		5700.00		1332.51
32662	SGC SUPER A'DALE LIBRARY		25300.00		8647.88
33112	COMP PREMIUM A/DALE LIB.		9300.00		1066.00
38092	STAT/PRINT A/DALE LIB.		6200.00		1808.54
38102	PHOTOCOPYING A/DALE LIB		4100.00		905.61
38112	ADVERTISING A/DALE LIB.		2000.00		
38122	POSTAGES ARMADALE LIBRARY		8200.00		2452.16
38132	TELEPHONE ARMADALE LIB.		2500.00		349.27
38442	SUNDRY OFFICE EXP A/DALE		2500.00		1128.87
38932	OFFICE MATERIALS A/DALE		2600.00		118.14
50092	INSURANCE ARMADALE LIB.		4500.00		2782.00
50422	LIBRARY RESOURCES A/DALE		8600.00		2131.35
51402	LOST/DAMAGED BOOKS A/DALE		6700.00		1458.25
51432	PROMOTIONAL ACTIVITY A/D		5100.00		2147.19
51562	COURIER		2100.00		648.14
51752	MUSIC CD COLLECTION-A/LIB		1000.00		
52162	STATIONERY/PAPER-ARM LIB		200.00		
52402	EQUIPMENT MICE - A/LIB		1000.00		990.00
SUB TOTAL OPERATING		-22500.00	372000.00	-4764.38	128790.20
TOTAL ARMADALE LIBRARY		-22500.00	372000.00	-4764.38	128790.20

SCHEDULE M52 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 KELMSCOTT LIBRARY  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
KELMSCOTT LIBRARY					
=====					
OPERATING INCOME					
-----					
06873	PHOTOCOPYING K/SCOTT LIB	-3000.00		-1192.37	
06893	LOST/DAMAGED BOOKS K/SCOT	-500.00		-483.20	
08443	SUNDRY REVENUE - KELM LIB	-1500.00		-544.09	
08493	INTERNET PRINTING-K/LIB	-200.00		-143.66	
08863	FINES & PENALTIES - K/LIB	-5000.00		-573.50	
OPERATING EXPENDITURE					
-----					
30122	SALARIES K/SCOTT LIBRARY		250100.00		78129.58
32122	VOL SUPER K/SCOTT LIBRARY		6500.00		1389.35
32672	SGC SUPER KELMSCOTT LIB		22500.00		7538.31
33122	COMP PREMIUM K/SCOTT LIB.		8500.00		924.00
38142	STAT/PRINT KELMSCOTT LIB.		5700.00		1971.43
38152	PHOTOCOPYING K/SCOTT LIB		3900.00		934.10
38162	ADVERTISING K/SCOTT LIB.		2100.00		
38172	POSTAGES KELMSCOTT LIB		6200.00		1671.31
38182	TELEPHONE KELMSCOTT LIB		4500.00		1602.72
38452	SUNDRY OFFICE EXP K/SCOTT		2500.00		1111.61
38942	OFFICE MATERIALS K/SCOTT		2500.00		375.00
39042	COURIER-KELM LIB		2000.00		647.93
50102	INSURANCE KELMSCOTT LIB.		4400.00		2728.00
50432	LIBRARY RESOURCES K/SCOTT		8000.00		3999.03
51422	LOST/DAMAGED BOOKS K/SCOT		6700.00		1071.03
51442	PROMOTIONAL ACTIVITY K/S		4500.00		1532.33
52172	STATIONERY/PAPER-K/LIB		100.00		
52642	EQUIPMENT MICE - K/LIB		1000.00		990.00
SUB TOTAL OPERATING		-10200.00	341700.00	-2936.82	106615.73
CAPITAL EXPENDITURE					
-----					
SUB TOTAL CAPITAL					
-----					
TOTAL KELMSCOTT LIBRARY		-10200.00	341700.00	-2936.82	106615.73

SCHEDULE M53 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 WESTFIELD LIBRARY  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
WESTFIELD LIBRARY					
=====					
OPERATING INCOME					
-----					
07003	PHOTOCOPYING -W/FIELD LIB	-2200.00		-573.44	
07013	LOST/DAMAGED BOOKS WF LIB	-500.00		-583.64	
08473	SUNDRY INCOME W/FIELD LIB	-1500.00		-526.08	
08923	INTERNET PRINTING	-200.00		-120.52	
09333	FINES & PENALTIES - W/LIB	-5000.00		-278.50	
-----					
OPERATING EXPENDITURE					
-----					
30262	SALARIES WESTFIELD LIB		207900.00		59499.37
32252	VOL SUPER W/FIELD LIBRARY		5900.00		1701.60
32722	SGC SUPER WESTFIELD LIB		18300.00		5066.96
33242	COMP PREMIUM W/FIELD LIB		6900.00		766.00
38372	STAT/PRINT WESTFIELD LIB		5100.00		1316.13
38382	PHOTOCOPYING W/FIELD LIB		3900.00		929.05
38392	ADVERTISING - W/FIELD LIB		2100.00		
38552	POSTAGES - W/FIELD LIB		4300.00		669.75
38562	TELEPHONE - W/FIELD LIB		8800.00		1118.52
38572	SUNDRY OFFICE EXES WF LIB		3100.00		1056.26
38972	OFFICE MATERIALS W/FIELD		2500.00		979.67
39052	COURIER-W/LIB		2500.00		647.93
50152	INSURANCE WESTFIELD LIB		2400.00		1800.00
50452	LIBRARY RESOURCES W/F LIB		8200.00		2695.90
51452	PROMOTIONAL ACTIVITY W/F		5200.00		1772.74
51462	LOST/DAMAGED BOOKS W/F LB		5700.00		820.45
51772	SENIOR'S GROUP ACTIVITIES		1000.00		50.00
52182	STATIONERY/PAPER-W/LIB		200.00		
52312	HOMEWORK SUPPORT W/FIELD		2600.00		
52692	EQUIP/BLDG MTCR MINOR WLB		2000.00		990.00
-----					
SUB TOTAL OPERATING		-9400.00	298600.00	-2082.18	81880.33
-----					
CAPITAL EXPENDITURE					
-----					
SUB TOTAL CAPITAL					
-----					
TOTAL WESTFIELD LIBRARY		-9400.00	298600.00	-2082.18	81880.33

