

CITY OF ARMADALE

MINUTES

OF COMMUNITY SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY,
29 JUNE 2004 AT 7.00 PM

PRESENT:

Cr A L Cominelli JP	Chairman
Cr J Knezevich	(Deputy for Cr J H Munn JP CMC)
Cr J A Stewart	
Cr R J Tizard	
Cr G T Wallace	
Cr H A Zelones JP	

APOLOGIES:

Cr J H Munn JP CMC	Leave of Absence
Cr P J Hart	
Cr D L Hopper JP	Leave of Absence (Deputy for Cr P J Hart)

OBSERVERS: Nil

IN ATTENDANCE:

Mr A Maxwell	- Executive Director Corporate Services
Mr C Askew	- Executive Director Community Services
Mr N Cain	- Executive Manager Business Services
Ms J McLennan	- Project Officer/Facility Management
Mrs Y Ward	- Minute Secretary

Public: 1

DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was read by the Chairman.

DECLARATION OF MEMBERS' INTERESTS

Nil

DEPUTATION

Nil

QUESTION TIME

Mr Kim Turner – Kelmscott Football & Sportsmen's Club (Inc.)

Q-1: On considering the submission that the Project Officer/Facility Management has prepared for this Agenda, the Club will be submitting documents on all accounts that have been invoiced to it and we want to know whether the Club will have the opportunity to negotiate with Council if we can say that those invoices are not belonging to the Club?

The Chairman advised that should the Club have additional information relevant to the item and recommendation before Committee then that information needs to be submitted to Council prior to the Council meeting on Monday, 5 July 2004.

ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 12/2004

The following matters were included for information in the Community & Corporate Services section:-

- **Outstanding Matters**
Report on Outstanding Matters - Community Services Committee
- **Monthly/Quarterly Departmental Reports**
Library & Heritage Services General Report – May 2004
Accounting Services Report – 9 June 2004
Manager Ranger & Emergency Services Report – May 2004
- **Finance**
Financial Statements – for the (48) week period ended 31 May 2004
- **Minutes from Occasional/Advisory Committees**
Armadale Police & Citizens' Youth Club Mgt Committee – 15 May 2004
South East Regional Recreation Advisory Group – 20 May 2004
Armadale Youth Advisory Committee – 15 May 2004

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 25 May 2004, are confirmed.

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

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COMMUNITY SERVICES COMMITTEE 29 JUNE 2004

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Recreation

For the benefit of the person present in the public gallery, Committee agreed that the next item of business be the Kelmscott Football & Sportsmen's Club (Inc.) Debt Restructure Item (pages 45 to 48 of the Agenda refer).

KELMSCOTT FOOTBALL AND SPORTSMEN'S CLUB (INC.): DEBT RESTRUCTURE

WARD Kelmscott
FILE REF: A 179413
DATE 16 June 2004
REF JKM
RESPONSIBLE Executive Director,
MANAGER Community
Services

In Brief:

- This report outlines the history of the current outstanding debt by the Kelmscott Football and Sportsmen's Club (Inc.) and recommends the writing off of a retrospective amount pertaining to water rates and water usage.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

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

Legislation Implications

Section 6.12(1) (a) (Power to defer, grant discounts, waive or write off debts) of the Local Government Act 1995 permits Council to write off any amount of money to that is owed to the local government.

Council Policy/Local Law Implications

The Kelmscott Football & Sportsmen's Club hold a twenty one year lease on John Dunn Hall and the facilities located at John Dunn Oval, which commenced in 1996.

Budget/Financial Implications

Allowance has been made in the 2003/2004 budget to support the recommendation in this report to write off any amount of the current debt.

Consultation

- Kelmscott Football & Sportsmen's Club.
- Manager Recreation Services.
- Corporate Services.

Recreation

BACKGROUND

The current debt to Council is as follows:

\$ 1,782.00	2004 Ground Hire Fees
\$415.00	Current 2004 Water Usage
\$ 2,000.00	Lease payments 2000-2004
\$ 3,162.00	Water Usage 2000-2004
\$16,265.12	Water Rates 2000-2004
\$ 5,913.50	Seasonal Ground Hire 2000-2001
<u>\$ 2,432.39</u>	Contribution to Floodlighting Stage 3
\$31,971.01	
<u>-\$ 2,895.62</u>	Council's contribution to electricity for oval reticulation.
\$29,074.39	Total

Correspondence was received from the Club in March 2004 as a result of the initial meeting with the Club officials and Council representatives on 9 March. The Club President stated in the correspondence that the club were prepared to clear the current 'legitimate' debt in monthly payments of \$200 with the aim of having it cleared by December 2005.

The Club also stated in the correspondence that their analysis, of what they refer to as 'legitimate' debts, was to be presented to Council in the form of a submission. The original submission date was to be the end of April. However, due to difficulties the President was encountering, this was extended until to 14 June so that it could be presented to the June meeting of the Community Services Committee. Unfortunately, the submission still has not been received. The President has verbally stated that the ongoing commitments with managing the Club have consumed the time that he wished to dedicate to analyzing the current debt.

In summary, the areas of debt that the Club are disputing are in reference to some of the electricity costs, the current lease fee, water rates and usage. Apart from the water rates and usages accounts, the Club receives all other utility accounts direct from the supplier. Although the electricity account is not a direct debt owed to Council, the Club has previously made a request for a contribution to its payment due to the fact that a section of the reticulation for the oval runs from a meter for which the club pays the account.

It is likely that the President will still present a submission in the near future depending on the outcome of this report.

DETAILS OF PROPOSAL

It is proposed that the public toilets at John Dunn Oval are annexed from the areas covered by the current lease. This will mean that Council will be henceforth responsible for the water rates and water usage of the toilets. The current annual water rates for the toilet block are **\$819** calculated on the six sewerage outlets in the block. It is also proposed that Council pays the water rates for the toilets, in retrospect to the time of commencement of the lease on 16

Recreation

January 1996. This will equate to **\$6,552** in total and it is recommended that this amount be written off from the current amount of **\$16,265** owing by the Club for the water rates.

The Kelmscott Football Club has installed a sub-meter at their own expense to measure the water used by the toilets and the BMX track. An exact reading of the amount used in the last twelve months was not provided in time by the Football & Sportsmen's Club for the calculations to be included in this report. It is proposed that the figure of the water used by the BMX track and the public toilet block be estimated at 25% of the total annual water usage by the facilities currently leased at the John Dunn Oval. The total water usage account for the 2003 was **\$869** and thus 25% would be **\$217**. To calculate it back to January 1996 would equate to a total contribution of **\$1,736**.

The Kelmscott Football Club rarely uses the public toilet block during the season except when large crowds are expected during the finals series. The BMX Club is the primary user group of the toilets during the summer months as well as using a certain amount of water to settle the dust on the track during competitions.

The BMX Club currently does not make any payments to the Council for the use of the club area or their water usage. It is recommended that Council is henceforth responsible for the water usage. Rather than an annual reading having to be taken from the sub-meter at the public toilets by either Council staff or the Sportsmen's Club, Council could make a fixed annual contribution of **\$220** for the water usage. This amount would be subtracted from the Water Authority's annual account before it is forwarded to Sportsmen's Club. Council may then choose to request reimbursement of \$50 annually from the BMX Club towards the water usage. This amount equates to 55 kilolitres of water being used by the club annually at the water authority current cost of \$0.85 per kilolitre.

As previously stated, it is recommended that Council be responsible for the water usage in retrospect to January 1996 and thus write off \$1,736 from the \$3,162 currently outstanding for water usage by the Kelmscott Sportsmen's Club.

COMMENT

Analysis

The proposal for annexing of the public toilets from the leased area and thus its financial responsibility is consistent with resolution *C81/05/04* for the Armadale Sporting Club.

Options

The following options are open to Council:

1. Not to annex the public toilet block from the lease leaving the Kelmscott Sportsmen's Club responsible for all the outstanding and ongoing associated costs.
2. To only undertake the financial responsibility of the public toilet block and the water usage of the BMX Club henceforth but not in retrospect as the Football & Sportsmen's Club were aware of the responsibility at the time the lease was signed.

Recreation

3. To undertake the financial responsibilities of the water rates and usage of the public toilets and BMX track, henceforth and in retrospect to January 1996, and request that the BMX Club makes an annual contribution of \$50 towards the annual water usage, henceforth.
4. To undertake **all** the responsibilities for the water rates and usage of the toilet block and BMX track henceforth and in retrospect to the beginning of the lease in 1996. As a result it is proposed that a total of **\$8,288** be written off the current outstanding debt. This is the recommended option.

Conclusion

With any decision on the debt repayment schedule, Council needs to be mindful that it has acted as guarantor for the Club for the Westpac loan. The ten-year loan was originally funded on 17 January 1996 and extended in March 2001 until March 2009. The current loan principal is \$88,645 and will incur an interest rate review on the original term's expiration date of 17 January 2006. Information provided by the both the Club and financial institution indicates that it is currently meeting all repayments.

C87/6/04 RECOMMEND

That Council:

- a. **Annex from the lease, with the Kelmscott Football & Sportsmen's Club, all financial responsibility for the public toilet block at John Dunn Oval and the water used by the BMX Club, henceforth and in retrospect to the commencement of the lease in January 1996.**
- b. **Subject to the endorsement of recommendation (a), contribute \$220 to the annual water usage of the Kelmscott Football & Sportsmen's Club from 1 July 2004.**
- c. **Subject to the endorsement of the recommendation (a) write off \$8,288 of the current outstanding total owed by the Club of \$29,074.**
- d. **Request a repayment schedule from the Club for the remaining \$20,786.**

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

Committee at this juncture of the meeting agreed to return to the start of the Agenda.

Finance

SCHEDULE OF PAYMENTS

C88/6/04 RECOMMEND

1. **Payments totalling \$9,233,397.69 on Vouchers 45744-45901, EF14031-EF14373, EF14375-EF14506 & 102384-102392, drawn upon the Municipal Fund, be received.**
2. **Cheque payments totalling \$11,633.75 on Vouchers 89042-89043, and EF14374 drawn upon the Trust Account, be received.**
3. **Cheque payments totalling \$2,988,253.15 on Vouchers 500551-500552, drawn upon the Reserve Account, be received.**

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

Finance

STATUTORY FINANCIAL REPORT

The Statutory Financial Report for the 11 months ended 31 May 2004 as required in accordance with Clause 34 of the Local Government (Financial Management Regulations) 1996 is presented. **(Refer to Attachment “A-1” – as circulated with the Agenda.)**

Commentary

(Refer to Attachment “A-2” – as circulated with the Agenda.)

Investments

Council's investment funding slightly declined by \$400,000 due to normal operational expenditure. These were offset by the receipt of approx \$1million from the Grants Commission, sundry debtor and rates payments. This additional revenue bolsters the investment funding by (\$7.4million) over this period.

Investment interest

The Reserve Bank is still holding fast on interest rates allowing very little variance at 5.38%. Interest earnings for May were \$52,510, achieving a total earnings of \$494,427 compared to the May budget figure of \$323,862.

Grants

The last payment from the Grants Commission and some road recoups increased the percentage of grants received in May to 78%. There are still road claims and property development grants still to be made come June 30.

Sundry Debtors

Main Roads' debt of \$403,000 continues to be outstanding due to final certificates not being sent until late May. A total of \$574,000 raised during May has increased the balance outstanding to \$1.2 million. Long term debt continues to be 30% of total debt to-date.

Rate Debtors

Direct debit is proving very popular with ratepayers as many continue to go into credit to offset next year's rates. Compared to this time last year collections have been exceeded by \$233,000.

Year to date net operating position

Expenditure as at the end of May is down for capital works and the closing position will reflect carried forwards into the New Year. Grant recoups for outstanding projects will be finalised and accruals made as usual at year end. Overall, Council's net position at this period seems consistent with past performances.

C89/6/04 RECOMMEND

That Council receive the Statutory Financial Report for the 11 months ended 31 May 2004.

Moved Cr Wallace

MOTION CARRIED (6/0)

Finance

2003/2004 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 administratively during the period 16 April to 23 June 2004.

C90/6/04 RECOMMEND

That Council receive the Budget Variations transacted administratively during the period 16 April to 23 June 2004.

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

Finance

SUNDRY DEBTORS AND WRITE-OFFS REPORT TO 21 JUNE 2004

WARD All
FILE REF: FIN/1
DATE 21 June 2004
REF NC
RESPONSIBLE Executive Manager
MANAGER Business Services

In Brief:

- The status report on outstanding debtors is presented for Committee / Council information.
- Write off \$18,624 pertaining to Ranger Services – Fines.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

The Corporate Services Directorate Vision states:

“We will provide a diverse range of support, advisory and information services together with control mechanisms to enable and ensure the sound operation and management of the corporate entity.”

Legislation Implications

Section 6.12 (1) (a) (Power to defer, grant discounts, waive or write off debts) of the Local Government Act 1995 permits Council to write off any amount of money that is owed to the local government.

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

At 21 June 2004 the balance attributed to outstanding debt is \$1,088,287. This does not include rates debt. Council has a total provision and budget for bad debts of \$302,400, of which \$62,415 has been used to date, leaving a balance of \$239,985. The previous resolution of Council to write off debt pertaining to the Armadale Sports Debt is awaiting final sign off of the associated management agreement before the write off will be carried out.

Consultation

Each sundry debtor in the four months and over category has been advised of Council's intentions to recover this debt.

Finance

BACKGROUND

At the April 2003 Community Services Meeting, and subsequently confirmed at the April 2003 Council meeting (28 April 2003), a resolution was passed requiring that a monthly sundry debtors report be presented to the Community Services Committee – hence this report.

