

CITY OF ARMADALE

MINUTES

OF COMMUNITY SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 25
JUNE 2002 AT 7.00 PM

PRESENT: Cr J A Stewart (Chairman)
Cr V L Clowes-Hollins
Cr J D Cumming
Cr F R Green
Cr G M Hodges (Deputy for Cr A L Cominelli JP)
Cr J Knezevich
Cr R C Stubbs AM

APOLOGIES: Cr A L Cominelli JP (Leave of Absence)

OBSERVERS: Cr L Reynolds JP

IN ATTENDANCE: Mr R S Tame Chief Executive Officer
Mr A F Maxwell Executive Director – Community &
Corporate Services
Mrs J Dudley Executive Manager Business Services
Mr C Askew Executive Manager Community Services
Mrs Y Ward Minute Secretary

Public: Nil

DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was not read by the Chairman, given no members of the public were present at the meeting.

DECLARATION OF MEMBERS' INTERESTS

Nil

DEPUTATION

Nil

QUESTION TIME

Nil

ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 12

The following items were included for information in the Community Services section:

- **Outstanding Matters**
 - Report on Outstanding Matters - Community Services Committee
 - Monthly/Quarterly Departmental Reports
 - Library Department General Report – May 2002
 - Manager Accounting Services Report – 10 June 2002
 - Manager Ranger & Fire Services Report – May 2002
- **Finance**
 - Financial Statements – for the (48) week period ended 31 May 2002
- **Minutes from Occasional/Advisory Committees**
 - Armadale-Kelmscott Senior Citizens' Mgt Committee – 15 April 2002
 - South East Regional Recreation Advisory Group – 16 May 2002
 - Youth Advisory Committee Minutes – 25 February 2002
 - Youth Advisory Committee Minutes – 29 April 2002

Committee noted the information – no items were raised for discussion and/or further report purposes.

CONFIRMATION OF MINUTES

RESOLVED

Minutes of the Community Services Committee Meeting held on 28 May 2002, be confirmed.

I N D E X

COMMUNITY SERVICES COMMITTEE

25 JUNE 2002

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Finance

SCHEDULE OF CHEQUE PAYMENTS

MANAGER ACCOUNTING SERVICES REPORTS

C97/02 RECOMMEND

1. **Payments totalling \$3,235,484.26 on Vouchers 42275-42279, EF4366-
EF4708 and 102122-102126, drawn upon the Municipal Fund, be
received.**
2. **Cheque payments totalling \$57,842.34 on Vouchers 89283-89420,
drawn upon the City Treasurer's Advance Account, be received.**
3. **Cheque payments totalling \$2,480,000.00 on Vouchers 500415-500416,
drawn upon the Reserve Fund, be received.**

Moved Cr Green

MOTION CARRIED (7/0)

Finance

STATUTORY FINANCIAL REPORT

MANAGER ACCOUNTING SERVICES REPORTS

The Statutory Financial Report for the (11) months ended 31 May 2002 as required in accordance with Clause 34 of the Local Government (Financial Management) Regulations 1996, is presented. **(Refer to Attachment “A-1” – as circulated with the Agenda.)**

Commentary

All graphs have been amended to include the revised budget position. The graphs show both the adopted budget and the revised budget where applicable. (Refer to Attachment “A-2” – as circulated with the Agenda.)

Year to Date Net Operating Position (see also City of Armadale Net Position)

Actual cash flow position shows a surplus of \$5.8m. Once non-cash transactions such as movement to provisions are effected (approximating \$6.6m), the net position would be in line with the budget deficit. This is confirmed by the City of Armadale Net Position graphs that take non-cash transactions into consideration.

Investment Interest

The accumulated year to date interest revenue is on target with the revised year to date budget estimations.

Investments

Investment activity is decreasing to fund the expenditure. This represents our normal operating trend for this time of the financial year. We have \$1.5m more under investment than at the same time last year. The excellent results from increased collection efforts on both rates and sundry debtors contributed \$600k to the cash position against the same period same year.

Grants

Budgeted grant revenues will be regularly received until year-end. Several grant applications are currently undergoing assessment by the funding bodies.

Sundry Debtors

Focus remains on high volume, long outstanding debtors. There has been a significant reduction (\$350k) in the debtor's position throughout the year. This improves the City of Armadale's overall cash flow.

Finance

Rates Debtors

The graph continues to reflect the steady decline in the level of outstanding rates arrears. The year-to-date position is \$250k better than at the same time last year. Alternative collection options are being examined.

C98/02 RECOMMEND

That Council receive the Statutory Financial Report for the (11) months ended 31 May 2002.

**Moved Cr Clowes-Hollins
MOTION CARRIED (7/0)**

Finance

SUNDRY DEBTORS

WARD All
FILE REF: FIN/1
DATE 17th June 2002
REF JPD
RESPONSIBLE Executive Manager
MANAGER Business Services

In Brief:

- Status report on outstanding debtor management
- Recommend that debts of \$5,787.85 be written off.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Corporate Services: to achieve maximum community benefit from effective use of resources.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

At 7th June 2002, the balance attributed to outstanding debts is \$642,138

Provision for all doubtful debts is \$82,378. An additional \$40,000 is included in this financial year's budget to increase the provision to \$122,378.

Consultation

Nil

BACKGROUND

A regular monthly overview of the status of all outstanding debtors is to be reported to the Community Services Committee.

DETAILS OF PROPOSAL

The status of Sundry Debtors at 7th June 2002 is summarised in the following table:

Finance

TOTAL	Current	One month	Two months	Three months	Four months & Over
\$642,138	\$0	\$263,938	\$83,241	\$13,599	\$281,358
100%	0%	41%	13%	2 %	44%

COMMENT

Analysis

The listing of major long-term outstanding debtors at 7th June 2002:

Name	Amount	Percentage of Total	Movement from last report
<i>WORKS CONTRIBUTIONS</i>			
Water Corporation/Acacia Brook	\$24,029		⇔
Water Corporation Reinstatements	\$17,362		⇔
Brigade Road Syndicate	\$19,506		⇔
Subtotal	\$60,897	22%	⇔
<i>SUNDRY DEBTORS over \$6000 – LOAN/ SERVICES</i>			
ARKS Rugby Union	\$7,849		⇔
Armadale Rugby League	\$8,804		⇔
Armadale Sporting Club	\$121,778		↑
Kelmscott Football Club	\$17,201		↑
Subtotal	\$155,632	55%	↑
<i>Others under \$6,000</i>			
Council Policy/Court Imposed	\$27,866		↑
Others	\$36,963		↓
Subtotal	\$64,829	23%	↓
TOTAL 112	\$281,358	100%	↑

Other long-term outstanding debtors with balances less than \$6000 can be broken down as follows:

Name	Amount	Percentage of Total
<i>WORKS CONTRIBUTIONS</i>		
Chamber of Commerce (festivals)	\$3,000	
South East Chamber of Commerce (festivals)	\$2,000	
C & C Services (Telstra reinstatements)	\$494	
Alinta Gas (Reinstatements)	\$3,505	
Gazebo Management (F/dale study contrib.)	\$5163	
Western Power (Reinstatements)	\$2,446	
Subtotal	\$16,608	45%
<i>SUNDRY DEBTORS under \$6000 – SPORTING CLUBS</i>		
AK Strikers Tee-ball	\$2,450	
Dale Sports Club	\$4,958	
Forrestdale Cricket Club	\$2,288	
Forrestdale Sporting Assoc	\$1,235	

Finance

Name	Amount	Percentage of Total
South Suburban Badminton	\$470	
Forrestdale Jnr Football Club	\$560	
Roleystone Karragullen Sporting & Recreation Assoc	\$5,572	
Subtotal	\$17,533	47%
<i>Others under \$6,000</i>		
15 Others	\$2,822	
Subtotal	\$2,822	8%
TOTAL 28	\$36,963	100%

The majority of those other sundry debtors under \$6000 are for replacement rubbish bins. These charges will be transferred to the rates notices for the coming year. The amount of \$2,822 includes a credit of \$2,643.64 attributed to the Municipal Workcare scheme that is under investigation.

Two other debtors are worthy of note:

Armadale Golf Course has an outstanding debtors balance of \$1837.85 relating to two transactions that occurred in August 1996 (\$1473.85) and December 1997 (\$364.00). The original invoices have been archived and cannot be readily located. The time of the transactions would indicate the charges do not pertain to the current lease holder and it is therefore recommended that this amount be written off.

Home Ideas Pty Ltd were the previous owners of a Kelmscott property. In January 1999, Ranger Services initiated an invoice for \$3950 for the removal of tree loppings that presented a fire risk. The property was sold in April 1999. Home Ideas Pty Ltd are no longer in business and therefore the money is no longer recoverable.

Conclusion

It is requested that Committee recommend Council write off \$1837.85 pertaining to Armadale Golf Course, and \$3950.00 pertaining to Home Ideas Pty Ltd.

C99/02 RECOMMEND

That Council:

- a. **note the report on Outstanding Sundry Debtors for the period ended 7 June 2002; and**
- b. **write-off the following debts:**
 - **\$1,837.85 Armadale Golf Course**
 - **\$3,950.00 Home Ideas Pty Ltd**

**Moved Cr Clowes-Hollins
 MOTION CARRIED (7/0)**

Finance

DISCUSSION PAPER - ARMADALE SPORTING CLUB INCORPORATED

WARD ALL
FILE REF: A28505/5
DATE 18th June 2002
REF JPD
RESPONSIBLE Executive Manager
MANAGER Business Services

In Brief:

- This report presents for Council's consideration a discussion paper outlining options to addressing the Club's indebtedness to the City.
- *Committee recommended that a meeting be convened urgently with office bearers of the Armadale Sporting Club and its member clubs to address a range of priority issues relating to the debt owed to Council and ongoing facility access/use arrangements.*

Tabled Items

Nil

Officer Interest Declaration

Executive Manager Business Services, Jane Dudley, CPA CFE assisted the Armadale Sporting Club to place their accounts in order.

Strategic Implications

Corporate Services:

- To ensure the Council is a citizen orientated organisation that belongs to the community.
- To achieve maximum community benefit from effective use of resources.

Social Infrastructure

- To foster ownership, pride and a supportive and caring community.

Physical Infrastructure

- To maintain and improve the physical infrastructure for the economic and physical wellbeing of the local community.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

The Armadale Sporting Club's debt is \$122,350.92, of which \$93,126.54 relates to a self-supporting loan (principal and interest). \$29,224.38 relates to water rates, utility and other charges. Remaining loan repayments not yet due are estimated at \$85,000 (principal (\$70,000) and interest (\$15,000)) dependent on negotiations.

Finance

Provision for all doubtful debts is \$82,378. An additional \$40,000 is included in this financial year's budget as a bad debt expense. This means available funds for debt write off is \$122,378. A listing of current debts to Council by all Sporting Groups is presented as an attachment. **(Refer to Attachment "B-1" – as circulated with the Agenda.)**

Consultation

- Armadale Sporting Club
- Community and Corporate Services: Executive Manager Community Services, Manager Recreation and Leisure Services; Manager Information System Services
- Development Services: Environmental Officer; Planning Services Manager
- Technical Services: Property Supervisor, Manager Parks

BACKGROUND

On 4 February 2002, Council resolved (C6/02) as follows:

1. *That Council recommit the matter of the Armadale Sporting Club debt to the February 2002 Community Services Committee meeting, for further report and consideration.*
2. *That Council includes the Gwynne Park Sporting Pavilion on its insurance schedule, with the Club to cover contents and pay any excess arising from a property claim whilst covered under that schedule.*
3. *That Council writes to the Armadale Sporting Club and affiliated clubs advising of the Council's deliberations and the extent of the Club's indebtedness to Council."*

On 26 March 2002 a deputation from the Armadale Sporting Club made a presentation to the Community Services Committee. Committee in response to deliberations arising from the deputation requested that in a future report consideration be given to differing facility use and management models as part of the solution. Accordingly on 4 April 2002, Council resolved (C65/02) to refer the matter to the appropriate Directorate for action and/or report again to Committee.

The other sporting clubs are awaiting Council's management of the debt accumulated by Armadale Sporting Club. Although the quantum of the debt by Armadale Sporting Club is significantly larger than that of other clubs, there is a perception that precedence is being established.

DETAILS OF PROPOSAL

Presented at **Attachment "B-6" – as circulated with the Agenda** – is a Discussion Paper on options to address the Club's indebtedness to the City. The Discussion Paper is of a confidential nature given it deals with matters having commercial value.

Finance

Committee Discussion in brief:

- *Committee discussed the matter at length with the following recommendation reflecting the key elements of the discussions:*
- *Committee was of the view that the Armadale Sporting Club and its member clubs had yet to adequately disclose/demonstrate their full financial position both current and future or a preparedness/commitment to work with Council in addressing their current indebtedness to the City and hence, in part, the recommendation to meet with club officials to discuss these and other related issues in a direct and frank manner;*
- *That the Discussion Paper remain confidential.*

C100/02 RECOMMEND

Amended
full Council
1 July 2002

- 1. That all sporting groups and clubs who are currently in debt to Council for operational costs be required to enter into payment arrangements acceptable to Council that ensure that all operational debts are cleared by the 31st December 2002 at the latest.**
- 2. That a meeting be convened urgently between ~~senior Council representatives~~ Mayor and Chief Executive Officer, Presidents and office bearers of the Armadale Sporting Club (ASC) and its member clubs to canvas the following priority issues:**
 - ❑ **the future viability both financially and operationally of the ASC and each of its member clubs,**
 - ❑ **the implications and future options with regard to repayment of debt to Council and ongoing facility access/use in the event that the ASC is not able to continue to operate,**
 - ❑ **the current and future financial capacity of the ASC and/or its member clubs to meet the ongoing operational costs of the facility and repay the existing Council debt and loan commitments – the discussions in this regard to be based on a financial model developed by Council management which presents options on future facility lease or hire arrangements that also cover debt/loan repayment,**
 - ❑ **future options and opportunities for sporting groups like the ASC and other similar clubs to share Council-provided sporting facilities enabling both sporting groups and Council to better manage their limited resources.**

**Moved Cr Clowes-Hollins
MOTION CARRIED (7/0)**

Meeting adjourned at 8.06 pm and resumed at 8.10 pm.

