

CITY OF ARMADALE

MINUTES

OF COMMUNITY SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY,
29 NOVEMBER 2005 AT 7.00 PM

PRESENT: Cr A L Cominelli (Chairman)
Cr J H Munn JP CMC
Cr L Reynolds JP
Cr P J Hart (Deputy for Cr Scidone)
Cr R J Tizard
Cr G T Wallace
Cr H A Zelones JP

APOLOGIES: Cr L Scidone

OBSERVERS: Cr R Butterfield

IN ATTENDANCE: Mr R S Tame - Chief Executive Officer
Mr C Askew - Executive Director Community Services
Mrs Y Coyne - Manager Community Development
Mrs Y Ward - Minute Secretary

Public: Nil

DISCLAIMER

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

DECLARATION OF MEMBERS' INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

RESOLVED

Minutes of the Community Services Committee meeting held on 25 October 2005 be confirmed.

Moved Cr Wallace

MOTION CARRIED (7/0)

ITEMS REFERRED FROM INFORMATION BULLETIN – ISSUE NO. 22/2005

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

- **Outstanding Matters**
Report on Outstanding Matters – Community Services Committee
- **Monthly / Quarterly Departmental Reports**
Library & Heritage Services General Monthly Report – October 2005
Manager Ranger & Emergency Services Monthly Report – October 2005
- **Minutes from Occasional Advisory Committees**
Aboriginal & Torres Strait Islander Advisory Committee – 5 October 2005
Armadale Highland Gathering Committee – 19 October 2005
Youth Advisory Committee – 31 October 2005

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

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COMMUNITY SERVICES COMMITTEE

29 November 2005

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****SENIORS' INTERESTS ADVISORY COMMITTEE – APPOINTMENT OF MEMBER**

WARD	ALL
FILE REF:	CTE/34
DATE	23 November 2005
REF	Jl
RESPONSIBLE MANAGER	Manager Community Development

In Brief:

This item proposes the appointment of a nominated organisational representative for Council's Seniors' Interests Advisory Committee.

Tabled Items

Nil

Officer Interest Declaration

Nil

Strategic Implications

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

Legislation Implications

Local Government Act 1995
Local Government (Administration) Regulations 1996

Council Policy/Local Law Implications

City of Armadale Standing Orders
City of Armadale Code of Conduct
Advisory Committee's Terms of Reference

Budget/Financial Implications

Nil

Consultation

Seniors' Interests Advisory Committee

BACKGROUND

In accordance with Section 5.10 (1) (a) of the Local Government Act 1995, all members of the Committee shall be appointed by Council. The Terms of Reference for the City's Seniors' Interests Advisory Committee states the Committee shall comprise the following representation:

- 2 x City of Armadale Councillors;
- 1 x representative from the Armadale-Kelmscott Senior Citizens Association Inc.;
- 1 x representative from the Kelmscott-Westfield Senior Citizens Club;
- 1 x representative from the Roleystone-Karragullen Seniors Club;

Community Development

- 1 x Community Representative (whose life is directly impacted by seniors' issues);
- 4 x representatives from Seniors' community groups within the City of Armadale, to include representation from Dale Cottages Inc.;
- 3 x representatives from local organisations that provide services for seniors within the City of Armadale.

The Terms of Reference of the Committee also states:

“The method of filling the external organisational representative positions shall be for Council to invite nominations from these representative organisations who shall submit, in writing, to Council their nominee(s) whereupon Council will then appoint persons to the Committee.”

Due to the City not receiving a nomination for the Armadale-Kelmscott Senior Citizens Association Inc., at the Local Government elections in May 2005 a vacancy currently exists for this position.

The City has since invited a nomination from the Armadale-Kelmscott Senior Citizens Association Inc., and on the 25/11/05 received a letter from Mr Alex Campbell (Secretary), nominating Mr George Fawcett as the Association's representative on the Committee.