DETAILS OF PROPOSAL

The status of outstanding sundry debtors at 21 June 2004 is summarised in the following aging analysis table:

Total	Current	1 Month	2 Months	3 Months	4 Months and Over
\$1,088,288 100%	\$332,749 30.5%	\$273,292 25%	\$3,331 0.5%	\$132,707 12%	\$346,209 32%
Last Month					
\$884,212 100%	\$128,644 15%	\$190,363 22%	\$140,492 16%	\$53,682 6%	\$371,031 41%

COMMENT

Analysis

The following table highlights the long-term outstanding sundry debtors at 21 June 2004:

Name	Amount	Comments
<i>Sundry Debtors (General)</i>		
Cougar Metals	\$16,000	This debt relates to scrap metal purchases from the refuse site. A final demand notice has been sent. No response has been received from the debtor. This matter has now been referred through to the City's debt collection agency. Original invoice was for \$26,000, of which \$10,000 has been paid. The collection agency has advised that legal action has commenced. In February 2004 a summons was served on the debtor. Awaiting further advice from the collection agency.
A W & C Day Contractors	\$4,578	This debt relates to rubbish tip charges. The debtor has been forced into administration through the collapse of a subsequent company. The proof of the debt has been supplied to the administrator and the Council advised that payment in the region of 15 cents in the dollar might be expected.

Finance

Name	Amount	Comments
Other minor sundry debtors	(\$2,210)	Various accounting provisions to be applied and minor debt.
Sub total	\$18,368	<i>Previous month - \$15,662</i>
<i>Fines and Penalties</i>		
Ranger Services	\$60,035	Fines enforcement has been carried out by the court and those debts relating to Ranger issued fines / enforcements are currently with the Fines Enforcement Registry of WA.
Library Services	\$1,592	A number of smaller debts will continue to flow through to the four months and over category for the next few months. When these have significantly reduced a further write off will be proposed to Council.
Sub total	\$61,627	<i>Previous month - \$88,219</i>
<i>Currently Unenforceable Development Debtors</i>		
Acacia Brook	\$24,029	These debts relate to planning and development approvals that cannot be enforced until the relevant subdivision is complete.
Brigade Road Syndicate	\$24,351	
Gazebo Management	\$6,759	
Sub total	\$55,139	<i>Previous month - \$55,139</i>
<i>Sporting Clubs</i>		
ARKS Rugby Union Club	\$5,035	These debtors are being handled as per resolution C157/10/03 indicating that Council is prepared to clear the individual club debt on the proviso that the clubs enter into performance based lease agreements and demonstrate a commitment to significantly change their operations.
Armadale Rugby League Club	\$8,804	
Armadale Soccer Club	\$13,200	
Armadale Sporting Club	\$156,424	
Kelmscott Sportsmen's Club	\$27,078	
AK Strikers	\$534	Outstanding fees, currently in dispute.
Sub total	\$211,075	<i>Previous month - \$212,011</i>
Total	\$346,209	<i>Previous month – \$371,031</i>

Finance

Payments received

The following payments have been received since the previous report:

Armadale PCYC \$4,314

Fines – Ranger Services

The Fines Enforcement Registry have notified the City that \$18,624 of the City's fines listed with the Registry have been classified as unenforceable and unrecoverable. The Registry is seeking Council's approval to write these debts off. These debts are listed as 19 Fines Enforcement Registry Monthly Schedules listed for Non-Enforcement covering the past two years.

Conclusion

Of the amount listed in the Debtors' table, \$125,693 in the "3" month" category and \$170,000 in the "1 month" category relates to various outstanding grants. The debt remains at manageable levels.

C91/6/04 RECOMMEND

That Council:

- a. **receive the outstanding Sundry Debtors report to 21 June 2004.**
- b. **Pursuant to Section 6.12 of the Local Government Act 1995 write off the Fines – Ranger Services sundry debtors (various debtors) of 120 days and over, as requested by the Fines Enforcement Registry of WA, totalling \$18,624.**

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

Miscellaneous

MANAGEMENT AGREEMENT - ROLEYSTONE KARRAGULLEN SENIORS

WARD Roleystone
FILE REF: A134348/9
DATE 16 June 2004
REF NP
RESPONSIBLE Manager
MANAGER Admin &
 Governance

In Brief:

- Roleystone Karragullen Seniors' Club Inc is seeking approval to enter into a new management agreement for its premises in Jarrah Rd, Roleystone.
- The report recommendation is that the Seniors' Club be offered a new management agreement for the use of the Seniors' Centre in Jarrah Rd under like terms and conditions to the prior agreement with Council.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

- To foster a supportive and caring community;
- To have in place a range of services to meet community needs; and
- To improve the overall well being and safety of the community.

Legislation Implications

Section 3.58 Local Government Act 1995 – Disposing of Property

This section prescribes how a property shall be disposed of and defines leasing in its definition of 'disposal'.

Regulation 30(2)(b) Local Government (Functions and General) Regulations 1996 – Dispositions of property to which section 3.58 of the Act does not apply.

Council Policy/Local Law Implications

Council policy ADM 2 – Property Lease Rentals

The City has a preference to lease, where possible, land and/or facilities under City ownership or control to non commercial groups/organizations, by charging rentals at a rate less than market valuation and subsidizing legal costs incurred in the establishment of the lease.

Rental Classification

- | | | |
|----|--|-------------------------------|
| a. | Community groups/Associations | \$50 per annum |
| b. | Sporting clubs/Associations with no liquor licence | \$100 per annum |
| c. | Sporting clubs/Association with liquor licence | \$500 per annum |
| d. | Commercial enterprises and Government Departments | Market Valuation
(minimum) |

Miscellaneous

Council Contribution to Legal Costs

a.	Community groups/Associations	100%
b.	Sporting clubs/Associations with no liquor licence	75%
c.	Sporting clubs/Associations with liquor licence	50%

Budget/Financial Implications

The management agreement revenue and cost aspects relevant to this report have been allowed for in the 2003/04 annual budget and 2004/05 draft budget.

Consultation

Manager Community Services
Roleystone Karragullen Seniors Club Inc

BACKGROUND

At its meeting of 2 March 1999, Council resolved in part:

“The Draft Management Agreement for the management of the Roleystone Seniors’ Centre, as presented at Attachment “A1” to these Minutes, be endorsed by Council and the Chief Executive Officer be authorised to sign the Agreement on Council’s behalf.”

The Management Agreement had an initial term of 5 years with an option for a further 5 years. The initial term expired on 26 May 2004.

DETAILS OF PROPOSAL

It is proposed to enter into a new Management Agreement with the Roleystone Karragullen Seniors Club for the Roleystone Seniors Centre in Jarrah Rd Roleystone under the following basic terms and conditions:

- Term: Five (5) years
- Term of Renewal: Five (5) years
- Commencement Date: 27 May 2004
- Rent: \$50 per annum and adjusted in line with council policy ADM 2.
- Insurance: Roleystone Karragullen Seniors’ Club to be responsible for public liability and contents insurance.
- Outgoings: All normal outgoings to be the responsibility of the Roleystone Karragullen Seniors’ Club.
- Legal Costs: As per council policy ADM 2.

Miscellaneous

COMMENT

Analysis

The original Management Agreement had as its term an initial period of 5 years with an option for renewal of a further 5 years.

The Roleystone Karragullen Seniors Club made an approach to Council to have some of the terms and conditions of the agreement amended. As a result, two of the conditions contained therein were renegotiated.

These were:

- The area pertaining to the Child Health Centre has been excised from the original managed area; and
- The clause relating to statutory obligations has been reworded to reflect current requirements. In essence the meaning and responsibilities under this clause have not altered, just reworded.

The consequences of these amendments are:

1. It is necessary to cancel the existing agreement and enter into a complete new agreement as any renewal is based on the condition that all the terms and conditions remain the same.
2. Their occupancy will increase by a further 5 years.
Under the existing agreement, if the option of renewal was taken up, the agreement would expire in 2009. By entering into a new agreement and providing a 5 year term with a 5 year renewal option, the agreement would effectively expire in 2014.

Options

There are basically two options open to Council and these are to approve or not approve the agreement.

Conclusion

It is considered appropriate to enter into a new Management Agreement with the Roleystone Karragullen Seniors Club Inc due to:

- Council's preference to enter into leasing arrangements with those organisations that have exclusive use of Council facilities, as per policy ADM 2.
- Roleystone Karragullen Seniors' Club having occupied the premises under a previous Management Agreement with Council, without any known problems associated with the occupancy.
- The renegotiation of the terms and conditions of the original Management Agreement making it is necessary to enter into a new agreement as any renewal is based on the condition that all the terms and conditions remain the same.

Miscellaneous

C92/6/04 RECOMMEND

- 1. That Council approves the surrender of the Management Agreement with the Roleystone Karragullen Seniors' Club Inc. dated 27 May 1999.**

- 2. That Council enter into a new Management Agreement with the Roleystone Karragullen Seniors' Club Inc. under the following basic terms and conditions:**
 - Initial Term: Five (5) years**
 - Term of Renewal: Five (5) years**
 - Commencement Date: 27 May 2004**
 - Rent: \$50 per annum and adjusted in line with Council Policy ADM 2**
 - Insurance: Roleystone Karragullen Seniors' Club Inc. to be responsible for public liability and contents insurance.**
 - Outgoings: All normal outgoings to be the responsibility of the Roleystone Karragullen Seniors' Club Inc.**
 - Legal Costs: As per Council policy ADM 2.**
 - Premises: The portion of land and buildings as delineated on the plan attached to the Management Agreement dated 27 May 1999, excluding the Child Health Centre.**
 - Permitted Use: Seniors' Club activities and appropriate community functions and activities, on a non commercial basis.**

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

Community Development

2004 – 2009 CULTURAL PLAN

WARD All
FILE REF: CMD 3
DATE 15 June 2004
REF T McCourt
RESPONSIBLE
MANAGER Manager
Community
Development

In Brief:

This item presents the draft 2004-2009 Cultural Plan. It recommends that:

- The revised Draft Cultural Plan be received.
- The revised Draft Plan be released for a public comment of 21 days.
- The matter to be recommitted to the July Community Services Committee meeting to consider any comments or input from the public prior to adoption by Council.

Committee amended the recommendation to read:

That Council recommit the City of Armadale Draft 2004 – 2009 Cultural Plan to the July 2004 Community Services Committee meeting thereby enabling Councillors more of an opportunity to submit their further comment/input for consideration of inclusion in the Draft Plan prior to its proposed release for public comment.

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

Community Development

Budget/Financial Implications

In the 2002-03 Budget (C56/3/02), \$60,000 was allocated for the Cultural Plan review in partnership with CANWA. Breakdown of the budget was as follows:

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

Council does not currently have any budget allocation in its 15 year plan which is specifically for the development of Cultural Projects.

Consultation

Community Arts Network WA
All directorates
Community
Armadale Redevelopment Authority

BACKGROUND

In 1998 the City of Armadale started work on a Cultural Plan by conducting a community survey to ensure the views of the community were considered and incorporated into the document. Following this survey a cultural map was developed which was used to compile a Cultural Plan in 1999.

In 2002, Council submitted an expression of interest to work in partnership with CANWA to review the 1999 Cultural Plan. Council allocated funds towards this initiative with the understanding that a number of cultural projects would be implemented as part of the review process.

In February 2003 Council endorsed the implementation of the following Cultural Projects:

- 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
- Minnowarra Festival Strategic Plan

The projects were individually reviewed and the recommendations were incorporated in a workshop held in January 2004. The workshop involved City of Armadale Staff, Councillors, the Armadale Redevelopment Authority and other interested community groups and

Community Development

individuals. The aim of the workshop was to review the 1999 Cultural Plan and identify new ideas and initiatives.

For the purpose of the workshop the following definitions were used.

- * *Culture – the ideas aspirations and way of life of a community*
- * *Cultural Map – A community profile and inventory of cultural resources.*

The major results from the workshop were:

- support for a City of Armadale Cultural Plan
- priorities for existing and new strategies
- deletion of strategies already met
- support for condensing the length of the original plan (1999 plan has 8 objectives and 84 strategies/projects).
- deletion of strategies that were considered core business

Input from the workshop allowed for a revised and condensed plan noting 5 objectives, 32 strategies and 10 projects.

DETAILS OF PROPOSAL

The draft 2004 – 2005 Cultural Plan has now been developed and is presented for approval to be released for public comment prior to endorsement by Council. **(Refer to Attachment “A-4” – as circulated with the Agenda.)**

COMMENT

Analysis

The review of the Cultural Plan has included consultation with a range of stakeholders and reflects the needs and aspirations of the people of Armadale. It is intended that the document be used as a working document outlining objectives and strategies that key projects can be identified by. An annual review of the Plan will identify and include new projects as they arise, ensuring the document remains an ongoing ‘living Plan.

Options

1. Endorse the City of Armadale 2004 - 2009 Draft Cultural Plan based on consultation with major stakeholders.
2. Release the Draft Cultural Plan for public comment for a period of 21 days.

Option 2 is recommended.

Community Development

Conclusion

The Cultural Plan will extend, conserve and celebrate the cultural values that underpin local lifestyles and give the City its own particular identity. It is an important document that has been created by key stakeholders in identifying objectives and strategies that will provide the framework for future cultural projects and initiatives.

Officer Recommendation

- a. receive the City of Armadale Draft 2004 – 2009 Cultural Plan as attached to the Agenda at Attachment “A-4”.
- b. endorse the Draft Cultural Plan to be released for public comment for a period of 21 days.
- c. recommit the report to the July Community Services Committee meeting to consider any comments or input from the public prior to adoption of the Cultural Plan by Council.

Committee Discussion

Committee discussed the draft Cultural Plan and was in agreement that the Plan should also include/profile existing strategies and activities undertaken by the City that are of a cultural nature, e.g. Minnawarra Festival, Art Exhibitions etc.. Committee also felt that the opportunity should be made available to Elected Members to provide additional input prior to the document being released for public comment, hence the amended recommendation.

