CITY OF ARMADALE

MINUTES

OF **TECHNICAL SERVICES COMMITTEE** HELD IN THE **COMMITTEE ROOM**, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON **TUESDAY, 31 MARCH 2015 AT 5:30 PM.**

PRESENT:

Cr G Nixon (Chair)
Cr R Butterfield
Cr G A Best
Cr K Busby (5:37pm)
Cr C Frost
Cr M S Northcott
Cr J A Stewart (6:08pm)

APOLOGIES:

OBSERVERS: Nil

IN ATTENDANCE:

Mr R S Tame	Chief Executive Officer
Mr K Ketterer	Executive Director Technical Services
Mr G Davies	Executive Manager Technical Services
Mr P Lanternier	Manager Park
Ms C Omacini	Environmental Officer
Mrs Y Armitage	Minute Secretary

PUBLIC:

*"For details of Councillor Membership on this Committee, please refer to the City's website – **www.armadale.wa.gov.au/your council/councillors**."*

DISCLAIMER

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

DECLARATION OF MEMBERS' INTERESTS

Cr K Busby – Financial Interest – Item 3.1 Tender No. 2/15 - Supply and Installation of Electrical Services Alfred Skeet Oval 1 Forrestdale (Recommendation T1/3/15).

QUESTION TIME

Nil.

DEPUTATION

Nil.

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Technical Services Committee Meeting held on 4 March 2015 be confirmed.

Moved Cr R Butterfield
MOTION CARRIED (6/0)

ITEMS REFERRED FROM INFORMATION BULLETIN

- **Outstanding Matters and Information Items**
  Various Items
- **Monthly / Quarterly Departmental Reports**
  Streamcare Program 2014

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

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CONTENTS

TECHNICAL SERVICES COMMITTEE

31 MARCH 2015

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1. ENGINEERING, DESIGN AND DEVELOPMENT

1.1 151 JULL STREET, (LOT 13) ARMADALE - PROPOSED LOADING BAY 4

2. ENVIRONMENTAL ISSUES

2.1 ARMADALE SETTLERS COMMON EAST - REQUEST FOR PROVISION OF TOILET, GATE AND DRINKING FACILITIES 7

2.2 REPRESENTATION ON THE JANDAKOT REGIONAL PARK COMMUNITY ADVISORY COMMITTEE 14

2.3 DELEGATION OF AUTHORITY TO DISCHARGE ALL POWERS AND FUNCTION UNDER THE PEST PLANT LOCAL LAW 2013 17

3. PARKS AND RESERVES

3.1 TENDER NO. 2/15 - SUPPLY AND INSTALLATION OF ELECTRICAL SERVICES ALFRED SKEET OVAL 1 FORRESTDALE 23

3.2 PLAYGROUND ASSESSMENT - PIARA WATERS OVAL 29

3.3 COUNCILLOR REFERRAL: "TREES FOR CONFINED SPACES" 33

4. MISCELLANEOUS

4.1 CONFERENCE ATTENDANCE - 2015 INTERNATIONAL PUBLIC WORKS CONFERENCE AND IFME WORLD CONGRESS ON MUNICIPAL ENGINEERING 36

4.2 ABSENCE OF EXECUTIVE DIRECTOR TECHNICAL SERVICES AND APPOINTMENT OF ACTING EXECUTIVE DIRECTOR FROM FRIDAY, 5 JUNE 2015 TO FRIDAY, 12 JUNE 2015 (INCLUSIVE), AND FRIDAY, 27 NOVEMBER 2015 TO THURSDAY, 31 DECEMBER 2015 (INCLUSIVE) 42

4.3 CURRENT STATISTICS FOR VEHICLES TRAVELLING THROUGH KELMSCOTT 45

5. COUNCILLORS' ITEMS

NIL 46

6. EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT

6.1 RIVERS REGIONAL COUNCIL - WASTE TO ENERGY CONTRACT 46

SUMMARY OF "A" ATTACHMENTS 47

1.1 - 151 JULL STREET, (LOT 13) ARMADALE - PROPOSED LOADING BAY

WARD	:	MINNAWARRA
FILE No.	:	M/236/15
DATE	:	16 March 2015
REF	:	SA
RESPONSIBLE MANAGER	:	Executive Director Technical Services

In Brief:

- To accommodate deliveries to the new Orchard House, located on the corner of Jull Street and Orchard Avenue, a loading bay is proposed along Jull Street, within close proximity to the main access into the building.

- **Recommend:**

That Council approve the installation of the required parking restriction signage and minor modifications to the existing parking embayment along Jull Street, to create a loading bay as shown on Drawing 15-9.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

2. Enhanced Natural and Built Environments
   2.5.1 Provide a safe and efficient movement network including local and arterial roads and associated infrastructure.

Legislation Implications

Assessment of legislation indicates that the following are apply:

- Local Government Act 1995 – Schedule 9.1, Section 2.1
- Road Traffic Act 1975 – Section 103

Council Policy/Local Law Implications

General assessment of Policy/Local Law indicates that the following are applicable:

- Local Law relating to Parking Facilities

Budget/Financial Implications

Anticipated cost to install required signage and carry out minor modifications can be accommodated within the Civil Works Maintenance / Operations Budget for 2014/15.

Consultation

Ranger Services

BACKGROUND

Since the completion and subsequent relocation of Council staff into the new Orchard House on the corner of Jull Street and Orchard Avenue, it has become apparent that there is a lack of an appropriately placed designated loading bay for the daily deliveries that are typical for a premise such as this. Once the building becomes fully occupied in the coming months, this need will increase.

As such, Technical Services officers in conjunction with Ranger Services have agreed on the need for a designated parking embayment such as this and have selected the location that is the most practical for this use.

DETAILS OF PROPOSAL

There are currently one hour parking bays along the northern side of Jull Street, within metres of the visitor access to the building. The proposal therefore is to convert two existing one hour parking bays (an approximate length of 12 metres) into one designated loading bay, as illustrated on the attached plan (Drawing 15-9). Whilst these existing bays are heavily used and ideally should not be removed or modified , there are no other obvious locations, and as such it is considered that the need for a loading bay exceeds the loss of two one hour parking bays.

COMMENT

In deciding the most appropriate location for the loading bay, an obvious criteria is that it be located within close proximity to the building. As the visitor access to the building is via the doors and intercom on Jull Street, the bay should be placed adjacent to this location to ensure that deliveries, some of which could be heavy, can be made effectively.

CONCLUSION

As mentioned, a loading bay is considered critical to the daily operation of the new Orchard House. As such it is proposed that two existing one hour parking bays located along Jull Street within close proximity to the main access to the building be converted to a loading bay.

ATTACHMENTS

1. Amended Drawing 15-9 - Orchard House - Loading Bay Diagram 1.1.1

Committee Discussion

Committee discussed the size, frequency, and type of deliveries, along with the location of the loading bay. From discussion it was determined that the location of the loading bay be amended to be relocated directly outside the main entrance to Orchard House, 151 Jull Street, and that a revised drawing be included in the minutes of this meeting. (Amended Drawing 15-9 - Orchard House - Loading Bay Diagram as attachment 1.1.1)

T21/3/15 **RECOMMEND**

That Council approve the installation of the required parking restriction signage and minor modifications to the existing parking embayment along Jull Street, to create a loading bay as shown on the amended Drawing 15-9 - Orchard House - Loading Bay Diagram.

Moved Cr C Frost
MOTION CARRIED (6/0)

2.1 - ARMADALE SETTLERS COMMON EAST - REQUEST FOR PROVISION OF TOILET, GATE AND DRINKING FACILITIES.

WARD	:	JARRAH
FILE No.	:	M/188/15
DATE	:	26 February 2015
REF	:	CO
RESPONSIBLE MANAGER	:	Executive Director Technical Services

In Brief:

- Requests for upgraded facilities in the Armadale Settlers Common East Reserve were referred to the Technical Services Committee on 9 February 2015.
- This report evaluates opportunities for the provision of these facilities.
- **Recommend:**

That Council:

Note the report on the request for new facilities in the Armadale Settlers Common East reserve and that:

a) No further investigation will be undertaken for the provision of a public toilet, drinking fountain or bin facilities in Armadale Settlers Common East; and

b) The provision of additional picnic facilities, seating, signage and an extended trail is being progressed through existing programs.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

1. Community Wellbeing

   1.2.4 Advocate and support equitable access to services and facilities for those with special needs.

2. Enhance Natural and Built Environments

   2.4.2 Maintain and improve, where required, the quality, amenity and accessibility of open spaces.

   2.8.3 Advocate and support management plans and initiatives to improve waterways within the City.

Legislation Implications

General assessment has not revealed any applicable Policies/Local Laws.

Council Policy/Local Law Implications

Assessment of Policy/Local Law indicates that the following are applicable.

- Armadale Settlers Common Strategic Directions Document 2006
- Armadale Settlers Common Track Rationalisation and Revegetation Plan
- City of Armadale Public Toilet Strategy
- Strategic Trails Network Plan

Budget/Financial Implications

Funding for upgrades to the Canns Road car park and entry, upgraded picnic facilities, revegetation and an extended "all access trail" in Armadale Settlers Common East are to be funded through the public open space cash in lieu trust fund. Provision of facilities in addition of these would require additional budget allocation.

Consultation

- Intra-Directorate

BACKGROUND

At the Ordinary Council meeting held on the 9 February 2015, Cr Northcott referred the following matter to the Technical Services Committee.

"That the matter of issues regarding Settlers Common be referred to the Technical Services Committee"

The issues referred to above include the absence of a drinking fountain, toilet facilities, rubbish bins, seating, and a gate that provides access for large style wheelchairs. This report considers opportunities to provide these services within the Armadale Setters Common East.

Existing facilities – Armadale Settlers Common East Stage 1
The Armadale Settlers Common East (Reserve 4127) is a C Class reserve, managed by the City of Armadale for the purpose of "Parks, Recreation and Conservation". It is managed in accordance with the *Armadale Settlers Common Strategic Directions Document 2006*, which was prepared in consultation with the Armadale Settlers Common Working Group, publicly advertised and endorsed by Council.

In 2010 Council adopted (D28/3/10) the *Armadale Settlers Common East Track Upgrading, Rationalisation and Revegetation Plan,* a subsidiary plan which implements some objectives of the larger strategic directions document and the City of Armadale *Trails Network Plan*.

Following community consultation, Council support, and Ministerial approval, the City commenced implementing this plan using funds that were generated from subdivision of Lot 681 Canns Road and Lot 123 Canns Road Bedfordale and held in trust (POS CIL). Improvements to the bushland reserve through this process included:

- environmental improvement including revegetation and dieback treatment;
- installation of a 1km sealed trail that aimed to improve the recreational experience for walkers and persons with limited or restricted mobility;
- installation of fencing;
- installation of resting furniture;
- installation of interpretive and directional signage; and:
- installation of a car park on Observation Circle.

Due to cost savings, grants and accrued bank interest, $149,720 remained in the POS CIL trust fund following the Armadale Settlers Common East Stage 1 project implementation.

Current projects to upgrade facilities – Armadale Settlers Common East Stage 2
Following consideration of the objectives of the *Armadale Settlers Common East Track Upgrading, Rationalisation and Revegetation Plan*, consultation with the Armadale Settlers Common working group and the Community Services directorate, a proposal was developed to extend the current facilities using the remaining POS CIL funds. This project, known as Armadale Settlers Common East Stage 2, includes:

- extension of the wheelchair trail to the south;
- installation of a new car park on Canns Road which provides gated access for large style wheelchairs;
- installation of larger picnic facilities on the new trail, suitable for accommodating larger groups; and
- landscaping and environmental enhancement.