This nomination was advised to the SIAC at its ordinary meeting on the 17/11/05 and met no comment or opposition.

DETAILS OF PROPOSAL

A nomination has been received to fill the vacancy as follows:

1 x Representative Armadale-Kelmscott Senior Citizens Association Inc. - *George Fawcett (Association Member)*.

Following the appointment of the above person the Committee membership will comprise:

Title of Position	Appointed Member
2 x City of Armadale Councillors	** Cr June McDonald Cr Guenter Best
<i>1 x representative from the Armadale-Kelmscott Senior Citizens' Association</i>	Mr George Fawcett
<i>1 x representative from the Kelmscott-Westfield Senior Citizens' Club</i>	Ms Jean Jeffries
<i>1 x representative from the Roleystone-Karragullen Seniors' Club</i>	* Ms Maureen McKay
<i>4 x representatives from Seniors' community groups within the City of Armadale, to include representation from Dale Cottages</i>	1. Ms Trudi Hodges (DC) 2. Ms Bobbie Perkins 3. Ms Cheryl Samborski 4. <i>Vacant</i>

Community Development

Title of Position	Appointed Member
<i>Inc.</i>	
<i>3 x representatives from local organisations that provide services for seniors within the City of Armadale</i>	1. Ms Va Bola 2. Ms Lesley Fahey 3. Ms Lin Charles
1 x Community Representative	Mr Ron Fisher

**** denotes Elected Chairperson**

*** denotes Elected Deputy Chairperson**

COMMENT

Analysis

The nomination meets the criteria for the Seniors' Interests Advisory Committee.

Options

1. Council may appoint the nominated person to the Committee as advised.
2. Council may refuse nomination as advised and request that the Armadale-Kelmscott Senior Citizens' Association re-submit a nomination.

Conclusion

It is considered appropriate to appoint the nomination as recommended by the Seniors' Interests Advisory Committee.

C108/11/05 RECOMMEND

That Council appoint the following representative to the Seniors' Interests Advisory Committee:

- **Mr George Fawcett - Organisational Representative (Armadale-Kelmscott Senior Citizens' Association Inc.)**

****ABSOLUTE MAJORITY DECISION REQUIRED**

Moved Cr Zelones

MOTION CARRIED (7/0)

Recreation

SPORTING CLUBS FINANCIAL UPDATE

WARD All
FILE REF: FIN/1
DATE 19 November 2005
REF PGQ
RESPONSIBLE Executive Director
MANAGER Community Services

In Brief:

- This report provides an update on the status of the debts owed to Council by the five sporting clubs that were the subject of the Project Officer's Brief.

Committee amended:

- *parts (b) and (d) of the Officer Recommendation to formally require the Armadale Soccer Club and Armadale & Districts Rugby Club to address their debts to Council, require the Clubs to provide audited financial statements for 2004/05 and a Business Plan for 2005/06 which includes budget forecasts and a debt repayment plan and advise that in the absence of satisfactory progress, Council will withdraw access to the grounds for the 2006 season.; and*
- *part (g) to provide ongoing support and assistance to the Kelmscott Football and Sportsmen's Club to help it prepare a Business Plan. Officers enter into negotiations with the Club in order to develop an amended management structure that equitably reflects the usage of the facilities on the reserve.*

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 report has no direct budget or financial implications other than providing an update on the status of the debts owed to Council by the five sporting clubs that were the subject of the Project Officer's brief.

Consultation

Armadale Sporting Club
Armadale Soccer Club

Recreation

ARKS Rugby Union Club
Armadale and Districts Rugby League Club
Kelmscott Football and Sportsmen's Club
Corporate Services

BACKGROUND

Council engaged the services of a Project Officer – Facility Management from January – September 2004 to work with five sporting clubs that had debts owing to Council. Over the term of the Project Officer's contract, discussions and negotiations were held with each of the clubs, and several reports were presented to Council that put forward strategies for repayment of their respective debts. This report responds to various Council resolutions and provides an update on the status of the agreements that were put in place as a result of the negotiations with the Clubs.