C93/6/04 RECOMMEND

That Council recommit the City of Armadale Draft 2004 – 2009 Cultural Plan to the July 2004 Community Services Committee meeting thereby enabling Councillors more of an opportunity to submit their further comment/input for consideration of inclusion in the Draft Plan prior to its proposed release for public comment.

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

Community Development

****FORRESTDALE SKATE PARK – PROVISION OF SHADE STRUCTURE**

WARD Forrestdale
FILE REF: CDP 48
DATE 21 June 2004
REF MF
RESPONSIBLE
MANAGER Manager
Community
Development

In Brief:

- This report recommends the provision of a shade structure at the Forrestdale Skate Park and that the Budget be amended accordingly.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

- To improve existing youth services by making them more serviceable to the community's needs

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Funding will be derived from the Youth Advisory Committee (YAC) account and the YAC Concerts and Events account.

Consultation

- Young people who use the Forrestdale Skate Park
- Forrestdale Skate Park Working Party (includes representatives from the community, the Forrestdale Tennis Club, the Forrestdale Kindergarten, Local Police and Council)
- Armadale's Youth Advisory Committee
- Community Development Officers
- Property Manager
- Parks and Reserves Officers

BACKGROUND

Council requested that Officers investigate the possibility of providing shade for the newly installed skate park at Forrestdale (Ordinary Council Meeting 23 February 2004).

The Forrestdale Skate Park has proved popular with young people and, so far, the general community continues to support the facility. Council's Youth Development Officer meets

Community Development

regularly with the Forrestdale Skate Park Working Group to monitor the facility and to enable the community to bring any issues to the attention of Council. To date, the Working Group report that overall the community is satisfied with the behaviour of park users and report only minimal anti-social activity.

Following consultation with users of the skate park, it has been agreed that there is a need for a shade structure at the site. Many young people have said that they enjoy watching the skating at the park, however lack of shelter exposures them to the weather. The creation of a shade structure would protect spectators from the weather and provide a sheltered rest area for users of the skate park.

Property Services and Parks and Reserves staff have also been consulted. They acknowledge the need for shelter at the Forrestdale Skate Park and support the recommendation to erect a shade structure.

DETAILS OF PROPOSAL

This proposal recommends the implementation of a shade shelter at the Forrestdale Skate Park. A number of options were investigated to ascertain the most suitable structure for the Park, taking into account the needs of young people and the design of the Skate Park. Following consultation which included Property Services and Parks and Reserves staff, the shelter, as detailed, has been agreed as the most appropriate structure.

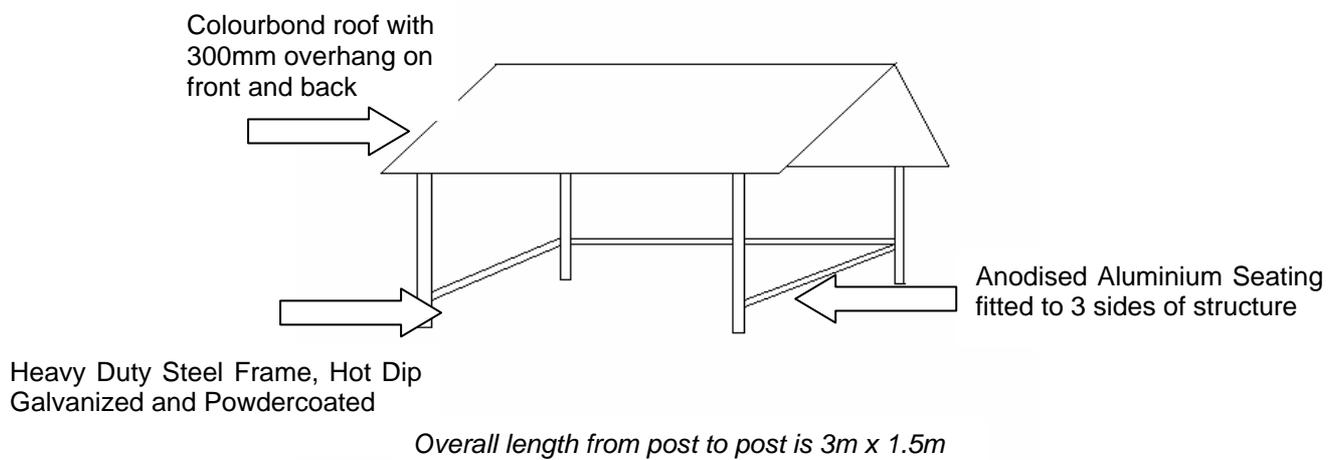
The structure will consist of a basic four-pole metal frame (no sides) with an A frame colourbond roof (slight overhang) and aluminium seating attached to three sides of the structure. The cost of this structure is \$4,584 (installation included).

This basic design has been selected as it allows for optimum surveillance. The structure is not enclosed or hidden. Young people will not be obscured from public view which will discourage antisocial behaviour.

Importantly, the design will also allow for the future inclusion of structural art work. External funding will be sought to install metal-art sides for the structure, similar to the design of the Rotunda at Bernice Hargrave Reserve in Westfield.

As the Skate Park is located on the Forrestdale Tennis Club's courts, the shade structure has been designed to allow for its future removal if necessary. The shelter will be 'bolted' to the ground to enable minimal disruption to the surface of the tennis courts. The Tennis Club has been consulted about the recommendation and fully support the erection of a shade structure at the Park.

Community Development



COMMENT

Analysis

The Forrestdale Skate Park has proven popular with the local young people. Skate Park users have identified the need to develop a shade structure to protect users and spectators from the weather, and to provide a sheltered place to rest. The Forrestdale Skate Park Working Group support this concept and welcome the implementation of a shade shelter.

The structure, as described above, would best accommodate the community's needs and also enable for the future inclusion of an artistic design that would be created with participation from the young people utilizing the Park.

Options

1. Endorse the proposal to commence the construction of the shade structure as described above.
2. Support the proposal for a shade structure at Forrestdale Skate Park pending a review of the design and construction company.
3. Reject the proposal to implement a shade structure at Forrestdale Skate Park.

Officer Recommendation

That Council endorse the construction of a basic shade shelter at Forrestdale Skate Park to the value of \$4,584 (ex GST) which will allow for a future community art project by young people.

Community Development

Committee Discussion

Officers advised that to comply with the Local Government Act 1995, (presuming Committee is supportive of the intent of the Agenda recommendation), then the recommendation should include reference to the proposed expenditure being authorised and the budget being suitably amended – the recommendation was accordingly amended by Committee.

C94/6/04 RECOMMEND

That Council:

- a. pursuant to Section 6.8 of the Local Government Act 1995,
 - i. authorize the following expenditure:
Shade structure at the Forrestdale Skate Park facility - \$4,584, and
 - ii amend the 2003-04 Annual Budget as follows:
Expenditure
 - New Account – Shade Structure Forrestdale Skate Park – increase by \$4,584
 - A/C 42372 – YAC Concerts/Events – decrease by \$2,034
 - A/C 63742 – Youth Advisory Council – decrease by \$2,550
- b. note that the shade structure will allow for a future community art project by young people.

****ABSOLUTE MAJORITY RESOLUTION REQUIRED FOR PART (a)**

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

Library & Heritage Services

ATTENDANCE BY ELECTED MEMBERS AT AUSTRALIAN LIBRARY & INFORMATION ASSOCIATION BIENNIAL CONFERENCE

WARD ALL
FILE REF: CRS/4
DATE 16 June 2004
REF PLW
RESPONSIBLE EXECUTIVE DIRECTOR
MANAGER COMMUNITY SERVICES

In Brief:

- The Australian Library & Information Assoc (ALIA) is holding its Biennial National Conference on the Gold Coast, Queensland between 21 and 24 September 2004.
- Recommend that Councillor/s be nominated to attend.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

To foster an effective professional environment and administration of the City's services and encourage innovation and creativity in meeting the needs of the community.

Legislation Implications

Nil

Council Policy/Local Law Implications

Council Policy ADM3 – Conferences, Seminars and Training.

Budget/Financial Implications

Early Bird registration (before 12 July 2004) - \$875.

Registration after 12 July 2004 - \$975.

Air fares – Discount fares approximately \$600.

Library Tours - \$25 or \$48.

Accommodation costs vary between \$135/night and \$180 /night for various sorts of rooms.

DETAILS OF CONFERENCE

The Australian Library & Information Association (ALIA) is holding its National Conference, entitled "Challenging Ideas", at the Gold Coast Convention and Exhibition Centre, Queensland, between Tuesday 21 September and Thursday 24 September, 2005. A copy of the Conference brochure is attached. **(Refer to Attachment "A-5" – as circulated with the Agenda.)**

Library & Heritage Services

The brochure notes that ‘the Conference will provide a forum to challenge your views, and explore emerging trends in the library and information services sector. The Conference will be both global and local in perspective and delegates will be able to participate, share ideas and most importantly, be provocative!’

Keynote speakers include:

- Mr Philip Blackwell, CEO of Blackwell Ltd and international book distribution and retail business.
- Professor Glyn Davis, Vice-Chancellor, Griffith University, Australia.
- Mr Bob Hayward, Senior Vice President and Research Fellow Asia/Pacific Japan, Gartner, Australia.
- Mr Jay Jordan, President and CEO, OCLC Online Computer Library Centre

Other general sessions are divided into three concurrent themes, and cover such areas as information access; information literacy; reading in a digital age; the digital divide; indigenous library services; the role of librarianship and knowledge managers; library buildings; to name but a few.

COMMENT

Given the proposed changes to the City’s Library Service with the relocation of the Armadale Library to a ‘Centre of Learning’ in conjunction with other services, the relocation of the Kelmscott Library and the proposal to undertake a strategic review of library services within the City in 2004-2005, it is felt that this conference will have relevance in many instances to Armadale, and will also offer an opportunity for networking at a national level.

Conclusion

The Manager Libraries & Heritage is attending this conference, and the item is raised for information for any Councillors who may wish to nominate to attend the Conference.

Committee Discussion

Cr Zelones nominated Cr Cominelli to attend the Australian Library & Information Association Biennial Conference. Cr Cominelli accepted the nomination. There being no further nominations, Cr Cominelli was duly nominated.

C95/6/04 RECOMMEND

- 1. That Cr Cominelli be nominated to attend the Australian Library & Information Association Biennial Conference to be held from 21 to 24 September 2004 in the Gold Coast Convention & Exhibition Centre, Queensland, with costs incurred to be charged to GL Account 1508520.**

Library & Heritage Services

2. **That the matter also be referred to Full Council of 5 July 2004, in the event that other Councillors may wish to nominate.**

Moved Cr Zelones

MOTION CARRIED (6/0)

Library & Heritage Services

LIBRARY FINES FOR PURCHASE OF AUDIO VISUAL STOCK

WARD	ALL
FILE REF:	LIB/1
DATE	18 June 2004
REF	PLW
RESPONSIBLE MANAGER	Executive Director Community Services

In Brief:

- This item considers the proposal that 50% of the value of the Library fines collected be set aside for the replacement of audio visual stock within the City of Armadale Libraries and recommends that the proposal be declined, i.e. current practice be retained.

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 projected income from library fines for the financial year 2004/05 is \$20,000. If 50% of this is allocated for the purchase of audiovisual stock for the Library Department, this will in effect result in a shortfall of \$10,000 in the Library Department budgeted income.

Consultation

Nil

BACKGROUND

The Community Services Committee considered an agenda item related to an analysis of the library fines system at its meeting of 28 April 2004. The Officer recommendation was amended, and the amended recommendation was subsequently resolved by Council at its Ordinary Meeting of 3 May 2004. This agenda item addresses the additional part (b) (C62/4/04:

- “b. *Officers report to the Community Services Committee on the possibility of 50% of the value of Library fines collected being set aside for the replacement of audio visual stock within the City of Armadale Libraries.*”

Library & Heritage Services

DETAILS OF PROPOSAL

The proposal is that the current system of monies collected by way of library fines being included in the City's Municipal Fund be continued.

COMMENT

Analysis

The stock of the public libraries is supplied by the State Government as per its agreement with local governments for the operation of the public library system. Included in the stock are many formats, including print, large print, video, DVD, talking book cassettes, talking book CDs and CD ROM. The items that the State Government does **not** provide are music CDs and periodicals. The latter may be subject to change as the opportunity for online subscriptions become more readily available, however the only online periodical subscription that the Library Department currently subscribes to, is funded by Council.

The reduction in State Government spending on stock for public libraries, has resulted in less new items being ordered. The fact that titles are now available in a number of formats, adds another challenge to the stock collection policies for a library, as now popular titles are demanded in both regular and large print, as well as audio and visual formats. These options have resulted in less titles being in the public library system, but multiple copies of the same title in the different formats. Reduced funding has had a major impact on all formats of material held by public libraries.

It would be fair to state that the majority of the people who use public libraries do so to borrow items to read visually. Those with a visual impairment require large print or audio books, though visual impairment is not the only reason that audio books are borrowed. When selecting items for stock, the librarians are guided by collection development policies and demand or usage patterns. This demand invariably results in much smaller audiovisual collections than print collections, which does limit the collections for people interested in or requiring the audiovisual formats.

While the proposal of allocating 50% of the income generated from library fines to increase the audiovisual collections in the library could be considered a generous one, the following matters should be considered.

- It would result in the 2004/05 Draft Budget having a shortfall of some \$10,000, as \$20,000 fines income is the figure used in the budget calculations. Additionally, the income figure of \$20,000 from library fines has been factored into Council's Forward Financial plan so these would require change if this proposal is put in place.
- The logistics of determining the amount to be spent would have to be worked out, as the amount of income varies from month to month and may vary from year to year. If all items were purchased at one time, say at the end of the financial year when the total dollar amount was known, this would impact negatively on staff work loads. It would also not meet the user demands for titles to be made available as they are published.