At its meeting 15 December 2014, Council resolved the following in relation to this project proposal.

"*D72/12/14*

Recommend:

"Pursuant to Section 154 of the Planning and Development Act 2005, requests the Minister for Planning's approval to spend remaining POS Cash in Lieu funds (plus any interest) held from Lot 681 Canns Road and Lot 123 Canns Road Bedfordale on improvements to the Armadale Settlers Common reserve.

Implement the projects described in Table 1 of this report, subject to approval being received from the Minister for Planning."

On 14 January 2015 the City of Armadale wrote to the Department of Planning requesting that the Minister for Planning consider the proposal to spend remaining POS CIL funds. In addition, the City has applied for grant funding associated with this project. City officers are awaiting responses on both of these matters.

Nature of visitation – Armadale Settlers Common East
The intent of the existing (Stage 1) and planned (Stage 2) facilities is to provide visitors with a passive, natural area experience. As a result, there was a careful intent during the development of the *Armadale Settlers Common East Track Upgrading, Rationalisation and*

Revegetation Plan to provide only limited number of facilities in order to retain the 'remote' and 'natural area feel' of the reserve.

No bins, drinking facilities, toilets or bbq's were proposed during the development of the *Armadale Settlers Common East Track Upgrading, Rationalisation and Revegetation Plan* which informed the project direction using POS CIL funds.

The 'all access' trail itself is currently 1km in length and the circuit would take approximately between 10 and 20 minutes to complete (assuming travelling at 3km per hour). Allowing for resting times along the circuit, and the enjoyment of a ready-made picnic, the anticipated visit time for the trail is a maximum of 1 to 2 hours.

No official visitor use surveys have been undertaken. However, walkers are observed utilising the trail daily, and members of the Disability Advisory Committee reported at their February meeting, that some groups visit the reserve on a weekly basis.

DETAILS OF PROPOSAL

At its Council meeting held 9 February 2015 Council requested "That the matter of issues regarding Settlers Common be referred to the Technical Services Committee". The issues referred to are addressed below.

Upgraded gate and sealed car park
The provision of a new car park and a gate suitable to fit larger style wheelchairs is incorporated into the proposal which was supported by Council in December 2015. Assuming the support of the Minister for Planning, this project will commence in 2015. The Environmental Services branch will be seeking input from the Community Services directorate on specific design elements of the gate facility. Dependent on the response time from the Minister for Planning and the scheduling availability of civil works to construct the car park in dry soil conditions, the project is anticipated to be completed by the end of 2015.

No further action is proposed on this matter.

Additional seating
The proposal to install additional seating areas located in a newly installed picnic area was supported by Council in December 2014. Assuming support of the Minister for Planning, this project will commence in 2015.

The provision of additional bench seating along the original 1km sealed trail was suggested to the City's Environmental Officer by the Disability Advisory Team (at their meeting on 3 February 2015).

Currently there are two sheltered tables and one bench seat along the 1km circuit at a maximum distance of 500 metres apart. One additional bench seat is proposed along Golden Whistler Trail in order to facilitate a rest position approximately every 250 metres. This will be incorporated into the Stage 2 project implementation.

Toilet
There is no public toilet in the Armadale Settlers Common East. The closest public toilet facility, suitable for all ability access is located at Churchman's Brook Dam in Bedfordale,

approximately 3 km from Armadale Settlers Common East. This facility is managed by the Water Corporation and is open every day of the week until 6pm.

The provision of a public toilet is not identified as an action in the *Armadale Settlers Common Strategic Directions Document 2006* or the *Armadale Settlers Common East Track Upgrading, Rationalisation and Revegetation Plan*. It is also not identified in the *City of Armadale Public Toilet Strategy* which:

- provides guidelines for the upgrade, replacement or removal of public toilets;
- recommends and prioritises locations; and:
- provides criteria to establish standards for the provision of new amenities.

Using the criteria provided in the *City of Armadale Public Toilet Strategy* to score the suitability of proposed new toilets, the Armadale Settlers Common East scored an average of 55%.

The strategy recommends that areas ranking below 60% should not be considered for the provision of public toilet facilities. Some of the supporting reasons this facility ranks low includes:

- the lack of existing services such as water and electricity and the cost of bringing these services to the area from nearby residential areas;
- the isolated nature of the area and low visitor numbers comparatively to other parks; and:
- the anticipated spend time at the reserve. The basic picnic facilities are intended for short term stays.

There are no large cleared areas with good surveillance that are suitable for the construction of a toilet facility in the Armadale Settlers Common East. Given this, significant bushland clearing would be required for the establishment of such a facility, an action not consistent with the conservation and recreational objectives for the area.

Drinking water facilities & bins

The provision of drinking water facilities is not identified as an action in the *Armadale Settlers Common Strategic Directions Document 2006* or the *Armadale Settlers Common East Track Upgrading, Rationalisation and Revegetation Plan*.

Due to the remote nature of the bushland reserve, a water meter would be required to be installed in order to provide a drinking fountain within the reserve. The closest water service would be in the residential estate Observation Circle. The provision of this facility is anticipated to cost in excess of $25,000 for the meter and the fountain. Maintenance costs would then follow.

Armadale Settlers Common West and Bungendore Park are examples of City of Armadale managed bushland reserves with similar visitation to the Armadale Settlers Common East Reserve. Neither of these areas has potable water provided.

The provision of bins in Armadale Settlers Common East has not been incorporated into previous and current infrastructure upgrades due to consideration of the natural amenity of the site and concern of attracting animals to the bin itself. Litter surrounding the trail is not regularly observed, suggesting that visitors take their rubbish home with them.

Interpretive signage at entry points to the reserve (Observation Circle, Weelarra Heights, Old Settlers Road and Canns Road) identifies that there are no potable water supplies on the site and that visitors need to take their rubbish home with them.

ANALYSIS

Tourism and recreational development in natural areas needs to be considerate of the conservation values and the special character and amenity of the receiving environment. The existing (Stage 1) and future (Stage 2) recreational facilities provided at Armadale Settlers Common East have been planned in consideration of the A*rmadale Settlers Common Strategic Directions Document* and the *Armadale Settlers Common East Track Upgrading, Rationalisation and Revegetation Plan.*

Upgrades to recreational infrastructure in this reserve are intended to provide facilities suitable for passive recreation with an intended visit stay of a maximum of 1 to 2 hours. The new car park, landscaped/revegetated picnic area and extended trail (Stage 2 works) will enhance both the recreational and the environmental values in this area.

In consideration of the intent to provide a 'nature' experience in this reserve without over provision of facilities, it is not recommended to further investigate the feasibility of a public toilet, bins and potable water provision.

Concerns relating to access for large wheelchairs across the unsealed car park on Canns Road and the provision of an additional 'resting point' along the journey are addressed in the project planning for Stage 2 of the Armadale Settlers Common East project.

OPTIONS

Option 1: No further investigation is undertaken into the provision of a public toilet, drinking fountain or bin facilities in Armadale Settlers Common East.

Option 2: Council requests officers undertake further investigations into the feasibility of provision of a public toilet, drinking fountain or bin facilities in Armadale Settlers Common East.

Option 1 is recommended.

CONCLUSION

Upgrades to recreational facilities in Armadale Settlers Common East are undertaken in accordance with the strategic plan for this area.

Requests to upgrade the Canns Road car park, install a new gate suitable for large wheelchair access, and to provide an additional resting point are incorporated into the Armadale Settlers Common East Stage 2 project, which is currently awaiting approval for Minister for Planning prior to implementation. Requests for a public toilet facility, drinking fountain and bins are not supported.

ATTACHMENTS

There are no attachments for this report.

T22/3/15 **RECOMMEND**

That Council:

Note the report on the request for new facilities in the Armadale Settlers Common East reserve and that:

1. **No further investigation will be undertaken for the provision of a public toilet, drinking fountain or bin facilities in Armadale Settlers Common East; and**
2. **The provision of additional picnic facilities, seating, signage and an extended trail are being progressed through existing programs.**

Moved Cr M S Northcott
MOTION CARRIED (6/0)

2.2 - REPRESENTATION ON THE JANDAKOT REGIONAL PARK COMMUNITY ADVISORY COMMITTEE

WARD	:	ALL
FILE No.	:	M/172/15
DATE	:	19 February 2015
REF	:	NB
RESPONSIBLE MANAGER	:	Executive Director Technical Services

In Brief:

- The Jandakot Regional Park Community Advisory Committee was established by the Department of Environment and Conservation, now Department of Parks and Wildlife (DPAW), to provide a regular forum for DPAW, local government authorities and community representatives to discuss and advise on management issues affecting regional parks.
- Cr Frost, the City's Council representative on the Committee is resigning from her position from the Jandakot Regional Park Community Advisory Committee.
- A Council nomination is sought for the vacated position on the Jandakot Regional Park Community Advisory Committee.

Recommend:

1. Cr _____ as the City of Armadale representative on the Department of Parks and Wildlife Jandakot Regional Park Community Advisory Committee
2. That no elected member be nominated as a representative on the Jandakot Regional Park Community Advisory Committee

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

1. Community Wellbeing
   1.1 Services that support community growth and development.

2. Enhanced Natural and Built Environments
   2.8 A natural environment and bushland that is sustained, enhanced and strengthened.

4. Good Governance an Effective Organisation
   4.3 An informed and engaged community.

Legislation Implications

General assessment of relevant legislation (e.g. Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

Nil

Consultation

- The Jandakot Regional Park Community Advisory Committee.

BACKGROUND

The Department of Parks and Wildlife (DPaW) manages a number of regional parks across Perth including the Jandakot Regional Park (JRP). The JRP extends across three local government authorities, Armadale, Cockburn and Kwinana. One of the tools for management is the JRP Community Advisory Committee whose function is to:

- Provide advice on issues referred to the committee by the managers of the park;
- Advise on the preparation and implementation of management plans and work programs;
- Provide advice on matters of public concern or interest relating to the park;
- Assist the managing agencies in the dissemination of information to the broader community; and:
- Provide liaison and assist with coordinating community input into the parks.

Meetings are held tri-monthly with the next meeting for the year to be held on 21 April 2015 at 5:00pm at the Cockburn Wetlands Education Centre.

The committee currently consists of membership from community members, local government staff and elected representatives, DPaW staff and other state government agencies. Local Government representation includes the City of Cockburn, Shire of Serpentine Jarrahdale and City of Kwinana. The City of Armadale is represented by Cr Carole Frost.

Cr Carole Frost recently advised the City of her decision to resign from the committee, due to other commitments, which leaves a vacancy for a council representative. If the council decides to elect Cr Caroline Wielinga, the current Deputy for the Committee, then a new Deputy will need to be elected.

OPTIONS

1. Council may elect to nominate a representative on the Jandakot Regional Park Community Advisory Committee.

2. Council may elect not to nominate a representative on the Jandakot Regional Park Community Advisory Committee.

CONCLUSION

The Jandakot Regional Park Community Advisory Committee allows the City of Armadale to provide advice and feedback on the management of the regional park for the benefit of the community. Hence, representation from the City by a Councillor is advantageous. Accordingly, option 1 is recommended.

ATTACHMENTS

There are no attachments for this report.

T23/3/15 **RECOMMEND**

~~**That Council:**~~

Amended at Full Council 13 April 2015

~~**Nominate Cr _____ as the City of Armadale representative on the Department of Parks and Wildlife Jandakot Regional Park Community Advisory Committee.**~~

~~**Or**~~

~~**Not elect a member as a representative on the Jandakot Regional Park Community Advisory Committee.**~~

Moved Cr R Butterfield
MOTION CARRIED (7/0)

RECOMMEND

That Council:

Nominate Cr Butterfield as the City of Armadale representative on the Department of Parks and Wildlife Jandakot Regional Park Community Advisory Committee.