DETAILS OF PROPOSAL

This section of the report provides a brief summary of the status of each club's debt.

1. Armadale Sporting Club

Part 1 (a) of Council's resolution (C81/5/04) with regard to the Armadale Sporting Club's debt is as follows:

- a. The writing off of all but \$10,332 of the current debt totalling \$152,756. This amount is to be repaid in quarterly instalments of \$1,000 commencing on 1 July 2004 and concluding by 30 June 2007.*

The Armadale Sporting Club has fully met its responsibilities under the new Management Agreement, and the following payments have been received from the Club since July 2004:

\$1,000	13/7/04
\$1,550	12/8/04
\$1,500	17/11/04
\$1,000	2/3/05
\$1,000	19/7/05
<u>\$1,000</u>	18/11/05
\$7,050	Total

As reported at the Annual General Meeting of Electors on Tuesday, 22 November 2005, the debt of the Club to the City as at 18 November 2005 was \$4,282. However

Recreation

a further payment of \$1,000 has since been received from the Club and the current debt is now **\$3,282**. The Club is on track to clear the remaining debt by mid 2006.

2. Armadale Soccer Club

Part 1 of Council's resolution (C63/4/04) with regard to the Armadale Soccer Club's debt is as follows:

1. *That Council:*

- a. *Support the reduction of the current outstanding debt of \$14,520 owed by the Armadale Soccer Club to the City of Armadale, to \$13,420 inc. GST, in recognition of the additional 'in kind' contribution to the floodlighting project at Alfred Skeet Oval.*
- b. *Endorses the Armadale Soccer Club's proposal to clear its revised outstanding debt of \$13,420 by April 2007.*
- c. *Request the Armadale Soccer Club to pay the outstanding 2003 and current 2004 Ground Hire Fees for Alfred Skeet Oval, by the end of the 2004 season.*

At the time the initial discussions were held with the Armadale Soccer Club, the Club was in the process of reviewing its finances and adopting a more business-oriented approach to its management. At the very least, the Club was confident that it could clear outstanding ground hire fees from 2003 & 2004, and start to make some progress in terms of clearing its debt. A number of meetings and discussions have been held with the Club, and an update on its position was provided via the December 2004 Community Services Committee.

As reported in March this year, the Club's debt to Council at that time was \$19,030. Following a meeting between Council and Club representatives, a further report was submitted to the April Community Services Committee that supported a partial reduction of the Club's debt. Council subsequently Resolved (C42/4/05) as follows:

That Council:

- a. *subject to receipt of outstanding financial information from the Club and copies of invoices to verify actual costs incurred, write off approximately \$6,000 of the Armadale Soccer Club's debt in recognition of security improvements made to the Ted Finch Pavilion by the Club, leaving an outstanding balance of \$13,654.*
- b. *request the Armadale Soccer Club submit a repayment plan to clear the balance of its debt to Council as a matter of priority and this be submitted for Council's consideration to the May Community Services Committee Meeting.*

Recreation

The current status of the Club's debt is that aside from one payment of \$1,000, it has been unable to make any significant progress towards clearing its debt. As reported at the Annual General Meeting of Electors on Tuesday, 22 November 2005, the debt of the Club to the City as at 18 November 2005 stands at **\$18,030**. The Club has also not been able to produce copies of invoices to verify the actual costs of the security upgrade referred to in part (a) of the above Council resolution and the partial debt write off has therefore not yet occurred.

Recent discussions with the Club indicate that 2005 was a successful year both on and off the field, and there was likely to be a further payment made towards clearing the debt in the near future. The Club has again been requested to provide the following financial information to enable proper analysis of its position:

- Audited financial statements for 2004/05
- Business Plan for 2005/06 including budget forecasts
- Debt repayment plan

Once this information is received, an assessment of the Club's financial position will be undertaken and a further report and proposed repayment plan submitted for Council's consideration.

