

CITY OF ARMADALE

MINUTES

OF COMMUNITY SERVICES COMMITTEE HELD IN THE COUNCIL CHAMBERS,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON 26 MARCH 2002
AT 7.00 PM

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

APOLOGIES: Cr V L Clowes-Hollins

OBSERVERS: Cr G M Hodges
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 S Phillips Manager Community Development
(7.00 pm to 9.10 pm)
Mr P G Quinlivan Manager Recreation Services
Mr P Martin Community Development Officer
(8.14 pm to 8.40 pm)
Ms S Durack Grants Officer
(8.14 pm to 8.40 pm)
Mrs Y Ward Minute Secretary

Deputation from Armadale Sporting Club - Mr P Smith,
Mr S Jones, Mr T Garner, Mr D Kinsman – 7.10 pm to 7.46 pm.

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

A deputation comprising members of the Armadale Sporting Club and Affiliated Clubs has been invited to the meeting to discuss the Armadale Sporting Club's financial position – prior Council resolution C39/02 of 5 March 2002 refers, namely: *“That Council invite, as a deputation, the Committee of the Armadale Sporting Club to the March 2002 Community Services Committee Meeting.”*

The deputation had not arrived at this juncture of the meeting, i.e. 7.05 pm and accordingly, Committee proceeded with its business in the order of the Agenda.

QUESTION TIME

Nil

ITEMS REFERRED FROM INFORMATION BULLETIN

- **Outstanding Matters**
 - Report on Outstanding Matters emanating from Community Services Committee
 - Monthly/Quarterly Departmental Reports
 - Library Department General Report – February 2002
 - Manager Accounting Services Report – 6 March 2002
 - Manager Ranger & Fire Services Report – February 2002
- **Finance**
 - Financial Statements – for the (35) week period ended 28 February 2002
- **Monthly/Quarterly Departmental Reports**
 - Armadale-Kelmscott Seniors' Management Committee – 15 January 2002
 - History House Museum Management Committee – 7 February 2002
 - Minnawarra Festival Committee – 5 February 2002
 - Minnawarra Festival Committee – 19 February 2002
 - Seniors' Interest Advisory Committee – 8 November 2001
 - South East Regional Recreation Advisory Group – 21 February 2002
 - Youth Advisory Committee – 21 January 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 26 February 2002, be confirmed.

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COMMUNITY SERVICES COMMITTEE

26 MARCH 2002

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I N D E X

COMMUNITY SERVICES COMMITTEE

26 MARCH 2002

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Finance

SCHEDULE OF CHEQUE PAYMENTS

MANAGER ACCOUNTING SERVICES REPORTS

C40/02 RECOMMEND

1. **Payments totalling \$7,978,262.54 on Vouchers 42183-42207, EF3183-EF3561 AND 102088-102100, drawn upon the Municipal Fund, be received.**
2. **Cheque payments totalling \$87,094.49 on Vouchers 88780-88942, drawn upon the City Treasurer's Advance Account, be received.**
3. **Cheque payments totalling \$15,874.61 on Vouchers 88979-88981, EF3562 and 400812-400813, drawn upon the Trust Fund, be received.**
4. **Cheque payments totalling \$4,791,628.28 on Vouchers 500407-500410, drawn upon the Reserve Fund, be received.**

Moved Cr Stubbs

MOTION CARRIED (7/0)

STATUTORY FINANCIAL REPORT

MANAGER ACCOUNTING SERVICES REPORTS

The Statutory Financial Report for the (8) months ended 28 February 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

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

The Year to Date Net Operating Position (as shown by the actual deficit line) is less than budget estimations, as confirmed by the City of Armadale Net Position graph. The graph demonstrates that February's monthly expenditure is back in line with the same period last year. Expenditure during December and January was higher than the same period last year due predominantly to plant purchases. Future month's graphs will reflect the recently approved budget adjustments arising from the six monthly budget review process. i.e. the graphs will show the adopted budget, the revised budget and the actual figures . **(Refer to Attachment "A-2" – as circulated with the Agenda.)**

Finance

Investment Interest

The monthly interest revenue and the accumulated year to date interest revenue are beginning to slow below the adopted budget.

Investments

As forecasted, the funds under investment have been reducing in line with increased expenditure patterns.

Grants

The amount of grant funding received increased during the period yet remains lower than budget expectations in terms of the year to date position. This matter was addressed in the six monthly budget review process.

Sundry Debtors

Focus remains on high volume, long outstanding debtors. It is pleasing to note that the debtors are at their lowest peak this year. Significant debtor resolutions were achieved this period.

Rates Debtors

The graph reflects the steady decline in the level of outstanding rates arrears. The final instalment was due on 7th March 2002. At this stage, (8th March), it is too early to determine how the rates debtor position will be impacted.

C41/02 RECOMMEND

That Council receive the Statutory Financial Report for the (8) months ended 28 February 2002.

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

Finance

2001/2002 BUDGET VARIATIONS

MANAGER ACCOUNTING SERVICES REPORTS

In accordance with the requirements as outlined in the Council document entitled “Internal Control Procedures – Budget Variations”, as attached (**refer to Attachment “A-3” – as circulated with the Agenda**) are the Budget Variations having been transacted administratively during the period 27 February to 20 March 2002.

C42/02 RECOMMEND

That Council receive the Budget Variations transacted administratively during the period 27 February to 20 March 2002.

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

Finance

OUTSTANDING DEBTORS' REPORT

WARDS ALL
FILE REF: FIN/1
DATE 15th March 2002
REF JPD
RESPONSIBLE Executive Manager
MANAGER Business Services

In Brief:

- Status report on outstanding debtor management
- Report for information purposes.

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 8th March 2002, the balance attributed to outstanding debts is \$563,189.

BACKGROUND

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

COMMENT

Analysis

The status of Sundry Debtors at 8th March 2002 is summarised in the following table:

TOTAL	Current	One month	Two months	Three months	Four months & Over
\$563,189	\$9,345	\$105,154	\$39,604	\$13,168	\$395,915
100%	1.7%	18.7%	7.0%	2.3%	70.3%

The listing of major long-term outstanding debtors at 8 March 2002:

Finance

Name	Amount	Percentage of Total	Movement from last report
GRANT APPLICATIONS			
Main Roads/Blackspot funding	\$30,800		
Subtotal	\$30,800	8%	Decrease
WORKS CONTRIBUTIONS			
Water Corporation/Acacia Brook	\$24,029		
Water Corporation Reinstatements	\$17,362		
Brigade Road Syndicate	\$19,506		
Homeswest/ Keystart Westfield	\$48,188		
Municipal Workcare Scheme (W/Comp)	\$16,950		
Alinta Gas Reinstatements	\$10,414		
Subtotal	\$136,449	35%	Decrease
SUNDRY DEBTORS – LOAN/ SERVICES			
ARKS Rugby Union	\$7,849		
Armadale Rugby League	\$8,804		
Armadale Sporting Club	\$115,044		
Kelmscott Football Club	\$16,072		
Subtotal	\$147,769	37%	Increase
Others under \$6,000	\$80,897	20%	Increase
TOTAL 169	\$395,915	100%	Decrease

The debtor's ledger has been manually sub-categorised to isolate grant applications and other contingent debtors (Contractual contributions to works).

A further segregation of debtors will be reflected in future reports to identify those debts that are being managed (and repaid) in accordance with Council Policy (i.e. staff uniform contributions) or a Court imposed payment regime.

In this period the significant changes related to Westzone Enterprises paying their account upon receipt of a reissued invoice, and the receipt of Blackspot grant funding. Development Services are following up on the validity of invoices issued relating to Acacia Brook and Brigade Road. It is anticipated that the invoice issued to Municipal Workcare scheme will be settled shortly.

Focus in the next few months will be placed on the resolution of Sporting Club debts.

C43/02 RECOMMEND

That Council receive the report on Outstanding Sundry Debtors for the period ended 8 March 2002.

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

Finance

Committee at this juncture, 7.10 pm returned to the Deputation matter as listed in the Agenda, given that the Deputation had arrived at the meeting.

DEPUTATION – ARMADALE SPORTING CLUB

The members of the Deputation were invited by the Chair to the table, introduced to Committee and then invited to make their presentation.

Mr Peter Smith thanked the Committee for the opportunity to address the meeting. He circulated a copy of a letter from the Armadale Cricket Club Inc. Mr Steve Jones presented a letter from the Armadale Junior Football Club. Both Mr Smith and Mr Jones explained that they had long personal associations with the Armadale Sporting Club, Armadale Cricket Club and the Armadale Football Club.

The main points raised by the Deputation were:

- *Armadale Cricket Club founded in 1913, joined the Armadale Football Clubs (Senior and Junior) to form the Armadale Sporting Club in 1994.*
- *Return on investment in the Armadale Sporting Club to member clubs has not eventuated as envisaged.*
- *There was acknowledgement that in 1994, the Armadale Sporting Club's belief in its ability to meet the funding obligations had been optimistic. Two loans had been successfully met.*
- *The member clubs will need to raise playing fees and charges to maintain their own financial viability, and have no capacity to address the Armadale Sporting Club's debt. The rising cost of insurance, particularly player and public liability, are already having a significant financial impact.*
- *There has been a noticeable decline in clubroom attendances, due predominantly to Drink Driving Laws and carpark security issues.*
- *Armadale Cricket Club is one of the strongest clubs in the South Metropolitan Cricket Association, with over 160 junior players and 100 senior players.*
- *Armadale Junior Football Club is one of the strongest clubs in the South Suburban Regional Junior Football Associations with over 200 junior players.*
- *The clubrooms are believed to be the best in the respective leagues.*
- *Council's decision to remove ground fees for junior sport was appreciated.*
- *The member clubs and the Armadale Sporting Club operate on volunteer support. Commitment to Club Committees is affected by the amount of the Armadale Sporting Club's debt and the uncertainty of future support.*
- *A list of improvements to the Gwynne Park facilities made by the clubs was read out.*
- *There is a reluctance to enter into a lease agreement whilst a substantial debt to Council exists.*
- *Opportunities for increasing revenues has been tried without success. The focus is now being placed heavily on cost containment.*
- *The member clubs will have to consider their ongoing relationship with the Armadale Sporting Club, should further Council support not be forthcoming.*

Finance

A general discussion period followed during which options such as lobbying for funding from professional sporting bodies and/or considering alternative uses/management models for the clubrooms were raised.

The Chair thanked the Deputation for their attendance and the Deputation thanked Committee for the opportunity to address the meeting.

The Deputation left the meeting at 7.46 pm whereupon Committee proceeded to the next item of business as per the Agenda.

Finance

WASTE DISPOSAL FACILITY – SUNDRY DEBTORS CONTROL

WARD All
FILE REF: Nil
DATE 6 March 2002
REF JRWN
RESPONSIBLE Manager Accounting
MANAGER Services

In Brief:

- Preventative measures to reduce the incidence of sundry debtors (tip fees) being written-off as bad debts refer C88/01 2 July 2001.
- Recommendation is to receive the report.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

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

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

Nil

BACKGROUND

Emanating from the 26 June 2001 Community Services Committee meeting where an amount owing by Waste Converters Pty Ltd of \$10,635.20 was written-off as a bad debt, the following was resolved by Council on 2 July 2001 C88/01:

“That the current accounts receivable system and procedures as applying to the Waste Disposal Facility be the subject of review and report back to Council with the review objective being to examine the adequacy of current controls and procedures to minimise the risk of future bad debts in the waste area”.

Finance

DETAILS OF PROPOSAL

Following is a summary of sundry debtors controls for commercial users that were in place prior to the Waste Converters Pty Ltd write-off. It should be noted however, that prior to Waste Converters defaulting on their payments they had been regularly paying their account. The two invoices that were written-off occurred over a short period of two months i.e. August & September 1999. We were notified in October 1999 that they went into receivership. Tip usage was only then permitted on the basis of a cash payment.

- The Finance Department is responsible for the monitoring and collection of commercial sundry debtors using the Waste Disposal Facility.
- Apart from the normal collection procedure for overdue accounts, the Coordinator Waste Services is notified of debtors who fall into the 60-day overdue category. The current debtors system only distinguishes between current, 30, 60 and 90 etc days overdue. For example, the 60days means the debtor could be between 31 & 60 days overdue. The gatehouse staff are then advised of the perceived problem.
- The gatehouse staff advise the debtor that future tip entry will only be accepted on a cash basis until the overdue accounts have been settled or an arrangement to settle is made. A suitable note to that effect is placed on the gatehouse computer system to ensure this action is adhered to.
- Consideration has to be given as to whether entry is permitted on a credit basis to avoid the risk of having rubbish disposed of on the side of the road or in bushland, thus creating an eyesore or fire hazard.
- Gatehouse staff contact the Finance Department to see if the overdue account has been settled prior to entry is permitted on a credit basis.

Enhancement to the above controls are now in place or are to be introduced and include the following:

- The gatehouse attendant or Public Liaison Officer for Waste Service will require a new customer to complete a credit application form (similar to the current system with purchase orders for new creditors) either before entry that day (where possible) or before the next entry.
- Cash payment will be required before entry (where possible) at the first visit and until a credit facility has been approved by the Finance Department. The application form will enable checks to be made to determine whether or not the customer should be granted a credit facility.
- Action to follow up overdue accounts will commence after 45days instead of 60days. This will afford the opportunity to change the method of payment to cash instead of credit.
- Installation of an Eftpos machine is being considered to assist customers who do not carry cash. This may also reduce the number of invoices being raised for credit customers, thus improving cash flow and reduce the amount of cash being held at the site.

Finance

It should be noted that credit has been cancelled in recent times for a number of debtors who have not paid outstanding accounts. These debtors have had to pay cash for future usage until overdue accounts have been paid or at least some arrangement has been entered into to settle the debt.

COMMENT

Conclusion

The above controls will assist in preventing bad debts, but not necessarily eliminate bad debts at the Waste Disposal Facility.

C44/02 RECOMMEND

That Council receive the report on sundry debtors control at the Waste Disposal Facility.

Moved Cr Stubbs

MOTION CARRIED (7/0)

Leases

***LEASE ROLEYSTONE FIRE STATION – FIRE AND EMERGENCY SERVICES
AUTHORITY OF WESTERN AUSTRALIA***

WARD	Roleystone
FILE REF:	A134348/8
DATE	18 March 2002
REF	KD
RESPONSIBLE MANAGER	Manager Administration and Governance Services

In Brief:

- FESA has requested that a lease be entered into for the Roleystone fire station.
- The terms and conditions have been negotiated and are now presented for Council's approval.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Social Infrastructure:

- Item 2 Create stronger and more formal networks with and between service providers (Government, community and private) and work together to address the shortfall in community services and facilities.
- Item 3 Facilitate initiatives to improve the safety and security of the community.

Physical Infrastructure:

- Item 6 Progress new facilities to meet community needs.

Legislation Implications

- Section 3.58 Local Government Act 1995 – Disposing of Property.
- Regulation 30 Local Government (Functions and General) Regulations 1996 – Dispositions to which section 3.58 of the Act do not apply.
- Section 20 Town Planning and Development Act – Term of lease of land exceeding 10 years.
- Section 12 Fire and Emergency Services Authority of Western Australia Act 1998 – Power of authority to acquire land.

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Leases

Consultation

- Minter Ellison
- Technical Services Directorate
- FESA

BACKGROUND

Council at its Meeting on 8 June 1999 resolved (C191/99):

“The Roleystone Fire Station be relocated to the site previously occupied by the Pre-Primary School in Jarrah Road, Roleystone on the basis of a new facility being established by way of minimum contributions of \$75,000 each from Council, Fire & Rescue Service and Bush Fire Service grant with Council’s contribution being offset by the sale of the existing Brigade site at Lot 8 Peet Rd, Roleystone.”

To enable FESA to have some security for its financial contribution to the project FESA has requested that a lease be entered into.