2.3 - DELEGATION OF AUTHORITY TO DISCHARGE ALL POWERS AND FUNCTION UNDER THE PEST PLANT LOCAL LAW 2013

WARD	:	ALL
FILE No.	:	M/201/15
DATE	:	5 March 2015
REF	:	CO
RESPONSIBLE MANAGER	:	Executive Director Technical Services

In Brief:

- The City of Armadale *Pest Plant Local Law 2013* came into effect 1 July 2014.
- City officers have developed an education package to support the implementation of the Pest Plant Local Law 2013 and contacted a number of landowners following reports of the weed occurring on private lands.
- In instances of non-voluntary compliance, implementation of the Pest Plant Local Law 2013 requires delegation of authority to serve a notice.
- **Recommend:**

That Council:

1. Pursuant to Section 5.42 of the Local Government Act 1995, delegate to the Chief Executive Officer authority to discharge all powers and functions under the Pest Plant Local Law 2013.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

2. Enhanced Natural and Built Environments.
   - 2.8: A natural environment and bushland that is sustained, enhanced and strengthened
     - 2.8.1: Develop an appropriate policy and long term works programs to protect and enhance our bushland and natural environs under the City's control.
     - 2.8.2: Provide natural area maintenance and management programs.

Legislation Implications

Assessment of legislation indicates that the following are applicable:

- Agriculture and Related Resources Protection Act 1976 – now replaced by the Biosecurity and Agriculture Management Act 2007.

- Local Government Act 1995 – Section 5.42 - Delegation of some powers and duties to the CEO.

Council Policy/Local Law Implications

Assessment of Policy/Local Law indicates that the following is applicable.

- Pest Plant Local Law 2013

Budget/Financial Implications

When considering the introduction of the Pest Plant Local Law in August 2013, Council resolved:

"(321/8/13):

"Refer for consideration in the 2014/2015 budget:
- *$17,000 for the enforcement of the City of Armadale Pest Plant Local Law; and:*
- *$14,240 for the development and implementation of a Narrow Leaf Cotton Bush education program that provides landowners with technical advice and some limited revegetation resources".*

This report requests delegation of authority to discharge all powers and functions under the *Pest Plant Local Law 2013*.

Costs associated with implementation of the program are proposed to be requested through the 2015/ 2016 budget process.

Consultation

- Development Services
- Technical Services
- Administration and Governance

BACKGROUND

At the Ordinary meeting of Council held on 26 November 2012, Council requested the preparation of a Pest Plant Local Law to facilitate the control of Narrow Leaf Cotton Bush.

In August 2013, Council considered public submissions following advertising of the proposed Pest Plant Local Law. Three options for Narrow Leaf Cotton Bush control were presented to Council. Council supported a regulatory and education approach and resolved:

"(321/8/13):

"1. Pursuant to Section 3.12(4) of the Local Government Act 1995, makes the City of Armadale Pest Plant Local Law 2013 as specified in the Attachments of the Minutes.

2. Give notice in accordance with provision of Section 3.12(5) and 3.12(6) of the Local Government Act 1995 that the Council of the City of Armadale makes the

City of Armadale Pest Plant Local Law 2013 as specified in the Attachments to the Minutes"

3. *Refer for consideration in the 2014/2015 budget:*
   - *$17,000 for the enforcement of the City of Armadale Pest Plant Local Law 2013; and:*
   - *$14,240 for the development and implementation of a Narrow Leaf Cotton Bush education program that provides landowners with technical advice and some limited vegetation resources*"

On 1 July 2014 the *City of Armadale Pest Plant Local Law 2013* came into effect. Progress has been undertaken to implement the local law on private and public lands. Some actions to date include the following.

Establishment of a reporting database
This database provides a mechanism for tracking occurrences and any control efforts undertaken.

Control of Narrow Leaf Cotton Bush on City of Armadale lands
The Parks Department has undertaken large scale Narrow Leaf Cotton Bush control events in City bushland/ watercourse reserves as well as controlling smaller infestations in areas such as verges. This information is added to the database. Some areas, such as City managed lands in the Canning valley, will require repeated large scale control.

Development of the Narrow Leaf Cotton Bush information pack
The information pack contains resources to assist landowners in identification and control of the weed. The information packs are accompanied by an offer to receive personalised property planning advice from the City of Armadale.

Notification of private landowners
A number of landowners with Narrow Leaf Cotton Bush growing on their properties have been reported to the City of Armadale and compliance letters accompanied by the information pack have been sent. No follow up action has been undertaken in relation to these properties. This matter is discussed further in the "Details of Proposal" section of this report.

Coordinated action on private and public lands
A number of properties in the Canning River valley are known to contain Narrow Leaf Cotton Bush. Many of these properties border on City reserves which are also majorly infested with the weed. To address this situation, the Parks and Gardens and Environment departments are focusing resources relating to the control of this weed into this area as a priority. As the City brings these infestations under control, adjacent private lands will be progressively contacted in accordance with the process for the implementation of the Pest Plant Local Law 2013.

DETAILS OF PROPOSAL

Compliance protocol
The *Pest Plant Local Law 2013* was created under the *Agriculture and Related Resources Protection Act 1976* and the *Local Government Act 1995*.

In the first instance, the City of Armadale contacts private landowners in writing, advising them of the reported occurrence of Narrow Leaf Cotton Bush on their property and of the existence of the Local Law which requires its control. They also receive a Narrow Leaf Cotton Bush information pack and the offer of property specific weed control and landcare advice.

Following this request for Narrow Leaf Cotton Bush control, and in instances of non-compliance, Local Government can then serve a compliance notice on an owner or occupier of private land under Part 3 of the *Pest Plant Local Law 2013* (Clause 3.1). In instances of failure to comply with this notice, the City can undertake action to control the pest plant and recover costs in a court of competent jurisdiction (Clause 3.2).

Authority to service a notice

Section 5.42 of the *Local Government Act 1995* allows for the delegation of some powers to the Chief Executive Officer.

5.4.2 Delegation of some powers and duties to CEO

(1) A local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under—*

(a) this Act other than those referred to in section 5.43; or

(b) the Planning and Development Act 2005 section 214(2), (3) or (5).

** Absolute majority required.*

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

In order to follow up on instances of non-compliance and issue a notice under Clause 3.2 of the *Pest Plant Local Law 2013*, it is recommended, pursuant to section 5.42 of the *Local Government Act 1995,* that Council delegate to the Chief Executive Officer authority to discharge all powers and functions under the *Pest Plant Local Law 2013.*

Budget allocation

When considering the introduction of the Pest Plant Local Law in August 2013, Council resolved to *(321/8/13):*

"Refer for consideration in the 2014/2015 budget:

- *$17,000 for the enforcement of the City of Armadale Pest Plant Local Law; and:*
- *$14,240 for the development and implementation of a Narrow Leaf Cotton Bush education program that provides landowners with technical advice and some limited revegetation resources."*

Some elements of this estimate are no longer applicable (such as advertising the new local law and the design and manufacture of educational materials). In addition, the provision of plants as an incentive for compliance with the local law is proposed to be deleted from the budget request. This is to provide consistency across environmental programs and to ensure that resources are directed towards key environmental assets and biodiversity areas (such as

private properties participating in the Streamcare Program) rather than areas where weed control is required through local laws.

As a result, it is proposed to refer, for consideration in the 2015/2016 budget:

- $15,500 for the enforcement of the City of Armadale Pest Plant Local Law; and:
- $9,240 for the development and implementation of a Narrow Leaf Cotton Bush education program that provides landowners with property specific technical advice.
- Amounts included in 2014/2015 budget.

COMMENT

OPTIONS

Option 1: Council can choose pursuant to section 5.42 of the *Local Government Act 1995* to delegate to the Chief Executive Officer authority to discharge all powers and functions under the *Pest Plant Local Law 2013.*

Option 2: Council could consider alternative mechanisms of compliance.

Option 3: Council could consider alternative funding options for the implementation of the *Pest Plant Local Law 2013* and the associated education program.

CONCLUSION

In August 2013, Council supported a regulatory and education approach to Narrow Leaf Cotton Bush control and resolved to create the City of Armadale *Pest Plant Local Law 2013*. The *Pest Plant Local Law 2013* came into effect 1 July 2014.

An internal administrative procedure has been developed to progressively address Narrow Leaf Cotton Bush on City lands and to implement the *Pest Plant Local Law 2013* on private lands.

In order to follow up on instances of non-compliance and issue a notice under Clause 3.2 of the *Pest Plant Local Law 2013*, it is recommended, pursuant to section 5.42 of the *Local Government Act 1995* Council delegate to the Chief Executive Officer authority to discharge all powers and functions under the *Pest Plant Local Law 2013.*

ATTACHMENTS

1. Pest_Plant_Local_Law_2013 2.3.1

RECOMMEND

That Council pursuant to section 5.42 of the Local Government Act 1995, delegate to the Chief Executive Officer authority to discharge all powers and function under the Pest Plant Local Law 2013 and allocate the appropriate funding in the 2015/ 2016 budget.

Committee Discussion

The Chair drew attention to a revised Officers' recommendation distributed to Elected Members prior to the meeting.

Committee discussion covered costing aspects, and application of the Pest Plant Local Law 2013, resulting in the need for a revised recommendation, with corrections to the proposed budget figures.

T24/3/15 **RECOMMEND**

That Council :-

1. Pursuant to section 5.42 of the *Local Government Act 1995*, *delegate to the Chief Executive Officer the following powers under the *Pest Plant Local Law 2013:-*

3.1 - Serving of a Notice

(1) The local government may serve on the owner or occupier of private land within the district a duly completed notice in the form of the Schedule 2 requiring him to destroy, eradicate or otherwise control any pest plant on that land.

(2) A person served with a notice under subclause (1) shall comply with that notice within the time and in the manner specified therein.

-3.2 - Failure to comply with a notice

Where a person fails to comply with a notice under clause 3.1 served upon him, the local government may—

(a) without payment of any compensation in respect thereof, destroy, eradicate or control, as the case may be, any pest plant the destruction, eradication or control of which was required by the notice; and

(b) recover in a court of competent jurisdiction from the person to whom the notice is directed, the amount of the expense of such destruction, eradication or control.

***ABSOLUTE MAJORITY RESOLUTION REQUIRED**

2. Approve the following expense estimates being listed for consideration of funding in the 2015-2016 Annual Budget and 2015-2030 Long Term Financial Plan, i.e.

- **2015-2016 Annual Budget - $15,500 for the enforcement of the Pest Plant Local Law and $9,240 for the development and implementation of a Narrow Leaf Cotton Bush education program;**

- **2015-2030 Long Term Financial Plan - $15,500 pa commencing the 2017 financial year for the enforcement of the Pest Plant Local Law.**

Moved Cr G Nixon
MOTION CARRIED (7/0)

Cr Kerry Busby declared a financial interest in Item 3.1, on the basis that applicants may be clients of his business. Cr Busby left the meeting at 5:52 pm.

