# CITY OF ARMADALE

# MINUTES

OF **COMMUNITY SERVICES COMMITTEE** HELD IN THE **COMMITTEE ROOM**, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON **WEDNESDAY, 29 JANUARY 2003 AT 7.00 PM**

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| | | |
|---|---|---|
| **PRESENT:** | Cr A L Cominelli JP | (Deputy Chairman) |
| | Cr J D Cumming | |
| | Cr F R Green | |
| | Cr J Knezevich | |
| | Cr L Reynolds JP | (Deputy for Cr Stewart) |
| | Cr R C Stubbs AM | **(**7.03 pm to 8.05 pm) |
| | Cr H A Zelones JP | (Deputy for Cr Clowes-Hollins) |
| **APOLOGIES:** | Cr J A Stewart | |
| | Cr V L Clowes-Hollins | |
| **OBSERVERS:** | Nil | |
| **IN ATTENDANCE:** | Mr A F Maxwell | - Executive Director Corporate Services |
| | Mr C Askew | - Director – Community Services |
| | Mr W A Bruce | - Executive Director Technical Services |
| | Ms Y Coyne | - Manager Community Development |
| | Mr R van Delft | - Environmental Officer |
| | Mrs Y Ward | - Minute Secretary |

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*The Chairman welcomed Yvonne Coyne, recently appointed Manager Community Development, to the Community Services Committee.*

*The Chairman expressed her condolences and those of her fellow Councillors to Cr Clowes-Hollins in the loss of her mother recently.*

## DISCLAIMER

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

## DECLARATION OF MEMBERS' INTERESTS

Nil

## DEPUTATION

Nil

## QUESTION TIME

Nil

## ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 2/03

- **Outstanding Matters**
  Report on Outstanding Matters - Community Services Committee
- **Monthly/Quarterly Departmental Reports**
  Library Department General Report – December 2002
  Accounting Services Report –8 January 2003
  Manager Ranger & Fire Services Report – December 2002
  Community Development Report
- **Finance**
  Financial Statements – for the (26) week period ended 31 December 2002
- **Minutes from Occasional/Advisory Committees**
  Minnawarra Festival Committee – 5 November 2002
  Minnawarra Festival Committee – 3 December 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 10 December 2002, be confirmed.**

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# COMMUNITY SERVICES COMMITTEE
# 29 JANUARY 2003

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Finance

***SCHEDULE OF CHEQUE PAYMENTS***

**C1/1/03 RECOMMEND**

1. **Payments totalling $14,840,755.71 on Vouchers 42818-42956, EF6895-EF7320, EF7322-EF7485 and 102179-102196, drawn upon the Municipal Fund, be received.**

2. **Cheque payments totalling $51,127.97 on Vouchers 89844-89973, drawn upon the City Treasurer's Advance Account, be received.**

3. **Cheque payments totalling $16,072.53 on Vouchers 89002-89003 and EF7321, drawn upon the Trust Account, be received.**

4. **Cheque payments totalling $4,955,883.18 on Vouchers 500425-500428, drawn upon the Reserve Account, be received.**

Amended Full Council 3 February 2003

**Moved Cr Green**
**MOTION CARRIED/~~LOST~~ (6/0)**

Finance

## *STATUTORY FINANCIAL REPORT*

The Statutory Financial Report for the 6 months ended 31 December 2002, as required in accordance with Clause 34 of the Local Government (Financial Management Regulations) is presented. **(Refer to Attachment "A-1 – as circulated with the Agenda.)**

**Commentary**
**(Refer to Attachment "A-2" – as circulated with the Agenda.)**

**Investments**
Funds available for investment are continuing to remain at higher levels than this time last year achieving earning capacity in line with the budget projections for this period.

**Investment interest**
Investment interest rates continue to remain steady and are projected to remain at the current level until the end of the financial year. Interest earnings are marginally ahead of the budget for this period.

**Grants**
Grant revenues are currently slightly below budget estimates for this period. Progress will continue to be monitored against the budget as works and event funding gear up in the New Year.

**Sundry Debtors**
Good collection over the last period has resulted in lower levels of debtors outstanding showing a considerable improvement by comparison to last year. Long term outstanding debtors have also been reduced and will be continually monitored and collection pursued.

**Rate Debtors**
The trend for rate collections on target to reduce the outstanding debt with a continuing improvement over last year.

**Year to date net operating position**
Revenue and expenditure trends for the first (6) months of the year are generally on track with the budget.

**C2/1/03 RECOMMEND**

**That Council receive the Statutory Financial Report for the (6) months ended 31 December 2002.**

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

Finance

***2002/2003 BUDGET VARIATIONS***

**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**

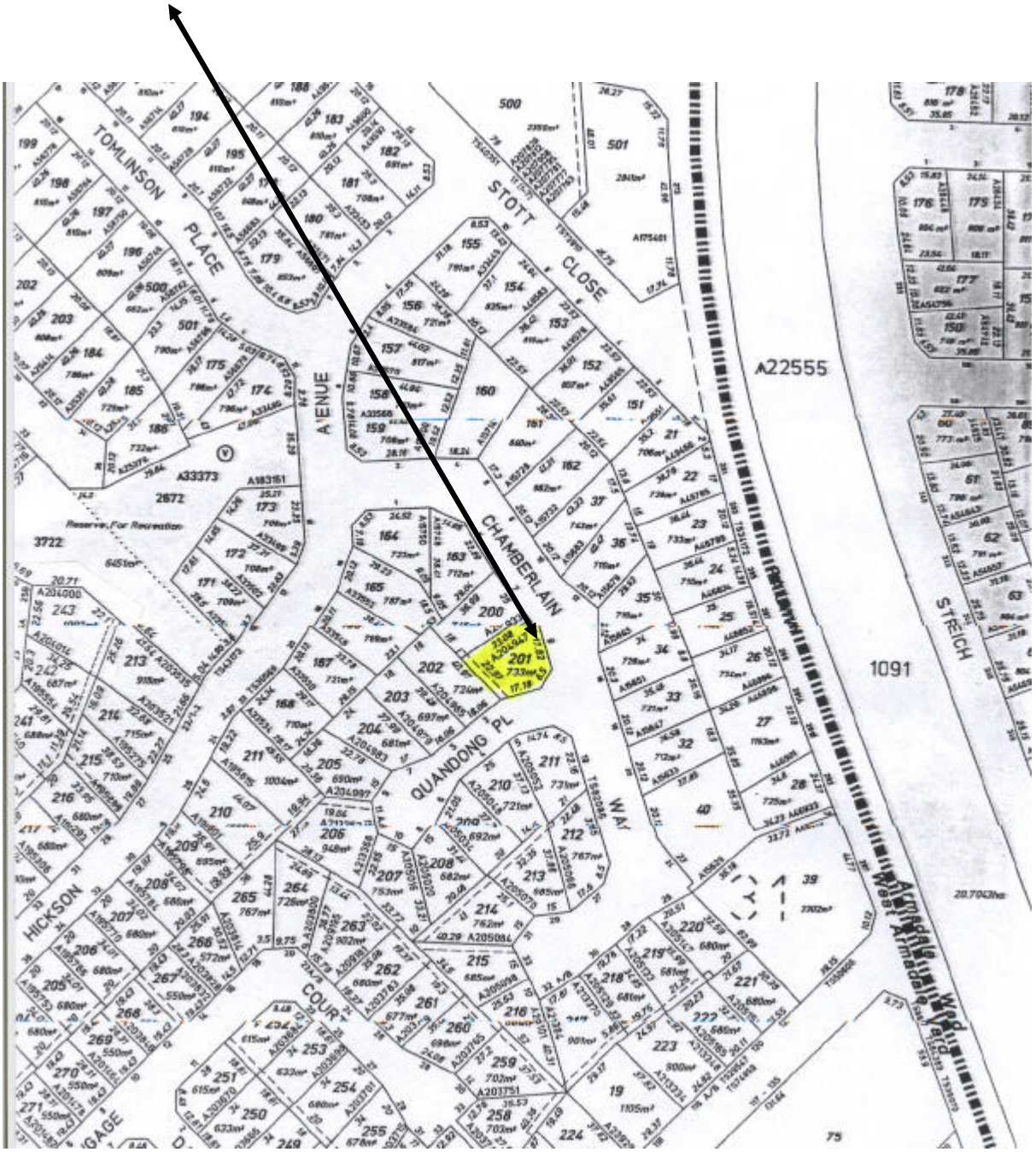
**C3/1/03 RECOMMEND**

**That Council receive the Budget Variations transacted administratively during the period 11 December 2002 to 21 January 2003.**

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

Miscellaneous

***Lot 201, Chamberlain Way, Armadale***



Miscellaneous

## *SALE OF LOT 201 CHAMBERLAIN WAY ARMADALE*

| | |
|---|---|
| WARD | West Armadale |
| FILE REF: | A204933 |
| DATE | 5 February 2003 |
| REF | KLD |
| RESPONSIBLE MANAGER | Manager Admin & Governance Services |

**In Brief:**

- In July 2002 Council resolved to sell the following (3) lots as part of its P.O.S Strategy:
  - Lot 169 Hickson Ave Armadale
  - Lot 200 Chamberlain Way Armadale
  - Lot 201 Chamberlain Way Armadale
- Lot 168 Hickson Ave and Lot 200 Chamberlain Way Armadale have since been sold as previously reported to Council.
- This report presents a sale offer for the remaining Lot 201 Chamberlain Way Armadale.

**Tabled Items**
Nil

**Officer Interest Declaration**
Nil

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

**Legislation Implications**
*Section 3.58 Local Government Act 1995 – Disposing of Property.*
Sale of Land Act 1970

**Council Policy/Local Law Implications**
Nil

**Budget/Financial Implications**

The proposed property sale transaction is in accordance with Council's adopted 02/03 Annual Budget. The sale proceeds are to be placed in Council's Public Open Space Restricted Asset account.

**Consultation**

- The Valuer General's Office
- John O'Neil & Son – Real Estate Agent

**BACKGROUND**

At its meeting of 1 July 2002 Council resolved (C101/02):

Miscellaneous

*"1. That Council sell Lot 168 Hickson Ave, Armadale comprised in Certificate of Title Volume 1354 Folio 536, Lot 200 Chamberlain Way, Armadale comprised in Certificate of Title Volume 1931 Folio 266 and Lot 201 Chamberlain Way Armadale comprised in Certificate of Title Volume 1931 Folio 267, by private treaty utilising the services of a local real estate agent.*

*2. That pursuant to Section 5.43(d) of the Local Government Act 1995, the Chief Executive Officer be given delegated authority to sign the Offer and Acceptance form(s) for an amount not less than $35,000 and no more than $70,000 for Lot 168 Hickson Ave (less costs) and an amount not less than $40,000 and not more than $74,000 for each of Lots 200 & 201 Chamberlain Way (less costs).*

*3. That upon the Offer and Acceptance forms being signed by all relevant parties, state wide public notice be given of Council's intent to sell the above properties by private treaty and inviting submissions from the public.*

*4. That any prospective purchaser be advised of the legislative requirements involved in the sale process."*

**DETAILS OF PROPOSAL**

The advertising period for the statewide public notice has expired and Council's approval is now sought to formally sell Lot 201 Chamberlain Way Armadale for $43,500 (less $1000 rebate for legal fees through Keystart Loans and the usual fees and charges attributable to the sale).

