



City of  
Wanneroo

**BRIEFING PAPERS  
FOR ELECTED MEMBERS'  
BRIEFING SESSION**

**Draft Only**

to be held at  
the Wanneroo Administration Centre, Dundobar Road, Wanneroo  
on Tuesday 28 August, 2001, commencing at 7.00 pm.

## **PROCEDURE FOR FULL COUNCIL BRIEFING**

### **PRINCIPLES**

The full council briefing which occurs a week prior to the Council meeting provides an opportunity for elected members to ask questions and clarify issues relevant to the specific agenda items before council. The briefing is not a decision-making forum and the Council has no power to make decisions. The briefing session will not be used, except in an emergency, as a venue or forum through which to invoke the requirements of the Local Government Act 1995 and call a special meeting of council.

In order to ensure full transparency the meetings will be open to the public to observe the process. Where matters are of a confidential nature, they will be deferred to the conclusion of the briefing and at that point the briefing session closed to the public. The reports provided are the officers' professional opinions. While it is acknowledged that members may raise issues that have not been considered in the formulation of the report and recommendation, it is a basic principle that as part of the briefing sessions elected members cannot direct officers to change their reports or recommendations.

### **PROCESS**

The briefing session will commence at 7.00 pm every third Tuesday. It will be chaired by the Mayor or in his/her absence the deputy mayor. In the absence of both, councillors will elect a chairperson from amongst those present. In general, Standing Orders will apply, EXCEPT THAT members may speak more than once on any item, there is no moving or seconding items, officers will address the members and the order of business will be as follows:-

- Attendance and Apologies;
- Declarations of Interest;
- Reports for discussion;
- Tabled Items;
- Closure.

Members of the public present may observe the process. There is no opportunity during the briefing for a public question time. Members of the public are welcome to contact either elected members or officers following the briefing to seek clarification on issues raised or matters discussed during the course of the briefing.

Where an interest is involved in relation to an item, the same procedure which applies to Full Council meetings will apply. It is a breach of the City's Code of Conduct for an interest to not be declared. The briefing will consider items on the agenda only and proceed to deal with each item as they appear. The process will be for the mayor to call each item number in sequence and ask for questions. Where there are no questions regarding the item, the briefing will proceed to the next item.

### **AGENDA CONTENTS**

While every endeavour is made to ensure that all items to be presented to Council at the formal council meeting are included in the briefing papers, it should be noted that there will be occasions when, due to necessity, items will not be ready in time for the briefing session and will go straight to the Full Council agenda as a matter for decision. Further, there will be occasions when items are TABLED at the briefing rather than the full report being provided in advance. In these instances, staff will endeavour to include the item on the agenda as a late item, noting that a report will be tabled at the agenda briefing session.

### **AGENDA DISTRIBUTION**

The briefing agenda will be distributed to elected members on the FRIDAY prior to the briefing session. A summary of items will be made available to the libraries and the Internet for interested members of the public. Spare briefing papers will be available at the briefing session for interested members of the public.

### **DEPUTATIONS**

Deputations will generally not be heard prior to the agenda briefing session. These will be reserved for either the Policy forum sessions held the week following the Full Council meeting or as is currently the case, prior to the Full Council meeting.

### **RECORD OF BRIEFING**

The formal record of the briefing session will be limited to notes regarding any agreed action to be taken by staff or elected members. No recommendations will be included and the notes will be retained for reference and not generally distributed to elected members or the public except on request.

### **LOCATION**

The briefing session will take place in a committee setting, and will use the Conference Room in the new Civic Centre.



## Briefing Papers for 28 August, 2001

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## A G E N D A

### **Item 1 Attendance**

### **Item 2 Apologies and Leave of Absence**

### **Item 3 Reports**

#### **Planning and Development**

#### **Policies & Studies**

#### **1 Consideration Of A Report On Development Of A Local Agenda 21 Framework For The City Of Wanneroo And A State Of The Environment/Sustainability Indicators Report For The City Of Wanneroo**

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File Ref:	12168
Responsible Officer:	Paul Watt
Disclosure of Interest:	Nil

#### **Issue**

Consideration of two reports regarding the development of a framework to initiate Local Agenda 21 and a State of the Environment and Sustainability Indicators Report, both of which were prepared for the former City of Joondalup/Wanneroo.

#### **Background**

State of the Environment reporting is an approach used by some organisations to enable consideration of how the biophysical environment is being affected over time, while sustainability indicators also consider social and economic aspects. Such reporting stems from the recognition that society must become sustainable in perpetuity if major disruptions/species loss etc are to be avoided.

Following the 1992 United Nations Conference on the Environment and Development, recognition was made of the influence of social and economic factors on environmental issues. This conference developed the notion of local sustainability (called Local Agenda 21 – LA21), with the theory being that global sustainability would occur only if the local area was sustainable. To achieve sustainability requires consideration of ecological factors as a baseline necessity and also economic and social factors in recognition of the anthropocentric nature of society and the influence of these factors on the environment.

## Detail

A State of the Environment and Sustainability Indicators Report (SOE) was prepared by consultants Galloway and Chambers in January 1999 as part of the former City's deliberations at the time on the environment and sustainability. Similarly a report entitled 'Development of a Local Agenda 21 Framework for the City of Wanneroo' was prepared by the same consultants in 1998. A copy of both reports is in the Elected Members reading room.

The reports were not presented to the former Joint Commissioners for consideration as it was considered more appropriate that such strategic initiatives be held pending the establishment of the new Councils. The SOE report describes the state of Wanneroo in 1999, while the Local Agenda 21 report considers a method to reach sustainability. The reports were more recently presented to the City of Wanneroo's Conservation Advisory Committee for consideration, with the Committee recommending on the 6 June 2001 that Council receive the reports for information purposes.

## Comment

The fundamental value of a SOE report is that it enables an assessment to be made of the progress towards (or away from) sustainability. It provides a snapshot in time of 36 indicators varying from the traditional biophysical indicators (eg rare flora and fauna) to economic and social indicators (eg space allocated to industry type and income by area). By re-examining these indicators in the future the City has a baseline to determine the positive and negative impacts that have occurred. The choice of indicators to use in SOE reports varies markedly depending upon the responsibilities of the agency preparing the report and the circumstances affecting that agency. For example the Australia and New Zealand Environment and Conservation Council (a Ministerial Council of Australia, New Zealand and Papua New Guinea) has developed a list of 72 core indicators.

The SOE report identifies the status of Wanneroo in 1999 and provides a series of recommendations for further actions to determine the City's progress towards sustainability. The report on a Local Agenda 21 considers a method which the City may take to reach sustainability. It also contains a number of recommendations. Council will note that it is expected that the recommendations made in the reports will be considered during the preparation of the City's Local Environmental Strategy, and that some elements may be incorporated into the strategy.

## Voting Requirements

Simple

## Recommendation

**That Council:-**

- 1. RECEIVE the State of the Environment and Sustainability Indicators Report 1999, and the Development of a Local Agenda 21 Framework for the City of Wanneroo 1998 Report prepared for the former City of Joondalup/Wanneroo.**
- 2. CONSIDERS the recommendations made in both reports during preparation of the City's Local Environment Strategy.**

## Town Planning Schemes and Structure Plans

### 2 Close Of Advertising: Minor Modifications To The Agreed Merriwa Structure Plan

File Ref: 05882  
 Responsible Officer: Acting Director Planning and Development Services  
 Disclosure of Interest: NIL  
 Attachments: 3

#### Issue

*The advertising period for the proposed modifications to the Merriwa Local Structure Plan (LSP) has concluded and the City has received no submissions.*

<b>Applicant</b>	<i>Taylor Burrell</i>
<b>Owner:</b>	<i>Caversham</i>
<b>Location</b>	<i>Lot 904 Marmion Avenue Merriwa</i>
<b>Site Area</b>	<i>12 Hectares Approx.</i>
<b>DPS 2 Zoning</b>	<i>Residential</i>

#### Background

The Merriwa LSP was adopted by Council on 20 January 2000. Council at its meeting of 22 May 2001 resolved to advertise proposed modifications to the Merriwa LSP for a period of 21 days, concluding on the 29 June 2001. (Report W174-05/01).