3.1 - TENDER NO. 2/15 - SUPPLY AND INSTALLATION OF ELECTRICAL SERVICES ALFRED SKEET OVAL 1 FORRESTDALE

WARD	:	ALL
FILE No.	:	M/182/15
DATE	:	24 February 2015
REF	:	BS
RESPONSIBLE MANAGER	:	Executive Director Technical Services

In Brief:

- The request for tender seeks the provision of Supply and installation of Electrical Services Alfred Skeet Oval 1, Forrestdale.
- **Recommend:**

That with Tender No 2/15 for the Supply and Installation of Electrical Services Alfred Skeet Oval 1, Forrestdale, Council awards the tender to Future Power for a period of twenty six (26) weeks commencing from award of contract for the consideration of $145,978.55 (excluding GST), in accordance with their submitted tender, Council contract documentation, and budget allocation.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

2. Enhanced Natural and Built Environments.
   - 2.4 Attractive and user friendly streetscapes and open space.
     - 2.4.1 Implement townscape, streetscape, and parkland improvements, to enhance the distinctive character of the City.
     - 2.4.2 Maintain and improve where required, the quality, amenity and accessibility of open spaces.
   - 2.6 Council buildings and facilities that meet community needs.
     - 2.6.1 Provide and maintain Council buildings, facilities and public amenities.
     - 2.6.2 Develop new buildings and facilities in accordance with asset management principles and based on a planned and prioritised approach.
   - 2.7 Assets and infrastructure managed over the long term to meet current and future needs.

2.7.1 Develop and implement long term service and asset management plans for all Council assets, having regard for current and future asset needs, and the City's long term financial plan.
2.7.2 Address the infrastructure requirements of the various community plans.
2.7.3 Maintain effective liaison with other levels of government and regional bodies to ensure coordinated provision of regional infrastructure.

Legislation Implications

Assessment of legislation indicates that the following apply:

- Local Government Act 1995 - Section 3.57 – Tenders for Providing Goods or Services.
- Local Government (Functions and General) Regulations 1996 - Division 2 – Tenders for Providing Goods or Services.

Council Policy/Local Law Implications

Assessment of Policy/Local Law indicates that the following is applicable.

- Council Policy ADM 19 – Procurement of Goods or Services.

Budget/Financial Implications

Funding is provided in the North Forrestdale Development Contribution Plan No. 3.

Consultation

- Consulting Electrical Engineer.
- Western Power.
- Intra Directorate.

BACKGROUND

Tender No 2/15, being for Supply and Installation of Electrical Services Alfred Skeet Oval 1, Forrestdale, was advertised in the 17 January 2015 edition of "The West Australian" newspaper, and in a notice which was displayed on the Administration Centre, Armadale, Kelmscott and Seville Grove Libraries public notice boards.

In 2013/2014, Council approved funding for the asset renewal of sports oval lighting at a number of reserves throughout the City.

The City undertook preliminary site assessment and detail design for the installation of new lighting systems across the City that would provide a 'recreational' training level of lighting (50LUX) on these reserves. In the 2014/2015 Budget Alfred Skeet Oval 2 (training grounds) sports ground lighting was upgraded to 50LUX.

Alfred Skeet Oval, Forrestdale, is the main centerpiece soccer pitch at Alfred Skeet Sports Ground and is utilised at times for Semi Professional National Premier League night games, thus requiring an increased level of lighting to 200 lux.

Football / Soccer (all codes)
The current Australian Standard for lighting for football, that is for Australian Rules Football, Soccer, and Rugby, is AS 2560.2.3-2007. This standard lists one level of play for "Recreational level" (50 lux), two levels of play for "Amateur level" (50/100 lux), three levels of play for "Semi-professional level" (50/100/200 lux), and three levels of play for "Professional Level" (100/200/500 lux). Pole heights must be determined by the geometry H= 0.36 D for "Recreational, Amateur and semi-professional" (an angle of 20^o) and H = 0.47D for "Professional" (an angle of 25^o).

The detailed design process undertaken as part of Alfred Skeet Oval 2 Lighting Upgrade 2014-15, in consultation with Sage Consulting Engineers, the City's Property Services Department, and Western Power, identified and improved existing infrastructure that was either non-compliant and that would need rectification as part of lighting upgrade, or lacked the required electrical capacity to support the new systems. As such the scope of works for Tender 2/15 Alfred Skeet Oval 1, Forrestdale is less extensive than Oval 2.

DETAILS OF PROPOSAL
The City undertook preliminary site assessment and detail design for the installation of a new lighting system that would provide a semi-professional level of lighting (200LUX) on the main soccer field with the adjacent training grounds Alfred Skeet Oval 2 designed to 50 LUX (recreational/amateur training)

North Forrestdale Development Contribution Plan (DCP) No. 3 is providing a $257,000.00 contribution towards the sports field lighting under DCP No. 3 common infrastructure item 8a. Item 8a has allocated a total contribution of $860,177.00 to the cost of provision of sporting facilities at Alfred and William Skeet ovals, including lighting and other projects.

The works comprise the installation of four new light towers and luminaires for the main soccer field, new electrical switch boards, and all other associated infrastructure to accompany the new works. The works include the provision of all materials, labour, traffic management, equipment and site establishment, storing of materials, mobilisation and coordination of works.

- Mobilisation and site establishment
- Survey and pegging of switchboard locations, cable routes, and pole locations
- Geotechnical investigation and report for each pole location
- Disconnection, making safe and removal of redundant equipment (including four floodlight poles with concrete footings and floodlights).
- Modifications to existing Main Switchboard
- Sub-mains cabling from Main Switchboard to Oval 1 Floodlight Distribution Board
- Oval 1 Floodlight Distribution Board
- Earthing
- Sub-mains cabling from Oval 1 Floodlight Distribution Board to floodlight poles
- Trenching and backfilling, and directional drilling
- Concrete footings for floodlight poles
- Supply of poles with cross arms
- Installation of poles with cross-arm and pole wiring
- Supply of floodlight luminaires
- Installation of floodlight luminaires
- Inspection, testing & commissioning

- Day time pre-aiming of floodlights, night final aiming and measurement of lighting levels
- Manuals and "Record" Drawings
- Maintenance during the Defects Liability Period
- Sundries, that is all minor and incidental work and materials, specified or unspecified, which are required for proper completion of the works to the true intent and meaning of the Specification and to the satisfaction of the Contract Administrator.

Council approval is sought to award the tender for Supply and Installation of Electrical Services Alfred Skeet Oval 1, Forrestdale for a period of twenty six (26) weeks from award of contract.

COMMENT

The request for tender seeks the provision of the required electrical services for a period of twenty six (26) weeks, commencing on award of contract.

The Supply and Installation of Electrical Services Alfred Skeet Oval 1, Forrestdale closed at on 2:00pm on Tuesday, 5 February 2015, with five (5) tenders received from:

Tenderer's OR Respondent's Name	
1.	Future Power
2.	EOS Electrical
3.	Stiles Electrical
4.	Elexacom
5.	Longfield Electrical

No tenders were received after the close of deadline. No non-conforming tenders were received.

An evaluation process was undertaken having specific regard to the following Qualitative Criteria:

- 15% Relevant Expenses.
- 15% Key Personnel Skills and Experience.
- 10% Tenderer's Resources.
- 10% Demonstrate Understanding.
- 50% Tendered Price.

The ranking of the compliant tender submissions, as determined by the evaluation panel, is as follows:

	Relevant Experience	Key Personnel	Tenderers Resources	Demonstrated Understanding	Sub Total	Tendered Price	Total	Ranking
	15%	**15%**	**10%**	**10%**	**50%**	**50%**		
Longfield Services	5.05	5.00	3.83	4.17	**18.05**	**41.19**	**59.24**	**5**
Elexacom	7.50	8.00	5.50	5.83	**26.83**	**33.93**	**60.76**	**4**
Future Power	8.00	7.01	4.67	6.00	**25.68**	**50.00**	**75.68**	**1**
Stiles Electrical	8.51	7.76	5.00	5.50	**26.77**	**46.44**	**73.21**	**3**
EOS Electrical	7.50	8.00	5.17	5.50	**26.17**	**48.76**	**74.93**	**2**

It is evident through the tender evaluation process that the three highest ranking companies are all appropriately qualified to undertake the contract works, only separated marginally in scores, and within 5% of total contract price, of each other.

The evaluation panel has considered the following points, additional to the evaluation matrix outcomes, prior to making the recommendation to award Tender No 2/15 - Supply and Installation of Electrical Services Alfred Skeet Oval 1, Forrestdale to Future Power as being the most beneficial outcome for the City:

- Maintaining the integrity of the tender submission evaluation process and to uphold the intent of all the evaluation criteria, not just cost criteria.

- Appropriate consideration of risk mitigation strategies to ensure the City's exposure to risk through the course of what are large and costly projects is managed.

- Consideration of the three highest ranking tender evaluation scores being almost identical.

SUMMARY

Based on the panel's evaluation, using a combination of the above qualitative criteria and price, the submission from Future Power represents the most acceptable submission. It is therefore recommended this firm be selected as the City's supplier for Supply and Installation of Electrical Services for Alfred Skeet Oval 1, Forrestdale.

CONCLUSION

Tenders for provision of Electrical Services Alfred Skeet Oval 1, Forrestdale were recently invited, with five (5) tenders received and assessed by an evaluation panel against compliance and qualitative criteria.

The result was that the submissions received from Future Power, EOS Electrical and from Stiles Electrical represented the acceptable tenders, with the assessment of the tender from Future Power being the most acceptable tender to the City.

The evaluation panel therefore recommends that the contract be awarded to Future Power at a price of $145,978.55 (excluding GST) for a period of twenty six (26) weeks.

ATTACHMENTS
There are no attachments for this report.

T25/3/15 **RECOMMEND**

Amended at Full Council 13 April 2015

~~**That with Tender No 2/15 for the Supply and Installation of Electrical Services Alfred Skeet Oval 1, Forrestdale, Council awards the tender to Future Power for a period of twenty six (26) weeks commencing from award of contract for the consideration of $145,978.55 (excluding GST), in accordance with their submitted tender, Council contract documentation, and budget allocation.**~~

Moved Cr C Frost
MOTION CARRIED (5/0)

Cr Kerry Busby returned to the meeting, the time being 06:02 PM

RECOMMEND

That Council:

1. **Pursuant to the *Local Government Act 1995***
   (i) authorise* the following capital expenditure:

   Alfred Skeet Oval 1 Lighting $146,000

   (ii) amend the 2014/15 Annual Budget as follows:

   Revenue
   Transfer from Developer Contribution Plan Reserve Account – Increase $146,00

   Expenditure
   Alfred Skeet Oval 1 Lighting – Increase $146,00

2. **With regards to Tender 2/15 for the Supply and Installation of Electrical Services at Alfred Skeet Oval 1 Forrestdale, accept the tender from Future Power for the consideration of $145,978.55 (excluding GST), in accordance with their submitted tender, Council contract documentation, and Budget allocation.**

***ABSOLUTE MAJORITY RESOLUTION REQUIRED**

3.2 - PLAYGROUND ASSESSMENT - PIARA WATERS OVAL

WARD : ALL

FILE No. : M/231/15

DATE : 11 March 2015

REF : PL

RESPONSIBLE MANAGER : Executive Director Technical Services

In Brief:

- At its City Strategy Meeting held 17 November 2014, (CS 109/11/14) recommend:

  "Requested that Officers investigate the design of the playground area at the Piara Waters recreation Area."

- **Recommend:**

That Council:

1. Note the "Comprehensive Playground Inspection Report", relating to the playground design at Piara Waters Recreation Facility, as presented at Attachment 3.2.1.

2. Endorse the removal of the rubber slope, and install a terraced surface that would provide shaded seating and a viewing point over the playground, whilst providing suitable access from the pavilion to the playground area.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

1. Community Wellbeing
   - 1.2 Optimum quality of life for all citizens.
     - 1.2.4 Advocate and support equitable access to services and facilities for those with special needs.
   - 1.5 Sport, recreation, and leisure opportunities that contribute to community health and wellbeing.
     - 1.5.1 Provide and promote Council sport, recreation and leisure facilities.