DETAILS OF PROPOSAL

It is proposed to enter into a lease with FESA under the following basic terms and conditions;

Lessee:	Fire and Emergency Services Authority of Western Australia.
Term:	Twenty one (21) years.
Commencement Date:	9 December 2001
Rent:	\$1.00 per annum plus GST
Outgoings:	Council and Lessee to equally pay water, electricity, gas consumption, other statutory charges and all telephone charges including rent and calls.
Maintenance:	Council responsible for all maintenance of the building. The Lessee to keep clean all internal and exterior parts of the premises inclusive of the gardens and grounds.
Access:	The Lessor’s Volunteer Bush Fire Brigade to have the same access and use rights as those fire fighting members of the Lessee.
Insurance:	Council to be responsible for building insurance. <i>The Lessee to be responsible for its own public liability insurance.</i>
Costs:	The Lessee to pay stamp duty, and each party to be responsible for their own legal costs associated with the preparation of the lease.

COMMENT

Analysis

Funding for the new fire station was based on an equal 1/3rd contribution towards total project costs from Council, Fire & Rescue Service and Bush Fire Service.

Leases

In consideration of their contribution, FESA has requested that a lease be entered into. It is proposed that Council's standard lease conditions be varied on this occasion to reflect the capital cost contribution made by FESA to Council's building asset. The proposed variations are as follows:

- The premises are to be maintained by Council.
- All normal outgoings payable on a 50/50 basis.
- Council is to insure the building.
- Council and FESA to pay for their own legal costs associated with the lease.
- A 21 - year lease term.
- Rental of \$1.00 per annum plus GST

It is to be noted that additional provision has been made in the lease to protect the City's Volunteer Brigade's interests regards enjoyment, access and use of the premises.

Due to the level of support given by FESA to the project, these variations are seen as fair and reasonable. They also reflect FESA's desire for security of tenure.

Council's solicitors have reviewed the draft lease and various amendments suggested by them have been included in the document.

The Technical Services directorate have also confirmed their acceptance of the above variations.

Options

In regard to the terms and conditions there are many variations that could be introduced, however in view of the overall spirit and intent of the project, the above variations are seen as fair and reasonable for all parties.

The other option of there being no lease is not recommended given the need to protect the interests of each party and have in place a clear statement of each party's responsibilities.

Conclusion

Due to the financial commitment of FESA to this project and the nature of their occupancy, it is recommended that Council enter into a lease with FESA under the basic terms and conditions as outlined in the recommendation below.

C45/02 RECOMMEND

That Council enter into a lease with the Fire and Emergency Services Authority of Western Australia for the Roleystone Fire Station located on Lot 100 Wygonda Rd, Roleystone under the following basic terms and conditions:

Leases

- **Term:** Twenty one (21) years.
- **Commencement Date:** 9 December 2001
- **Rent:** \$1.00 per annum plus GST
- **Outgoings:** Council and Lessee to equally pay water, electricity, gas, other statutory charges and all telephone charges including rent and calls.

- **Maintenance:** Council to be responsible for all maintenance of the building.
All internal and exterior parts of the premises, inclusive of the gardens and grounds are to be kept clean by the Lessee.

- **Access:** The Lessor's Volunteer Bush Fire Brigade to have the same access and use rights as those fire fighting members of the Lessee.

- **Insurance:** Council to be responsible for building insurance.
The Lessee to be responsible for its own public liability insurance.

- **Costs:** The Lessee to pay stamp duty, and each party to be responsible for their own legal costs associated with the preparation of the lease.

Moved Cr Stubbs
MOTION CARRIED (7/0)

Miscellaneous

TRADING IN A PUBLIC PLACE LICENCE – RANFORD ROAD, FORRESTDALE – MR C MONTELEONE

WARD	Forrest
FILE REF:	LAW/2
DATE	13 March 2002
REF	KD
RESPONSIBLE MANAGER	Manager Administration and Governance Services

In Brief:

- Council approval is being sought to renew a Trading in Public Place Licence (flower stall), which is due to expire on 31 March 2002.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

To achieve a better quality of living for the people of our City.

Legislation Implications

Local Government Act 1995 – Section 3.5 – Legislative Power of Local Governments.

Council Policy/Local Law Implications

Activities and Trading in Thoroughfares and Public Places Local Law

Budget/Financial Implications

Nil

Consultation

Technical Services

BACKGROUND

At its meeting of 2 April 2001, Council resolved (C46/01) to renew Mr Monteleone's Trading In a Public Place Licence for a further 12 months, expiring 31 March 2002.

DETAILS OF PROPOSAL

The applicant wishes to renew his licence for a further 12 months under the same terms and conditions as currently granted i.e.:

- The stall to be located on the south side of Ranford Rd, Forrestdale between Warton Rd and Wright Rd.

Miscellaneous

- Trading to be permitted between the hours of 7.30 am and 7.30 pm, Monday to Sunday inclusive.
- Goods to be sold – flowers.

COMMENT

Analysis

In consideration of this request the following points are noted:

- The licensee has at all times complied with all conditions of his licence.
- The licensee's activities have not been the subject of any reported complaints nor traffic problems.
- The requested renewal of licence is on the same terms and conditions as previously applied.

Options

The options available to Council are to either grant or decline the renewal.

Conclusion

In view of the above, it is recommended that the licence be renewed for a further 12 months, expiring 31 March 2003.

C46/02 RECOMMEND

That Council, pursuant to the Activities and Trading in Thoroughfares and Public Places Local Law, renew the licence issued to Mr C Monteleone of 9 Gertrude Avenue, Kelmscott until 31 March 2003, to permit the sale of flowers at the following location and the following hours:

- **The stall to be located on the south side of Ranford Rd, Forrestdale between Warton Rd and Wright Rd; and**
- **Trading to be permitted between the hours of 7.30 am and 7.30 pm, Monday to Sunday inclusive.**

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

Rates

BASIS OF RATES – GRV/UV BOUNDARIES

WARD ALL
FILE REF: RAT/1
DATE 20 March 2002
REF JEAH
RESPONSIBLE MANAGER Manager Accounting Services

In Brief:

- The purpose of this report is to seek Council's approval to make variation the current GRV/UV Valuation Boundary for rating purposes with effect from 1 July 2002.
- Recommendation is that Council in accordance with Section 6.28(1) request the Minister for Local Government and Regional Development include the properties in the attached list to be transferred within the City's Gross Rental Valuation Boundaries.

Tabled Items

Map showing UV and GRV boundaries

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

S6.28 of the Local Government Act 1995 states:

6.28. Basis of rates

(1) The Minister is to –

- (a) determine the method of valuation of land to be used by a local government as the basis for a rate; and
- (b) publish a notice of the determination in the *Government Gazette*.

(2) In determining the method of valuation of land to be used by a local government the Minister is to have regard to the general principle that the basis for a rate on any land is to be —

- (a) where the land is used predominantly for rural purposes, the unimproved value of the land; and

Rates

- (b) where the land is used predominantly for non-rural purposes, the gross rental value of the land.

Council Policy/Local Law Implications

As in past years, this year's review of the boundaries has been conducted having regard for the following determinants:

(a) Primary Determinant

Section 6.28 of the Local Government Act 1995

(b) Secondary determinants

These secondary determinants have been developed in-house based on experience and must be considered, where possible, collectively rather than individually, i.e.

- Scheme Land Zonings;
- Lot size;
- Pending subdivision/development activity
- Proximity to existing GRV boundary (it is preferable that changes to the boundary be:
 - i. contiguous to the existing boundary; and
 - ii. on a general area basis rather than by individual lots;
- Comparisons with other like properties currently in the GRV area;
- The comparative rates;
- Increases in unimproved land valuations
- Specific requests from residents

Budget/Financial Implications

Approximate reduction of rates revenue in forthcoming year of \$5000.

Consultation

Rating Review Working Party

BACKGROUND

The initial step to each year's rating budget program is to review the current GRV/UV Valuation Boundary. In order to comply with the City's Budget timetable it is essential that any variation to the Valuation Boundary be approved and gazetted prior to 1st July.

Variations made to the GRV/UV Boundaries in recent years have been as follows:

Rates

2000-01	Minor variations considered to be of an anomaly/error in nature and land no longer considered used predominantly for rural purposes for properties opposite Churchman's Brook Estate.
1999-00	No Variation
1998-99	Minor variations relating to the Churchman's Brook and Rowley Road residential developments
1997-98	A major variation affecting some 800 properties that resulted in the Residential Rural 2 rate group being established.

Having reviewed the current boundaries using the foregoing determinants, the following boundary variations have been identified for Council's consideration. The proposed variations fall into (2) groups, namely:

DETAILS OF PROPOSAL

Group-1

- In this group there are 10 properties, the details are shown below which is described (coloured Pink) in the attached map. **(Refer to Attachment "A-4" a circulated with the Agenda.)**

Group-2

- These Properties are no longer considered used predominantly for rural purposes.
- In this group there are 12 properties, the details are listed below which is described (coloured Orange) in the attached map. **Refer to Attachment "A-5" – as circulated with the Agenda.)**

It is to be noted that the above valuation boundary changes are recommended by the Rating Review Working Party.

C47/02 RECOMMEND

That Council in accordance with Section 6.28(1) of the Local Government Act 1995 request the Minister for Local Government and Regional Development to include those lands used predominantly for non-rural purposes and shaded on the maps attached to these Minutes at Attachment "A-1", within the City's Gross Rental Valuation Boundaries with effect from 1 July 2002.

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

Community Development

GUIDES WA DONATION

WARD ALL
FILE REF: DON/1
DATE 5 April, 2002
REF SP
RESPONSIBLE Executive Manager
MANAGER Community
Services

In Brief:

- An application has been received from Guides WA seeking a contribution towards the costs associated with a proposed excursion to the Aichi Province in Japan as part of an Exchange Program from 20 April to 3 May 2002.
- The recommendation is to decline the request.

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.

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 \$1,050.

Consultation

Nil

BACKGROUND

An application has been received from Guides WA seeking a contribution towards the costs associated with an excursion to the Aichi Province of Japan as part of an exchange program from 20 April to 3 May 2002.

Community Development

DETAILS OF PROPOSAL

Guides WA will be taking a group of guides to the Aichi Province of Japan as part of an Exchange Program from 20 April to 3 May 2002. It is expected that this trip will give the guides a unique opportunity to experience a different culture and form friendships with peers from another country and work towards a world of peace and harmony.

Ms Sheila Parker the Guide Leader has requested a donation of any amount towards the costs of the trip. The Guides have undertaken a variety of fundraising activities.

COMMENT

Analysis

Council's Donation Policy does not specifically exclude or include assistance of this kind.

All of the guides taking part in the trip are Armadale residents from the Dale Region of Guides WA.

Council has been receiving a number of donation requests relating to excursions abroad and any donation made at this time may set a precedent.

Options

1. Council provide financial assistance to Guides WA, bearing in mind that a precedent will be set.
2. Council decline the application as it does not wish to set a precedent and does not consider the purpose consistent with the primary objectives of Council's Donations Policy.

Conclusion

Whilst the cost of the excursion is high, Council has not funded excursions in the past and any decision to do so in the case may set an unwanted and potentially expensive precedent.

It is recommended that Council not provide a contribution in this case.

C48/02 RECOMMEND

That Council decline the application from Guides WA for a contribution towards the costs associated with a proposed excursion to the Aichi Province in Japan as part of an Exchange Program from 20 April to 3 May 2002.

Moved Cr Stubbs

MOTION CARRIED (7/0)

Community Development

AMREX/RSPCA EXTENSION OF FREE USE OF CREYK PARK

WARD ALL
FILE REF: DON/1
DATE 5 April, 2002
REF SP
RESPONSIBLE Executive
MANAGER Manager
Community
Services

In Brief:

- Application from AMREX/RSPCA for continued free use of Creyk Park Pavilion for dog training program.
- Recommendation is to approve the application.

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.

Legislation Implications

Nil

Council Policy/Local Law Implications

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

Budget/Financial Implications

An amount of \$2,300 is set aside annually from the Donations Budget for the free use of Creyk Park and Pavilion by the RSPCA for dog training. The figures regularly quoted in Donation items is net regular Council-approved donations (including this one).

Consultation

Nil

BACKGROUND

The AMREX dog training has been operating at Creyk Park since 1994. In 1998 the ownership of AMREX dog training was acquired by the RSPCA.

Community Development

Since the inception of AMREX dog training, Council has approved the free use of Creyk Park and Pavilion every Sunday afternoon. This approval has been made by Council on an annual basis with the latest approval made by Council on 26 October 1999 as follows:

“Council continue to support the AMREX-RSPCA programme by providing Creyk Park and Pavilion free of charge every Sunday afternoon between the hours of 2.00pm and 5.00pm for the periods 1 August 1999 to 30 September 1999 and 1 April 2000 to 31 July 2000 and between the hours of 3.00pm to 6.00pm for the period 1 October 1999 to 31 March 2000 and that the fee be recorded as a donation to the AMREX-RSPCA programme.”

This AMREX-RSPCA annual donation is taken into account every year when setting the Donations Budget and is considered to be an annual contribution. However, Council has not formally resolved to continue to provide Creyk Park free of charge since the above resolution and the RSPCA, through no fault of its own, has continued to use Creyk Park free of charge since this time.

DETAILS OF PROPOSAL

Council Officers requested that the RSPCA make written application to Council seeking endorsement of the free use of Creyk Park from July 2000 to the present and requesting further free use of Creyk Park. The written application has now been received.

Specifically, the applicant seeks Council endorsement of the free use of Creyk Park and Pavilion from July 2000 to the present and seeks the continued use of Creyk Park and Pavilion free of charge every Sunday afternoon between the hours of 2.00pm and 5.00pm for the periods from 1 April 2002 to 30 September 2002 and 1 April 2003 to 31 July 2003 and between the hours of 3.00pm to 6.00pm for the periods from now to 31 March 2002 and 1 October 2002 to 31 March 2003.

COMMENT

Analysis

The RSPCA Dog training at Creyk Park has been in operation since 1994 and has received full Council support since this time.

Since July 2000 over 200 dogs and owners have been trained at Creyk Park. It is reasonable to assume that this has reduced the number of dog nuisance complaints received by the Rangers.

Furthermore, programs such as this are recommended in Council’s Urban Animal Management Strategy adopted in 1997.

Options

1. Council continue to provide Creyk Park and Pavilion free of charge for use by the RSPCA for its dog training program; or

Community Development

2. Council cease to continue to provide Creyk Park and Pavilion free of charge for use by the RSPCA for its dog training program.

Cr Stubbs left the meeting at this juncture, i.e. 7.58 pm.

C49/02 RECOMMEND

That Council:

- a. **approve the free use of Creyk Park and Pavilion by the RSPCA from July 2000 to the present;**
- b. **provide Creyk Park and Pavilion free of charge every Sunday afternoon between the hours of 2.00pm and 5.00pm for the periods 1 April 2002 to 30 September 2002 and 1 April 2003 to 31 July 2003 and between the hours of 3.00pm and 6.00pm for the periods from now to 31 March 2002 and 1 October 2002 to 31 March 2003 to the RSPCA for their dog training programme;**
- c. **record the foregone facility hire fees as a contribution to the applicant.**

**Moved Cr Zelones
MOTION CARRIED (6/0)**

Community Development

MORGAN PARK PLAYGROUP

WARD ALL
FILE REF: DON/1
DATE 5 April, 2002
REF SP
RESPONSIBLE Executive Manager
MANAGER Community Services

In Brief:

- An application has been received from Morgan Park Playgroup requesting that Council reduce or waive the hire fee of Morgan Park Pavilion.
- Recommendation is to decline the request.

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.

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 Donations Budget has a current balance of \$1,050.

Consultation

Nil

BACKGROUND

Prior Councillors’ Item from the February 2002 Community Services Committee refers, namely:-

“Cr Cumming – Morgan Park Play Group

Cr Cumming advised that he had received a request from the Morgan Park Play Group requesting a reduction in the annual hire fee of \$724 per annum – matter to be reported to the March Community Services Committee Meeting.”