#### Detail

The subject site is located in the north-western portion of Merriwa (refer Attachment 1).

The modifications primarily relate to those lots that have been identified in the structure plan as having rear access lanes (refer Attachment 2- "Adopted LSP"). The applicant proposes to delete those undeveloped lots with rear access lanes and has re-orientated the lots to have direct lot frontage and access to the normal subdivisional roads. This entails modifying the LSP to delete these lots from the "Small Lot Precinct" and identifying them in the "Residential Precinct" where normal residential provisions would apply.

A key implication of the modification is that two lots proposed on the northern side of the Public Open Space will now 'side on' to the park rather than directly 'fronting on'. As a result, the structure plan was also modified to include provisions to ensure that the new lots provide surveillance and overlook the park as well as addressing the street. These modifications will also require detailed consideration to be given to car parking and lot access along portions at Dalvik Avenue at the subdivision stage.

Public advertising of the modified LSP concluded on the 29 June 2001 with no submissions received.

## Comment

The modifications made to the Merriwa LSP are relatively minor in nature and relate mainly to the undeveloped land.

Subsequent to Council's May 2001 resolution to advertise the modified LSP, District Planning Scheme No. 2 has been gazetted and it is apparent that some of the special provisions relating to front and side setbacks for future buildings within the LSP may conflict with the Residential Planning Codes. It is considered appropriate to remove these specific provisions and introduce a non conflicting provision which largely addresses the same design philosophy. It should be noted that the City will be seeking legal advice to clarify how structure plans prepared under Part 9 of the City's Town Planning Scheme may conflict with the City's Scheme. It is likely that a structure plan will be prepared shortly for the balance of Merriwa landholding and that this structure plan will form a part of that document. If considered appropriate there may be an opportunity to re-include any specific provisions deemed reasonable and necessary at that point.

The residential density for this land holding was previously referred to in the Part 1 text provisions of the LSP as R20. While no changes to this density are suggested, it is considered to be more desirable to introduce a residential density coding 'map' within the LSP to better identify the coding across the application area.

## Voting Requirements

Simple

## Recommendation

**That Council:-**

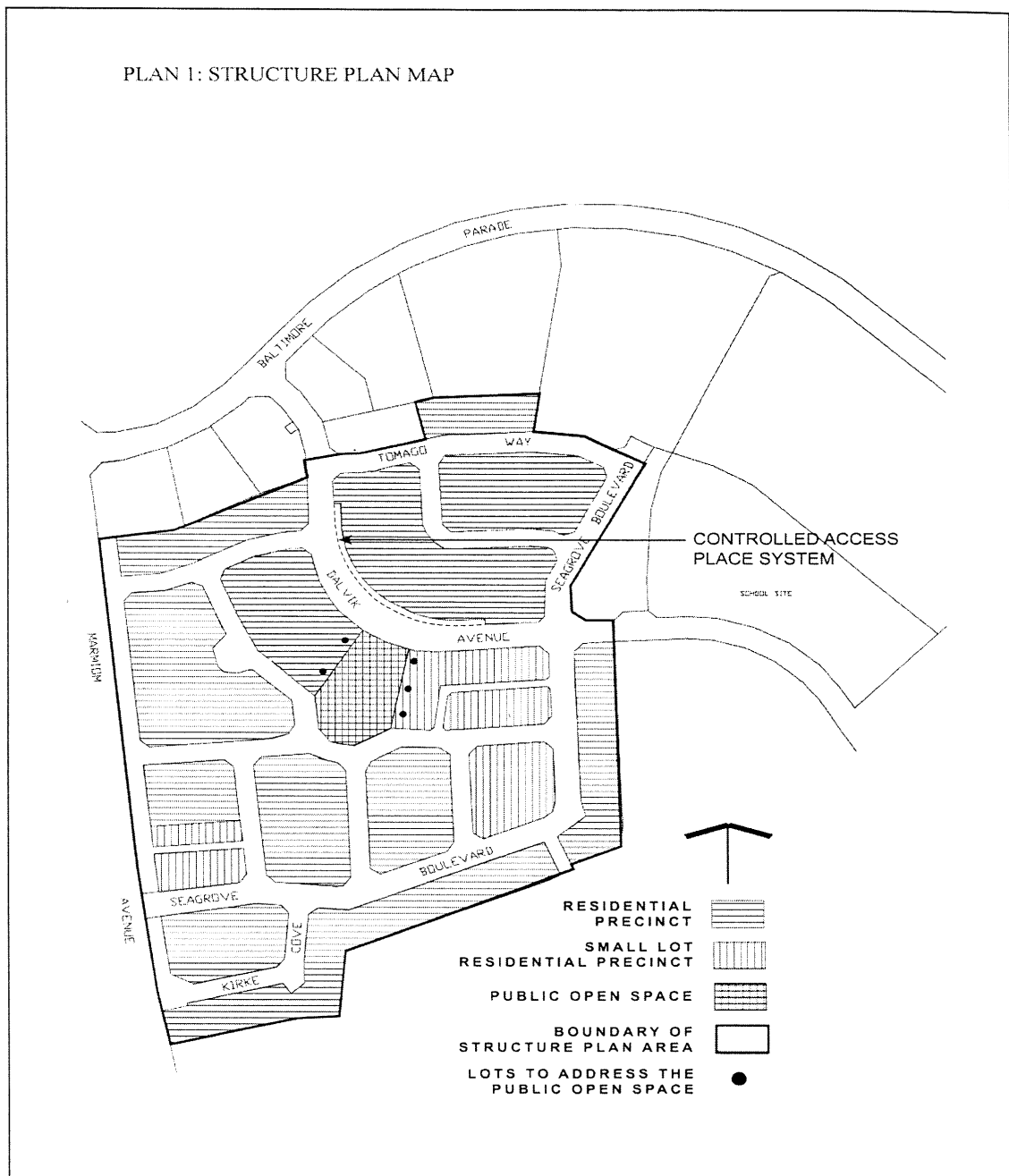
1. **RESOLVE that the proposed modifications to the Merriwa Local Structure Plan are satisfactory subject to the following modifications:**
  - a) **Deletion of specific setback provisions within the Local Structure Plan which conflict with the provisions of the Residential Planning Codes.**
  - b) **Insertion of a residential density code map into the structure plan identifying the land as having an applicable density coding of R20.**
  - c) **Insertion of a new clause 1.2.1(b): The side of the building orientated and designed in a manner that promotes overlooking of the public open space and passive surveillance of the public open space area from habitable rooms and outside living areas**
2. **Subject to the aforementioned modifications forward three copies of the modified Merriwa Local Structure Plan to the Western Australian Planning Commission for certification.**



## ADOPTED LOCAL STRUCTURE PLAN

## ATTACHMENT 2





MERRIWA LOCAL STRUCTURE PLAN  
SEAGROVE ESTATE

### 3 East Wanneroo Development Cell No. 3 Wanneroo - Adjustment Of Infrastructure Contributions.

File Ref: 08560  
 Responsible Officer: Acting Director Planning and Development  
 Disclosure of Interest: Nil  
 Attachments: 1

#### Issue

Following certification of the Agreed Structure Plan for East Wanneroo Development Cell No 3 in Wanneroo, certain land developers are entitled to a refund of an amount which is the difference between the infrastructure contributions they paid at a provisional rate and the adopted rate set by Council.

