

CITY OF ARMADALE

MINUTES

OF COMMUNITY SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON **TUESDAY, 28
MAY 2002 AT 7.00 PM**

PRESENT:

Cr J A Stewart	(Chairman)
Cr A L Cominelli JP	
Cr J D Cumming	(7.00 pm to 8.20 pm)
Cr F R Green	
Cr J Knezevich	
Cr R C Stubbs	
Cr H A Zelones JP	(Deputy for Cr Clowes-Hollins)

APOLOGIES:

Cr V L Clowes-Hollins	(Leave of Absence)
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OBSERVERS:

Cr J H Munn CMC JP	(7.20 pm to 9.50 pm)
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IN ATTENDANCE:

Mr R S Tame	Chief Executive Officer
Mr A F Maxwell	Executive Director – Community & Corporate Services
Mrs J Dudley	Executive Manager Business Services
Mr C Askew	Executive Manager Community Services
Mr M Roberts	Manager Information Technology
Mrs Y Ward	Minute Secretary

Public: Nil

DISCLAIMER

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

DECLARATION OF MEMBERS' INTERESTS

Cr Stewart

Southern Districts Support Association – Update on Partners
in Land Development 14

DEPUTATION

Nil

QUESTION TIME

Nil

ITEMS REFERRED FROM INFORMATION BULLETIN

Information Bulletin – Issue No. 10

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

- **Outstanding Matters**
Report on Outstanding Matters - Community Services Committee
- **Monthly/Quarterly Departmental Reports**
Library Department General Report –April 2002
Manager Accounting Services Report –13 May 2002
Manager Ranger & Fire Services Report – April 2002
- **Finance**
Financial Statements – for the (44) week period ended 30 April 2002
- **Minutes from Occasional/Advisory Committees**
History House Museum Management Committee – 7 March 2002
Minnawarra Arts Festival Committee – 19 March 2002
Minnawarra Arts Festival Committee – 16 April 2002

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

CONFIRMATION OF MINUTES

RESOLVED

Minutes of the Community Services Committee Meeting held on 23 April 2002, be confirmed.

I N D E X

COMMUNITY SERVICES COMMITTEE

28 MAY 2002

BUSINESS SERVICES

FINANCE

SCHEDULE OF CHEQUE PAYMENTS.....	3
STATUTORY FINANCIAL REPORT.....	4
SUNDRY DEBTORS.....	7
2001/2002 BUDGET VARIATIONS.....	6
COMMUNITY & CORPORATE SERVICES 2002-03 DRAFT BUDGET	48

RATES

RATING APPEAL – RECOVERY OF LEGAL COSTS	10
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COMMUNITY SERVICES

COMMUNITY DEVELOPMENT

ALCOHOL EDUCATION & REHABILITATION FUNDING OPPORTUNITIES	25
ARMADALE JUNIOR FOOTBALL CLUB QUIZ NIGHT	19
ARMADALE SENIOR HIGH SCHOOL – CAREERS FOCUSED ACTIVITIES.....	22
SOUTHERN DISTRICTS SUPPORT ASSOCIATION – UPDATE ON PARTNERSHIP IN LAND DEVELOPMENT.....	14

RANGER & FIRE SERVICES

PROPOSED PARKING & PARKING FACILITIES LOCAL LAW	29
CITY OF ARMADALE LOCAL EMERGENCY MANAGEMENT PLAN	35

RECREATION

ARMADALE RECREATION CENTRE.....	39
MINNAWARRA ARTS FESTIVAL.....	37

COUNCILLORS' ITEMS

CR CUMMING – PHOTOGRAPH – PRESENTATION TO ARMADALE CITY PIPE BAND.....	47
CR STUBBS – 2002-03 DRAFT BUDGET PROCESS	47

Finance

SCHEDULE OF CHEQUE PAYMENTS

MANAGER ACCOUNTING SERVICES REPORTS

C82/02 RECOMMEND

1. **Payments totalling \$8,087,402.03 on Vouchers 42242-42274, EF3934-EF4243, EF4245-EF4364 and 102109-102121, drawn upon the Municipal Fund, be received.**
2. **Cheque payments totalling \$103,931.24 on Vouchers 89080-89282, drawn upon the City Treasurer's Advance Account, be received.**
3. **Cheque payments totalling \$12,603.86 on Vouchers 88984-88986, EF4244 & EF4365, drawn upon the Trust Fund, be received.**
4. **Cheque payments totalling \$4,380,000.00 on Vouchers 100008-100009 and 500413-500414, drawn upon the Reserve Fund, be received.**

Moved Cr Zelones
MOTION CARRIED (7/0)

Finance

STATUTORY FINANCIAL REPORT

MANAGER ACCOUNTING SERVICES REPORTS

The Statutory Financial Report for the (10) months ended 30 April 2002 as required in accordance with Clause 34 of the Local Government (Financial Management) Regulations 1996, is presented. **(Refer to Attachment “A-1” – as circulated with the Agenda.)**

Commentary

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

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

The Year to Date Net Operating Position (as shown by the actual deficit line) is in line with the revised budget estimations, as confirmed by the City of Armadale Net Position graph. The net position graph includes non-cash transactions (i.e. movements to provisions)

Investment Interest

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

Investments

Investment activity is decreasing to fund the expenditure. This represents our normal operating trend for this time of the financial year.

Grants

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

Sundry Debtors

Focus remains on high volume, long outstanding debtors. The appointment of a sundry debtors clerk will enable an improved position.

Rates Debtors

The graph continues to reflect the steady decline in the level of outstanding rates arrears. Alternative collection options are being examined.

Finance

C83/02 RECOMMEND

That Council receive the Statutory Financial Report for the (10) months ended 30 April 2002.

Moved Cr Stubbs

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 24 April to 20 May 2002.

C84/02 RECOMMEND

That Council receive the Budget Variations transacted administratively during the period 24 April to 20 May 2002.

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

Finance

SUNDRY DEBTORS

WARD All
FILE REF: FIN/1
DATE 22th April 2002
REF JPD
RESPONSIBLE Executive Manager
MANAGER Business Services

In Brief:

- Status report on outstanding debtor management
- Deferral of separate report on Armadale Sporting Club.
- 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 10th May 2002, the Sundry Debtors balance is \$685,167.

Consultation

Nil

BACKGROUND

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

DETAILS OF PROPOSAL

The status of Sundry Debtors at 10th May 2002 is summarised in the following table:

Finance

TOTAL	Current	One month	Two months	Three months	Four months & Over
\$685,167	\$44,939	\$316,581	\$32,535	\$14,476	\$276,635
100%	7%	46%	5%	2 %	40%

COMMENT

Analysis

The listing of major long-term outstanding debtors at 10th May 2002:

Name	Amount	Percentage of Total	Movement from last report
<i>WORKS CONTRIBUTIONS</i>			
Water Corporation/Acacia Brook	\$24,029		⇔
Water Corporation Reinstatements	\$17,362		⇔
Brigade Road Syndicate	\$19,506		⇔
Subtotal	\$60,897	22%	↓ (\$58,602)
<i>SUNDRY DEBTORS over \$6000 – LOAN/ SERVICES</i>			
ARKS Rugby Union	\$7,849		⇔
Armadale Rugby League	\$8,804		⇔
Armadale Sporting Club	\$115,675		↑
Kelmescott Football Club	\$16,572		↑
Subtotal	\$148,900	54%	↑ (\$1,131)
<i>Others under \$6,000</i>			
Council Policy/Court Imposed	\$23,461		↓
Others	\$43,377		↓
Subtotal	\$66,838	24%	↓ (\$10,167)
TOTAL 139 (Last month 180)	\$276,635	100%	↓ (\$67,638)

The debtor's ledger has been manually sub-categorised to isolate grant applications, contingent debtors (Contractual contributions to works) from those debtors with a balance under \$6000.