SCHEDULE M54 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 CULTURAL EVENTS  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
CULTURAL EVENTS					
OPERATING INCOME					
00153	SALE OF CENTENARY GOODS			-40.00	
00753	LC GRANT AUSTRALIA DAY	-13000.00			
04343	HIGH SCHOOL ART AWARD	-1500.00			
07033	CONCERTS IN THE PARK	-5000.00			
07063	MINNAWARRA FESTIVAL SITE FEES	-7000.00			
07103	MINNAWARRA FESTIVAL	-3000.00			
07893	HIGHLAND GATHER SITE FEES	-2200.00		-2270.01	
07903	HIGHLAND GATHERING	-1400.00			
07933	AUSTRALIA DAY SITE FEES	-5000.00			
07943	CONCERTS IN PARK SITE FEE	-100.00			
07953	CAROLS BY CANDLE SITE FEE	-100.00			
07963	CAROLS BY CANDLELIGHT	-1000.00			
08003	CONF-JULL ST MALL CONCERT	-1000.00			
08313	MINNAWARRA ART EXHIBITION	-4000.00		200.00	
OPERATING EXPENDITURE					
30162	SALARIES CULTURAL EVENTS		50000.00		17422.08
31972	VOL SUPER CULTURAL EVENTS		1900.00		652.61
32942	SGC SUPER CULTURAL EVENTS		4200.00		1405.43
33422	COMP PREMIUM CULT EVENT		1700.00		190.00
50862	HIGH SCHOOL ART AWARD		8000.00		6980.74
50922	VEHICLE OPERATING-CULT EV		9500.00		2764.47
50992	MINNAWARRA FESTIVAL		42400.00		439.00
52322	SPONSORSHIP - CONCERT BAND		5000.00		5000.00
52452	ART ACQUISITIONS		3000.00		
52462	SPONSORSHIP PIPE BAND		5000.00		
53322	AUSTRALIA DAY		42000.00		1343.09
53362	SPECIAL EVENTS SUPPORT				45.41
58432	HIGHLAND GATHERING		35000.00		1357.72
58442	CAROLS BY CANDLELIGHT		7000.00		
58472	FEATURE WEEKS		500.00		
58542	CONCERTS IN THE PARK		12000.00		
58622	JULL ST MALL CONCERTS		4000.00		
58642	MINNAWARRA ART EXHIBITION		18500.00		529.00
58662	SIGNAGE & BANNERS		4000.00		
SUB TOTAL OPERATING		-44300.00	253700.00	-2110.01	38129.55
TOTAL CULTURAL EVENTS		-44300.00	253700.00	-2110.01	38129.55



SCHEDULE M55 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 ARMADALE-KELMSCOTT SENIOR CITIZENS CENTRE  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
ARMADALE-KELMSCOTT SENIOR CITI					
=====					
OPERATING INCOME					
-----					
08953	PODIATRY-AKSCC	-8100.00		-3744.00	
09083	HAIRDRESSERS RENT AKSCC	-2600.00		-800.00	
09103	PODIATRY SUBSIDY-AKSCC	-800.00		-3250.00	
10453	HALL HIRE-AKSCC	-3200.00		-953.50	
10473	HALL BONDS-AKSCC	-400.00			
OPERATING EXPENDITURE					
-----					
50332	TELEPHONE-AKSCC		600.00		279.18
50552	PODIATRY-AKSCC		9200.00		4705.00
51192	SUNDRY EXPENSES-AKSCC		5400.00		159.74
51852	HALL BONDS-AKSCC		400.00		
SUB TOTAL OPERATING		-15100.00	15600.00	-8747.50	5143.92
CAPITAL INCOME					
-----					
CAPITAL EXPENDITURE					
-----					
SUB TOTAL CAPITAL					
ARMADALE-KELMSCOTT SENIOR CITI		-15100.00	15600.00	-8747.50	5143.92
=====					

SCHEDULE M56 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 HISTORY HOUSE  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
HISTORY HOUSE					
=====					
OPERATING EXPENDITURE					
-----					
51382	SALARIES-H/HOUSE		49400.00		15045.28
34382	SGC SUPER - HISTORY HOUSE		4100.00		1340.28
34422	COMP PREMIUM - HIST/HOUSE		1500.00		174.00
54342	SUNDRY OFFICE EXPENSES-HH		2500.00		625.41
54572	TELEPHONE-HISTORY HOUSE		2000.00		268.86
54582	INSURANCE-HISTORY HOUSE		1100.00		176.00
54602	CONSERVATION-HIST HOUSE		4938.00		1253.54
54612	STAT & PRINT-HIST HOUSE		3000.00		346.33
54622	DISPLAYS-HISTORY HOUSE		4100.00		992.90
54632	PUBLIC PROG-HISTORY HOUSE		1000.00		63.64
54652	ADVERTISING-HISTORY HOUSE		1000.00		
54732	PHOTOCOPYING HIST/HOUSE		2100.00		140.41
54742	OFFICE REQ (SCHOOL ROOM)		3000.00		16.32
54772	STORAGE MODIFICATIONS		7117.00		3638.53
55262	PRESERVATION ASSIST PROJ		4700.00		
			-----		-----
SUB TOTAL OPERATING			91555.00		24081.50
CAPITAL INCOME					
-----					
15133	SUNDRY INCOME HIST HOUSE	-1000.00		-162.73	
15163	SG GRANT-LIB/MUSEUMS H/H	-2350.00			
15173	CONF - HISTORICAL SOCIETY	-2350.00		-2134.26	
CAPITAL EXPENDITURE					
-----					
82304	AIRCOND (SCHOOL ROOM)		2000.00		1500.00
			-----		-----
SUB TOTAL CAPITAL		-5700.00	2000.00	-2296.99	1500.00
			-----		-----
TOTAL HISTORY HOUSE		-5700.00	93555.00	-2296.99	25581.50