3. Armadale and Districts Rugby League Club

Council's resolution (C101/6/04) with regard to the Armadale and Districts Rugby League Club's debt is as follows:

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.*

As reported in March this year, the Club's debt to Council at that time was \$4,013. A further report to the April Community Services Committee put forward the Club's proposal to clear the majority of the debt by making monthly payments of \$500 through until the end of September. Council Resolved (C40/4/05) to accept the Club's proposal but unfortunately the Club has been unable to honour its commitment and the debt has since increased and as reported at the Annual General Meeting of Electors on Tuesday, 22 November 2005, the debt of the Club to the City as at 18 November 2005 stands at **\$5,000**. The Club has not made any further payments towards the debt and has in fact not paid its 2005 seasonal ground hire fees (\$936) and water charges (\$94).

Recreation

The lease on the Pries Park Pavilion expired in March 2005, and the Club has been advised of Council's resolution (C163/11/04) that until such time as a decision is made on the future use and development of Pries Park, Council will only offer a short-term extension of the Club's lease.

The main reason given by the Club for not meeting its financial responsibilities is the change in scheduling of fixtures by the Western Australian Rugby League Association. The previous practice was to schedule all grades of Rugby either as home or away fixtures so that when a club had home fixtures, there would be at least two or three games held on those days. This would increase attendances and bar takings at home fixtures, thus increasing the club's revenues. The splitting of fixtures resulted in reduced numbers staying back after the games for social activities, and consequently reduced revenue for the Club. The Club has lobbied strongly for a return to the previous arrangement for fixtures in 2006.

Notwithstanding the problems with the Rugby fixtures, there are some serious concerns about the long term viability of the Club at Pries Park and discussions need to take place with the Club about its capacity to meet its ongoing financial obligations.

The Club has been requested to provide a copy of its audited financial statements for 2004/05 and once this information has been received, it is proposed that a further report on the Club's situation be submitted for Council's consideration.

4. ARKS Rugby Union Club

Council's resolution (C100/6/04) with regard to the ARKS Rugby Union Club's debt is as follows:

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.*

As reported in March this year, the Club's debt to Council at that time was **\$1,535**. It is pleasing to report that this debt has now been repaid in full with the final payment being received on 6 July 2005.

5. Kelmscott Football and Sportsmen's Club

Council's resolution (C100/6/04) with regard to the Kelmscott Football and Sportsmen's Club's debt is as follows:

Recreation

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.*

Following consideration of a further recent report to the November 2005 City Strategy Committee Meeting Council Resolved (CS92/11/05) to support the Club's request to refinance its existing loan, in order to pay out a number of existing debts, including its debt to Council. As reported at the Annual General Meeting of Electors on Tuesday, 22 November 2005, the debt of the Club to the City as at 18 November 2005 stands at **\$23,732**.

Over the next few months Council officers will be working closely with the Club to prepare a Business Plan for 2005/06, and review the structure and operations of the Club. Provided that the Club is able to honour its commitments under the refinanced loan arrangements, the club has the opportunity to move forward on a more secure and financially viable basis.

COMMENT

Analysis

The following brief comments are made in relation to each club's situation:

- The Armadale Sporting Club is ahead of its repayment plan and appears to be on track to clear its debt to Council by mid 2006.
- Although the Armadale Soccer Club has had reasonable on field success for the past two years, its inability to make any substantial progress towards clearing its debt is a concern. A meeting has been scheduled with the new Club President to express the City's concern about the lack of progress in clearing its debt. Further information has been requested from the Club to enable proper assessment of its financial position and agreement on a realistic repayment plan.
- The Armadale and Districts Rugby League Club is a small club that has not been able to meet its financial commitments over the past year. Further discussions with the

Recreation

Club and analysis of its financial position are required to determine whether the Club has any real prospect of remaining viable at Pries Park in the long term.