<b>Applicant</b>	<i>Various</i>
<b>Owner:</b>	<i>Various</i>
<b>Location</b>	<i>Wanneroo</i>
<b>Site Area</b>	<i>Not applicable</i>
<b>DPS 2 Zoning</b>	<i>Residential</i>

#### Background

Part 10 of the City's District Planning Scheme No. 2 provides for developer contributions within Cells 1 to 8 of the East Wanneroo Development Area. Clause 10.6 requires Council to estimate the Cell Costs for each cell and, Clause 10.11 provides that on certification of the Agreed Structure Plan for a cell, Council is to notify the estimate of Cell Costs to all the land owners in the cell. The notification is to be by advertisement in a newspaper and a period of 42 days is to be allowed from the date of notification for an owner to object in writing to the estimates.

At its meeting on 1 May 2001 at item W141-05/01, Council adopted the figure of \$1,114,044 as the total current Estimated Cell Costs, and the figure of \$2, 745.24 as the infrastructure cost per lot (ICPL) for Cell 3. Those costs were advertised twice as required and at the close of the 42 days submission period no comments or objections had been received. The advertised costs thereupon became final pending the first annual review. The Agreed Structure Plan for Cell 3 is shown as the Attachment.

In the lead up time to the adoption of the Cell Costs, land developers in the cell were permitted to proceed with their subdivisions upon payment of a provisional ICPL. These payments were subject to adjustment at the time Council adopted the Cell Costs. Under this arrangement 3 developers are entitled to a refund and one is required to make a further payment to the City.

#### Detail

Funds are held in the Cell 3 account to make the refunds and to meet all current liabilities.

The owners entitled to refunds are;

R H & H C Geary of an amount of \$1,817.48 in respect to Lot 69 High Road.

D R & D B Potter of an amount of \$1,278.98 in respect of Lot 502 Belgrade Road.

U Woermann of an amount of \$599.52 in respect of Lot 501 Joel Way.

### **Comment**

These refunds and receipt will bring the contributions received into the cell account to the correct level. In the future when all the land within the cell has been subdivided or developed and all of the cell works have been completed, if there is an excess of funds in the cell account it will be distributed to the land owners who made a contribution to the infrastructure costs.

### **Voting Requirements**

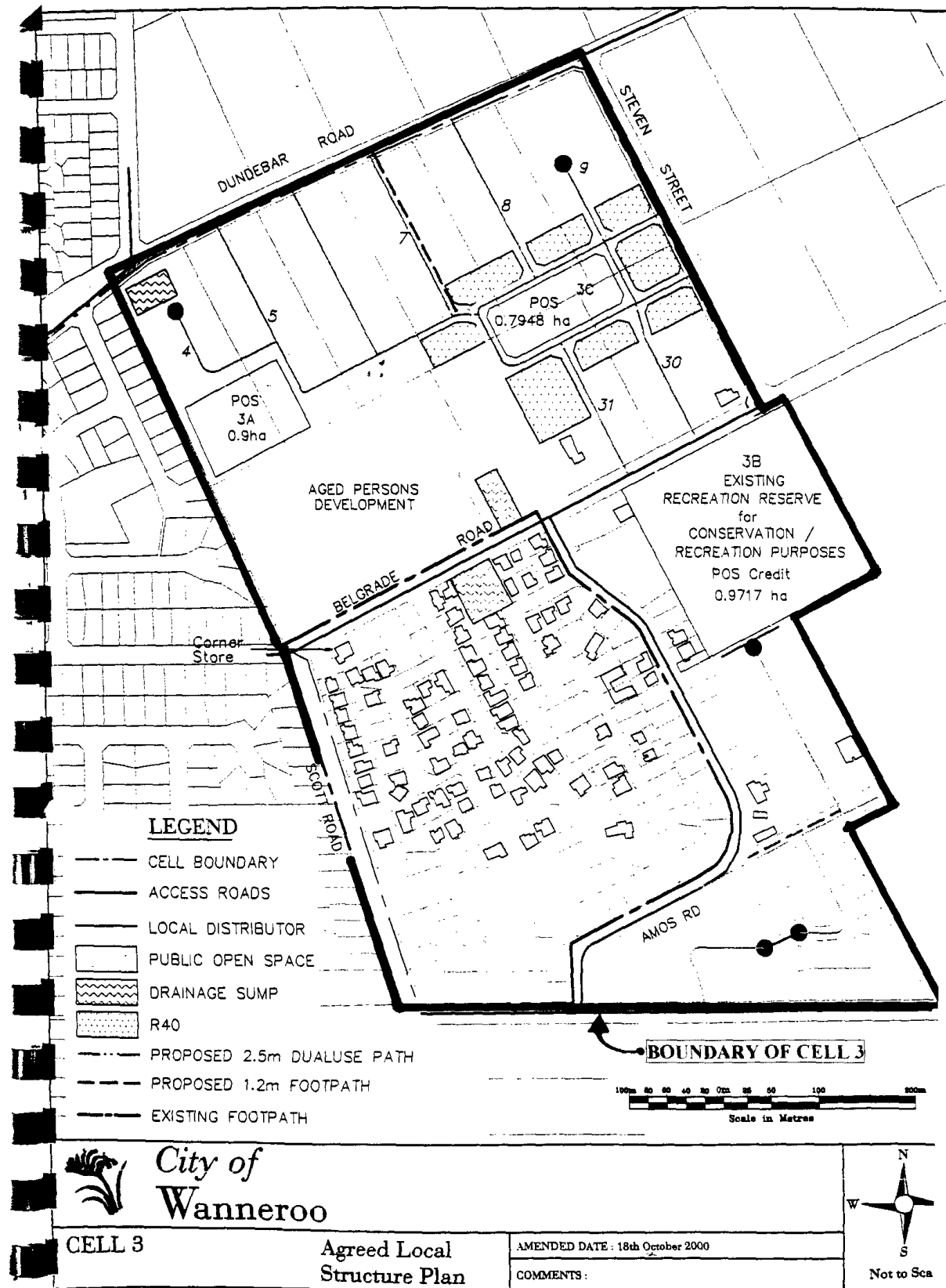
Simple

### **Recommendation**

**That Council AUTHORISE payment of the following refunds from the East Wanneroo Cell**

#### **No. 3 Account:**

1.     **\$1,817.48 to R H & H C Geary.**
2.     **\$1,278.98 to D R & D B Potter.**
3.     **\$599.52 to U Woermann.**



## 4      **Lot 49 (56) St Andrews Drive, Yanchep: Proposed Shop And Restaurant To Existing Holiday Village: Amendment No 3 To District Planning Scheme No 2**

File Ref: 03625  
 Responsible Officer: Acting Director Planning and Development  
 Disclosure of Interest: N/A  
 Attachments: 2

### **Issue**

Consideration of an application to amend District Planning Scheme No2 (DPS2) to accommodate a local shop and restaurant within the existing holiday village on the above lot.

<b>Applicant</b>	<i>Gray and Lewis</i>
<b>Owner:</b>	<i>Hazel Lake Holdings Pty Ltd</i>
<b>Location</b>	<i>Lot 49 (56) St Andrews Drive, Yanchep</i>
<b>Site Area</b>	<i>4736 square metres</i>
<b>DPS 2 Zoning</b>	<i>Residential R20</i>

### **Background**

The subject lot is located on the north-eastern corner of the intersection of St Andrews Drive and Carnoustie Court, in the 'St Andrews Estate', Yanchep. The site backs onto the Sun City Country Club Golf Course and is otherwise surrounded by low density residential housing. Attachment 1 indicates the location of the site.

A holiday village, comprising 16 holiday units, a reception building with a gym, games room and communal toilets, a swimming pool and 27 car parking bays was constructed on the lot in 1990. In 1991, approval was granted for the conversion of unit 14, located adjacent to the reception building, to an unlicensed dining room for use solely by the village guests. Whilst the physical conversion of unit 14 proceeded, the applicant advises that the use was not viable and was therefore not proceeded with. A site plan showing the layout of the existing development is included as Attachment 2.