SCHEDULE M57 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 COMMUNITY DEVELOPMENT  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
COMMUNITY DEVELOPMENT					
OPERATING INCOME					
15125	SG GRANT-SENIORS PROJECT	-20000.00		-20000.00	
20973	SUNDRY INCOME	-1000.00		-519.64	
21103	CAREER EKPO SITE RENTALS	-5000.00			
21113	SG GRANT -VOL RESOURC CTE	-15000.00		-500.00	
21133	INCOME YAC CONCERT/EVENTS	-3000.00		-329.09	
21573	SG GRANT - ABORIGINAL SUP	-100000.00			
21973	GRANT-INDIG YOUTH ARTS	-39950.00		-19975.00	
22013	SG GRANT - MENS GROUP	-5000.00		-5000.00	
OPERATING EXPENDITURE					
30402	SALARIES COMMUNITY DEVEL		239100.00		83778.13
32342	VOL SUPER COMM.SERVICES		5500.00		1007.66
32902	SGC SUPER COMM DEVELOP		21500.00		6229.30
33392	COMP PREMIUM COMM DEVELOP		8100.00		908.00
42372	YAC CONCERTS/EVENTS		14000.00		2989.18
42462	RECONCILIATION		14870.00		2898.49
42482	SENIOR'S ON LINE PROJECT		3501.00		
46372	VEHICLE OP COMM DEVELOP		9000.00		2641.44
46892	CONTRIB TO STARRICK HOUSE		4800.00		4090.91
52202	CONTRIBN SCHOOL GROUNDS		1200.00		678.11
52232	DONATIONS GENERAL		17000.00		500.00
52472	CONTRIBUTION - A.I.R.S.		3000.00		3000.00
52592	LEASE-COMMUN SECURITY VEH		7200.00		1550.54
52622	VER OP COMMUNITY SECURITY		5100.00		463.15
53852	SUNDRY EXPENSES		2500.00		1100.96
54142	AGED SECURITY WORKSHOPS				72.73
54352	PASS VEHICLE REPLACE-CDEV		12000.00		
54362	STATIONERY/PAPER-COMM DEV		3000.00		740.21
54372	MOBILE PHONE-COMM/DEV		1000.00		94.24
54382	ABORIGINAL SUPPORT		205798.00		28483.72
54792	ABORIGINAL LEADERS PROG		4128.00		1519.38
54812	MENS GROUP		5000.00		4818.08
55372	SENIORS CO-ORD PROJECT		69564.00		14568.07
63552	CONTRIB NEIGHBOURED WATCH		4000.00		4000.00
63652	ADVERTISING/PROMOTION		21539.00		2485.99
63662	ALTERNATIVE FORMATS PRODN		1000.00		
63682	DISABILITY AWARE TRAINING		2000.00		
63742	YOUTH ADVISORY COUNCIL		3000.00		63.84
71522	CONF-ESCAPE TO THE HILLS		4600.00		
71582	CONF-CHAPLAINCY PROGRAMME		10000.00		10000.00
72072	SAFER WA N/WATCH CO-ORD		9704.00		10304.66
72092	COMM SVCS NEEDS FRAMEWK		10000.00		
72102	CULT REVIEW & ACTION PLAN		43658.00		22105.83
72112	VOLUNTEER RESOURCE CENTRE		47148.00		11013.24

SCHEDULE M57 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 COMMUNITY DEVELOPMENT  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
72142	STAFF TRAINING		3000.00		372.91
72152	COMMUNITY SAFETY PLAN		45000.00		17500.00
72162	CAREERS EXPO		14000.00		
72172	CULTURAL PROGRAMMES		10000.00		
72212	DSP-DISAB SVCS PLAN REVW		3000.00		
72222	INDIGENOUS YOUTH ARTS		39950.00		19975.00
70244	OFFICE FURN & EQUIP-C/DEV		1200.00		
	SUB TOTAL OPERATING	-188950.00	929660.00	-46323.73	259953.77
	TOTAL COMMUNITY DEVELOPMENT	-188950.00	929660.00	-46323.73	259953.77

SCHEDULE M58 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 NEIGHBOURHOOD IMPROVEMENT PROGRAM  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
NEIGHBOURHOOD IMPROVEMENT PROG					
OPERATING INCOME					
11413	SG GRANT NIP - KEYSTART	-75000.00		-91958.00	
20843	GRANT-A/DALE REDEVELOP	-50000.00		-50000.00	
20853	SG GRANT-WATERWISE GARDEN	-3200.00			
20863	SG GRANT- SEDO	-19300.00			
OPERATING EXPENDITURE					
34342	SALARIES-NIP				8444.99
34352	SGC SUPER-NIP				738.93
34432	COMP PREMUIIM - NIP				94.00
44782	CONSULTANT FEES-NIP		2765.00		
51932	PROJECTS-NIP		210419.00		9189.36
52632	WATERWISE GARDENING PROJ		3200.00		745.46
53842	REGIONAL HOUSING PROJECT		19300.00		
SUB TOTAL OPERATING		-147500.00	235684.00	-141958.00	19212.74
CAPITAL INCOME					
CAPITAL EXPENDITURE					
SUB TOTAL CAPITAL					
NEIGHBOURHOOD IMPROVEMENT PROG		-147500.00	235684.00	-141958.00	19212.74

SCHEDULE M59 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 COMMUNITY SERVICES ADMINISTRATION  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
COMMUNITY SERVICES ADMINISTRATION					
OPERATING INCOME					
07833	FIRST STAGE SOUTH SALES	-200.00		-20.00	
OPERATING EXPENDITURE					
30662	SALARIES - CSA		105000.00		34383.10
31982	VOL SUPER - CSA		4100.00		1410.48
34392	SGC SUPER - CSA		9100.00		3038.16
34442	COMP PREMIUM - CSA		3500.00		508.00
38792	CONFERENCES - COMM SVCS		6000.00		2213.60
54392	PASS VEHICLE REPLACE-CSA		12000.00		
54402	STATIONERY/PAPER-CSA		300.00		160.59
54412	VEHICLE OPERATING-CSA		9600.00		2594.91
54422	REFRESHMENTS-CSA		1000.00		200.36
54432	SUNDRY EXPENSES-CSA		2200.00		457.50
54442	STAFF TELEPHONE - CSA		2300.00		499.19
SUB TOTAL OPERATING		-200.00	155100.00	-20.00	45465.89
CAPITAL INCOME					
CAPITAL EXPENDITURE					
SUB TOTAL CAPITAL					
TOTAL COMMUNITY SERVICES ADMIN		-200.00	155100.00	-20.00	45465.89