- The ARKS Rugby Union Club has fully honoured its commitment to repay its debt and the Club now appears to be in a sound financial position.
- Council's decision to support the refinancing of the Club's loan will allow the club to move forward on a more stable footing. Ongoing support and monitoring will be required to help ensure that the Club stays on track and meets its financial commitments.

Options

Council could terminate the Lease Agreements of any club that is in default of its debt repayment responsibilities however, this option is not recommended.

Conclusion

Although pleasing that the financial problems of three of the five clubs have largely been resolved, the lack of any real progress by the Armadale Soccer Club in clearing its debt and the increased debt of the Armadale Rugby League Club, are a major concern. This report recommends that:

- Council receive the information regarding the current status of the debts owed to Council by the sporting clubs identified in the report
- The Armadale Soccer Club be requested to provide its audited financial statements for 2004/05 and a Business Plan for 2005/06 including budget forecasts. It is also proposed that a further meeting between the City and Club representatives be scheduled to strongly express Council's concerns about the lack of progress by the Club in repaying its debt.
- The Armadale Rugby League Club be requested to provide its audited financial statements and a Business Plan for 2005/06 including budget forecasts.
- A further meeting be scheduled between the City and Club representatives to discuss the long term viability of the Armadale Rugby League Club at Pries Park.
- Council write to the ARKS Rugby Union Club to congratulate it on the full repayment of its debt.
- Ongoing support and assistance be provided to the Kelmscott Football and Sportsmen's Club to help it prepare a Business Plan and review its structure and operations.
- An update report be submitted to the April 2006 Community Services Committee Meeting on the status of the debts owed to Council by the sporting clubs identified in the report.

Recreation

Officer Recommendation:

That Council:

- a. Receive the information regarding the current status of the debts owed to Council by the sporting clubs identified in the report
- b. Write to the Armadale Soccer Club to formally express its concerns about the lack of any significant progress made by the Club in clearing its debt to Council, and request the Club to provide its audited financial statements for 2004/05 and a Business Plan for 2005/06 which includes budget forecasts and a debt repayment plan.
- c. Representatives urgently meet with Armadale Soccer Club to discuss the Club's debt and report back to the Community Services Committee.
- d. Write to the Armadale Rugby League Club to express its concerns about its worsening financial position, and request the Club to provide its audited financial statements for 2004/05 and a Business Plan for 2005/06 which includes budget forecasts and a debt repayment plan.
- e. Representatives meet with the Armadale Rugby League Club to discuss the Club's financial position and report back to the Community Services Committee.
- f. Write to the ARKS Rugby Union Club to congratulate it on the full repayment of its debt.
- g. Provide ongoing support and assistance to the Kelmscott Football and Sportsmen's Club to help it prepare a Business Plan and review its structure and operations.
- h. Receive an update report at its March 2006 Community Services Committee Meeting on the status of the debts owed to Council by the sporting clubs identified in this report.

Committee Discussion

Committee discussed the report and in particular, the Armadale Soccer Club and Armadale & Districts Rugby League Club's inability to either clear their debts and/or make regular payments towards them. Concern was raised about each Club's lack of commitment to prioritise payments towards their outstanding debt to Council and also the Rugby League Club's non-payment of 2005 seasonal ground hire fees and water charges. The Committee was of the view that this situation should not be allowed to continue into the 2006 season and that unless regular payments were made by the Clubs concerned, that the use of the ground facilities should be withdrawn. Committee resolved to amend the officer recommendation to reflect Committee discussions.

Recreation

Committee also determined in relation to recommendation (f) that the letter of congratulations to be sent to the Armadale Rugby Union Club congratulating the Club on finalising its debt be sent out under the Mayor's signature.