### **Detail**

The applicant requests an amendment to DPS2 to accommodate a low key shop from within the existing reception building and a restaurant from within the adjacent unit 14. In order to remain viable, it is proposed that these uses be available for both the guests at the holiday village and also the general public.

Twenty square metres of retail net lettable area (NLA) is requested for the shop and seating for a maximum of 50 restaurant patrons. The restaurant seating is intended to be located both within the restaurant building and outside on the adjoining verandahs.

## **Comment**

There are currently no shopping or restaurant facilities within the 'St Andrews Estate. The estate comprises some 300 residential lots and a population of approximately 800.

Council's draft Centres Strategy, adopted in August 2000 as a Planning Policy, seeks to promote and provide for a system of local shops throughout residential areas in order to provide for the daily convenience shopping needs of the neighbourhood and to provide a focus for neighbourhood services and facilities. The policy provides that a local shop should not exceed 200 square metres NLA, should be designed to serve 200 homes and be located on a local distributor road. The policy also provides that the local shop may include a small licenced café not exceeding 100 square metres. The proposal is consistent with this policy.

The site has already been developed as a holiday village and the use is considered a compatible extension to this existing development. If the amendment proceeds, a planning approval, building licence and health approval will be required for the physical conversion works. These applications will consider the detail of carparking provision, pedestrian access, signage, servicing, building fitout etc. It is possible for all of the City's normal design requirements to be accommodated in this case.

The applicant circulated a survey to all residents within the St Andrews Estate to gauge local opinion to the proposal. Forty four responses were received, with all but four supporting the proposal. The amendment process will of course include full statutory advertising and an opportunity for the Council to consider the proposal in light of any submissions.

The current zoning of the site is Residential. It is recommended that this base zone be retained, with DPS2 being amended to list the proposed additional uses in section 1 of schedule 2. This would enable Council to place conditions on the size of both the shop and restaurant to ensure that they do not expand to a size that would compromise the functioning of the holiday village or impact on the amenity of the area.

## **Advertising of Proposed Amendment**

Should a proposed scheme amendment be consistent with the criteria set out by the Regulations in respect to things such as relevant State plans and policies, the MRS, etc, then the local government concerned may proceed to advertise the proposed amendment for submissions. As this matter is considered to be of a minor nature and is consistent with the above, it is proposed that the amendment be advertised without seeking the consent of the Western Australian Planning Commission.

## **Voting Requirements**

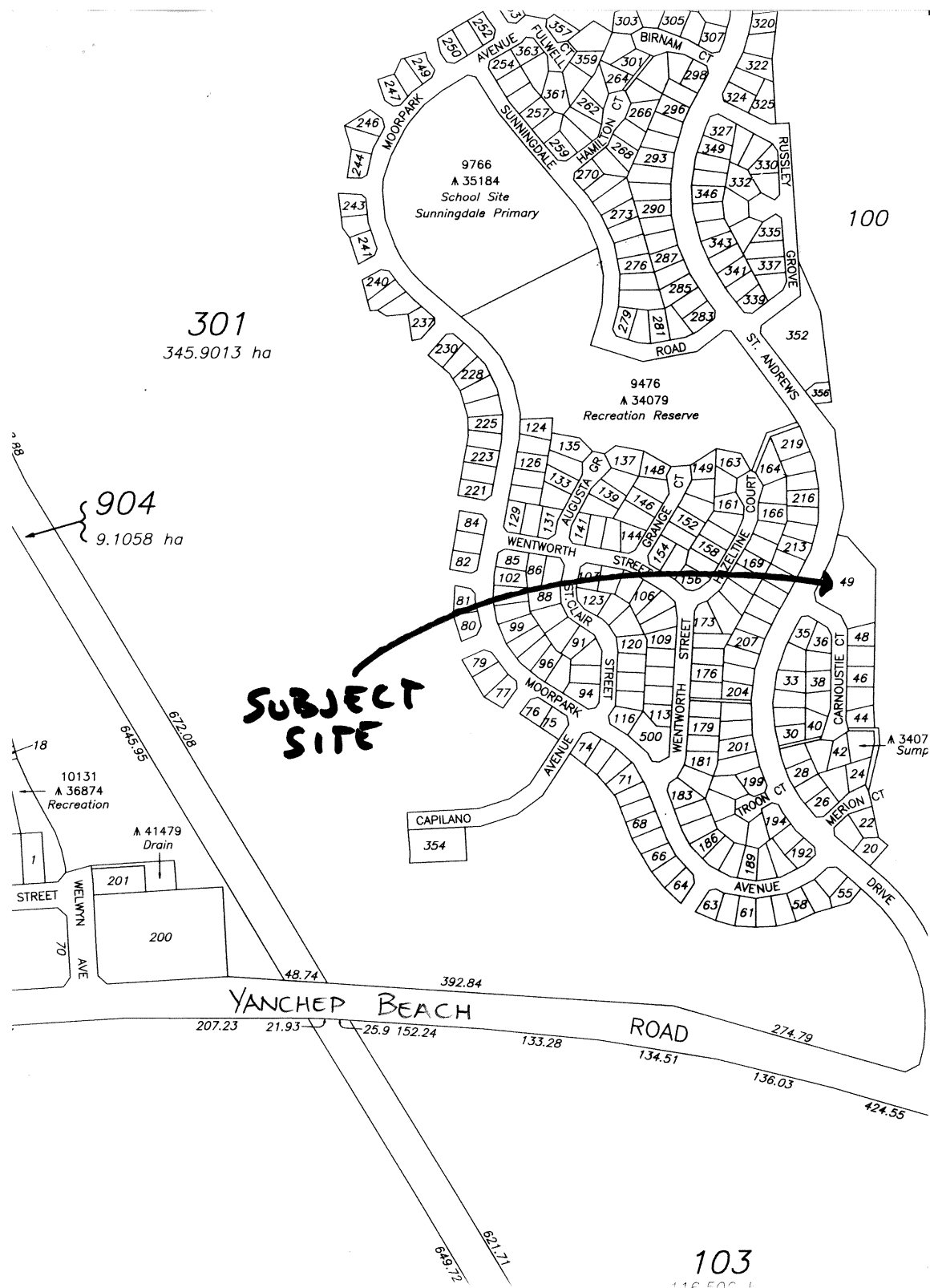
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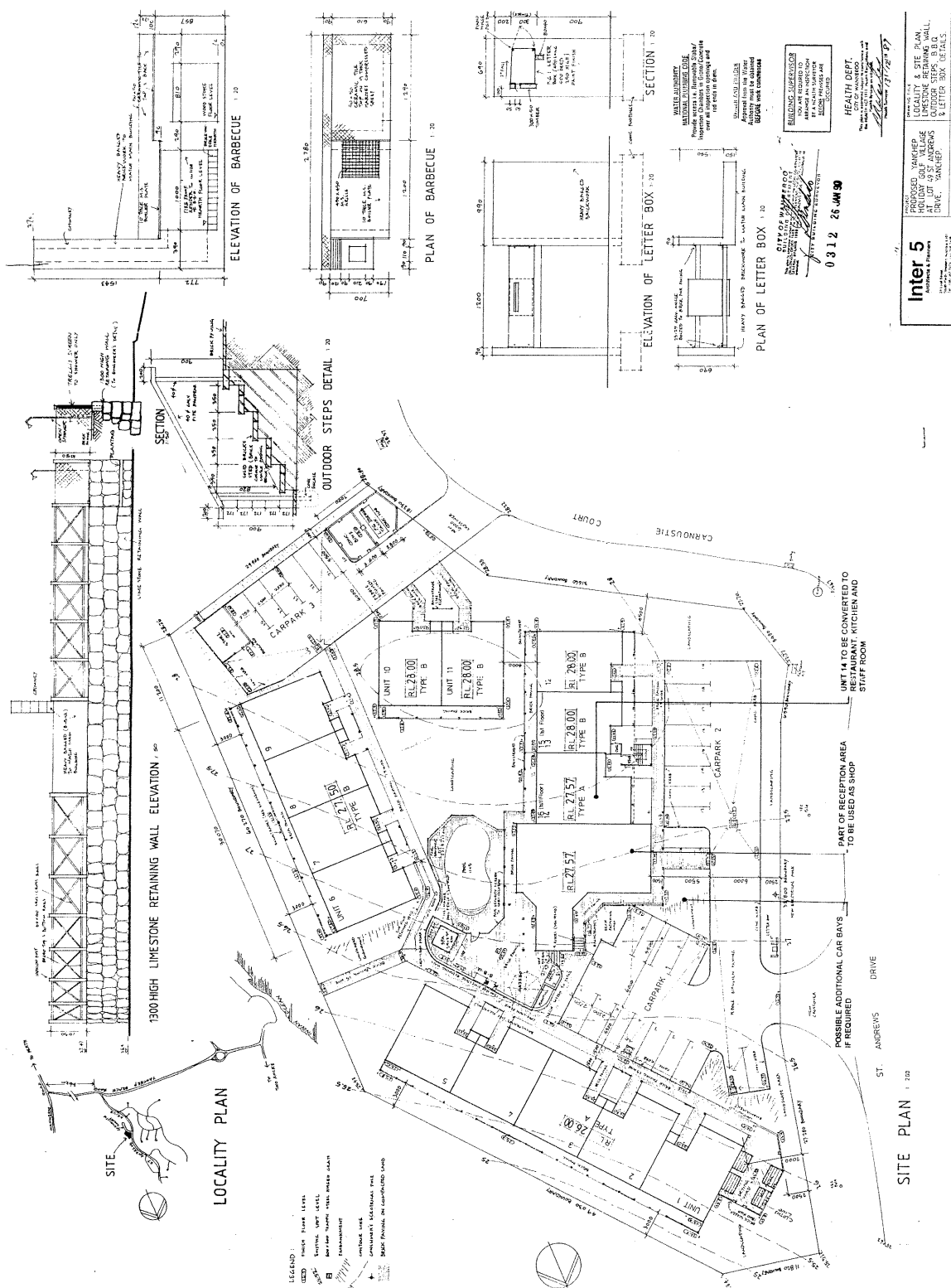
## **Recommendation**