Library & Heritage Services

- It could be seen to be setting a precedent if fines revenue from one of Council's operations is returned to that discipline, while fines income from other operations is considered part of the general Municipal revenue.
- The responsibility for the supply of all library items, other than periodicals and music, is the responsibility of the State Government, and for Council to specifically allocate funding for one area that the State Government is responsible for is not recommended.
- Council already acknowledges that the State Government contribution for the purchase of library stock in all areas is inadequate, and for that reason it does allocate monies for library resources. The amount spent on each collection, whether it is for periodical subscriptions, books for the children's or adult collections, or for audiovisual materials is a professional decision based on a number of factors.

Options

1. Allocate 50% of the value of library fines collected for the replacement of audiovisual stock with the City of Armadale Libraries.
2. Retain the current system of fines monies being included in the City's Municipal Fund.

Conclusion

The conclusion is that the current system of managing income from library fines is the most equitable, with all of the income generated being paid into the City's Municipal Fund.

C96/6/04 RECOMMEND

That the total amount of monies received by way of library fines be paid into the City's Municipal Fund, rather than a percentage being allocated for the purchase of specific library items.

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

Miscellaneous

VACANCY – WA LOCAL GOVERNMENT ASSOCIATION MEMBER – HAZMAT COORDINATING COMMITTEE

WARD All
FILE REF: GOV/51
DATE 15 June 2004
REF YW
RESPONSIBLE MANAGER Executive Director
Community Services

In Brief:

- WALGA is seeking nominations for appointment of Member to the Hazmat Coordinating Committee. *No nominations received from the Community Services Committee – matter referred to Full Council.*

DETAILS OF PROPOSAL

Notification has been received from the Western Australian Local Government Association (WALGA) inviting Council to submit nominations for appointment of a Member to the Hazmat Coordinating Committee. **The Closing date for the receipt of nominations for the vacancy is close of business on Monday, 12 July 2004.**

Appointments are conditional on the understanding that nominees will resign when their entitlement terminates, that is, they are no longer Elected Members or Serving Officers of Local Government.

Term & Commencement Date & Reason for Vacancy:	The term of appointment is ongoing and commencement date is upon appointment. Cr Bill Kirkpatrick has resigned.
Meeting Details:	Meetings: Bi-monthly. Venue: FESA House, 480 Hay Street, East Perth. Day/Time: 6 July, 21 September and 30 November 2004 at 8.30 am. Sitting Fee: Nil Travelling Fee: Nil
Selection Criteria:	Nominees to address the following Selection Criteria: 1. Must be a current Elected Member / Serving Officer. 2. Are you available to undertake the responsibility? Yes/No. 3. What is your relevant experience as an Elected Member / Serving Officer? Please provide examples. 4. What are your experiences, skills attributes or qualifications to support the nomination in relation to hazardous materials, incident prevention, emergency planning and disposal? Please provide examples. 5. Please outline your demonstrated interest in the position. 6. What is your capacity to represent the interests of Local Government and the Association?
Background:	The role of the Hazmat Coordinating Committee is to develop emergency management policy and provide direction, advice

Miscellaneous

	and support to State Emergency Management Committee (SEMC), Government agencies, industry, commerce and community to ensure an efficient management capability, for hazardous materials, in the State of Western Australia.
Terms of Reference:	<p>The Committee's Terms of Reference are:</p> <ul style="list-style-type: none"> • Together with the Fire and Emergency Services Authority (Hazard Management Agency) develop, maintain, monitor and test WESTPLAN – HAZMAT. • Keep SEMC informed about the State's emergency management capability as it pertains to hazardous materials. • Review incidents to make recommendation in respect to the prevention of, preparedness for, response to and recovery from hazardous materials emergencies. • Provide a multi-agency forum for: <ul style="list-style-type: none"> ➢ The discussion and resolution of issues associated with hazardous materials and emergency management arrangements. ➢ Discussion and development of policy by SEMC. • To raise awareness and provide advice to agencies and the broader community about emergency management arrangement with respect to hazardous materials.
Membership:	<ul style="list-style-type: none"> • Western Australian Local Government Association • FESA, Fire Services of Western Australia, (Chair) • Australian Association of Port & Marine Authorities • Chamber of Commerce & Industry of WA (2 representatives) • Department of Consumer and Employment Protection, WorkSafe Division • Department of Environment, Manager Pollution Control and Audit • Department of Health, Environmental Health Branch • Department of Industry and Resources, Dangerous Goods Safety Branch • FESA, Emergency Management Services • FESA, Fire Services (including Committee Secretariat) • Water Corporation of Western Australia, Water Source & Treatment Branch • Western Australia Police Service, Emergency Operations Unit • WestNet Rail
For further particulars about the Nomination process please call:	<p>Meredith Neilsen WA Local Government Association Inquiries: mneilsen@walga.asn.au Phone: (08) 9213.2013 Submissions: nominations@walga.asn.au</p>

Miscellaneous

In the event of there being no nomination from Committee, the matter will be referred to the July 5th Council Meeting for other Councillors to consider a nomination.

Committee Discussion

There was no nomination from Committee, hence the referral to Council.

C97/6/04 RECOMMEND

Amended
Full Council
5 July 2004

~~**That Council nominate Cr for the position of Local Government Association Member on the Hazmat Coordinating Committee**~~

~~**OR, if there is no nomination at the Council Meeting of 5 July 2004, then**~~

That Council make no nomination for the position of Local Government Association Member on the Hazmat Coordinating Committee.

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

Miscellaneous

VACANCY – WA LOCAL GOVERNMENT ASSOCIATION MEMBER – LOCAL GOVERNMENT HOUSE TRUST BOARD OF MANAGEMENT

WARD All
FILE REF: GOV/51
DATE 15 June 2004
REF YW
RESPONSIBLE EXECUTIVE DIRECTOR
MANAGER Corporate Services

In Brief:

- WALGA is seeking nominations for appointment of a Metropolitan Beneficiary Representative Member to the Local Government House Trust Board of Management.
- No nominations received from the Community Services Committee – matter referred to Full Council.*

DETAILS OF PROPOSAL

Notification has been received from the Western Australian Local Government Association (WALGA) inviting Council to submit nominations for appointment of a Metropolitan Beneficiary Representative Member to the Local Government House Trust Board of Management. **The Closing date for the receipt of nominations for the vacancy is close of business on Monday, 12 July 2004.**

Appointments are conditional on the understanding that nominees will resign when their entitlement terminates, that is, they are no longer Elected Members or Serving Officers of Local Government.

Reason for Vacancy:	Current appointments to the Board are due to expire in August 2004.
Term and Commencement Date:	The term of appointment is for 3 years and commencement date is upon appointment.
Meeting Details:	<p>Meetings: To coincide with State Council meetings where possible</p> <p>Venue: Local Govt. House, Altona Street, West Perth.</p> <p>Day/Time: First Wednesday of the month at a time to be advised (1 – 2 hours).</p> <p>Fees/Allowances: No meeting fees or travelling allowances available for these positions.</p>
Selection Criteria:	<p>Nominees to address the following Selection Criteria:</p> <ol style="list-style-type: none"> 1. Are you a current Elected Member? Yes/No. 2. Are you available to undertake the responsibility? Yes/No. 3. What is your relevant experience as an Elected Member? Please provide examples. 4. What are your experiences, skills, attributes or qualifications to support the nomination? Please provide examples. 5. Please outline your demonstrated interest in the position. 6. What is your capacity to represent the interests of Local Government and the Association?

Miscellaneous

Terms of Reference:	The Local Government House Trust Board of Management oversees the day to day safe and profitable operation of the building on behalf of the beneficiaries.
Membership:	The Board is made up as follows: <ul style="list-style-type: none"> • Two State Councillor representatives (Metropolitan & Country) • Two Elected Members or Serving Officers (Metropolitan & Country that are beneficiaries) • President of the WA Local Government Association • Deputy President of the WA Local Government Association • Chief Executive Officer of the WA Local Government Association
For further particulars about the Nomination process please call:	Meredith Neilsen WA Local Government Association Inquiries: mneilsen@walga.asn.au Phone: (08) 9213.2013 Submissions to: nominations@walga.asn.au

In the event of there being no nomination from Committee, the matter will be referred to the July 5th Council Meeting for other Councillors to consider a nomination.

Committee Discussion

There was no nomination from Committee, hence the referral to Council.

C98/6/04 RECOMMEND

Amended
 Full Council
 5 July 2004

~~That Council nominate Cr for the position of Local Government Association Member – Local Government House Trust Board of Management Metropolitan Beneficiary Representative Member~~

~~OR, if there is no nomination at the Council Meeting of 5 July 2004, then~~

That Council make no nomination for the position of Local Government Association Member – Local Government House Trust Board of Management Beneficiary Representative Member.

Moved Cr Zelones
 MOTION CARRIED (6/0)

Ranger & Emergency Services

APPLICATION FOR MULTIPLE DOG REGISTRATION

WARD: Roleystone
FILE REF: A 71998
DATE: 9th June 2004
REF: R.P
RESPONSIBLE MANAGER: Manager Ranger & Emergency Services

In Brief:

- An application to keep five (5) dogs on the premises at 33 Buchanan Road, Roleystone.
- Recommendation that the application not be approved.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Nil

Legislation Implications

Dog Act 1976 - Section 26: Limitations as to Numbers:

Where by a local law under this Act a Local Government has placed a limit on the keeping of dogs in any specified area but the Local Government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the Local Government may grant an exemption in respect of those premises but any such exemption –

- (a) may be made subject to conditions, including a condition that it applies only to the dogs specified therein;*
- (b) shall not operate to authorize the keeping of more than 6 dogs on those premises; and*
- (c) may be revoked or varied at any time.*

Any person who is aggrieved –

- (a) by the conditions imposed in relation to any exemption from the provisions of a Local Law placing a limitation on the number of dogs that may be kept on any premises; or*
- (b) by the refusal of a Local Government to grant such an exemption, or by the revocation of an exemption;*

Ranger & Emergency Services

may appeal in writing to the Minister who may, after such inquiry as he thinks fit, give directions to the Local Government concerned and effect shall be given to any such direction.

Council Policy/Local Law Implications

Policy 1.4.4 - Keeping of Dogs:

Exemptions - Section 26 Dog Act 1976

When considering applications under Section 26 of the Dog Act 1976, for exemptions to keep more than two but not more than six dogs Council: -

- 1 is of the opinion that all applications of a commercial nature shall not be approved and the applicant be advised that it is an activity more suitable to an approved kennel zone;*
- 2 as a general rule will require the property on which the dogs will be kept to be at least 4047 square metres in area, however where it considers that circumstances do not warrant such an area, Council may consider a lesser area, and in this respect, the criteria laid down in point 3 will be referred to;*
- 3 will, where considered appropriate use the following criteria in assessing each application:*
 - (a) the property must be fenced and be of a suitable size in which the dogs can be adequately retained;*
 - (b) the number, size, breed, age and sex of the dogs;*
 - (c) where the dogs are to be kept kennelled and the distance from all surrounding residences;*
 - (d) suitable kennels to be provided and constructed of materials approved by the health surveyor and building surveyor;*
 - (e) a survey is undertaken by the City of all owner/occupiers within a 300 metre radius of the applicants property and those persons affected by the application be invited to make written comment on the application. The Manager Ranger & Fire Services be authorised to vary the survey radius for applications to keep more than two (2) dogs in residential areas to seventy five (75) metres if circumstances warrant;*
 - (f) Ranger Services to undertake an on site inspection and assessment of the property prior to Council considering the application.*

Local Law Relating to Dogs

Limitations on the Number of Dogs: -

The owner or occupier of premises within the district shall not, unless the premises are licensed as an approved kennel establishment, or has been granted an exemption in accordance with Section 26(3) of the Dog Act 1976 or the First Schedule of this Local law,

Ranger & Emergency Services

keep or permit to be kept on those premises more than two (2) dogs over the age of three (3) months.

First Schedule

Premises having a Land Area of:	Maximum Number of Dogs Permitted
less than 4,000 square metres	2
4,000 square metres but less than 10,000 square metres	3
10,00 square metres or greater	4

Budget/Financial Implications

Nil

Consultation

An application has been received from Ms. Suzanne Freshwater to keep five (5) dogs at the address of 33 Buchanan Road, Roleystone. The reason for the application is Ms Freshwater intends to exhibit the dogs and breed occasionally, maybe one or two litters a year.

In accordance with Council Policy seven response forms were sent out to residents within three hundred (300) metres of the subject property, advising of the application and inviting comments. Five of those response forms were returned, with two (2) objections to the application on the grounds of a nuisance by barking already existing at 33 Buchanan Road. In addition to the response form both objecting parties provided supplementary correspondence to support their objection.

Ranger Services conducting a thorough investigation of the nuisance allegations, which included consultation with the complainants, requested them to provide supporting evidence deemed appropriate to bring about a satisfactory outcome, issuing barking diaries and statements from adjoining neighbours.

After careful scrutiny, and consideration of the barking diaries, it was considered that there was not enough evidence to support any further action, regarding the allegations of a nuisance being caused, however Ranger Services will continue to monitor the situation and if any further evidence is forthcoming the appropriate action would be taken to address the situation.

Application Details

NAME: Ms. Suzanne Gaye Freshwater
ADDRESS: 33 Buchanan Road Roleystone
PROPERTY SIZE & ZONING: 4,047 Sq. Metres
COMPLAINT/OFFENCE REPORT: NIL

Ranger & Emergency Services

Details of Dogs

	BREED	SEX	AGE
1	Beagle	M	1 Year
2	Beagle	F	2 Year
3	Beagle	F	1 Year
4	Beagle	F	4 Months
5	Beagle	F	1 Year

COMMENT

On 3 March 2004, Ranger Porter inspected the property at 33 Buchanan Road, Roleystone for suitability to keep five (5) dogs. The inspection revealed that the dogs are currently housed inside a shed/garage that has been converted into a kennel area at the rear of the property. The dogs are also able to utilise a run to the side of the shed during the day.