Community Development

DETAILS OF PROPOSAL

The Morgan Park Playgroup is a non-profit organisation operating out of the Morgan Park Pavilion two mornings per week and caters for the 0-4 year olds. The group had 13 children attending regularly last year, but as many of the children have moved on to pre-school the numbers have dropped to six.

The playgroup has been actively promoting its service, however numbers have declined.

Morgan Park is located in Ironcap Place in the West Armadale ward. There are currently three other playgroups operating in the immediate vicinity and several more nearby.

As a result of the declining numbers, the Morgan Park Playgroup has requested Council assistance in the reduction or waiver of the annual fees, which total \$724. The Playgroup has already paid for term 1 (\$199.10) which ends on 19 April 2002.

If the Playgroup's current financial situation doesn't improve and no assistance is provided by Council, it may have to consider closing.

COMMENT

Analysis

There is a possibility that the Playgroup may close down if assistance is not granted. However, there are three other Playgroups in the immediate vicinity that may be able to absorb the remaining attendees if the group closes down.

Council currently does not have a policy on support for playgroups.

The granting of any assistance at this time may set a precedent for other playgroups to seek subsidies from Council.

Options

1. Council can waive the annual hire fee of \$724 and refund the \$199.10 already paid.
2. Council can waive the remaining unpaid fees of \$524.90 for 2002 year.
3. Council can reduce the annual fees by another amount.
4. Council can decline the request.

Cr Stubbs returned to the meeting at this juncture, i.e. 8.01 pm.

Matters discussed/noted by Committee included:

Cr Cumming suggested a partial fee reduction of \$200 be applied however the majority view of Committee was to support the recommendation as proposed, ie. that no reduction in fees be made on the basis that to give a concession on this occasion is likely to create for Council an

Community Development

unmanageable precedent given the many other playgroups in the City that may seek similar concessions and that with only (6) children currently attending the playgroup, a better solution from an on-going viability perspective may be for the persons affected to consider joining other playgroups in the area.

C50/02 RECOMMEND

That Council decline the request from the Morgan Park Playgroup to reduce or waive the annual hire fees of the Morgan Park Pavilion.

Moved Cr Stubbs

MOTION CARRIED (5/2)

Community Development

AUSTRALIAN GUILD OF MUSIC AND SPEECH WA BRANCH

WARD	ALL
FILE REF:	DON/1
DATE	5 April, 2002
REF	PM
RESPONSIBLE MANAGER	Manager Community Development

In Brief:

- Request from the Australian Guild of Music and Speech – WA Branch for the bond for the hire of Kelmscott Hall to be either waived or reduced for their event on the 10th May 2002.
- Recommendation is to support the request.

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.

Legislation Implications

Nil

Council Policy/Local Law Implications

Local Law for the Control and Management of Halls, Equipment & Property under the control of Council.

Budget/Financial Implications

Nil

Consultation

Nil

BACKGROUND

The Australian Guild of Music and Speech WA Branch made application to Council in February 2001 seeking the same waiving of hall bond hire.

Council resolved on 27th February 2001 at the Community Services Committee:-

- “1. That Council waive the hall bond of \$200 subject to the lodgement of written acceptance of liability for any additional costs occasioned by the use.

Community Development

2. *That Officers liaise with the Australian Guild of Music and Speech on the option of more suitable Council venues available, for example, the Function Room.”*

DETAILS OF PROPOSAL

Twice a year the Australian Guild of Music and Speech WA Branch conduct theory exams in the Kelmscott Hall.

The cost of the bond for the hall hire (\$300) is met by the few teachers in the area whose students utilize the facility. Students are levied for the cost of the hall hire, supervisor and the exam.

An application has been received seeking similar waiving of the bond for the hall hire for this financial year.

The Australian Guild of Music and Speech WA Branch has booked the Kelmscott Hall on 10th May and 13 September. The hall hire fees for both of these events is \$99, the bond fee is \$300.

Following the above resolution of Council, optional venues were discussed, however Kelmscott Hall was the applicant’s preferred venue.

Written acceptance of liability for additional costs occasioned by the use of the hall during the group’s period of hire was received.

COMMENT

Analysis

The applicant poses minimal risk of damage and in past years has used the facility without incident. The group is offering to pay for the hire fees and is not seeking a reduction of hire fees from Council.

Options

1. Agree to request by waiving the bond.
2. Decline the request.
3. Reduce the bond.

C51/02 RECOMMEND

That Council waive the hall hire bond of \$300 as relating to the WA Branch of the Australian Guild of Music and Speech hire of the Kelmscott Hall on 10 May 2002 and 13 September 2002, subject to the Guild providing written acceptance of liability for any additional costs occasioned by the use.

Moved Cr Stubbs

MOTION CARRIED (7/0)

Community Development

SOUTHERN DISTRICTS SUPPORT SERVICES

WARD	ALL
FILE REF:	CMD/2
DATE	5 April, 2002
REF	PM
RESPONSIBLE MANAGER	Manager Community Development

In Brief:

This item seeks in principle support from Council to undertake further investigation of opportunities of partnership for the new service centre for Southern Districts Support Services.

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.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

In principle agreement is sought from Council to identify a possible site for SDSS to develop a new service centre. Southern Districts Support Service would be responsible for the development of the land.

Consultation

In the preparation of this item consultation has been undertaken with Southern Districts Support Services, and the Health Department's Home and Community Care Project Officer for this region.

The Planning Services Department at Council have been involved in this issue from its commencement.

Community Development

BACKGROUND

Southern Districts Support Services formed in 1994 as an informal voluntary agency providing in home respite support to families caring for people with disabilities.

The following is a history of the evolution of Southern Districts Support Services:

- In 1996 Home and Community Care provided \$45,000 non-recurrent funding to purchase 2,340 hours of respite and \$45,000 recurrent for program support. The agency provided an excess of contracted hours of service and also came inline with the Home and Community Care national standards.
- In 1997 respite services originally funded capital monies were converted to recurrent funding and additional services were funded. Added to respite care were centre day care, domestic assistance and transport. Annual funding raised to \$92,000.
- In 1998 existing services were maintained, respite hours were increased to 2,100. Annual funding rose to \$102,000.
- In 1999 existing services were maintained, annual funding rose to \$105,000.
- In 2000 domestic assistance increased to 1,316 hours, respite to 2,708, other services were maintained. New service types were funded including counselling and support assessment. Annual funding raised to \$145,000.
- In 2001 increases were seen in domestic assistance, respite, transport, counselling and assessment. Centre-based day care stayed steady and new service types were added including social support and case planning. Annual funding raised to \$275,000.
- In 2002 increases are planned for transport services provided and centre based day care, respite assessment in line with the waiting list and increased demand for services. New proposed services also include home maintenance, for which over 40 enquiries have been received from the target population in the region.

In this time Southern Districts Support Services have moved from a small tin shed attached to a local church building in Kelmscott in 1994 to Armadale Lotteries House in 1997/98, of which they have acquired subsequent larger offices over time since 1998.

In 2001 limits were set by the Lotteries House on the amount of space one agency could occupy at the complex, being 75m². However, due to other agencies vacating Lotteries House permission has been granted to Southern Districts Support Services to take on an extra office. However it will not be possible to acquire extra space at Lotteries House.

The growth of Southern Districts Support Services in 2002 can be summarised as follows:

Community Development

- In January 2002 Southern Districts Support Services were notified of success in the application for additional recurrent growth funding. These funds have been made available to establish and operate new home maintenance services for people with disabilities and frail aged people. Additional growth recurrent funds were also made available to expand the home respite service, double the size of the transport department and provide additional adult centre-based day care.
- This increase to recurrent funding has increased the annual upper limit to \$489,000. Approval has been received for \$50,000 from the WA Lotteries Commission Gordon Reid Recreation for People with Disabilities program.
- Capital grants of \$71,000 have been approved to purchase extra vehicles and equipment. A special capital of \$20,000, in addition to the above, has approved to cover the lease of temporary workshop space to enable to home repair and maintenance services to begin.

DETAILS OF PROPOSAL

In line with this rapid growth, Southern Districts Support Services have commenced planning to examine their accommodation needs.

Some months ago SDSS approached officers of the City of Armadale, making initial enquiries as to the options that were presented for a partnership with Council to meet these growing needs. As principal agency providing services to people with disabilities and their families in Armadale, officers were keen to assist in exploring options available to Southern Districts Support Services.

SDSS' current accommodation situation can be summarized as:

- Administration at Armadale Lotteries House (4 adjoining offices)
- Centre Based Day Care in Forrest Lakes (Leased)
- Vehicle storage (2 Buses and 2 Vehicles) at Committee member's private residence.

The current unmet need is the location of the centre-based day care service away from the administration centre and the storage of vehicles to reduce vandalism.

SDSS estimate the service is currently being accommodated with 569sq metres, not including the leased Centre Based Day Care Facility.

SDSS five-year accommodation needs (subject to funding):

- Workshop to operate proposed new Home Maintenance
- Centre Based Day Care Facilities
- Undercover vehicle storage
- Office and administration facilities.

SDSS estimate to accommodate their needs adequately they require approximately 4000sq metres of land, of which 500sq metres would need to be building, 400sq metres car parking and 300sq metres storage for vehicles, totalling 1,280sq metres of development.

Community Development

On a number of occasions officers have met with representatives from Southern Districts Support Services and representatives from the Health Department to discuss this issue and refine the above needs.

At these meetings the Health Department have indicated their support for contribution towards the capital costs of construction of facilities. SDSS indicate that Lotteries Commission are also amenable to funding the cost of construction of a building to house Southern Districts Support Services. However neither of these agencies will fund the purchase of land for any such development.

Investigation has been undertaken of the suitability of any existing Council buildings to accommodate such requirements with no success.

The conclusion has been reached that for SDSS to meet required needs will necessitate the development of alternative premises. SDSS are approaching the City of Armadale to determine its interest in partnering development of such a facility.

The options that Council has in regards to a contribution towards a partnership are outlined in the options section of this item.

Once an indication is received from Council on this matter further investigation can be undertaken of particular sites that meet Council's parameters and the needs of SDSS. If Council agreed in principle to such an arrangement, final approval to the partnership would be sought once a particular parcel of land was identified.

Should the proposal get to this point the appropriate planning applications can be made. However, it is anticipated the Planning Services Department at the City of Armadale will be heavily involved in this matter should it proceed past this point.

COMMENT

Analysis

Southern Districts Support Services is the peak agency providing services for people with disabilities in the Armadale region. They are a long established Armadale organisation meeting the needs of Armadale residents.

The commitment of other agencies to fund the capital construction costs of any facility is substantial.

An opportunity for Council to partner with this agency to meet community needs by providing the land component of a new service centre is considered a sound planning decision by Council.

To this end it is understood that SDSS have held discussions with the City of Gosnells regarding the relocation of the service to Gosnells. If this were to happen it would be a great loss to the Armadale community.

Community Development

The agency has done this in the correct manner by approaching Council with ample time for rezonings that may be required and further funding approvals that may be sought. The timeframe for relocation is 12-18 months. SDSS has undertaken substantial planning work in the preparation of documentation to outline their needs and requirements for the facility.

Options

In considering this item Council has four options. These are outlined as follows:

1. Approve in principle the further investigation by officers of a partnership with Southern Districts Support Services to meet the needs of their new service centre and allow officers to report back to Council when appropriate, based upon the best outcome for Council and SDSS – such partnership involving Council's identifying possible lands.
2. Council could not support the application and advise Southern Districts Support Services to explore other options for possible partners to meet their needs.
3. Council could undertake further investigation and identify particular locations which could then be considered.

Conclusion

Southern Districts Support Services is in receipt of almost \$500,000 in annual recurrent funding. They are the major service provider for people with disabilities in the Armadale region. They have undertaken discussions with the City of Armadale and the City of Gosnells for the future site of their facility and are looking for a demonstration of in principle support at this stage.

It is recommended that Council offer its in principle support for this application and investigate suitable land options. If this is supported, officers will investigate a range of sites and report back to Council for final approval.

In principle support at this stage from Council is seen as a demonstration of commitment to this agency and shows Council's support to community based agencies in meeting the needs of people within the community.

Matters discussed/noted by Committee included:

Cr Green commented that if Committee/Council were supportive of the recommendation then in terms of identifying possible sites for the location of SDSS, that the POS portion of Lot 60 Carawatha Avenue, Mt Nasura be considered – Committee agreed and hence the additional part 3 to the following recommendation.

Community Development

C52/02 RECOMMEND

- 1. That Council support in principle the concept of partnering with Southern Districts Support Services to establish a new permanent residence for the service and that this support be in the form of Council, in combination with SDSS, being prepared to investigate possible/appropriate parcels of land under Council's control.**

- 2. That Council be provided with a progress report on the investigations referred to in part (1) above by May 2002.**

- 3. That Council support the inclusion of the POS portion of Lot 60, Carawatha Avenue, Mt Nasura in its investigations of possible sites as referred to in part 1 of this recommendation.**

Moved Cr Green
MOTION CARRIED (7/0)

The Meeting was adjourned at 8.10 pm.
The Meeting was resumed at 8.14 pm.

Community Development

The Community Development Officer and Grants Officer joined the meeting at this juncture, ie. 8.14 pm.

The Chair sought Committee's approval at this juncture to consider the late item re: Strategic Directions for Community Development for which there was a presentation from the Community Development Team – Committee agreed.

The EDCCS then introduced the matter commenting as follows:

It is important from (2) perspectives that this matter be considered at tonight's meeting they being:

- it seeks to provide Committee with an explanation and insight to the community development strategic initiatives to be discussed and considered along with other initiatives at the proposed 2nd April 2002 Special Council Meeting, and*
- it seeks to provide Committee with an advance opportunity prior to its 2002-03 Draft Budget deliberations to reflect on the future strategic directions/initiatives as relating to community development and the associated resource/funding implications.*

The Community Development Team making the presentation including the Manager Community Development, Community Development Officer and Grants Officer, were then introduced whereupon the presentation commenced.

A copy of the presentation has been forwarded under separate cover to those Councillors not in attendance at this meeting.

The Chair on behalf of Committee thanked the Officers for their informative presentation.

STRATEGIC DIRECTIONS - COMMUNITY DEVELOPMENT

WARD	ALL
FILE REF:	CMD/1
DATE	15 March, 2002
REF	SP
RESPONSIBLE MANAGER	Manager Community Development

<p>In Brief: This report summarises the outcomes of the City's Community Development initiatives in this financial year to date. Several conclusions are drawn from this summary and a new way forward is proposed to</p> <p>a) assist Council in achieving its objective to improve the City of Armadale as a place to live; b) better utilize existing and proposed resources; and</p> <p>This report also provides further detail of resource requirements proposed in the draft Strategic Plan and Five Year Plan.</p>

Tabled Items

Nil

Community Development

Officer Interest Declaration

Nil

Strategic Implications

- To achieve a better quality of living for the people of our City;
- 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

This item relates to several unfunded initiatives proposed in the draft Five Year Plan and Strategic Plan, in particular:

Strategy	02-03	03-04	04-05	05-06	Total
Community Needs Framework					
Community Profile					
Mapping	40,000				40,000
Needs Framework	5,000	5,000	5,000	5,000	20,000
Total	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>20,000</u>
	50,000	10,000	10,000	10,000	80,000
Development of a Community Plan Funding	18,000	18,000	18,000	18,000	72,000
Implementation of the Services arising from the Community Plan	100,000	125,000	150,000	175,000	550,000
<i>N.B.: Includes the current \$60K pa allocation for community safety.</i>					

Consultation

Nil

BACKGROUND

Introduction

The outcomes of Council's 2001-2002 Budget had significant implications for the City and Council's Community Development Team. In this context the Community Development Team

Community Development

has achieved some outstanding results. A shift to a more strategic approach to Community Development will not only better position Council to respond proactively to community needs but also make better use of available resources.