C109/11/05 RECOMMEND

That Council:

- a. **Receive the information regarding the current status of the debts owed to Council by the sporting clubs identified in the report.**
- b. **Formally require the Armadale Soccer Club to address its debt to Council, require the Club to provide audited financial statements for 2004/05 and a Business Plan for 2005/06 which includes budget forecasts and a debt repayment plan and advise that in the absence of satisfactory progress, Council will withdraw access to the grounds for the 2006 season.**
- c. **Representatives urgently meet with Armadale Soccer Club to discuss the Club's debt and report back to the Community Services Committee.**
- d. **Formally require the Armadale & Districts Rugby Club to address its debt to Council, require the Club to provide audited financial statements for 2004/05 and a Business Plan for 2005/06 which includes budget forecasts and a debt repayment plan and advise that in the absence of satisfactory progress, Council will withdraw access to the grounds for the 2006 season.**
- e. **Representatives meet with the Armadale Rugby League Club to discuss the Club's financial position and report back to the Community Services Committee.**
- f. **Write to the ARKS Rugby Union Club to congratulate it on the full repayment of its debt.**
- g. **Provide ongoing support and assistance to the Kelmscott Football and Sportsmen's Club to help it prepare a Business Plan. Officers enter into negotiations with the Club in order to develop an amended management structure that equitably reflects the usage of the facilities on the reserve.**
- h. **Receive an update report at its March 2006 Community Services Committee Meeting on the status of the debts owed to Council by the sporting clubs identified in this report.**

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

Recreation

REDEVELOPMENT OF FORMER KELMSCOTT POOL SITE – PERFORMING SPACE

WARD River
FILE REF: A178691
DATE 29 November 2005
REF CA
RESPONSIBLE Executive Director
MANAGER Community Services

In Brief:

This report:

- Presents a final design for an outdoor shade structure at the former Kelmscott Pool Site at Rushton Park for Committee's consideration.
- Recommends that that Council endorse the design for the shade structure as outlined in the report.

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

Funds allocated in Council's 2005/06 budget for the overall redevelopment of the former Kelmscott Pool site at Rushton Park together with grant funds secured for this project are sufficient to cover the scope of works proposed.

Consultation

- Extensive consultation with the local community following the closure of the Kelmscott Pool.
- Western Australian Planning Commission
- Swan River Trust
- Dept of Environment
- Technical Services Staff
- Recent workshops at Kelmscott Hall and Primary School for Story Wall project.
- Private Meeting (by invitation only) held at Kelmscott Primary School on 2 November 2005

Recreation

BACKGROUND

A Special Meeting of the Community Services Committee was held on 14 November 2005 to further discuss the matter of a shade structure for the performance space within the redevelopment site at Rushton Park. Council at its Ordinary Council Meeting held on 21 November 2005 resolved (C107/11/05):

“1. (i) *That Part 1(a) of Council Resolution C76/7/05 of 1 August 2005:*

“1. *That Council:*

a. *endorse the draft concept plans for the redevelopment of the former Kelmscott Pool site and foreshore area at Rushton park as attached to these Minutes at Attachment “A-3”.*

be revoked.

and

(ii) *That Council endorse the draft Concept Plans for the redevelopment of the former Kelmscott Pool site and foreshore area at Rushton Park as attached to the Minutes of the Community Services Committee of 26 July 2005 at Attachment “A-3”, other than with regard to the design of the shade structure.*

2. *That Council:*

a. *Consider for approval an alternative design for an outdoor shade structure at the former Kelmscott Pool site at Rushton Park to include:*

- *360 degree design;*
- *all metal construction;*
- *colours sympathetic to the environment;*
- *suitable all night lighting and 3-phase power*
- *consideration of seating options;*
- *construction to be 8 to 10 metres span.*

b. *Recommit to the November Community Services Committee the final designs and installation of an outdoor shade structure at the former Kelmscott Pool site at Rushton Park.*

c. *Invite Mr T Holton to participate as a community representative in discussions surrounding final designs.”*

DETAILS OF PROPOSAL

Following the Council Meeting of 21 November 2005, Officers of the Community Services and Technical Services Directorates met to consider part (2) of Council’s Resolution