Another building/shed has been constructed on the eastern boundary of the property. Ms. Freshwater has advised that this particular building is used to house the dogs and any newborn pups, notwithstanding planning approval for the shed has not been obtained.

The fencing on the southern side of the property is wire mesh, 1 metre high, the northern and western boundary fence is Cyclone Ringlock approximately 1 metre high. The fence has been electrified low down to the ground, which also doesn't have planning approval. These particular issues are currently being investigated by Building Services.

The dog enclosure is an area of about 200m², with rural type open mesh fencing, which allows the dogs to have visual stimulation from activities on the surrounding neighbouring properties. The dogs are locked inside the garage during the night; the garage is also accessible to them during the day.

Ms Freshwater advised Ranger Porter that she intended to breed approximately two (2) litters of pups a year. She stated she could only handle one litter of dogs at any given time because she worked full time. When asked if she was breeding to sell the pups commercially she said "no" but did admit that some pups from the last litter had gone to the Customs Department.

Given that Ms. Freshwater has indicated that she intends to breed from the dogs, the concerns expressed about the potential for future noise problems and the size of the property not being considered appropriate for the housing of five (5) dogs, the Manager Ranger & Emergency Services is of the view not to support the application and recommends that Council refuse to grant an exemption to keep five (5) dogs on the premises at 33 Buchanan Road, Roleystone.

Ranger & Emergency Services

C99/6/04 RECOMMEND

That Council:

- a. not approve the application from Ms Suzanne Freshwater to keep five (5) dogs on the premises at 33 Buchanan Road, Roleystone for the reasons that Council is of the view that the dogs are likely to cause a nuisance by barking, and the property size is not considered appropriate for the housing of five (5) dogs;**
- b. advise Ms. Suzanne Freshwater of her right of appeal pursuant to Section 26 (5) and (6) of the Dog Act 1976.**

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

Recreation

ARKS RUGBY UNION CLUB - DEBT RESTRUCTURE

WARD Kelmscott
FILE REF: A179413
DATE 15 June 2004
REF JKM
RESPONSIBLE Executive Director
MANAGER Community
Services

In Brief:

- This report outlines the history of the current outstanding debt and proposes a partial write off and repayment strategy for the balance of the debt.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

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

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

The Arks Rugby Union Club has a current outstanding debt to Council of \$5,035. Funds have been allocated in the March budget review for any write off of this amount.

Consultation

- ARKS Rugby Union Club.
- Manager, Recreation Services.
- Corporate Services.

BACKGROUND

History of the Floodlighting Project at John Dunn Oval

The ARKS Rugby Union Club was relocated from Kuhl Park to John Dunn Oval, Kelmscott in 1999. It was determined at the time that the facilities at John Dunn Oval presented a more adequate and cost effective means of meeting the Club's current and future needs rather than a large capital development at Kuhl Park that may have cost in excess of \$300,000. The ARKS Club subsequently became members of the Kelmscott Football and Sportsman's Club.

Recreation

Since 1999, a four-stage capital works project of upgrading the floodlights at the Oval has taken place. The project has been funded in the following manner:

\$66,320	City of Armadale
\$20,000	Kelmscott Football Club
\$10,500	ARKS Rugby Union
<u>\$45,858</u>	Department of Sport and Recreation (CSRFF grants)
\$142,678	Total

Stage two of the project involved the installation of floodlights on Oval number two (2) or “upper oval” at John Dunn. This oval is the primary area that is utilised as a rugby pitch by the Club for its training purposes.

The total project cost for this component of the project was \$24,000, of which the Club was requested to contribute \$5,000. The Club honoured this commitment by paying two installments of \$2,500 in June and October 2000.

The further development of stage three of the project involved installing additional lights to the towers on the main oval to enable night fixtures to be conducted. It was envisaged at the time that the Club would use the main oval for night fixtures and touch rugby in the summer.

The funding arrangement that was negotiated for stage three was as follows:

\$10,000	City of Armadale
\$10,000	Department of Sport and Recreation (CSRFF grant)
\$ 5,000	ARKS Rugby Union
<u>\$ 5,000</u>	Kelmscott Football & Sportsmen’s Club
\$30,000	Total

The Club agreed to the requested \$5,000, albeit reluctantly, and confirmed its commitment in writing. It is fair to say that the Club did have some reservations about contributing the additional funds to stage 3 of the lighting project but did not wish to be perceived as the reason for the project being delayed by declining to contribute.

Upon receiving written commitments from both Clubs, acknowledging its financial contribution, the project proceeded in good faith and was completed in April 2000.

At a later meeting attended by the Mayor, Manager of Recreation Services and Club representatives to discuss the request for further lighting on oval number three, the issue of the Club’s non payment of the debt was raised. Club representatives were advised that the Club had committed to the repayment of the debt and was to submit a payment schedule to achieve this. A further letter was received from the Club confirming its commitment to clear the debt however, to date neither the proposed payment schedule or any payments have been received.

The Club has since stated, at the meeting held on 9 March 2004, with Council representatives present, that it has only been able to use the main oval floodlights once for a night fixture game and had limited other use for training purposes since the project was completed.

Recreation

History of the current debt

In March 2000, an amount of \$2,415.66, comprising lease fees, water rates and electricity charges, were written off. This action was justified by reason of providing the Club with a 'clean slate' as an incentive to relocate to John Dunn Oval. The relocation was seen as being more financially viable to Council than redeveloping Kuhl Park.

In October 2003, a further \$1,421 was written off. This amount had been disputed as the costs had been incurred at Kuhl Park after the Club had vacated the premises in favour of John Dunn Oval. Included in the total was \$774 for the cost associated with the surrendering of the lease at Kuhl Park. Following the October 2003 write off the Club made a lump sum payment of \$1,641 in February 2004, leaving the current outstanding balance of **\$5,035**.

DETAILS OF PROPOSAL

The ARKS Rugby Club has submitted a proposal to Council requesting that the entire amount of \$5,000 to be written off as a debt, due to the Club not using the main oval lights on a regular basis.

Based on the above statement, the Club has a sound case for having its debt dismissed entirely. However, it is recommended that the Club honour at least part of its original commitment and contribute \$2,500 towards the floodlighting project.

COMMENT

Analysis

In addition to the \$66,320 that Council has contributed to the floodlighting project at John Dunn Oval, the ARKS Rugby Union has received direct contributions totally \$18,647 since 1998. These contributions were comprised of previous debts from Kuhl Park that were written off in 2000, and grants to the floodlighting of ovals two and three at John Dunn Oval. The ARKS Club is the primary user of these two ovals. It was upon their request that the lighting of these two areas was based.

By requesting that the Club contribute \$2,500 towards the project it will reflect the current and potential use of the main oval floodlights. Also by requesting the Club honour at least part of its original \$5,000 commitment, it will allow the Club to have greater access to the lights in the future without resentment from the Kelmscott Football Club.

The Kelmscott Football Club still has \$2,632 remaining of its contribution to stage three outstanding and if the total ARKS amount of \$5,000 was to be written off then it could be a disincentive to the Football Club to honour its payments.

Recreation

Options

The following options are open to Council:

1. Not to write off any of the debt. It is believed however, that this will only leave the situation in its current stalemate and so is not recommended.
2. To write off all of the \$5,000 as per the Club's request. This option would be a disincentive to the Kelmscott Club to pay its contribution and that the project progressed in good faith that the ARKS Club would honour its payment. This option is not recommended.
3. For \$2,500 of the debt to be written off to bring a fair and equitable resolution to this issue and allow the Club and Council to move forward from this point. This is the recommended option.

Conclusion

For the reasons contained in this report, it is recommend that the amount of \$2,500 of the current debt be written off so the Club still has an obligation to contribute \$2,500 towards the floodlighting project at John Dunn Oval. It is believed that a contribution of \$2,500 represents a fair and equitable amount that the Club should contribute based on its previous and future use of the floodlights on the main oval. This amount for the Club's contribution is also based on the fact that the Club has been the primary beneficiary of contributions totally \$18,647 from Council since 1998.

As with resolution C63/4/04 pertaining to the Armadale Soccer Club, the ARKS Club has been informed that it is highly unlikely that Council will support any further capital works contributions until this matter is resolved and the debt settled.

C100/6/04 RECOMMEND

That Council:

- a. **Writes off \$2,500 of the ARKS Rugby Union Club's current outstanding debt.**
- b. **Requests the ARKS Rugby Union Club to contribute a total of \$2,500 towards the completed Stage 3 of the Floodlighting Project at John Dunn Oval, together with a repayment plan of how this will be achieved within a three-year period.**
- c. **receive a further report, to be submitted to the Community Services Committee in August 2004, on the status of the above repayment plan.**

Moved Cr Zelones

MOTION CARRIED (6/0)

Recreation

ARMADALE & DISTRICTS RUGBY LEAGUE CLUB – DEBT ASSESSMENT AND REPAYMENT PLAN

WARD Kelmscott
FILE REF: A 76259
DATE 3 Jun 2004
REF JKM
RESPONSIBLE Executive Director
MANAGER Community
Services

In Brief:

- This report outlines the current financial situation of the Armadale & Districts Rugby League Club and proposes the endorsement of a repayment plan.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

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

Legislation Implications

Nil

Council Policy/Local Law Implications

The Armadale & Districts Rugby League Club has a current 5 year lease with Council for the pavilion on Pries Park due to expire on 28 February, 2005.

Budget/Financial Implications

Allowance has been made in the 2003/2004 budget to support the recommendation to have any amount of the outstanding \$8,804 debt, written off.

Consultation

- Armadale & Districts Rugby League Club
- Manager Recreation Services

BACKGROUND

The details of the accumulated debts are as follows:

Description	Amount
Electricity Cost Oct 95-Apr 98	7,913.42
Lease 30/06/98	500.00
Lease preparation costs	390.75
	\$8,804.17

Recreation

The Armadale & Districts Rugby League Club has been the subject of two prior reports to Council, addressing the circumstances of its financial situation, in February 1997 and July 2000.

As a result of the February 1997 report, it was subsequently resolved by Council (F83/97) to reduce the annual lease fee to the standard \$500 per annum from the original agreed figure of \$15,000 per annum effective 1 July 1996. This adjustment and write off was on the condition that a repayment schedule of \$500 per month was undertaken to clear the balance of the debt (\$23,054) in a (3) year period.

The Club honoured this schedule with 5 payments during 1997 until circumstances outlined in the July 2000 report. One of the major contributing factors was a sudden downturn in the sport due to the demise of the Western Reds NRL team, which led to a revision of the situation and the following resolution.

Council's part Resolution C198/2000 of 8 August 2000 refers:

- “ 1. That Council write-off debts totalling \$11,800 (for lease for 1995/96 owed to the City by the Armadale & Districts Rugby League Club.*
- 2. That Council accept the Armadale & Districts Rugby League Club Proposal for the balance of its debt owing to the City (\$12,173) to be repaid in monthly installments of \$500 (per annum) commencing in July 2000 with the debt to be repaid in full by June 2002.*
- 3. That Council approves the Armadale & Districts Rugby League Club exercising its lease renewal option for the use of facilities at Pries Park for a further 5-year period. Commencing 1 March 2000, subject to the inclusion of the following amendments;*
 - The amount of the lease fee being \$500 in line with Council's policy; and*
 - A clause being included which states that if at the end of the second year of the lease the Club has not repaid its debt, then Council retains the option to terminate the lease at that juncture.”*

Since the above Resolution of August 2000, the Club has made five payments totally \$3,187.25 (in addition to its operational costs) and thus reducing its accumulated debt to the current balance of **\$8,804.17**.

The Club has endeavoured to honour its commitment to Council but has not been able to adhere to the monthly payments of \$500. The Club has made periodic installments when it has been able to. Its last payment against its accumulated debt was \$1,000 in June 2001.

It should be noted that since the decision of August 2000, the Club has not incurred any further outstanding debts to Council. In short, the Club has met all its operating costs. This demonstrates a reasonably responsible level of management and financial practice within the Club. It also demonstrates that without the current debt level, the Club has actually been operating at a break-even level.

Recreation

All current outstanding debts are those that have occurred prior to the date of August 2000 when the last Council decision was made to write off the Club's debt.

The initial meeting with the Club, Project Officer and the Manager of Recreation Services was held on 23 February 2004. At this meeting the Club was presented with a detailed statement outlining its current outstanding debt to Council. The Club was asked to submit a budget and a proposal for the 2004 season to the extent at which it could address the current debt.

Initially the Club looked to be in a favourable position to have a sound income for the season based on its ability to stage seven home games at Pries Park. However, the Western Australian Rugby League did not accept the Club's submission to have a 'Reserves Grade' team and thus limited the home fixtures to two dates. The Club has had to amend its budget and thus the revenue forecast based on the reduced ability to raise income. In addition to this, the WARL decision also prevented the Club from receiving a lucrative sponsorship deal that had been negotiated for the *Reserves Grade* team.

DETAILS OF PROPOSAL

The Club's 2004 forecast budget indicates an operating surplus of **\$5,000**, which has been designated to make a payment towards the outstanding debt of **\$8,804**.

It is proposed that Council acknowledges the Club's willingness to make payments to a maximum of **\$5,000**, by writing off **\$4,402** of the debt, in a gesture of good faith towards its endeavours to clear the debt. This proposal will be consistent with resolution (C63/4/04) for the Armadale Soccer Club. However, the Club's projected budget surplus may appear slightly generous on face value considering the Club only '*broke even*' for the previous season when it held no home games. A surplus in the vicinity of **\$3,000** is a more likely prediction. If **\$3,000** is accepted as the minimum payment, it will allow the Club the flexibility to operate within its budget and account for any variables not yet foreseen. Payment of any amount remaining from the **\$4,402** total will be required to be paid by the 30 June 2005.