SCHEDULE M60 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 ARMADALE RECREATION CENTRE  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
=====					
ARMADALE RECREATION CENTRE					
=====					
OPERATING INCOME					
-----					
01023	BASKETBALL FEES			-76.37	
01033	NETBALL FEES			-1162.55	
01053	SOCCER FEES			-883.37	
01063	SKATING FEES			-5.09	
01103	VACATION PROGRAMMES			-16093.65	
01123	TEAM NOMINATIONS			-119.00	
01143	CONTRIBUTION- UMPIRE FEES			-34.09	
01153	GYM CASUAL			-852.00	
01163	GYM MEMBERSHIP FEES			-5269.18	
01173	GYM SPECIALS INCOME			-270.00	
01183	CLASSES INCOME - CASUAL			-186.00	
01193	GYM HIRE FEES			-300.37	
01203	SUNDRY INCOME - REC CTE			-1455.68	
01213	STADIUM HIRE FEES - SPORT			-402.00	
01243	CRECHE			-92.95	
01253	KIOSK INCOME- REC CTE			-73.09	
OPERATING EXPENDITURE					
-----					
43692	CONSULTANCY - CTE MANAGER				18290.00
43702	SALARIES - PERMANENTS				7875.64
43712	WAGES CASUAL INSTRUCTORS				4310.42
43722	WAGES - CASUALS				10755.45
43732	SGC SUPER - REC CTE				1813.59
43752	EVENT EXPENSES				796.00
43772	RUBBISH REMOVAL REC CTE				1009.10
43792	SUNDRY OFFICE EXPENSES				689.05
43822	CLEANING EXPENSES				404.13
43832	ELECTRICITY CHARGES				3710.94
43842	PROPERTY MAINTENANCE		14000.00		27916.13
43852	WATER CHARGES - REC CTE				2312.25
43862	SUNDRY EXPENSES - REC CTE				5048.70
43882	VACATION PROGRAMS				3317.99
43892	TELEPHONE EXPENSES				1319.10
43902	OPERATIONAL SUBSIDY REC C		50000.00		22685.00
SUB TOTAL OPERATING			64000.00	-27275.39	112253.49
-----					
TOTAL ARMADALE RECREATION CENT			64000.00	-27275.39	112253.49

SCHEDULE M61 Printed at 08:09 on 03 NOV 2003  
 CITY OF ARMADALE  
 LIBRARY ADMINISTRATION  
 FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

A/C	PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
		INCOME	EXPEND	INCOME	EXPEND
LIBRARY ADMINISTRATION					
OPERATING INCOME					
07113	PIENET INCOME	-3500.00		-1281.26	
20873	SG GRANT-CHILDRENS BK CNL	-1000.00		-1000.00	
20933	LOST & DAMAGED BKS S/DRS			-4775.27	
OPERATING EXPENDITURE					
30002	SALARIES - LIB ADMIN		154000.00		57286.89
31962	VOL SUPER LIB ADMIN		6200.00		1513.44
32912	SGC SUPER LIB ADMIN		13400.00		4959.47
33832	COMP PREMIUM - LIB ADMIN		5000.00		514.00
37222	STATIONERY & PRINTING		1800.00		463.76
37232	SUNDRY OFFICE EXES		1000.00		496.25
37242	OFFICE MATERIALS LIB ADM		1500.00		45.00
37252	LIBRARY RESOURCES LIB ADM		4000.00		17.98
37262	STAFF TRAINING LIB ADM		4500.00		63.64
46282	VEHICLE OP ARM/LIBRARY		8000.00		1939.13
51412	MARY DURACK AWARD		1000.00		509.09
52272	CONTRIB'N TOURISM GROUPS		40000.00		23200.00
53902	CHILDRENS BOOK WEEK		1000.00		1030.00
65402	PIENET		6000.00		2188.56
71384	LOCAL HISTORY COLLECT-LIB		13538.00		6053.08
SUB TOTAL OPERATING		-4500.00	260938.00	-7056.53	100280.29
CAPITAL INCOME					
CAPITAL EXPENDITURE					
SUB TOTAL CAPITAL					
LIBRARY ADMINISTRATION		-4500.00	260938.00	-7056.53	100280.29



SCHEDULES M6-M10, M47 TO M61 08:09 on 03 NOV 2003  
CITY OF ARMADALE  
SUMMARY - COMMUNITY SERVICES DIRECTORATE  
FINANCIAL STATEMENT FOR THE PERIOD ENDED 31 OCT 2003

PARTICULARS	BUDGET 2003/04		ACTUAL 2003/04	
	INCOME	EXPEND	INCOME	EXPEND
<b>OPERATING</b>				
DOG CONTROL SERVICES	-207050.00	300649.00	-79299.27	93278.98
STOCK (ANIMAL) CONTROL SERVICE	-1500.00	59500.00	-360.00	18343.27
FIRE CONTROL SERVICES	-295200.00	383375.00	23321.05	85961.21
OTHER LAW AND ORDER	-14200.00	97550.00	-4704.83	26502.51
STATE EMERGENCY SERVICE	-50500.00	57067.00	-12625.00	8517.81
RECREATION ADMINISTRATION	-31600.00	248400.00	-647.28	65837.95
ARM RECREAT EARTH DISCOVERY	-4200.00	12200.00	-174.64	1530.14
ARMADALE AQUATIC CENTRE	-335200.00	575400.00	-4047.87	130002.74
KELMSCOTT POOL				9215.72
ARMADALE LIBRARY	-22500.00	372000.00	-4764.38	128790.20
KELMSCOTT LIBRARY	-10200.00	341700.00	-2936.82	106615.73
WESTFIELD LIBRARY	-9400.00	298600.00	-2082.18	81880.33
CULTURAL EVENTS	-44300.00	253700.00	-2110.01	38129.55
A-K SENIORS CENTRE MANAGEMENT	-15100.00	15600.00	-8747.50	5143.92
HISTORY HOUSE		91555.00		24081.50
COMMUNITY DEVELOPMENT	-188950.00	929660.00	-46323.73	259953.77
NEIGHBOURHOOD IMPROVEMENT PROG	-147500.00	235684.00	-141958.00	19212.74
COMMUNITY SERVICES ADMINISTRATION	-200.00	155100.00	-20.00	45465.89
ARMADALE RECREATION CENTRE		64000.00	-27275.39	112253.49
LIBRARY ADMINISTRATION	-4500.00	260938.00	-7056.53	100280.29
<b>SUB TOTAL OPERATING</b>	<b>-1382100.00</b>	<b>4752678.00</b>	<b>-321812.38</b>	<b>1360997.74</b>
<b>CAPITAL</b>				
FIRE CONTROL SERVICES		286900.00		79921.62
RECREATION ADMINISTRATION		20300.00		
ARMADALE AQUATIC CENTRE		28000.00		
HISTORY HOUSE	-5700.00	2000.00	-2296.99	1500.00
<b>SUB TOTAL CAPITAL</b>	<b>-5700.00</b>	<b>337200.00</b>	<b>-2296.99</b>	<b>81421.62</b>
<b>TOTAL</b>	<b>-1387800.00</b>	<b>5089878.00</b>	<b>-324109.37</b>	<b>1442419.36</b>