**COMMENT**

*Analysis*

The sale of the property (as mentioned above) was placed with Real Estate Agent John O'Neil & Son.

An offer has been received for Lot 201 Chamberlain Way Armadale of $43,500 less $1000 rebate for legal fees through Keystart Loans, and the usual fees and charges attributable to the sale, from Noel Wain and Lynda Bull.

The valuation as supplied by the Valuer General's Office as at 17 September 2002 was $42,000.

Consequently as a result of Council's prior resolution, statewide public notice was given of its intent to sell this property.

Section 3.58(3) of the Local Government Act 1995 requires Council to:

1. Give statewide public notice of all the details of any sale by private treaty, including sale price, names of all parties involved and the valuation;

Miscellaneous

2. As part of the notice process, seek submissions from the public on the proposed sale and have a valuation that is not more than six months old (the revised valuation is mentioned above).

3. Consider, following the two week period of statewide public notice, any submissions received and decide whether or not to accept the offer, and record the decision and reasons in the minutes.

The advertising period of two weeks has expired and no submissions were received.

*Options and Conclusion*

The options are:

? Accept the sale offer
? Not accept the sale offer and seek further offers
? Retain the property

In consideration of:

? Council's previously resolved position to sell the land;
? The offer being fair and reasonable in terms of the current market valuation;
? The need to act promptly;
? No submission being received on the proposed sale;
? The considerable time taken to sell like lots in the past;

it is recommended that the offer as presented be accepted.

**C4/1/03 RECOMMEND**

**That Council:**

**a. Approve the sale of Lot 201 Chamberlain Way Armadale to Noel Wain and Lynda Bull for the amount of $43,500 less rebate of $1000, and the usual land sale costs.**

**b. Place the net proceeds of the property sale in its Public Open Space Restricted Asset Account for future public open space purposes.**

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

Rates

## *RATE PAYMENT OPTIONS*

| | |
|---|---|
| WARD | ALL |
| FILE REF: | RAT/1 |
| DATE | 20 January 2003 |
| REF | JH |
| RESPONSIBLE MANAGER | EDCS |

**In Brief:**

? This report:
- responds to a prior Councillors' item regarding the suggestion of a Budget Card as an additional method for paying Council rates and;
- provides information on a new bill payment facility soon to be launched by Australia Post and recommends that this facility together with a new modified version of Council's current Special Payments option, be made available to ratepayers.

**Tabled Items**
Nil

**Officer Interest Declaration**
Nil

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

**Legislation Implications**
Section 6.49 of the Local Government Act 1995 refers, i.e. *"a local government may accept payment of a rate or service charge due and payable by a person in accordance with an agreement made with the person."*

**Council Policy/Local Law Implications**
Nil

**Budget/Financial Implications**
Nil

**Consultation**
? Western Power
? Australia Post

**BACKGROUND**

This report is presented in response to a prior Councillors' Item seeking investigation of the possible Council use of a Budget Card (like that operated by Western Power) to assist ratepayers with the payment of their Council rates. This report also presents information on a

Rates

like product soon to be launched by Australia Post called "Billmanager" and a modified version of Council's current Special Payments Option.

**COMMENTS**

*Analysis*

**1. Western Power's Budget Card**

Details of the Budget Card and its method of operation is explained as follows:

? the Card is essentially a pre-payment facility enabling customers to set aside funds in advance of receiving their (2) monthly power account;

? advance payments using the Card can only be made in person at any Australia Post Office;

? Card payments are not regularised in any way i.e. any amount can be paid at any time;

? The cost to Council to introduce a like card facility would include an initial one-off set-up cost of approximately $700 plus operating costs of $1 to provide the card and $2 to $4 per transaction, comprising of a fixed fee of $1.50 plus a variable fee depending on the amount paid and payment method – cash, savings, credit;

? Western Power advise that the Budget Card system has operated for several years, is used by approximately 1% of their clients and like Council is one of a number of payment options they offer which also have advance payment capabilities.

**2. Australia Post's Billmanager product**

Details of the soon to be launched Billmanager product and its method of operation are as follows:

? again it is a card-based system enabling advance payments but to multiple agencies (at least 2) thereby allowing customers to control the payment of bills to tie in with their income cycles, i.e. a customer with one regular set payment made to Australia Post can pay a number of billers like Council;

? how Billmanager would work is explained as follows:

i. Customer Registration
- Customer writes or keys in Billpay Code and Ref#

Rates

- Nominates payment frequency (fortnightly or monthly), start date and payment method (direct debit or other)

ii Establish Payment Plan
- Biller (Council) approves plan
- Nominates annual spend and payment amount
- Customer has one week to accept, reject or renegotiate

iii Payments Collected and Allocated as Per Plan
- Customer chooses to pay using POSTbillpay over the counter, by phone, on the Internet or by direct debit
- Credit card not accepted
- Payments allocated based on % of plan
- Payment information included in existing Billpay data files.

iv Up to two reviews per annum

v Quarterly Customer Update
- Post sends quarterly update with information including: progress report graph, review outcome summary, household management information e.g. budgeting tips.

vi Monitoring Plans: Alerts
- Biller nominates Arrears Notification Criteria (% and $ amount)
- Post monitors customer progress against plan and notifies biller if customer meets Arrears Notification Criteria.

vii Bills Distributed as Normal
- Include notification "continue to pay using billmanager"

? there is no initial set-up cost to Council and the transaction cost of $2 is approximately 50% less than current Australia Post payment options offered by Council;

? a phased roll out and media launch of Billmanager across States will begin in March 2003.

*Conclusion*

Of the (2) products reported on above, the preferred product and that which is recommended to Council to add to its current methods of payment is Australia Post's Billmanager, the reasons being:

? its wider application for ratepayers;
? the cost to Council is less both initially and ongoing;

Rates

? the control aspects for both Council and ratepayers which for Council equates to lesser administrative costs (by comparison to the Budget Card);
? for Council the potential benefits are accelerated cashflows, fee reductions and ratepayer satisfaction;
? for ratepayers, it provides control of household finances through one lower regular payment covering most bills.

It is proposed that Billmanager be offered to ratepayers of the City at no cost (no administration fee or interest penalty) commencing late March 2003 following the current year final instalment due on 20 March 2003.

Finally, to cater for ratepayers wishing to pay their rates in advance but not use the Billmanager option, it is also recommended that a modified version of Council's current Special Payments option be introduced. This modified version would operate:

? on a Direct debit basis like the current arrangements;

? on the basis of a fixed repayment amount paid weekly, fortnightly or monthly over a 12 month period commencing in March and ending at the same time the last instalment falls due under the 4 instalment payment option; and

? on the basis of not attracting a Council administration cost given payments will be made in advance of when they would otherwise be due.

*Cr Stubbs arrived at 7.03 pm.*

**C5/1/03 RECOMMEND**

**That Council:**

**a. take no further action on the Budget Card proposition; and**

**b. support Australia Post's Billmanager product by making it available to ratepayers of the City at no cost, commencing late March 2003.**

**c. introduce (to coincide with (b) above), a modified version of its current Special Payments Option to cater for ratepayers wishing to pay only their rates in advance and that this new payment option also be made available at no cost to the ratepayer.**

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

Community Development

## *CULTURAL PLANNING PROJECT*

| | |
|---|---|
| WARD | All |
| FILE REF: | CMD 3 |
| DATE | 19 Dec 2002 |
| REF | T McCourt |
| RESPONSIBLE MANAGER | Director Community Services |

**In Brief:**

- The purpose of this report is to seek Council approval in regards to the implementation of a number of Community Arts Projects. The projects have derived from a review of the current cultural plan together with previous information supplied from council members, in partnership with CANWA.
- These projects will also form the basis for the collection of cultural information to assist in the continued development and documentation of the City's Cultural Plan.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

**Social Infrastructure**

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

**Communication**

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

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Community Development

In the 2002-3 budget, $60,000 was allocated for the Cultural Policy and Plan review in partnership with CANWA. In addition, a catalyst grant of $7,075 was subsequently approved by CANWA for payment of artists – Rotunda, Bernice Hargrave Reserve.

Breakdown of the budget is as follows:

| | |
|---|---|
| Community Art Projects | $40,000 |
| Consultancy fees CANWA | $12,000 |
| Salaries across the organization | $ 8,000 |
| Catalyst grant for Rotunda Project- for payment of artists | $ 7,075 |
| Total | $67,075 |

**Consultation**

Community Arts Network WA
Technical Services

**BACKGROUND**

At the June 2002 Community Services Committee meeting the following was recommended and then resolved by Council (C107/02) on 2nd July 2002.

1. *Council consider as part of the budget 2002/03 deliberations allocating $60,000 to undertake a review of the Cultural Policy and Plan in partnership with CANWA using a methodology focused on:*
    a. *Implementing community arts projects as part of community consultation*
    b. *Incorporating strategies from other relevant feasibilities studies and reports*
    c. *Link with existing Council projects and activities including Neighbourhood Improvement Project and Community Security program.*

In response to this resolution the following occurred:

1. In partnership with CANWA, a review of potential projects was conducted.

2. Research and consultation with persons concerned with the history and potential implementation of each project was pursued.

3. A further review was carried out in regards to practical considerations of each project including but not limited to the extent and nature of the activity, who will be involved, timeframes and possible sources of external funding.

While it may not be possible to implement all suggested projects at this stage, it is proposed that valuable outcomes will result from the research, planning and developmental procedures carried out on the projects. It is anticipated that considerable community interest and

Community Development

feedback will be generated providing an awareness of the social and cultural identity in Armadale. This result will ensure a strong base for future projects.

**DETAILS OF PROPOSAL**

A review of proposed Community Art Projects was undertaken by officers from both Community Services and other Directorates and in consultation with Cr. Stewart – Chairperson of the previous Cultural Planning Committee. Twenty nine potential projects were suggested/discussed.

The outcome was that fourteen proposed projects were considered for further development resulting in seven proposed projects being suggested for possible implementation. Diversity of proposed projects for possible implementation was also part of the selection process.