It is proposed that the Club be requested to make a lump sum payment at the conclusion of the season on the basis that it will only have the ability to gauge the validity of the income budget after the two scheduled fixtures of 15 May and 10 July 2004. (*As a result of the Club's home fixture on 15 May, the Club generated \$3,000 revenue. However, it is still unclear at this stage how much of that amount can be set aside for the predicted debt repayment.*)

As per resolution (C63/4/04) for the Armadale Soccer Club, the feasibility of any repayment proposal will only be apparent at the conclusion of the season.

A further report on the debt will be presented in December 2004 should the Club's projected surplus not be sufficient to repay the \$4,402 in its entirety.

Recreation

COMMENT

Analysis

By endorsing the proposed option it will allow the Club the potential to re-establish itself financially and structurally following the hiatus of not hosting any home games in 2003.

Options

The following options are open to Council.

1. To demand the full payment of the outstanding debt of \$8,804 by October 2004. Due to the Club's reduced capacity for revenue raising this season, this option is neither feasible nor recommended.
2. To write off the entire amount of \$8,804 and to allow the Club the ability to retain any surplus revenue for the 2004 season so as to leave it in a positive position in which to potentially renegotiate its lease in February 2005. This option has merit, based on the fact that all of the outstanding invoices originate from prior 1998 when the lease fee was \$15,000.
3. Acknowledge the Club's willingness to pay \$5,000 of the debt by writing off 50% of the current debt to the value of \$4,402 is a gesture of good faith to the Club for its endeavours to clear the current and previous debts. This is the recommended option and is consistent with the recommendation made in regard to Armadale Sporting Club (C63/4/04).

Conclusion

It could be argued that by accepting the tendered lease of \$15,000, Council may have inadvertently reduced the Club's ability to meet some of its other costs. However, the tendered lease price was accepted as a fair and equitable indication of the potential market share that Rugby League enjoyed at the time as a commercial operator rather than as a sporting club. Had it been considered a sporting club under policy ADM2 the Club should have incurred a lease fee of \$500 rather than \$15,000.

The severe downturn in the sport's popularity, after the demise of the National League team Western Reds, led to the original income being severely overstated and thus its ability to pay the \$15,000 lease fee.

Hypothetically, if the lease fee of \$500 had been applied from the beginning of the lease in March 1995, then the **\$7,800** in payments made by the Club towards the lease fees could have been made towards the utilities costs, which now remain outstanding.

The write off of at least **\$3,804** of the outstanding debt could be justified by the fact that between February and June 1997 invoices were still raised for the original monthly lease fee of \$1,250. This occurred because there was a three month hiatus from when the original report was presented to the Community Services Committee to when resolution (F83/97) to

Recreation

reduce the lease fee and write off the outstanding amount, was enacted at the conclusion of the 1996/97 financial year. As a result, an additional **\$3,750** was charged to the Rugby Club's account, which should also have been written off at that time.

In addition to the previous statement, the proposed recommendation demonstrates good faith by Council by rewarding the endeavours of the Club to adhere to the commitments of the original repayment plan. It also demonstrates it has shown responsible management by not incurring any further debts since July 2000 and made all endeavours to honour debt repayments where its operational revenue has permitted.

C101/6/04 RECOMMEND

That Council:

- a. **write off 50% of the current outstanding debt for the amount of \$4,402, owed to Council by the Armadale & Districts Rugby League Club, as a gesture of good faith to the Club.**
- b. **Subject to the endorsement of the above recommendation, accept a minimum lump sum payment of \$3,000 towards the debt by 30 October 2004, with any remaining balance of \$4,402 to be cleared by 30 June 2005.**

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

Recreation

COUNCIL POLICY: CLUB/ COMMUNITY GROUP APPLICATION(S) FOR COUNCIL SUPPORT OF PROPOSED CAPITAL WORKS PROJECTS

WARD All
FILE REF: RECN/ 3
DATE 18 June 2004
REF JKM
RESPONSIBLE Executive Director
MANAGER Community
Services

In Brief:

- This report outlines a proposed new Council Policy to ensure that due process is undertaken when Sporting Clubs or Community Groups apply for funding support for capital works projects at Council Reserves.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

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

Legislation Implications

Nil

Council Policy/Local Law Implications

This report recommends a new policy (RECN3) be included in Council's Policy Manual. Related Policy – RECN1.

Budget/Financial Implications

All requests made under this new policy will be considered and, where appropriate, included in relevant Council budgets.

Consultation

- Manager Recreation Services
- Manager Property Services
- Senior Accounting Officer

BACKGROUND

During the investigations into the current outstanding debts of several sporting clubs, it was discovered that portions of these debts were the result of clubs not honouring their cash

Recreation

contribution to capital works projects upon their completion. This has left Council effectively funding the greater majority of the project, in excess of the original budgeted amount, until such time that the club's have been able to make some repayments.

A comprehensive policy, RECN1, was developed in 2002 outlining the process that clubs must adhere to when wishing to upgrade floodlighting facilities at Council reserves. This policy ensures that all due process of justifying the project and the most cost effective equipment, designs and funding process are applied.

The proposed policy is an extension of RECN1 but will encompass all projects where sporting clubs and community groups wish to apply for Council funding assistance for capital works projects.

The proposed policy is to formalise the current procedure that is adhered to by the Recreation Department when assessing project proposals of this nature.

DETAILS OF PROPOSAL

RECN 3: Clubs/Community Groups application(s) for Council support of proposed capital works projects. (Refer to Attachment "A-6" – Summary of Attachments – buff page.)

In addition to the process outlined in RECN1 the proposed policy states the funding process that the applicant must adhere to once they have been successful in gaining funding approval for the project from Council.

Currently, sporting clubs and community groups are required to make a cash contribution of approximately one third of the total project cost. Projects have proceeded in good faith that the clubs have made sufficient allowance in their own budgets to accommodate this cash contribution. Whilst the majority of clubs have dutifully honoured their commitment those who have not have placed an unbudgeted financial responsibility on Council thus prompting a review of the process.

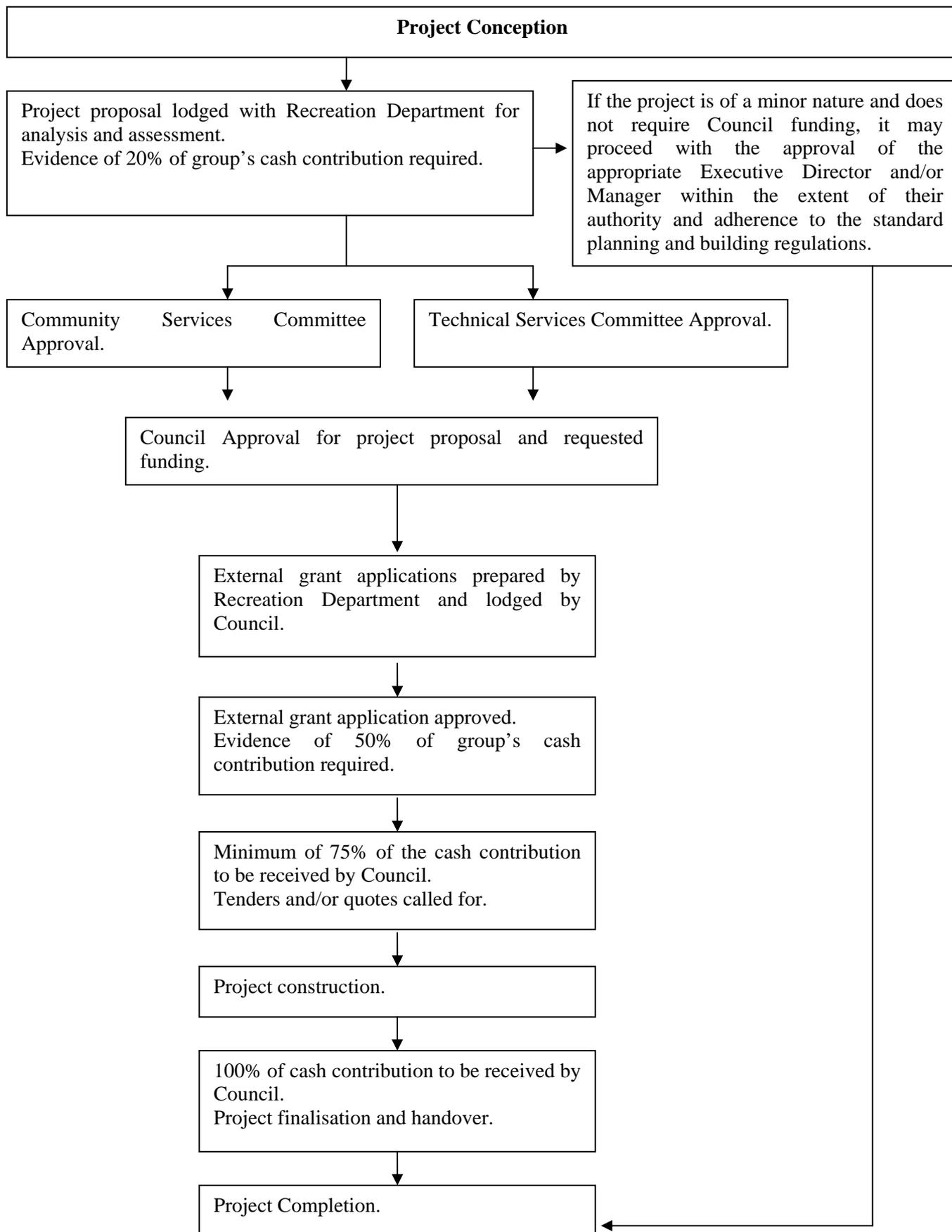
The following circumstances have been identified as the reasons that have led to two of the clubs in question not honouring their commitments;

- The Club hoped that they could offset the amount with additional 'in kind' work.
- A change in club officials where the full details of true account of the debt was not passed on to the incoming office bearers. .
- Changes in circumstances where the club believes that they are not receiving the use of the facility for which they are compelled to contribute.

Although the new policy sets out a thorough step-by-step process for the duration of the proposed project, its main emphasis is on the manner and timing in which the clubs make their cash contribution.

The following flowchart outlines the specific stages of any proposed projects.

Recreation



Recreation

COMMENT

Analysis

Whilst this new process may appear as somewhat of a deterrent to some clubs, it must be remembered that there is a six month period from the time that clubs lodge their project proposals with Council's Recreation Department until the announcement of successful applicants is made by the State Government in late February. There is then a further four months until the State Treasury releases the funds on 1 July. This time period allows all groups to be actively raising the amount of funding they will be required to contribute, to the project.

This policy only pertains to projects with a total cost under \$150,000, which are funded within a one-year period. All other larger projects are staged over a three-year period thus allowing a greater time period for the club to secure the revenue required for their cash contribution. However, the principles and aims contained within the attached policy remain applicable.

Options

The following options are open to Council:

1. Not to endorse the policy and leave the administrative procedure as it is currently.
2. To endorse the new policy.
3. To endorse the policy with amendments.

Conclusion

For reasons outlined in this report it is recommended that Council endorse the new policy so as to avoid any future accumulation of debts where clubs and community groups, have for a myriad of reasons, not honoured their cash contribution to the project.

C102/6/04 RECOMMEND

That Council adopt the Policy RECN 3: Clubs/Community Groups application(s) for Council support of capital works projects as attached to these Minutes at Attachment "A-6".

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

Recreation

IMPLEMENTATION OF RECREATION STRATEGIC PLAN – PROGRESS REPORT

WARD All
FILE REF: REC/7
DATE 17 June 2004
REF PGQ
RESPONSIBLE Executive Director
MANAGER Community
Services

In Brief:

The report presents a progress report on the implementation of the City's Recreation Strategic Plan and recommends that Council receive the report.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

Develop a Strategic Plan for Recreation Facilities and Services

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

Nil

BACKGROUND

In March 2003, Council adopted its Recreation Strategic Plan to guide the provision of recreation services and facilities in the City for the next 5-year period. Strategy 53 of the Recreation Strategic Plan is to undertake an annual review of the plan, with a major review to occur in 2007.

DETAILS OF PROPOSAL

Attached to the Agenda is a summary report on the status of the various recommendations that were identified for implementation for 2003-04. **(Refer to Attachment "A-7" – Summary of Attachment – buff page.)**

Recreation

COMMENT

Analysis

A summary analysis of the progress report indicates that of the 52 strategies contained in the Recreation Strategic Plan that were proposed to be undertaken or commenced in 2003-04;

17 have commenced and/or are ongoing

8 have been completed

1 has been largely completed (Armadale Arena upgrade)

10 are in progress or are part completed

16 are either incomplete or yet to be commenced

Of the 10 strategies that are currently in progress or partly completed, all are expected to be completed by the end of 2004.

Of the 16 strategies that are either incomplete or yet to be commenced, 3 were not able to progressed due to non availability of funds i.e. budget constraints, with the balance due to resource constraints.

As reported to the Community Services Committee in April 2003, staffing resources within Recreation Services consist of one officer (Manager), an Events Coordinator, Manager Armadale Aquatic Centre and shared administrative support. Resources are currently fully stretched with the day-to-day management of the service and responding to the myriad of requests and demands from the community for assistance, with limited scope for implementation of new initiatives.