## ARMADALE HIGHLAND GATHERING

### MINUTES

**OF THE MEETING HELD ON TUESDAY, 14 OCTOBER 2003 AT THE CITY OF ARMADALE  
ADMINISTRATION CENTRE, COMMENCING AT 6.10 PM**

#### 1. ATTENDANCE AND APOLOGIES

**Present**

Cr Jim Stewart – Chair  
Barbara Ewing  
Ken Manolas  
Andy Giglia  
Peter Andrews

Melanie Green

City of Armadale  
Australian Pipe Band Association WA  
Australian Pipe Band Association WA  
Individual Member  
Western Australian Metropolitan  
Regional Committee of Highland Dancing  
City of Armadale

**Observers**

Audrey Saunders  
Peter Saunders

Royal Scottish Country Dance Society  
Royal Scottish Country Dance Society

**Apologies**

Thelma Dry  
Barbara Ross  
Margaret Dunne  
Mike Dunne

Royal Scottish Country Dance Society  
Caledonian Society of WA  
Southern Districts Cycling Club  
Southern Districts Cycling Club

#### 2. CONFIRMATION OF PREVIOUS MINUTES

**RESOLVED**

**The Minutes of the meeting held on 9 September 2003 confirmed.**

#### 3. BUSINESS ARISING

### 3.1 Addressing of the Haggis

This item has not been included in this year’s entertainment program due to there not being a suitable person available to perform the Addressing of the Haggis. The Event program has now been finalised and letters sent to all performers confirming times.

#### **RESOLVED**

**That the information be received.**

## 4. CORRESPONDENCE

### Inwards

Letters declining invitation to participate.  
Registration forms  
Emails from Police Pipe Band re main stage entertainment.  
Email to Rockingham Pipe Band confirming that the City can lend merchandise  
Letter from Armadale Family centre re popstick raffle  
Emails from Jay Waller re heavy events  
Emails from Southern District Cycling Club re promotion of cycle races

### Outwards

Invitations and registration forms sent to Scottish Foods providers, ride/craft and food vendors  
Emails to Police Pipe Band re main stage entertainment.  
Email to Rockingham Pipe Band re loan of merchandise  
Media Release re heavy event participants (Community and West Australian Newspapers)  
Emails with Jay Waller re heavy events  
Letter to Alannah MacTiernan re posters in trains  
Emails to Southern District Cycling Club re promotion of cycle races

#### **RESOLVED**

**That correspondence be received.**

## 5. PORTFOLIO REPORTS

### 5.2 Entertainment – Cr Jim Stewart, Events Coordinator

The Entertainment program has been finalised with confirmation letters sent to all participants.

*The entertainment program was endorsed by the Committee. Committee discussed the March of the Clan and mass pipe band and agreed that those wishing to participate will meet at the car park at the back of the chapel/courthouse for a 3pm departure.*

*The order of the March will be Pipe bands, Council, Clans, Scottish Group, followed by the cyclists.*

**5.3 Heavy Events - Jay Waller**

*Jay Waller advised the Events Coordinator that he has a number of helpers from his gym class, one Marshall and Alistair Courtney has volunteered to assist as well. A story in this edition of the local paper promotes a try-out for heavy event participants on the 2<sup>nd</sup> November at 1pm at Minnawarra Park. The Events Coordinator also advised that Scotch College are no longer running Heavy Events activities and the City of Armadale has expressed an interest in acquiring any surplus equipment.*

**5.4 Ceilidh – Alistair Wilson, Events Coordinator**

*The Events Coordinator advised that an article in the local paper on the inclusion of the WA Police Pipe Band as the headline act for the Ceilidh has drawn considerable interest. Everything else involved with the Ceilidh is proceeding according to plan.*

**5.5 Highland Dancing Competition – Peter Andrews**

*Peter Andrews reported that everything is on track and that the paperwork would be forwarded to the Events Coordinator in the near future. Peter and Henk discussed that three highland dancing girls will need to be available at 4.30pm for the presentation of the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> winners of the main cycle race.*

**5.6 Royal Scottish Country Dancing Displays – Thelma Dry**

*In Thelma’s absence, Audrey advised that they were on track as per the entertainment program.*

**5.7 Site Layout & Vending Management – Andy Giglia, Events Coordinator**

*The Events Coordinator and Andy Giglia reported that everything was on track.*

**5.8 Pipe Band Competition – Ken Manolas**

*Ken Manolas advised everything is on track. David Whitmarch will be the MC; Barbara Ewing will be doing the paperwork. The PA is charged up and will definitely stay for the announcements. The Events Coordinator asked the pipe band association forward to her as soon as possible the names of the band who will be participating along with a start time. The Events Coordinator also asked that if possible no competition be held at 12 noon so that the official opening can proceed uninterrupted on the main stage.*

**5.9 Marketing & Sponsorship – Events Coordinator**

A letter has been sent to Alannah MacTiernan re putting our posters up in the trains.

A media release has been sent to the “Comment” newspaper and “The West Australian” newspaper to generate participants in the heavy events.

*The posters will be ready next week and the Events Coordinator asked if Committee members could distribute this as per previous years. The Events Coordinator has organised*

*with the Public Relations Officer several stories promoting the forthcoming Gathering in the local paper and also “The West Australian” newspaper. The marketing will increase now that the event is close, including promotion via websites, radio announcements and other media stories. There was discussion on holding the event on a Saturday versus Sunday. The Events Coordinator also advised that Woolworths would not be able to sponsor the event this year due to a change in their sponsorship policy but they are hoping to be able to participate once again next year.*

#### **5.9 Cycling Event – Henk Vogels, Michael and Margaret Dunne**

Cycling promotional material has been produced and put out on the City’s counters for interested parties. The program has also been completed.

*Everything is on track. Henk advised that they would not be putting up their own finish line this year and asked if they could collect the poles from the depot and set this up in the sleeve in the ground.*

*Also they asked if the new banner that goes above the finishing line could have holes placed in it to make it less of a sail. The committee discussed organising a story on the competitors and the Event Coordinator was given a contact to facilitate this.*

*The Events Coordinator gave Henk Vogels a contact for someone who provides a cycling calendar that may be approached to promote the cycle races for next year. Henk advised that he is recruiting volunteers for the road closures and crowd control.*

*The Events Coordinator advised that a recommendation from last year’s debrief was that the car toot its horn on the warning laps.*

#### **5.10 Food and Craft Vending – Events Coordinator**

The Events Coordinator has approached The Clansman restaurant, Aristocrat Foods, Britannia, Grand Lodge of Scottish Freemasons and Grinners Caterers but none of these organizations is willing to sell Scottish food at the event.