A further segregation of long-term debtors of low value (under \$6000) identified those debts that are being managed (and repaid) in accordance with Council Policy (i.e. staff uniform contributions) or a Court imposed payment regime (fine enforcement). These payments are managed quite distinctly from other sundry debtors.

In relation to Work Contribution debtors other than reinstatements, although the invoice is raised at the time of agreement, they are in effect voluntary payments by the developer and are not compulsory until the end of the Town Planning scheme.

Finance

Options

A separate report on the Armadale Sporting Club was to have been presented at this meeting. Due to an unexpected staff resource absences, this report has been deferred to the June meeting of this Committee.

Cr Munn joined the meeting at 7.20 pm.

Committee noted with concern the reported deferral of the report on the Armadale Sporting Club debt to the June 2002 Committee Meeting and accordingly sought an assurance from Officers (which was given) that the report would be presented to the June 2002 Committee Meeting – hence the addition of a part (2) to the officer recommendation.

C85/02 RECOMMEND

- 1. That Council note the report on Outstanding Sundry Debtors for the period ended 10 May 2002.**

- 2. That Council via the June 2002 Community Services Committee Meeting be presented with an officer report detailing options which address the Armadale Sporting Club's current indebtedness to the City.**

Moved Cr Stubbs

MOTION CARRIED (7/0)

Rates

RATING APPEAL – RECOVERY OF LEGAL COSTS

WARD All
FILE REF: A156675
DATE 20.5.02
REF AFM
RESPONSIBLE Executive Director
MANAGER Community &
Corporate Services

In Brief:

- This report relates to a Rating Appeal determined by the Land Valuation Tribunal of WA in Council's favour, in particular part (2) of that determination, namely "*there be liberty (for Council) to apply on question of costs*".
- The report recommendation is to make application to the Tribunal seeking recovery of reasonable costs incurred by the City.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Nil

Legislation Implications

Land Valuation Tribunals Act 1978 – Section 34,
Local Government Act 1995 – Section 6.82(1) – Appeal on Rating Generally

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

If Council supports this report recommendation and its application for recovery of costs is successful, then a portion of the legal costs incurred of approx \$9,260 will be recovered.

Consultation

- Council's lawyers
- Council's Rating Review Working Party
- Mr Everett

BACKGROUND

Council will recall that subsequent to imposing the 2001-02 year rates, Mr Everett of 2 Rogers Court Roleystone pursuant to Section 6.82(1) of the Local Government Act 1995, lodged a rating appeal with the Land Valuation Tribunal of WA. The details of his Appeal and the

Rates

Determination made by the Tribunal, is attached to this Agenda. **(Refer to Attachment “A-4” – as circulated with the Agenda..** In summary the Tribunal dismissed the appeal and determined that there be liberty for Council to apply on question of costs.

DETAILS OF PROPOSAL

This report deals primarily with the Tribunal’s decision on there being liberty for Council to apply on question of costs, that is, whether Council wishes to make application to the Tribunal for recovery of legal costs incurred. This matter was reported to and considered by Council’s Rating Review Working Party, its recommendation being to seek recovery of reasonable costs.

COMMENT

Analysis

The process for seeking recovery of costs [legal costs only] is relatively straightforward and is essentially as follows:

- apply to the Tribunal for a hearing date to consider and determine the matter of costs,
- prepare a submission to the Tribunal giving a breakdown and justification for the costs to be recovered – copy to Mr Everett,
- attend before the Chairman of the Land Valuation Tribunal of WA (together with Mr Everett should he choose to attend) who after determining whether or not costs ought to be awarded, would then proceed to make an appropriate award.
- presuming the matter is determined in Council’s favour, then recover the awarded amount from Mr Everett.

The legal costs incurred by the City in defending the appeal amounted to \$9,260.

Advice from Council’s lawyers on the matter of seeking costs from the Tribunal is that:

- costs awarded by the Tribunal will be less than that of civil type actions where court awarded costs are typically in the order of 60-70% of actual costs;
- to seek recovery of full or near full actual costs is likely to be viewed unfavourably by the Tribunal.

In this regard, it is proposed that Council’s lawyers be instructed to seek the “best outcome” for the City.

In correspondence received from Mr Everett following the Tribunal’s decision he advised as follows:

Rates

“Item 2 of the Land Valuation Tribunal Notice (namely that there be liberty for Council to apply on question of costs) is of concern, particularly to my immediate family members who would be predominantly effected should this action be followed through to a decision in favour of the City of Armadale. Would you please advise me if there will be an opportunity for me to address this matter with Council as part of the process of considering the Tribunal’s notice of determination.”

A deputation request on Mr Everett’s behalf was made to Committee its response being to decline the request for the following reasons:

- Committee was of the view that it was aware of all the relevant information and hence the deputation would serve to add little if any new information for its decision making purposes; and
- should Council decide to claim costs, then the Tribunal process for determining such matters will afford Mr Everett the opportunity to explain and present to the Tribunal his views on the matter.

Options

The options are essentially:

1. take no further action, that is, not exercise Council’s right to apply to the Tribunal for the awarding of costs involved with the Appeal,
OR
2. exercise the City’s right to apply to the Tribunal on the question of costs seeking recovery of reasonable costs incurred.

Conclusion

It is considered appropriate that the City seek recovery of costs for apart from the fact that the City is entitled to costs as of right, it is noteworthy that the appellant Mr Everett was not directly affected by the appeal (in as much as Mr Everett has no property in either of the Business 1 and 2 Improved rate groups which he sought to have the rates imposed struck down), rather he took the appeal on as a matter of principle. Whilst every ratepayer is entitled to question and if necessary appeal aspects of concern they have with Council’s rating system, it is to be understood that to pursue such matters of principle comes at a cost that is ultimately at the expense of the general community and in this case the cost was not insignificant. Should Committee/Council be supportive of the following recommendation then it is to be noted that the legal cost in making application to the Tribunal would be in the order of \$500.

Rates

C86/02 RECOMMEND

That Council make application to the Land Valuation Tribunal of WA to determine the question of costs in favour of the City for all reasonable costs incurred by the City in responding to Appeal No: 4 of 2001-02.

Moved Cr Green

MOTION CARRIED (7/0)

Community Development

Cr Stewart declared a financial interest in the following report on the basis that his place of residence is within close proximity to site 2 (second bullet point) in part (b) of the recommendation. Cr Stewart vacated the Chair and left the meeting at 7.30 pm. Cr Cominelli assumed the Chair.

SOUTHERN DISTRICTS SUPPORT ASSOCIATION – UPDATE ON PARTNERSHIP IN LAND DEVELOPMENT

WARD ALL
FILE REF: CMD/2
DATE 5 June, 2002
REF PM
RESPONSIBLE Executive Manager
MANAGER Community Services

In Brief:

This item provides an update on the investigations of suitable sites for partnering with Southern District Support Association to develop a new permanent residence as per Council resolution.