With responsibility for implementation of the Recreation Strategic Plan resting largely with the Manager Recreation Services, implementation of all of the strategies has not been possible. Other considerations include:

- The Aquatic Facilities Needs Assessment and Feasibility Study currently in progress is a major project that was originally scheduled for 2005-06, but was brought forward by Council as part of its strategy for future provision of aquatic facilities.
- The concept plan for the redevelopment of the former Kelmscott Pool site was a flow on project from the aquatic facilities strategy, and was not included in the adopted Recreation Plan. This project required significant resources during the months August through until October 2003 and will be ongoing during 2004-2005.
- New demands and priorities have surfaced since the adoption of the Recreation Strategic Plan that have required time and resources to be allocated e.g. review of the

Recreation

SERRAG Regional Recreation Facilities Strategy, involvement in the planning of Council's new corporate IT system, issues related to the former PCYC building etc.

- The Manager was on long service leave for 6 weeks in July 2003, which combined with annual leave and staff training, added up to 11 weeks of non available work time.

All things considered, the Recreation Strategic Plan is a plan to guide the provision of recreation services and facilities for the next 3-5 year period, and reasonable progress has been achieved with the implementation of the plan over the past year.

Options

N/A

Conclusion

It is recommended that Council receive the progress report on the implementation of the City's Recreation Strategic Plan.

C103/6/04 RECOMMEND

That Council receive the progress report as attached to these Minutes at Attachment "A-7" on the implementation of the City's Recreation Strategic Plan.

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

Recreation

****ARMADALE AQUATIC CENTRE – LENGTH OF SEASON**

WARD All
FILE REF: A173263/1
DATE 21 June 2004
REF PGQ
RESPONSIBLE Executive
MANAGER Director
Community
Services

In Brief:

This report

- Presents a proposal to delay the opening of the Armadale Aquatic Centre by one week, and for the centre to remain open until the last Sunday of the April School Holidays i.e. an extension of two weeks.
- Recommends that Council support the proposal and an amount of \$6,000 be included in Council's 2004/05 budget to fund the cost of extending the season.

Committee amended the recommendation to read:

That Council:

- a. *Rescind part (b) of prior Council Resolution 89/3/2004 of 15th March 2004 which read as follows:
That Council keep the Champion Drive Swimming facility open beyond the planned seasonal closure date in order to allow the public to use it over the 2004 Easter Weekend, and the school holidays that follow, ie. last day open to be the 25th April 2004, subject to the following conditions:*
 - (a) *that should weather conditions change, the Chief Executive Officer determine if the facility should remain open to 25th April 2004,*
 - (b) *that the 2004-05 swimming pool season opening date be delayed by a similar number of days in order to compensate the budget for the extension to the current season, and*
 - (c) *that the matter of altering the Aquatic Centre operating season be referred to the Community services Committee.*
- b. *Approve the 2004-05 pool season at Armadale Aquatic Centre being as follows:
- to commence on 25th October 2004 and conclude on 24th April 2005 (last date of the April school holidays), subject to weather conditions remaining favorable through until the proposed closure of the centre.*
- c. *Refer the following matter to the 26 July 2004 Special Meeting of the City Strategy Committee for consideration of inclusion in the 2004-2005 Annual Budget:*
 - *an allocation of \$6,000 to be made in the 2004-05 Budget for the purpose of allowing the pool season to be extended by one week as per the dates identified in part (b) above, with a commensurate reduction of \$6,000 to the proposed Transfer to Reserve – Recreation budget estimate.*
- d. *Through the May 2005 Community Services Committee meeting, receive a report which evaluates the results of the extension of the pool season.*

Recreation

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 cost to extend the season (approximately \$6,000) is currently not included in either the draft 2004/05 budget or the 15-year financial plan.

Consultation

Centre Manager

BACKGROUND

Following consideration of the Armadale Aquatic Centre Seasonal report at the May Community Services Committee Meeting, Council resolved (C83/5/04) in part as follows:

- b. endorse the investigation and report back to Committee by officers of a variation to the Aquatic season opening date and to include the seasonal closure at the end of the Easter school holidays.*

Since the provision of gas heaters in 1997, the Armadale Aquatic Centre has opened for the season on the Monday of the 4th School term, and closed on the second weekend in April, subject to weather conditions at the time. With regard to the closure date, Council has adopted a flexible approach that allows management to slightly extend the season should warm weather conditions prevail or alternatively, close early if the weather turns bad.

This report responds to Council's resolution and puts forward a proposal to vary the length of the season to allow the centre to remain open during the April school holiday period.

DETAILS OF PROPOSAL

The proposal is to delay the opening of the centre by one week, and for the centre to remain open until the last Sunday of the April School Holidays i.e. an extension of two weeks.

Recreation

The net effect would be that the length of the season is increased by one week, at an approximate cost of **\$6,000**.

COMMENT

Analysis

Although not supported by any statistical evidence, there appears to have been a slight change in weather patterns over the past 10 years or so, with warmer conditions not starting until later in the spring/summer period and extending through until mid to late April. In 2004 for example, the average maximum temperature for the April school holidays was 26 degrees, and that included 3 colder days.

The only groups that will be affected by the proposal are the two swimming clubs, which would normally commence their training in the first week of the new season. Both clubs would prefer to start their activities in the first week of term 4. School in-term swimming commences on the Monday morning of week 2 of the school term and is not affected by the proposed later opening.

The cost to implement the proposed extension of the season is approximately \$6,000 per annum, which has not been included in Council's draft 2004/05 budget or the 15-year financial plan. An additional budget allocation would therefore be required should Council wish to proceed.

Options

Should Council not be supportive of the proposal outlined in this report, the following alternative options are presented for consideration:

1. Retain the current length of season and not extend the season to include the April school holiday period.
2. Retain the current opening date and extend the season by two weeks, at an approximate cost of \$12,000.

Conclusion

As noted in the seasonal report, if assessed purely from a financial perspective, it would be hard to justify extending the season. Council may however, consider the social benefit to be of greater value than the financial cost of providing the service.

The proposal allows Council to extend the season through until the end of the April school holidays, for a relatively nominal extra cost without there being any major disadvantage to any party. It is therefore recommended that Council implement the proposed change to the 2004/05 Armadale Aquatic Centre season and the results of the proposal be reported for Council's consideration to the May 2005 Community Services Committee Meeting.

Recreation

Officer Recommendation

1. That the 2004/05 pool season at Armadale Aquatic Centre commence on 25 October 2004 and conclude on 24 April 2005 (last date of the April school holidays), subject to weather conditions remaining favourable through until the proposed closure of the Centre.
2. That an amount of \$6,000 be included in Council's 2004-05 Budget to allow the pool season to be extended by one week, as per the dates identified in part (1) above.
3. That a report be presented to the May 2005 Community Services Committee that evaluates the results of the extension of the pool season.

Committee Discussion

Committee was advised that an existing resolution (89/3/2004) of Council in relation to the 2004-05 Swimming Season opening date, would need to be rescinded in order to vary the Centre opening and closing dates. Officers also advised that the matter would need to be referred to the 26 July Special Meeting of the City Strategy Committee for consideration of inclusion in the 2004-05 Annual Budget, hence the amended recommendation.

C104/6/04 RECOMMEND

That Council:

- a. **Rescind part (b) of Council Resolution 89/3/2004 of 15th March 2004 which reads as follows:**
That Council keep the Champion Drive Swimming facility open beyond the planned seasonal closure date in order to allow the public to use it over the 2004 Easter Weekend, and the school holidays that follow, ie. last day open to be the 25th April 2004, subject to the following conditions:
 - (a) *that should weather conditions change, the Chief Executive Officer determine if the facility should remain open to 25th April 2004,*
 - (b) *that the 2004-05 swimming pool season opening date be delayed by a similar number of days in order to compensate the budget for the extension to the current season, and*
 - (c) *that the matter of altering the Aquatic Centre operating season be referred to the Community Services Committee.*
- b. **Approve the 2004-05 pool season at Armadale Aquatic Centre being as follows:**
 - to commence on 25th October 2004 and conclude on 24th April 2005 (last date of the April school holidays), subject to weather conditions remaining favourable through until the proposed closure of the centre.

Recreation

- c. **Refer the following matter to the 26 July 2004 Special Meeting of the City Strategy Committee for consideration of inclusion in the 2004-2005 Annual Budget:**
 - **an allocation of \$6,000 to be made in the 2004-05 Budget for the purpose of allowing the pool season to be extended by one week as per the dates identified in part (b) above, with a commensurate reduction of \$6,000 to the proposed Transfer to Reserve – Recreation budget estimate.**

- d. **Through the May 2005 Community Services Committee meeting, receive a report which evaluates the results of the extension of the pool season.**

****ABSOLUTE MAJORITY RESOLUTION REQUIRED FOR PART (a)**

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

Recreation

SERRAG REGIONAL SPORT AND RECREATION FACILITY STRATEGY

WARD All
FILE REF: REC/9
DATE 22 June 2004
REF PGQ
RESPONSIBLE Executive Director
MANAGER Community
Services

In Brief:

This report:

- Presents the draft Regional Sport and Recreation Facility Strategy for Council's consideration and;
- Recommends that Council receive the draft report and endorse those recommendations that are either directly related to the City of Armadale or have relevance to the City.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

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

Legislation Implications

Nil

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil

Consultation

- Local Governments of the south east region
- Neighbouring Local Governments
- Education Dept
- Dept of Sport and Recreation
- WA Sports Federation
- Curtin University
- State and Regional sporting associations

Recreation

BACKGROUND

A report to the February 2003 Community Services Committee advised that the South East Region Recreation Advisory Group (SERRAG) was proposing to review the Regional Recreation Facilities Strategy, and was seeking a \$3,000 contribution towards the study from each of the member Councils.

Council subsequently allocated the requested \$3,000 in its 2003/04 budget and together with contributions from the other Local Governments in the region plus a grant of \$12,000 from the Dept of Sport and Recreation, the necessary funds were in place to undertake the study.

A Brief for the study was prepared and the following Terms of Reference were agreed to by SERRAG:

- *Identify trends with regard to the demographic, social and economic characteristics of the region, and their implications for future provision of regional facilities. Consideration should be given to the future leisure requirements of the differing generational groups and any other factors that are likely to affect the demand for regional facilities e.g. location, accessibility, availability of public transport etc.*
- *Update the inventory of existing and proposed regional recreation and sporting facilities, including public, private, educational and regional facilities in neighbouring Local Governments.*
- *Identify gaps in the provision of regional recreation and sporting facilities and in broad terms, facilities or services that are likely to be required in the future.*
- *Identify any areas where there is an over provision or potential over provision through proposed new regional facilities, and make recommendations accordingly.*
- *Identify opportunities for cross boundary co-operation between SERRAG member organizations regarding the development and/or upgrading of regional recreation and sporting facilities.*
- *Develop and recommend priorities for implementation of the Regional Plan.*
- *Review the current process for ongoing management of the Regional Plan and recommend accordingly.*
- *Produce good quality A1 size colour coded plans for each major category of facility, which shows the location and catchment area of existing and proposed regional facilities. A3 size plans to be included within the bound copies of the final report.*

Council's representatives on SERRAG (Cr Zelones and the Manager Recreation Services) have been actively involved in the study and have strongly promoted the City's strategic

Recreation

recreation facility projects such as the Champion Lakes Regional Recreational Park, the proposed indoor aquatic facility and new 18-hole golf course.

Following an extensive consultation and review process, the draft study report has now been completed and is presented for Council's consideration (**Refer to Attachment "A-8" – as circulated with the Agenda.**)

DETAILS OF PROPOSAL

The study recommendations appear at the front of the report as part of the Executive Summary, but are presented below for easy referral:

Planning Principles

1. That SERRAG member organisations endorse the following planning principles for any future provision of sport and recreation facilities within the region:
 - Consideration be given to the potential impact and implications for existing facilities, when planning for new facilities;
 - Planning for any new or upgrading of existing recreation facilities take into consideration the likely demands of future populations, in particular the high growth areas of Canning Vale and Forrestdale;
 - Sharing of information, collective input and commitment to regional planning;
 - Efforts be made to invite and encourage private providers' capital investment through innovative partnering arrangements.

Aquatic Facilities

2. The potential rationalisation of 50m aquatic facilities be examined prior to the development of a further facility in the northern / central sector of the SERRAG region, with the obvious possibility being the Canning Aquatic Centre (outdoor) as it is over 35 years of age and does not provide year round access.
3. That the development of an indoor aquatic facility in the southern area of the region (Armadale-Kelmscott) be supported by SERRAG, should the Need and Feasibility be determined through the current study being undertaken.
4. That the LGAs of Canning, Armadale and Gosnells and Carey Community Resources investigate opportunities for joint provision of an indoor recreation centre, aquatic facility and active sporting reserves in the medium to long term.

Indoor Recreation Centres.

5. The potential rationalisation of Community Recreation Centres be examined prior to the development of further facilities such as the proposed Cannington Recreation

Recreation

Centre (planned for 2010). The opportunity to rationalise rather than duplicate facilities and services is presented by investigating the potential closure of Queens Park Community Recreation Centre and relocate programs and users to the proposed Cannington Recreation Centre.

6. That SERRAG support the development of an indoor court sports facility in the central area of the region (Gosnells), subject to a detailed Needs and Feasibility Study demonstrating the need and viability of such a facility.

Fitness Centres

7. The potential redevelopment and or expansion of the Gosnells Leisure World Fitness Centre be tested for feasibility in the short term.

Golf Courses

8. That SERRAG support the proposed 18 hole Forrest Park Golf Course (within the City of Armadale) to service the needs of the Southern area of the SERRAG region, and the rationalisation of existing 9 hole Armadale Golf Course.
9. That SERRAG not support the provision of any other new golf courses in the region other than the proposed Forrest Park course in Armadale.

Tennis

10. That future development of a regional tennis facility in the SERRAG region not be supported in the short to medium term.

Lawn Bowls

11. That, in line with the WA Department of Sport and Recreation report – *Strategic Directions for Lawn Bowls Facilities in the Perth Metropolitan Region*, SERRAG not support the provision of any new Lawn Bowls facilities throughout the region, and encourage any clubs that may be struggling to consider options for merging with other clubs in order to secure their long-term viability.