In addition to contacting the above companies, a letter followed up by a personal telephone call to 6 other companies who manufacture various Scottish food products inviting their participation for free tastings has also been declined.

Barbara Ewing advised the Events Coordinator that the Scottish Heritage Society will be having a craft stall at this year’s Gathering.

*The Events Coordinator advised details of vendors who had forwarded their registration forms giving their intention to participate at this year at the event.*

#### **5.11 Finance**

Woolworths State office have advised that due to changes from their head office, all sponsorship will be organised by the local branches who are able to offer gift vouchers. The State Office has declined the request for cash sponsorship but have donated a \$100

voucher for use as a prize. This lack of sponsorship means that the event will have financial constraints.

**RESOLVED**

**That the portfolio holders’ reports be received.**

**6. GENERAL BUSINESS**

**6.1 Popstick Lucky Dip**

The Armadale Community Family Centre will be conducting the children’s free face painting. They have written requesting approval for a popstick lucky dip similar to that held for the past 2 Gatherings. The lucky dip is a fun one for the children where prizes are won immediately hence no names and addresses are taken. The lucky dip will be located adjacent to their face painting area and will be non-invasive.

**RESOLVED**

**That the Armadale Community Family Centre be given permission to hold a popstick lucky dip next to their face painting area.**

**6.2 Stage**

*A concern about the size of the stage was raised by Andy Giglia and the Scottish Country Dancing members. They also requested that their performance on the program be scheduled to avoid conflict with other performers. After considerable discussion, Committee agreed that the Scottish Country dancing advise if the stage is adequate with the current configuration and no bands set up and will report back at the debrief.*

**RESOLVED**

**That the Scottish Country Dancing group report back at the debrief and advise if the stage size is adequate.**

**6.3 Scottish Heritage Society**

*Barbara Ewing advised that the Scottish Country Heritage Society do wish to hold a craft stall and that the Events Coordinator forward to them the required paperwork.*

**RESOLVED**

**That the information be received.**

**6.4 November meeting**

*Andy Giglia asked if the dinner after the Committee meeting could be moved from the Sun Hing to the Happy Gathering.*

**RESOLVED**

**That the Events Coordinator cancel the Sun Hing and move the booking to the Happy Gathering.**

**6.5 Contact List**

*The Events Coordinator passed around to Committee members the contact list from last year and asked if everyone could peruse this list and make any amendments.*

**RESOLVED**

**That the information be received.**

**6.6 Scottish CD**

*Cr Jim Stewart made mention of a Scottish CD where proceeds of the sale helps the charities.*

**RESOLVED**

**That the information be received.**

**6.7 Heritage FM**

*The Events Coordinator advised that she had approached Heritage FM re playing Scottish music on the day of the Gathering.*

**RESOLVED**

**That the information be received.**

**6.8 Ideas for 10<sup>th</sup> Birthday**

*The Events Coordinator asked the Committee to think of ways that the 10<sup>th</sup> birthday could be celebrated. A suggestion was to give all those turning 10 in the year 2003 and who attend the event a special treat i.e. products from those donated by vendors, liaise with the Armadale Family Centre re painting 10 year old faces with a special design commemorating the 10<sup>th</sup> birthday, a prize draw, free passes, i/e pool passes, passes from MacDonald's, the Police Pipe band may have copies of the old CD that they would be happy to give away as prizes, local business may wish to give a 10% discount voucher.*

**RESOLVED**

**That the Events Coordinator be endorsed to organise 10<sup>th</sup> birthday celebration activities.**

**7. NEXT MEETING**

The forthcoming meetings will be held on:

- **Tuesday 11 November, 2003 (Dinner at Happy Gathering after meeting.)**
- **Tuesday 9 December, 2003 (debrief)**

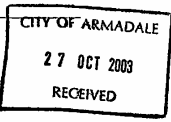
**8. CLOSURE**

The meeting closed at 7.40pm





**ARMADALE POLICE AND CITIZEN'S YOUTH CLUB  
MANAGEMENT COMMITTEE MEETING**



**DATE:** Wednesday 15<sup>th</sup> October 2003  
**VENUE:** Armadale Police and Citizen's Youth Club  
**MEETING OPENED:** 4:05pm  
**CHAIR PERSON:** S/Sgt Kim Fergusson  
**MINUTE TAKER:** Ian Lannary  
**PRESENT:** S/Sgt Kim Fergusson  
1<sup>st</sup> Class Const Gordon Musulin  
Alexandra Lewis  
Carl Askew  
Pam Quinlivan  
Colin Parker  
John Knezevich  
Ian Lannary

**GUESTS:** Nil

**APOLOGIES:** Pam Walker  
Christine Heinz  
S/Const Rod Gittos  
APLO Kylie Stack  
Ivan Bulich  
Hans Mengel  
John Landwher

**CONFIRMATION OF MINUTES OF PREVIOUS:**  
Moved Pat Quinlivan / Alexandra Lewis that the Minutes of the previous meeting held on the 17/09/03 were a true and correct record of that meeting and should be signed as such.

**CARRIED**

**BUSINESS ARISING FROM MINUTES:** Nil

**CORRESPONDENCE OUTWARDS AND INWARD:**  
Moved that inward correspondence be accepted and outward confirmed, as tabled.

**TREASURERS' REPORT:**

The financial report for the month of September 2033 was presented and tabled.

Moved Alexandra Lewis / Pat Quinlivan that the Financial Report be received and accounts as tabled be passed for payment and that accounts paid be ratified.

**CARRIED**

**MANAGER'S REPORT:**

- Gym Costs major concerns currently reviewing Instructors and Duty Manager's wages and hours. \$21,000.00 savings overall in restructuring Duty Manager's and Gym Instructor's hours.
- Rebecca Liddlelow the Gym Manager has resigned.
- Zoe O'Shea currently filling above position as she has completed an accredited course in Gym Management.
- Looking at advertising both the Gym and other activities.
- Jamie Bennet having completed the OHS Manual and Induction Manual is currently compiling a file for the Work Experience students.