Resources Profile 2001-2002

In the 2001-02 Community & Corporate Services Draft Budget Report Executive Summary a number of high priority items were proposed to resource the Community Development area in order that nominated projects and programs be achieved. The Committee was advised:

“To not address the various items in this grouping will increase the risk of slippage in service standards, projects would be delivered behind schedule. Most importantly there will be limited (if any) movement forward with new initiatives, resulting in lost opportunities.”

The need for more resources and the better use of those resources is a direct result of increasing expectations on the Community Development Team. This increasing expectation is expressed by the community, external agencies and Councillors.

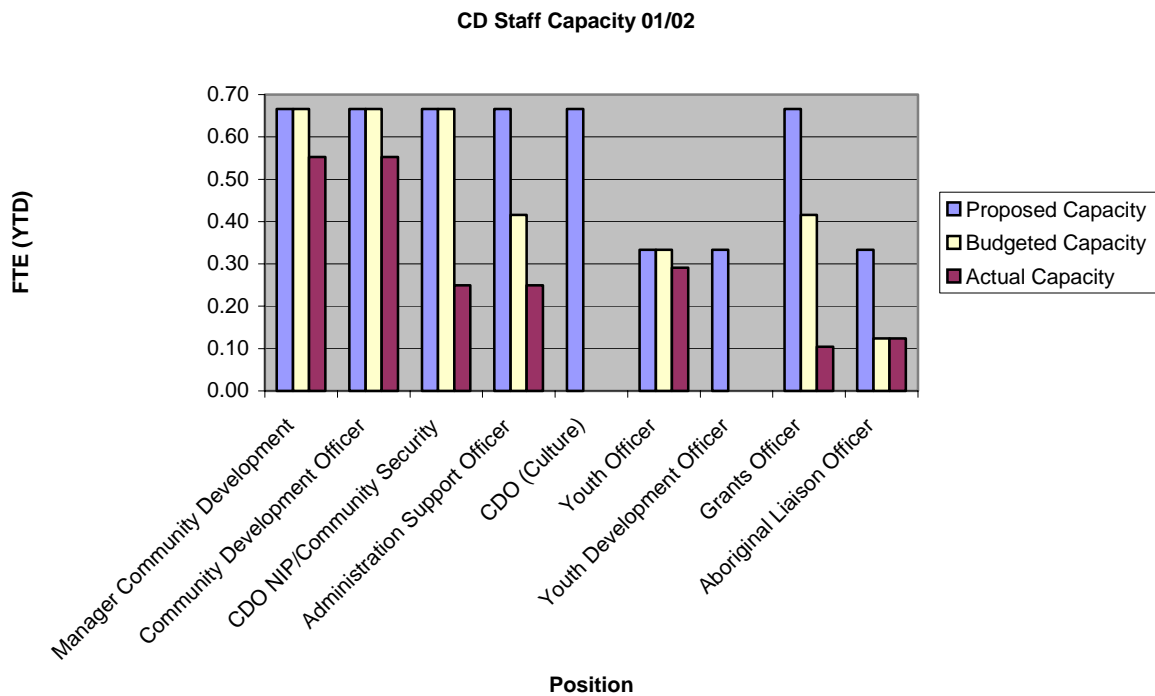
In response to growing expectation an additional 4.0 FTEs was requested in the draft 2001/02 Draft Budget to meet the workload demands on the Community Development Team to undertake the initiatives as identified by Council’s Strategic Plan to make Armadale a better place to live.

Due to corporate funding constraints 2.0 FTEs (Administration Support Officer and Special Projects/Grants Officer) were funded in the 2001-2002 Budget. Whilst these (2) additional FTEs have certainly assisted, part of this gain has been offset by factors such as:

- Delays in appointing staff, difficulties recruiting suitable staff and staff turnover;
- Executive Manager Community Services absence due to illness and the need to ‘Act Up’ without backfill;

As a result, for the period 1 July 2001 to 28 February 2002 the Community Development Team operated at a level of 65% of budgeted staff allocation and only 43% of the requested staff allocation to meet the demands on the Team. This has increased pressure on remaining staff, delayed the delivery of work plans, delayed the development of funded services, constrained opportunities for funds leveraging from external sources and frustrated local partnership building. The graph below compares the actual capacity of the Community Development team (accounting for the above constraints) to both the budgeted capacity and the proposed capacity in the Draft Budget for the 2001/02 financial year to the end of February 2002.

Community Development



Achievements 2001-2002

Notwithstanding the aforementioned resource difficulties, significant advances have been achieved in the City’s Community Development area and they are summarized in the following table:

Table 2: Community Development Projects 2001-02

Priority area	Achievements
Seniors	Seniors Planning Process completed on time Development of valuable partnerships with external agencies Informed planning process for redevelopment of AK Seniors Centre Development of Seniors Leadership Project (DVA and Lotteries Grant applications outstanding)
Disabilities	People with Disabilities Recreation Program completed and acquitted
Youth	Youth Road Safety Project completed and acquitted Joint holiday programs developed, run and acquitted with Armadale Youth Resources WAMA Best Practice Award for the Youth Recreation Needs Study
General Community Development	Edith Cowan University ‘Benchmarking and Best Practice in Community Development’ research project completed
NIP	Best Practice Award for the Neighbourhood Improvement Project
Families – Indigenous	Attracted \$240,000 Aboriginal Family Support Project from the Commonwealth Government
PCYC/Recreation Centre	Managed negotiation process for partnership with PCYC.
Contribution to other strategic projects	Economic Development Strategy Kuhl Park Redevelopment Community Consultation Gateway Project Community Consultation

Community Development

The resource constraints outlined above have however resulted in some projects not being able to be addressed adequately in 2001-2002. Most significantly:

- Advancing the Community Safety Plan – although a proposed methodology for the development of a Community Safety Action Plan 2002-2007 has been prepared as a separate agenda item.
- Advancing the Cultural Plan – although another proposed methodology for a process to develop a Community Cultural Development Action Plan has been prepared as a separate agenda item.
- Developing youth recreation programs in response to the Youth Recreation Needs Survey Report.
- Review the Disability Services Plan and develop a Community Action Plan.

Projects and tasks that were identified most at risk at the time of the 2001-02 draft budget are listed in the left hand column in Table 3 below, along with an update on the Community Development team activities in this area over the year to date. The nature of these activities has predominantly been ‘reactive’ and ‘risk minimization’.

Table 3: At Risk Projects due to restricted resources 2001-02

At Risk Projects/Tasks	Achievements 01 / 02
Review and identify future directions/actions from existing Cultural Facilities Plan, Cultural Plan & Policy and Popular Culture Centre Feasibility Study; Community arts projects;	Strategy developed to progress (refer to separate agenda item) Popular Culture Centre established with base in Armadale Public Art Staff Tour
A&TSIA Committee at risk;	Committee stabilized after loss of Aboriginal Liaison Officer Position
Reconciliation programs;	Reconciliation Programs ongoing
Strategic Plan for indigenous community;	Strategic Planning process progressed Aboriginal Family Support Service Model developed Increased focus on community security issues Safer WA funding proposals developed (outstanding) for <ul style="list-style-type: none"> • Aboriginal Youth Officer • Community Leaders Group
Community security programs;	Most existing programs maintained Action Plan development underway Improved relationship with SAFER WA Four new funding proposals submitted (outstanding) Current SAFER WA funded projects completed and acquitted <ul style="list-style-type: none"> • Project Reach Out • Aboriginal Community Security Officer Position • Youth Resource Centre Extra Hours funding • Neighbourhood Watch Coordinator
Community economic development programs;	Contributed to development of City of Armadale Economic Strategy
Neighbourhood conflict matters;	Interagency Working Group on Neighbourhood Conflict established to address priority issues.
Youth activities stemming from recommendations from Youth Recreation Needs Study,	Youth Recreation Needs Survey findings disseminated (SERVIA) Trialled running events through PCC.
Provision of new localized skate parks Youth Venue in the CBD	No action No action

Community Development

Current Situation

The Community Development Team is being called upon to address an ever-expanding range of issues. During this financial year the new issues include:

- Community Consultation for projects arising across the organisation including:
 - Kuhl Park,
 - Gateway Project,
 - Shale Quarry,
 - Brookdale development
 - Armadale Alive
- Economic Development
- Tourism
- Cultural Development

While each emerging area of involvement is important from a Community Development perspective, the net effect is that the Community Development Team is continually being spread thinner over a wider range of issues. The proportion of work the CD Team in ‘reactive’ and ‘risk management’ mode is likely to increase and become unsustainable.

There is a need to consolidate the wide range of projects developed by Council and carried by the Community Development Team. Increasingly the issues are ‘whole of organisation’ and indeed ‘whole of community’ in scope. A new approach is required to position the Community Development Team to respond effectively as well as recognize the role of other partners.

By considering each of the key population groups and ‘hot issues’ and assessing the strategic positioning of Council the following picture emerges. Table 4 below summarizes the current status of all the major areas of involvement for the Community Development team.

Table 4 Current Status of Community Development in the City of Armadale

Population Group/Issue	Community Planning Needs Analysis	Processes		Plan Approval by Council	Council Resources		External Resources	
		Mapping	Plan		Planning	Services	Planning	Services
Young People				Youth Policy - 1998, Youth Recreation Needs Survey 2001		\$30,000 pa		
Seniors				Plan - March 2002		\$35,000pa 2002/04		\$66,000 pa 2002-2004*
Children and Families								
Indigenous people					\$5,000 for 2002			\$120,000pa 2001-2003
People with disabilities				Disability Services Plan 1995				
Community Safety				Plan - November 2002	\$20,000 for 2001/02	\$60,000 pa		Total of \$135,000*
Cultural Development				Draft Cultural Plan 1998				
Community Economic Development				Draft Economic Strategy				

Community Development

Population Group/Issue	Community Planning Needs Analysis	Processes		Plan Approval by Council	Council Resources		External Resources	
		Mapping	Plan		Planning	Services	Planning	Services
Urban Renewal				NIP Community Consultation Report 2001				\$67,000 pa 2001-2004
	(includes community consultation)	(Includes Community Directory)						
Legend:								
	No activity							
	Partial or out of date							
	Complete and up to date							
	* Outstanding applications							

The following explanatory notes will give an overview of each column and clarify several important points.

Population Groups/Issue

Community Development has grown to include attention to the needs of a number of groups. Considerable work has been done in the area of youth and seniors with families and children to a lesser extent. Particular attention has also been given to the needs of our indigenous population and people with disabilities. Added to these foci are issues such as Community Security and Urban Renewal (NIP), which have received considerable attention and Cultural Development and Community Economic Development that continue to arise in the community and through Committee but have not been addressed to the same extent. Reading across the page in the table provides a snapshot of the status of existing planning work and current and proposed resourcing to address each area.

Community Planning Processes

The next three columns in Table 4 summarize the current status of the major three components of the planning process. These are:

***Needs analysis :-** generally includes information of the makeup of a community or group or an assessment of an issue, research (primary and/or secondary) into the particular needs of a group or analysis of an issue and consultation with relevant stakeholders.*

***Mapping:-** refers to the process of finding out what is currently already occurring or planned to occur either by other government instrumentalities, community organizations or individuals.*

***Plan:-** Brings together the range of actions focused on strategic objectives of all stakeholders and identifies resources, timeframes, responsibilities and indicators of success.*

The current status of Community Planning initiatives for each population group is considered in the second third and fourth column in the above table. There are some gaps in our current approach where little or no work has been done (e.g. needs analysis for children and families,

Community Development

and community action plans for children/families and community economic development). In most areas some work has been done, but it is either incomplete or out of date.

The Seniors' Plan is complete and up to date, except for services mapping and development and implementation of the Community Action Plan. The needs analysis and mapping for the NIP were also thorough, but the plan needs review as the project has evolved significantly. The Cultural Plan contained some mapping which is likely to be still current but overall the process needs reviewing and the development and implementation of the Community Action Plan.

Plan Status

The next column summarizes the current status of existing plans and the dates. Some are quite old and others only at the draft stage. There has traditionally been a gap between the development of a plan and resources allocations. Stronger linkages between Council and other key stakeholders are needed as is strengthening the relationship between planning, priority setting and resourcing.

Resources

The remainder of the table reports the current resources available for work in each field for planning and service delivery. There are considerably more resources available for service delivery than for Community Planning.

Summary

The information above leads to the following conclusions.

- Although there have been a number of plans produced over the years there are considerable gaps in our existing knowledge to inform decisions about service development.
- Most of the plans that have been produced have been prepared in isolation (i.e. as stand alone documents or as exclusive plans for Council).
- Most of the resources currently available are for service development, with the exception of the development of the Community Safety Action Plan.
- Staff levels in the Community Development team are likely to be inadequate to do more than manage existing service development projects in the 2002/03 financial year.
- There will need to be a major focus on Community Action Planning over 2002/03 in order to better position the City to attract new funding in the future.

THE PROPOSAL

A more strategic approach to Community Development is proposed. In order to achieve this several initiatives are proposed for inclusion in the City's 5 Year Plan, i.e.:

Community Development

Strategic Initiative	Funding				
	02-03 \$'000	03-04 \$'000	04-05 \$'000	05-06 \$'000	Total \$'000
Community Needs Framework	50	10	10	10	80
Community Plan – Strategic Directions	18	18	18	18	72
Community Plan Programs	100	125	150	175	550
Total	168	153	178	203	702

(Refer to Attachments for more detail on each of the above initiatives.)

As well as the attached proposed initiatives there are already a considerable number of existing projects that remain priorities for the City and the Community Development team for 2002/03 which are all either:

- currently funded,
- proposed separately for consideration of funding in the 2002/03 Council budget, or
- awaiting notification of external funding,

1. Service Delivery Projects

- Manage existing service development initiatives including:
 - Aboriginal Family Support Service (Commonwealth Funding)
 - Neighbourhood Improvement Project (Council/Department of Housing Funding)
 - Seniors Leadership Program (Council/Multiple funding sources)
 - Youth Concerts/Events Program (Council/Funds leveraging)
 - PCYC /Recreation centre Partnership
 - Community Security Program
- Develop strategies to expand program and reduce community fear of crime
 - Aboriginal Community Leaders Program (Proposed Council and / Safer WA Funding)
 - Aboriginal Youth Officer Project (Proposed Council and / Safer WA Funding)
 - Youth Link Transport Service (Proposed Council and / Safer WA Funding)
 - Neighbourhood Watch Coordinator (Proposed Council and / Safer WA Funding)
- Implement initiatives from Seniors Community Action Plan (refer to separate agenda item)
 - Information and Promotion strategy
 - Establish a Volunteer Resource Centre (subject to funding)
 - Renovate the Armadale/Kelmscott Seniors Centre
 - Consider transport issues for seniors

2. Community Action Planning Projects

- Develop a Community Safety Community Action Plan, (refer to separate agenda item for proposed methodology)
- Review the Cultural Plan and develop and implement a Cultural Community Action Plan (refer to separate agenda item for proposed methodology subject to funding)

Community Development

COMMENT

Analysis

The term Community Action Planning refers to a different approach to what Council is used to seeing in the production of existing plans. The recent Seniors Planning process incorporated elements of Community Planning in the process.

Community Action Planning is not a new ‘fad’. In a local government context ‘Integrated Local Area Planning’ was an established Community Planning process over a decade ago. External funding bodies are increasingly seeking evidence that applicants for service tenders and grants have undergone adequate Community Action Planning prior to agreeing to fund new initiatives. This frequently includes a mix of the following activities:

- Demonstration of research and analysis
- Demonstration of services mapping and needs assessment
- Consultation with key stakeholders
- Direct consultation and inclusion of local residents in decision making
- A planned context for the submission to demonstrate an ongoing working commitment in the area
- A proposed service profile that reflects a knowledge of community services best practice
- Demonstrated sustainable outcomes
- Effective working partnerships between key stakeholders
- Committed funds from Council and/or other partners to a proposal.