### **That Council:-**

1. **In pursuance of section 7 of the Town Planning and Development Act 1928 (as amended), PREPARES Amendment No. 3 to the City of Wanneroo District Planning Scheme No. 2 to:**
  - a) **specify the following details as item number 1-28 in Section 1 of Schedule 2:**
    - i) **Street/Locality – St Andrews Drive, Yanchep;**
    - ii) **Particulars of Land – Lot 49;**
    - iii) **Additional Use and Conditions – Shop not exceeding 20 square metres NLA and Restaurant with a dining area not exceeding 50 seats.**
2. **SUBMITS Amendment No. 3 to the City of Wanneroo District Planning Scheme No. 2 to the Western Australian Planning Commission.**
3. **REFERS Amendment No. 3 to the City of Wanneroo District Planning Scheme No. 2 to the Environmental Protection Authority pursuant to section 7A1 of the Town Planning and Development Act.**







## Sub-Division Applications

### 5 Delegated Authority - Determination Of Subdivision Applications Between 1 July And 31 July 2001

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File Ref: 64346  
 Responsible Officer: Acting Director Planning and Development Services  
 Disclosure of Interest: NIL

#### Issue

Determination of subdivision applications processed in the period between 1 July 2001 and 31 July 2001 (refer Attachment 1 for detail).

#### Detail

The West Australian Planning Commission (WAPC) is responsible for determining all subdivision applications within the State. Applications for approval are lodged with the WAPC and are referred to local governments and affected public bodies for comment. Comments are made within 42 days of receiving the application after which the Commission determines the applications. There is a right of appeal by the applicant if aggrieved with the Commission's decision.

Council has delegated to the Chief Executive Officer its functions relating to the provision of comments to the Commission on subdivision applications. The Chief Executive Officer has in turn delegated to the Planning and Development Division this responsibility. A Land Development Unit has been established to assist with the assessment of all applications.

Those applications considered to be either controversial in nature or contrary to Council policy, are referred to Council for consideration. All other applications are dealt with in respect to the following categories.

- SCU 1 Subdivision applications received which are generally consistent with an approved or Agreed Structure Plan (including Outline Development Plan and Development Guide Plan).
- SCU 2 Subdivision applications previously supported, or not supported by Council and subsequently determined by the Western Australian Planning Commission (WAPC) consistent with the Council's recommendation.
- SCU 3 Applications for extension of subdivisional approval issued by the WAPC which were previously supported by Council.
- SCU 4 Applications for subdivision or amalgamation which result from conditions of development approval given by or on behalf of Council.
- SCU 5 Applications for subdivision or amalgamation of lots which would allow the development of the land for uses permitted in the zone within which that land is situated including applications involving the excision of land for road widening, sump sites, school sites, etc.

SCU 6 Applications for subdivision or amalgamation of lots contrary to Council or WAPC Policy or are not generally consistent with an approved or Agreed Structure Plan.

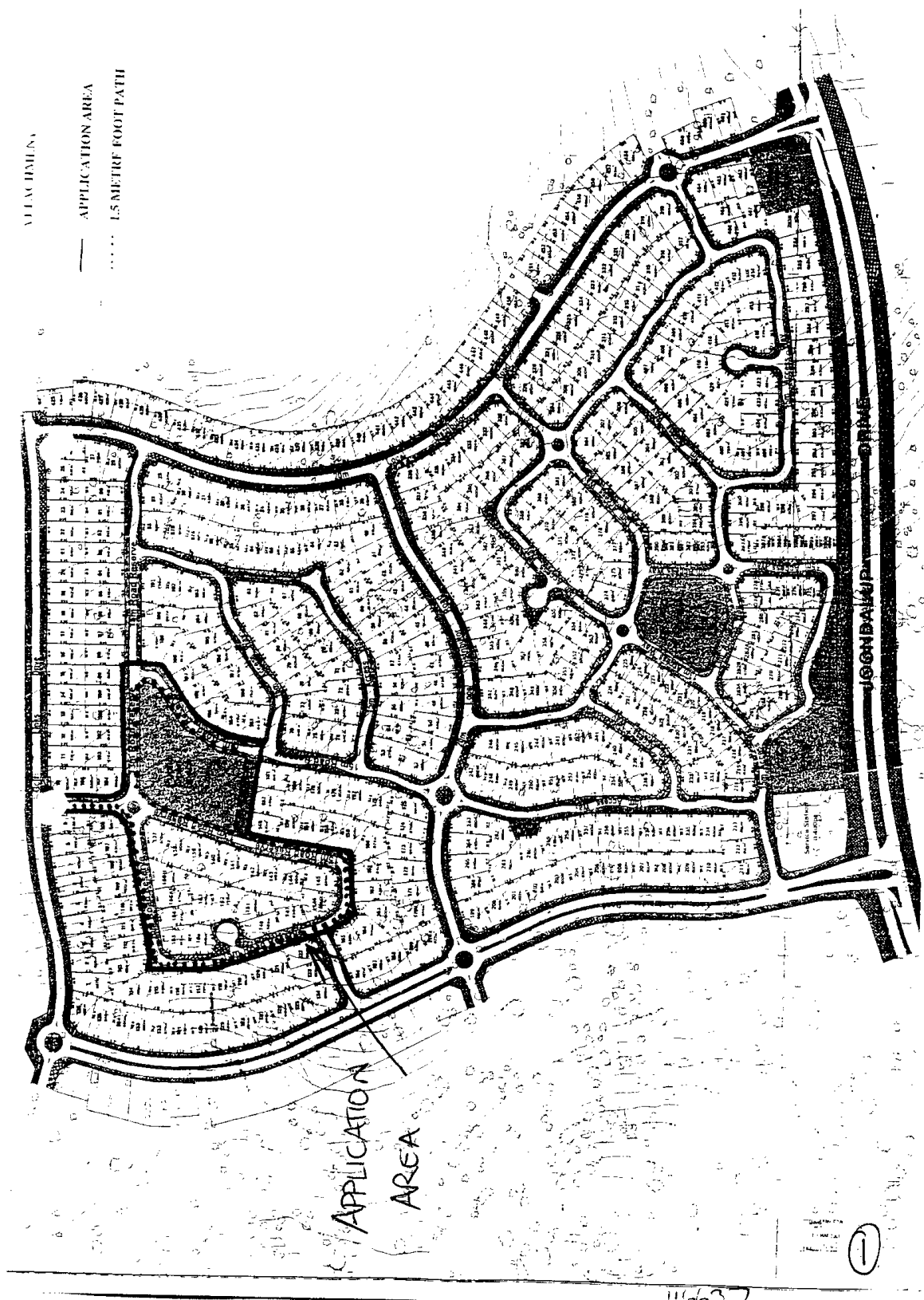
The Attachments provide the details of the subdivision applications dealt with under delegated authority between 1 July 2001 and 31 July 2001.