Miscellaneous

Location Plan - Lot 168 Hickson Ave and Lots 200 & 201 Chamberlain Way, Armadale

LOCATION PLAN



Miscellaneous

****SALE OF LOT 168 HICKSON AVE AND LOTS 200 & 201 CHAMBERLAIN WAY, ARMADALE**

WARD West Armadale
FILE REF: POS/1
DATE 30 May 2002
REF NP
RESPONSIBLE Manager Administration &
MANAGER Governance

In Brief:

- Council's approval is being sought to sell Lot 168 Hickson Ave and Lots 200 and 201 Chamberlain Way, Armadale by private treaty.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Social Infrastructure Item 2.3 *Develop a Strategic Plan for the provision of recreation services and facilities.*

Legislation Implications

Section 3.58 Local Government Act 1995 – Disposing of Property.

Section 5.42 Local Government Act 1995 – Delegation of some powers and duties to CEO.

Section 5.43 Local Government Act 1995 – Limits on delegations to CEO's.

Section 5.45 Local Government Act 1995 – Other matters relevant to delegations.

Land Administration Act 1997

Town Planning and Development Act 1928

Town Planning Scheme No 2

Sale of Land Act 1970

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Proceeds of the sale of the land could realize \$125000 (less sale costs and GST) however this must be directed to a Trust fund and be re-invested into public open space improvement in the precinct.

Consultation

- The Valuer General's Office
- Planning Department

Miscellaneous

BACKGROUND

At its meeting of 18 February 2002 Council resolved (CS10/02):

- “1. That pursuant to Section 7 of the Town Planning and Development Act 1928 (as amended), Council resolves to initiate an amendment to Town Planning Scheme No. 2 by:
 - a. Rezoning reserves 32584 and 29932 from the Parks and Recreation (Local) reservation to the Residential R12.5 zone; and
 - b. Rezoning reserves 33118, 34698, 35639, 33151 and 34702 from Parks and Recreation (Local) reservation to the Residential R15 zone;
2. That the City establish administrative arrangements, (possibly via a Trust Fund or Reserve Fund) to the satisfaction of Council and the Department of Land Administration to demonstrate that funds from the sale of Reserves 3284, 29932, 33118, 34698, 35639, 33151, 34702 and 37604 are utilized for improvement of recreational facilities within the Public Open Space Strategy Coastal Plain North Precinct.
3. That Council resolve to sell Lot 168 Hickson Rd, Lot 200 Chamberlain Rd and Lot 201 Chamberlain Road and commence the disposal process.
4. That funds raised from the sale (less costs) of Lot 168 Hickson Rd, Lot 200 Chamberlain Rd and Lot 201 Chamberlain Road be directed to implementation of the POS Strategy.
5. That Council authorize the purchase of Reserves as listed in the following table from the Department of Land Administration utilizing funds directed to the POS Strategy in 4 above, when funds become available

Reserve	Location	Area (m2)	TPS No 2	Adjacent R-Code	Nominal purchase Price (incl GST & fees)
33118	3 Little John Rd, Armadale	809	Parks and Recreation (Local)	R15	Yes
34698	End of Ives Pl, Armadale	674	Parks and Recreation (Local)	R15	Yes
35639	25 Kyabram Rd, Armadale	921	Parks and Recreation (Local)	R15	Yes
32584	10 Slee Ave, Kelmscott	1,822	Parks and Recreation (Local)	R12.5	Yes
33151	End of Pindari Ct, Kelmscott	1,440	Parks and Recreation (Local)	R15	n/a
34702	9 Scotia Pl, Armadale	1,022	Parks and Recreation (Local)	R15	n/a
37604	17 Banyard Ave, Kelmscott	1,052	Residential R12.5	N/A	Yes
29932	23 Ward Cres, Westfield	911	Parks and Recreation (Local)	R12.5	Yes

Miscellaneous

6. *That persons who made submissions be advised that Council is initiating a Scheme Amendment and purchasing the reserves in order to progress the Public Open space Strategy.”*

DETAILS OF PROPOSAL

It is proposed to sell lot 168 Hickson Ave, Armadale and lots 200 & 201 Chamberlain Way, Armadale, which are owned freehold by the City, to enable several reserves located in the same area, to be purchased from DOLA, and subsequently resold, as part of the Public Open Space Strategy to improve recreational facilities within the precinct area.

It is also proposed to give the Chief Executive Officer delegated authority to sign the Offer and Acceptance form. Section 5.43(d) of the Local Government Act states that Council cannot delegate the power to acquire or dispose of any property valued at an amount exceeding an amount determined by it. Therefore it is suggested that a minimum value of \$35,000 and a maximum value of \$70,000 be imposed on lot 168 Hickson Ave and a minimum value of \$40,000 and a maximum value of \$74,000 be imposed on each of lots 200 & 201 Chamberlain Way.

A location plan is provided preceding this item.

COMMENT

Analysis

The Local Government Act outlines the requirements for the disposal of property and the following indicates, step by step, the procedures involved, along with a recommended course of action.

Step 1

Council must determine the method by which it wishes to dispose of the property.

Section 3.58(2) of the Local Government Act states that a local government can only dispose of property to:

- The highest bidder at public auction

On previous occasions when council has sold land, advice received at the time from real estate agents indicated that the success rate of auctions is extremely low with the costs generally higher than selling by private treaty. Therefore this method is not considered appropriate.

- The person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender

Miscellaneous

Calling public tenders is also considered not to be the best method of disposal. Past history indicates that there has been very little response when this method has been used. From the few offers received, prices have been considerably lower than valuation.

- A person by private treaty by giving state-wide public notice and inviting submissions.

Of the three options it is considered that this is the most beneficial as it provides more options and flexibility to sell the land.

Step 2

Pursuant to Section 3.58 (4)(c) of the Local Government Act, if Council were to sell by private treaty a market value is to be obtained, which is no older than six months of the disposition.

Consequently a valuation was received from the Valuer General and a copy of their report is attached as a confidential attachment to this agenda. **(Refer to Attachment “B-3” – as circulated with the Agenda.)**

Step 3

The next stage is to place the sale of the properties in the hands of a local real estate agent.

It has been the intent over a number of years to give the opportunity to all local real estate agents to sell Council land when it becomes available. In this regard the services of Armadale Real Estate and Roleystone Real Estate have been utilised. As such, it is expected that another real estate agent will be engaged to sell the above properties.

Step 4

Once an offer has been received, state-wide public notice has to be given outlining the details of the disposition (names of all parties concerned, the consideration, the market value, details of the property and inviting submissions from the public to close on a date that is not less than 2 weeks after the notice is first given).

Step 5

Council must consider any submissions made and formally resolve to sell, or otherwise, the lot(s) and record its decision in the minutes of the meeting.

Step 6

Complete all transfer of land documentation.

Options

Nil

Miscellaneous

Conclusion

Taking all the above comments into account it is considered more beneficial to sell the above properties by private treaty and to place the sale in the hands of a local real estate agent.

C101/02 RECOMMEND

- 1. That Council sell Lot 168 Hickson Ave, Armadale comprised in Certificate of Title Volume 1354 Folio 536, Lot 200 Chamberlain Way, Armadale comprised in Certificate of Title Volume 1931 Folio 266 and Lot 201 Chamberlain Way, Armadale comprised in Certificate of Title Volume 1931 Folio 267, by private treaty utilizing the services of a local real estate agent.**
- 2. That pursuant to Section 5.43(d) of the Local Government Act 1995, the Chief Executive Officer be given delegated authority to sign the Offer and Acceptance form(s) for an amount not less than \$35,000 and no more than \$70,000 for lot 168 Hickson Ave (less costs) and an amount not less than \$40,000 and not more than \$74,000 for each of lots 200 & 201 Chamberlain Way (less costs).**
- 3. That upon the Offer and Acceptance forms being signed by all relevant parties, state-wide public notice be given of Council's intent to sell the above properties by private treaty and inviting submissions from the public.**
- 4. That any prospective purchaser be advised of the legislative requirements involved in the sale process.**

****ABSOLUTE MAJORITY RESOLUTION OF COUNCIL REQUIRED –
(PART 2)**

**Moved Cr Stubbs
MOTION CARRIED (7/0)**

Miscellaneous

WALGA MEMBERS – VISITOR CENTRE ASSOCIATION OF WA EXECUTIVE COMMITTEE – METROPOLITAN MEMBER, METROPOLITAN DEPUTY MEMBER, COUNTRY MEMBER, COUNTRY DEPUTY MEMBER

WARD All
 FILE REF: GOV/51
 DATE 19 June 2002
 REF YW
 RESPONSIBLE Executive Manager
 MANAGER Community Services

In Brief:

- WALGA is seeking nominations to fill vacancies on the Visitor Centre Association of WA Executive Committee.

Details of Proposal

The following WALGA Nomination advice is presented for Committee’s consideration.

Qualifications:	Elected Members with a knowledge of and interest in visitor needs and tourism in general.
Term:	The term of each appointment is for three years.
Commences:	Upon appointment.
Current Representation and reason for vacancy:	This is a new committee that is being formed that is taking over the advice-giving role of the former Visitor Servicing Reference Group, which provided expert advice on visitor servicing issues including feedback on the WA Tourism Network to the WA Tourism Commission. The Visitor Centre Association of Western Australia was formally the Country Tourism Association of Western Australia.
Meetings:	Bi-monthly
Location:	Boardroom, Tourism Commission, Perth
Day/Time:	To be advised.
Duration:	2 – 3 hours
Meeting Fee:	No meeting fees or travel allowance is available for these positions.
Selection Criteria:	Nominee to address the following Selection Criteria: <ul style="list-style-type: none"> • To be a current Elected Member • Availability of the applicant to undertake the responsibility. • Relevant skills in the area. • Demonstrated interest in the position. • Capacity of the applicant to represent the interest of Local Government and the Association. • Relevant experience and qualifications that are applicable to the position.
Terms of Reference:	<ul style="list-style-type: none"> • This committee has the vision “To be the best visitor servicing industry body in Australia”.
Board Membership:	The Board will have representation from: <ul style="list-style-type: none"> • The Chairman

Miscellaneous

	<ul style="list-style-type: none">• The Vice Chairman• Five industry representativesTwo local Government representatives
Nomination Process:	Nominees are asked to complete the attached Nomination Form and email, fax or post to the undersigned by 4.00 pm on Wednesday, 17 July 2002 . Email applications are encouraged. Late nominations will not be accepted. <u>Please ensure that you address the selection criteria.</u>
Voting Information:	At the close of the nomination period the Selection Committee will meet and make recommendations to the State Council Meeting scheduled for 7 August 2002 .

There was no nomination from the Community Services Committee and hence the following referral recommendation to Council.

C102/02 RECOMMEND

~~That Council nominate as WALGA Member, Visitor Centre Association of WA Executive Committee,~~

~~OR, if there is no nomination at the Council Meeting of 1 July 2002 then the resolution be as follows:~~

Amended
full Council
1 July 2002

That no nomination be made.

**Moved Cr Knezevich
MOTION CARRIED (7/0)**

Rates

RATES – SALE OF LAND BY LAND WARRANT

WARD ALL
FILE REF: RAT/10
DATE 12 June 2002
REF JEAH
RESPONSIBLE MANAGER Manager Accounting Services

In Brief:

- Sale of Land – recovery of rates in arrears, where a Summons has been issued, followed by Warrant of Execution (goods), returned Nulla Bona. (no goods of value)
- Report:
 - (i) recommends amendment to current Rate Recovery Process to include Land Warrants; and
 - (ii) recommends Council proceed to sell (22) properties that have rates in arrears through the Court by a Land Warrant, and recover from the proceeds of the sale the outstanding balances that total \$36,179.05.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Corporate Services: – to achieve maximum community benefit from effective use of resources (staff, finances and information technology).

Legislation Implications

Local Government Act 1995

6.43. Rates and service charges are a charge on land

Subject to the *Rates and Charges (Rebates and Deferments) Act 1992*, rates and service charges imposed under this Act, together with the costs of proceedings, if any, for the recovery of the rates or service charges, are a charge on the land rated or in relation to which the service charge is imposed.

6.56. Rates or service charges recoverable in court

If a rate or service charge remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a court of competent jurisdiction.

(Note that Section 6.56 is an alternative to Section 6.64)

Rates

6.64. Rates or service charges recoverable by sale of land

If any rates or service charges which are due to a local government in respect of any rateable land have been unpaid for at least 3 years the local government may, in accordance with the appropriate provisions of this Subdivision take possession of the land and hold the land as against a person having an estate or interest in the land and –

(b) sell the land

Council Policy/Local Law Implications

With reference to C42/01 dated 2 April 2001, Council resolved as part of the procedures to be employed for the collection of outstanding rates was to review on an annual basis those properties where despite all efforts made to obtain payment, determine those that were **in arrears by three or more years**.

Those properties would then become the subject of recovery procedures, which with the approval of Council would necessitate action under Section 6.64(1)(b) of the Local Government Act, to sell the properties in order to recover the overdue rates.

Budget/Financial Implications

The sale of this land will equate to a decrease in the level of outstanding rates of \$36,179.05.

Consultation

- The Complete Guide to the Local Government Act 1995, June 2000 6.54-6.62.5.
- Other local governments.

BACKGROUND

Historically, the rate recovery process relied on the annual issuance of a summons to defaulting ratepayers. A large number of ratepayers have been summonsed each year.

Once the three (3) year period required under Section 6.64(1)(b) of the Local Government Act 1995 had expired, the status would be reported to Council, and then notifications of intention to sell the land in order to recover the outstanding rates and charges were issued. This is the final and ultimate step that can be taken for rate recovery purposes.

Several special payment arrangements are offered to ratepayers throughout the process to alleviate the need to pursue legal action.

Since May 2001 following CS42/01, Warrants of Execution (goods) have been issued when there is no resolution of the debt following the successful serving of a summons, and the ratepayer fails to enter into a special payment arrangement.