The proposed approach will position Council and the City of Armadale as a whole in a stronger position by:

- Being better informed in discussions on issues and solutions with ratepayers and key stakeholders
- Being able to develop effective partnerships with stakeholders who also want to make Armadale a better place to live
- Ensuring that the activities that local government can do best are planned and adequately resourced (e.g. needs analysis, community planning, information provision, services coordination, advocacy, selected service activities and funds leveraging).

The current ‘reactive’ approach allows individual demands or issues based community activity to dominate Council decision-making. Some of the qualities that are present in this environment are:

- Issues and individual demands are dealt with in an isolated way
- Council is more reactive than proactive to community needs
- There is little time for analysis and planning in crisis environments
- Council can be unduly influenced by lobby groups and personal approaches
- Council cannot put a strong case for external funds without appropriate research (including community consultation, services mapping, partnership building etc)
- Council does not always receive the recognition it deserves for its investment in Community Development because of a fragmented approach.

Community Development

The proposed approach will deliver better outcomes. Some of the benefits include:

More informed decision-making

- Improved knowledge of the community, the needs of local people and the context of these circumstances (e.g. allows for research and analysis to inform decision making on resources allocation and community directions)
- Councillors better informed about what is happening across the City of Armadale on a range of issues and can better balance this information
- Councillors can make informed decisions and use the information when explaining what Council is doing to make Armadale a better place to live
- There is a better understanding of government, private and community resources in the City of Armadale and surrounding localities.

More inclusive processes

- it accommodates key stakeholders, lobby groups and allows for open consultation so individuals can have their say too – generating a sense of ownership, belonging and community spirit.
- Allows local issues to be dealt with over time – people can see that there is a plan and that their needs have been considered
- scope for whole of community approach to enhancing community life – everyone can see that Council is concerned, is making a contribution and has a plan about how it will deploy the resources of its ratepayers, partners, sponsors, services, sponsors and grant funds.
- Ratepayers, community organisations, services, business people have their say and make their contribution to planning
- Contributes to an increased sense of community satisfaction with Council.
- Improved community services information so local residents feel supported and that they have choices (especially important for new residents to the City)

Improved coordination and services planning

- to avoid duplication and demonstrate the need to attract additional services (private, public and non-government) to meet local needs
- Allow priorities to be set and resources allocated for activities to be implemented and evaluated over time (are we doing the best that we can with our limited resources?)
- Provides a basis for alignment/agreement on priorities for the City.
- Funds and services leveraging
- Work together with government, community and the private sector to address identified shortfalls in community services.
- Reviewing current practice to develop an environment of continuous improvement
- Allows Council to set priorities rather than try and do everything at once.
- Better outcomes for Council and Ratepayers.

Options

- 1 Adopt the above approach and fund accordingly
- 2 Adopt the above approach but fund a lesser amount, acknowledging that progress will be slower

Community Development

- 3 Adopt the above approach but do not increase funding acknowledging that there will be a significant time lag before the Community Development Team is in a position to attract more external funding

Conclusion

The proposed approach will develop, over time a more strategic approach to setting the City's Community Development directions commensurate with available resources.

C53/02 RECOMMEND

That Council receive the Report “Strategic Directions – Community Development” and recommit the Report and its proposed recommendation as follows to the April 2002 Community Services Committee Meeting, i.e.

That Council include the following items for consideration of funding in the 2002/2003 Draft Budget.

<u>Community Needs Framework</u>	
Community Profile	40,000
Mapping	5,000
Needs Framework	<u>5,000</u>
Total	50,000
Community Plan – Strategic Directions	18,000
Plan Programs	100,000

Moved Cr Stubbs
MOTION CARRIED (7/0)

Community Development

Committee at this juncture of the Meeting agreed to return to the next item of business as per the Agenda, that being the Seniors' Needs Report Update.

SENIORS' NEEDS REPORT UPDATE

WARD	ALL
FILE REF:	CDP/01
DATE	5 April, 2002
REF	PM
RESPONSIBLE MANAGER	Manager, Community Development

In Brief:

This item:

- Provides an update on the implementation of the recommendations adopted from the Seniors Needs Report in December 2001.
- Presents Council with an action plan for consideration.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

The Seniors Needs Report was adopted by Council on 3rd December 2001.

This report seeks to set the priorities Council will address over the coming 12 months in regards to seniors issues through the adoption of an action plan.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

The draft action plan, if supported as presented, will require an additional \$10,000 not currently included in the 5 Year Plan.

Consultation

Since the adoption of the Seniors Needs Report the following consultation has occurred with relevance to this item:

- Roleystone Seniors Centre

Community Development

- Westfield Seniors Centre
- Armadale Kelmscott Seniors Centre user groups
- Armadale Returned Serviceman League

All participants in the process to date were invited to a forum held on 28th February 2002 where 23 people attended.

The draft action plan was considered at the Seniors Interest Advisory Committee on Tuesday 19 March 02 and recommends to Council that they adopt the draft action plan.

BACKGROUND

At the Council meeting on 3rd December 2001 Council resolved the following:

- “1. That Council endorse the Seniors Needs 2001 Report as attached to these minutes at Attachment “A-4”, and that a copy of the report, together with this report and recommendation be forwarded to the agencies involved in the planning process, thanking them for their valued participation and contribution.
2. That Council endorse the following three key outcome areas, as identified from the Seniors Planning Process, namely:
 - Image of Seniors
 - Recreation Leisure and Culture
 - Living in the Community

and refer these key outcomes to the Seniors Interest Advisory Committee to develop complementary strategies which where appropriate considering partnering options with other agencies.

3. That Council be provided with an update of the report in line with the 2002/03 draft budget deliberations.”

A copy of the report and item adopted by Council on 3rd December 2001 was circulated to all those who participated in the service provider/stakeholder focus groups.

Correspondence was sent to participants in the community focus groups informing them of the adoption of the report and relevant recommendations and advising them that if they would like a copy of the Seniors Needs Report they can contact the City Of Armadale.

A forum was held on 28 February 2002 attended by 23 agencies. At this meeting the following occurred:

- A presentation was made on the findings of the consultation

Community Development

- An outline was provided of Council resolutions regarding the Seniors Needs Report and the Future of Seniors Centre's
- Based upon the issues raised in the consultation process a suggestion of priorities was presented for people in attendance to comment upon and then commit to partnering with Council to progress.

The agencies present supported the strategies and offered to get involved in the actions identified. This will ensure that Council establishes partnerships with community agencies in addressing the community needs.

In addition to this a series of information sessions were held at the following locations:

- Armadale Kelmscott Seniors Centre
- Westfield Seniors Centre
- Roleystone Seniors Centre

The purpose of these information sessions were to provide an opportunity for feedback to those members of the community who have participated in the consultation and outline how people can get involved in the strategies being developed.

Funding applications (as approved by Council) have been developed and submitted to the following agencies for the respective amounts over a two year period:

- Lotteries Commission \$46,000
- Dept of Veterans Affairs \$44,000
- Wearne Trust \$10,000
- Perpetual Trust \$10,000

This funding will support the development of initiatives identified in the agenda item adopted by Council on the 3rd December. These applications only commit Council to a contribution which has already been budgeted. For further information regarding the allocation of this grant funding refer to the action plan as attached to this Agenda. **(Refer to Attachment "A-6" – as circulated with the Agenda.)**

At this time the priority areas for immediate addressing are as follows:

1. Redevelopment of Armadale Kelmscott Seniors Centre
2. Information on services available to seniors
3. Programs to develop that encourage participation of seniors and breakdown social isolation.

The key outcome areas adopted by Council regarding the needs of seniors were as follows:

1. Image of seniors
2. Recreation leisure and culture
3. Living in the community

Community Development

DETAILS OF PROPOSAL

This report seeks Council endorsement of the action plan summarizing the strategies in each of the key outcome areas.

The strategies being proposed are outlined in the following action plan (the items in italics are currently unfunded):

Interpreting the action plan.

In interpreting the action plan the following points need to be noted:

- *Denotes grant funding not yet confirmed.
- Items in italics are not currently funded and are proposed to be referred to the 2002-03 Draft Budget process.
- Funding of these strategies will be dependent on the outcomes from the pending 5 Year Plan Council deliberations.

The Seniors Interest Advisory Committee met on Tuesday 19 March 2002 and recommended the following to Council in regards to this item:

1. *Acknowledge the information presented to the meeting regarding the progression of the Seniors Planning process.*
2. *Recommend to Council that it adopts the Draft Action Plan.*

COMMENT

Analysis

The strategies identified in the action plan are:

1. Sound and address the highest need in the community with regard to seniors.
2. Do not duplicate other services provided by other organizations in the community
3. Represent a commitment to seniors which is admired by the community as acting on consultation undertaken
4. Establish partnerships with other agencies

These strategies will be reviewed annually to assess impact and make refinements if necessary. A report will be provided to Council annually on implementation of the action plan.

An item further explaining the Volunteer Resource Centre Strategy outlined in the above action plan will be presented to the April Community Services Committee meeting. As part of this item an evaluation of the Volunteers Expo held as part of the Highland Gathering 2001 will be presented.

Options

In considering the Seniors Action Plan Council has the following options:

Community Development

1. Adopt the action plan and refer unfunded items to the 2002/03 draft Budget process subject to 5 Year Plan funding allocations.
2. Request further work on the action plan.

Conclusion

The Seniors Planning process has been a very successful project in identifying and responding to community needs.

Council has already allocated the resources to fund most of the items. Grant applications have been submitted which if successful will total the seniors projects to \$101,000 pa for the two years.

The strategies developed will ensure that Council has a developmental role in new recreational activities and not create expectations of Council providing services, which cannot be sustained without additional resources.

The priorities and the strategies identified have been discussed on many occasions and have received strong support from the community as sound actions that address the highest community need. These strategies are also considered a sound investment by Council based upon limited resources.

The draft action plan has been presented to the Seniors Interest Advisory Committee where it received full support and was recommended to Council for adoption.

The recommendation to Council is to therefore adopt the action plan and refer any unfunded items to the 2002/03 budget process for consideration.

C54/02 RECOMMEND

That Council:

- a. **endorse the Draft Seniors' Action Plan as presented at Attachment "A-2" to these Minutes.**
- b. **include for consideration in the 2002-03 draft Budget an amount of \$10,000 to establish a volunteer centre in Armadale – Strategy 1.1. of the Draft Action Plan refers.**

Moved Cr Stubbs

MOTION CARRIED (7/0)

The Community Development Officer and Grants Officer left the meeting at this juncture, i.e. 8.40 pm.

Community Development

CITY OF ARMADALE COMMUNITY SAFETY PLAN 2003-2007

WARD ALL
FILE REF: SEC 3 Vol 7
DATE 5 April, 2002
REF SP
RESPONSIBLE Executive Manager
MANAGER Community
Services

In Brief:

- Endorsement is sought to progress the City of Armadale Community Safety Plan 2003-2007. By building on existing Position Papers, Council decisions and Council core business, the process will include:
 1. Mapping the contribution of Council as well as key human services agencies to community safety and crime prevention in the City of Armadale;
 2. Firming partnerships with key human services agencies on community safety and crime prevention;
 3. Identifying areas of Council's core business that contributes to community safety and crime prevention and implementing best practice;
 4. Preparing a draft for public release and comment;
 5. Council adopting a Community Safety Action Plan.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

The proposed Community Safety Statement and Community Safety Action Plan 2003-2007 will help make our district a safer place for the community to live, work and recreate by:

- Acknowledging that law and order are predominantly the responsibility of the Police Department and that community safety is the shared responsibility of the whole community
- Mapping activities that clearly contribute to community safety conducted by a range of State and Commonwealth Government departments, service organisations and community groups in the City of Armadale.
- Developing clear community safety objectives and principles to inform Council's core responsibilities such as part of Council's commitment continuous improvement.
- Develop a strategy to review contemporary best practice standards and guidelines in community safety as a contribution to Council's core business (e.g. urban design, streets and parking, subdivision and houses, parks and landscape, fences and walls, windows and doors and lighting and signage).
 - Providing an active framework for the delivery of Council's Community Safety Strategies.

Legislation Implications

Nil – May require review in the 2003-2007 period.

Community Development

Council Policy/Local Law Implications

Nil – Provides a framework from existing decisions.

Budget/Financial Implications

Provision is made in the current year's Budget to undertake/complete this task.
Time of Special Projects/Grants Officer

Consultation

- Interagency Working Group on Community Conflict
- Community Security Working Party
- Aboriginal and Torres Strait Islander Advisory Committee
- Youth Advisory Committee
- NIP Advisory Committee City Strategy Committee
- Community Services Committee

BACKGROUND

At its meeting of 20 November 2000 Council resolved:

1. That the Community Safety Plan be incorporated into Council's soon to be reviewed corporate Strategic Plan.
2. That responsibility for the City's Community Safety Plan be assigned to the Community Services Committee, acknowledging that carriage and implementation of the Plan will be the responsibility of the Community and Corporate Services Directorate via its Community Services Department.
3. That an action plan, which would service to give effect to the directions contained within the Community Safety Plan, be developed for consideration and inclusion in the forthcoming year's budget and 5 year Forward Plan programme.
4. That officers assess the role of the Community Security Working Party against the establishment of a local Safer WA Committee and report on options available to Council in progressing the establishment of such a Committee.

DETAILS OF PROPOSAL

It is proposed that the following process be used to develop a City of Armadale Community Safety Plan to give effect to the directions contained in:

- the Community Safety Discussion/Position Paper;
- Council's existing and proposed commitment to community safety;
- Existing and emerging partnerships with relevant service providers;
- Contemporary best practice in community safety and its impact on urban design.

A four-step process has been developed to progress the Community Safety Plan:

- Phase 1: Paving the Way
- Phase 2: Building Capacity
- Phase 3: Sustainable Initiatives
- Phase 4: Setting the Pathways

Community Development

Phase 1: Paving the Way

1. Draft a Community Safety Statement and Community Safety Action Plan 2003-2007 based on the documents above and the contents of Council's Advisory Committee Structure decisions on community safety.
2. Develop a Community Safety Workshop which draws together senior Council staff, key stakeholders, and community groups to develop a shared vision, values, key principles, approach and priorities for 2003-2007.
3. Consult with key stakeholders on their community safety responsibilities and activities in the City of Armadale from 2003-2007.
4. Allow the contents of stages one and two to inform the draft Community Safety Statement and Community Safety Action Plan 2003-2007.

Phase 2: Building Capacity

1. Develop and deliver, in conjunction with the Directors of Technical Services and Development Services Directorates, an informative and consultative workshop with relevant Council field staff to develop community safety principles and practices for core business that may include presentations on contemporary community safety best practice in:
 - Urban structure
 - Streets and parking
 - Subdivision and houses
 - Parks and landscape
 - Fences and walls
 - Windows and doors
 - Lighting and signage.
2. Encourage staff to identify, develop and implement strategies in their area of work that contribute to community safety best practice for the City of Armadale in the 2003-2007 period with a view to reviewing and adopting Standards & Guidelines within 2 years.
3. Develop an Annual Council Award for teams within Council's core business activity areas for innovation and delivery of community safety achievements on an annual basis.

Phase 3: Strengthening Community Initiatives

1. Identifying Council's role as an information provider, coordinator, and purchaser of services that will enhance community safety and well being in the City of Armadale.
2. Outlining key goals and performance measures for the City of Armadale's existing community safety strategies including:

Community Development

- Senior Safety Forums
 - Community Security Vehicle
 - Crime Intervention Program
 - Community Justice Program
 - Urban Safety initiatives
 - Urban art program
 - Neighbourhood Improvement Program.
3. Identifying and developing effective partnerships between Council and key stakeholders to identify and develop sustainable community responses to community safety issues.