These seven proposed projects are:

- Aboriginal Mural – Albany Highway
- Performances by young people in the CBD
- Gwynne Park Primary bus shelter
- Rotunda – Bernice Hargrave Reserve
- Seniors Story telling
- Aboriginal Display – History House
- Minnawarra Festival Strategic Plan

(**Refer to Attachment "A-4" – as circulated with the Agenda.)**

The remaining seven projects considered for further investigation, development and prioritisation but not for implementation at this stage are:-

- Fancote Park
- Water Pipe - Armadale
- Walk of Fame - sporting
- Heritage Walks
- Footpath enhancements
- Street Banners – Kelmscott CBD
- Noongar Heritage Trail

? **Fancote Park:**

Initiated by Cr. Stewart, it has been suggested that the township of Kelmscott would benefit from a re-focus onto Fancote park rather than Albany Highway. Pathways and a gravel stone construction in Fancote park, namely "Ken's Castle", would need improvements.

Discussions were conducted with officers from Technical Services Directorate indicating that $18,000 has been allocated for an upgrade of the play equipment with the view to include some seating and shade trees. This work is to be carried out February 2003. A

Community Development

survey was conducted in 1995/96 regarding "Ken's castle" and the result was that people of Kelmscott wanted this construction to stay. At the time a group of medieval dramatists frequented the park and used the castle for performances.

It was suggested that the castle could be improved from the filtration of more daylight to the inner area. Further discussion with Administrator – Technical Services and Manager - Property Services took place. After visiting the sight, a workable suggestion was to renovate the structure by creating three more access ways to allow for more light and to give the structure some added appeal. This work would take some major engineering work and include the skills of a stone mason. Painting the castle was not considered an option as this would take away from the medieval stone effect. Erecting flags incorporating local cultural artwork, from the turrets was also a suggestion. This would need some community consultation work.

Cost of creating the access ways is estimated at $ 6,000 per opening x 3 = $18,000. In view of the fact that Kelmscott township is looking at being re-developed, it is proposed that this project be placed on hold until further funding is sought and/or re-development plans for the townsite completed. Therefore not any such plan for Ken's castle can be included in next re-development.

? **Water Pipe**

Initiated by Cr. Stewart, it was put forward that the water pipe visible off Armadale Road could have an improved appearance. Improvements suggested were artwork, landscaping and walkways.

The Water Corporation was contacted to ascertain implications regarding this project and support for funding. The following information was offered.

? It is the Water Corporation's business to supply water;
? They have no plans to bury the pipe as above ground is easier for maintenance;
? No funds set aside to improve the appearance;
? Walkways would interfere with maintenance;
? Landscaping and artwork would be acceptable and open to suggestions;
? "If the City of Armadale could submit a proposal including costs and largely fund the project, the Water Corporation may consider (no promises) contributing".

**Landscaping**

Consultation took place with Manager Parks and Parks Officer regarding cost per metre and other considerations. Due to the presence of underground optic fibres, no machinery can be used to dig in the area. Only manual digging is permitted which will increase the cost to install landscaping. An estimated cost for installing landscaping using machinery (although not permitted here) would be $160 per metre and $6 per metre per year for maintenance. Cost for manual digging will be considerably higher but an estimate would not be available until further intensive investigation is conducted by Parks.

Community Development

Considerations:
? Likely hard digging
? Traffic Management
? No space for vehicles
? Watering in non-peak hours
? Currently not listed on 5 year Works Programme

**Painting**

Consultation took place with Manager Property Services - Property Management.
Painting side of water pipe visible from Armadale Road i.e. ½ circumference of pipe = $18 per metre (or $18,000 per kilometre)

Before this project proceeds the priority sections of the water pipe for improvement need to be clarified as the pipeline travels for approximately 4 kilometres. Also consideration needs to be given in regards to who will carry out the work and whether the painting will have a theme message or just be block painting. As access to much of the pipe is restricted by foot, the pipe will be primarily only visible to motorists. A proposal would have to be sent to the Water Corporation for support (if any). Without the support of Water Corporation other funding sources may be necessary depending upon the extent of works to be carried out.

? **Walk of Fame for sporting people.**

Initiated by Cr. Knezevich. Pending further investigation.

? **Heritage Walks**

No further research carried out on this project at this stage.

? **Footpaths – tiles/coloured concrete**

Initial source Cr. Stewart. No further research carried out on this project at this stage. This project would involve Technical Services which have indicated that the Gwynne Park Bus Shelter project would have first priority. Cost for bus shelter is approximately $3,000.

? **Street Banners – Armadale and Kelmscott CBD**

**Armadale** - Pending further research and discussion with Armadale Redevelopment Authority. Issues to be determined include:

? Permanent versus non – permanent banners?
? Where will banners be placed?
? Who should design them?
? What themes if any will be used?
? Cost?

Community Development

**Kelmscott** – Pending outcomes of Kelmscott Enquiry By Design.

? **Noongar Heritage Trail**

As advised by Armadale/Gosnells Landcare Group, this project is on hold as no funding is available for the appointment of a co-ordinator to run the Gangan Garra Maarman Aboriginal Corporation. The corporation are the fore runners for this project.

The fifteen remaining proposed projects not yet scoped or prioritised include:

- ? Pioneer postage stamps
- ? Three logs/totem pole
- ? Up lighting of trees of significance
- ? Urban art projects for young people
- ? Writing groups to be in included in future cultural planning reviews
- ? Wall at PCYC building for mural
- ? Armadale Aquatic centre (urban art or sculptures)
- ? Dog pound ( to include opportunities for murals or statues)
- ? History House toilet wall to provide interpretative history opportunities
- ? Oral histories around themes eg: Bush Fire Services in Roleystone and Bedfordale maybe part of open day in each of the centres. Opportunity to include and recognise the contribution of volunteers.
- ? Bedfordale centenary celebration
- ? Interpretative material for Armadale to Collie bike race or events in the park
- ? Outdoor performing arts space for young people close to CBD with shelter and power
- ? Mural on wall at Westfield library
- ? Creative use of outdoor heritage spaces

**COMMENT**

*Analysis*

This item seeks to summarise research carried out on each of the proposed Community Arts Projects. Each project was scoped for practical considerations, extent and nature of project, timeframes, implications and possible sources of external funding. Consideration was given to the extent of development work already carried out on some of the projects.

The result of this review indicates that seven of the proposed projects (as described in the attachment) have the capacity to be brought to fruition at this stage and implemented by June 2003. These projects are:-

Aboriginal Mural – Albany Highway
Performances by young people in the CBD
Gwynne Park Primary bus shelter
Rotunda – Bernice Hargrave Reserve
Seniors Story telling

Community Development

Aboriginal Display – History House
Minnawarra Festival Strategic Plan

Ongoing research and development of the remaining suggested projects can continue, however, consideration will need to be given in the 2003-04 Budget before the remaining projects could be carried out.

Implementation of the seven suggested projects by June 2003, would create positive community interest and will be acceptable to CANWA. In pursuing future external funding opportunities, the provision of concrete information about the implementation of these diverse projects throughout the City of Armadale would look favourable.

Summary of project cost breakdown:-

| | |
|---|---|
| Aboriginal Mural on Albany Highway | $ 8,130 |
| Performances in CBD by Young People | $ 1,090 |
| Gwynne Park Primary Bus Shelter | $ 3,000 (estimate) |
| Rotunda – Bernice Hargrave Reserve | $14,000 |
| " " | $ 7,075(catalyst grant) |
| Seniors Story Telling | $ 5,500 |
| History House Indigenous Display | $ 2,500 |
| **Minnawarra Festival strategic plan process** | **$ Nil** |
| **Expected costs for proposed projects** | **$ 41,295** |
| Total Project Funding including catalyst grant | $ 48,075 |
| Balance | $ 5,780 |

*Options*

Options for Council to consider include:

- Elect to consider inclusion of other projects suggested in this report.
  Elect to consult with community for input into projects not included in this report.

In light of research and review results, option 1. is not recommended at this stage.

*Conclusion*

It is recommended that Council endorse the implementation of the seven proposed Community Arts Projects

Community Development

**C6/1/03 RECOMMEND**

**That Council endorse the implementation of seven Community Arts Projects as detailed in Attachment "A-4 to these Minutes:**

- **Aboriginal Mural – Albany Highway**
- **Performances by young people in the CBD**
- **Gwynne Park Primary bus shelter**
- **Rotunda – Bernice Hargrave Reserve**
- **Seniors Story telling**
- **Aboriginal Display – History House**
- **Minnawarra Festival Strategic Plan**

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

Community Development

## *COMMUNITY HEALTH'S NEW VISION & DONATION – READ WRITE NOW*

| | |
|---|---|
| WARD | All |
| FILE REF: | A228232 |
| DATE | 21 January 2003 |
| REF | TmcCourt |
| RESPONSIBLE MANAGER | Director Community Services |

**In Brief:**

- This item provides updates and seeks Council support regarding accommodation changes for Child Health Nurses in line with the 'New Vision' for Community Health.
- This item also provides information regarding relocation of the Read Write Now program affected by the 'New Vision' programme & new initiatives by Department of Community Development.
- Read Write Now request a waiver of the hire fees of $35.20 per week in the vacant Toy Library Room facility at Evelyn Gribble Centre.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

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

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Council Donations Policy 1.1.8 "Council will consider applications from locally based organizations"

**Budget/Financial Implications**

The General Donations Budget has a current available balance of $5,051.05.

**Consultation**

- Department for Community Development
- Armadale Health Service
- Read, Write, Now

Community Development

**BACKGROUND**

Council resolved in September 1995 (D373/95) as follows:

> **"***Council affirm its commitment to the provision of Child Health Services within the Municipality being a co-operative approach between the State Government and the Local Health Authority"*.

A presentation re "New Vision for Community Health" was made to the Community Services Committee on 26 February, 2002 by Mr Bruce Reynolds, Manager Community Health and Ms Marion Smith, Nurses Manager, Child Health Nurses regarding the future of Child and Family Health Centres in Armadale. Since than ongoing discussion between Officers of the Armadale Health Service and of the City of Armadale has led to the development of a proposal to provide better education and support services for families with young children in the Armadale area.

As the proposal focuses on increasing services delivered from the Evelyn Gribble Centre (EGC), a review of the major current and proposed uses of EGC has also been undertaken.
A number of arrangements have been agreed to by Council, over time, granting free use of areas within the EGC. These include:

- Department for Community Development (DCD) has first option on counselling Rooms (North and South) at no charge from the City due to their original contribution to the building of the EGC.
- Read Write Now has free use of Counselling Room North at no charge from the City or DCD by arrangement with DCD
- Community Help Inc. has had free use of the Main Hall from Council up until end of second term 2002. (They have written and requested ongoing free use of the facility until the end of the school year 2002, prior to the expiration of the agreement (in July). The matter has been held back for inclusion with this broader item.)

Discussions with the Department for Community Development indicate they are currently restructuring and, as a result, are looking at how they too deliver their programs in the community. DCD is proposing to base new programs that complement the New Vision at the Evelyn Gribble Centre in Counselling Rooms North and South. At this stage the two programs being considered are Parent Link, a volunteer parenting support service and Best Beginnings, targeting families of young children 0-5. To this end DCD has written to Read Write Now informing them the current arrangement providing them with free use of one of the rooms will be terminated as of February 2003.