2. Enhanced Natural and Built Environments
   - 2.4 Attractive and user friendly streetscapes and open space.
     - 2.4.2 Maintain and improve where required, the quality, amenity and accessibility of open spaces.

Legislation Implications

Assessment of legislation indicates that the following apply:

- AS 4685-2014 (Parts 1-6 & 11) : Playground equipment and surfacing – safety requirements and test methods
- AS/NZS 442:1996: Playground surfacing – specifications, requirements and test method
- AS/NZS 4486:1997: Playgrounds and playground equipment – development, installation, inspection, maintenance and operation

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

This project has been allowed for in the 'draft' 2015/ 2016 Parks Capital Budget.

Consultation

- Intra Directorate.

BACKGROUND

At its City Strategy meeting held 17 November 2014 the following was recommended;

"(CS 109/11/14)

Recommend:

"That the Councillor item in regard to the playground at the Piara Waters Recreation area be referred to the relevant Directorate for action and/or report to the appropriate Committee."

It was reported that children are using the sand in the playground as a sliding lubricant to slide down the slopes around the play area. Concerns have been raised as one of the batter slopes is near the arc of the swing.

DETAILS OF PROPOSAL

Following the matter for referral at its City Strategy meeting held 17 November 2014 CS 109/11/14 regarding the playground at the Piara Waters Recreation Area, City officers sought a comprehensive playground inspection report and risk assessments to include:

- Auditing the playground for compliance with the relevant Australian Standards.
- Undertake a full risk assessment of the playground and linkages with the carpark and building area and provide advice on any real risk and rectification works.
- Investigate concerns raised and provide advice on any risk outcomes, opportunity for behaviours to continue even in light of installing alternative soft fall mediums.

The playground has been assessed against the requirements of current Australian Standards. Two risk assessments were undertaken.

- One to evaluate the rubber slope from the pavilion into the playground.
- The other to consider concerns raised about the proximity of the playground to the carpark (Comprehensive Playground Inspection Report – Attachment 3.2.1).

Issue
A concern has been raised that children are using sand as a lubricant on the rubber slope to slide down, and the fact that loose sand on the rubber also makes it slippery if someone is walking down the slope.

Potential Hazards
The frame of the rope swing is less than 900mm from the base of the slope and may pose a hazard if someone falls. It was determined that, the potential risk of falling when walking down the slope is greater than that of using the slope as a slide. Falling into the uprights is more likely than falling into the path of the rope swing.

Actions
A risk assessment was carried out. Because a concern has been raised and the potential for an incident is foreseeable, City Officers have determined measures to be taken to minimize the risk.

One of the following options could be considered:

1. The rubber surface could be extended around the base of the rope swing, effectively removing the sand from the slope. This will enable greater traction when accessing the slope. Presently the fact that the sand is located right next to the slope around the rope swing will move the sand away from the slope. The possibility still exists that sand maybe carried over to the slope.

2. Place a barrier along the top of the slope, preventing access from the top. This is will prevent people walking down the slope. Placing a raised rubber ridge near the base of the slope will prevent children from using it as a slide. Access from the pavilion to the playground with this option will only be via the stairs on either side.

3. Remove the rubber slope altogether and replace with steps and balustrading across the remainder of the top level. The advantage of this option is that it provides easy access directly to the playground from the higher level of the pavilion.

4. A fourth consideration raised by Parks Officers was discussed with the playground consultant subsequent to the report being tabled. This recommendation included the removal of the rubber slope and the installation of a terraced surface that would provide shaded seating and a viewing point over the playground whilst providing suitable access from the pavilion to the playground area.

COMMENT

The playground at Piara Waters Oval has been assessed against the requirements of the Australian Standards - Playground Equipment and Surfacing, Playground Surfacing and Playgrounds and Playground Equipment. The playground inspection report identified several issues of a minor nature that have now been rectified. A question had been raised about the

proximity of the playground to the carpark and whether fencing should be provided to keep children from running into the carpark.

It is agreed that unsupervised young children could potentially access the carpark. The risk of this is low and the current layout of the playground, without a fence between it and the carpark is satisfactory.

Options
Recommend option 4: "Removal of the rubber slope and the installation of a terraced surface that would provide shaded seating and a viewing point over the playground whilst providing suitable access from the pavilion to the playground area."

CONCLUSION
The most beneficial option determined by officers as a result of the audit involves the removal of the rubber slope and the installation of a terraced surface that would provide shaded seating and a viewing point over the playground whilst providing suitable access from the pavilion to the playground area to be carried out as early as possible following consideration and adoption of the 2015/16 budget.

ATTACHMENTS
1. Piara Waters Oval Comprehensive Playground Instection Report - Dec 2014 3.2.1.

Committee Discussion

The cost of the recommended improvement was queried and it was reported by Officers that this work was currently out for quotation, but expected to range between $10,000 and $15,000.

T26/3/15 **RECOMMEND**

That Council:

1. **Note the "Comprehensive Playground Inspection Report", relating to the playground design at Piara Waters Recreation Facility, as presented at Attachment 3.2.1.**

2. **Endorse the removal of the rubber slope, and install a terraced surface that would provide shaded seating and a viewing point over the playground, whilst providing suitable access from the pavilion to the playground area.**

Moved Cr C Frost
MOTION CARRIED (6/0)

3.3 - COUNCILLOR REFERRAL: "TREES FOR CONFINED SPACES"

WARD	:	ALL
FILE No.	:	M/290/15
DATE	:	24 March 2015
REF	:	PL
RESPONSIBLE MANAGER	:	Executive Director Technical Services

In Brief:

- At its Ordinary Council Meeting held 27 January 2015, CS 7/1/15 recommend Officers consider compiling a fact sheet on trees for confined spaces.
- **Recommend:**

That Council:

1. Adopt the "Landscape Fact Sheet - Trees for Confined Spaces", as presented at Attachment 3.3.1.

2. Subject to (1) above, the document be included in the City of Armadale Landscape Design Guide for Public Open Space in New Residential Developments.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

2. Enhance Natural and Built Environments
   - 2.3 Diverse and attractive development that is integrated with the distinctive character of the City.
     - 2.3.1 Provide supportive planning and development guidance and liaison on major land developments.
   - 2.9 Recognition of climate change.
     - 2.9.2 Identify and pursue appropriate initiatives to reduce greenhouse gases and energy consumption.

Legislation Implications

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications

Nil.

Consultation

- Intra Directorate.

BACKGROUND

At the Ordinary Council Meeting of 27 January 2015, the City Strategy recommendation (CS7/15) Councillors item was adopted as follows:

"*11/1/15*

That the Councillors items in regard to:
1. *Trees for Confined Spaces*
2. *Community Facebook Pages*

be referred to the relevant Directorate for action or report to the appropriate Committee. "

Council requested officers investigate and produce a factsheet in accordance with the Urban Forest Strategy, outlining tree species which may be suitable for confined spaces such as in small courtyards and along driveways in unit developments.

DETAILS OF PROPOSAL

The factsheet was requested due to an increased number of infill developments being approved in older suburbs. This increase in built form and reduction in green space can potentially generate a heat island affect. In accordance with the City's Urban Forrest Strategy, to battle the potential adverse effects, new developments shall retain existing vegetation and introduce new vegetation where possible.

In order to facilitate and aid the greening of new developments, the attached fact sheet has been created. The factsheet lists small tree species that are typically suitable to higher density environments and confined spaces.

The factsheet features local and introduced species for the key Armadale precincts - Swan Coastal Plain, Armadale Strategic Metropolitan Centre, Kelmscott Town Centre and The Hills as outlined within the City of Armadale Urban Forest Strategy 2014.

The table provides suggestions for four different sized garden spaces:

- Narrow 2x2m spaces
- Small 3x3m garden spaces
- Medium 5x5m garden spaces
- Large 7x7m garden spaces

The factsheet also documents general constraints a developer or resident should consider in developing a landscape plan with small trees in confined spaces. Typically there are a number of difficulties planting and maintaining small trees in confined spaces. The factsheet outlines constraints to consider in the upfront planning, such as service locations, orientation, screening and soil conditions.

ANALYSIS

In new subdivision and infill developments, external space is generally small compared to traditional housing blocks. As external space becomes smaller, more constraints are added such as limited exposure to natural light, water infiltration and proximity to neighbouring buildings and infrastructure.

ATTACHMENTS

1. Landscape Fact Sheet - Trees for Confined Spaces 3.3.1.

T27/3/15 **RECOMMEND**

That Council:

1. **Adopt the "Landscape Fact Sheet - Trees for Confined Spaces", as presented at Attachment 3.3.1.**

2. **Subject to (1) above, the document be included in the City of Armadale Landscape Design Guide for Public Open Space in New Residential Developments.**

Moved Cr R Butterfield
MOTION CARRIED (6/0)

4.1 - CONFERENCE ATTENDANCE - 2015 INTERNATIONAL PUBLIC WORKS CONFERENCE AND IFME WORLD CONGRESS ON MUNICIPAL ENGINEERING

WARD	:	ALL
FILE No.	:	M/78/15
DATE	:	28 January 2015
REF	:	KK
RESPONSIBLE MANAGER	:	Executive Director Technical Services

In Brief:

- The Institute of Public Works Engineering Australasia (IPWEA) and International Federation of Municipal Engineering (IFME) World Congress on Municipal Engineering, with the theme of 'Sustainable Communities, Sharing Knowledge', is to be held in Rotorua, New Zealand, from 7 to 10 June 2015.
- This matter was considered at the Ordinary Council meeting of 10 November 2014, where Council deferred the report to the Technical Services Committee meeting of February 2015.
- **Recommend:**

That Council:

1. Authorise Councillor …….. as per ADM3 2 (d), to attend the 2015 International Public Works Conference and International Federation of Municipal Engineering World Congress on Municipal Engineering be held in Rotorua, New Zealand from 7 to 10 June 2015.

   Or should no authorisation be received, then the recommendation is as follows:

2. No nomination is made for attendance at the 2015 International Public Works Conference and International Federation of Municipal Engineering World Congress on Municipal Engineering.

3. Note the attendance of Senior Officers as delegates to the 2015 International Public Works Conference and International Federation of Municipal Engineering World Congress on Municipal Engineering to be held in Rotorua, New Zealand from 7 to 10 June 2015.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

2. Enhanced Natural and Built Environments.
   2.5 Safe and efficient movement of goods, services, and people.
      2.5.1 Provide a safe and efficient movement network, including local and arterial roads, and associated infrastructure.

Legislation Implications

Assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

Assessment of Policies/Local Laws indicates that the following are applicable:

- Council Policy ADM3 – Conferences and Training.
- Council Policy EM1 – Reimbursement of Councillor's Expenses.

Budget/Financial Implications

Allowance for Officer and Councillor attendance at conferences have been made within the 2014/2015 Budget.

Consultation

- Intra - Directorate.

BACKGROUND

At the Ordinary Council meeting of 10 November 2014, Council deferred this report to the Technical Services Committee meeting of February 2015.

"T91/11/14

RECOMMEND
That the 2015 International Public Works Conference and International Federation of Municipal Engineering World Congress on Municipal Engineering report be deferred to the Technical Services Committee meeting of February 2015."

The Institute of Public Works Engineering Australasia (IPWEA) and International Federation of Municipal Engineering (IFME) World Congress on Municipal Engineering, with the theme of 'Sustainable Communities, Sharing Knowledge' is to be held in Rotorua, New Zealand from 7 to 10 June 2015.