Rates

Warrants of Execution (goods) require a Bailiff to identify goods of value that could be seized to cover the amount outstanding declared in the warrant. The Bailiff will not seize any essential furniture such as beds, refrigerators or any goods in relation to the support or well being of a child. The seized goods are not removed, but the notice of seizure prohibits the ratepayer from selling or disposing of the goods. The ratepayer is then required to pay the full value of the warrant to the Bailiff (either in full or under a payment arrangement), or the goods are then seized and sold via public auction.

Where no goods of value are available to be seized (*Nulla Bona*), a Judgement summons is lodged. This requires the ratepayer to appear before a magistrate of the Local Court. After a detailed examination of the financial circumstances of the ratepayer to determine their capacity to pay the debt, the magistrate will issue a court order in favour of the City of Armadale outlining payment requirements. There are circumstances when the magistrate is unable to issue a court order because of the limited liquid financial capacity of the ratepayer. A further step is needed.

The use of Warrants of Execution (goods) has enabled the City of Armadale to pursue increased avenues of due legal process prior to seeking Council approval to sell land in accordance with Section 6.64(1)(b) of the Local Government Act 1995.

The use of Warrants of Execution (land) in encouraging ratepayers not to accumulate rate debts has been effectively demonstrated by other Councils. This is the final step in the City of Armadale pursuing the debt to the extent of due legal process.

Warrants of Execution (land) known as “Land Warrants” are be used where Summons and Warrant of Execution (goods) have been issued against properties without success. The warrants were returned by the court (*Nulla Bona*) as they were not able to process the warrant further by way of a special payment arrangement or there were no goods of any value that were able to be seized to complete the warrant in full.

A combined Warrant of Execution (Goods/Land) may be issued at the same time. In this situation the Bailiff must seek first to obtain goods. If unsuccessful, he must confirm with the issuing body whether to proceed with the Land Warrant.

Proposal

It is recommended that Council’s present Rates Debt Collection Policy be amended to include the use of Land Warrants. A copy of proposed Policy on General Recovery Action & Legal Process in Respect of the Sale of Land is attached. (**Refer to Attachment “A-3” – as circulated with the Agenda.**)

It is recommended that Land Warrants (sale of property) be served on properties where Warrants of Execution (goods) have been unsuccessful, rather than the alternative of waiting for the arrears to accumulate to least three years required under the Section 6.64 of the Local Government Act. The latter is part of Council’s present Rates Debt Collection Policy.

Rates

COMMENT

Analysis

Following is a summary of what other local governments have been doing for some years to successfully reduce their arrears to an acceptable level.

- The City of Gosnells sought a legal opinion on the apparent conflict between sections 6.56 (sale of land – court of competent jurisdiction) and 6.64 (sale of land – Act) of the Local Government Act 1995.

Following is an extract of that legal opinion found in The Complete Guide to the Local Government Act 1995.

“Your concern is that the City cannot sell the land of defaulting ratepayers unless the rates remain unpaid for three years. However, if enforcement proceeds in the Local Court, the sale of land is a means of enforcing judgment without the necessity of a three year default.”

Section 6.56(1) provides – “if a rate or service charge remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a Court of competent jurisdiction.” This section falls within the provisions of subdivision 5 of part 6 of the Act entitled “Recovery of Unpaid Rates and Service Charges”. Read on its own the recovery of unpaid rates as well as the cost of proceedings would then be effected by the various means of enforcement contained in the Local Court Act 1904 section 122 “A bailiff may, under a warrant of execution by which he is directed to levy a sum of money, seize and take, and cause to be sold, any land which the person named in the warrant is or may be possessed of or entitled to, or which he has the power to transfer or dispose of for his own benefit.”

Section 6.64 provides – it entitles a local government to take possession of land in respect of which there are rates or service charges which have remained unpaid for at least three years and to exercise a number of powers in relation to that land including sale or transfer to the local government.

Section 6.68(1) prohibits the exercise of the power of sale conferred by section 6.64(1)(b) unless there has been an attempt under section 6.56 to recover the money.

There is no ostensible reason, as a consequence, why a local government may not proceed under section 6.56 without the necessity of relying on the powers found in section 6.64 and 6.68. Theoretically at least, it would be possible for a local government to exercise the rights contained in section 6.56 and, ultimately have the bailiff effect a sale of land without the necessity of allowing default for three years, as contemplated by section 6.64.

Rates

The conceptual difference between the two proceedings is that is the Court and its officers which give effect to the sale under section 6.56 whereas it is the local government which is given the power to do so under the later provisions of the Act, without the necessity of instituting proceedings and, effectively, having to prove its case before a Court.

Therefore, Council may rely on section 6.56 of the Act (and indeed in some circumstances is obliged to do so) with the later provisions at section 6.64 and following applying where the relevant conditions have been satisfied and there has been no prior successful exercise by Council of its rights under section 6.56.”

- All 25 local governments represented at the Rates Officers Meeting held in February 2002 stated they use Warrant of Execution (Goods) or (Land) when summons failed to produce a result. They use Land Warrants rather than wait for at least three years to be in arrears under section 6.64. They have found that the option to sell the land via a Land Warrant encourages ratepayers to pay the smaller and maybe more manageable balances outstanding, and they have rarely had to sell a property.
- The City of Cockburn has advised that they issue the one warrant for goods/land. The bailiff automatically first seizes goods (if any of value) and if Nulla Bona, they advise the ratepayers that the land will be sold if they do not pay the balance outstanding in full. They have had a 100% success rate in the ratepayers paying in full, the bailiff has not had to sell any properties. The City of Gosnells, Shire of Serpentine Jarrahdale, City of Fremantle, City of Joondalup, Shire of Kalamunda, Town of Kwinana, City of Stirling, Shire of Swan issue separate warrants. This however is more costly for ratepayers.
- The Cities of Cockburn and Gosnells do not require Council approval to issue Land Warrants.

Options

Option 1 - Continue to write and request monies:

- is likely to produce minimum result as these owners have not responded (or have nothing of value - according to the Bailiff) to increasingly stronger correspondence and legal notices;
- is not equitable to those ratepayers who pay their rates or enter into and maintain payment arrangements.

Option 2 – Factor the debt to a recovery agent

- loss on recoverable amount of a minimum of 15% commission;
- there is also a significant service charge on the ratepayer over and above the amount being sought.

Rates

Option 3 – Continue to use Section 6.64 of the Local Government Act 1995

- this means that the debt will build up to at least three or more years in arrears for the ratepayer and Council.

Option 4 – Exercise the provisions of Section 6.56 of the Local Government Act 1995

- given the current level of debt, and the amount of time that has been afforded to these land owners to either clear or reduce the debt, it is considered appropriate to apply Section 6.56 of the Local Government Act 1995 which empowers sale of the land via a court of competent jurisdiction. This means that under the Local Court Act 1904 Section 122, *“a bailiff may, under a warrant of execution, seize and take, and cause to be sold, any land which the person named in the warrant is or may be possessed of or entitled to, or which he has power to transfer or dispose of for his own benefit.”*

Following is a schedule of 22 properties that have rates outstanding by **two or more years** for which it has not been possible to enter into acceptable and successful arrangements for the payment of the balance owing. In each instance, a written notification has been directed to the last known postal address of the ratepayers advising that it will be our intention to refer the matter to Council with a recommendation to sell the property in order to recover the outstanding balance.

1.		2.	
Ward	Forrest	Ward	Forrest
Assessment	A43199	Assessment	A9157
Type	Residential	Type	Residential
Period Outstanding	3 years – since 99/00 financial year	Period Outstanding	2 years – since 00/01 financial year
Amount Outstanding	\$2,181.05	Amount Outstanding	\$1,057.07
Payment	Last payment received on 4.12.01 from Magistrates Court	Payment	Last payment received on 12.12.01 from Magistrates Court
Recovery Action	Demand Letter 05.12.00 Summons 05.05.01 Warrant of Execution 24.08.01 Land Warrant letter 07.01.02	Recovery Action	Demand Letter 28.03.01 Summons 16.06.01 Warrant of Execution 20.09.01 Land Warrant letter 08.03.02
Response	Requested direct debit form in January to commence fortnightly repayments from 8.2.02, forms not returned and no further correspondence has been received from owner.	Response	Part paid Warrant 12.02.01. The owner has not responded to recent notices or correspondence.
3.		4.	
Ward	Forrest	Ward	Forrest
Assessment	A38552	Assessment	A199336
Zoning	Residential	Zoning	Residential
Period Outstanding	2 years – since 00/01 financial year	Period Outstanding	2 years – since 00/01 financial year
Amount Outstanding	\$1,500.84	Amount Outstanding	\$1,104.94
Payment	Last payment received on 17.12.01 from Magistrates Court	Payment	Last payment received on 30.01.02 from Magistrates Court
Recovery Action	Demand Letter 26.02.01 Summons 23.06.01 Warrant of Execution 30.08.01 Land Warrant letter 08.03.02	Recovery Action	Demand Letter 19.02.01 Summons 02.07.01 Warrant of Execution 30.08.01 Land Warrant letter 08.03.02

Rates

Response	Part paid Warrant 6.11.01 & 17.12.01. The owner has not responded to recent notices or correspondence.	Response	Owner promised to pay in full by 3.8.01. The owner has not responded to recent notices or correspondence.
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5.		6.	
Ward	Forrest	Ward	West Armadale
Assessment	A148325	Assessment	A36481
Zoning	Residential	Zoning	Residential
Period Outstanding	3 years – since 99/00 financial year	Period Outstanding	3 years – since 99/00 financial year
Amount Outstanding	\$1,858.43	Amount Outstanding	\$1,895.13
Payment	Last payment received 30.1.02 from Magistrates Court	Payment	Last payment received 27.11.01
Recovery Action	Demand Letter 11.04.01 Summons 23.06.01 Warrant of Execution 20.09.01 Land Warrant letter 03.04.02	Recovery Action	Demand Letter 13.12.00 Summons 19.05.01 Warrant of Execution 21.08.01 Land Warrant letter 22.11.01
Response	Ad-hoc payments made, defaulted on various payment arrangements. The owner has not responded to recent notices or correspondence.	Response	The owner wrote offering to pay \$500.00 in November 2001 (paid) then \$100.00 month till March 2002 (not received). No further correspondence received.

7.		8.	
Ward	West Armadale	Ward	West Armadale
Assessment	A6476	Assessment	A13201
Zoning	Residential	Zoning	Residential
Period Outstanding	2 years – since 00/01 financial year	Period Outstanding	2 years – since 00/01 financial year
Amount Outstanding	\$1,726.91	Amount Outstanding	\$1,343.05
Payment	Last payment received on 4.12.01 from Magistrates Court	Payment	Last payment received 19.12.00
Recovery Action	Demand Letter 13.12.00 Summons 07.07.01 Warrant of Execution 20.09.01 Land Warrant letter 08.03.02 Agreed to withhold Action until 05.04.02	Recovery Action	Legal Action Letter 10.08.99 Dishonoured Direct Debit Letter 31.10.00 Summons 09.06.01 Warrant of Execution 17.09.01 Land Warrant letter 07.01.02
Response	Defaulted on various payment arrangements. The owner advised they were seeing a financial counsellor in March 2002. No further correspondence has been received.	Response	The owner has not responded to recent notices or correspondence.

Rates

9.		10.	
Ward	West Armadale	Ward	West Armadale
Assessment	A24494	Assessment	A26826
Zoning	Residential	Zoning	Residential
Period Outstanding	3 years – since 99/00 financial year	Period Outstanding	2 years – since 00/01 financial year
Amount Outstanding	\$2,155.63	Amount Outstanding	\$1,495.87
Payment	Last payment received 15.11.99	Payment	Last payment received 28.9.99
Recovery Action	Demand Letter 14.12.00 Summons 05.05.01 Warrant of Execution 21.08.01 Land Warrant letter 07.01.02	Recovery Action	Demand Letter 06.03.01 Summons 16.06.01 Warrant of Execution 17.09.01 Land Warrant letter 07.01.02
Response	The owner has not responded to recent notices or correspondence.	Response	Defaulted on payment arrangements. The owner has not responded to recent notices or correspondence.

11.		12.	
Ward	West Armadale	Ward	West Armadale
Assessment	A39211	Assessment	A57469
Zoning	Residential	Zoning	Residential
Period Outstanding	2 years – since 00/01 financial year	Period Outstanding	2 years – since 00/01 financial year
Amount Outstanding	\$1,089.12	Amount Outstanding	\$1,383.35
Payment	Last payment received on 17.10.01 from Magistrates Court	Payment	Last payment received 19.9.00
Recovery Action	Demand Letter 01.03.01 Summons 09.06.01 Warrant of Execution 17.09.01 Land Warrant letter 08.03.02	Recovery Action	Summons 09.06.01 Warrant of Execution 20.09.01 Land Warrant letter 07.01.02
Response	Defaulted on payment arrangement. The owner has not responded to recent notices or correspondence.	Response	Defaulted on payment arrangement. The owner has not responded to recent notices or correspondence.

13.		14.	
Ward	West Armadale	Ward	Seville
Assessment	A7248	Assessment	A217148
Zoning	Residential	Zoning	Residential
Period Outstanding	2 years – since 00/01 financial year	Period Outstanding	2 years – since 00/01 financial year
Amount Outstanding	\$1,036.82	Amount Outstanding	\$2,306.46
Payment	Last payment received 6.3.02	Payment	Last payment received on 28.8.01 from Keystart Loans Ltd
Recovery Action	Demand Letter 28.02.01 Summons 16.06.01 Warrant of Execution 17.09.01 Land Warrant letter 03.04.02	Recovery Action	Demand Letter 06.12.00 Summons 05.05.01 Warrant of Execution 24.08.01 Land Warrant letter 08.03.02
Response	Two as-hoc payments only. The owner has not responded to recent notices or correspondence.	Response	The owner has not responded to recent notices or correspondence.