A letter dated 9th December 2002 and addressed to the City of Armadale was received from Read Write Now expressing their dismay at Councils decision to terminate their occupancy at the Evelyn Gribble Centre. Cr Linton Reynolds JP responded on 6 January 2003 informing them of the new directions and that termination of occupancy was a decision made by DCD and only related to the rooms in use by DCD. They were informed however, that the City for Armadale staff would ensure that equitable arrangements would be made.

Community Development

At the December Community Services Committee meeting the following was recommended and then resolved by Council on 16th December 2002:

1. *"That Council endorse a process for further negotiation with Armadale Health Service regarding 'New Vision' and proposed changes to uses of the Evelyn Gribble Centre, in particular that Child Health nurses from Westfield and Kelmscott relocate to the Evelyn Gribble Centre and allied health workers visit on a sessional basis.*

2. *That in negotiations, Council recognize the need to make equitable arrangements for accommodating the Read, Write, Now program in a suitable location."*

Further negotiations with Armadale Health Service have been conducted regarding the occupancy of another room at the Evelyn Gribble Centre and have changed somewhat to the arrangements proposed in the 10th December 2002 community Services agenda. The additional space will cater for an extra health worker assigned to the Armadale region to accommodate the 'New Vision' program and to help manage the extra work demands for the area. The new health worker is an addition to the health workers already operating out of the Westfield and Kelmscott buildings. Armadale Health Service has expressed the view that the Westfield Child Health facility and service needs to remain in Westfield due to the high need of the service and ease of accessibility to users in the area. Due to geographical issues, the Kelmscott Child Health facility will be vacated and the service operated from the already existing Roleystone Child Health facility rather than the Evelyn Gribble Centre. These proposed changes will enhance the 'New Vision' programme.

Harmonious negotiations to make equitable arrangements for accommodating the Read, Write, Now program have been further explored. Two proposed options were considered and offered to this service. Options were:

1. To occupy another space at the Evelyn Gribble Centre other than the rooms occupied by Department for Community Development; OR
2. Relocate to the Kelmscott Child Health facility.

**DETAILS OF PROPOSAL**

The proposal is to provide Armadale Health Service with extra space at the Evelyn Gribble Centre to accommodate an extra health worker. It is proposed that this space be the office nearest to the existing Child Health space. Due to geographical reasons, it is proposed by the Health Department that the Kelmscott facility be vacated and the health worker operate from the existing Roleystone Child Health facility. Westfield facility and service to remain due to the high need issues and accessibility to the area.

While Read Write Now's tutoring is offered as an outreach service, some is conducted on site. Read Write Now has requested the use of the now vacant Toy Library facility at the Evelyn Gribble Centre two days per week from 10am to 2pm.

Community Development

This equates to:

4 hours per day x 2 days = 8 hours
8 hours per week at the current rate of $4.40 per hour = $35.20 per week

**COMMENT**

*Analysis*

Low usage levels of the Evelyn gribble Centre facilities have been a topic of concern for several years. This proposal will result in greater usage particularly those targeting families with very young children. The focus on early childhood health and well-being services would be very relevant to the current and proposed demographic of the neighbourhood.

With the addition of an extra Child Health worker and the introduction of the 'New Vision' programme, the Department for Community Development has also decided to expand their programmes and will complement the existing services at the Evelyn Gribble Centre.

Freeing up the Kelmscott facility will provide opportunities for other uses.

Read Write Now is currently working with approximately 70 people and use a one to one system of tutoring. As the service covers the Armadale region, a base in the area is important.

*Options*

1. To accept the new accommodation arrangements for Evelyn Gribble Centre for both Armadale Health Service and Read Write Now.
2. To accept one of the accommodation arrangements.
3. To accept none of the accommodation arrangements.
4. To waive Read Write Now hire fees of $35.20 per week.
5. Re-commit this matter for further consideration.

*Conclusion*

The proposed arrangements are considered to be the best combination of services to enhance the utilization of the Evelyn Gribble Centre and the 'New Vision' programme. The Armadale Health Service, Department for Community Development and the Read Write Now program are very supportive of this proposal.

**C7/1/03 RECOMMEND**

**That Council:**

**a. Endorse the new accommodation arrangements for an extra Armadale Child Health worker to occupy the office space at the Evelyn Gribble Centre and allied health workers to visit on a sessional basis in line with the 'New Vision' programme.**

Community Development

**b. Endorse the new accommodation arrangements for the Read Write Now programme to use the vacant toy library facility at the Evelyn Gribble Centre.**

**c. Waive the hire fees for occupancy of Read Write Now in the vacant Toy Library room facility at Evelyn Gribble Centre.**

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

Community Development

## *ARMADALE MINISTERS' DISTRICT ASSOCIATION*

| | |
|---|---|
| WARD | ARMADALE |
| FILE REF: | DON/1 |
| DATE | 20 January 2003 |
| REF | YC |
| RESPONSIBLE MANAGER | Director Community Services |

**In Brief:**

? Request for a waiving of the fee associated with hire of the Minnawarra Church for an Easter sunrise celebration from the Armadale District Ministers' Association.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

? To encourage community participation and responsibility.
? To foster ownership, pride and a supporting and caring community.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Donations Policy 1.1.8 "Council will consider applications from locally based organizations".

**Budget/Financial Implications**

The Donations Budget has a current available balance of $5,051.05.

**Consultation**

Nil

**Details of Proposal**

The combined churches of the Armadale District under the auspices of the Armadale District Ministers Association have made an application for use of the Minnawarra Park to conduct an Easter Day Service on Easter Sunday the 20th April 2003.

The Association have booked Minnawarra Park to hold the event, however they have requested that if inclement weather exists they use the Historic Church in Minnawarra Park at no charge.

Hire of the Church incurs a bond of $75 and an hourly hire rate of $74.50.

Community Development

*Analysis*

The Easter Sunrise Service has been an event in the community for the past 8 years and will be attended by many members of the community.

The ability of the ministers association to use the church for free will help facilitate this event and demonstrate support from the City of Armadale.

A similar application was approved by Council last year, however weather was suitable for an outside service so the church was not used.

*Options*

- Decline the application to waive the hire fee
- Approve the waiving of the hire fee and record it as a community donation.
- Reduce the hire fee to another amount for this occasion.

*Conclusion*

This application falls within the guidelines of Council's Donation Policy and it is suggested that Council waive the hire fee and record it as a community donation, if needed, on the day.

**C8/1/03 RECOMMEND**

**That Council:**

**a. waive the hire fees associated with the Minnawarra Church for the Armadale District Ministers' Association for an Easter Service on 20 April 2003 should the need to use the Church arise;**

**b. record the same as a donation.**

**c. Request that the Armadale District Ministers' Association suitably acknowledge Council's support.**

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

Community Development

## *DONATION – WANSLEA FAMILY SERVICES*

| | |
|---|---|
| WARD | ALL |
| FILE REF: | DON/1 |
| DATE | 21 January 2003 |
| REF | YC |
| RESPONSIBLE MANAGER | Director Community Services |

**In Brief:**

- Wanslea Family Services are establishing a support group for Grandparents who have fulltime care of their grandchildren to meet monthly at Westfield Library and request a waiver of the fees of $19.80 per month.
- The recommendation is to waive the fees until 30 June 2003.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

This proposal is consistent with the Strategic Plan
**Social Infrastructure**
*To encourage community participation and responsibility.*
*To foster ownership, pride and a supportive and caring community.*
*To have in place the range of services to enhance the well being and safety of the community.*

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Council's 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 $5,051.05.

**Consultation**

Nil

**BACKGROUND**

Wanslea Family Services has been running a program called Grandcare, for Grandparents who have fulltime care of their grandchildren, due to death, illness, mental health issues, drug addiction etc. Their initial function was to run support groups for these Grandparents and

Community Development

after establishing an 1800 phone number, it became apparent that many of their grandparents live in the Armadale area.

The support groups have been operating out of their East Victoria Park office, but this is too far for many grandparents to travel and subsequently they are wanting to operate a monthly support group in Armadale.

**DETAILS OF PROPOSAL**

Wanslea Family Services have requested the use of the meeting room at the Westfield Library from 9:30am to 12:30 for one day per month on a day to be arranged with the Westfield Library.

The groups, usually up to about 12 people, will meet with two trained volunteers.

**COMMENT**
*Analysis*

The proposed support group provides a service not currently available to Armadale residents and is operated by volunteers. Wanslea Family Services have established that there is a need for a service of this type in Armadale.

*Options*

1. Waive the Westfield Library hire fees for five months from February to June 30, 2003 at a total cost of $99.00.
2. Decline the request.

*Conclusion*

As a need for the service has been established and will be of benefit to Armadale residents, this is considered to be a reasonable request.

**C9/1/03 RECOMMEND**

**That Council;**

**a. Waive the hire fees for Wanslea Family Services for the meeting room at Westfield Library for 3 hours per month for five months from February to June, 2003, totalling $99.00.**

**b. Record the same as a donation.**

**c. Request that Wanslea Family Services suitably acknowledge Council's support.**

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

Library & Heritage Services

## ***HISTORY HOUSE MUSEUM MANAGEMENT COMMITTEE – COUNCIL REPRESENTATION

| | |
|---|---|
| WARD | ALL |
| FILE REF: | CTE/5 |
| DATE | 21 January 2003 |
| REF | CA |
| RESPONSIBLE MANAGER | Director Community Services |

**In Brief:**

- Notification has been received from Cr Cumming that he is unable to continue to represent Council on the History House Museum Management Committee.
- Expressions of interest are sought from Councillors to take up the current vacancy.
- *Committee recommended that Cr Reynolds be appointed as Council's representative on the History House Museum Management Committee.*

**Tabled Items**
Nil

**Officer Interest Declaration**
Nil

**Strategic Implications**
**Communication**
Create stronger communication links with government agencies, industry and community groups.

**Legislation Implications**
Nil

**Council Policy/Local Law Implications**
Nil

**Budget/Financial Implications**
Nil

**Consultation**
Nil

**BACKGROUND**

Advice has been received from Cr Cumming that he is unable to continue to represent Council on the History House Museum Management Committee.

History House is Council's municipal museum and together with the newly-established local studies library, is responsible for collecting and interpreting the history of the district.

The role of the Management Committee as stated in its Terms of Reference is:

Library & Heritage Services

*"To provide advice and recommendation to Council on relevant policies, procedures, guidelines, business/services plans and programs which provide for the effective management and operations of the History House Museum.*

*In liaison and co-operation with, the Curator and the Armadale Kelmscott Historical Society Inc., manage and operate the History House Museum in accordance with the policies, procedures, guidelines, plans and programs as approved by Council."*

**COMMENT**

*Analysis*

The History House Museum Management Committee meets bi-monthly on the first Thursday of each alternate month. The current Chairman is Mr Kim Fletcher.