At the Darwin National Conference in 2012, New Zealand joined IPWEA as a separate chapter/branch, and IPWEA in recognition of the New Zealand membership changed its name to the Institute of Public Works Engineering **Australasia,** and is celebrating their membership by holding the next national conference in New Zealand in 2015 for the first time. The biennial conference is hosted in rotation by all State and Territory Branches.

The Congress allows the Local Government sector to address a range of municipal engineering topics including road and transport issues occurring in local communities. With a theme of 'Sustainable Communities, Sharing Knowledge' the conference will provide opportunities for delegates to gain from international experiences and the opportunity to pass on Australian experiences to others.

This matter was considered at the Ordinary Council meeting of 10 November 2014, where Council deferred the report to the Technical Services Committee meeting of February 2015.

The 2015 International Public Works Conference and International Federation of Municipal Engineering World Congress on Municipal Engineering theme is 'Sustainable Communities, Sharing Knowledge' Key presentation topics for the event include fall into eight streams shown below with a selection of the presentation titles;

Asset Management Practice

- Asset management: Status of practice in the U.S.
- Application of advanced remote sensing and GIS technology to LGA green Asset Management.
- Asset Management: how does Australasia stack-up?

Engineering and Management, Procurement and Contract

- Innovations in public works - an international perspective.
- Together we can make it better - alliance contracting in maintaining public areas in Helsinki.
- Integrated approach to sustainability-focussed planning in the Kansas City Area.

Strategic Asset Management

- Implementing sustainable infrastructure Asset Management in a large metro city - Durban – as a pilot scheme for a national municipal approach for South Africa.
- Infrastructure resilience – what does it mean and how can it be integrated into Asset Management.
- A collaborative approach to improved asset management capability in New Zealand, transport sector.

Road and Bridge Technology and Innovation, Road Efficiency, Rebuilding Infrastructure

- Managing risks on the road network – New Zealand and Australia leading innovation in managing risks for road users.
- Bridge rehabilitation and maintenance – pushing the boundaries.
- The Road Efficiency Group (REG) presents: collaboration – how well have we done?

After the Earthquake

- Programme management for success: a case study of programme management techniques deployed to deliver an unprecedented claims management, engineering and simultaneous data sharing project.
- Earthquake repairs at Christchurch Wastewater Treatment Plant; lessons for resilience

Roads and Transport

- Establishing a large scale noise reducing pavement network by evaluating the effectiveness for inhabitants – case from the city of Helsinki
- 'Orbit City': A sustainable community? Corridors, collaboration and balancing an international airport in the city of West Torrens
- High quality management public space in the Netherlands

Three Waters

- Taking stormwater management in Auckland to the next level – the journey continues
- Building resilience to climate change through stormwater harvesting
- "The Purple Pipe:" Engineering sustainable infrastructure in Frisco, Texas

Sustainable Communities

- Expecting the unexpected: scenario planning and human behaviour are two fundamental components of robust infrastructure strategy.
- Ok who's next? Our role in developing and mentoring the next generation of public works engineers.
- Sustainable communities- Best smart city projects in Finland.

Sustainable Practice

- Climatological and hydrological Indicators of the 2011 floods in Queensland, Australia: predictables, unpredictables and preparing for the uncontrollable.
- Developing a ultra low emission zone in London.
- Low noise road surfaces in cities: Rotterdam as laboratory of the Netherlands.

Confirmed Keynote Speakers for the conference are:

Lawrence Yule - Sustainable Communities: have we got the formula right?

Lawrence is the President of Local Government New Zealand and the Mayor of Hastings District Council. He is also the President of the Commonwealth Local Government Forum and in that role actively promotes local democracy and building local government capacity in developing countries throughout the Commonwealth. Lawrence has particular interests in transport, water and waste water issues.

Roger LaSalle - What is an opportunity - How to systematically search for one

Roger works across all industry sectors and has special skills in seeing and developing applications in seemingly unrelated fields. He has worked in many telecommunications businesses, banks and technology companies across the world and brings to business a completely new structured paradigm in thinking that connects the physical world to the digital domain where opportunities these days abound.

Wiremu & Marsella Edmonds - Stand in the gap - united we stand, divided we fall

Wiremu is of Maori descent and a father, a husband, a man with a hand in many fields, a fourth generation bushman and an international speaker. His oratory skills were honed within his culture and grew from a value base that sustained his local village and community. He was recently described in a forestry industry publication as "one of the most passionate orators ever to speak to a forest industry audience in this country."

Tom Jacobs - Unshakably green. And unmistakably sustainable. A Kansas City journey.

Tom Jacobs has led environmental policy and planning efforts for the Mid-America Regional Council, Kansas City's regional planning organisation, since 2001. His work focuses on building strong community partnerships and integrative planning platforms to catalyse multi-benefit, cross-sector, sustainability-oriented outcomes.

Hon. Bill English

Bill English is the Deputy Prime Minister, Deputy Leader of the National Party, Minister of Finance and MP for Clutha-Southland, a large rural electorate in the deep south. Mr English was born in Dipton, Southland, and farmed in the area before being elected to Parliament in 1990.

COMMENT

IPWEA and International IFME announced the theme as *"*Sustainable Communities, Sharing Knowledge*"* to reflect on public works best practice and share knowledge and experience with peers, both locally and internationally. Unfortunately a final the conference programme is not yet available, but is expected to be of the usual high standard, with international input from a number of delegates from around the globe.

The International Federation attendees will include delegates from Australia and New Zealand, as well as from a number of European countries, Canada, USA and Southern Africa. IFME conferences are held every three years, with the recent conferences held in Helsinki (2012), Melbourne (2009), Netherlands (2006) and Cape Town (2003). The estimated cost per person is $6,100.00.

Councillors should note – Policy ADM 3 and Management Practice states in item 2 (d):-

> *"Where a member of Council at the date of the conference, seminar or training course has an electoral term of less than six (6) months to complete, such member shall be ineligible to attend unless such is specifically authorised by Council."*

ATTACHMENTS
There are no attachments for this report.

T28/3/15 ~~**RECOMMEND**~~

~~**That Council:**~~

~~**1. Authorise Councillor …….. as per ADM3 2 (d), to attend the 2015 International Public Works Conference and International Federation of Municipal Engineering World Congress on Municipal Engineering be held in Rotorua, New Zealand from 7 to 10 June 2015.**~~

~~***Or should no nomination be received, then the recommendation is as follows:***~~

~~**2. No nomination is made for attendance at the 2015 International Public Works Conference and International Federation of Municipal Engineering World Congress on Municipal Engineering.**~~

~~**3. Note the attendance of Senior Officers as delegates to the 2015 International Public Works Conference and International Federation of Municipal Engineering World Congress on Municipal Engineering to be held in Rotorua, New Zealand from 7 to 10 June 2015.**~~

Moved Cr R Butterfield
MOTION CARRIED (7/0)

Amended at Full Council 13 April 2015

That Council:

1. Make no nomination for attendance at the 2015 International Public Works Conference and International Federation of Municipal Engineering World Congress on Municipal Engineering.

2. Note the attendance of Senior Officers as delegates to the 2015 International Public Works Conference and International Federation of Municipal Engineering World Congress on Municipal Engineering to be held in Rotorua, New Zealand from 7 to 10 June 2015.

4.2 - ABSENCE OF EXECUTIVE DIRECTOR TECHNICAL SERVICES AND APPOINTMENT OF ACTING EXECUTIVE DIRECTOR FROM FRIDAY, 5 JUNE 2015 TO FRIDAY, 12 JUNE 2015 (INCLUSIVE), AND FRIDAY, 27 NOVEMBER 2015 TO THURSDAY, 31 DECEMBER 2015 (INCLUSIVE)

WARD : ALL

FILE No. : M/244/15

DATE : 17 March 2015

REF : KK

RESPONSIBLE MANAGER : Executive Director Technical Services

In Brief:

- Advice of proposed absence by the Executive Director Technical Services in June 2015, to attend the Institute of Public Works Engineering Australasia Conference to be held in Rotorua, New Zealand (subject to a report on this Agenda), and during November/December 2015 on annual leave.
- As it is proposed that the Executive Manager Technical Services will also attend the Institute of Public Works Engineering Australasia Conference, the Manager Parks be appointed as Acting Executive Director for the subject period.
- **Recommend:**

1. That Council note the Executive Director Technical Services' absence from:
   - Friday, 5 June 2015 to Friday, 12 June 2015 (inclusive); and
   - Friday, 27 November 2015 to Thursday, 31 December 2015 (inclusive).

2. That the Manager Parks be appointed Acting Executive Director Technical Services for the period Friday, 5 June 2015 to Friday, 12 June 2015 (inclusive).

3. That the Executive Manager Technical Services be appointed Acting Executive Director Technical Services for the period Friday, 27 November 2015 to Thursday, 31 December 2015 (inclusive).

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

Nil.

Legislation Implications

General assessment of relevant legislation (eg Local Government Act) has not revealed any restrictions.

Council Policy/Local Law Implications

Assessment of Policies/Local Laws indicates that the following is applicable:

- ADM12 – Acting "Senior" Positions.

Budget/Financial Implications

The adoption of the recommendation contained in this report has no direct financial implication.

Consultation

- Chief Executive Officer.

COMMENT

The Executive Director Technical Services will be absent from Friday, 5 June 2015, to Friday, 12 June 2015 (inclusive) to attend the Institute of Public Works Engineering Australasia Conference to be held in Rotorua, New Zealand, from 7-11 June 2015. As it is proposed that the Executive Manager Technical Services will also attend this Conference, it is recommended that the Manager Parks be appointed Acting Executive Director for this period.

The Executive Director Technical Services will also be absent from Friday, 27 November 2015, to Thursday, 31 December 2015 (inclusive) whilst on annual leave. It is recommended that the Executive Manager Technical Services be appointed Acting Executive Director for this period.

ATTACHMENTS

There are no attachments for this report.

T29/3/15 **RECOMMEND**

1. **That Council note the Executive Director Technical Services' absence from:**
   - **Friday, 5 June 2015 to Friday, 12 June 2015 (inclusive); and**
   - **Friday, 27 November 2015 to Thursday, 31 December 2015 (inclusive).**

2. **That the Manager Parks be appointed Acting Executive Director Technical Services for the period Friday, 5 June 2015 to Friday, 12 June 2015 (inclusive).**

3. **That the Executive Manager Technical Services be appointed Acting Executive Director Technical Services for the period Friday, 27 November 2015 to Thursday, 31 December 2015 (inclusive).**

Moved Cr R Butterfield
MOTION CARRIED (7/0)

4.3 - CURRENT STATISTICS FOR VEHICLES TRAVELLING THROUGH KELMSCOTT.

At the Council meeting held on Monday, 9 March 2015, Cr Ruth Butterfield referred the following matter to the Technical Services Committee.

> *That the matter of current traffic statistics for vehicles travelling through Kelmscott be referred to the Technical Services Committee.*

Comment from Cr R Butterfield

There is a perception of cars and trucks speeding through Kelmscott along certain sections of Albany Highway, Streich Avenue and Railway Avenue. Complaints have also been made about the growing numbers of vehicles moving through Kelmscott and causing associated traffic movement difficulties. I would like a detailed traffic study to be undertaken to ascertain where the problems are occurring, with a view to seeking solutions.

ATTACHMENTS
There are no attachments for this report.

Committee Discussion

Discussion on this item of business included vehicle numbers, and traffic flows within the Kelmscott central business district, in particular, Streich Avenue, Davis Road and Gilwell Avenue.

T30/3/15 **RECOMMEND**

That Council:

1. **Report on traffic analysis of the Kelmscott town centre be presented to the Technical Services Committee.**

Moved Cr R Butterfield
MOTION CARRIED (7/0)

Executive Director and Executive Assistant Community Services entered the meeting as observers at 6:26pm.