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

Any budget implications of supporting this agreement are not known at this stage. It is suggested that this be provided following further investigation.

Community Development

Consultation

Since this matter was considered by the Community Services Committee consultation has occurred with:

- Southern Districts Support Association
- Technical Services Directorate
- Development Services Directorate
- Community & Corporate Services Directorate

In particular, consultation occurred with the Director of Development Services and the Development Control Unit (DCU) of the City of Armadale seeking feedback on the appropriateness of parcels of land.

BACKGROUND

Council originally considered this matter at the Community Services Committee on 26th March 2002 and made the following recommendation which was subsequently adopted by Council (C52/02) its meeting held on the 2nd April 2002:

- “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 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 investigation 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.”*

Since then officers have met with representatives of Southern Districts Support Association to discuss the appropriateness of Lot 60 Carawatha Avenue, Mt Nasura. The outcome of these discussions can be summarised as follows:

1. The location of the lot is ideal for the operations of SDSA based upon the following:
 - i. Close proximity to the Hospital
 - ii. Close to major road frontage
 - iii. Well supported by Public Transport Routes including bus and train
2. The size of the lot being 2,150 square metres is not large enough to accommodate the requirements of the service that advise they require 4,000 square metres.

Community Development

Investigation then took place on suitable sites of land that conformed with the size requirements of the agency.

Officers have investigated other possible sites that may be suitable. Three sites have been identified and are being further investigated. These sites are:

- A portion of Bob Blackburn Reserve. In particular part of Public Open Space fronting Challis Road (adjacent to Challis Road Family Centre)
- A portion of reserve Number 4496 Seville Drive
- A portion of reserve Number 41640 Lake Road

Comment has been received from other Departments within the organisation regarding these sites indicating they warrant further investigation prior to determining the most appropriate site for Council to consider.

Investigation into these lots is including the following aspects:

- The requirements of SDSA;
- Site preparation that may be required to use the lot;
- Most appropriate manner to offer the land;
- Zoning and associated land use issues which may impact upon the use of the site;
- The impact the development will have on traffic movements in the area;
- The processes that are required for approval from other agencies;
- And any other relevant information to aid Councils decision on this matter;

SDSA have advised that the most suitable site from their perspective is Reserve Number 4496 Seville Drive.

DETAILS OF PROPOSAL

This information is provided by way of update to Council on the investigations into appropriate sites for a possible partnership between SDSA and Council for a new permanent residence for their service as per Council resolution above.

The following is proposed:

1. The proposed site of part of the POS at Lot 60 Carawatha Avenue not be further pursued due to limitations of size of the lot.
2. Investigations into the above identified parcels of land continue
3. Council be provided with an update on this matter at the July Community Services Committee meeting.

Community Development

COMMENT

Analysis

Whilst the site of Lot 60 Carawatha Ave was an ideal parcel of land from a location point of view, extensive discussions with representatives from SDSA determined that the size of the lot would not accommodate the needs of SDSA.

Identifying suitable parcels of land which meet the size requirements of SDSA has involved extensive discussions with a range of officers of Council.

The three sites which have now been identified will be further investigated to a point that Council can be informed of all the issues associated with this matter when making it's consideration of the matter and identification of the most appropriate land to offer SDSA.

Options

In considering this update on the investigations, Council has five options being:

1. Determine that part of the POS at Lot 60 Carawatha Avenue is the most appropriate site and request further investigation occur on other ways of accommodating the service on this site.
2. Accept the information provided and wait for the results of further investigation to occur into the three sites identified above.
3. Identify one of the sites identified above and indicate it, as a preferred site Council would be willing to consider offering to SDSA as a contribution to the partnership.
4. Similarly Council could rule out one or more of the sites identified above therefore reducing the amount of investigation required and allowing the matter to proceed in a more timely manner.
5. Recommend another lot not currently identified that could also be investigated by officers.

Conclusion

Identifying sites to consider as part of this matter has involved substantial time of a number of Council officers.

The three sites identified above represent the shortlist of lots worthy of further investigation.

Whilst preliminary investigation has taken place in regard to the appropriateness of each of these three lots, further investigation is required in order to present all the information required to enable Council to make an informed decision on this matter.

This information is provided to Council at this stage by way of an update in line with Council's resolution on this matter.

Community Development

Whilst endorsement of the list of sites identified in this report is not sought from Council, it is appropriate at this stage for Council to add or subtract possible sites to the investigation list at this point.

Committee suggested that maps showing the possible sites identified for further investigation and report (part (b) of the recommendation refers) would assist Councillors – it was agreed that administratively the maps be forwarded to all Councillors prior to the June 4th Council Meeting.

C87/02 RECOMMEND

That Council:

- a. acknowledge that the POS component of the Lot 60 Carawatha Avenue, Mt Nasura site is not suitable for this project due to it not being of sufficient size;**
- b. approve further investigation of the following possible sites:**
 - a portion of Bob Blackburn Reserve. In particular part of Public Open Space fronting Challis Road (adjacent to Challis Road Family Centre);**
 - a portion of reserve Number 4496 Seville Drive;**
 - a portion of reserve Number 41640 Lake Road;**
- c. be provided with an update on these investigations at the July 2002 Community Services Committee meeting.**

Moved Cr Stubbs

Seconded Cr Zelones

MOTION CARRIED (6/0)

Cr Stewart returned to the meeting and re-assumed the Chair at 7.32 pm.

Community Development

ARMADALE JUNIOR FOOTBALL CLUB QUIZ NIGHT

WARD ALL
FILE REF: DON/1
DATE 16 May 2002
REF SP
RESPONSIBLE Executive Director
MANAGER Community &
Corporate Services

In Brief:

- The Armadale Junior Football Club is requesting a donation of prizes for their quiz night on 29 June 2002.
- The recommendation is to provide copies of the book “Spanning the Years 1894 – 1994 – A pictorial history of Armadale-Kelmscott celebrating 100 years of Local Government”.
- *Committee agreed to also donate, to the value of \$100, items such as plants, tip passes and pool passes, as appropriate.*

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.
- Establish a Youth Advisory Council to advise on youth-related matters.

Communication

- To achieve dialogue with the community in order to have a clear understanding of the community’s needs and expectations.
- To ensure all out communication is readily understood by the target market.

Legislation Implications

Nil

Council Policy/Local Law Implications

Donations Policy 1.1.8 – “Council will consider applications from local organizations”.

Budget/Financial Implications

The General Donations Budget has a current available balance of \$4,316.00.

Consultation

Nil

Community Development

BACKGROUND

The Armadale Junior Football Club has requested from Council a donation of prizes for their quiz night to be held on 29 June 2002.

The funds raised from the quiz night will be used to offset the fees which are otherwise paid by the parents of the players.

DETAILS OF PROPOSAL

The Armadale Junior Football Club intends holding a quiz night on 29 June 2002 to raise funds for their organization and are seeking a donation of prizes.

COMMENT

Analysis

Council has on many occasions in the past donated copies of the publication “Spanning the Years 1894 1994 – A pictorial history of Armadale Kelmscott celebrating 100 years of Local Government” to organizations requesting prizes for quiz nights and the like.