Rates

15.		16.	
Ward	Seville	Ward	Armadale
Assessment	A225565	Assessment	A63832
Zoning	Residential	Zoning	Residential
Period Outstanding	2 years – since 00/01 financial year	Period Outstanding	4 years – since 98/99 financial year
Amount Outstanding	\$1,612.65	Amount Outstanding	\$2,827.09
Payment	Last payment received 7.12.01	Payment	Last payment received 27.10.00
Recovery Action	Demand Letter 22.02.01 Summons 09.06.01 Warrant of Execution 30.08.01 Land Warrant letter 07.01.02	Recovery Action	Demand Letter 07.12.00 Summons 05.07.01 Warrant of Execution 24.08.01 Land Warrant letter 22.11.01
Response	Defaulted on payment arrangement. The owner has not responded to recent notices or correspondence.	Response	Defaulted on payment arrangement. The owner has not responded to recent notices or correspondence.

17.		18.	
Ward	Westfield	Ward	Westfield
Assessment	A75063	Assessment	A197350
Zoning	Residential	Zoning	Residential
Period Outstanding	2 years – since 00/01 financial year	Period Outstanding	2 years – since 00/01 financial year
Amount Outstanding	\$1,512.32	Amount Outstanding	\$1,353.44
Payment	Last payment received 20.3.00	Payment	Last payment received on 2.1.02 from Magistrates Court
Recovery Action	Demand Letter 02.03.01 Summons 11.06.01 Warrant of Execution 17.09.01 Land Warrant letter 22.11.01	Recovery Action	Demand Letter 15.02.01 Summons 02.06.01 Warrant of Execution 30.08.01 Land Warrant letter 08.03.02
Response	The owner has not responded to recent notices or correspondence.	Response	Defaulted on payment arrangement. The owner has not responded to recent notices or correspondence.

19.		20.	
Ward	Roleystone	Ward	Kelmscott
Assessment	A123385	Assessment	A102799
Zoning	Residential	Zoning	Residential
Period Outstanding	2 years – since 00/01 financial year	Period Outstanding	2 years – since 00/01 financial year
Amount Outstanding	\$1,726.28	Amount Outstanding	\$1,799.52
Payment	Last payment received on 28.12.01 from Magistrates Court	Payment	Last payment received 8.5.00
Recovery Action	Demand Letter 25.01.01 Summons 26.05.01 Warrant of Execution 21.08.01 Land Warrant letter 08.03.02	Recovery Action	Demand Letter 12.02.01 Summons 02.06.01 Warrant of Execution 24.08.01 Land Warrant letter 22.11.01
Response	Defaulted on payment arrangement. The owner requested direct debit form to commence repayments in March 2002 forms have not been returned and no further correspondence has been received.	Response	The owner has not responded to recent notices or correspondence.

Rates

21.		22.	
Ward	Kelmscott	Ward	Kelmscott
Assessment	A152627	Assessment	A77986
Zoning	Residential	Zoning	Residential
Period Outstanding	2 years – since 00/01 financial year	Period Outstanding	2 years – since 00/01 financial year
Amount Outstanding	\$1,717.16	Amount Outstanding	\$1,495.92
Payment	Last payment received 14.10.99	Payment	Last payment received 30.5.00
Recovery Action	Demand Letter 06.03.01 Summons 22.06.01 Warrant of Execution 17.09.01 Land Warrant letter 07.01.02	Recovery Action	Demand Letter 02.03.01 Summons 14.07.01 Warrant of Execution 17.09.01 Land Warrant letter 22.11.01
Response	The owner has not responded to recent notices or correspondence.	Response	The owner has not responded to recent notices or correspondence.

A summary of the owners of the properties referred to above is contained in a confidential attachment to this Agenda. **(Refer to Attachment “B-4” – as circulated with the Agenda.)**

Conclusion

It is recommended that the following steps be included in the Rate Recovery Process that was approved by Council on 2 April 2001 (C42/01):

- When a Summons has not produced a suitable outcome, a second demand letter is to be sent to the ratepayer notifying of the proposed action of a combined Warrant of Execution (Goods/Land), affording them the opportunity to pay in full or make an arrangement suitable Council for the payment of arrears.
- Where the ratepayer has made no contact or payments, a combined Warrant of Execution (Goods/Land) is to be issued subject to approval by the Manager Accounting Services..
- The bailiff is to advise Council where he has not been able to obtain full payment or make a suitable payment arrangement via the Warrant of Execution (Goods).
- Land Warrants are to be issued subject to Council approval.

It is further recommended that Committee seek Council endorsement of Option 4. i.e. apply the provisions of Section 6.56 of the Local Government Act 1995 to recover outstanding rates and charges by the sale of land via a Land Warrant.

Rates

C103/02 RECOMMEND

That Council:

- 1. Approve the following amendment to the Rate Recovery Process where a ratepayer has not responded to a Summons. i.e.**
 - **When a Summons has not produced a suitable outcome, a second demand letter is to be sent to the ratepayer notifying of the proposed action of a combined Warrant of Execution (Goods/Land), affording them the opportunity to pay in full or make an arrangement suitable Council for the payment of arrears.**
 - **Where the ratepayer has made no contact or payments, a combined Warrant of Execution (Goods/Land) is to be issued subject to approval by the Manager Accounting Services.**
 - **The bailiff is to advise Council where he has not been able to obtain full payment or make a suitable payment arrangement via the Warrant of Execution (Goods).**
 - **Land Warrants are to be issued subject to Council approval.**

- 2. Pursuant to Section 6.56 of the Local Government Act 1995, proceed to sell the properties listed hereunder which have rates in arrears for 2 or more years, and recover from the proceeds of sale the outstanding balances which total \$36,179.05.**

List of Properties by Assessment Number

**Assessment 43199
Assessment 9157
Assessment 38552
Assessment 199336
Assessment 148325
Assessment 36481
Assessment 6476
Assessment 13201
Assessment 24494
Assessment 26826
Assessment 39211
Assessment 57469
Assessment 7248
Assessment 217148
Assessment 225565**

Rates

Assessment 63832
Assessment 75063
Assessment 197350
Assessment 123385
Assessment 102799
Assessment 152627 and
Assessment 77986

Moved Cr Green
MOTION CARRIED (7/0)

Community Development

FOODBANK CENTRE APPEAL

WARD ALL
FILE REF: DON/1
DATE 12 June 2002
REF SP
RESPONSIBLE MANAGER Manager Community Services

In Brief:

- Foodbank WA has commenced a major fundraising program to purchase a new warehouse and is seeking a donation from Council.
- The report recommendation is to decline the request.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Nil

Legislation Implications

Nil

Council Policy/Local Law Implications

Donations Policy 1.1.8 “Council shall consider applications from locally based organizations”

Budget/Financial Implications

The General Donations Budget has an available balance of \$4,016.

Consultation

Nil

BACKGROUND

Foodbank WA is a large state-wide organization that attempts to alleviate hunger in Western Australia by re-distributing food which otherwise would go into landfill. Last financial year Foodbank WA re-distributed 1,188,000 kgs of food to over 360 agencies within WA. This food equated to about 500,000 adult meals.

Foodbank is also providing soup to 12 primary schools in Perth, in an effort to assist some of the 16,000 children who go to school daily on empty stomachs. This year Foodbank will commence a ‘Fruit for Kids’ program whereby they will distribute fruit to 72 schools throughout the metropolitan area, six of those schools are within the City of Armadale.

Community Development

Over the past 12 months a total of 29,199 kg of food has been collected by agencies in the City of Armadale some of which include:

- | | |
|-------------------------------------|----------|
| • Ark Christian Centre | 9,998 kg |
| • Hills Home Help | 6,146 kg |
| • Armadale Information & Referral | 2,077 kg |
| • Armadale Care | 1,968 kg |
| • Aboriginal Evangelical Fellowship | 1,957 kg |
| • Dale Christian School | 1,152 kg |
| • Armadale Congregational Church | 1,119 kg |
| • Community Help Inc. | 1,062 kg |

In all, 19 agencies have collected food on 267 occasions over the last year.

According to the Health Department of WA 29,199 kgs of food equate to approximately 15,000 adult meals (three courses). This would mean that between 15,000 -25,000 people have benefited from Foodbank from Armadale this last year through the above agencies.

DETAILS OF PROPOSAL

Foodbank WA has commenced a major fundraising program to raise \$3,500,000 over three years to purchase a new warehouse from which it can operate, as its present facilities in Belmont are cramped and now inadequate to meet growing demands for their services.

Foodbank is seeking support from both the corporate and private sectors of the WA community. Major support has been received from the Lotteries Commission, Wesfarmers Ltd, D’Orsogna Ltd, Burswood and others. To date Foodbank has received over \$2,000,000 in cash and pledges towards its target.

Foodbank WA has requested a donation from the City of Armadale towards the costs of the purchase of a new warehouse. Foodbank WA has a number of designated ‘gift packages’ ranging from \$50,000 to \$150,000 over three years, however a lesser donation may be made if desired.

COMMENT

Analysis

Foodbank WA is not a local organization, however it does re-distribute food to several relief agencies operating within the City of Armadale. The local agencies receiving food from Foodbank WA are:

- Armadale-Kelmscott Baptist Church, Kelmscott,
- Armadale Parish Mission, Armadale,
- Shalem Lighthouse Care, Roleystone,
- His Tent Ministries Inc, Karragullen,
- Dale Christian School, Armadale,

Community Development

- Aboriginal Evangelical Fellowship Bible, Forrestdale,
- The Sheltering Tree International, Armadale,
- Adracare, Bedforddale,
- Southside Christian Centre, Armadale,
- Armadale Information & Referral Service, Armadale,
- Adventure Club, Bedforddale,
- Salvation Army, Armadale,
- ARK Christian Centre, Mt Nasura,
- Waminda Aboriginal Corporation, Armadale,
- Adracare Livingston, Forrestdale,
- Asian Hope Missionary, Mt Nasura,
- Hills Home Help Centre, Armadale, and
- Armadale Congregational Church, Armadale,

Local Primary Schools included in the ‘Fruit for Kids’ are:

- Grovelands Primary School,
- Kelmscott Primary School,
- Challis Primary School,
- Gwynne Park Primary School,
- Neerigan Brook Primary School, and
- Armadale Primary School.

Council does provide contributions and funding to many of the abovementioned agencies.

Options

1. Council may decline the request, as Foodbank WA is not a local organization and Council does provide funding to other local food re-distribution agencies.
2. Council may provide a contribution in recognition of Foodbank WA’s distribution of food to local emergency relief agencies.
3. Council may undertake one of the designated “gifting opportunities” and receive the associated sponsorship package.

Conclusion

The proposal can be interpreted to partly meet the guidelines of the Donations Policy, ie. it is a non-locally based organization providing services on a metro wide basis that do benefit the local community. The “gifting opportunities” option is a very large commitment and clearly beyond Council’s resources unless it decides to make a variation to existing programs/services. Whilst a one-off contribution will have minimal impact on Foodbank’s desired goal, informal discussions with them indicate they would be seeking a longer term annual commitment, i.e. \$1,000 each year for the next five years. The Donation’s budget is not large and this commitment would impact on Council’s ability to respond to other requests throughout the year. If Council declines the request it is difficult to determine the impact on the Armadale community, however, as their

Community Development

intent is to enhance an existing service, it is hoped that any impact by not supporting the request will be minimal.

C104/02 RECOMMEND

That Council decline the request for donation received from Foodbank WA.

Moved Cr Cumming

MOTION CARRIED (7/0)

Community Development

SAFETY HOUSE ASSOCIATION OF WA

WARD ALL
FILE REF: DON/1
DATE 11 June 2002
REF SP
RESPONSIBLE MANAGER Manager Community Development

In Brief:

- The Safety House Association of WA is seeking a Council contribution towards the costs associated with 2002 Safety House Week, 12th to 16th August 2002.
- The recommendation is to provide a contribution of \$600

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Nil

Legislation Implications

Nil

Council Policy/Local Law Implications

Donations Policy 1.1.8 – “Council will consider applications from locally based organizations”

Budget/Financial Implications

The General Donations Account has a current available balance of \$4,016.

Consultation

Nil

BACKGROUND

The Safety House Association of WA administers the Safety House Program which is a community based program designed to protect children by providing a safer environment for children in transit to and from school. The Safety House Association of WA was established in 1983 and since then has developed to a present total of:

- 253 Safety House Committees
- 289 Primary Schools
- 8465 Safety Houses.

Community Development

Council provides an annual donation to the Safety House Association of WA based on a fixed amount of \$50 per participating school within the City of Armadale. Last financial year Council contributed \$600.

Safety House Week is an annual event, designed to promote the existence and use of Safety Houses throughout the Western Australian Community. This is the main promotional event for the Association.

DETAILS OF PROPOSAL

Safety House Week operates on a state-wide budget of \$10,000. In previous years the Lotteries Commission has provided funding of \$10,000 for Safety House Week, however this year the Lotteries Commission has resolved that as Safety House Week is a recurrent annual event it is no longer eligible to receive Lotteries funding.

As a result of the absence of Lotteries funding, the Safety House Association has written to all Western Australian Local Governments seeking their assistance with a contribution towards the \$10,000 budget.

The Safety House Association has currently received pledges of \$2,500 from other Local Governments, who have made contributions of around \$500.

The Safety House Association has advised that funding applications will be submitted to other funding bodies for future Safety House Weeks as a result of the loss of Lotteries funding, however the timelines were too short for this action to be taken this year and thus they envisage that they will not require further assistance towards Safety House Week in future years.

COMMENT

Analysis

The Safety House Program is well established and provides a valuable service to the Community. Council recognizes the value of the program through its annual donation of \$50 per safety house.

The request to contribute to Safety House Week is made due to the loss of the funding from the Lotteries and although Safety House Week is an annual event it is expected that this request is one-off.

Options

1. Council may decline the request.
2. Council may provide a one-off contribution of \$600.
3. Council may provide a one-off contribution of a lesser or higher amount.

Community Development

Conclusion

The Safety House Association has not advised Council as to the number of participating schools, however, we can assume the number is the same as last year and in view of the importance of the Safety House Program to the Community it is recommended that a contribution of \$600 be made towards the costs of Safety House Week.

C105/02 RECOMMEND

That Council provide a contribution of \$600 to the Safety House Association of WA towards the costs of Safety House Week in August 2002.