Meeting dates for the next two (2) meetings are as follows:

| **Date** | **Venue** |
|---|---|
| 6 February 2003 | History House Museum |
| 3 April 2003 | History House Museum |

Council is advised that the term of all members of the History House Museum Management Committee and all other Council Committees will expire at the next Ordinary Council elections in May 2003.

*Options*

1. Council may decide not to nominate a representative for this Committee vacancy.
2. Council may decide to have officer representation for the remaining scheduled meetings.

**C10/1/03 RECOMMEND**

**That Council:**

**a. receive Cr Cumming's advice that he is no longer able to represent the City on the History House Museum Management Committee;**

**b. appoint Cr Reynolds as Council's representative on the History House Museum Management Committee .**

**c. provide written advice of parts (a) and (b) above to the History House Museum Management Committee.**

****ABSOLUTE MAJORITY REQUIRED FOR PART (b)**

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

Ranger & Fire Services

## *DOGS ON A LEASH IN ENVIRONMENTALLY SENSITIVE AREAS*

| | | |
|---|---|---|
| WARD | : | All other than Westfield and West Armadale |
| FILE REF | : | LAW/9 & CTE/32 |
| DATE | : | 19 November 2002 |
| REF | : | RVD & BW |
| RESPONSIBLE MANAGER | : | Director Community Services |

In Brief:-

- ✍ Reserves have been identified where dogs should be on a leash so they cannot harass wildlife. Clause 5.2 (2) (c) of the Local Law relating to dogs allows Council to erect signs stating the conditions under which dogs may enter the reserve.
- ✍ Recommend that, subject to normal budget deliberations, signage be erected that dogs must be on a leash at Armadale Settlers Common, Canning Mills Reserve, Lloyd Hughes Park, Neerigen Brook (Bedfordale Hill Rd downstream to Albany Highway), Peaceful Pond, and Roley Pool.
- ✍ *Committee recommended that this report be recommitted to the February 2003 Community Services Committee.*

**Tabled Items**
Nil

**Officer Interest Declaration**
Nil

**Strategic Implications**
The City's aim is to enhance the qualities and benefits of our natural and built environment.

**Legislation Implications**
It is proposed to use Clause 5.2 (2) (c) of the City of Armadale Local Laws Relating to Dogs to ensure dogs are restrained on a leash in environmentally sensitive areas, so they do not chase or disturb wildlife such a Quenda (Southern brown bandicoot).

Clauses 5.2 (1) and 5.2 (2) are reproduced below to provide the context for use of Clause 5.2 (2) (c).

*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 –*

Ranger & Fire Services

*(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.*

*It is believed that Clause 5.2 (2) (c) would only be enforceable if a sign uses words stating the conditions. A symbol showing a dog on a leash would probably not be accepted as a sign stating conditions by a court if an infringement was issued and challenged. However, symbols showing a dog on a leash should be used in conjunction with signs using words to re-enforce the message.*

*In order to enforce Clause 5.2 (2) (c) adequate signage must be placed around the land or reserve to ensure members of the public are aware of the conditions. This means that signs are required at all entry points to reserves. However, the information can be added to existing signs so there is no need for a separate stand-alone signs.*

**Council Policy / Local Law Implications**
Nil

**Budget / Financial Implications**

An inspection of the reserves where it is proposed to require dogs to be on a leash found many existing standard reserve signs where a sticker stating "Dogs must be on a leash" could simply be added to the existing information on the sign.

However, there are many entry points to reserves where no signs currently exist. It is recommended in these instances that the City's standard reserve sign be erected that includes extra words stating that dogs must be on a leash.

The table below identifies the areas where it is proposed to require dogs must be on a leash and the number of reserve signs, stickers and symbols needed. **(Refer to Attachment "A-5" – as circulated with the Agenda.)**

| Area name | Reserve signs needed | Stickers on existing reserve signs needed | Add symbol to existing sign | Total signs |
|---|---|---|---|---|
| Armadale Settlers Common | 7 | 6 | 1 | 14 |
| Canning Mills Reserve | 8 | 1 | 2 | 11 |
| Forrestdale Lake Bushland | 2 | 4 | 2 | 8 |
| Lloyd Hughes Park | 1 | 7 | 2 | 10 |
| Neerigen Brook (downstream from Bedfordale Hill Rd to Albany Highway) | 8 | | | 8 |
| Palomino Reserve (between McNeil Rd and Lake Rd, Champion Lakes) | 6 | 1 | | 7 |

Ranger & Fire Services

| Area name | Reserve signs needed | Stickers on existing reserve signs needed | Add symbol to existing sign | Total signs |
|---|---|---|---|---|
| Peaceful Pond (Ophelia Grove, Mt Nasura) | 7 | | | 7 |
| Roley Pool | 2 | 2 | 1 | 5 |
| TOTAL | 41 | 21 | 8 | 70 |

At a cost of $120 per reserve sign (installed), and $16 for stickers and $19 for symbols, the total budget implication is $5,400. It is recommended that the Technical Services Committee be requested to consider funding for the required signage when the five-year plan is next updated with funding preferably in the 2003-04 financial year.

## Consultation

Bushcare and Environmental Advisory Committee advice was sought on the list of reserves, and Friends Groups were requested to suggest locations for signs on the reserves.

The Environmental Officer, Ranger Services and Manager Parks have been consulted.

## BACKGROUND

At its meeting of 2 April 2002 Council resolved that (CS59/02):

> *"That Council note having received and considered the public submission as presented at Attachment A5 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."*

The public submission received was from the Bushcare and Environmental Advisory Committee, who sought an amendment to the Local Law to create a category of reserves on which dogs are only permitted on a leash. The Bushcare and Environmental Advisory Committee identified seven reserves for such a category. The Bushcare and Environmental Advisory Committee were advised that the same outcome could be achieved through Clause 5.2. (2) (c).

The Environmental Officer has since identified additional reserves where wildlife may be present that could be harassed by dogs, and re-consulted with the Bushcare and Environmental Advisory Committee to develop the current recommendations.

## DETAILS OF PROPOSAL

It is proposed to place signs that dogs are only permitted on a leash in the following reserves

Ranger & Fire Services

| Area name | Formal description |
|---|---|
| Armadale Settlers Common | Reserves Pt 4127, 25203, 25024, 25022 and Lots 442, 88, 5, 6, 123, 41 and 42. |
| Canning Mills Reserve | Reserve 34155 |
| Forrestdale Lake Bushland | Reserve 27165 |
| Lloyd Hughes Park | Reserve 6468 |
| Neerigen Brook (downstream from Bedfordale Hill Rd to Albany Highway) | Reserve 35613 |
| Palomino Reserve (between McNeil Rd and Lake Rd, Champion Lakes) | Reserves 36180 and 36339 excluding bridle trails. |
| Peaceful Pond (Ophelia Grove, Mt Nasura) | Reserves 35687, 33653, 33652 and Lot 2733. |
| Roley Pool | Reserves 28293, 28353 and associated Vacant Crown Land/ Road Reserve. |

**COMMENT**

All of the areas identified as places where dogs should only be permitted on a leash are extensive reserves where mammal wildlife is likely. In particular there is a focus on reserves with watercourses where species such as the Quenda (Southern brown bandicoot) may occur. Information on the Department of Conservation and Land Management website acknowledges that a threat to the Quenda is "predation around residential areas by dogs".

It is considered that restraining dogs on a leash should be adequate to prevent impacts on wildlife from dogs in urban areas. The Department of Conservation and Land Management prohibits pets in conservation areas partly on the basis that the scent of a dog can "make native animals flee from their habitat and take refuge somewhere else - sometimes where foxes are prevalent - for many weeks". However, in City's parks where human activity is relatively frequent, it is considered the remaining animals are probably tolerant of different scents. Defining these areas as dog free reserves could significantly reduce the recreational value of the reserves.

**Options**

Council could choose:

? to consult through advertisements in the local newspapers prior to signposting the reserves. If this option is chosen it is recommended that a 21 day comment period be provided, signs be erected in those areas where no objections are received and the matter be referred back to Council for the reserves where objections have been raised through submissions.
? to make some of the areas dog free reserves through amending the Local Law Relating to dogs; or
? leave the reserves as dog exercise areas.

Ranger & Fire Services

**CONCLUSION**

Requiring dogs to be on a leash in these reserves is an option that maintains the recreational values of reserves for walkers, whilst protecting the City's wildlife. Having dogs on a leash is not considered an onerous restriction, particularly as most other reserves in the City remain dog exercise areas.

Officer Recommendation:

1. That, subject to budget considerations, signage be erected in the following reserves, at Attachment "A-5" to these minutes, requiring that dogs be on a leash:

| | Formal description |
|---|---|
| Armadale Settlers Common | Reserves Pt 4127, 25203, 25024, 25022 and Lots 442, 88, 5, 6, 123, 41 and 42. |
| Canning Mills Reserve | Reserve 34155 |
| Forrestdale Lake Bushland | Reserve 27165 |
| Lloyd Hughes Park | Reserve 6468 |
| Neerigen Brook (downstream from Bedfordale Hill Rd to Albany Highway) | Reserve 35613 |
| Palomino Reserve (between McNeil Rd and Lake Rd) | Reserves 36180 and 36339 excluding bridle trails. |
| Peaceful Pond (Ophelia Grove, Mt Nasura) | Reserve 35687, 33653, 33652 and Lot 2733. |
| Roley Pool | Reserves 28293, 28353 and associated Vacant Crown Land/ Road Reserve. |

2. That the Technical Services Committee be requested to include adequate funds for the required signage within the five-year works program, preferably in the 2003-04 year.

*Committee Discussion*

*The Committee discussed the issues raised in the report and was of the opinion that the item should be recommitted to the February 2003 Community Services Committee Meeting for further consideration. A request was made that officers investigate alternatives to the proposed signage arrangements. It was suggested that an informative signage trail, based on community education and co-operation, as opposed to local law enforcement, was a better approach and that Heron Reserve be added to the list of reserves.*

**C11/1/03 RECOMMEND**

**That Council recommit the matter of Dogs on a Leash in Environmentally Sensitive Areas to the February 2003 Community Services Committee.**

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

Ranger & Fire Services

## *FIRE MANAGEMENT PLANS FOR SIX RESERVES*

Amended Full Council 3 February 2003

| | | |
|---|---|---|
| WARD | : | Armadale, Kelmscott, Seville & Westfield |
| FILE REF | : | CON/8 |
| DATE | : | 14 November 2002 |
| REF | : | RVD & BW |
| RESPONSIBLE MANAGER | : | EDCCS |

In Brief:-

- ✍ Public comments were sought on Draft Urban Bushland Fire Management Plans prepared for six reserves, four of which have threatened ecological community vegetation.
- ✍ Three submissions were received, and some suggestions made in the submissions are recommended to be adopted into the plans.
- ✍ Recommend that assistance be sought from the volunteer fire brigade to implement a Fire Watch program at Kendal Court, and the plans be referred to the Technical Services Committee for consideration.