COUNCILLORS' ITEMS

Nil

EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT

6.1 Rivers Regional Council - Waste to Energy Contract.

Committee members will recall that the tender for the above contract was advertised in December 2013, and awarded in December 2014, to Phoenix Energy.

The contractual documentation finalisation was to follow between the legal teams of the City and Phoenix Energy. The City's solicitors have also reviewed the documentation and are satisfied that the City will not be exposed to any undue risk.

This process has now been completed, with the contract documents now submitted to the finance partners of Phoenix Energy to process through their internal mechanisms. Attached are the documents in their finalised form for your information.

Amended at Full Council 13 April 2015

~~Please note that these documents are confidential and are not for general consumption.~~

Please note that the attached documents are considered to be confidential under Section 5.32 (2) (e iii) of the Local Government Act, as the matter, if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person.

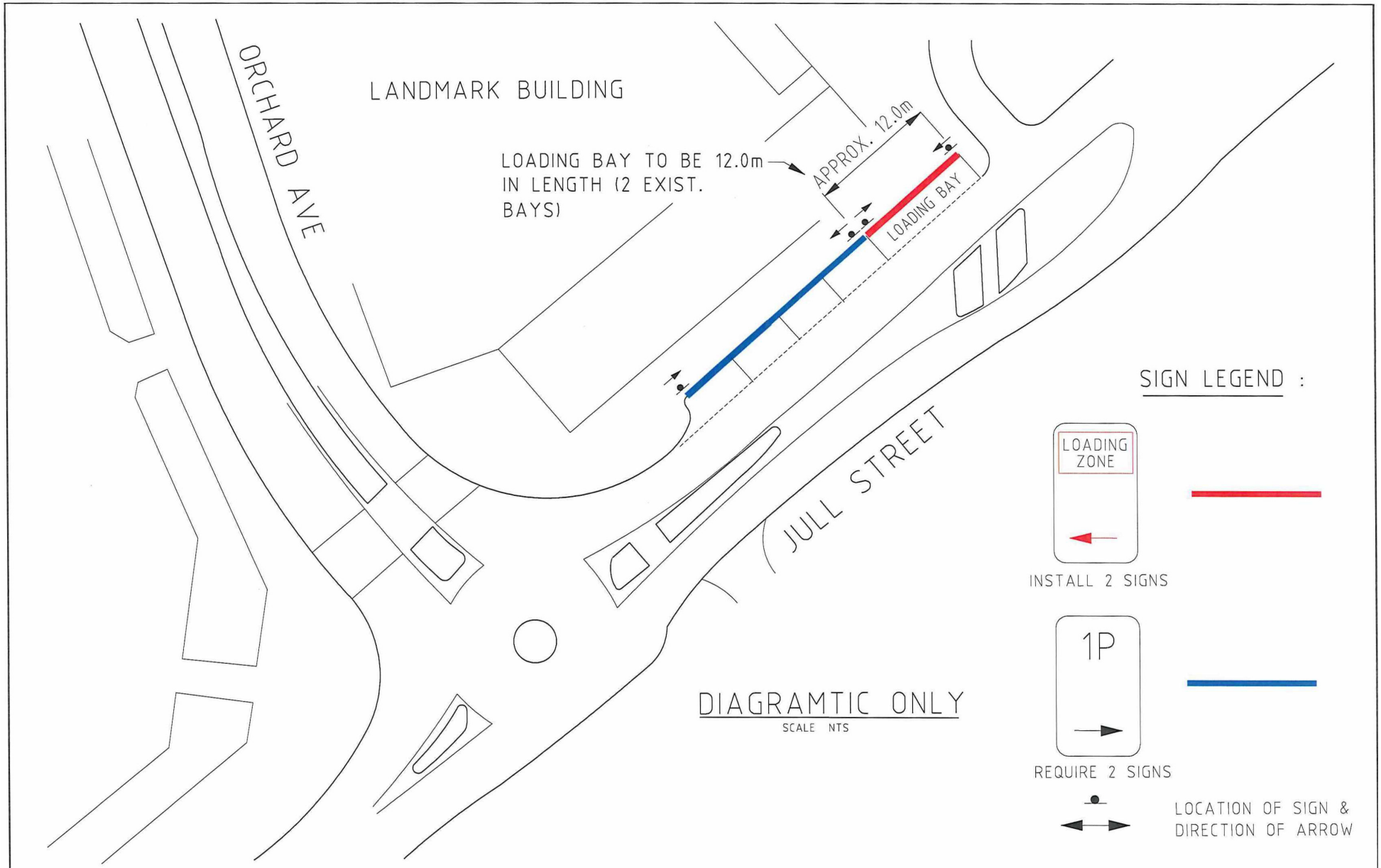
MEETING DECLARED CLOSED AT _6:29 pm_____

TECHNICAL SERVICES COMMITTEE

SUMMARY OF "A" ATTACHMENTS

31 MARCH 2015

ATT NO.	SUBJECT	PAGE
1.1	**151 JULL STREET, (LOT 13) ARMADALE - PROPOSED LOADING BAY**	
1.1.1	Amended Drawing 15-9 - Orchard House - Loading Bay Diagram	48
2.3	**DELEGATION OF AUTHORITY TO DISCHARGE ALL POWERS AND FUNCTION UNDER THE PEST PLANT LOCAL LAW 2013**	
2.3.1	Pest_Plant_Local_Law_2013	49
3.2	**PLAYGROUND ASSESSMENT - PIARA WATERS OVAL**	
3.2.1	Piara Waters Oval Comprehensive Playground Inspection Report - Dec 2014	52
3.3	**COUNCILLOR REFERRAL: "TREES FOR CONFINED SPACES"**	
3.3.1	Landscape Fact Sheet - Trees for Confined Spaces	60


LANDMARK BUILDING
ORCHARD AVE
LOADING BAY TO BE 12.0m IN LENGTH (2 EXIST. BAYS)
APPROX. 12.0m
LOADING BAY
JULL STREET
SIGN LEGEND :
LOADING ZONE
INSTALL 2 SIGNS
1P
REQUIRE 2 SIGNS
LOCATION OF SIGN & DIRECTION OF ARROW
DIAGRAMTIC ONLY
SCALE NTS
No. DATE AMENDMENT
NORTH POINT
URBAN
RURAL
FORMATION WIDTH
BASE WIDTH
SEAL WIDTH
SEAL MATERIAL
SUB-BASE COURSE THICKNESS
BASE COURSE THICKNESS
BASE COURSE MATERIAL
KERB TYPE
CITY OF ARMADALE
ORCHARD AVENUE
ARMADALE
P.O.BOX 69
ARMADALE
W.A. 6112
TELEPHONE
3990111
DRAWN S.A
DESIGNED
DATE 22/2/2015
SURVEY
RECORD
APPROVED
JOB
JULL STREET
PARKING RESTRICTION PLAN
SCALE NTS
DRAWING No.
15-9
DATUM
JOB No.
SHEET 1 OF 1

AGRICULTURE AND RELATED RESOURCES PROTECTION ACT 1976

LOCAL GOVERNMENT ACT 1995

CITY OF ARMADALE

PEST PLANT LOCAL LAW 2013

Under the powers conferred by the *Agriculture and Related Resources Protection Act 1976* and the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Armadale resolved on 26 August 2013 to make the following Local Law.

PART 1 - PRELIMINARY

1.1. Citation
This local law may be cited as the *City of Armadale Pest Plant Local Law 2013.*

1.2. Commencement
This local law comes into operation on 1 July 2014.

1.3. Interpretation
In this local law, unless the context otherwise requires -
"district" means the district of the local government;
"local government" means the City of Armadale; and
"pest plant" means a plant described as a pest plant by clause 2.1.

1.4. Application
This local law applies throughout the district.

PART 2 – PEST PLANTS

2.1. Description of Pest Plants
Every plant described in the Schedule 1 is a pest plant.

PART 3 - NOTICES

3.1. Serving of a Notice
(1) The local government may serve on the owner or occupier of private land within the district a duly completed notice in the form of the Schedule 2 requiring him to destroy, eradicate or otherwise control any pest plant on that land.
(2) A person served with a notice under subclause (1) shall comply with that notice within the time and in the manner specified therein.

3.2. Failure to comply with a notice
Where a person fails to comply with a notice under clause 3.1 served upon him, the local government may—
(a) without payment of any compensation in respect thereof, destroy, eradicate or control, as the case may be, any pest plant the destruction, eradication or control of which was required by the notice; and
(b) recover in a court of competent jurisdiction from the person to whom the notice is directed, the amount of the expense of such destruction, eradication or control.

Schedule 1 – Pest Plants
(clause 2.1)

Common Name	**Scientific Name**
Cotton bush	*Gomphocarpus fruiticosus*

Schedule 2

PEST PLANT NOTICE
(Clause 3.1)

No. .....

To .....
(Full name)

of .....
(Address)

You are hereby given notice under the *City of Armadale Pest Plant Local Law 2013* that you are required to.....
(specify whether required to destroy, eradicate or otherwise control) the pest plant—

……..... …….....
(Common Name) (Scientific Name)

on ……..
(specify the land)

of which you are the .....
(owner or occupier)

This notice may be complied with by ……..
(specify the manner of achieving destruction, eradication or control).

Such measures shall be commenced not later than ..... (date)

and shall be completed by …….. (date)

Upon failure to comply with this notice within the times specified, the local government may destroy, eradicate or control, as the case may be, any specified pest plant at your expense, and if necessary recover the same in a court of competent jurisdiction.

Date of service of notice ……..

……
Signature of authorised person by the City of Armadale

Dated: ……

The Common Seal of the
City of Armadale was affixed by
authority of a resolution of the
Council in the presence of –

HA ZELONES JP, Mayor.

RS TAME, Chief Executive Officer.

POSTAL ADDRESS
PO Box 5063
Canning Vale WA 6155
ABN: 98 124 529 616

Phone: (08) 9256 1441
Mobile: 0417 971 102
Email: info@playcheck.com.au
Web: www.playcheck.com.au

COMPREHENSIVE PLAYGROUND INSPECTION REPORT

LOCATION: **Piara Waters Oval, Piara Waters**

CLIENT: City of Armadale

INSPECTION DATE/TIME: 4/12/14 (AM) **INSPECTED BY:** Andrew Reedy

This playground has been assessed against the requirements of the following standards:
AS 4685-2014 (Parts 1-6 & 11): Playground equipment and surfacing - safety requirements and test methods
AS/NZS 4422:1996: Playground surfacing - specifications, requirements and test method
AS/NZS 4486:1997: Playgrounds and playground equipment - development, installation, inspection, maintenance and operation

Condition Rating & Risk Assessment

"Play provision should aim at managing the balance between the need to offer risk and the need to keep children safe from serious harm... In play provision exposure to some degree of risk may be of benefit because it satisfies a basic human need and gives children the chance to learn about risk and consequences in a controlled environment." Foreword to AS 4685.1–2014

A Risk/Benefit assessment takes into account the benefits of an activity or feature in the playground, as well as the associated risks, weighing with equal consideration the duty to protect children from avoidable serious harm and the duty to provide them with stimulating, adventurous play opportunities.