Phase 4: Setting the Pathways

1. Finalising a draft Community Safety Statement and Community Action Plan 2003-2007 for the City of Armadale.
2. Presenting the draft Statement to the Community Safety Committee and subsequently to Council for in principle endorsement.
3. Releasing the draft *Community Safety Statement and Community Action Plan* for public comment for a period of 28 days.
4. Assessing community feedback and comments and adapting the Plan in keeping with Council's commitment to community safety.
5. Returning the Plan to the Ordinary Meeting of the City of Armadale for adoption.

COMMENT

Analysis

This has been an outstanding Agenda Item since 20 November, 2000. This proposal is an inclusive way to recognise:

- the wide range of contributions Council makes to community safety on a daily basis
- the roles and responsibilities across the community that contribute to community safety
- the importance of continual improvement strategies in Councils core business to enhance community safety in the City of Armadale
- the leadership role the City of Armadale takes on community safety in the district.

Options

Option 1: Develop a plan with no further consultation

It would be possible to develop a draft plan based on Council's existing decisions and infrastructure with no further consultation with staff, stakeholders or community groups.

The result will be a written statement to support the Corporate Strategic Plan.

Community Development

Preferred Option

To complete the proposed process by 31 December, 2002 for adoption by Council.

The result will be a statement and a wider range of Council and community activities that help continue to make Armadale a great place to live.

Matters discussed/noted by Committee included:

Committee was of the view for future clarification and information/reference purposes, that the recommendation should be expanded to include firstly the tasks/outcomes relating to each phase as explained in the report and secondly, target completion dates for each phase for project progress monitoring purposes – hence the following expanded/amended recommendation.

C55/02 RECOMMEND

That Council endorse the following proposed methodology for completing the City of Armadale Community Safety Action Plan by 31 December 2002, i.e.

- **Phase 1 – Paving the Way – target completion date - August 2002**
 - **draft a Community Safety Statement and Community Safety Action Plan 2003-07;**
 - **develop a Community Safety Workshop for key stakeholders, community groups and Council/Management.**

- **Phase 2 – Building Capacity – target completion date - September 2002**
 - **develop a workshop for Council staff;**
 - **develop an Annual Council Award recognising innovations in community safety by staff teams.**

- **Phase 3 – Sustainable Initiatives – target completion date - October 2002**
 - **identify/develop Council’s role as an information provider, co-ordinator and purchaser of services;**
 - **develop key goals and performance measures for the City’s safety strategies;**
 - **identify/develop effective partnerships that will provide sustainable community responses to community safety issues;**
 - **complete a draft Community Safety Statement & Community Action Plan 2003-07**

- **Phase 4 – Setting the Pathways – target completion date – December 2002**
 - **seek public comment and incorporate comments into draft;**
 - **Council adoption of Statement and Plan.**

Moved Cr Stubbs

MOTION CARRIED (7/0)

Community Development

CULTURE POLICY AND PLAN REVIEW - EXPRESSIONS OF INTEREST COMMUNITY ARTS NETWORK (CANWA) PARTNERSHIP

WARD ALL
FILE REF: CMD/3
DATE 5 April, 2002
REF PM
RESPONSIBLE MANAGER Manager
Community Development

In Brief:

- This item seeks Council endorsement to lodge Expressions of Interest to partner with Community Arts Network (CANWA) to review the City of Armadale draft Cultural Policy and Plan.
- Since the development of the draft Cultural policy and plan further cultural development reports have been undertaken e.g. Popular Culture Centre and Cultural Facilities Needs Assessment thereby requiring a review and consolidation process.

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.

Strategic Focus

Tourism

- Developing the City's tourism potential.

Culture

- Creating opportunities for cultural expression
- Fostering respect for cultural diversity

Legislation Implications

Nil

Council Policy/Local Law Implications

A draft Cultural Policy was developed in 1999.

Community Development

Budget/Financial Implications

A partnership with CANWA to undertake a review of Council's Cultural Policy and Plan will require the following financial commitment:

• Consultancy fees to CANWA	\$6,000
• Administration costs of review	\$6,000
• Small community art projects	\$8,000
• Salaries cost	\$40,000
Total Cash Requirement	\$60,000

A commitment will be required of staff time and resources from across the organisation in addition to an office coordinating the project. It is estimated this will require \$40,000 of staff resources.

A total cost of the review of the cultural policy and plan and development of an action plan will be **\$60,000**. **It is to be noted that there is no provision in the current 5 Year Plan for this initiative.**

Consultation

In preparing this item consultation has been undertaken with Community Arts Network.

BACKGROUND

Since preparing the Cultural Policy and Plan the following has occurred regarding cultural development which warrants undertaking a process of consideration, review and development of a new action plan:

- Popular Culture Centre Feasibility Study undertaken and gained support from Council. Since this time Community Development staff have been working with CANWA to establish a base for the PCC in Armadale. This has proceeded successfully. The PCC have also linked with Council's existing events program including the Minnowarra Arts Festival.
- Cultural Facilities Feasibility Report undertaken. This report recommended the creation of two identified precincts a cultural present and a historical present. Since the time of adoption of this report little progression due to funding constraints has been made in implementing the recommendation of this report.
- Council's events program has continued to grow in success and range of initiatives.
- Council's Economic Development Plan has identified a range of initiatives, which have a cultural development aspect.
- The Armadale Redevelopment Authority was established.

These items have mostly occurred in isolation of Council's Cultural Policy and Plan.

A Public Art Tour involving the Mayor and Officers was conducted on 27 February 2002.

The tour proved very successful with officers gaining an insight into public art and more importantly the links public art has with broader issues of cultural development.

Community Development

Photos taken at the tour will be upon display in the committee room prior to the Community Services meeting.

DETAILS OF PROPOSAL

It is proposed that Council undertake a review of the Cultural Policy and Plan and develop an action plan, which will:

- Provide direction and priorities to the Armadale Redevelopment Authority on the cultural and heritage priorities of City Of Armadale.
- Provide small meaningful actions that can be progressed across the various departments in the organisation

Further to proposing that a review and development of action plan be undertaken. It is proposed that this review and development of action plan be undertaken in partnership with Community Arts Network, WA (CANWA).

CANWA offer a program for Council to apply for demonstration projects to review Cultural Policies and Plans. It is this program that it is suggested Council make an application.

CANWA's role will be one of intellectual input and assistance in developing actions that are achievable and soundly based.

Officers of Council would act as local coordinators of the review and action plan development with a group comprising Councillors and members of the community.

The budget contribution of \$60,000 will be accounted for in the following manner:

- | | |
|----------------------------------|----------|
| • Consultancy fees to CANWA | \$6,000 |
| • Administration costs of review | \$6,000 |
| • Small community art projects | \$8,000 |
| • Salaries | \$40,000 |

COMMENT

Analysis

Since the initial Cultural Policy and Plan was developed significant advancements have been made in the understanding of the area of Cultural Planning and the benefit it can bring to the City of Armadale.

The Armadale Redevelopment Authority presents an exciting opportunity to use the Cultural Plan as a guiding influence in a number of projects relating to establishing and promoting the identity and unique culture of Armadale.

Community Development

Reviewing the Cultural Policy and Plan internally requires significant Council resources, therefore the proposal is to lodge an Expression of Interest with Community Arts Network to partner with them in reviewing the Plan which would be a significantly better strategy.

This proposal allows for a contribution towards undertaking some projects which will see on the ground results of the planning process. This represents a better use of resources as opposed to undertaking the review internally.

Partnering with Community Arts Network in reviewing the Cultural Policy and Plan will create significant benefits to the City of Armadale. These can be outlined as follows:

1. The agency most responsible for Cultural Planning across the State can bring the knowledge and experience to Armadale for the benefit of Armadale.
2. Community Arts Network carry significant credibility in the arts community and therefore the support of the arts community and artists in determining the Cultural Plan will be strengthened with the involvement of CANWA.
3. Community Arts Network also carry significant credibility in the area of arts funding and therefore sourcing any funding opportunities for future public art projects will be likely to be much more successful with the partnership arrangement established with Community Arts Network.
4. With Community Arts Network driving the process it will ensure that the action plan is completed in a timely manner.

The opportunity to partner with CANWA to review this plan and develop an action plan is considered a significant advantage to Armadale and will bring integrity to the process which will provide a sound basis for cultural development.

Council has already invested significant resources in cultural development planning. Substantial changes have occurred since the development of the policy and plan. The Armadale Redevelopment Authority presents an opportunity to significantly progress some of the actions in these documents. It is therefore imperative that we can demonstrate the planning processes are up to date and reflective of community priorities thus promoting an earlier implementation plan.

Options

The review of Council's Cultural Policy and Plan is an item on the Council Strategic Plan. Council can decide not to review the Policy and Plan at this stage.

However if Council decides to undertake a review of the Policy and Plan and develop an action plan based upon achievable outcomes this can be achieved by:

1. Partnering with Community Arts Network, as suggested in this item.
2. Allocating additional resources (i.e. Cultural Development Officer) to facilitate this review process.
3. The review can be absorbed within current existing resources with other tasks and/or projects not being completed or timeframes readjusted.

Community Development

Conclusion

The Armadale Redevelopment Authority and the significant resources Council has already invested to date in planning for Cultural Events and Facilities will be maximized by this review process.

It has been (3) years since the City's Cultural Plan and Policy were first developed during which time there have been considerable changes. Therefore, for the Plan and Policy to retain their value to the City, it is proposed that they be reviewed in the manner as explained in this report.

The opportunity to review this process with CANWA as a partner has significant advantages. Therefore a review of the Policy and Plan and development of an action plan for cultural development at the City Of Armadale at this point with Community Arts Network is considered a sound investment.

Matters discussed/noted by Committee included:

Cr Stewart suggested that the proposed partnering arrangements should be such so as not to preclude other possible and appropriate partners like for example the Western Australian Music Industry Association – Committee agreed and hence the minor amendment to part 1 of the recommendation to include a reference to other possible partnering arrangements.

A further aspect commented on by Committee was the suggestion when next this matter is considered in a draft budget context, that the capacity/ability to implement the revised Plan will need to be demonstrated for otherwise the proposed revised plan may become dated and thereby limit its value – Officers to consider when preparing the Committee/Directorate 2002-03 Draft Budget documentation.

C56/02 RECOMMEND

Amended
Full Council
2 April 2002

- 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 may be appropriate, e.g. Western Australian Music Industry Association, in 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 to partner Council in the review of the City's Cultural Plan and Policy 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 arts projects previously requested by Council but which remain uninitiated.**

Community Development

- (b) Possible partnerships with CANWA and other appropriate bodies for implementation of those projects.**

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

The Manager Community Development left the Meeting at this juncture, i.e. 9.10 pm.

Fire & Ranger Services

BUSH FIRE ADVISORY COMMITTEE

WARD: ALL
FILE REF: CTE/15
DATE: March 14th 2002
REF: B W
RESPONSIBLE MANAGER: Manager Ranger & Fire Services

In Brief:

- Recommendations from 14 March 2002 Bush Fire Advisory Committee Meeting requiring Council resolution i.e.:
 - Membership nominations;
 - Deputy CBFCA's resignation.
- Recommendation is to support the Bush Fire Advisory Committee's recommendations.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Nil

Legislation Implications

Bush Fires Act 1954 – Section 67 – Advisory Committee

A Local Government may at any time appoint such persons as it thinks fit as a Bush Fire Advisory Committee for the purpose of advising the Local Government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of firebreaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind, as, or a different kind from, those specified in this subsection.

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Fire & Ranger Services

COMMENT

The recommendations arising from the Bush Fires Advisory Committee Meeting held on 14 March 2002 requiring Council consideration, together with Officers comments, as appropriate, are as follows.

1 Application for New Membership

BFAC Recommendation

That Council endorse the following nominations for membership of the Roleystone and Bedforddale Volunteer Bush Fire Brigade: -

Roleystone

<i>Cameron Clifford</i>	<i>Fire Fighter Member</i>
<i>Peter John Firth</i>	<i>Fire Fighter Member</i>
<i>Dennis Coops</i>	<i>Fire Fighter Member</i>
<i>Bree Allomes</i>	<i>Fire Fighter Member</i>
<i>Timothy James Banks</i>	<i>Fire Fighter Member</i>
<i>Melvyn Charles Gear</i>	<i>Fire Fighter Member</i>
<i>Stephen James Molson</i>	<i>Fire Fighter Member</i>
<i>Justin Probert</i>	<i>Fire Fighter Member</i>
<i>Toni Maree Blackley</i>	<i>Fire Fighter Member</i>
<i>Samantha Anne Edmead</i>	<i>Cadet Member</i>

Bedforddale

<i>Jeffrey Michael Hall</i>	<i>Fire Fighter Member</i>
<i>Samantha McCormack</i>	<i>Cadet Member</i>
<i>Michael Kenneth Hall</i>	<i>Cadet Member</i>

Officer Comment - Supported

2 Resignation of Deputy Bush Fire Control Officer/Fire Control Officer

BFAC Recommendation

That Council accept the resignation of Mr. Colin Hankinson, with regret, and the Manager Ranger & Fire Services write to Mr. Hankinson, on behalf of Council, expressing gratitude for his service to the position of DCBFCO/FCO and wishing him well in the future.

Officer Comment - Supported

Fire & Ranger Services

C57/02 RECOMMEND

That Council: -

- a. endorse the following nominations for membership of the Roleystone and Bedforddale Volunteer Bush Fire Brigades: -**

Roleystone

Cameron Clifford	Fire Fighter Member
Peter John Firth	Fire Fighter Member
Dennis Coops	Fire Fighter Member
Bree Allomes	Fire Fighter Member
Timothy James Banks	Fire Fighter Member
Melvyn Charles Gear	Fire Fighter Member
Stephen James Molson	Fire Fighter Member
Justin Probert	Fire Fighter Member
Toni Maree Blackley	Fire Fighter Member
Samantha Anne Edmead	Cadet Member

Bedforddale

Jeffrey Michael Hall	Fire Fighter Member
Samantha McCormack	Cadet Member
Michael Kenneth Hall	Cadet Member

- b. accept with regret the resignation of Mr Colin Hankinson as the City's DCBFCO/FCO and that a letter of appreciation for valued services provided by Mr Hankinson be arranged.**

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

Miscellaneous

****BUSH FIRE CONTROL LOCAL LAW**

WARD All
FILE REF: LAW/10
DATE March 8th 2002
REF BW
RESPONSIBLE MANAGER Manager Ranger & Fire Services

In Brief:

- Council resolved on 3 December 2001 to advertise for public comment in accordance with the Act, the proposed City of Armadale Bush Fire Control Local Law.
- At the close of advertising no submissions had been received
- The Recommendation is that the proposed Local Law, subject to minor amendment, be adopted.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

- To have in place a range of services to enhance the well being and safety of the community.
- To foster a professional environment for the effective governance and administration of the City's services.

Legislation Implications

Section 3.12 Local Government Act 1995 – Procedure for making local laws.

Council Policy/Local Law Implications

- Existing Local Law relating to the establishment and Equipment of Bush Fire Brigades.
- Policy 1.3.2 bush Fire Control Policy and Information Schedule

Budget/Financial Implications

Advertising costs have been allowed for in the current budget

Consultation

- Management Executive (Local Law Aspects)
- Mr Ted Chown
- Volunteer Bush Fire Brigades
- Other Local Governments

BACKGROUND

At its Ordinary Meeting on 3rd December 2001, Council resolved as follows (C190/01 refers):-

Miscellaneous

- “1. *That the following statement be read aloud by the person presiding at the Council meeting –*

The purpose of the local law is to:

- *make provisions about the organization ,establishment, maintenance and equipment of Bush Fire Brigades.*

The effect of the local law is to:

- *update existing Local Laws as a result of changes in the law and operational practices*

2. *That the draft as presented at Attachment “A-3” to these Minutes be advertised for public comment in accordance with the requirements of the Local Government Act 1995.”*

The proposed City of Armadale Bush Fire Control Local Law as advertised for comment is presented as an attachment to this Agenda. **(Refer to Attachment “A-7” – as circulated with the Agenda.)**

COMMENT

Section 3.12(4) of the Local Government Act 1995 requires that after the last day for submissions Council is to consider any submissions made and may make the local law(*) as proposed or make a local law(*) that is not significantly different from what was proposed.
*=Special Majority Required.