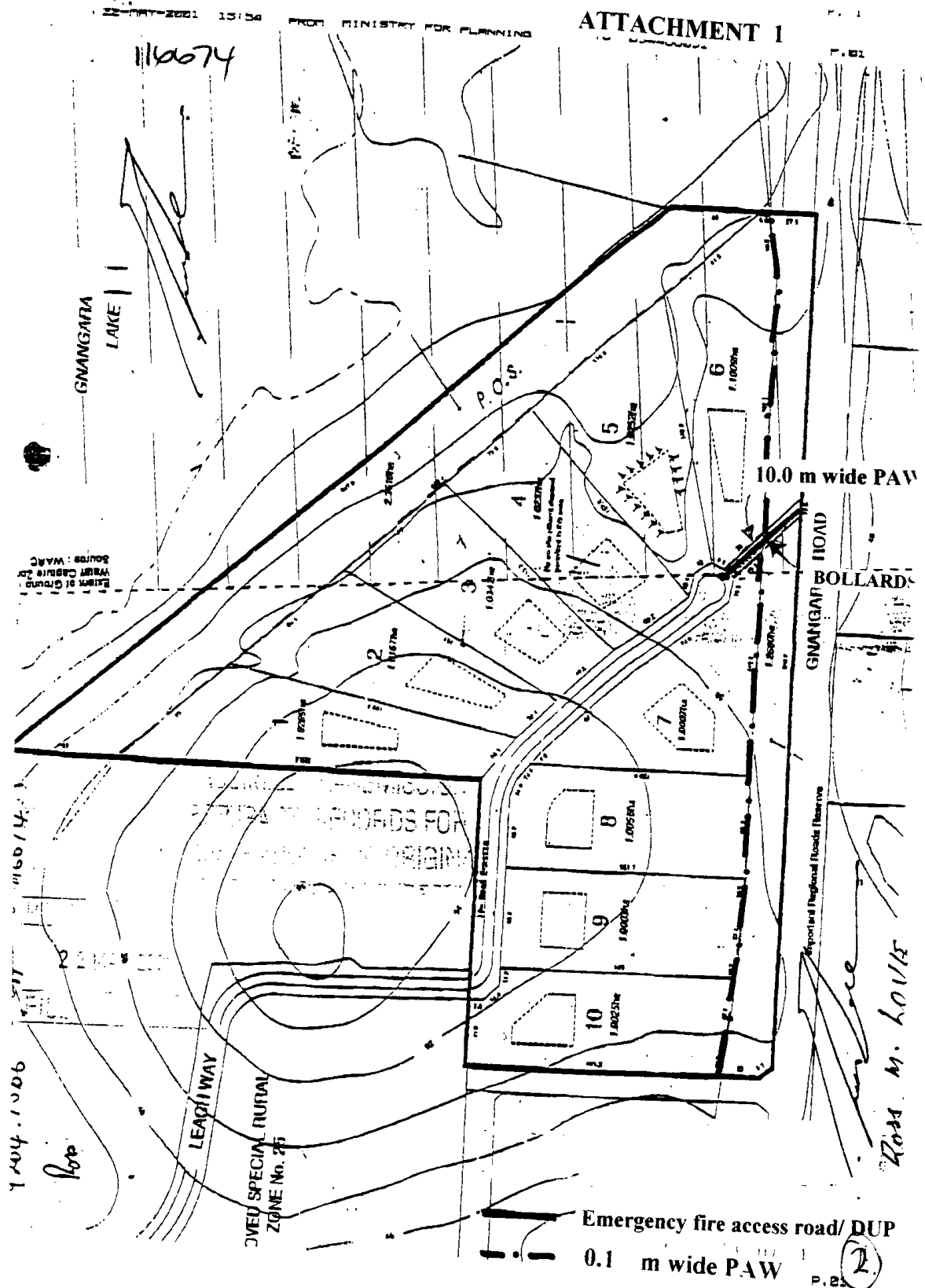
### Recommendation

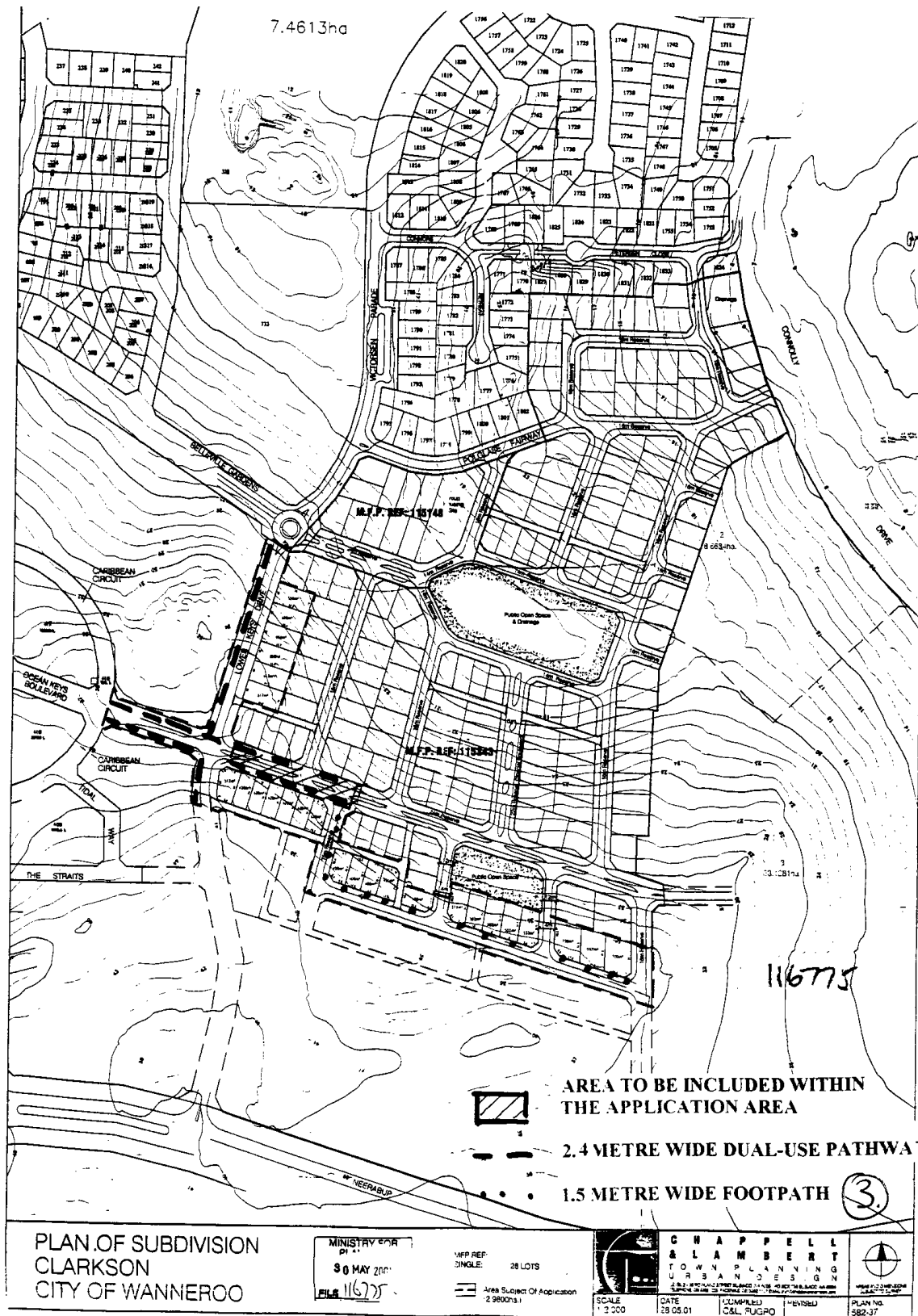
**That Council NOTE the actions taken in relation to providing comments to the Western Australian Planning Commission on subdivision applications processed under delegated authority between 1 July and 31 July 2001.**