Moved Cr Stubbs

MOTION CARRIED (7/0)

Community Development

ARMADALE & DISTRICTS BRICKWORKS PRESERVATION GROUP INC

WARD ALL
FILE REF: DON/1
DATE 13 June 2002
REF SP
RESPONSIBLE Executive Manager
MANAGER Community Services

In Brief:

- The Armadale & Districts Brickworks Preservation Group Inc is holding a reunion of ex-employees at the Armadale Hall on 8th November 2002, and requests that Council waive the hall hire fees for this event.
- The recommendation is to waive the hall hire fees.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Nil

Legislation Implications

Nil

Council Policy/Local Law Implications

Donations Policy 1.1.8 – “Council will consider applications from locally based organisations”

Budget/Financial Implications

The General Donations Budget has a current available balance of \$4,016.

Consultation

Nil

BACKGROUND

The Armadale State Brickworks commenced operation in 1952 and was sold to the private sector in 1972. The Brickworks site is located on South West Highway and currently operated by Metro Brick.

The Armadale & Districts Brickworks Preservation Group Inc. was established about 4 years ago.

Community Development

DETAILS OF PROPOSAL

The Armadale & Districts Brickworks Preservation Group intends holding a reunion of ex-employees of the State Brickworks at the Armadale Hall on 8th November 2002, marking 50 years since the opening of the brickworks.

Local Politicians and Councillors will also be invited to the reunion, as well as, those politicians who were in power when the Brickworks were sold to the private sector in 1972.

Currently, over 120 ex-employees have advised that they will be attending the event.

COMMENT

Analysis

This reunion will mark the 50th anniversary of the opening of the Brickworks and it is expected that a large number of people will be attending the function.

Options

1. Council may agree to the request and waive the hall hire fees \$78.37 and \$300 bond for the event.
2. Council may decline the request

Conclusion

Due to the importance of the event, in relation to this aspect of Armadale's heritage it is recommended that the hall hire fees be waived for this event.

C106/02 RECOMMEND

That Council waive the hall hire fees for the Armadale & Districts Brickworks Preservation Group's reunion at Armadale Hall on 8th November 2002 and record the waiving of fees as a donation.

**Moved Cr Clowes-Hollins
MOTION CARRIED (7/0)**

Community Development

CULTURAL PROJECTS & PLANNING

WARD All
FILE REF: CMD 3
DATE 10 June 2002
REF PM
RESPONSIBLE Executive Manager
MANAGER Community Services

In Brief:

This report responds to the issue raised at the May Community Services Committee meeting regarding scoping of previously suggested Community Art Projects and proposes an opportunity to incorporate these into the review of the Cultural Policy and Plan.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Social Infrastructure:

- To facilitate a wider range of social and cultural experiences for the City.
- To encourage community participation and responsibility.
- To foster ownership, pride, and a supportive and caring community.
- To have in place the range of services to enhance the well-being and safety of the community.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

\$60,000 on draft 2002/03 budget for consideration for review of the Cultural Policy and Plan.

Consultation

Community Arts Network WA
Arts WA
Public Art Consultant

BACKGROUND

At the March Community Services Committee meeting the following was recommended and then resolved by Council (C56/02) on 2nd April 2002:

Community Development

1. *“That Council include for consideration in the 2002-03 draft budget, an amount of \$60,000 to partner with CANWA and other groups as many be appropriate, e.g. Western Australian Music Industry Association, the review of the City’s Cultural Plan and Policy and development of an Action Plan.*
2. *That Council lodge an Expression of Interest with Community Arts Network WA to partner Council in the review of the City’s Cultural Policy and Plan subject to funds, as referred to in part (1) above being allocated in the 2002-03 adopted budget.*
3. *Officers investigate and report back on the following:*
 - a. *Other community art projects previously requested by Council but which remain uninitiated;*
 - b. *Possible partnerships with CANWA and other appropriate bodies for implementation of those projects.”*

In response to this resolution the following occurred:

1. An expression of interest was lodged with CANWA to be considered as part of the Local Government Cultural Planning Services Program. This submission was successful and The City of Armadale has been invited to partner with CANWA to review the cultural policy and plan.

The key points of this invitation are as follows:

- a. The City of Armadale is the first LGA to be invited to partner with CANWA to undertake the second phase of the City’s cultural planning.
- b. This process will be different to the previous process in the development of the cultural policy and plan in the following manner:
 - i. The review will build upon what has already been identified in the existing documents, including plans and feasibility reports.
 - ii. The review will be action-focused artistic product outcomes that also serve as a community consulting and building process (ie explore and use demonstration projects, including items previously suggested by Council, to gain community input).
 - iii. CANWA’s role will be one of mentor providing information and methods, facilitating opportunities for culture to value-add across council’s projects through engaging communities. Officers will drive the project with assistance perhaps of an advisory committee to be established by Council.

Community Development

2. The projects, which have been resolved by Council in the past but remain uninitiated are outlined in the following table:

Title	Description	Status
Armadale School House Building (ASHB) Arts Annexe	Utilise the ASHB as an Arts Annexe and canvas community groups and local art galleries for interest	Building now being considered for Local Studies Collection
Project Pipe Dream	Improve the appearance of the water pipeline on Armadale Rd by adding artwork, landscaping and raised walkways.	Noted and will be considered as part of planning
Jull Street Mall	Increase the civic use of Jull Street Mall by jointly funding programs and activities	Concerts in the Mall series now occurring
Pathway Project	Incorporate community art projects in suitable path projects planned for 2002/03	Public Art tour undertaken. Liaison occurring with public art consultants.
Fancote Park	As part of the Kelmscott Redevelopment project consideration be given to improvements in Fancote park including pathways, modifications to public art works.	Noted and will be considered as part of the Kelmscott Enquiry by Design Workshops.

3. Whilst discussion has not occurred with every possible funding agency to discuss each project identified above from the discussions had the following is a fair summary:
- a. Access to community art project funds is becoming very competitive.
 - b. Projects need not only be a good idea, based on sound support from the community and receiving financial contributions from a range of sources including Council, funding bodies are also wanting to see how such projects fit within the communities overall objectives and more specifically within their cultural plan.

Discussion did take place with particular reference to the pathway project with Arts WA who has funded such projects in the state on previous occasions. The feedback from these discussions was that they did not want to fund installations in the footpaths at this stage as it had been done in many locations across the state. They are looking for alternative projects, which are new but achieve the same outcomes.

The remaining project ideas, together with other possible activities, will need to be scoped further prior to implementation and it is suggested that an advisory committee (to be established) take on this role and pursue the practical considerations of each project including but not limited to the extent and nature of the activity, who will be involved, timeframes and possible sources of external funding. Once these parameters are agreed the projects can be more realistically costed and implemented.

The following Council resolution then occurred as arising from the May Community Services Committee Meeting, i.e.:

Community Development

“That the Community and Corporate Services Directorate’s 2002/03 Draft budget, as presented to and amended by Committee – the following dot points refer to the agreed amendments – be referred to the City Strategy Committee for consideration:

- *That as an alternative to the proposed \$60,000 Cultural Plan Review New initiative, a similar allocation be made to implement previously identified cultural arts projects and that a report which conceptually scopes those project be presented to the June 2002 Community Services Committee meeting;*

DETAILS OF PROPOSAL

What is proposed in this item is that Council continue to consider the review of the cultural policy and plan and that that review be community project focused and implement a number of community art projects as part of the review process and that the projects identified above be considered for inclusion in this list.

To achieve this, a reallocation of the budget proposed is considered necessary. The original proposed budget was follows:

Consultancy fees CANWA	\$ 12,000
Salaries across organization	\$40,000
Community Art Projects	<u>\$ 8,000</u>
Total	\$60,000

What is now proposed is a budget as follows:

Consultancy fees CANWA	\$12,000
Salaries across the organisation	\$ 8,000
Community Art Projects	<u>\$40,000</u>
Total	\$60,000

(Note: This budget proposes to redirect resources into project activities and absorb staff time towards the project within existing resources. This may be possible due to recent staffing additions and changes in intensity of other current programs. However this will impact upon officer’s time from both the Community Services Team and other Directorates in relation to other existing activities/priorities.)

This budget does allow for a substantial contribution towards community art projects. The projects to be undertaken would be determined by the proposed advisory committee and the above-mentioned Council-resolved projects would be included in its considerations.

Details on the exact process for the review incorporating community art projects cannot be provided at this stage as the methodology will need to be developed in consultation with CANWA as a review of this type has not been undertaken in the past. At this stage such a methodology may address the following points:

Community Development

- Review of the status of implementation of strategies in the existing cultural plan. A brief examination suggests that approximately 75% of the actions have been implemented or are considered ongoing.
- Workshop to incorporate strategies from other plans and feasibilities into documents.
- Some community consultation to prioritise all strategies. It is anticipated this is where the community art projects would be undertaken. Rather than a public meeting etc consultation would be undertaken at the site of community art projects across the city. To this end people would see activity in a park or civic area, be encouraged to inquire. At this point information would be available on other activities and overall planning. Officers and participants in the project would then seek feedback from residents on the particular project and overall plans for the City. Such activities may take the form of art projects, music performances, drama and many more determined by the proposed advisory committee.
- It is intended that projects would be located throughout the City and link in with other projects occurring in Council already including development of Community Security Action Plan, Neighbourhood Improvement Project, program of youth concerts and events, events program to name a few. Activities of these projects would provide opportunities to undertake community art projects and community consultation.
- Incorporation of community feedback into a document (revised Cultural Plan/Strategies) for presentation to Council for consideration.

COMMENT

Analysis

An estimated 75% of the actions in the exiting cultural plan have been completed or are ongoing in nature.

A review of the cultural plan is recommend by officers so that:

- Priorities for projects can be set to allow for an annual consideration by Council as part of the budget deliberations for implementing a project;
- Advice can be provided to the Armadale Redevelopment Authority on the priorities for large-scale projects, backed up by a well grounded community consultation process;
- Funding can be accessed from other agencies for implementation of projects quoting an up to date plan based on sound process.

The opportunity to undertake this review in partnership with CANWA should not be underestimated in regards to the quality of process, expertise brought to the process and standing the plan will have in the view of other agencies who might be possible funding bodies.

Community Development

CANWA has recognized the unique situation the City of Armadale is in with the establishment of the redevelopment authority and other major changes occurring in the community by inviting us to partner with them. The City of Armadale would be the first to undertake the second phase in CANWA's cultural planning program.

Officers have taken on board feedback received from Council advising that it does not want another plan and have attempted to design a methodology, which can see planning happening as part of projects rather than projects as part of planning. Thus we will aim to jointly deliver community art projects across the city and update the plan by incorporating the views of people in the community who might not normally have contributed to such a process.

Options

Council broadly has four options in regard to this matter:

1. Make no allocation on the budget for a review of the cultural plan or community art projects.
2. Allocate funds towards particular community art projects recognising that a substantial amount of the funding will be required to be contributed by Council for these projects as other agencies are not likely to fund projects not supported in planning documents. Determine a process to provide advice to ARA and other agencies regarding priorities for large scale projects at a later point.
3. Undertake a review of the Cultural Policy and Plan in the manner initially proposed.
4. Undertake a review of the Cultural Policy and Plan in the manner proposed in this item incorporating community art projects as part of the project.

Conclusion

It is likely that at some point in the near future Council will need to review its Cultural Policy and Plan (1999) and this proposal, whilst being different to previous processes, would also allow that review to take place at the same time as actioning existing community art projects. It would also provide a sound basis for future decisions as well as position the City of Armadale as a leader in community cultural development.

The proposed methodology is designed to achieve a number of objectives including:

- Council implementation of community art projects across the city,
- Provide up to date community input, and
- Production of an up-to-date cultural action plan.

It is the view of the Community Development Team that such a review process will also have an impact upon a number of other processes in Council including, the Community Security Action

Community Development

Plan and the Neighbourhood Improvement Project, as well as ongoing and future intra-Directorate activities.

C107/02 RECOMMEND

That Council consider as part of the budget 2002/03 deliberations allocating \$60,000 to undertake a review of the Cultural Policy and Plan in partnership with CANWA using a methodology focused on:

- **Implementing community arts projects as part of community consultation;**
- **Incorporating strategies from other relevant feasibility studies and reports;**
- **Link with existing Council projects and activities including Neighbourhood Improvement Project and Community Security program.**

Moved Cr Stewart

MOTION CARRIED (7/0)

Community Development

ALCOHOL EDUCATION AND REHABILITATION FOUNDATION

WARD ALL
FILE REF: CMD/1
DATE 12 June 2002
REF SP
RESPONSIBLE Manager Community
MANAGER Development

In Brief:

- This report provides an update on Officer investigations into the potential to develop an initiative suitable for funding by the Alcohol Education and Rehabilitation Foundation.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Social Infrastructure

- To facilitate a wider range of social and cultural experiences for the City of Armadale.
- To encourage community participation and responsibility.
- To foster ownership, pride and a supportive and caring community.
- To have in place the range of services to enhance the well being and safety of the community.

Communication

- To achieve dialogue with the community in order to have a clear understanding of the community's needs and expectations.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

- ATSIAC
- Department for Community Development:
- Police Department:

Community Development

- Armadale Youth Resources:
- Armadale SHS:
- Drug – Arm:
- PCYC:
- Child Adolescent Mental Health
- Community Drug Service Team

BACKGROUND

A report was prepared for the May meeting of the Community Services on funding available from the Alcohol Education and Rehabilitation Foundation, and a proposed approach to developing a submission for funding. At the May meeting of committee it was recommended and subsequently resolved (C90/02) by Council:

- “1. That Council:*
 - a. note the information presented in this interim report and the likelihood of grant funding opportunities for the City of Armadale;*
 - b. recommit the matter to the June Community Services Committee meeting for further report and consideration;*
- 2. That Council request that this matter be addressed with expedition recognising that the window of opportunity for funding may be limited and that liaison occur with other relevant agencies to provide necessary data to inform an application for funding.”*

A meeting was convened on Wednesday 12 June with stakeholder agencies to identify:

- The most significant local issues
- Current initiatives
- The most appropriate form of response to the issues
- Potential partners to be involved in developing a proposal

(See attached notes and power point presentation). **(Refer to Attachments “A-4” and “A-5” – as circulated with the Agenda.)**

DETAILS OF PROPOSAL

This is a progress report on investigations into options for developing a proposal suitable for funding by the AERF for Council’s information. Further work is proposed to develop the ideas and explore the options identified above.