Assisting local sporting clubs such as this, eases the financial burden placed on the families of the participants.

Options

1. Council may decline the request.
2. Council may donate \$100 cash.
3. Council may donate copies of the publication “Spanning the Years” to the value of \$100 as prizes.

Conclusion

Council has, as mentioned, donated copies of the “Spanning the Years” publication to many organizations such as this in the past as doing so eases the financial burden on families and promotes Local Government within Armadale.

Committee was of the view (given the age and therefore perhaps the lesser interest/value in the suggested publications) to offer an additional donation to the value of \$100 in the form of, for example, plants, tip passes and pool passes, as appropriate – hence the addition of a part (2) to the officer recommendation.

Community Development

C88/02 RECOMMEND

- 1. That Council donate 17 copies of the “Spanning the Years” publication to the Armadale Junior Football Club as prizes for their quiz night on 29 June 2002 and the dollar value of these publications be recorded as a donation to the Armadale Junior Football Club.**

- 2. That Council also donate, as appropriate, and to a value of \$100, items such as, for example, plants, tip passes and pool passes.**

Moved Cr Zelones

MOTION CARRIED (7/0)

Community Development

ARMADALE SENIOR HIGH SCHOOL – CAREERS FOCUSED ACTIVITIES

WARD Armadale
FILE REF: DON/1
DATE 13 May 2002
REF PM
RESPONSIBLE Executive Manager
MANAGER Community Services

In Brief:

- The Armadale Senior High School are seeking a contribution to the costs of running a number of careers focused activities for Years 10,11 & 12. The total costs for the program is \$1,680.
- The recommendation by the Youth Advisory Committee to Council is to contribute \$500 this year and a further \$500 in the 2002/03 Financial Year.

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.
Establish a Youth Advisory Council to advise on youth-related matters.

Communication

To achieve dialogue with the community in order to have a clear understanding of the community's needs and expectations.
To ensure all out communication is readily understood by the target market.

Legislation Implications

Nil

Council Policy/Local Law Implications

1.1.8 – Council Donation Policy “Council will consider applications from local organisations.”

Budget/Financial Implications

The General Donations Budget has a current available balance of \$4,316.00.

Community Development

Consultation

The applicant's request was considered by the Armadale Youth Advisory Committee at its meeting held on Monday 29 April 2002.

BACKGROUND

The applicant, Armadale Senior High School, has requested that Council make a contribution towards the costs associated with a number of careers focused activities it intends running throughout the year, predominantly for Years 10, 11 & 12 students.

DETAILS OF PROPOSAL

The careers focused activities proposed to be run by the Armadale Senior High School include:

- Visits to Careers Expos in Fremantle,
- Campus Tours of all major universities and TAFE Colleges, and
- Year 12 Induction Day (with guest speakers and other activities).

The costs associated with these activities are summarized below:

Item	No. Students	Year Group	Cost
Bus Hire			
Fremantle (Careers Expo) x 4	180	Year 11	\$640
Campus Tours x 4	160	Year 10	\$640
Motivational Speaker/s	130	Year 12	\$400
TOTAL	470		\$1,680

COMMENT

Analysis

The applicant's request was submitted to the Armadale Youth Advisory Committee for its consideration in the first instance.

The Armadale YAC was aware of previous careers focused activities and indicated that activities such as this are of tremendous value to the students and provide great assistance to students seeking to further their education after high school or deciding whether to leave high school or continue with their education.

The Armadale YAC is aware of the limitations set by the constraints of the General Donations Budget and resolved the following:

“That the Armadale Youth Advisory Committee recommend to Council that the proposed initiative from Armadale Senior High School be supported by Council and that a \$500 contribution towards the costs be made by Council in the current financial year and a further \$500 contribution be made in the 2002/03 financial year.”

Community Development

Whilst the YAC recommendation has merit, the proposal raises issues needing further consideration including:

- precedence aspects (there are (8) high schools in the district);
- raising expectations for Council financial support of similar activities;
- other forms of Council assistance currently provided to local schools;
- core responsibilities of Local Government and the Education Department of WA.

Options

1. Council may decline the request.
2. Council may contribute the full cost of \$1,680.
3. Council may make a part contribution in this financial year only.
4. Council may follow the YAC recommendation and contribute \$500 this financial year and a further \$500 in the 2002/03 financial year.

Conclusion

The Armadale Youth Advisory Committee has indicated that the initiatives of the Armadale Senior High School have merit and assist young people making informed career choices. There are, however, several related issues requiring further consideration and accordingly, it is recommended that the matter be referred back to the YAC for further consideration.

C89/02 RECOMMEND

That Council refer back to the Youth Advisory Committee the matter of support for careers focused activities for further consideration and report on the following related aspects:

- **Precedence issues**
- **Other forms of Council assistance currently provided to local schools;**
- **Roles and core responsibilities of Council (Local Government) and the Education Department of WA (State Government).**

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

Community Development

ALCOHOL EDUCATION & REHABILITATION FOUNDATION FUNDING OPPORTUNITIES – INTERIM REPORT

WARD ALL
FILE REF:
DATE 5 June, 2002
REF
RESPONSIBLE Executive Manager
MANAGER Community Services

In Brief:

- This report provides an interim response to the matter of possible grant funding opportunities associated with the Federal Government's recent initiative to allocate \$15 million over four years to address issues of alcohol and licit substance misuse (i.e. grant opportunities to Council do exist, however further research and investigation is required).
- *Committee recommended that the recommittal report be presented to the June Meeting and that a grant application be developed with expedition.*

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

- Recognizing the needs of young people.
- To achieve a better quality of living for the people of our City.
- 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

Nil

BACKGROUND

At its meeting of April 2002 Cr Stubbs advised of a new funding program initiative being made available through the Alcohol Education and Rehabilitation Foundation Limited. \$115 million has been made available nationally to address alcohol and licit substance misuse over the next four years. A request was made for opportunities for Council to benefit from the program to be examined and reported back to Council. This report provides an interim response to that request.

Community Development

Program Details

This pool of funds focuses on the misuse of licit (i.e. not forbidden, lawful) drugs.

The primary goals of the Alcohol Education and Rehabilitation Foundation Ltd are:

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

Projects targeting indigenous people and young people are particularly favoured. Categories of funding are outlined below:

- Community Partnership Grants between two or more organisations in areas where a high need has been identified but where resourcing is difficult to obtain. Funding would be available for up to four years.
- Demonstration Project Grants are designed to fund projects which trial new approaches, or modifications of existing approaches, where evidence of a need exists, likely benefits can be shown and a rigorous evaluation strategy is included and project replicability can be assessed. Funding would be available for four years.
- Development Grants are available to organisations and communities to identify whether a need actually exists for more detailed project support (for up to two years).
- Policy Partners Grants focus on development partnership projects with all levels of governments, national and regional policy groups and the private sector. Funding would be available for up to three years.
- Research Grants are for projects focussed on the objectives of the Foundation. They would be subject to a rigorous peer and ethical review process. Funding would be available for up to four years.
- Scholarships, fellowships and workforce grants are open to individuals and organisations with an emphasis on building capacity in the field covered by the objectives of the Foundation (for up to three years)
- Sponsorship Grants will be made for projects that promote the objectives of the Foundation through arts, sporting and cultural activities (for up to two years).