Risk Assessment Matrix

Probability							
^^	E	Highly Likely	VL	L	M	VH	VH
	D	Likely	VL	L	M	H	VH
	C	Possible	VL	L	M	H	H
	B	Unlikely	VL	VL	L	M	M
	A	Very Unlikely	VL	VL	L	L	M
			Little/none	Minor	Moderate	Serious	Permanent
			1	2	3	4	5

<< Injury Severity >>

Severity Rating	Potential level of injury
Little/none	Little or no injury
Minor	Minor injury (e.g. bruising or laceration)
Moderate	Moderate injury requiring medical intervention
Serious	Serious injury likely to require hospitalisation
Permanent	Serious injury likely to result in permanent disability or fatality

Risk Ratings

(See the following pages for ratings for each issue or non-compliance identified)

VH - Very high
H - High
M - Moderate
L - Low
VL - Very low

Priority Ratings

Very high	(Requires urgent action)
High	(Action as soon as possible)
Medium	(Should be actioned but not urgent)
Low	(Low risk - customer to determine priority)
Very low	(No action required)

Condition Ratings

(Individual items of equipment detailed on the following page)

1 - As new - No damage, clean, operating, safe, visually appealing
2 - Good - No damage, minimal grafitti, operating, visually appealing, safe
3 - Fair - Minor damage, minor grafitti, operating, visually appealing, works required
4 - Poor - Major damage, major grafitti, part operational, unsafe, unattractive, works required ASAP
5 - Very poor - Completely damaged, not operating, unsafe, unsightly

Other comments (if applicable)

Individual items of equipment

Equipment Type: Orbit Dome
Manufacturer: Forpark
Condition: As new

Equipment Type: Swing
Manufacturer: Forpark
Condition: As new

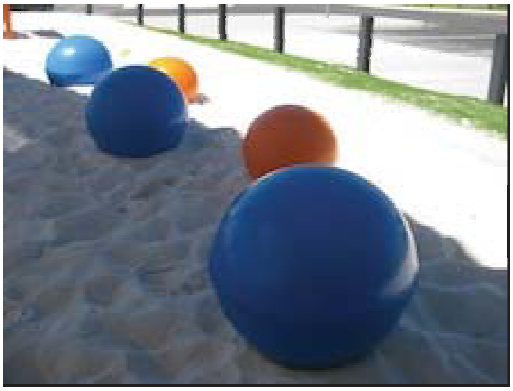
Equipment Type: Wind Rider
Manufacturer: Forpark
Condition: As new

Equipment Type: Talk Tubes (x 3)
Manufacturer: Forpark
Condition: As new

Equipment Type: Argonaut (rope swing)
Manufacturer: Forpark
Condition: As new

Equipment Type: Sand Table
Manufacturer: Forpark
Condition: As new

Individual items of equipment



Equipment Type: Orb (steppers)
Manufacturer: Forpark
Condition: As new

Risk Assessment - Rubber slope from pavilion into playground

Issue:

A concern has been raised that children are using sand as a lubricant on the rubber slope to slide down. The loose sand on the rubber also makes it slippery if someone is walking down the slope.

Potential Hazards:

The frame of the rope swing is less than 900mm from the base of the slope and may pose a hazard if someone falls. The potential risk of falling when walking down the slope is greater in my opinion than that of using the slope as a slide. Falling into the uprights is more likely than falling into the path of the rope swing.

Occurrence Probability:	Possible	**Severity Potential:**	Moderate	**Risk Rating:**	Moderate

Recommended Action:

Because a concern has been raised and the potential for an incident is forseeable, some steps should be taken to minimise the risk. One of the following options could be considered:

(i) The rubber surface could be extended around the base of the rope swing, effectively removing the sand from the proximity of the slope. This will enable greater traction when accessing the slope. Presently the fact that the sand is located right next to the slope makes the slope an inviting slide. Extending the rubber around the rope swing will move the sand away from the slope. The possibility still exists that sand may be carried over to the slope. Another option may be to provide rubber across the entire area, however this will be a costly solution. Even with the removal of the sand there is still a possibility that someone could fall down the slope into the swing uprights.

(ii) Place a barrier along the top of the slope, preventing access from the top. This will prevent people walking down the slope. Placing a raised rubber ridge near the base of the slope will prevent children from using it as a slide. Access from the pavilion to the playground with this option will only be via the stairs on either side.

(iii) Remove the rubber slope all together and replace with steps and balustrading across the remainder of the top level. The advantage of this option is that it provides easy access directly to the playground from the higher level of the pavilion.

Risk Assessment - Proximity of playground to car park

Issue:

A question has been raised about the proximity of the playground to the car park and whether fencing should be provided to keep children from running into the car park.

Potential Hazards:

Unsupervised young children could potentially access the car park and place themselves in danger from moving vehicles. The risk of this however is low. If the playground was adjacent to a road the risk would be higher.

Occurrence Probability:	Unlikely	**Severity Potential:**	Moderate	**Risk Rating:**	Low

Recommended Action:

In my opinion the current layout of the playground, without a fence between it and the car park, is satisfactory.

Very young children should not be left unsupervised in a playground. The placement of a fence may even create a false sense of security and encourage parents to leave children unattended for longer periods than they otherwise would.

To eliminate access to the car park from the playground would necessitate fencing right around the playground, leaving the only access via gates or from the raised pavilion level. This would serve to make the playground less accessible generally.

Other issues identified

Item:	Swing
Finding:	One of the plastic caps at the top of the swing is broken.
Risk Level:	Verty low **Priority:** Low
Action:	This is not a safety hazard and is not highly visible. The upright is aluminium so water inside the upright is not a significant issue. There is no urgency to replace the cap so when other maintenance is being undertaken this could be done.

Item:	Rubber slope
Finding:	The rubber slope from the building to the sand pit is breaking down badly in one section.
Risk Level:	Moderate **Priority:** Medium
Action:	The rubber should be repaired to prevent further deterioration.

The following areas have been assessed for compliance.
Non-compliances have been detailed in the preceding pages.

Note: While some items may be identified as non-compliant, a low level of risk may not require any action to be undertaken. Other items may be generally compliant but still have minor issues addressed in the following pages.

SURROUNDS
Are pathways around playground free of trip hazards (from cracks, etc)?
Is access from carpark appropriate for users of all abilities?
Is the area free of dead overhanging branches that may potentially fall onto the playground?
Are anciliary items (tables, seats, shade structures, fences, gates, etc.) in good repair?
SURFACING
Is the depth of loose-fill surfacing adequate?
Is the surface of unitary surfaces in good repair?
Is the sufrace free of any trip hazards?
Is the surface and surrounding area free of objects that may cause injury (e.g. broken glass)?
EQUIPMENT (general)
Are the footings adequately covered?
Are the foundations stable and free of movement?
Is the equipment free of protrusions or sharp edges that may be hazardous?
Are all components present and secure?
Is the equipment in good repair (i.e free from excessive rust, cracked welds, splintering timber, etc)?
Are all items of equipment within the maximum free height of fall (<3.0m; upper body <2.2m; SECS <1.8m)
PROTECTION AGAINST FALLING
Is the impact area adequate for the free height of fall?
Is the falling space free of obstacles that could cause injury?
Are barriers, guardrails and handrails appropriate and at the correct heights?
Are openings in the barriers or guardrails less than 800mm in width?
PROTECTION AGAINST ENTRAPMENT
Is the equipment free of head and neck entrapments?
Is the equipmnt free of finger entrapments?
Is the equipment free of clothing entrapments?
Is the equipment free of whole body entrapments?
Is the equipment free of foot or leg entrapments?
MOVING PARTS
Is the free space adequate for forced movement items?
Is the equipment free of crush or shear points?
Are the chains and connectors free of excessive wear (<40%)
Are moving and 'sealed for life' parts moving freely?

CITY OF Armadale

LANDSCAPE FACT SHEET

Trees for Confined Spaces

A guide to trees in confined garden spaces

So, you would like a tree in your garden?

- What do you want the tree to do - provide shade, flowers, screen/ privacy, fruit, bird attracting?
- Does the soil need improving?
- Will the tree be planted in a container or in the ground?
- Can I maintain the tree I want - pruning, flower and leaf litter, fruit fly?
- Do I want a native or exotic tree, evergreen or deciduous?

Identify where underground and overhead services are

- Communication cables – Foxtel, Telstra
- Gas
- Electrical
    - main line from verge to dwelling (underground and overhead)
    - in some cases electrical cables from the dwelling to service garden lighting, pond pumps etc.
- Underground or nearby structures such as
    - Soak wells
    - Drainage lines - sewer and storm water
    - Retaining walls

Before you get started

- Draw a plan of the area to scale
- Add items such as the building with door and window locations, gates, access points, driveways, taps, paving, orientation (north south east west), arrows pointing through the garden to views from windows.
- To utilise small spaces, consider using a tree in a large container or "espalier" a tree. Fruit trees are ideal to espalier. Screen a neighbour or unwanted view and still provide fruit.
- It's a good idea to use a can of spray paint to mark on the ground the line of the service.
- Know how deep the service is by carefully digging a "test pot hole".

DRAFT

Suggested Species

The following information outlines suggested local and introduced species for the key Armadale precincts - Swan Coastal Plain, Armadale Strategic Metropolitan Centre, Kelmscott Town Centre and The Hills.

The table is also broken into size constraints

- Narrow 2x2m spaces - Espalier only
- Narrow 2x2m spaces
- Small 3x3m garden spaces
- Medium 5x5m garden spaces
- Large 7x7m garden spaces

	Espalier	Narrow 2x2m	3x3m Garden	5x5m Garden	7x7m Garden
Swan Coastal Plain					
Agonis "after dark"		*	*		
Acacia fimbriata			*		
Callistemon Kings Park					*
Callistemon Viminallis					*
Citrus	*		*		
Corymbia ficifolia				*	
Eucalyptus cassia			*		
Eucalyptus decipiens				*	
Eucalyptus erythrocorys			*		
Eucalyptus foecunda				*	
Eucalyptus forrestiana					
Eucalyptus leucoxylon rosea					*
Eucalyptus macarandra				*	
Eucalyptus torquata			*		
Frangipanii			*		
Hakea laurina			*		
Hymenosporum flavum					
Lagerstroemia		*		*	
Prunus bleriana	*		*		
Pyrus ussuriensis (Mancherian pear)	*			*	
Pyrus nivia	*				*
Sapium sebiferum				*	
Armadale Strategic Metropolitan Centre					
Acacia fimbriata			*		
Agonis "after dark"		*	*		
Agonis "after dark"			*		
Acacia fimbriata			*		*
Callistemon Kings Park					*
Callistemon Viminallis					*

Citrus	*		*		
Corymbia ficifolia				*	
Eucalyptus forrestiana					
Eucalyptus leucoxylon rosea					*
Eucalyptus torquata			*		
Fraxinus Griffithi					*
Lagerstrocmia		*		*	
Prunus bleriana	*		*		
Pyrus ussuriensis (Mancherian pear)	*			*	
Pyrus nivia	*				*
Sapium sebiferum				*	
Kelmscott Town Centre					
Agonis "after dark"		*	*		
Acacia fimbriata			*		*
Acmea smithi					*
Callistemon Kings Park					*
Callistemon Viminallis					*
Citrus	*		*		
Corymbia ficifolia				*	
Eucalyptus forrestiana					
Eucalyptus torquata			*		
Fraxinus Griffithi					*
Hymenosporum flavum				*	
Lagerstroemia		*		*	
Prunus bleriana	*		*		
Pyrus ussuriensis (Mancherian pear)	*			*	
Pyrus nivia	*				*
Robinia "mop top"					*
Sapium sebiferum				*	
The Hills					
Acacia fimbriata			*		
Citrus	*		*		
Eucalyptus cassia			*		
Eucalyptus decipiens				*	
Eucalyptus forrestiana					
Eucalyptus foecunda				*	
Eucalyptus torquata			*		
Fraxinus Griffithi					*
Hakea laurina			*		
Prunus bleriana	*		*		
Pyrus nivia	*				*

Local Species (Perth Region)
Introduced Species

DRAFT