	WAPC No./ Received Date	Location/Owner	DPS 2 Zoning/ LDU Category	Advice	WAPC Advised	Comment
1	116637 23/05/01	Lot 2000 (131) Clarkson Avenue Tapping  Yatala Nominees & Peet & Co	Residential Development  SCU 1	Supported	04/07/01	20-lot residential subdivision
2	116674 30/05/01	Loc 883 (465) Gnangara Road Gnangara  RM Love	Special Rural  SCU 1	Supported	09/07/01	Special Rural Subdivision considered under the provisions of the DPS2 for this Special Rural Zone.
3	116775 11/06/01	Lot 2 (16) & 3 (2) Polglase Fairway and Pt Lot 15 (1930) Marmion Avenue Clarkson  Landrow	Urban Development  SCU 1	Supported	19/07/01	26-lot residential subdivision
4	116791 14/06/01	Lot 2000 (131) Clarkson Avenue Tapping  Peet & Co and Yatala Nominees	Urban Development and Other Regional Road Reserve SCU1	Supported	27/07/01	693-lot residential subdivision
5	116792 14/06/01	Lot 2000 (959) Joondalup Drive Carramar  Peet & CO. and Yatala Nominees	Urban Development/  SCU1	Supported	16/08/01	110-lot residential subdivision
6	116904 26/01/01	Lot 1441 (50) Driver Road Darch  Salamoni	Urban Development, residential & other Regional	Supported	16/08/01	This application relates to the creation of two super lots one of them to include the future alignment of

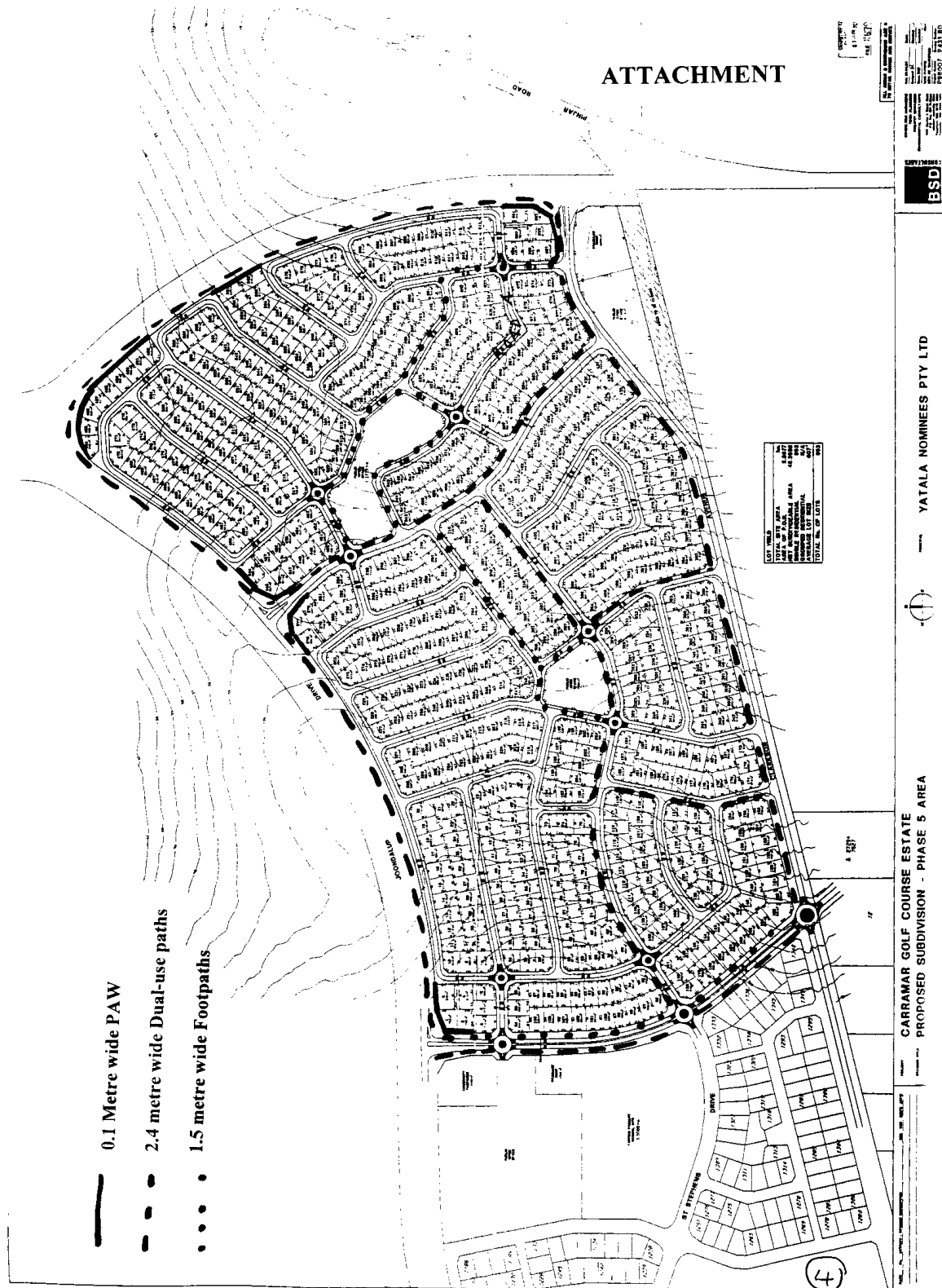
	<b>WAPC No./ Received Date</b>	<b>Location/Owner</b>	<b>DPS 2 Zoning/ LDU Category</b>	<b>Advice</b>	<b>WAPC Advised</b>	<b>Comment</b>
			Road Reserve  SCU1			Mirrabooka Avenue.
7	117072  19/07/01	Lot 301 (28) Kingsbridge Boulevard Butler/  Ministry for Housing	Urban Development/  SCU1	Supported	N/A	This application relates to a reapplication for Stage 1 of the previously approved Butler subdivision (WAPC Ref 114669). The re-application was made to place a requirement for necessary easements across constructed retaining walls to allow access for maintenance.