In particular it is proposed that Community Development continue to convene the Drug and Alcohol Issues Working Group (including a subcommittee of ATSIAC) and take a lead role in coordinating a cooperative approach to developing a proposal suitable for AERF funding, building on existing resources.

Community Development

COMMENT

Analysis

It is evident from the above that there are many initiatives currently underway or proposed that relate to the objectives of the AERF, which are:

- a) to prevent alcohol and other licit substance abuse, including petrol sniffing, particularly among vulnerable population groups such as Indigenous Australians and youth;
- b) to support evidence based alcohol and other licit substances abuse treatment, rehabilitation, research and prevention programs;
- c) to promote community education encouraging responsible consumption of alcohol and highlighting the dangers of licit substance abuse;
- d) to provide financial support to organizations with appropriate community linkages to deliver the services referred to in the above criteria.

Discussions in the Drug and Alcohol Issues Working Group indicate there are several new initiatives that have the potential to significantly impact on shape of the local service provision network.

- The City of Armadale is about to launch a new Aboriginal Family Support Service. Based in Orchard House this service will target Aboriginal Families. Although the primary target of this program will be families with young children (0-5 years old), it is highly likely that this program will become involved with families with older children, some of who may have problems with drugs and alcohol. A key feature of the service model is an emphasis on supported referrals. This will mean that through the AFSS it will be possible to provide gateways to those families and individuals requiring assistance with drug and alcohol related problems.
- SGIO Community Security funding. The City of Armadale has also recently received notification of a grant for \$5,000 for a project to train Aboriginal Community Leaders in Conflict Resolution and Mediation. Originally intended to supplement another grant application (which was not successful), this funding will be used to develop the capacity of local Aboriginal leaders to become involved in issues involving conflict in the community. It is highly likely that this will involve people with drug and alcohol issues on occasion.
- Armadale Youth Accommodation Service. This organization has recently relinquished the management of their Youth Accommodation Service but plans to continue to manage a grant from the Federal Government, targeting young people with drug and alcohol issues. At the meeting of 12 June, a new proposal was tabled for this project,

Community Development

incorporating elements very similar to a proposal tabled by the Manager Community Development at the ATSIAC meeting of 4 June.

- Drug Arm is proposing extensions to their Time Out Centre on Albany Highway as well as considering strengthening their Street Van Program through the employment of trained youth workers to supplement their team of Street Van volunteers.
- There are also a number of Aboriginal Corporations expressing interests in becoming involved in developing services to Aboriginal young people with drug and alcohol problems. (Omoke, Abodijeri).
- Further discussions with the Community Drug Services Team subsequent to the meeting indicate there is a strong likelihood that the CDST will be funded shortly for an Aboriginal Drug and Alcohol Worker in this corridor. The plan is to link this Worker to existing services in the community.

Many of the elements for an effective intervention program are currently in place or under development. From a Community Development perspective, any proposal should link in to work with the existing service network to try to build on and value-add to the situation. At least one of the current service providers is also planning to submit an application to the AERF in their own right. This organization has agreed defer their application in order to work in partnership with the City of Armadale and other stakeholders to develop a proposal with a better chance of delivering positive outcomes for the community.

Options

Developing drug and alcohol services is complex. In order to be successful, a service model needs broad based support to deal with the complexities of the issue. A partnership approach is indicated. While it does take longer to develop a proposal working in partnership with external agencies, the chances of success are far higher.

Discussions with the funding body indicate this is a five-year program and they are looking for worthy models to fund that have been soundly researched and have broad support in the local community. It is highly unlikely that they will spend their entire budget in the early months of the program. It is much more likely that they will send applicants back to do the work we are currently engaged in.

Conclusion

Notwithstanding Council's concern for the urgency of the funding cycle, working with the various agencies and proposals already under development has the best chance of success. The funding body will require this preparation and the community sector has a legitimate expectation of such an approach from Council. The various agencies have already committed to a cooperative approach. There are currently considerable resources available (Aboriginal Family Support Service, SGIO Community Security Program grant, Project Link Up). To focus on best use of existing resources prior to attracting additional resources is sound practice. Community

Community Development

Development staff are already working to capacity to deliver positive outcomes with existing resources. Once all agencies have confirmed their service delivery intentions in relation to this issue, and agreement is sought in relation to their working in partnership, it will then be possible to assess both areas of overlap and areas of need. Council Officers will then be able, with the support of these partner agencies, to address areas of need through AERF funding support to complement existing services. Whilst this remains unclear at present, Council can have an existing role acting as a co-ordinator of activity through facilitation of the above Working Group.

C108/02 RECOMMEND

That Council receive the information regarding current investigations into developing a drug and alcohol intervention program and endorse the cooperative planning approach undertaken by the Drug and Alcohol Issues Working Group convened by Council Officers.

Moved Cr Hodges

MOTION CARRIED (7/0)

Community Development

DONATION OF HALL HIRE COSTS FOR LOCAL DRUG ACTION GROUP QUIZ NIGHT

WARD	ALL
FILE REF:	CMD/1
DATE	14 June 2002
REF	SP
RESPONSIBLE MANAGER	Manager Community Development

In Brief:

- Request to waive the hire fee and record as a donation for a Local Drug Action Group quiz night event, Armadale Hall Tuesday, 19 July, 2002 from 2-11pm.
- Report recommendation is to approve the request.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

This proposal is consistent with the Strategic Plan.

Social Infrastructure

- To encourage community participation and responsibility.
- To foster ownership, pride and a supportive and caring community.
- To have in place the range of services to enhance the well-being and safety of the community.

Legislation Implications

Nil

Council Policy/Local Law Implications

Council Donations Policy 1.1.8 “Council will consider applications from locally based organisations”.

Budget/Financial Implications

General Donations Budget has a current available balance of \$4,016.

Consultation

Nil

Community Development

BACKGROUND

The LDAGs are incorporated non-profit bodies supported by the WA Strategy Against Drug Abuse. Council has provided the use of the hall to LDAGs for fundraising quiz nights previously.

DETAILS OF PROPOSAL

The applicant proposes to hold a quiz night for fundraising purposes.

COMMENT

Community based organisations such as the LDAGs are becoming increasingly popular with State based agencies as a vehicle for promoting community driven initiatives. They work in collaboration with Community Drug Service Teams and plan preventative programs to meet identified needs, particularly for young people.

C109/02 RECOMMEND

That Council approve the waiving of hire fees and bond for the Local Drug Action Group to use Armadale Town Hall to host a Quiz Night 19 July, 2002 from 2-11 pm and record as a donation.

**Moved Cr Knezevich
MOTION CARRIED (7/0)**

Recreation

ARMADALE AND KELMSCOTT AQUATIC CENTRES SEASONAL REPORT

WARD All
FILE REF: A173263/1 &
178691/1
DATE 20 May 2002
REF PGQ
RESPONSIBLE Executive Manager
MANAGER Community Services

In Brief:

- The seasonal reports for the Armadale and Kelmscott Aquatic Centres provide an overview of the operations and activities at each centre for the 2001/02 season.
- The report recommends that the seasonal reports be received.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Relates to Council's aim to maintain physical infrastructure for the economic and physical well being of the local community.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

N/A

BACKGROUND

In line with Council's previous Resolution (C20/01) the seasonal reports for the Armadale and Kelmscott Aquatic Centres are attached. **(Refer to Attachments "A-6" and "A-7" - as circulated with the Agenda.)** The reports provide a summary of the operations and activities of both centres during the 2001/02 pool season.

Recreation

COMMENT

Analysis

The seasonal reports provide information under the following headings:

- Events
- Programs
- Attendances
- User Groups
- Marketing
- Plant and General Maintenance
- Health and Safety Issues
- Environmental Report
- Customer Feedback
- Profit and Loss

Overall the season could be considered to be successful although it is disappointing that attendances at both centres were down on the 5 year average. The mild summer weather conditions, where the maximum temperature did not exceed 37 degrees Celsius during the summer period, is believed to be the main factor contributing to the decline in attendances. The tragic drownings at other centres led to the cancellation of a number of school swimming activities and also had an adverse impact on attendances.

As previously reported to Council, a number of difficulties were encountered at the Armadale centre in the first half of the season due to the failure of major items of plant and equipment. Some of the more major problems included:

- The heat exchanger on the main heater burnt out and needed to be replaced. Problems with the water pressure however caused the heaters to malfunction on a number of occasions until the fault was isolated and could be rectified.
- Tests revealed that the main pump, which was replaced in September 2000, was performing well below its required duty. A specialist consultant was engaged to help resolve the problem and following negotiations with the pump supplier, a new replacement pump was installed at no cost.
- The automatic pool cleaner broke down on a number of occasions resulting in the pools needing to be cleaned manually.
- The chain mesh fencing along Champion Drive was continually cut by people gaining illegal entry to the centre.

Recreation

Despite these problems, the centre continued to operate with minimal inconvenience to the public although a number of complaints were received from the swimming club on those days when the heaters misfired.

During the course of the season some maintenance related issues were raised with RANS and were promptly attended to. When considering maintenance standards however, it must be remembered that both the Armadale and Kelmscott centres are ageing facilities with some major items of plant and equipment being at or near the end of their lifecycle. A separate report in this agenda puts forward a possible strategy for Council's aquatic centres for both the medium and long term.

Conclusion

It is recommended that Council receive the seasonal reports for the Armadale and Kelmscott Aquatic Centres.

C110/02 RECOMMEND

That Council receive the 2001-02 seasonal reports for the Armadale and Kelmscott Aquatic Centres.

**Moved Cr Clowes-Hollins
MOTION CARRIED (7/0)**

Recreation



Recreation

SKATE FACILITIES STRATEGY

WARD All
FILE REF: REC/11
DATE 7 June 2002
REF PGQ
RESPONSIBLE Executive Manager
MANAGER Community Services

In Brief:

- This report identifies the need for additional skate facilities within the City and presents a proposed strategy for provision of new facilities as well as improving existing facilities.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

- To facilitate a wider range of social and cultural experiences for the City of Armadale
- To recognize the needs of young people
- To encourage community participation and responsibility

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

An amount of \$14,000 has been listed for consideration of funding in Council's 2002/03 draft budget deliberations.

Funds are not currently included in Council's 5 Year Program for provision of new skate facilities

Consultation

Substantial consultation as part of the Youth Recreation Needs Survey (984 responses) and the Recreation Needs Study
Forrestdale Tennis Club

Recreation

BACKGROUND

A report to the December 2001 Community Services Committee presented a petition from 107 young people requesting that Council upgrade the skate facilities at Frye Park, including the provision of a half pipe. Following consideration of the report, Council Resolved (C206/01) that the request be considered as part of a review of the City's skate facilities, including assessment of skate facility proposals for the Forrestdale and Westfield areas.

Approximately 3-4 years ago when Council first considered the need for skate facilities within the City, it adopted a strategy of providing smaller scale local facilities rather than one centralised larger-scale facility. The rationale for this approach is that it would provide facilities within a relatively short travelling distance for most young people living in the City.

Following consideration of several potential locations, Council determined that the initial priorities for local facilities would be:

- Cross Park, Roleystone
- Frye Park, Kelmscott
- Gwynne Park, Armadale

Grant funding was obtained from the Office of Youth Affairs and funds were then allocated on successive Council budgets to allow the facilities to be provided. In addition to the above facilities, a concrete "half pipe" was provided at Reg. Williams Reserve in West Armadale as part of a major upgrade of that facility to establish the ARKS Road Safety Centre.

Surveys undertaken for the Recreation Strategic Plan and the Youth Recreation Needs study indicated a strong need for provision of youth facilities, and in particular, skate facilities. In the random sample survey of 300 residents conducted as part of the Recreation Strategic Plan, youth facilities was rated as one of the top three priorities for provision of recreation facilities and services in the next five years.

The Youth Recreation Needs study involved extensive consultation with young people including a survey of 1300 young people between 13-18 years of age. This study found that the majority of young people rated existing facilities in their local area as being either "poor" or "fair". Another significant result from the survey was that the most requested facility was for a skate park.

In receiving the Youth Recreation Needs report, Council Resolved inter-alia (C48/01) to further investigate options for:

- Establishing additional local skate facilities in Forrestdale and Westfield;
- Acquiring additional transportable skate park equipment for existing facilities and establishing a system for rotating the equipment between venues in order to provide greater variety for skaters; and

Recreation

- Establishing a large scale facility in a central location

This report presents for Council's consideration a strategy for provision of skate facilities that will help meet the needs of young people both in the short term and in the medium to long term.

DETAILS OF PROPOSAL

It is proposed that the provision of skate facilities be considered in a similar context to other recreation facilities i.e. whether the facilities are designed to cater for a regional, district or local catchment area.

In general terms, a regional facility would be one that is established in a central location, would cater primarily for users within the Local Government area (LGA) plus adjoining LGA's, and could expect to attract users from within a 10km radius.

A district facility would be a smaller scale facility than a regional facility, would primarily cater for users within that suburb plus adjoining suburbs, and could expect to attract users from a 5-6km radius.

A local facility generally caters for users within the local neighbourhood and normally attracts users from within a 1-2km radius.

Local Facilities

Each of the existing facilities at Armadale, Kelmscott and Roleystone could be classified as local facilities. These facilities were designed for beginners through to mid level skaters and primarily cater for users from the local area. The facilities do not offer the same level of challenge and are rated by insurers as having a lower risk than district or regional standard facilities.

The skate parks have generally been popular with young people from the local area and in the main, use of the facilities has been positive. However, there have been some instances of vandalism to the other facilities adjacent to the skate parks that may be partly attributable to the increased activity in the area.

With respect to local level facilities, the main needs that are currently evident are to provide new facilities at Forrestdale and Westfield, and to upgrade existing facilities at Armadale, Kelmscott and Roleystone.