Recreation

C107/11/05 to determine a brief which could be provided to an appropriate shade structure manufacturer for technical design and costing. Presented as an attachment to this report is the manufacturer's design documentation. According to the manufacturer, the structure will be:

“11 metre x 6 metre shade structure in all steel construction. The main frame to comprise of heavy steel sections in hot dip galvanised and powdercoated finish. The roof type to be colorbond material in custom orb profile and to include a raised ventilated section with louvres. The structure also to include metal ballustrading to 8 bays between columns (front large span to be left clear) and (18) decorative metal corners. 4 spectator bench seats to be supplied for inside the structure (1800mm x 450mm) with anodised aluminium slat and cast aluminium inground mount frame.”

The design meets the criteria as outlined in Council's resolution part 2 (a) as quoted above and the colours will be similar to other existing buildings in the park, i.e. pale green roof with cream uprights and frame. These colours will also be reflected in other works related to the story wall and change rooms/toilets. **(Refer to Attachment “A-1” – Summary of Attachments – buff page.)**

Based upon the information provided, the manufacturer's quotation for construction and installation is approximately \$25,000, plus GST.

COMMENT

The following comments are made regarding the above:

- The purpose of the structure is to provide a covered area capable of being used for outdoor functions which was multi-functional in design and provide access to power and lighting, as well as provide weather proofing for both rain and sunny conditions.
- The metal ballustrading will be designed in such a way that the side panels can be removed should there be a need to have wider side access such as for a play or performance. Paving of the floor area, lighting and power will be carried out separately and can be accommodated within the budget. Given the existing lighting for the site, specific lighting for the structure will be considered after installation, however it is likely that downlighting will be located within the raised ventilated section of the structure.
- Prior to installation, the Manager Property Services has also advised that discussions will be held with the manufacturer to ensure the structure has the capacity to accommodate the hanging of temporary downlights and that both the front and rear supports have sufficient strength to hang screens and/or curtains (i.e. for plays or performances).
- Consideration will need to be given as to whether the purpose of the grant can be amended based upon the changes to the shade structure and clarification on this matter is currently being sought. It is possible, although considered unlikely, that some of the grant funds may need to be returned in which case Council may need to fully fund the shade structure from its own resources. The Department of Transport

Recreation

& Regional Services (DOTARS) has requested details and costings of the structure in relation to the grant application.

The final design drawings from the manufacturer were received on Tuesday, 29 November 2005 and, as per recommendation 2(c) above, have been referred to Mr T Holton for his comment.

Mr Holton has provided some preliminary comments and a sketch design (**refer to Attachment "A-2"**) in relation to the construction of the structure including:

- *Increase height to about 3m - looks better proportioned and is high enough to prevent kids swinging on the beams.*
- *Keep handrails to ends only and put a central post - span is too great and it will deflect with people sitting on it. Also you need access from both sides.*
- *Roof pitch should be increased - will prevent build-up of leaves, etc on the roof.*

Mr Holton has also agreed to meet on Wednesday, 30 November 2005 with the Executive Director Community Services and Manager Property Services to further discuss his comments.

In response to these comments, the City's Manager Property Services has advised that he has no objections to and would support points (a) and (c) but, given the nature of the proposed uses of the structure, would recommend that the front span remain "open" as currently designed. Concerns with any deflection of the span can be addressed by ensuring that it is of sufficient strength.

Options

Council has a number of options including:

1. not approve the design for the shade structure, as presented;
2. consider and request that amendments be made to the design;
3. request that officers continue to investigate alternative design options;
4. approve the design for the shade structure as outlined in the report.

Option (4) is recommended.

Conclusion

It is recommended that Council endorse the structure as per Attachment "A-1", subject to appropriate planning and building approvals.