**GENERAL BUSINESS:**

**Recreation Centre Update**

Pat Quinlivan has had very positive feedback coming back from the City of Armadale in relation to the partnership with PCYC. Gordon Musulin thanked Pat for his positive comments and expected that it would take approximately six months before the Club would really start to pick up, we are looking forward to bigger and better opportunities in the near future.

The name Armadale Arena was put forward to the Committee meeting and was formally accepted by the Committee.

**CARRIED**

**Shed and Storage**

- Upgrade stages four.
- Cladding on court three.
- Build storage area outside court three.
- Replace netting on court three.
- Bus shed 12 X 10 to be built to house buses and trailers.
- Crèche outdoor area to be completed.
- Painting of walls.
- Sheeting skylights / vents on courts one and two.

Discussion ensued regarding costings of the above items.

**Disco's**

A structural engineer was engaged to advise the PCYC on the suitability of suspending our disco lights from the roof. The findings were that we are unable to suspend gantry with disco lights from the roof. The structural engineer did advise

however that we could have a trampoline harness suspended from the beam, subject to a weight restriction. The possibility of a mobile disco unit was also discussed.

**Climbing Wall**

The City of Armadale voted to contribute \$15,00.00 towards the Climbing Wall that the Armadale PCYC is interested in purchasing from America. The Armadale PCYC Committee would like to acknowledge the City of Armadale for their generous support in the purchase of this item. This financial support will allow the Armadale PCYC to obtain the Climbing Wall much sooner than anticipated. Discussion ensued regarding the final requirements regarding costing, deposit availability and delivery date of the Climbing Wall.

**Insurance**

The Federation of PCYC has secured insurance from CIF, which is actually part of risk cover. The cost of insurance should not greatly exceed last year's figures. The possibility of obtaining insurance cover through the City of Armadale was also discussed.

**School Holiday Program**

The new pay structures for staffing under the new regulations for the School Holiday Programs means that our fees don't realistically recoup significant amounts for the responsibility for the care of children.

**Staff Training**

S/Sgt K Fergusson has decided that APLO K Stack will be working from Armadale Station two days a week to enhance her Policing skills. John Knezevich requested a report from APLO K Stack regarding the Mornington trip with the get a grip program. Jon Knezevich also suggested that the Armadale PCYC puts a formal request into the City of Armadale for free passes to the Aquatic Centre to be used in conjunction with the Crime Prevention programs.

**Disco**

Colin Parker asked when the next Disco would be held and when we expected to have the lights installed. Gordon Musulin said that the club is still in the process of having the disco lights installed, and the next disco would be held as soon as possible after they were. He also suggested that we would have to advertise this disco with lots of door prizes and other incentives, as the club has not had a disco for a few months.

**Maintenance**

- Front door not opening (Already on maintenance list to the City)
- Sharp edge to bottom of stairs to boning area. (Already on maintenance list)

**Trampoline**

Colin asked if the apparatus has been purchased, if it is certified equipment and if the Roman Rings were also certified. Gordon Musulin said all the equipment purchased had to be certified.

**Quiz Night**

Quiz Night has been booked for the 6<sup>th</sup> March 2004 and the Committee will now look at obtaining prizes and other giveaways for the evening.

**Official Opening**

After much discussion it was decided that the official opening would be late November early December allowing up to six weeks notice for invitation of dignitaries. Gordon also suggested the expertise of Tony McEntee could be utilised to plan the official opening.

**ITEMS TO BE CARRIED FORWARD TO NEXT MEETING:**

Nil

**CLOSURE:** There being no further General Business, the meeting is declared closed at 5:25pm.

**NEXT MEETING:** 19<sup>th</sup> November 2003 at 5:00pm.

## MINNAWARRA FESTIVAL COMMITTEE

### MINUTES

OF THE MEETING HELD ON TUESDAY, 4 NOVEMBER 2003 IN THE COMMITTEE ROOM AT THE CITY OF ARMADALE ADMINISTRATION CENTRE COMMENCING AT 6.10 PM.

#### 1. ELECTION OF OFFICE BEARERS

*The Events Coordinator invited nominations for the positions of Presiding Member, Deputy Presiding Member and Secretary for the period up until the next Local Government elections in May 2005.*

##### 1.1 Presiding Member

**RESOLVED**

**That Cr Cominelli be elected to the position as Presiding Member for the period up until the next local Government elections in May 2005.**

##### 1.2 Deputy Presiding Member

**RESOLVED**

**That Cr Stewart be elected to the position as Deputy Presiding Member for the period up until the next local Government elections in May 2005.**

##### 1.3 Secretary

**RESOLVED**

**That the Events Coordinator be elected to the position as Secretary for the period up until the next local Government elections in May 2005.**

#### 2. ATTENDANCE AND APOLOGIES

##### Present

Cr Cominelli (Chair)	City of Armadale
Cr Stewart	City of Armadale
Gordon Mason	Armadale-Kelmscott Lions Club
John Lemmey	Rotary Club of Armadale
Bree Hartley	Community Representative

Melanie Green                      City of Armadale

**Apologies**

Michelle Ramsey                      Armadale Tourist Centre

**3. COMMITTEE MEMBERSHIP**

**Please note that Committee members should make every endeavour to attend meetings to ensure a quorum is met. At the last two meetings, August and September, a quorum was not reached which meant that no decisions could be made.**

*Chairperson welcomed Bree Hartley to the Committee.*

**RESOLVED**

**That the information be received.**

**4. CONFIRMATION OF PREVIOUS MINUTES**

**RESOLVED**

**That the Minutes of the meeting held on 13 April 2003 be confirmed.**

**5. BUSINESS ARISING**

**5.1 Date of Next Year’s Event**

In line with Council’s previous resolution, it is recommended that the 2004 Minnowarra Festival be held on Saturday 3 and Sunday 4 April.

The following weekend is Easter and the commencement of the school holidays, which makes this unsuitable. The 3<sup>rd</sup> and 4<sup>th</sup> of April works well with the Concerts in the Park series and enables Minnowarra Festival to have a feature act on the Saturday that is part of this series. It may mean that we will have to source new Craft vendors who are not committed to the Kalamunda Craft Markets on the Saturday. Kalamunda Show is on Friday 2<sup>nd</sup> and 3<sup>rd</sup> April.