Active Reserves

12. That SERRAG evaluate the provision of any additional regional active sporting reserves in light of co-location and rationalisation opportunities in the short to medium term.

Recreation

13. That SERRAG member organizations consider the following trends and issues when planning for provision and upgrading of active sporting reserves:
- The high growth in junior soccer
 - Assisting clubs and associations to upgrade supporting infrastructure will provide greater flexibility in scheduling of fixtures and training, and provide opportunities to optimise usage of these facilities.
 - LGAs need to carefully weigh up the advantages and disadvantages of making active sporting reserves specialist in nature.
14. That SERRAG approach the Sunday Football League, WA Football Commission and the respective football clubs within the Armadale and Gosnells LGAs to form a working party to investigate opportunities for ground use rationalisation.

Specialist facilities

15. That SERRAG support the continued development of Champion Lakes Rowing Course and the potential development of a White Water Park, as part of the overall development of a regionally significant Recreational Facility servicing the south east region and the greater metropolitan area.

SERRAG Planning

16. That LGAs within SERRAG continue to develop sport and recreation plans for their municipalities. These Local Sport and Recreation Plans should consider the position of SERRAG and adopt the recommendations within the SERRAG report.
17. That formal SERRAG meetings prior to submission of CSRFF priorities to the Department of Sport and Recreation (DSR) be held to advise members of planned priorities, providing opportunity for regional consideration, advice and sharing of related common issues.
18. That SERRAG members utilise the Strategy Implementation Working Table to record and monitor the Strategy plan's progress at quarterly meetings.
19. That Regional facility provision in all categories should be reviewed in five (5) years time to reassess the needs of the communities they represent and service within the SERRAG region.

It is recommended that Council receive the draft report and its recommendations, and endorse those recommendations that either directly relate to the City of Armadale or have relevance to the City.

Recreation

COMMENT

Analysis

The following brief comments are made in relation to those recommendations that directly relate to the City of Armadale:

- Recommendation 3 supports the provision of an indoor aquatic facility in the City subject to need and feasibility being determined through the study currently being undertaken.
- Recommendation 4 encourages the Local Governments of Armadale, Gosnells and Canning, and Carey Community Resources to explore opportunities for provision of shared use facilities in the medium to long term. The Forrestdale area will experience significant growth over the next 10-15 years and will require a range of community facilities to be provided. Shared school/community facilities could provide significant savings for Council.
- Recommendation 8 supports the provision of the proposed new 18-hole golf course within the City, and the rationalisation of the existing 9-hole course once the new course is built.
- Recommendation 14 supports the establishment of a working party to consider opportunities for ground use rationalisation for Sunday League Football clubs within the LGAs of Gosnells and Armadale.
- Recommendation 15 supports the continued development of the Champion Lakes Rowing Course and development of the proposed White Water Park as part of the overall development of the Champion Lakes Recreational Park.

The balance of the recommendations either relate to projects/proposals outside the City, or are generic for all Local Governments.

Generally speaking the recommendations are soundly based, however Council may wish to provide comment and suggest changes to either the report or those recommendations that relate directly to the City of Armadale.

The draft report is being presented for consideration to each of the member organizations of SERRAG and other key stakeholders. Any recommended changes will be considered by SERRAG and if the proposed changes are significant or change the intent of the report, they will be referred back to the member organizations prior to final adoption. SERRAG's aim is for all the member organizations to be supportive of the final report, and for the report to be recognised as the principal planning document for provision of regional sport and recreation facilities for the next 5-year period.

Recreation

Options

1. Council could elect not to receive the report, or not support any or all of the recommendations of the report.
2. Council could recommend changes to the report and/or any of the recommendations.

Conclusion

Through its representation on SERRAG the City has been actively involved in the development of the Regional Sport and Recreation Facility Strategy, which has helped ensure that the City's strategic recreation facility projects are recognised as regional priorities. This in turn will assist Council in its efforts to attract funding for these important projects. It is therefore recommended that Council receive the draft report, and subject to any minor changes, endorse those recommendations that relate specifically to the City of Armadale.

Committee Preamble

Committee discussed the report at length and was supportive of the recommendation, however, was also in agreement that Council's representatives to SERRAG should provide the following feedback:

- *maps were not provided with the circulated report, although they were made available for viewing at the Community Services Committee Meeting. It was felt that these were an important adjunct which should be included as part of the public consultation process.*
- *whilst the research within the report highlighted the importance of passive recreational activities, it was felt that the primary focus of the report was directed towards active recreational facilities and activities;*
- *Committee was concerned, in relation to the methodology, that only limited workshops were held for stakeholders and the community and felt that additional workshops, including one in Armadale, would have been of interest and benefit to Councillors and community groups.*

C105/6/04 RECOMMEND

That Council receive the Report titled "South East Regional Sport and Recreation Advisory Group – Regional Sport and Recreation Facilities Strategy – Final Draft Report" (dated June 2004) and support the following Report recommendations which either relate directly to the City of Armadale or have relevance to the City:

Planning Principles

That SERRAG member organisations endorse the following planning principles for any future provision of sport and recreation facilities within the region:

Recreation

- **Consideration be given to the potential impact and implications for existing facilities, when planning for new facilities;**
- **Planning for any new or upgrading of existing recreation facilities take into consideration the likely demands of future populations, in particular the high growth areas of Canning Vale and Forrestdale;**
- **Sharing of information, collective input and commitment to regional planning;**
- **Efforts be made to invite and encourage private providers' capital investment through innovative partnering arrangements.**

Aquatic Facilities

That the development of an indoor aquatic facility in the southern area of the region (Armadale-Kelmscott) be supported by SERRAG, should the Need and Feasibility be determined through the current study being undertaken.

That the LGAs of Canning, Armadale and Gosnells, and Carey Community Resources investigate opportunities for joint provision of an indoor recreation centre, aquatic facility and active sporting reserves in the medium to long term.

Golf Courses

That SERRAG support the proposed 18 hole Forrest Park Golf Course (within the City of Armadale) to service the needs of the Southern area of the SERRAG region, and the rationalisation of existing 9 hole Armadale Golf Course.

Active Reserves

That SERRAG evaluate the provision of any additional regional active sporting reserves in light of co-location and rationalisation opportunities in the short to medium term.

That SERRAG member organizations consider the following trends and issues when planning for provision and upgrading of active sporting reserves:

- **The high growth in junior soccer**
- **Assisting clubs and associations to upgrade supporting infrastructure will provide greater flexibility in scheduling of fixtures and training, and provide opportunities to optimise usage of these facilities.**

Recreation

- **LGAs need to carefully weigh up the advantages and disadvantages of making active sporting reserves specialist in nature.**

That SERRAG approach the Sunday Football League, WA Football Commission and the respective football clubs within the Armadale and Gosnells LGAs to form a working party to investigate opportunities for ground use rationalisation.

Specialist facilities

That SERRAG support the continued development of Champion Lakes Rowing Course and the potential development of a White Water Park, as part of the overall development of a regionally significant Recreational Facility servicing the south east region and the greater metropolitan area.

SERRAG Planning

That LGAs within SERRAG continue to develop sport and recreation plans for their municipalities. These Local Sport and Recreation Plans should consider the position of SERRAG and adopt the recommendations within the SERRAG report.

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

LATE ITEMS

Nil

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORTS

Aboriginal Centre at Champion Lakes

Parsons Brinkerhoff has been appointed to undertake the development of a concept plan for a proposed Aboriginal Centre at Champion Lakes. The study is estimated to take 4 months to complete.

Armadale Arena Climbing Wall

The new climbing wall has arrived and is currently being stored at a local business in Champion Drive pending the completion of the new storage facility at Armadale Arena. Arrangements have been made for the trailer to be licensed, and operational and safety procedures for the use of the climbing wall are being finalised. It is anticipated that the facility will be available for use within the next week or so. The climbing wall is the only one of its kind in Western Australia and is likely to be a significant revenue generating activity for the Arena. In recognition of Council's support for the climbing wall, the City's emblem will be prominently displayed when the facility is in use and on all promotional material. A suitable date is currently being arranged for the Mayor to officially launch the climbing wall in July.

Manager Recreation Services – Long Service Leave

The Manager Recreation Services will be taking the balance of his Long Service Leave (7 weeks) commencing on 5 July and returning to work on 23 August 2004. The Project Officer Facility Management, Ms Jocelyn McLennan, will be acting in the position for the period to ensure minimal disruption to the service.

Aquatic Facilities Needs Assessment and Feasibility Study

The study is progressing well and a 50% response rate was achieved with the random sample survey of residents. This response rate ensures that the results of the survey are statistically valid and representative of the wider community. The draft Needs Assessment report will be completed this week and circulated to the Reference Group. The next phase of the study involves the feasibility analysis and consideration of concept design options. The final draft report is expected to be available for Committee/Council's consideration in August.

Project Officer Facility Management

The Management Agreement with the Armadale Sporting Club has been signed by all parties and becomes operational on 1 July.

A Club Management workshop has been held with the Armadale & Districts Rugby Club. As a result of this meeting a draft business plan and "Smart Club" assessment document has

been produced. The Club is intending to use these documents as the basis for their documents that are a pre-requisite from the WARL to enter first grade competition in 2005.

A similar business plan/club management assessment meeting with the Armadale Soccer Club was held on Friday 25 June. The Club will commence a raffle on 1 July that is anticipated to raise \$28,000 for the club if all tickets are sold. The major prize of a car will be drawn on 30 September. Tickets are \$5.00 with 6,000 to be sold. The major reason for the raffle is to clear the current debt to Council completely. No matter how many tickets are sold the Club anticipate being able to make a significant payment towards the debt. To dispel any fears that this project will place further financial burden on the club if not successful, the club's outlay has only been \$1,500 for the printing of the tickets.

The application process for seasonal ground hire is currently under review by the Bookings Officer. The opportunity exists to be able to include in the application form, information regarding a club's account status. Clubs will be informed that if they have any outstanding debt from the previous season(s), their application will not be granted until such time the debt is cleared.

A report is being drafted which summarises and concludes the Project Officer - Facilities Management contract. This report will identify issues and topics for future focus in this area.

Birtwistle Local Studies Library Secondment

The service levels provided from the Birtwistle Local Studies Library will be increased during the next 12 month period, with the secondment of Lorraine Pearce to work as Local Studies/Curatorial Assistant on a temporary basis during the 2004/05 year. Lorraine works as a Library Clerk at the Westfield Library, but recently qualified as a Professional Librarian. Lorraine's interest lies in Local Studies. She is currently furthering her studies doing History Honours, with her research topic being "Pioneer Women" of the Armadale/Kelmscott District. The work that Lorraine will do in the Birtwistle Library will be of mutual benefit to her and the City. Lorraine has been working with the Oral History volunteer group and will continue to co-ordinate this program. She will carry out cataloguing and provide research support in the Birtwistle Local Studies Library, as well as assist in the ongoing collection and display work at History House and the Bert Tyler Vintage Machinery Museum when Council takes ownership of this collection.

Communities for Children Initiative

On the 10 June Don Randall, the Federal Member for Canning, announced that the City of Armadale has been recognized as one of 35 communities to receive funding under the Australian Governments *Communities for Children* initiative. \$3.5 million over 4 years will target communities in Armadale with children under 5 and aimed at early childhood projects. With the focus on improving outcomes for young children, a community organization will be engaged to establish, drive and facilitate a local committee comprised of community leaders, local service providers, local business leaders, all levels of government and local families.

NAIDOC

NAIDOC Week Celebrations are again being organized with the ATSIAC for Tuesday 6th July. Opening will be at 9.30am with the traditional flag raising and presentation of

Indigenous Youth Awards. A feature will be the performance from young people who have been involved in the Indigenous Youth Arts Project. Following a morning tea in the City's Function Room will be a range of activities at Orchard House commencing at 11.00am. Activities will include a damper making competition, free kangaroo tucker, children's activities and performances by local Aboriginal bands.

Community Safety and Crime Prevention Partnership

The City has received its initial \$10,000 from the Department of Premier and Cabinet, which will be utilised to review our existing Community Safety Plan and make minor alterations as suggested by the Office of Crime Prevention. It is worth noting, that the Office of Crime Prevention has commended the City on the detail of the Plan and have sited it to other Local Governments entering into Partnership Agreements as a model document. The City will be entitled to a further \$20,000 incentive grant which will be paid to implement a key strategy from the Plan that has been prioritized by the City via its Community Safety Advisory Committee.

Community Days

The City has been successful in a grant application from the Department of Premier and Cabinet 175th Anniversary Celebrations. \$5,000 will be used to initiate local community days which will aim to involve local community organizations, government and non-government agencies and individuals. The first of the Community Days are being planned for October and November and will be held at Rushton Park and Blackburn Reserve. Further community days, dependent on funding, will be planned.

Neighbourhood Improvement Project (Stage 2)

The NIP Stage 2 Project will officially end on 30 June 2004. Some of the outstanding works will continue into 2004/05 including the Adventure Playground planned for Bernice Hargraves Reserve and the initiation of some works associated with recommendations from a Community Safety Audit Report. A final report will be presented to Committee in the near future.

Rushton Park Redevelopment of the Kelmscott Pool Site

A follow up consultation evening has been held to source creative ideas for the artwork which will feature as part of the redevelopment of the pool site. An internal working group is being formed to scope the project and develop a plan for implementation. Funding is also being investigated from a number of sources for the works and a possible resource to co-ordinate project.

EXECUTIVE DIRECTOR CORPORATE SERVICES REPORTS

The Executive Director Corporate Services reported on the following matters:

- 2004-05 Draft Budget
- Business Systems implementation.

COUNCILLORS' ITEMS

Nil

MEETING CLOSED AT 8.55 PM