DETAILS OF PROPOSAL

Based on the foregoing information, the indications are that this program has the potential to offer opportunities to Council and to residents of the City of Armadale. The City of Armadale

Community Development

does not presently have any recent data on the incidence of alcohol and licit substance use within the City.

There has been anecdotal evidence of concern about teenage alcohol and licit drug use, however, there is a need to explore the extent of the problem and identify current responses to particular target groups. To maximize Council's resources and potential fund raising efforts for services in this area further research and consultation is required.

COMMENT

Analysis

The Community Services Committee meeting of the 26 March, 2002 received a presentation identifying the need for Strategic Directions in Community Development. The development of a Community Needs Framework was identified and subsequently supported by the Ordinary Meeting of Council on 2 April 2002.

The development of new drug programs need to link with the needs to:

- Compliment the City of Armadale's strategic directions
- Compliment the range of drug and support services operating in our community.

A likely way forward on this matter may include the following steps. For example:

- a) An environmental scan is required to identify and update which, if any, agencies are currently dealing with alcohol and licit drug prevention programs and services.
- b) A cooperative approach is favoured by the Foundation and the development of appropriate partnerships will allow the best strategy for people living in the City of Armadale to emerge (eg is it a school based program, is it a workplace based program, is it a particular strategy with a particular target group that has the highest identifiable need etc).
- c) In keeping with Integrated Local Area Planning processes a professional assessment will then be made to assess the best partnership arrangement for service delivery. Only in the absence of a suitable service provider with the City of Armadale take on this service provision function.
- d) Further research and consideration of, for example, the following related aspects is believed necessary:
 - Budget/financial implications
 - Possible partnerships
 - Timeframes.
- e) Applications can then be made that ensure a high success rate, are supported by key local stakeholders and build on the strengths of the local community.

Community Development

Officer Recommendation:

That Council:

- a. note the information presented in this interim report and the likelihood of grant funding opportunities for the City of Armadale.
- b. recommit the matter to the July Community Services Committee meeting for further report and consideration.

Cr Cumming left the meeting at 7.50 pm and returned at 7.52 pm.

Committee commented on the window of opportunity for funding being limited and accordingly was of the view to hasten the process of a grant application being developed – hence the amendment to the officer recommendation requiring the recommitment to the June rather than July Meeting and the additional part (2) to the officer recommendation.

C90/02 RECOMMEND

1. That Council:

- a. **note the information presented in this interim report and the likelihood of grant funding opportunities for the City of Armadale;**
- b. **recommit the matter to the June Community Services Committee meeting for further report and consideration;**

2. That Council request that this matter be addressed with expedition recognising that the window of opportunity for funding may be limited and that liaison occur with other relevant agencies to provide necessary data to inform an application for funding.

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

Ranger & Fire Services

PROPOSED PARKING & PARKING FACILITIES LOCAL LAW

WARD All
FILE REF:
DATE 24th April 2002
REF BLW
RESPONSIBLE Executive Manager
MANAGER Community Services

In Brief:

- The proposed Parking and Parking Facilities Local Law is presented for consideration.
- The report recommends that Council proceed to give statewide public notice of its intention to make this proposed local law.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Social Infrastructure – To have in place the range of services to enhance the well being and safety of the community and 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 Parking Facilities

Budget/Financial Implications

Nil

Consultation

- Management Executive (Local Laws Aspects)
- WALGA (Model Local Laws Manual)

Ranger & Fire Services

BACKGROUND

Prior Council resolution C75/02 of 6th May 2002 refers:

“That Council recommit the matter of the Proposed Parking and Parking Facilities local Law to the May 2002 meeting of the Community Services Committee.”

The errors and irregularities within the previous report on this matter and hence last month’s recommittal decision, have since been addressed and accordingly the matter is re-presented for consideration and approval.

DETAILS OF THE PROPOSAL

The proposed Local Law is –

- (a) a revised Parking and Parking Facilities Local Law which contains modifications resulting from the introduction of the Road Traffic Code 2000; and
- (b) is consistent with the Model Local Law as developed by WALGA

The Road Traffic Code 2000 became operative from 1 December 2000. These regulations include Australian road rules aimed at removing inconsistencies, which have existed between Australian States. A few of these rules are new to Western Australia although the large majority simply continue existing traffic regulations.

Under the Road Traffic Code 2000 "No Standing" becomes "No Stopping" and this means where these signs are installed vehicles shall not stop unless held up by traffic, in an emergency, or involved in a crash. Where there is a "No Parking" sign, a person can stop, only briefly (2 minutes maximum) to drop off or pick up people or goods, but the driver must not move more than 3 metres from the vehicle. Under the new No Stopping provisions, the distances within which the prohibition applies, from children's crossings, pedestrian crossings and the like, change, and in order to promulgate the new traffic rules, it is now appropriate to build these changes into the Parking and Parking Facilities Local Law.

Another interesting change, which is now built into the Parking and Parking Facilities Local Law is that ACROD vehicles have extended privileges, i.e. a vehicle displaying an ACROD sticker may now be parked in a permissive parking stall for twice the length of time allowed. (*see comments under Parking Stalls and Parking Stations*)

COMMENT

Because of the extent of changes, it is not thought practicable to prepare an amending Local Law, which would simply delete and insert the appropriate modifications. "Notes" have been included in Part I of the Local Law explaining the new terms (definitions). These will assist comprehension in initial processing and administration of the Local Law, but they should not be included in the draft sent to the Department or published in the Gazette.

Ranger & Fire Services

The proposed Parking and Parking Facilities Local Law is presented at (**Attachment “A-5” – as circulated with the Agenda**) for Council consideration and approval to advertise for public comment.

Aspects to note about the proposed local law include:

- It is consistent with the model Parking and Parking Facilities Local Law developed for use by W A Local Governments. As such the National Competitions Policy (NCP) public benefit test has been vetted by Treasury and the Department of Local Government, and meets the necessary requirements.
- Its purpose and effect is explained in the following report recommendation.
- The more notable changes and additional provisions included in the proposed local law are summarised as follows.

PART 1 - DEFINITIONS AND OPERATIONS

1.3 Interpretations. (*Amendment*)

This clause has been expanded to include a more comprehensive list of interpretations, which is consistent with the W A Road Traffic Code 2000, notes have been included in this clause to explain the new terms and definitions.

PART 2 - PARKING STALLS AND PARKING STATIONS

2.3 Parking prohibitions and restrictions. (*New Clause*)

Subclause (3) (a) (b) of this clause provides that a vehicle may be parked in a permissive parking stall (except in a parking area for people with disabilities) for twice the length of time normally allowed, provided that the driver or passenger is a person with disabilities and a current ACROD sticker relating to that person is displayed on the vehicle.

PART 4 – PARKING AND STOPPING GENERALLY

4.1 No stopping and no parking signs, and yellow edged lines. (*New Clause*)

This clause provides that a driver shall not stop, in an area, to which a 'no stopping or no standing' sign applies, it also provides that a person shall not stop at the side of a carriageway marked with a continuous yellow edged line.

Ranger & Fire Services

PART 6 – OTHER PLACES WHERE STOPPING IS RESTRICTED

6.1 Stopping in a shared zone. (*New Clause*)

This clause is intended to apply parking restrictions to areas designated as shared zones, a shared zone may be defined as a zone where pedestrians and vehicles have shared access i.e. Hay Street Mall Perth. The City of Armadale does not currently have such shared zones, however it may be appropriate in the future for such places as the Jull Street Mall.