**Tabled Items**

Full copies of the following Urban Bushland Fire Management Plans:

- ? Bob Blackburn Flora Reserve
- ? Creyk Park
- ? Fletcher Park
- ? Goolamrup Reserve
- ? Kendal Court
- ? Lloyd Hughes Park

**Officer Interest Declaration**

Nil.

**Strategic Implications**

Physical Infrastructure 5.2 *Maintain, conserve and improve our natural environments and bushland reserves, including rivers and streams.*

**Legislation Implications**

Assessment of legislation indicates that the following legislation applies:

- ? Commonwealth Environmental Protection and Biodiversity Conservation Act 1999
- ? Wildlife Conservation Act 1950
- ? Bush Fires Act 1954

**Council Policy / Local Law Implications**

Policy 1.3.4 Firebreaks which requires an annual inspection of all council controlled land in September and October each year to determine whether firebreaks need upgrading or the land needs to be burnt off.

**Budget / Financial Implications**

The Fire Management Plans identify $4,720 in unbudgeted capital works and $19,070 of maintenance works in the first year. The cost of maintenance works in future years is unknown but likely to reduce as weed control becomes effective.

Ranger & Fire Services

The cost of installing firebreaks on Council controlled land is included in the annual budget.

The proposed Community Fire Watch Program for Kendal Court would require about 3 to 4 days of time for organisation and implementation if solely undertaken by Ranger Services. The Community Fire Watch program involves uniformed officers visiting residences close to the reserve to explain the importance reducing the frequency of fire in the bushland and requesting residents be alert and report suspicious activity or fires. In Kwinana, where the Community Fire Watch program significantly reduced bushfires, a police officer and an officer from the Fire and Emergency Services Authority visited residences. It is considered that the program would still be successful if uniformed members of the Volunteer Fire Brigade undertook the visits. It is recommended that the Volunteer Fire Brigades be requested to help implement this program. The Environmental Officer can provide advice to the Volunteer Fire Brigades on the ecological impacts of frequent fires.

## Consultation

Consultation occurred prior to the public review period with the Fire and Emergency Services Authority, some officers of the Department of Conservation and Land Management and the Wallangarra Riding & Pony Club (Inc).

At the commencement of the public review period advertisements were placed in local newspapers, and copies of the plan were provided in the City's libraries and on the City's website. The plan was distributed to the following agencies and organisations.

| | | |
|---|---|---|
| Department of Conservation and Land Management | Department of Planning and Infrastructure | Department of Environment, Water and Catchment Protection |
| Fire and Emergency Services Authority | Environment Australia | Urban Bushland Council |
| Wallangarra Riding & Pony Club (Inc). | Friends of Bob Blackburn Flora Reserve | Friends of Goolamrup |
| Bushcare and Environmental Advisory Committee | | |

Submissions were received from one member of the public, the Department of Planning and Infrastructure in relation to Bush Forever sites and the Urban Bushland Council. A summary of matters raised in submissions and recommended responses appears in **Attachment "A-6" – as circulated with the Agenda.**

The Urban Bushland Fire Management plans are proposed to be amended in accordance with the recommended responses as attached.

## BACKGROUND

The City of Armadale's State of the Environment Report includes an Action that states:

*"Prepare and/ or review fire management plans for all of the City's reserves with threatened ecological communities or rare flora/ fauna in consultation with Department of Conservation*

Ranger & Fire Services

*and Land Management when the Fire and Emergency Services Authority guidelines are published."*

Consultants were engaged to prepare Draft Urban Bushland Fire Management Plans for six reserves, and on 6 August 2002 Council resolved (CS126/02):

*"That Council release the six Draft Urban Bushland Fire Management Plans for a six week comment period and the plan then be recommitted to the Community Services Committee for finalisation with due consideration of submissions."*

**DETAILS OF PROPOSAL**

A copy of the Executive Summary of each Fire Management Plan has been provided to Councillors under separate cover.

Most of the recommendations in the Fire Management Plans address the usual issues such as improving access for fire fighting vehicles and managing fuel loads.

Aspects of the proposal relating to park management and implementation of the proposed Community Fire Watch program are described under "Budget implications" above. It is proposed to amend the Fire Management Plans as recommended under "response" as attached.

**COMMENT AND CONCLUSIONS**

The Urban Bushland Fire Management Plans provide detailed management guidance for some of the City's most important reserves and have been prepared using best practice guidelines and with the benefit of public consultation. Comments from submissions received during the public consultation period have been included as appropriate. None of the recommended responses to submissions have cost implications.

Apart from the recommendation about the Community Fire Watch Program, the Fire Management Plans focus on capital works and maintenance requirements in the City's parks to ensure fire risks are acceptable. Capital works and maintenance of parks are matters that should be dealt with by the Technical Services Committee.

**C12/1/03 RECOMMEND**

1. **That the Urban Bushland Fire Management Plans for Bob Blackburn Flora Reserve, Creyk Park, Kendal Court, Goolamrup Reserve, Fletcher Park and Lloyd Hughes Park be amended as recommended in the summary and response to submissions at Attachment "A-6" to these Minutes.**

2. **That the Urban Bushland Fire Management Plans for Bob Blackburn Flora Reserve, Creyk Park, Kendal Court, Goolamrup Reserve, Fletcher Park and Lloyd Hughes Park (as amended) be referred to the Technical Services Committee.**

Ranger & Fire Services

**3. That Council request the Volunteer Fire Brigades to assist with implementation of a Fire Watch Program at Kendal Court bushland.**

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

Recreation

## *ARMADALE HIGHLAND GATHERING*

| | |
|---|---|
| WARD | All |
| FILE REF: | EVT/10 |
| DATE | 11 December 2002 |
| REF | Events Coordinator |
| RESPONSIBLE MANAGER | Manager Recreation Services |

**In Brief:**

- This report provides a recommendation of the Armadale Highland Gathering Committee regarding the scheduling of the 2003 Armadale Highland Gathering.

**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
- Armadale Highland Gathering Committee members

**BACKGROUND**

The Minutes of the Armadale Highland Gathering Committee meeting held on 5 December 2002 was circulated via the Information Bulletin. The one recommendation contained in the Minutes relates to the proposed scheduling of the 2003 Armadale Highland Gathering.

To ensure the Scottish community's participation and support, the Gathering should not clash with other Scottish events held at this time of the year. The dates for these other events have been considered before Committee agreed to the recommendation.

Recreation

**DETAILS OF PROPOSAL**

The Armadale Highland Gathering Committee recommends:

> *"That the 2003 Armadale Highland Gathering be held on Saturday, 22 November 2003."*

**COMMENT**

*Analysis*

The proposed date is on the same weekend as the very successful 2002 event and 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 Armadale Highland Gathering is similar to that of previous successful events.

**C13/1/03 RECOMMEND**

**That the 2003 Armadale Highland Gathering be conducted on Saturday 22 November 2003.**

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

Recreation

*****MINNAWARRA FESTIVAL***

| | |
|---|---|
| WARD | All |
| FILE REF: | EVT/5 |
| DATE | 3 Jan 2003 |
| REF | MG |
| RESPONSIBLE MANAGER | Director Community Services |

**In Brief:**

- This report provides a recommendation from the Minnawarra Festival Committee regarding the charging of site fees for forthcoming Minnawarra Festivals.

**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**

? Festival Organising Committee members

**BACKGROUND**

1. The Minutes of the Minnawarra Festival Committee meeting held on 5 November 2002 included one recommendation relating to the proposed site fee scheduling at future Minnawarra Festivals:

   *"The Committee recommend to Council that the site fee be charged on a daily rate instead of for the overall event".*

   The current Cultural Events site fee for food vendors at major events is set at:

Recreation

- ? Commercial vendors are charged $264.00 including a $44.00 health inspection fee.
- ? Non-commercial vendors are charged $110.00 and no health inspection fee.
- ? Non-commercial groups which are only promoting their cause and not fundraising are offered a complimentary site and not charged any site fee.

All of the City's events are for one day, with the exemption of Minnawarra Festival, which is held over two-days. At the Armadale Highland Gathering and Australia Day Celebration, the site fee is the same as Minnawarra Festival but the former events are for only one day. At Minnawarra Festival, the Craft stalls and the rides are already charged at a daily rate.

Other Councils and event organisers charge a much higher rate for site fees and many do not give a discount for non-profit organizations that are fundraising.

2. At the following Committee meeting (3 December 2002), the Armadale Kelmscott Lions Club requested that the Club be exempt from paying any site fee and in turn carry out duties to assist the City.

For the past several years, the Armadale Kelmscott Lions Club has been a preferred vendor and has taken the opportunity to have a food stall at each of the major events. In addition to the three food stalls, they also run as a fundraiser the Abbey Road car parking on Australia Day, which Council provides the equipment and receives half of the proceeds.

The Armadale Kelmscott Lions Club is a very proactive club providing much needed financial assistance for international and State humanitarian causes. The Club is known to generate substantial funds from its involvement in Council's Cultural events program, however based on advice from the Armadale Kelmscott Lions Club, not all the money that is raised at Armadale events is spent within the local community.

**DETAILS OF PROPOSAL**

The Minnawarra Festival Committee recommends:

1. *To ensure our site fee structure is consistent, it is proposed that the current site fee be retained but this amount be charged on a daily rate ie for commercial food vendors charge $220.00 per day instead of for the whole event, non-commercial food vendors will be charged $110.00 per day etc.*

2. *That the request from the Armadale Kelmscott Lions Club for the normal site fee to be waived be referred for Council's consideration.*

Recreation

**COMMENT**

*Analysis*

1. Given that the site fee for other events is charged per day, and vendors pay the same amount for two days trading at Minnawarra Festival, it is consistent to charge the site fee for each day.

2. In relation to the Armadale-Kelmscott Lions Club's request to waive the nominal food vendor site fee, should Council wish to do this, it would also need to consider the potential repercussions of similar requests from community groups thus resulting in a potential loss of revenue of approximately $2,000 - $3,000. Although the site fees are not high, it does allow local community organizations the opportunity to make a contribution towards the cost of running the events. In comparison to other Local Governments the site fees charged by Council are very low.

   Given that all other Community groups are charged a site fee, it is inconsistent not to charge a site fee to the Lions Club whilst still charging all other groups.