Recreation

C110/11/05 RECOMMEND

That Council endorse the design for the shade structure at the Kelmscott Pool Site at Rushton Park as per Attachment "A-1" to these Minutes and outlined in the report, subject to appropriate planning and building approvals.

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

COUNCILLORS' ITEMS

Cr Hart – Allocation of POS Funds

Request the Development Services Directorate to advise how much POS funds are available in each precinct and advise the guidelines and process required to access such funds.

C111/11/05 RECOMMEND

That Councillors' items listed as follows:

- **Cr Hart – Allocation of POS Funds**
- be referred for action and/or report back to Committee.**

Moved Cr Cominelli
MOTION CARRIED (7/0)

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORTS**Outer Metropolitan Community Fund (OMCF)**

The Department of Local Government and Regional Development are currently notifying all applicants of the OMCF grants for 2005/06. They received 68 applications, with a combined request for funds of \$1,918.404 in this year's round. As a consequence a number of projects were not successful, including one from the City related to a Community Development Conference. A summary of the successful projects is listed below:

Local Government Authority (Area)	Applicant	Project	Amount Funded
ARMADALE			
	City of Armadale	Provision of playground equipment at Cross Park Roleystone	50,000
	City of Armadale	Provision of playground equipment at Frye Park, Clifton Hills	
	City of Armadale	Provision of Playground Equipment at Memorial Park, Armadale	
	City of Armadale	Rushton Park Foreshore Redevelopment, Canning River, Kelmscott	50,000
	Heritage Country Tourism Association Inc. Trading as Armadale Visitor Centre	"Autumn in Armadale" Festival	25,000
	Araluen Botanic Park Foundation Inc.	2006 Perth Chilli Festival	7,267
Total			132,267

Armadale Volunteer Resource Service

Favourable negotiations are continuing with City of Gosnells to expand the service. The Community Development Department has provided a proposal to Gosnells, which has been discussed and we are waiting for an official response. The expansion of the service will include an additional worker that will focus on the Gosnells area under the supervision of the Armadale Volunteer Resource Service Co-ordinator.

Youth Skate Park and Youth Facility.

The Community Development Department is currently investigating grant opportunities to provide additional funds for a Feasibility Study and Concept Plan. The ARA has also been approached to contribute to the Study.

Armadale Community Conference

Councillors will be aware that the Community Development Department is planning an Armadale Community Conference for early March 2006. As noted above an application to the Outer Metropolitan Fund has been unsuccessful, however we have applied to and are currently in discussion with Lotterywest, and are anticipating an outcome in the near future.

Advisory Committee Training

A total of 59 members of the City's Advisory Committees participated in eight training workshops. The workshops were based on one of the modules in WALGA's Elected Members Development Program that was customized to the City's needs. Feedback from participants has confirmed that the workshops were well presented and informative. Additional training has been identified such as "chairing skills" and "code of conduct", which is currently being explored by the Manager Community Development, Manager Human Resources and Manager Administration and Governance. An information / resource file for Advisory Committee members is currently being developed in addition to an induction process for new members.

A recognition event for all Advisory Committee members has been planned for Tuesday, 20 December 2005 at 5.00pm in the Function Room. The event will be in the form of a Sundowner and each Advisory Committee is being asked to provide information on their achievements, major projects and highlights from the previous year. The idea has been well received and will enable members of each Advisory Committee and all Councillors to meet and share experiences.

New Recreation Officer

Following the usual recruitment process, Ms Jocelyn McLennan has been appointed to the position of Recreation Officer with the City. Jocelyn is known to the staff and many Councillors from previous short term contracts with the City, and has proven her capabilities in a variety of roles.

Armadale Arena

A recent meeting with representatives of the Police and Citizens' Youth Club (PCYC) confirmed that the PCYC was committed to remaining at the Arena in the long term and a report will be submitted to the December Community Services Committee that puts forward certain changes to the current Management Agreement, to ensure that this remains viable for the PCYC.

MEETING CLOSED AT 8.15 PM