SCHEDULE 2 – PRESCRIBED OFFENCES

The provisions of the second schedule are to determine the nature of the offences in the Local Law and the modified penalties in relation thereto.

The modified penalties contained therein propose an increase in penalties of between \$5 to \$15 dollars, depending on the offence. The increase in penalties is considered reasonable given that the last review/increase in parking penalties occurred in September 1997.

The new penalty amounts are in keeping with the proposed Local Law and are comparable to those of other Local Governments, as shown in the following table.

OFFENCE	ARMADALE CURRENT MODIFIED PENALTY	ARMADALE PROPOSED MODIFIED PENALTY	GOSNELLS MODIFIED PENALTY	KALAMUNDA MODIFIED PENALTY	CANNING MODIFIED PENALTY
	\$	\$	\$	\$	\$
Parking in no parking area	35	45	40	45	40
Parked on footway	30	45	70	45	30
Parking in authorised bay without permission	25	40	40	40	30
Causing obstruction in parking station	30	45	70	45	40
Parking wrong class of vehicle	25	40	40	40	30
Obstruction of street or public place	35	45	70	45	40
Parking against the flow of traffic	25	40	70	40	40
Standing contrary to sign limitation	20	35	50	35	30
Parking on land without consent	30	35	50	35	30
Standing wrong class of vehicle	25	35	40	35	30
Stopping in a no stopping area	35	35	70	35	40

Ranger & Fire Services

Cr Stubbs left the meeting at 8.00 pm and returned at 8.02 pm

Committee proposed further changes to the Schedule of Prescribed Offences contained in Attachment “A-1” to these Minutes as follows:

- *“Parking on footway” - proposed modified penalty of \$45 be changed to \$50;*
- *“Stopping in a no stopping area” – proposed modified penalty of \$35 be changed to \$40.*

Cr Cumming opposed the above changes to the modified penalties and hence the additional part (1) of the following recommendation.

C91/02 RECOMMEND

- 1. That Council approve the amended Schedule 2 – Prescribed Offences as contained in Attachment “A-1” to these Minutes.**

Moved Cr Zelones

Opposed Cr Cumming

Seconded Cr Stubbs

MOTION CARRIED (6/1)

- 2. That the following statement be read aloud by the Mayor at the Council Meeting:**

Notice is hereby given that the Council of the City of Armadale intends to make a Parking and Parking Facilities Local Law.

The purpose of this Local Law is to:

Constitute a parking region thereby –

- **enabling the local government to regulate the parking of vehicles within the parking region; and**
- **providing for the management and operation of parking facilities under the control of the local government.**

The effect of this Local Law will be to:

- **update existing local laws so as to reflect, and be consistent with current Road Traffic Code requirements and operational practices.**

Ranger & Fire Services

- **provide effective regulation for vehicle parking within the City in a manner that is equitable and has regard for public safety.**
3. **That Council give State-wide public notice, pursuant to section 3.12 of the Local Government Act 1995, of its intention to make the City of Armadale Parking and Parking Facilities Local Law at Attachment “A-1” to these Minutes.**

Moved Cr Stubbs

Opposed Cr Cumming

Seconded Cr Zelones

MOTION CARRIED (6/1)

Ranger & Fire Services

CITY OF ARMADALE LOCAL EMERGENCY MANAGEMENT PLAN

WARD ALL
FILE REF:
DATE 14 May 2002
REF BW
RESPONSIBLE Manager Ranger & Fire
MANAGER Services

In Brief:

- Progress report on the review and update of the draft City of Armadale Local Emergency Management Plan, i.e.:
 - the revised draft Plan has been completed and forwarded to all relevant agencies;
 - the Local Emergency Management Committee will meet early July to discuss operational matters relevant to the Plan.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

- Facilitate initiatives to improve the safety and security of the community
- Investigate other ways of improving public safety and security.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

BACKGROUND

- 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 its currency and accuracy;
- Progress report made to the March Community Services Committee meeting advising that the Plan had been forwarded to all Stakeholders for comment and review.

COMMENT

The Plan is now complete, reflecting the feedback sought and received from Stakeholders.

Ranger & Fire Services

A copy of the Plan has been distributed to all emergency services and relevant agencies. It is proposed that the Local Emergency Management Committee will meet early in July to discuss the Plan as well as any other issues arising.

A copy of the Local Emergency Management Plan was made available at the Committee Meeting.

Committee's preliminary brief review of the Plan identified a number of errors. Accordingly it was Committee's view that benefit would be gained by circulating the Plan to Councillors to provide local knowledge input (to be done administratively), and that the Plan at this stage should be considered as a draft.

C92/02 RECOMMEND

That Council note the progress of the draft City of Armadale Local Emergency Management Plan review process.

Moved Cr Stubbs

MOTION CARRIED (7/0)

Recreation

MINNAWARRA ARTS FESTIVAL

WARD All
FILE REF: EVT/5
DATE 10 May 2002
REF Events Coordinator
RESPONSIBLE Manager Recreation
MANAGER Services

In Brief:

- This report presents for Committee's consideration and approval a recommendation from the Minnowarra Arts Festival Committee regarding the scheduling of next year's event.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

To facilitate a wider range of social and cultural experiences for the City of Armadale.

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

- Key stakeholders and participants
- Festival Organising Committee members

BACKGROUND

The Minutes of the Minnowarra Arts Festival Committee meeting held on 16 April 2002 were circulated with the Information Bulletin Issue No. 10. The one recommendation contained in the Minutes relates to the proposed scheduling of the 2003 Minnowarra Arts Festival.

One of the recommendations of the major planning workshop held in 1999 was that the festival be held on the first weekend in April each year with the exception of those instances when Easter coincides with that weekend.

Recreation

DETAILS OF PROPOSAL

The Minnowarra Arts Festival Committee recommends:

‘That the 2003 Minnowarra Arts Festival be held on the weekend of Saturday 5 April and Sunday 6 April 2003.’

COMMENT

Analysis

Given that the recommendation is in line with Council’s previous Resolution (C238/99) for the event to be held on the first weekend in April, and the success of this year’s festival, which was held at the same time, the Committee’s recommendation is supported.

Options

Conduct the Festival on alternative dates. However this may clash with other events and is not the preferred option.

Conclusion

In summary, the proposed scheduling of the 2003 Minnowarra Arts Festival is in line with Council’s previous resolution and is therefore supported.

C93/02 RECOMMEND

That Council approve the 2003 Minnowarra Arts Festival being conducted on Saturday, 5 April and Sunday, 6 April 2003.

Moved Cr Stewart

MOTION CARRIED (7/0)

Recreation

ARMADALE RECREATION CENTRE

WARD All
FILE REF: A27670/1
DATE 14 May 2002
REF PGQ
RESPONSIBLE Executive Manager
MANAGER Community
Services

In Brief:

The report:

- Advises that the agreement between the City and the PCYC for the management of the Armadale Recreation Centre is close to being finalized
- Recommends that the agreement between the City and the PCYC be a Lease Agreement containing the same terms and conditions as the Partnership Agreement previously endorsed by Council.
- Recommends that Council endorse the revised Concept Plan for the upgrade of the Armadale Recreation Centre that incorporates the specific needs of the PCYC.