At the close of submissions, January 7th 2002, no submissions were received from the public in relation to the proposed Local Law however there was some discussion amongst members of the Volunteer Bush Fire Brigades (VBFB) in regard to the minimum age whereupon a person can become an active fire fighting member of a VBFB.

A strong point of view has emerged that the age limit stated in Clause 4.1 of the draft Bush Fire Control Local Law should be increased from sixteen (16) years to seventeen (17) years.

The reasons given for the increase is that it will be consistent with the minimum age requirement by FESA for a person to be a fire fighting member of a Volunteer Fire & Rescue Service (VF&RS) Brigade.

The age limit increase to 17 years is supported and accordingly Clause 4.2 of the proposed local law has been amended

Miscellaneous

Options

Council may elect to:

- Accept in full
- Amend, or
- Not proceed with the proposed Local Law

Conclusion

The proposed Bush Fire Control Local Law has been generally well received by the public and VBFBs. Therefore, subject to no further submissions being received, it is recommended that Council approve the proposed Bush Fire Control Local Law subject to the amendment to Clause 4.2 as outlined above.

The balance of the process as detailed in the Local Government Act 1995 (Section 3.12) involves:

- Gazettal
- Finalised copy forwarded to the Minister
- Statewide public notice of the date the law becomes effective (i.e. 14th day after the day it is published in the Gazette)
- Ten copies to be forwarded to the Joint Standing Committee on Delegated legislation along with an Explanatory memorandum signed by the Mayor and CEO.

C58/02 RECOMMEND

That Council

- a. note there being no public submission received in response to advertising the proposed Bush Fire Control Local Law;**
- b. pursuant to Section 3.12(4) of the Local Government Act 1995, proceed to adopt the proposed Bush Fire Control Local Law as presented at Attachment “A-3” to these Minutes which includes the amendment to Clause 4.2 increasing the age limit to 17 years.**

****SPECIAL MAJORITY RESOLUTION REQUIRED.**

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

Miscellaneous

****LOCAL LAW RELATING TO DOGS**

WARD All
FILE REF: LAW/9
DATE 7 March 2002
REF BW
RESPONSIBLE MANAGER Manager Ranger &
Fire Services

In Brief:

- Council resolved on 5th November 2001 to advertise for public comment in accordance with the Act, the proposed City of Armadale Local Law Relating to Dogs.
- At the close of advertising one (1) submission had been received – this requires Council consideration.
- The concerns raised in the submission are believed not to require amendment to the proposed Local Law.
- The Recommendation is that the proposed Local law be adopted without amendment.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

- To maintain Armadale as a place where the average family can enjoy a good lifestyle.
- To achieve a better quality of living for the people of the City.
- To foster a professional environment for the effective governance and administration of the City's services.

Legislation Implications

Section 3.12 Local Government Act 1995 – Procedure for making local laws.

Council Policy/Local Law Implications

The proposed Local Law Relating to Dogs serves to replace the existing Local Law, which has become outdated:

Budget/Financial Implications

Advertising costs have been allowed for in the current budget

Consultation

- Management Executive (Local Law Aspects)
- Mr Ted Chown
- WALGA

BACKGROUND

At its Ordinary Meeting on 5th November 2001, Council resolved as follows (C175/01 refers):-

“1 That the following statement be read aloud by the person presiding at the Council meeting –

Miscellaneous

The purpose of the local law is to:

- *make provisions about the impounding of dogs, to control the number of dogs that may be kept on premises and the manner of keeping those dogs and to prescribe areas in which dogs are prohibited and areas where dogs can be exercised.*

The effect of the local law is to:

- *Extend the control over dogs as provided for in the Dog Act 1976;*
 - *Introduce a more streamlined and relevant set of Dog Local Laws reflecting current day terminology and more recent amendments to the Dog Act 1976;*
 - *Remove various fees and charges from the Local Law thereby enabling the setting of such fees and charges as part of the annual Council Budget process*
2. *That the draft City of Armadale Local Laws Relating to Dogs as presented at Attachment “A-3” to these minutes be advertised for public comment in accordance with the requirements of the Local Government Act 1995*

The proposed City of Armadale Local Laws Relating to Dogs as advertised for comment is presented as an attachment to this Agenda. **(Refer to Attachment “A-8” – as circulated with the Agenda.)**

COMMENT

Section 3.12(4) of the Local Government Act 1995 requires that after the last day for submissions Council is to consider any submissions made and may make the local law(*) as proposed or make a local law(*) that is not significantly different from what was proposed.
*=Special Majority Required.

At the close of submissions, January 7th 2002, one (1) submission had been received. Details of the submission and officer response are as follows:

- A submission has been received from the Bushcare and Environmental Advisory Committee recommending that Council amend the Local Law Relating to Dogs to create a category of reserves on which dogs are only permitted on a leash and that the following reserves be listed under that category:
 - Armadale Settlers Common
 - Bungendore Park
 - Palomino Reserve
 - Lloyd Hughes Reserve

Miscellaneous

- Canning Mills Reserve
- Forrestdale Lake Bushland
- Armadale Shale Quarry

It is considered an imperative that Council has the right to apply conditions which may limit the entry of dogs onto any land or reserve under its care management or control, notwithstanding this is adequately covered in clause 5.2 which states the following:

5.2 Places which are dog exercise areas

- (1) *Subject to clause 5.1 and subclauses (2) and (3), for the purposes of sections 31 and 32 of the Act, the following public places or classes of public places are dog exercise areas –*
 - (a) *all reserves owned by the local government or under the care, control and management of the local government.*
- (2) *Subclause (1) does not apply to –*
 - (a) *land which has been set apart as a children's playground;*
 - (b) *an area being used for sporting or other activities, as permitted by the local government, during the times of such use;*
 - (c) *any land or reserve whereby the entry of dogs is limited by a sign stating conditions in relation thereto;*
 - (d) *any road reserve; or*
 - (e) *a car park.*
- (3) *A thoroughfare is not a public place or class of public place which is a dog exercise area.*

Subclause (2) (c) above allows that Council may, by a sign, determine conditions whereby dogs are permitted to enter land or reserves under its care management and control, such signs may be erected at Council's discretion.

Furthermore to create a separate category for reserves, on which dogs are only permitted on a leash, apart from being unnecessary, would restrict Council's discretion in that any changes or additions to that category, or the limitations to be imposed, would require an amendment to the Local Law.

No amendment to the proposed Local Law is either necessary or recommended as it is considered that the provisions of Clause 5.2 (2) (c) will provide the means to allow such limitations to be imposed to satisfy the concerns expressed in the submission.

A copy of the above submission is attached to this Agenda. **(Refer to Attachment "A-9" – .as circulated with the Agenda.)**

Miscellaneous

Options

Council may elect to:

- Accept in full
- Amend, or
- Not proceed with the proposed Local Law

Conclusion

The submission recommending that Council amend the draft Local Law to create a category of reserves on which dogs are only permitted on a leash is considered to be a duplication of the provisions Clause 5.2 Subclause (2) (c) in that the same outcome can be achieved by the status quo. However it is proposed to establish a register which will identify land and or reserves where there are restrictions and limitations on dogs.

Therefore, subject to no further submissions being received, it is recommended that Council approve without amendment the proposed Local Law Relating to Dogs.

The balance of the process as detailed in the Local Government Act 1995 (Section 3.12) involves:

- Gazettal
- Finalised copy forwarded to the Minister
- Statewide public notice of the date the law becomes effective (i.e. 14th day after the day it is published in the Gazette)
- Ten copies to be forwarded to the Joint Standing Committee on Delegated legislation along with an Explanatory memorandum signed by the Mayor and CEO.

C59/02 RECOMMEND

- 1. That Council note having received and considered the public submission as presented at Attachment “A-5” to these Minutes, made in response to advertising the proposed Local Law Relating to Dogs and advise those persons of its deliberations and decision on the matter.**

- 2. That Council pursuant to Section 3.12(4) of the Local Government Act 1995 proceed to adopt without amendment the proposed Local Law Relating to Dogs as presented at Attachment “A-4” to these Minutes.**

****SPECIAL MAJORITY RESOLUTION REQUIRED**

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

Miscellaneous

REVIEW OF LOCAL EMERGENCY MANAGEMENT PLAN

WARD ALL
FILE REF:
DATE March 19th 2002
REF BW
RESPONSIBLE Manager Ranger &
MANAGER Fire Services

In Brief:

- Progress report on the review of the City of Armadale Local Emergency Management Plan.
- Recommendation is that the progress report be noted.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Nil

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

BACKGROUND

At the Ordinary Meeting of Council on January 21 2002, under “*Matters For Referral To Standing Committees*” the matter of Council’s Emergency Services Response Plan was referred to the Community Services Committee to review for currency and accuracy.

COMMENT

In response to the above referral and following recent amendments, to the “*Western Australian Emergency Management Arrangements Policy Statement No 7*” a review of the current Local Emergency Management Plan was undertaken in January 2002 in consultation with the Mayor, Chief Executive Officer, Regional Manager of the State Emergency Service and relevant Council Officers and the Regional Manager of the State Emergency Service.

Miscellaneous

The revised Plan, apart from terminology and currency of identifying emergency response personnel, is consistent with the prior Plan in terms of its structure and contents.

The revised Plan is now in the process of being distributed to all members of the Local Emergency Management Committee, and other relevant stakeholders for comment relating to accuracy, and currency of responsibilities. Following this action a further report will be presented the Community Services Committee in May 2002 seeking Council's endorsement of the revised Plan.

C60/02 RECOMMEND

That Council note the progress being made with the review of the City of Armadale Local Emergency Management Plan.

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

Recreation

MINISTRY OF SPORT AND RECREATION FUNDING

WARD All
FILE REF: GRT/18
DATE 18 March 2002
REF PGQ
RESPONSIBLE Executive Director
MANAGER Community and
Corporate Services

In Brief:

- The report advises the outcome of the October 2001 Ministry of Sport and Recreation CSRFF grant applications and provides recommendations regarding the various applications.
- The report also recommends that letters be forwarded to the Premier, the Minister for Sport and Recreation and local Members of Parliament thanking them for their support for the various projects that have been funded in the 2002/03 round of CSRFF funding

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

- The nominated Council contribution to four of the six projects that have received funding is included in its 5 year capital works programs for 2002/03.
- The nominated Council contribution of \$5,000 to upgrade the Kelmscott BMX facility is not currently included in the 5 year Parks and Reserves Program however, this application was supported by Council and submitted on the basis that if the grant application was successful, Council would include for consideration in the 2002-03 draft Budget an allocation of \$5,000.

Recreation

- The application from the Kelmscott Cricket Club for provision of cricket facilities at Creyk Park was not supported by Council on the basis that the requested Council contribution of \$16,000 was not included in the 5 year program, and there were some planning issues that required further discussion with the club.

Consultation

- Each of the clubs involved with the various projects
- Technical Services staff
- Community Facilities and Infrastructure Group

BACKGROUND

It was resolved by Council (C177/01) via the October 2001 Community Services Committee Meeting that (6) grant applications be submitted to the Department of Sport and Recreation seeking funding for various projects under the CSRFF program.

Advice has recently been received from the Department that all six grant applications have been approved. This report provides details of the successful applications and a recommendation regarding each project.

DETAILS OF PROPOSAL

Successful Applications

1. Upgrade Armadale Recreation Centre – Stage 3

Grant amount	\$50,000
Council contribution	<u>\$100,000</u>
	\$150,000

The need to upgrade facilities at Armadale Recreation Centre has been the subject of a number of previous reports to Council. So as to avoid a major financial commitment in any one year, Council has resolved to undertake the project in stages, subject to the availability of matching grant funding. Council's contribution to the staged upgrading of the Centre is included in the 5 Year Property Management Programme.

Given that this was Council's No. 1 priority project in this round of funding, and the grant of \$50,000 has now been approved, it is recommended that Council formally accept the grant and provide a commitment to allocate its own contribution (\$100,000) in its forthcoming 2002/03 Budget.

Recreation

2. Roleystone Tennis Court Resurfacing

Applicant	Roleystone Tennis Club
Grant amount	\$11,500
Council contribution	\$14,000
Club contribution	<u>\$ 9,000</u>
	\$34,500

In view of the grant application being successful, and Council's requested contribution being included in the 5 year Parks and Reserves Programme for 2002/03, it is recommended that the grant be accepted and that the requested \$14,000 contribution from Council be retained on the 5 Year Programme.

3. Gwynne Park Cricket Nets

Applicant	Armadale Cricket Club
Grant amount	\$ 6,500
Council contribution	\$11,500
Club contribution	<u>\$ 2,000</u>
	\$20,000

With the grant application being successful, and Council's requested contribution being included in the 5 Year Parks and Reserves Programme for 2002/03, it is recommended that the grant be accepted and that the requested \$11,500 contribution from Council be retained on the 5 Year Programme.

4. John Dunn Oval Lighting – Stage 4

Applicant	ARKS Rugby Union Club
Grant amount	\$3,100
Council contribution	\$2,400
Club contribution	<u>\$ 500</u>
	\$6,000

As Resolved (92/2002) at the Ordinary Meeting of Council held on 5 March 2002, this project has been brought forward and will be completed in the current financial year. The project can therefore be deleted from the 5 Year Programme for 2002/03.

5. Upgrade Kelmscott BMX Facility – Stage 1

Applicant	Kelmscott BMX Club
Grant amount	\$1,000
Council contribution	\$5,000
Club contribution	<u>\$1,000</u>
	\$7,000

Recreation

The application requested a contribution of \$3,000 however, the amount of the grant that was approved was \$1,000. The initial scope of works that were proposed for this project included:

- Removal of dilapidated fencing
- Removal of rubble and levelling of the area at the southern end of the BMX track
- General levelling of the area around the track and minor upgrading of the track itself

Although disappointing that the full amount of the grant was not approved, it is recommended that Council's nominated contribution of \$5,000 be listed for consideration of funding on Council's forthcoming 2002/03 budget. The BMX facility in its current condition is an "eyesore" and if allowed to further deteriorate, may present a liability problem for Council.

6. Creyk Park Cricket Facilities

Applicant	Kelmscott Cricket Club
Grant amount	\$10,000
Council contribution requested	\$16,000
Club contribution	<u>\$ 4,000</u>
	\$30,000

This application was submitted as the No. 6 priority on the basis that Council was unable to contribute the requested amount to the project, and that further discussions were required with the club to address planning issues. It is therefore somewhat unusual that the application was successful. With funds not being included in Council's 5 Year Programme for this project it is recommended that the club be advised that Council will be unable to contribute the requested funds in its forthcoming budget.

COMMENT

Analysis

The outcome of the CSRFF grant program is particularly pleasing with all six applications being successful. When compared with last year, when only one out of six grant applications was approved, the result has exceeded expectations and will allow a number of needed and worthwhile capital projects to proceed in 2002/03.

Given that Council had written to Local Members of Parliament and asked for their support for five of the six grant applications, and in view of the highly successful outcome that has been achieved, it is recommended that letters be sent to the Premier, the Minister for Sport and Recreation, and Local Members thanking them for their assistance in securing funding for the various projects.

Options

1. Council could elect to withdraw its support for any or all of the five applications that it has previously committed support for. Given that each of these projects are worthwhile

Recreation

and needed projects, and four of the five are included in Council's 5 Year Capital Works Programmes, this option is not recommended.

2. Council could also elect to allocate the requested contribution of \$16,000 in its forthcoming budget towards the provision of cricket facilities at Creyk Park if it wished to see this project proceed in 2002/03.