1. New facilities for Forrestdale and Westfield

The Youth Recreation Needs survey indicated that:

44% of survey respondents were prepared to travel 1km to get to a facility
16% were prepared to travel 4km to get to a facility
the majority of young people lived within 4km of an existing facility

Recreation

The rationale for the 1km distance was that it roughly equated to 10 minutes walking time, whilst 4km equated to approximately 10 minutes cycling time. The survey acknowledged that these distances were based on taking a direct route from point A to point B which is not always possible. There are also a number of physical barriers that restrict access to existing facilities e.g. major roads, railway line, Canning River etc. In reality, the catchment areas of the current facilities are less than the notional 4km radius.

Shown previous to this item is a plan showing the location of the existing facilities at Cross Park, Frye Park and Gwynne Park, and the 1km and 4km radius from each facility.

With Forrestdale being well outside the 4km catchment area of the Gwynne Park facility and the general isolation from other recreation opportunities closer to the City centre, there is a strong need for provision of youth facilities in Forrestdale.

In assessing potential sites for a skate facility in Forrestdale, preliminary discussions have occurred with the Tennis Club about the possibility of one or even two of the tennis courts being used for this purpose. The club currently has a low membership and presently does not require the use of all four courts. Whilst the club is yet to formally consider the proposal, initial indications are that it would not be adverse to the idea subject to certain conditions.

The other main gap in the provision of skate facilities is the area bounded by Armadale Road, Lake Road and Railway Avenue. Although parts of this area come within the notional 4km catchment areas of the Gwynne Park and Frye Park facilities, the major physical barriers of Armadale Road, Albany Highway and the railway line mean that young people living in this area do not have good access to existing facilities. To date there has been no detailed assessment of potential sites for a skate facility within this area however, possibilities include locations within the Bob Blackburn Reserve/Armadale Aquatic Centre precinct or adjacent to the BMX track at John Dunn Oval.

In summary, there is a strong need for provision of local level skate facilities at Forrestdale and in the Armadale/Westfield precinct. Councillors will be aware of the petitions signed by hundreds of young people requesting that skate facilities be provided in these areas. The results of the Youth Recreation Needs survey further demonstrate this need.

2. Upgrade existing facilities

The main need that is evident with existing facilities is to provide greater variety and new challenges for skate boarders. Although each of the facilities have been popular and have become a focal point for young people in their local area, the equipment has now been in place for a period of time and many requests have been received for new equipment that offers new challenges and variety.

In order to address this need it is proposed that some new items of equipment be purchased, and in consultation with the Youth Advisory Committee (YAC) and skate boarders from each locality, a system be established to rotate some pieces of equipment

Recreation

from site to site. For a relatively small cost (approx \$1,000 if done once yearly), this would provide greater variety for skate boarders and maximise the use of an existing resource.

3. Funding and Staging Proposal

If Council is supportive of the approach outlined in this report, it is proposed that the works be undertaken in stages over successive financial years. Preliminary cost estimates are as follows:

\$35,000	Forrestdale Skate Park
\$40,000	Westfield Skate Park
<u>\$15,000</u>	New equipment for existing facilities
\$90,000	Total

A possible funding package for the proposal is as follows:

\$14,000	City of Armadale – 02/03 budget allocation
\$25,000	City of Armadale – 03/04 budget allocation
\$21,000	Forrestdale Plant Liaison Committee grant
<u>\$30,000</u>	Department of Sport & Recreation grant
\$90,000	Total

For this proposal to be viable, it would require the following to occur:

- Council would need to allocate \$14,000 in its forthcoming 2002/03 budget plus a further \$25,000 in 2003/04. A contribution of \$14,000 for resurfacing of two tennis courts at Forrestdale is included in the 5 year Program for 2004/05. These funds could be reallocated and brought forward should Council wish to proceed. There is currently no provision on the 5 year Program for the requested \$25,000 contribution in 2003/04. Council would therefore either need to provide a new allocation of funds or reprioritise existing projects currently listed for 2003/04.
- The Forrestdale Plant Liaison Committee would need to approve a grant of \$21,000 for the proposed Forrestdale skate facility. Preliminary discussions with the Committee Chairperson indicate that there would be a good chance that a grant application would be successful.

Recreation

- A grant application would need to be submitted to the Department of Sport and Recreation (DSR) in the next funding round (October 2002) and allocated a high priority rating by Council. The outcome of the grant application will be advised in February/March 2003.
- In addition to Council's capital contribution to the project, extra funds would need to be allocated for maintenance of the new facilities (approximately \$5,000 per year for each facility).

In terms of the timeframe for implementation, no works could be commenced until the outcome of the DSR grant application is known. Any funds spent prior to this time would not be eligible to claim as part of the project cost. Should funding from the respective parties be approved, the likely timeframe for the project would be:

2002/03 (March – June 2003) Forrestdale Skate Park

2003/04 (August – October 2003) Westfield Skate Park plus upgrade existing

In the interim period, further consultation and planning could occur with young people and other stakeholders to identify potential sites and determine the range of equipment to be provided.

Regional Facilities

One of the recommendations to come out of the Youth Recreation Needs Survey was to further investigate options for a large scale facility in a central location.

As discussed earlier in the report, a centrally located regional facility would complement local facilities and provide a greater range of equipment and challenges for skaters with more advanced skills. Such a facility would attract users from throughout the City and depending on the standard of the facility, may attract users from neighbouring areas.

The likely cost of a regional skate facility would be in the order of **\$120,000**.

Although the provision of a regional skate facility is unlikely to be affordable in the short term, it is suggested that it receive consideration in Council's forward planning processes.

The Economic Development Strategy discusses the need for a major "attractor" being developed in the City Centre to help generate increased cultural and economic activity. One option may be to ask the Armadale Redevelopment Authority (ARA) to consider the merits of regional skate facility as a major "attractor" for the central city precinct. Should the ARA be supportive of this proposal, it may provide funding options that are currently not available and enable the project to be brought forward.

Recreation

COMMENT

Analysis

The proposed strategy for provision of skate facilities involves:

- providing new local level facilities at Forrestdale and Westfield;
- providing some new items of equipment for existing facilities at Armadale, Kelmscott and Roleystone;
- establishing a system to rotate equipment between sites on an annual basis;
- planning for provision of a regional facility in a central location as a medium term strategy;
- requesting the Armadale Redevelopment Authority to consider the merits of a regional skate facility being established in the City Centre as an “attraction” to promote increased economic and cultural activity;
- applying for funding to the Department of Sport and Recreation and the Forrestdale Plant Liaison Committee to assist with the project.

If the proposal is supported by Council it would provide good access to local skate facilities for most young people living in the City. The other main benefit is that the proposed rotational system would provide variety and new challenges for skateboarders at nominal cost.

Although a regional facility is seen as desirable, the provision of adequate local facilities is considered to be a more important short term priority. The establishment of the Armadale Redevelopment Authority, however provides the opportunity for a regional skate facility to be considered as part of the redevelopment for the City Centre. If the Armadale Redevelopment Authority believes there is merit in this idea, there may be an opportunity to source external funds and bring forward the project.

In summary, there is a strong need for additional local skate facilities to be provided in Forrestdale and Westfield, as well as some upgrading of existing facilities in Armadale, Kelmscott and Roleystone. If Council is able to respond to this need, it would demonstrate in a very tangible way, Council’s support for the City’s young people and enable Council to build on some of the excellent work done with young people in recent years.

Options

Alternative options should Council not be supportive of the recommended approach include:

1. Give priority to the establishment of a regional facility in lieu of local facilities.
2. Provide a local facility at either Forrestdale or Westfield, but not both.

Recreation

3. Give priority to upgrading existing local facilities over the provision of new facilities.
4. Decline the proposal and maintain the existing level of provision.

Neither of the above options is recommended.

Conclusion

It is recommended that the strategy put forward for provision of skate facilities in the City be endorsed by Council.

C111/02 RECOMMEND

1. **That Council endorse the following strategy for provision of skate facilities within the City:**

Short Term (1 – 2 years)

- **provide new local level facilities at Forrestdale and Westfield;**
- **purchase new items of equipment for existing facilities at Armadale, Kelmscott and Roleystone;**
- **in consultation with skate park users, establish a system for rotating equipment between local skate facilities on an annual basis;**
- **request the Armadale Redevelopment Authority to consider the merits of a regional skate facility being established in the City Centre as an “attractor” to promote increased economic and cultural activity.**

Medium Term (2 – 5 years)

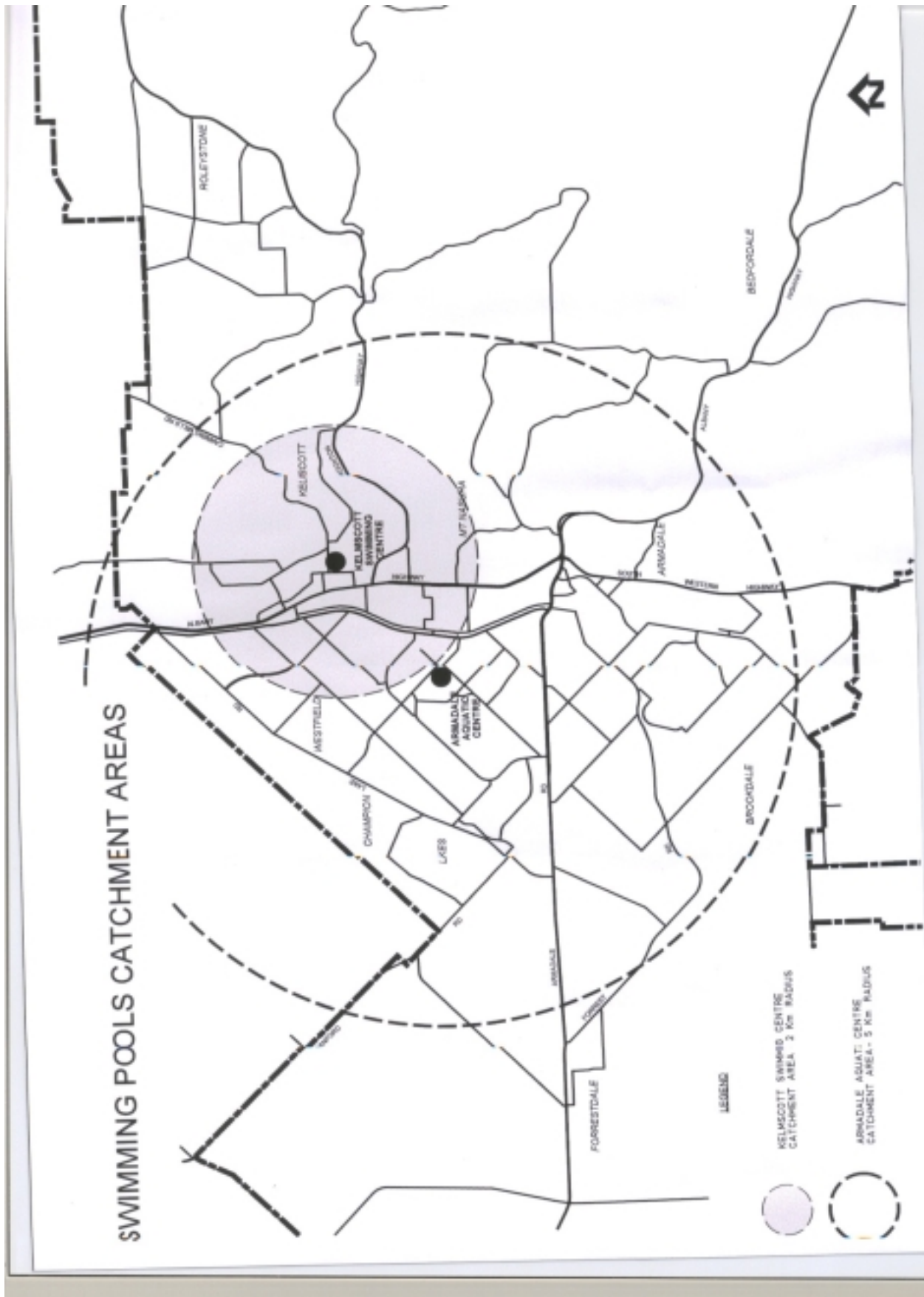
- **plan for provision of a regional skate facility in a central location**
2. **That further consultation occur with the Youth Advisory Committee, local skateboarders and other stakeholders to identify potential sites and design options for local skate facilities in Forrestdale and Westfield, and a report be presented to the September Community Services Committee Meeting to enable Council to determine the most suitable sites for the proposed new facilities.**
 3. **That it be noted that an amount of \$14,000 is already listed for consideration of funding on Council’s 2002/03 draft Budget for the provision of a local skate facility in Forrestdale.**

Recreation

4. That consideration be given to the inclusion of \$25,000 in the 2003/04 year of the Parks and Reserves Development programme for the provision of a local skate facility in Westfield and the purchase of new items of equipment for the Armadale, Kelmscott and Roleystone skate facilities when the Five Year Programme is next updated.
5. That consideration be given to the inclusion of an allocation of \$5,000 in each year of the Parks and Reserves Maintenance Programme for the maintenance of additional skate facilities when the Five Year Programme is next updated.
6. That an application be made to the Forrestdale Plant Liaison committee requesting a \$21,000 contribution to the Forrestdale Skate Park.
7. That a grant application be prepared and submitted to the Department of Sport and Recreation in the next funding round, requesting a \$30,000 contribution to the proposed new skate facilities in Forrestdale and Westfield.