Tabled Items

Concept Plans for the upgrade of the Armadale Recreation Centre

Officer Interest Declaration

Nil

Strategic Implications

- 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 a range of services to enhance the well being and safety of the community

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Recreation

Budget/Financial Implications

Previously resolved Council undertaking to underwrite the operating deficit up to a maximum of \$100K in the 1st year, reducing to \$25K in the 4th year.

Council's contribution to the capital upgrade of the Armadale Recreation Centre is included in both the current financial year's budget and the 5 Year Program for Property and Buildings

Consultation

- Extensive consultation with the PCYC
- Technical Services
- Management consultant – Armadale Recreation Centre
- Recreation Centre staff (facility development aspects)
- Lotteries Commission

BACKGROUND

A number of previous reports have been submitted to Council regarding the proposal to enter into a Partnership Agreement with the Police and Citizens Youth Club (PCYC) for the management of the Armadale Recreation Centre. Following consideration of the most recent report submitted via the Chief Executive Officer's Report to the 3 December 2001 Ordinary Meeting of Council, it was Resolved as follows:

“That Council, as the basis for further negotiations with the PCYC

1. *Approve the following variations to the draft agreement.*
 - a) *The term of the agreement be extended from fourteen years (7x7) to eighteen years (9x9)*
 - b) *The quantum and period of Council underwriting (if required) be as follows:*

<i>Year 1</i>	<i>\$100,000</i>
<i>Year 2</i>	<i>\$75,000</i>
<i>Year 3</i>	<i>\$50,000</i>
<i>Year 4</i>	<i>\$25,000</i>
2. *Treat the costs of notifying PCYC members of the changed venue as an operating expense to be funded from the Recreation Centre operations thereby not resulting in further change to the draft agreement.*
3. *Advise the PCYC that the issue of their contribution to the development of the Champion Road site is acknowledged as should be the benefits to the PCYC of the proposed agreement.*

Recreation

4. *Noting the PCYC's confirmation that all their issues are on the table and that the draft agreement represents the final stage of negotiation."*

The above advice was conveyed to the PCYC Board and the Board ratified the revised draft Agreement at its February 2002 meeting.

The draft Agreement was then forwarded to Council's solicitors for vetting and the Agreement is now in its final stages of preparation.

One of the significant benefits of the partnership is possibility of the \$300,000 Lotteries Commission grant being reallocated from the Champion Road site to the Armadale Recreation Centre and supplementing Council's capital upgrade program. At a recent meeting with the Lotteries Commission it was advised that under its existing funding policies and guidelines, the Commission could not approve any reallocation of the grant unless there was a Lease Agreement between the City and the PCYC which provided long term security of tenure for the PCYC.

In addition to the requirement for a Lease Agreement between the City and the PCYC, plans and cost estimates for the proposed upgrade and a Business Plan that demonstrates the ongoing financial viability of the partnership would be needed to support the submission to reallocate the grant. It was also emphasized that the Lotteries Commission does not normally fund capital improvements to Recreation Centres and the submission needs to focus on the community based management approach that is being taken.

The current program to upgrade the Armadale Recreation Centre stems from a major review of the centre's operations undertaken by Creating Communities in 1988. One of the key recommendations to come out of the review was the need to upgrade and modernize the centre's facilities.

Council endorsed this recommendation and Resolved (C129/99) for the upgrade to be undertaken in stages and for grant funding to be sought from the Department of Sport and Recreation for the various stages of the project. In consultation with the former managers of the centre, an architect was engaged and a Concept Plan developed for the proposed upgrade of the centre. Council endorsed the Concept Plan in October 1999 and the first stage of the project was completed in December 2000.

In the negotiations that have occurred with the PCYC over the last several months it has been recognized that there would need to be some changes to the original Concept Plan in order to accommodate the specific needs of the PCYC. Through a process of consultation with the PCYC, some relatively minor changes have been made and the plan is now presented for Council's consideration and endorsement.

Recreation

DETAILS OF PROPOSAL

The two principal matters to be considered by Council are:

1. Lease Agreement in lieu of Partnership Agreement

In keeping with the spirit of the proposed partnership between the City and the PCYC, it was initially suggested that a *Partnership Agreement* be established.

Recent advice from both Council's and the PCYC's solicitors, recommends that if both parties want a less formal agreement, it should be set up as a Management Agreement rather than a Partnership Agreement.

In light of the advice from the Lotteries Commission however, there is a very strong incentive for the PCYC to be granted a lease of the facilities on the same terms and conditions as the previously endorsed Partnership Agreement. It is likely that the lease of the facilities will operate in conjunction with the Management Agreement, thereby retaining the spirit and intent of the original partnership agreement.

One matter that has not yet been addressed by Council is its representation on the new Management Committee. Discussions are still occurring with the PCYC with regard to the exact composition of the Committee however the PCYC is happy with whatever Council representation it believes is appropriate.

Under the previous management structure Council had three representatives on the Board of management i.e. (1) Councillor and (2) Officers. In view of the new approach to management of the centre, Council may wish to change its representation to two elected members plus one officer, or three elected members.

Although it is not necessary for Council to nominate its representatives at this point, there is a need for Council to determine the number of representatives that it wishes to have on the Management Committee so that this can be included in the Management Agreement. The recommended Council representation on the Management Committee is three i.e. (2) Councillors plus (1) Officer or (3) Councillors.

2. Revised Concept Plan

Throughout the negotiations with the PCYC, it has been acknowledged that there is likely to be some changes required to the current plans to upgrade the centre in order to meet the specific needs of the PCYC. An important objective of both parties has been to accommodate the majority, if not all, of the existing Recreation Centre and PCYC programs.

In order to achieve this, some physical modifications to the centre and minor adjustments to program timeslots will be required. Attached to the Agenda (**refer to Attachment "A-6" – as circulated with the Agenda**) is the revised Concept Plan that incorporates

Recreation

the modifications negotiated with the PCYC. The proposed changes to the original Concept Plan are summarized below:

- Using approximately half of court 3 as permanent gymnastics and trampoline facility with the other half being retained as a junior basketball court.
- Establishing a weight lifting facility in the undercroft area between courts 2 and 3, and remove existing toilets.
- Establishing a boxing facility in the mezzanine area between courts 2 and 3.
- Installing a partition wall and netting between courts 1 and 2 for rebound soccer.
- Enlarging the office space to accommodate the additional staffing complement.
- Creating a new small to medium sized room for small group activities, e.g. Dancing & Jujitsu
- Constructing a new bus shed and storage facility to accommodate the PCYC's bus.
- Some adjustments to the various storage areas throughout the centre

Aside from the above modifications, the Concept Plan previously endorsed by Council remains unchanged. It is therefore recommended that, subject to any further minor changes, the revised Concept Plan be endorsed by Council and be used to support the submission to the Lotteries Commission for the \$300,000 grant to be transferred to the Armadale Recreation Centre.