**RECOMMENDATION 6**

**That the 2004 Minnowarra Festival be held on the weekend of Saturday 3 and Sunday 4 April.**

## 6. ALLOCATION OF PORTFOLIOS

### RESOLVED

That portfolios be allocated as follows:

- 6.1 Aboriginal Cultural Zone – Mort & Vivienne Hansen, Events Coordinator, Sue Allen
- 6.2 Amusement Rides and Amenities – John Lemmey, Events Coordinator
- 6.3 Art Exhibition – Elisabeth Rechichi, Events Coordinator, Sue Allen
- 6.4 Children’s Activities – Events Coordinator, Viv Hansen, Kim Fletcher, Bree Hartley
- 6.5 Craft vending – Michelle Ramsey, Events Coordinator, Sue Allen
- 6.6 Displays and Exhibits – Ernie Dean, Events Coordinator, Sue Allen
- 6.7 Entertainment – Cr Jim Stewart, Events Coordinator, Sue Allen, Bree Hartley
- 6.8 Finance – Events Coordinator
- 6.9 Food vending – Events Coordinator, Sue Allen
- 6.10 Marketing and sponsorship – Events Coordinator, Sue Allen
- 6.11 Youth Space – Armadale Youth Resources, Events Coordinator, Community Development
- 6.12 Seniors’ Activities – Cr Allison Cominelli, Events Coordinator, Sue Allen
- 6.13 Site pack up/pack away – Gordon Mason, Kim Fletcher, John Lemmey, Events Coordinator, Mort Hansen
- 6.14 Site Management/Layout – Gordon Mason, Michelle Ramsey, Events Coordinator

## 7. CORRESPONDENCE

### Inwards

Replies to invitations from the Indian Harley Club (Bunbury) Inc., Julie Plumstead and Gosnells & Districts Group of the Wood turners Association of WA.

### Outwards

Invitation to participate sent to car clubs  
Grant application for dedicated seniors’ area  
Letter re increasing artists input to ArtsWA  
Email seeking new craft contacts  
Contract for Curator of Minnowarra Festival Art Award  
Advertisement for invitations to participate in Minnowarra Festival Art Award  
Letters to local artists to participate in Minnowarra Festival Art Award



**RESOLVED**

**That correspondence be received.**

**8. GENERAL BUSINESS**

**8.1 Youth Space**

Discussions have been ongoing with CANWA, Armadale Youth Resources, Youth Advisory Committee (YAC) and Community Development staff members regarding incorporating youth activities at the 2004 event. The Youth Officer has been in contact with the local high schools re inviting their participation. To date, the schools are enthusiastic in taking part in performances. They will also be invited to have a display.

We are also looking at inviting:

- the PCYC’s new climbing wall,
- the YMCA bus,
- others as suggested by YAC to incorporate other youth activities at the event.

Instead of having a dedicated Youth Space, it was suggested that the youth activities and performances be incorporated into the overall event. All musical performances will be performed by local students and suitable for family viewing.

**RESOLVED**

1. **That the youth activities and performances be incorporated into the overall event.**
2. **That the Events Coordinator be endorsed to work with YAC and other sources to facilitate youth activities and performances at the event.**

**8.2 Young Innovators Competition**

A letter has been received from the Uniting Church who run a Young Innovators Competition. This is a competition where the youth of the district display work that they have made themselves with help from their teacher’s at Armadale Senior High School and the Serpentine Jarrahdale Youth Activity Centre.

For 2004, they would like to exhibit the entries at Minnowarra Festival and have requested an area of approximately 9m x 6m to facilitate this. This area could be incorporated into the car displays currently held on Orchard Avenue.

**RESOLVED**

**That the Uniting Church be invited to exhibit entries from the Young Innovators Competition at Minnowarra Festival and asked to submit completed paperwork to comply with the normal registration process.**

**8.3 Roleystone Theatre**

Committee suggested that contact be made with the Roleystone Theatre inviting their participation and suggesting they may be interested in roving, stage performance (2 stages) or a children’s workshop.

**RESOLVED**

**That the Events Coordinator write a letter to the Roleystone Theatre inviting their participation, in the 2004 festival.**

**8.4 Heritage Area**

The Events Coordinator outlined a suggestion that an old time/heritage area displaying crafts and other heritage artefacts be displayed in a central area. Ideas for this are:

- Old time crafts which could be located near the heritage precinct.
- Contacts for this could be Jeff Munn’s wife for cross-stitching, Bree’s friends mother for quilting, Bert Tyler for rope making or lace making.
- Spinners, weavers etc and a display by the machinery preservation group.

It was suggested that these people be invited to dress in heritage costumes. Cr Cominelli advised that the Roleystone Theatre hire out these costumes.

**RESOLVED**

**That the Events Coordinator continue to investigate the proposal for a heritage display and an update be provided to the next meeting.**

**8.5 Begonia Society**

The Events Coordinator advised that unfortunately the Begonia Society will not be participating in the 2004 Minnowarra Festival which frees up the Armadale Hall.

The Events Coordinator suggested that this area be utilised for:

- The Armadale Society of Artists, who could do a demonstration in the park with signage pointing to the fact that they have an art exhibition up in the hall with art works for sale.

- Other flower groups such as the Rose Society, Orchids, and Gerberas etc. Bree has a contact for a person who is involved in a flower group. It was suggested that these people put on a display with products for sale but also have flower-arranging workshops.
- Another type of craft.

The Committee asked the Events Coordinator to invite the Armadale Society of Artists to participate.

**RESOLVED**

**That the Event Coordinator write to the Armadale Society of Artists inviting their participation, in next years festival.**

**8.6 Public Address**

The Events Coordinator advised that a local PA company is currently employed to do the sound for Armadale Highland Gathering and also the Blues Concert. It was suggested that Committee members listen to the quality of sound at the Armadale Highland Gathering and report back and advise if this company would be suitable for providing the sound at Minnawarra Festival.

**RESOLVED**

**That Committee members listen to the sound at Armadale Highland Gathering and report back to the Committee.**

**8.7 Theme**

The year of 2004 is the International Year of Rice; WA – Year of the Built Environment. The Events Coordinator to research to ascertain what the “Year of” 2005 is and report back to the Committee.

**RESOLVED**

**The Events Coordinator to advise what the “Year of” is for 2005.**

**9. NEXT MEETING**

The next meeting to be held on Tuesday, 2 December commencing at 6.00 pm in the Committee Room.

Forthcoming meetings have been scheduled for Tuesday:

- 3 February 2004
- 2 March 2004
- 16 March 2004

- 13 April 2004 debrief

**10. CLOSURE**

Meeting closed at 7.00pm.