Moved Cr Stewart
MOTION CARRIED (7/0)

Recreation



Recreation

DISCUSSION PAPER ON FUTURE PROVISION OF AQUATIC FACILITIES

WARD All
FILE REF: A173263/1; A178691/1
DATE 14 June 2002
REF PGQ
RESPONSIBLE Executive Manager
MANAGER Community Services

In Brief:

- This report presents for Council's consideration a discussion paper re: future directions for the provision of aquatic facilities in the City.
Committee recommended that:
 - *the matter be recommitted to the next meeting;*
 - *it be noted that the proposal for an indoor heated pool facility in the City remains as an unfunded initiative in the City's Strategic Plan;*
 - *the following matters be the subject of further officer reports:*
 - *the possibility of a Council contribution towards establishing a hydrotherapy facility in the City;*
 - *possible models to facilitate the transport of persons to hydrotherapy services;*
 - *indicative capital and operating costs for indoor pool facilities.*

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Relates to Council's aim to maintain and upgrade physical infrastructure for the economic and physical well-being of the local community.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

- Armadale-Kelmscott Swimming Club
- RANS Management Group
- Technical Services staff

Recreation

BACKGROUND

Following consideration of the Recreation Needs Study via the March Community Services Committee Meeting, Council resolved (C62/02) in part as follows:

- “3. *That a report be presented to the June Community Services Committee which presents a draft strategy for provision of aquatic facilities both in the short and medium to long term.*”

To assist in the development of a strategy for provision of aquatic facilities in the City a discussion paper has been prepared (**refer to Attachment “B-5” – as circulated with the Agenda**) and provides background information on a number of key issues to be considered and addressed by Council.

In addition to this discussion paper a further report addressing both the current centre management and capital maintenance issues is being prepared and will be tabled at the Community Services Committee meeting on Tuesday 25th June 2002. Whilst it is imperative that Council determine its strategic position for the provision of aquatic facilities, recent advice to the City in relation to the current contractual arrangements for the management of the City's facilities, and the ongoing capital maintenance concerns, have created a need for Council to also provide direction in relation to its current operational commitments. This was raised in the 2002-03 Draft Budget Report to the City Strategy Committee on 11th June 2002 (Ordinary Council Meeting of 17th June). This further report will address these two issues in more detail.

Officer Recommendation:

That Council give consideration to a Councillors' workshop being convened at the earliest opportunity to consider and determine the broad strategy for the provision of aquatic facilities within the City so that ongoing operational management can occur within a context of future business planning and commitments.

Committee discussions in brief included:

- *the preference was expressed for the further consideration of broad future strategies for the current pool facilities being managed at a Committee level rather than at a Councillors' workshop;*
- *the need to source from current operators of indoor pool facilities indicative capital and operating costs so as to provide a greater awareness of the related community cost;*
- *regards the matter of hydrotherapy services, the need to examine:*
 - *the possibility of a Council contribution to facilitate provision of such services locally; and*
 - *possible models to transport local persons to existing facilities.*

Recreation

C112/02 RECOMMEND

That Council recommit the matter of considering and determining a broad strategy for the future provision of aquatic facilities within the City to the next meeting of the Community Services Committee and note the following matters, ie:

Amended
full Council
1 July 2002

- **the proposal for an indoor heated aquatic facility in the City remains an unfunded project on Council's current draft Strategic and Five Year Forward Financial Plans;**
- **the request to officers to examine and report on:**
 - **the option of a Council contribution towards the provision of a hydro-therapeutic pool within the City, and**
 - **possible models to facilitate the transport of local persons requiring hydrotherapy services to suitable venues;**
 - **indicative capital and operating costs of current providers of indoor heated pool facilities.**

**Moved Cr Cumming
MOTION CARRIED (7/0)**

Recreation – Late Item

Moved Cr Stewart that the meeting at this juncture, 8.45 pm, be closed to the public to enable consideration by Committee of the following matter which deals with information which is commercially sensitive.

MOTION CARRIED (7/0)

AQUATIC CENTRES – MANAGEMENT AND CAPITAL MAINTENANCE

WARD	All
FILE REF:	A173263/1; A178691/1
DATE	21 June 2002
REF	PGQ
RESPONSIBLE MANAGER	Executive Manager Community Services

In Brief:

This report provides information on:

- the management contract between RANS Management Group and the City,
- capital maintenance matters at both the Armadale and Kelmscott Aquatic Centres.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Relates to Council's aim to maintain and upgrade physical infrastructure for the economic and physical well-being of the local community.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

- A total of \$68,000 has been allocated in Council's 2002/03 draft Budget for capital maintenance works at Armadale and Kelmscott Aquatic Centres.
- The section of the report that discusses the management of the Centres could have implications for the forthcoming budget.

Consultation

- Chief Executive Officer
- Technical Services staff
- RANS Management Group

Recreation – Late Item

BACKGROUND

This report provides information on:

1. Issues relating to the ongoing management of Council’s aquatic facilities; and
2. capital maintenance works that is required at both the Armadale and Kelmscott Aquatic Centres.

Management

This part of the report is confidential – (refer to Attachment “B-1” – as attached to these Minutes).

Capital Maintenance

The budget submission presented by RANS advised of the need for capital maintenance at both Centres, but in particular, at Kelmscott Pool.

An independent consultant was engaged to assess the condition of Kelmscott Pool and confirmed the need for replacement/repairs to be carried out on the Centre’s plant and equipment.

The report provides detail on the extent of works required and identifies the priorities for the forthcoming season.

DETAILS OF PROPOSAL

Management Options

This part of the report is confidential – (refer to Attachment “B-1” – as attached to these Minutes.)

Capital Maintenance

The budget submission presented by RANS Management Group has identified priority capital maintenance works at both Centres, but in particular at Kelmscott Pool.

An independent “Condition Assessment” report was subsequently obtained for Kelmscott Pool, which confirmed the need for the works to be done and presented some options in terms of staging.

A summary of capital maintenance/works required at both Centres is as follows:

Armadale Aquatic Centre

\$14,000	Replace perimeter fence along Champion Drive
\$8,000	Replace leaking pipes and valves in plant room
\$6,000	Replace heat exchanger on No. 3 heater
\$3,000	Replace sand in filter

Recreation – Late Item

\$20,000	Environmentally friendly system for backwash water discharge
\$3,000	Hot showers for change rooms
\$1,000	Repair floodlighting
\$4,000	Concept Plan for upgrading Centre
\$14,000	New automatic pool cleaner
\$3,000	Re-tile change room floors
\$5,000	Upgrade telephone system
\$6,000	Replace soda-ash pump and mixer
\$2,000	Public phone
\$40,000	Refurbish Boat Pool
\$15,000	Resurface 70m “stream”
\$20,000	Remove “Cave” and “Bullpit”
\$10,000	Landscape grounds and upgrade lawns
\$8,000	Replace existing paving
\$20,000	Additional shade throughout
<u>\$20,000</u>	Upgrade and modernize entry
\$220,000	Total

[Note: The above costs are estimates only – firm costings are yet to be obtained.]

Kelmscott Pool

\$50,000	Replacement of filter and pipework
\$25,000	Environmentally friendly system for discharge of backwash water
\$5,000	Repairs to pool coping and fibreglass lining, and installation of lane rope connections
\$2,000	Replace section of leaking pipe from plant room to main pool
\$4,000	Hydraulic testing of pipework and repair leaks
\$10,000	Resolve concourse drainage problems
<u>4,000</u>	Minor works to address safety issues raised in Royal Life Saving Society Audit
\$100,000	Total

[Note: The above costs are estimates only – firm costings are yet to be obtained.]

The following allocations have been made in Council’s draft 2002/03 Budget:

\$17,000	Armadale Aquatic Centre – plant maintenance
\$1,000	Armadale Aquatic Centre – pool maintenance
\$20,000	Kelmscott Pool – plant maintenance
<u>\$30,000</u>	Additional allocation for priority maintenance – City Strategy Committee Minutes of 11 June 2002 refer.
\$68,000	Total

When the decision was made by Council to contract RANS to manage its aquatic facilities there was discussion and agreement in relation to a number of plant/pool maintenance items that needed to be addressed by Council. As part of that agreement monies were set aside as part of the 5 year planning process. Many of the above listed items are part of that ongoing maintenance program however timeframes in relation to their urgency now need to be brought forward.

Recreation – Late Item

In addition to the amounts listed above (for the next year 2002-03), the Five Year Forward Plan for the financial years 03/04, 04/05, 05/06 and 06/07 has set aside plant/pool maintenance funds as listed:

Armadale	03/04	04/05	05/06	06/07	Totals
Plant Mtce	11,000	17,000	50,000	15,000	93,000
Pool Mtce	25,000	17,000	5,000	15,000	62,000
Sub Total	36,000	34,000	55,000	30,000	155,000
Kelmscott					
Plant Mtce	5,000	10,000	25,000	13,000	53,000
Pool Mtce	13,000	8,000	8,000	10,000	39,000
Sub Total	18,000	18,000	33,000	23,000	92,000
Total	54,000	52,000	88,000	53,000	247,000

Overall, including the monies set aside in the 02/03 financial year, there is \$315,000 set aside for the next 5 years for pool/plant/capital maintenance at both pools. The above lists from RANS equate to \$320,000 however the issue of priority of these items must be considered in the overall planning. Clearly RANS are indicating that a number of items need priority attention if services are not to be affected and this may require Council to bring forward from future years of the Forward Plan funds to cover identified priority costs.

Given that the cost of above works, as reported by RANS, well exceeds the funds that have been allocated in Council's 2002/03 draft Budget, it will be necessary to prioritize the most urgent works that will be required in order to keep the Centres operational for the forthcoming season. It was not expected, and could not be anticipated, that some of the current required works would need to be addressed in the 2002-03 year, however, as indicated in previous reports, both facilities are ageing and so the nature of their maintenance needs is difficult to predict.

Based on the assumption that both Centres remain open for the forthcoming season, the following scope of works is proposed:

Armadale Aquatic Centre

\$20,000	Environmentally friendly system for backwash water discharge
\$8,000	Replace leaking pipes and valves in plant room
\$6,000	Replace heat exchanger on No. 3 heater
\$3,000	Replace sand in filter
\$4,000	Concept Plan for upgrading Centre
\$1,000	Repair floodlight
\$2,000	Public phone
\$44,000	Total

Kelmscott Pool

\$25,000	Environmentally friendly system for backwash water discharge
\$10,000	Short term repairs to filter (1 – 2 years)
\$4,000	Hydraulic testing and repair leaks to balance tank and pipework

Recreation – Late Item

\$2,000	Replace section of leaking pipe from plant room to main pool
<u>\$5,000</u>	Repairs to pool coping and fibreglass lining, and installation of lane rope connections
\$46,000	Total

Summary

\$44,000	Armadale
<u>\$46,000</u>	Kelmscott Pool
\$90,000	Total

COMMENT

Analysis

The second part of the report advises of the need for priority capital maintenance to be carried out at both the Armadale and Kelmscott Centres and recommends a priority list of works to enable both Centres to remain operational for the forthcoming season.

This proposal would allow some of the most urgent works to be done for the forthcoming season but it should be noted that a number of high priority capital maintenance items remain unfunded.

Advice from the consultant indicates that it may be possible to do some temporary repairs to the Kelmscott Pool filter, which may give the filter another 1 – 2 years' life expectancy. For the Kelmscott Pool to remain operational beyond the 2002/03 season, replacing the existing filter and pipework plus the provision of an environmentally friendly system for backwash water discharge would be considered "must do" items.

At Armadale, all of the listed items are considered high priority and have some significant management implications if not done. The one possible exception to this is the amount of \$4,000 to allow a concept plan to be developed for a medium term upgrade to the Centre. If Council's strategy for provision of aquatic facilities in the short, medium and long term does not include any capital improvements at Armadale Aquatic Centre, these funds could be reallocated to any number of capital maintenance items needing to be done. On the other hand, if Council did wish to consider a medium term upgrade of Armadale Aquatic Centre as part of its strategy, it would need to provide the necessary funds for a concept plan to be developed which in turn would be used to support subsequent grant applications to the Department of Sport and Recreation.

Conclusion

In terms of capital maintenance required at both the Armadale and Kelmscott Aquatic Centres, it is recommended that those works identified in the report as being the most urgent priorities be undertaken prior to the forthcoming season. It should also be noted that a number of high priority capital maintenance items remain unfunded and these works should be taken into

Recreation – Late Item

consideration when Council develops its strategy for future provision of aquatic facilities within the City.

Officer Recommendation:

1. That in the event that RANS Management Group is not able to trade its way out of its current financial difficulty, the contract between RANS and the City be immediately terminated and Council resume direct management of its Aquatic Centres.
2. That the list of capital maintenance/works items for Armadale and Kelmscott Aquatic Centres, as identified in the report, be undertaken prior to the commencement of the forthcoming 2002/03 pool season.
3. That it be noted that a number of high priority capital works for both the Armadale and Kelmscott Aquatic Centres remain unfunded and these works be taken into consideration when Council develops its strategy for provision of aquatic facilities within the City.

Committee Discussion in brief:

- *The Executive Director Community & Corporate Services reported to Committee that:*
 - *on 12 June 2002 and pursuant to Section 436A of the Corporations' Act, Ian Carson and Rod Slattery (from the Chartered Accountants firm of Carson & McLellan PPB) were appointed as joint and several Administrators of the RANS Management Group Pty Ltd;*
 - *the Administrators are required within (28) days of appointment to provide a report to the creditors of RANS that will include a recommendation as to which of the following options are in the best interests of the creditors:*
 - *that the Administration should end;*
 - *that the company enter a deed of company arrangement; or*
 - *that the company be wound up, i.e. placed in liquidation;*
 - *on the basis of the above advice, there was an urgent need for Council to suitably position itself to respond to the possibility of RANS not being able to fulfil their contractual obligations – hence this report on future management options.*

Recreation – Late Item

C113/02 RECOMMEND

That Council, having regard for the objective of ensuring that its aquatic facilities are both open on time and fully operational for the coming 2002-03 pool season, take all reasonable and appropriate steps, including legal advice, to ensure that it is suitably positioned both contractually and resource management wise, to resume direct management of the City's aquatic facilities in the event that the current contracted management service provider, RANS Management Group, cannot fulfil their contractual obligations.

**Moved Cr Green
MOTION CARRIED (7/0)**

Nil

MEETING CLOSED AT 9.03 PM

COMMUNITY SERVICES COMMITTEE

SUMMARY OF "B" ATTACHMENTS

25 JUNE 2002

Attachment No.	Subject	Page
B-1	CONFIDENTIAL REPORT – AQUATIC CENTRES – MANAGEMENT AND CAPITAL MAINTENANCE	80 - 88