*Options*

1. Retain the existing site fee structure.

2. Consider approval of a variation to the existing fee structure.

3. Waive the site fees for the Armadale-Kelmscott Lions Club only.

4. Waive site fees for all community groups at Council events.

*Conclusion*

In summary:

The proposed site fee scheduling will ensure that all like vendors are charged a uniform site fee and the proposal to charge the site fee for each day of trade is supported by the Minnawarra Festival Committee.

At present non-commercial vendors do not pay a health inspection fee and are charged a reduced site fee. All money raised by site fees is retained in the event budget and is used to improve the event.

Currently the Events Coordinator is working to increase the number of Community groups involved at each event including giving new local Community groups the opportunity to fundraise by providing a service at the events instead of using commercial operators eg paying Roleystone Family Centre to provide free face painting at Armadale Highland Gathering. The funds to pay these additional Community groups are raised from the site fee income.

Recreation

To ensure consistency, it is recommended that the Armadale Kelmscott Lions Club be charged a site fee similar to all other non-commercial vendors.

**C14/1/03 RECOMMEND**

**1. That Council adopt the following site fee structure for Council's Cultural Events Program.**

| ***Cultural Events Program site fees*** **[all prices include 10% GST]** | |
|---|---|
| **Major events** | |
| **Commercial food vendor site fee (includes $44.00 health inspection fee – (HIF))** | **$220.00 per day plus $44 HIF per event** |
| **Non-commercial food vendor site fee (no health inspection fee levied)** | **$110.00 per day** |
| **Art/Craft stall – site only** | **$38.50 per day** |
| **Minor events** | |
| **Commercial food vendor site fee (includes $44.00 health inspection fee – (HIF))** | **$88.00 per day plus $44 HIF per event** |
| **Non-commercial food vendor site fee (no health inspection fee levied)** | **$44.00 per day** |

**2. That in accordance with sections 6.19 of the Local Government Act (1995), the schedule of fees identified in Part 1 above be advertised in a local newspaper and on notice boards at the City of Armadale Administration Centre and each of Council's libraries.**

**3. That Council decline the request by the Armadale Kelmscott Lions Club for the normal site fee to be waived.**

****ABSOLUTE MAJORITY RESOLUTION REQUIRED FOR PART 1.**

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

Recreation

## *ARMADALE AQUATIC CENTRE - REQUEST*

| | |
|---|---|
| WARD | All |
| FILE REF: | A173263/1 |
| DATE | 20 January 2003 |
| REF | PGQ |
| RESPONSIBLE MANAGER | Director Community Services |

**In Brief:**

? The report presents a request from the Armadale – Kelmscott Swimming Club to have access to the Armadale Aquatic Centre from 5-30am on week day mornings.

? Subject to the Club meeting any additional costs involved in providing the additional service, it is recommended that the request be approved.

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

Nil

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

The proposal would result in increased staffing costs of approximately $600 for the balance of the current pool season, and $1,500 per year thereafter.

Funds have not been allocated in Council's current budget or the Five Year Financial Plan for this proposal.

**Consultation**

? Armadale-Kelmscott Swimming Club
? Manager, Aquatic Centres

**BACKGROUND**

Historically the Armadale Aquatic Centre has opened at 6am on week day mornings for the duration of the pool season. Approximately 3-4 years ago, prior to RANS Management taking over the management of the Centre, the person employed by Council to run the Swimming Coaching program was also a qualified Pool Manager and often filled in when other staff away on sick leave.

Recreation

Following an approach from the Swimming Coach, an arrangement was put in place that allowed members of the Coaching Squad (some of whom were also members of the Swimming Club) to commence training at approximately 5-45am under the supervision of the coach. Other early morning swimmers were not permitted entry until 6am.

When RANS Management Group commenced management of the Centre, agreement was reached between RANS and the club for the club to run the Coaching Program, and pay a lane hire fee to RANS. Although the contract between the City and RANS specified a 6am opening time, as a gesture of goodwill towards the club, RANS allowed the club to commence training at 5-30am and bore the additional cost of the earlier opening time.

Upon resumption of management by the City, the club was allowed to continue running the coaching program under similar conditions that applied with RANS.

The arrangement that has been put in place for the current season is for the Manager on Duty to commence at 5-30am and carry out the necessary safety checks and water testing. Once this has occurred (usually at approximately 5-45am), swimming club members are permitted access to the water.

**DETAILS OF PROPOSAL**

The proposal from the club is outlined in the following letter from the club:

> *"We write to formally request the use of the aquatic centre from 5.30 am on weekday mornings.*
>
> *Over the past three seasons the Club as part of its hire fee was able to commence morning training at 5.30 am. RANS during the past two summers had pool management on site at 5.15 am so that the pool was available for use by the Club at 5.30 am.*
>
> *Council staff now arrive at 5.30 am for a 5.45 start by the Club. Thus it currently constitutes a reduction in service since Council resumed management of the aquatic centre.*
>
> *Whilst 15 minutes at that time of the day may appear an unnecessary inconvenience to management, it is the most important time of the day for competitive swimmers and the professional coach. Competitive swimmers wishing to achieve State and National levels must complete up to nine two-hour sessions per week. These sessions are written around specific two-hour programmes prepared by the professional coach. It is also extremely important that the children are out of the water by 7.30 am in order to prepare and get to school on time. A 5.30 am start is the only way this can be achieved and even then it allows for no disruption.*
>
> *In order for the Club to continue this level of opportunity to local swimmers it is essential that this early start be resumed. We also believe any cost is incorporated in the 'Professional Coaching' fees being charged by Council and paid for by the Club as evidenced by previous seasons usage."*

Recreation

**COMMENT**

*Analysis*

The request from the club would require the early morning shift to commence at 5-15am in lieu of the current 5-30am and over the course of the season, would result in increased staffing costs in the order of $1,500.

Whilst the club's request is supported in principle, there is a case for the club being responsible for meeting the cost of providing the additional service. Given the relatively small number of swimmers involved (approximately 20 per morning), if Council agreed to fund the cost of the earlier opening, the subsidy per swimmer would be approximately $75 per season. This would be on top of the existing subsidy that Council already funds due to the annual operating deficit of the Centre.

*Options*

1. Approve the request and implement the earlier opening immediately, with Council to meet the additional staffing costs.

2. Approve the request providing the Club meet any costs associated with the earlier opening time.

3. Advise the club that Council is unable to fund the request for the balance of the current pool season due to funds not being allocated in its current budget, however the request will be considered in the context of Council's 2003/04 budget deliberations.

4. Decline the request.

*Conclusion*

The request from the A-K Swimming Club is for Council to increase its service provision by opening the Armadale Aquatic Centre at an earlier time than is currently the case. The request is supported in principle however, it is recommended that any additional costs involved in opening the Centre at the earlier time should be met by the club.

**C15/1/03 RECOMMEND**

**That the Armadale-Kelmscott Swimming Club be advised that its request to open the Armadale Aquatic Centre at 5-30am on week day mornings is approved subject to the club agreeing to meet any costs involved with the earlier opening time.**

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

Recreation

## *ARALUEN BOTANIC PARK – SPONSORSHIP PROPOSAL FOR 2003 SUMMER EVENTS PROGRAM*

| | |
|---|---|
| WARD | All |
| FILE REF: | DON/1 |
| DATE | 21 January 2003 |
| REF | PGQ |
| RESPONSIBLE MANAGER | Director Community Services |

**In Brief:**

? The report presents a proposal from Araluen Botanic Park for Council to sponsor the 2003 Araluen Summer Events by contributing $500 towards the cost of staging the events.

**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**

The current balance of the General Donations budget is $5,051 (budget allocation is $12,978). The recommendation would reduce this by $500

**Consultation**

? Araluen Botanic Park
? Events Coordinator
? Manager Community Development

**BACKGROUND**

As part of an overall strategy to raise its profile and increase attendances, Araluen Botanic Park has progressively introduced a range of concerts, activities and events to its annual program. This approach is to be commended and complements the City's Cultural Events Program by providing a greater range of cultural activities for both local residents and visitors.

Recreation

Prior to 2002, Araluen had been able to meet the cost of the various activities through ticket sales, grants and sponsorship. Following an approach from Araluen in December 2001, Council agreed to sponsor the *Summer Performance Series* to the value of $500. In return Council received a number of promotional benefits.
With the success of the *2002 Summer Performance Series*, Araluen has expanded its program and is again seeking Council's support.

**DETAILS OF PROPOSAL**

Correspondence from Araluen Botanic Park has requested that Council again sponsor the *Araluen 2003 Summer Events* by contributing $500 towards the cost of staging the following events:

***Blues in the Night Concert*** ***8 February 2003***
Featuring well known blues bands *Bluetonics* and *Sneekers*

***Chilli Festival*** ***15 & 16 February 2003***
Based on the popularity of Chilli Festivals elsewhere in Australia, Perth's inaugural Chilli Festival has the capacity to become a significant annual event. In addition to a great program of Latin and African music and dance, the festival will offer visitors:

- Talks and demonstrations on growing, cooking and preserving chillies and associated products;
- A wide range of foods for sale such as chilli based meals, sauces, preserves and pickles;
- Chilli beer and other boutique beers and wines for tasting and sales;
- Chilli plant sales and plant growing advice;
- Art and craft stalls;
- Fresh fruit from local fruit growers;
- Live music and dance events from diverse cultures.

***Kulcha World Music Concert*** ***22 February 2003***
Is expected to attract a wide audience to enjoy high energy music from *Ziggy Bay Jan* and *Tok Pan Tok*.

In recognition of Council's sponsorship, the following promotional benefits will be offered:

- Inclusion in Araluen Botanic Park promotional material;
- PA announcements at each live concert;
- Prominent display of Armadale City Council signage;
- Acknowledgement in Araluen's Newsletter;
- Six complimentary tickets to Blues and Kulcha World Music concerts;
- Six complimentary family passes to the Chilli Festival;
- Inclusion of your Company's promotional material in a promotions bag to be given to all who attend the Chilli Festival.

Recreation

**COMMENT**

*Analysis*

Aside from the inclusion the *Chilli Festival* to the program, the proposal is similar to that which was supported by Council last year.

Ongoing dialogue is occurring between staff at Araluen and Council's Events Coordinator regarding the scheduling and cross promotion of both the City's and Araluen's summer program to ensure that the events are complementary to one another and benefit both parties.

Attendances at last year's concerts were approximately 1000 per concert and with increased promotion, similar or greater numbers could be expected this year. The Chilli Festival is an exciting new event with the potential to develop into a significant event on the Western Australian events calendar. A similar festival in Victoria (only in its fourth year) recently attracted 10,000 people.

The promotional benefits offered through the sponsorship are considered to provide value for money and could form part of Council's overall strategy to further enhance the image of the City.

*Options*

If Council is not supportive of the proposal, the following options are presented for consideration:

1. Decline the invitation to sponsor the 2003 Araluen Summer Events Program.

2. Agree to a lesser sponsorship amount.

Neither of these options is recommended.