Conclusion

For the reasons outlined in this report, it is recommended that

- the \$50,000 grant from the Department of Sport and Recreation for the Armadale Recreation Centre upgrade (Stage 3) be accepted and Council's nominated contribution of \$100,000 be retained on its 5 Year Property Management Programme for 2002/03.
- Council's nominated contributions towards the following projects be retained on its 5 Year Parks and Reserves Programmes for 2002/03
 - Resurface Roleystone Tennis Courts - \$14,000
 - Gwynne Park Cricket practice nets - \$11,500
- an additional amount of \$5,000 be listed for consideration of funding in Council's 2002/03 draft budget for the upgrade of the Kelmscott BMX facility (Stage 1).
- The Kelmscott Cricket Club be advised that Council is unable to allocate the requested contribution of \$16,000 in its 2002/03 budget towards the provision of cricket facilities at Creyk Park.

C61/02

RECOMMEND

1. **That Council accept the grant of \$50,000 from the Department of Sport and Recreation for the Armadale Recreation Centre upgrade – (Stage 3) and Council's nominated contribution of \$100,000 be retained on its 5 Year Programme for Property and Buildings for 2002/03.**
2. **That Council accept the grant of \$14,000 from the Department of Sport and Recreation for the resurfacing of Roleystone Tennis Courts and Council's nominated contribution of \$14,000 be retained on its 5 Year Programme for Parks and Reserves for 2002/03.**
3. **That Council accept the grant of \$11,500 from the Department of Sport and Recreation for the Gwynne Park Cricket Nets and Council's nominated contribution of \$11,500 be retained on its 5 Year Programme for Parks and Reserves for 2002/03.**

Recreation

4. That Council accept the grant of \$1,000 from the Department of Sport and Recreation for the Kelmscott BMX Facility and include for consideration in its 2002/03 draft Budget an amount of \$5,000 for Stage 1 of an upgrade to the Kelmscott BMX Facility.
5. That Council advise the Kelmscott Cricket Club that, consistent with Council's earlier decision not to support the grant application, Council is unable to allocate the requested contribution of \$16,000 in its 2002/03 budget for the provision of Cricket Facilities at Creyk Park.
6. That Council write to the Premier, the Minister for Sport and Recreation and Local Members of Parliament thanking them for their support and assistance in securing funding for the projects funded under the CSRFF programme.

Moved Cr Zelones

MOTION CARRIED (7/0)

Recreation

DRAFT RECREATION NEEDS STUDY

WARD All
FILE REF: REC/7
DATE 18 March 2002
REF PGQ
RESPONSIBLE Executive Director
MANAGER Community and
Corporate Services

In Brief:

- This report presents the draft Recreation Needs Study report and recommends that:
 - the report be received;
 - the strategic directions having emerged from the Needs Study and other related recreation planning sources/material be endorsed by Council;
 - A report be presented to the June Community Services Committee which presents a draft strategy for provision of aquatic facilities;
 - Further consultation occurs with stakeholder groups on the key strategic directions identified in the Recreation Needs Study and a report be presented to the August Community Services Committee.
 -

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Develop a Strategic Plan for Recreation Facilities and Services.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

- Mayor and Councillors
- Relevant staff
- Stakeholders
- Random sample of community members

Recreation

BACKGROUND

As reported to the February Community Services Committee, the Recreation Needs Study is now in its final phase, and the draft report is presented for Council's consideration. **(Refer to Attachment "A-10" – as circulated with the Agenda.)**

DETAILS OF PROPOSAL

The main aim of the Recreation Needs Study has been to identify the key strategic directions for recreation in the City rather than present an exhaustive list of expressed needs from community groups, clubs and individuals.

Once Council has established its strategic directions for recreation, the next phase in the planning process will be to develop, in consultation with stakeholders', priority strategies from which then action plans and programs can flow.

The key strategic goals and directions that have emerged from this study and prior studies and plans of a recreation nature are identified as follows:

Lifestyle and Community

- Creating a quality lifestyle and a strong sense of community;
- Recreation is an integral part of that lifestyle;
- Promoting an active and healthy community;
- Residents having access to a diverse range of recreation options;
- Greater emphasis on providing opportunities for participation in casual, unstructured recreation activities.

Recreation Facilities and Infrastructure

- Maintain existing facilities at a high standard;
- Examine creative alternative uses for under-utilised facilities;
- Provide new/and or upgrade existing facilities where the need and feasibility is demonstrated;
- Continue planning and secure investments in the Champion Lakes Recreation Park;
- Continue planning and identify funding options for the new golf course on Armadale Road;
- Expand the existing network of parks, cycleway and trails;
- Increase commitment to management and restoration of bushland reserves;
- Actively promote the development of a cinema and a performing arts facility in the City precinct.

Aquatic Facilities

- Develop a strategy, both short term and medium to long term, for provision of aquatic facilities in the City.

Recreation

Support

- Develop and implement a range of strategies which build the capacity of local clubs and community groups e.g.:
 - Professional advice and support
 - Education and training seminars;
 - Assistance with grants
 - Regular forums to discuss local issues and needs
 - Develop partnerships with other agencies;

Communication

- Improve communication with clubs, community groups and the wider community regarding recreation opportunities in the City.

Promotion

- Review and improve the promotional programme for the City's recreation facilities, local clubs and organizations, activities and cultural events.

COMMENT

Analysis

The Councillors' Workshop held on 20 March 2002 to discuss the Recreation Needs Study and focus group outcomes was generally supportive of the key strategic directions identified in the Study, and believed that they accurately reflected the outcomes of the focus group workshops and significant projects that already form part of Council's Strategic Plan e.g. proposed new Golf Course.

The need for an indoor aquatic facility was a strong theme to emerge from the focus group workshops and there is a clear need for Council to develop a strategy for provision of aquatic facilities both in the short term, and in the medium to long term.

In view of the likely capital cost being upwards of \$6 million for a minimum standard indoor aquatic facility and the high operating subsidy that would be required, the provision of such a facility is unlikely to be affordable in the short term. A possible strategy that was floated at the Councillors' Workshop, and received some support, was as follows:

Short Term Strategy (0-5 years)

- Develop and implement a program to upgrade existing facilities at Armadale.
- Limit capital expenditure at Kelmscott to replacement of essential items of plant and equipment.

Recreation

- Plan for provision of an indoor centre.

Medium Term Strategy (5 – 10 years)

- Construct new indoor facility.
- Possible phasing out of Kelmscott when a new indoor facility is constructed.

A critical element of any strategy is effectively communicating it to the wider community in order to develop an understanding of the rationale behind the strategy.

If Council is supportive of the general thrust of the aquatic facility strategy outlined in this report, it is recommended that it be further developed and presented for consideration at a future Community Services Committee Meeting.

Subject to any changes that may be required, it is recommended that the key strategic directions identified in the Recreation Needs Study be endorsed and provide the framework for further more detailed plans and programs to address priority needs.

Options

1. In view of the volume of information contained in the report, Committee may wish to recommit the matter to the April Community Services Committee Meeting to enable more time to reflect on the outcomes and strategic directions.
2. Council may elect to not adopt any or all of the strategic directions.

Conclusion

Subject to any changes that may be required, it is recommended that Council adopt the strategic directions that have emerged from the Recreation Needs Study and that these provide the framework for further more detailed plans and programs to address the key areas of need.

C62/02 RECOMMEND

- 1. That Council receive the draft Recreation Needs Study report as presented at Attachment “A-6” to these Minutes.**
- 2. That Council endorse the following recreation strategic directions arising from the Recreation Needs Study thereby providing the framework for developing further more detailed plans and programs to address these strategic directions:**

Lifestyle and Community

- **Creating a quality lifestyle and a strong sense of community;**
- **Recreation is an integral part of that lifestyle;**

Recreation

- **Promoting an active and healthy community;**
- **Residents having access to a diverse range of recreation options;**
- **Greater emphasis on providing opportunities for participation in casual, unstructured recreation activities.**

Recreation Facilities and Infrastructure

- **Maintain existing facilities at a high standard;**
- **Examine creative alternative uses for under-utilised facilities;**
- **Provide new/and or upgrade existing facilities where the need and feasibility is demonstrated;**
- **Continue planning and secure investments in the Champion Lakes Recreation Park;**
- **Continue planning and identify funding options for the new golf course on Armadale Road;**
- **Expand the existing network of parks, cycleway and trails;**
- **Increase commitment to management and restoration of bushland reserves;**
- **Actively promote the development of a cinema and a performing arts facility in the City precinct.**

Aquatic Facilities

- **Develop a strategy, both short term and medium to long term, for provision of aquatic facilities in the City.**

Support

- **Develop and implement a range of strategies which build the capacity of local clubs and community groups e.g.:**
 - **Professional advice and support**
 - **Education and training seminars;**
 - **Assistance with grants**
 - **Regular forums to discuss local issues and needs**
 - **Develop partnerships with other agencies;**

Communication

- **Improve communication with clubs, community groups and the wider community regarding recreation opportunities in the City.**

Recreation

Promotion

- **Review and improve the promotional programme for the City's recreation facilities, local clubs and organizations, activities and cultural events.**
- 3. That a report be presented to the June 2002 Community Services Committee which presents a draft strategy for provision of aquatic facilities both in the short term and medium to long term.**
- 4. That further consultation occur with stakeholder groups on the key strategic directions identified in the Recreation Needs Study, and a report be presented to the August 2002 Community Services Committee Meeting which identifies priority strategies for implementation.**

Moved Cr Zelones

MOTION CARRIED (7/0)

Recreation – Late Item

COMMUNITY ARTS NETWORK (WA) – NOMINATION OF COUNCIL REPRESENTATION ON BOARD

WARD All
FILE REF: ART/1
DATE 25th March 2002
REF PGQ
RESPONSIBLE Executive Director,
MANAGER Community &
Corporate Services

In Brief:

- The report invites Council to nominate a representative for one of two vacancies on the Board of Community Arts Network(WA) Inc.
- The Recommendation is to nominate an elected member.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

- Increase representation and participation on external groups to promote the City's interests and create stronger and more formal networks with and between service providers.
- Continue to use Cultural Planning to enhance two-way communication between Council and the community.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

Nil

BACKGROUND

Correspondence has been received on 21 March 2002, inviting nominations to the membership of the Board of Community Arts Network WA(CANWA). There are two vacancies to be filled on the current Board and nominations must be received in writing by **22 April 2002**, hence this late report.

Recreation – Late Item

Cr Stewart has previously represented Council on the Board of CANWA. In view of the ongoing and successful relationship between the City and CANWA with projects such as the Minnowarra Festival, the Popular Culture Centre programme for young people (now called Liveworx), cultural planning and the Cultural Facilities Study, Council may wish to nominate for one of the two vacant positions on the Board.

DETAILS OF PROPOSAL

The main benefits for Council in being represented on the Board of CANWA are considered to be:

1. It would demonstrate Council's support and commitment to the successful relationship with CANWA; and
2. It would provide the opportunity at a Board level for Council to promote the continued involvement of CANWA in various youth and cultural activities in the City.

COMMENT

Analysis

Board Meetings are held bi-monthly on a weekday afternoon that is suitable for its members. Meetings commence at 5-30pm and run for approximately 2 hours. Other commitments of Board members include attendance at the AGM and attendance at its annual strategic planning session. The two year period of the appointment will commence from the date of the Annual General Meeting of the Board on 22 May 2002.

If any Councillor has an interest in being on the CANWA Board, and is able to commit to attending the schedule of meetings, it is recommended that Council nominate a representative.

Options

Council could elect to not nominate a representative for the CANWA Board.

Conclusion

For the reasons outlined in the report, it is recommended that if possible, Council nominate a representative for possible election onto the Board of Community Art Network(WA) Inc.

Matters discussed/noted by Committee included:

Cr Stubbs nominated Cr Stewart. Cr Stewart accepted the nomination. There being no further nominations, Committee agreed to nominate Cr Stewart.

Recreation – Late Item

C63/02 RECOMMEND

**That Council nominate Cr Stewart for representation on the Board of
Community Arts Network (WA) Inc.**

Moved Cr Stubbs

MOTION CARRIED (7/0)

Community Development – Late Item

***DALE CARE FOUNDATION INC. – NOMINATION OF COUNCIL REPRESENTATION
ON BOARD***

WARD All
FILE REF: CRS/1
DATE 26th March 2002
REF AFM
RESPONSIBLE Executive Director,
MANAGER Community &
Corporate Services

In Brief:

- The report invites Council to nominate a representative for a vacancy on the Board of recently-established Dale Care Foundation Inc.
- The Recommendation is to nominate an elected member.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

- Increase representation and participation on external groups to promote the City's interests and create stronger and more formal networks with and between service providers.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

Nil

BACKGROUND

Correspondence has been received on 26 March 2002, inviting a Council nomination to the membership of the Dale Care Foundation Inc.

In view of the long and successful association between the City and Dale Cottages Retirement Village Inc., which the Foundation seeks to support with fundraising and events, Council may wish to nominate an elected member for membership on the Foundation's Board.

Community Development – Late Item

DETAILS OF PROPOSAL

The request/proposal from Dale Cottages Retirement Village Inc. reads in part as follows:

“Dale Cottages Retirement Village Inc. has just completed the development of a new Foundation which has been listed and incorporated as the Dale Care Foundation.

The objects of the organization are to support our village with fundraising and events. We enclose a copy of the constitution for your interest and information.

As you are aware Dale Cottages has had a long and mutually successful association with the City of Armadale and we believe our organization would be enhanced by having a Council representative on the Board.

We ask that you forward this request to your Councillors for their interest in nominating for a position.

We look forward to the continued support of the City as we continue to care for the elder citizens of our region.”

COMMENT

Analysis

Board Meetings will be held monthly on the 2nd Thursday of the month. Meetings will commence at 6.00 pm and be held at Dale Cottages Retirement Village. The term of appointment to the Board (subject to Council election processes) is (2) years and Board membership numbers are a minimum of (8), maximum of (10) persons, with (2) from Dale Cottages Retirement Village Inc. Board and the balance being community representatives.

If any Councillor has an interest in being on the Dale Care Foundation and is able to commit to attending the schedule of meetings, it is recommended that Council nominate a representative.

Options

Council could elect to not nominate a representative for the Dale Care Foundation Board.

Conclusion

For the reasons outlined in the report, it is recommended that Council nominate a representative for appointment onto the Board of Dale Care Foundation Inc.

Matters discussed/noted by Committee included:

Cr Cominelli nominated Cr Munn explaining that Cr Munn had expressed an interest in being Council's representative. There being no further nominations, Committee agreed to nominate Cr Munn.

Community Development – Late Item

C64/02 RECOMMEND

**That Council nominate Cr Munn for representation on the Board of Dale
Care Foundation Inc.**

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

Councillors Items

Cr Stubbs – Armadale Sporting Club

Cr Stubbs, in reflecting on the Deputation held earlier in the meeting, suggested that when next the matter is reported to Council, consideration be given to differing facility use and management models as being perhaps part of the solution to the matter.

C65/02 RECOMMEND

That Councillors' item listed as follows:

- **Cr Stubbs – Armadale Sporting Club
be referred to the appropriate Directorate for action and/or report back to
Committee.**

Moved Cr Stewart

MOTION CARRIED (7/0)

MEETING CLOSED AT 9.32 PM.

COMMUNITY SERVICES COMMITTEE

SUMMARY OF "A" ATTACHMENTS

26 MARCH 2002

Attachment No.	Subject	Page
A-1	MAPS OF PROPOSED GRV/UV VALUATION BOUNDARY CHANGES EFFECTIVE FROM 1 JULY 2002	97 - 98
A-2	DRAFT SENIORS' ACTION PLAN – 2002	99 - 102
A-3	PROPOSED CITY OF ARMADALE BUSH FIRE CONTROL LOCAL LAW	103 - 116
A-4	CITY OF ARMADALE LOCAL LAW RELATING TO DOGS	117 - 139
A-5	SUBMISSIONS – PROPOSED CITY OF ARMADALE LOCAL LAW RELATING TO DOGS	140 - 143
A-6	DRAFT RECREATION NEEDS STUDY	Separate Attachment