If the request to the Lotteries Commission is successful, the funding package for the project will be as follows:

\$300,000	Lotteries Commission
\$100,000	City of Armadale – 2002/03 budget allocation
\$65,000	City of Armadale – 2001/02 c/fwd allocation
<u>\$50,000</u>	Sport and Recreation grant
\$515,000	TOTAL

Based on recent cost estimates, this level of funding would allow the majority of the proposed works to be completed, excluding the new bus storage facility and car park upgrade. Subject to final costs being obtained, which won't be known until tenders are

Recreation

received, it would be proposed that the new bus storage facility along with any uncompleted works be undertaken as the final stage of the project in 2003/04.

In terms of the usage of the centre, there are only two existing activities that can't be accommodated. One activity, which commenced late last year and has relatively small numbers, currently uses court 3 and can't be accommodated elsewhere in the centre. The other activity currently takes place at the PCYC (Air Rifle Shooting) and will either need to be relocated or discontinued. Consultation will occur with all user groups over the next several weeks to discuss the improvements to the centre as well as the change in management.

COMMENT

Analysis

The request to grant a lease of the facilities in lieu of the previously endorsed Partnership Agreement is not considered to be an issue given that the agreement will essentially be set up on the same terms and conditions and be based on the standard lease agreement that is already in place for various community and sporting facilities throughout the City. In order to give the PCYC a good chance of having the \$300,000 grant reallocated to the Armadale Recreation Centre, it is recommended that Council approve the change from a Partnership Agreement to a Lease Agreement operating in conjunction with a Management Agreement.

With regard to the issue of Council's representation on the Management Committee, it is recommended that the PCYC be advised that Council wishes to have three representatives on the Committee, with the names of Council's representatives to be advised once the agreement has been finalized.

The revised Concept Plan does not differ significantly from the original plan and incorporates the specific needs of the PCYC. The plan will allow the majority of current activities to continue at the one venue under improved conditions.

Options

Council could elect not to approve the proposed change from the previously endorsed Partnership Agreement to a Lease Agreement. This option is not recommended and would almost certainly result in the Lotteries Commission grant being lost.

Council could elect not to endorse the revised Concept Plan for the Armadale Recreation Centre upgrade or seek further changes to the plan. This option is not recommended as it would further delay the project and with the Lotteries Commission grant expiring on 30 June 2002, may jeopardize the funding.

Conclusion

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

Recreation

1. In lieu of the Partnership Agreement previously endorsed by Council for the management of the Armadale Recreation Centre, Council grant a lease of the facilities to the PCYC on the same terms and conditions as those included in the Partnership Agreement.
2. Council Officers provide assistance to the PCYC in developing a Business Plan for the centre and preparing its submission to the Lotteries Commission seeking the reallocation of the \$300,000 grant from the Champion Drive facility to the Armadale Recreation Centre.
3. Council advise the PCYC that it wishes to have three (3) representatives on the Management Committee for the Armadale Recreation Centre with the exact composition of Council's representation to be advised once the Lease and Management Agreements have been finalized.
4. Subject to any further minor modifications, Council endorse the revised Concept Plan for the Armadale Recreation Centre upgrade, as attached to this Agenda, noting that the plan incorporates the specific needs of the PCYC but is not significantly different from the original plan previously endorsed by Council.

Committee discussed, in a preliminary manner, the aspect of the number of Councillor representatives on the Management Committee, the suggestion being that perhaps the number be kept to a minimum, given current commitments upon Councillors. It was agreed that this aspect be revisited when next the subject is reported back to Committee.

C94/02 RECOMMEND

- 1. That in lieu of the Partnership Agreement previously endorsed by Council for the management of the Armadale Recreation Centre, Council grant a lease of the facilities to the PCYC on the same terms and conditions as those included in the Partnership Agreement.**
- 2. That Council Officers provide assistance to the PCYC in developing a Business Plan for the centre and preparing its submission to the Lotteries Commission seeking the reallocation of the \$300,000 grant from the Champion Drive facility to the Armadale Recreation Centre.**
- 3. That Council advise the PCYC that it wishes to have three (3) representatives on the Management Committee for the Armadale Recreation Centre with the exact composition of Council's representation to be advised once the Lease and Management Agreements have been finalized.**

Recreation

4. **That subject to any further minor modifications, Council endorse the revised Concept Plan for the Armadale Recreation Centre upgrade, as attached to this Agenda, noting that the plan incorporates the specific needs of the PCYC but is not significantly different from the original plan previously endorsed by Council.**

Moved Cr Green

MOTION CARRIED (7/0)

Cr Cumming – Photograph – Presentation to Armadale City Pipe Band

Cr Cumming enquired as to the current location of the photograph depicting a presentation by the Mayor to the Armadale City Pipe Band. Once located, he requested that the photograph be displayed in an appropriate place such as, for example, the Council Administration Centre.

C95/02 RECOMMEND

That the location of the photograph depicting a presentation made to the Armadale City Pipe Band be determined and consideration be given to the photograph being displayed in an appropriate place such as, for example, the Council Administration Centre.

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

Cr Stubbs – 2002-03 Draft Budget Process

Cr Stubbs commented that the 2002-03 Draft Budget process would be benefited by the inclusion of additional financial statements as detailed in the following recommendation – Committee agreed.

C96/02 RECOMMEND

That Council, as part of its 2002-03 Draft Budget deliberations, be provided with supplementary financial information relating to the current financial year ending 30 June 2002, as follows:

- **a statement of total revenues received, total expenditures incurred and the resulting year end balance;**
- **a statement of budgeted expenditures not fully expended; and**
- **a clear statement of unexpended budgets proposed to be carried forward for inclusion in the 2002-03 budget.**

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

*Meeting adjourned at 8.20 pm and resumed at 8.34 pm
Cr Cumming left the meeting at 8.20 pm*

Budget

COMMUNITY & CORPORATE SERVICES 2002-03 DRAFT BUDGET

WARD All
FILE REF: FIN/7

DATE 23 May 2002
REF AFM
RESPONSIBLE Executive Director
MANAGER Community & Corporate
Services

In Brief:

- That the Community & Corporate Services 2002/03 Draft Budget, as presented to and amended by Committee, be referred to the City Strategy Committee for consideration.

EXECUTIVE DIRECTOR COMMUNITY & CORPORATE SERVICES REPORTS

Committee is referred to the 2002/2003 Draft Budget Report for the Community & Corporate Services Directorate relating to the responsibilities of this Committee.

Committee's task at this stage of the budget process is to resolve its Draft Budget for further consideration by City Strategy Committee.

RESOLVED

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

- **that as an alternative to the proposed \$60,000 Cultural Plan Review New Initiative, a similar allocation be made to implement previously identified cultural arts projects and that a report which conceptually scopes those projects be presented to the June 2002 Community Services Committee Meeting;**
- **that the proposed Chaplaincy Programme contribution of \$7,000 be increased to \$10,000 and that this contribution be dependent upon Council receiving prior details of the proposed programmes that the contribution will facilitate;**
- **there be agreement "in principle" to the funds currently allocated on the Five Year Plan (2004/05) for the Forrestdale Tennis Court project (\$14,000) being re-allocated to fund a proposed skate park in Forrestdale and that the pending report on skate facilities within the City be presented to the June 2002 Community Services Committee Meeting.**

MEETING CLOSED AT 9.50 PM

COMMUNITY SERVICES COMMITTEE

SUMMARY OF "A" ATTACHMENTS

28 MAY 2002

Attachment No.	Subject	Page
A-1	PROPOSED PARKING AND PARKING FACILITIES LOCAL LAW	49 - 93