*Conclusion*

The initiative of Araluen Botanic Park to provide cultural activities for both local residents and visitors is to be commended and is in line with Council's strategic objectives in the area of Social Infrastructure. The sponsorship proposal is considered to provide value for money and it is recommended that Council approve the proposal to sponsor the *Araluen 2003 Summer Events* program in line with the details outlined in this report.

**C16/1/03 RECOMMEND**

**That Council approve the sponsorship proposal from Araluen Botanic Park for the 2003 Araluen Summer Events program and provide a cash contribution of $500 in return for receiving the following sponsorship benefits:**

Recreation

- **Inclusion in Araluen Botanic Park promotional material;**
- **PA announcements at each live concert;**
- **Prominent display of Armadale City Council signage;**
- **Acknowledgement in Araluen's Newsletter;**
- **Six complimentary tickets to Blues and Kulcha World Music concerts;**
- **Six complimentary family passes to the Chilli Festival;**
- **Inclusion of your Company's promotional material in a promotions bag to be given to all who attend the Chilli Festival.**

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

Late Item - Finance

## *ARMADALE & KELMSCOTT SPORTING CLUBS*

| | |
|---|---|
| WARD | ALL |
| FILE REF: | FIN/1 |
| DATE | 28 January 2003 |
| REF | AFM |
| RESPONSIBLE MANAGER | Executive Director Corporate Services |

**In Brief:**
- Council resolved to engage consultants to advise on the most appropriate course of action to take in regard to the financial performance of the Armadale and Kelmscott Sporting Clubs.
- The following progress report is a summation of work to date (24/01/03)

**Tabled Items**

Nil

**Officer Interest Declaration**

Nil

**Strategic Implications**

To achieve maximum community benefit from effective use of resources.

**Legislation Implications**

Nil

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

- The total current debt of the Clubs to the City is $153,300 and the current year provision for all doubtful debts is $102,400.
- The estimated consultancy cost is $4,000 – budgeted funds have been set-aside for this purpose in accord with Council's previous resolution on this matter.

**Consultation**

Consultation has occurred as per the agreed (5) step methodology, detailed notes have been kept of the sessions, the key points are summarised by the consultants as follows:

- *Council Staff* -: Mr Maxwell briefed the consultants on the background of the issue and provided previous Council reports, consultant's reports and financial statements.

- *Elected Members* -: The consultants have advised that this was an informative session with both members clearly articulating an appropriate Council position and individual viewpoint on the matter, key points drawn from this session are as follows:
  - Council is mindful of the value of sporting clubs to the community but this needs to be considered in the broader context of what's best for all of the community.
  - Council wants the matter resolved to the best advantage of all concerned.

Late Item - Finance

- Council wants clear tangible strategies.
- The clubs need to think smarter in how they promote and manage their business.
- Both clubs need to seriously consider sharing resources or perhaps even co-locating.
- The concern regards the clubs paying players whilst allowing their debts to rise.
- Council will protect the interests of our young people particularly junior sports people.
- Not overly keen on writing off debts, unless a significant improvement in performance management and commitment by the clubs can be assured. Wary that the floodgates will open if this is simply a financial rescue based on no future change.

? *Kelmscott Sportsmen's Club -:* The consultants have advised that the meeting (held on 16 January 2003) with this group was effective from the view that the club was receptive to improving their financial situation and continue to provide a benefit to the general Armadale community. Key points drawn are as follows:
  - The club believes that it has saved Council thousands in regard to capital improvements and maintaining public access areas.
  - Insurance, lack of volunteers, disposable income and down turn in bar trade etc are factors affecting on–going viability.
  - Like all other clubs of this type the club pay a very small amount to talented performers; it is not detrimental to the operation of the facility.
  - Agree that the management of the facility needs to be separate to the operations of the individual club.
  - Council assistance in developing skills of club volunteers.
  - A commitment by the club to completely analyse their debt situation and suggest strategies to resolve these in a very prompt manner.
  - Club is keen to work together with Council to suggest ideas and alternatives to operations as long as they have some say in the matter.
  - The club agreed that within 2 weeks of this meeting that they would supply a reconciled statement of outstanding debts to 30/01/03.

? *Armadale Sportsmen's Club* -: The consultants advise that their view of this meeting (held on 23 January 2003) was positive and highlighted some areas for improvement that will be suggested in the final report. The individual clubs appear vibrant and have a bright outlook in regard to growth. Key points from the meeting are as follows:
  - Junior and Senior Cricket are slowly growing in numbers.
  - Cricket expressed concern that before they joined the Sportsmen's club they had money in the bank and now have very little. They attribute this to diminished bar returns.
  - Football successful over the past 12 years and are now returning to grass roots in the manner of how they operate.
  - Like all other clubs of this type they pay a very small amount to talented performers; it is not detrimental to the operation of the facility. Everyone does it to be competitive.

Late Item - Finance

- Getting volunteers and keeping them is a problem.
- The clubs operate in a very low socio economic area, this doesn't help.
- The club has paid nearly $30k in outstanding debts over the last 18 months; they don't believe they can maintain this type of repayment schedule.
- There is a problem in paying the outstanding capital debt to Council.
- The club clearly admits that it made a mistake in the past by developing the infrastructure in the manner that it did.
- Clubs are appreciative of their facilities and are desperate to remain and improve their provision of a valuable community service.
- Receptive to any suggested changes and strategies to be proposed.
- The club agreed that within 2 weeks of this meeting that they would supply a reconciled statement of outstanding debts to 30/01/03.
- The club also agreed to provide a projected profit and loss statement for the forthcoming financial year.

**BACKGROUND**

? The City has expressed concern as to the financial performance of the Armadale and Kelmscott Sporting Clubs for quite some time and resolved to engage independent assistance on the matter.
? Two (2) Councillors have been appointed as a reference point for the consultants in relation to Council's views and possibilities.
? The consultants have completed the research and consultative phases of this project and are in the process of developing the Draft Report for preliminary consideration and comment by the (2) appointed Councillors and EDCS.
? The Final Report is proposed to be available for Council's February meeting.

**DETAILS OF PROPOSAL**

? The consultants will provide a report to Council outlining the project methodology, consultation and findings.
? The report will provide recommendations and step-by-step action plan that will re-establish club viability and restore Council's confidence of its investment in this regard.

**COMMENT**

The consultants have provided preliminary comments as follows:

? Both clubs are mindful that there needs to be an early resolve to their current situation.
? It is fair to suggest that both the clubs and Council have differing views on the past, responsibilities and why this has occurred.
? The clubs do not clearly differentiate between management of the asset and the development and responsibilities of the individual sports.
? The clubs capacity to market their venues to the wider community is limited.
? The clubs capacity to clear outstanding capital debt repayments is limited.
? The clubs capacity to service reasonable capital debt under a restructured arrangement managed by Council, with certain conditions is a possibility.

Late Item - Finance

? Clear strategies and opportunities have emerged that can assist in the development of club viability into the future.

**C17/1/03 RECOMMEND**

**That Council:**

**a. receive this progress report; and**

**b. note that the Baseline and Consultation phases of the agreed (5) step methodology have been completed.**

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

Councillors' Items

***Cr Cumming - Photograph – City of Armadale Pipe Band***

Cr Cumming thanked Council for its consideration in dealing with this matter and acknowledged that the photograph would be appropriately mounted and framed and used in displays associated with Caledonian themes.

***Cr Stubbs – History House Museum Volunteer Agreement***

Cr Stubbs requested that the matter of the draft History House Museum Volunteer Agreement be referred to the next meeting of the Community Services Committee for consideration.

***Cr Stubbs – Community Circulars***

Cr Stubbs requested that Councillors receive copies of circulars which are sent out to community organisations.

***Cr Stubbs – Strategic Fire Measures***

Cr Stubbs requested that strategic off-season initiatives be investigated by officers.

**C18/1/03 RECOMMEND**

**That Councillors' items listed as follows:**

- **Photograph – City of Armadale Pipe Band**
- **History House Volunteer Agreement**
- **Community Circulars**
- **Strategic Fire Measures**

**be referred to the appropriate Directorate for action and/or report back to Committee.**

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

Late Item - Finance

*Moved Cr Cominelli that the meeting at this juncture be closed to the public given the report to be considered next – AlintaGas Bill Dispute – deals with legal advice obtained by Council and contains information that has a commercial value.*

**MOTION CARRIED (7/0)**

*The meeting was then closed to the public at 7.59 pm.*

## *****ALINTAGAS BILL DISPUTE***

| | |
|---|---|
| WARD | SEVILLE |
| FILE REF: | A173263/1 |
| DATE | 29 January 2003 |
| REF | AFM |
| RESPONSIBLE MANAGER | Executive Director Corporate Services |

**In Brief:**
This report seeks to inform Council of:
a) negotiations to date with AlintaGas over a disputed bill;
b) its legal position on the matter;
c) the related budget/financial implications;
d) options for negotiating settlement.

**Tabled Items**
Nil

**Officer Interest Declaration**
Nil

**Strategic Implications**
To facilitate a wider range of social, recreation and cultural experiences for the City of Armadale.

**Council Policy/Local Law**
Nil

**Legislation**
Nil

**Budget/Financial Implications**
There is no provision in the current year's adopted Budget to pay the disputed bill either in part or full. Accordingly, if any payment is to be made prior amendment of the Budget would be required.

**Consultation**
- Council's Lawyers
- AlintaGas

Presented at **Attachment "B-1"** to these Minutes is the confidential report and recommendation on this matter.

Late Item - Finance

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

Amended Full Council 3 February 2003

**C19/1/03** **RECOMMEND**

**That Council:**

**a. note the reported "without prejudice" negotiations had with AlintaGas in an attempt to resolve the disputed bill;**

**b. support the option of authorising the CEO to negotiate a compromise settlement of the disputed bill with the CEO of AlintaGas;**

**a. be advised of the outcome to the further negotiations with AlintaGas;**

**b. following resolution of the dispute, amend its Budget to facilitate settlement.**

****ABSOLUTE MAJORITY RESOLUTION REQUIRED**

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

Meeting opened to the public at 8.04 pm

**MEETING CLOSED AT 8.05 PM**

# COMMUNITY SERVICES COMMITTEE

# SUMMARY OF "A" ATTACHMENTS

**29 JANUARY 2003**


| Attachment No. | Subject | Page |
|---|---|---|
| A-4 | CULTURAL PLANNING PROJECT – PROPOSED SITES | 62 – 71 |
| A-6 | FIRE MANAGEMENT PLANS – PROPOSED RESERVES | 72 - 73 |

# COMMUNITY SERVICES COMMITTEE

# SUMMARY OF CONFIDENTIAL "B" ATTACHMENTS

**29 JANUARY 2003**


| Attachment No. | Subject | Page |
|---|---|---|
| B-1 | ALINTAGAS BILL DISPUTE | 74 - 79 |