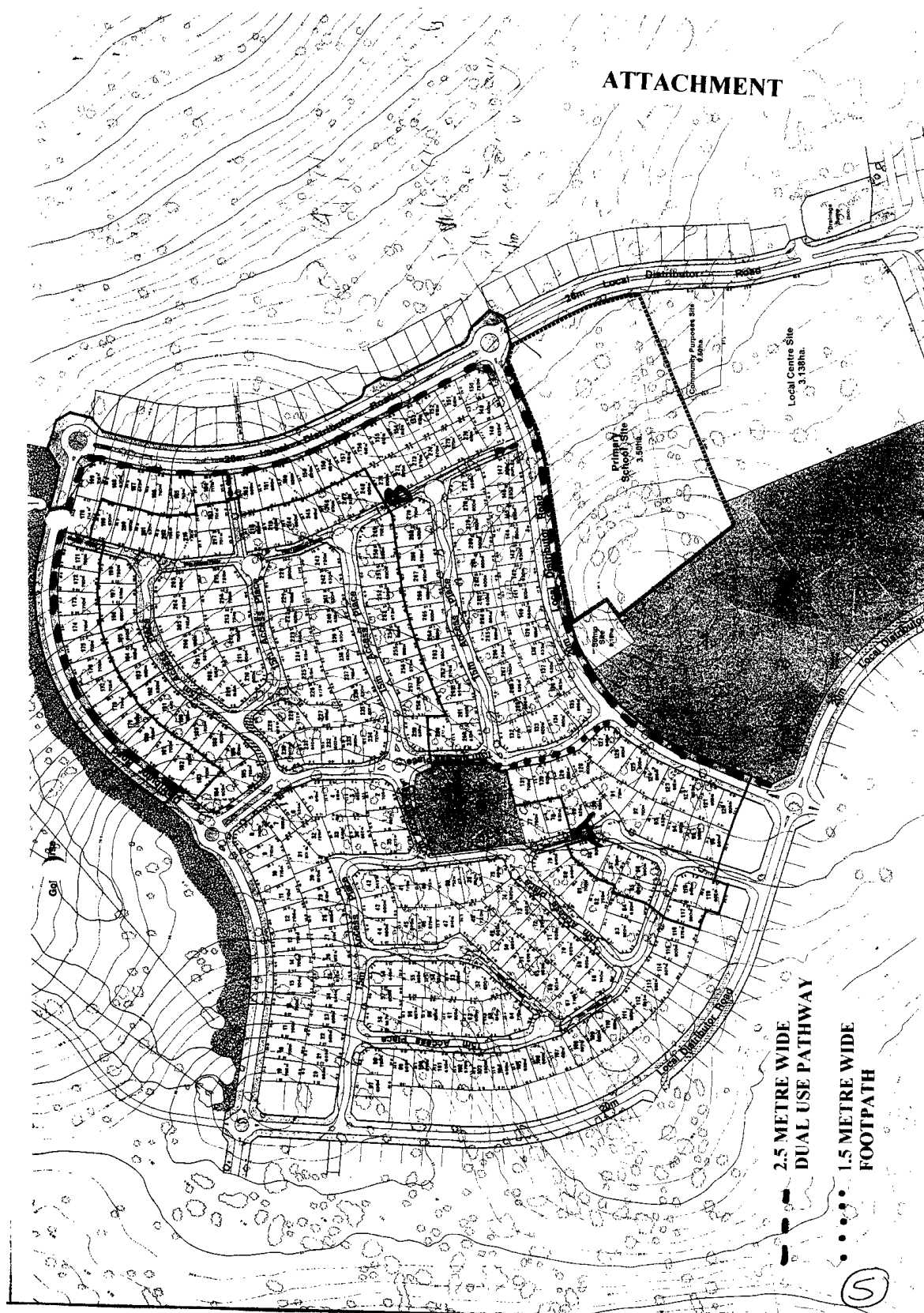


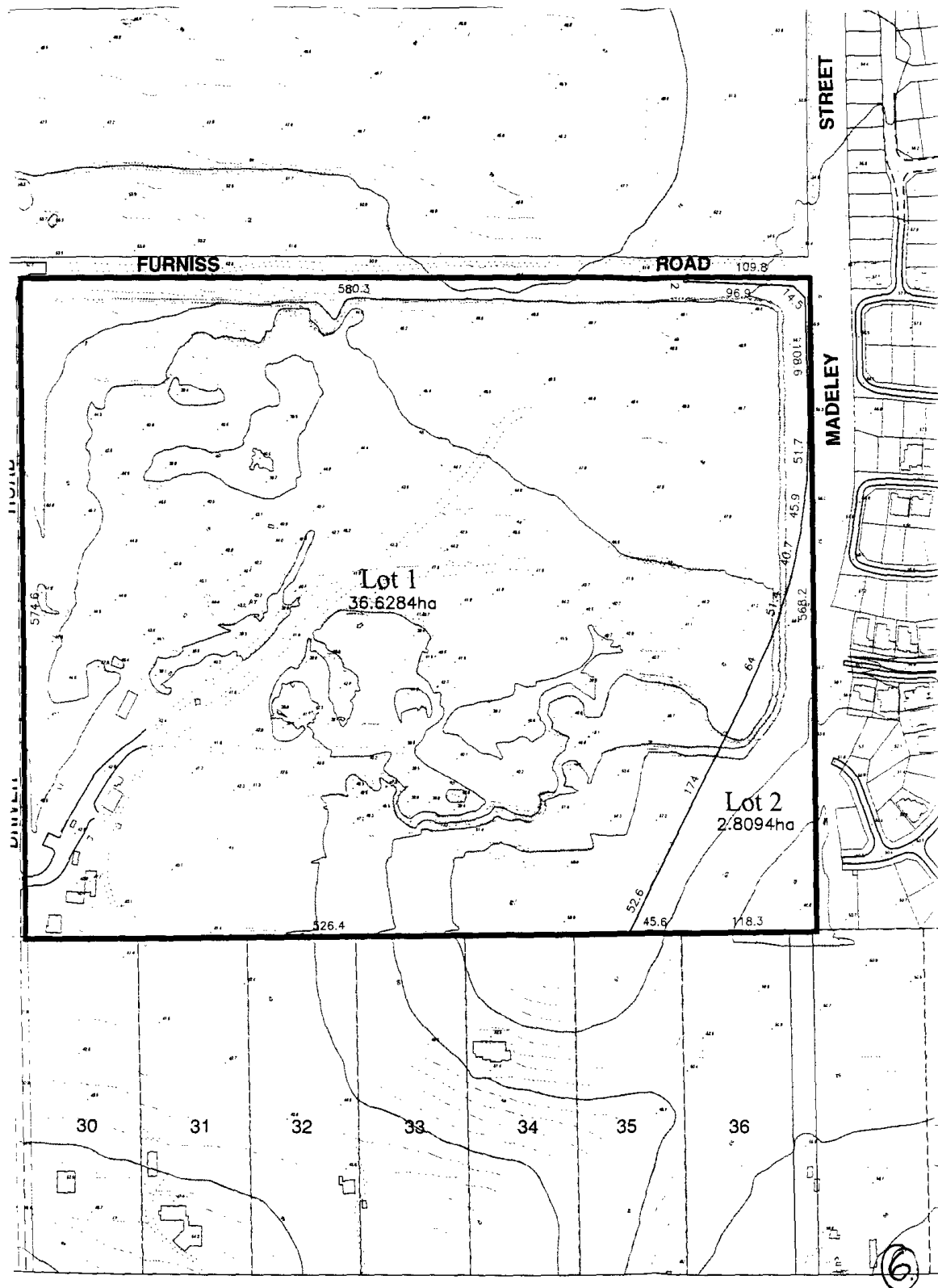




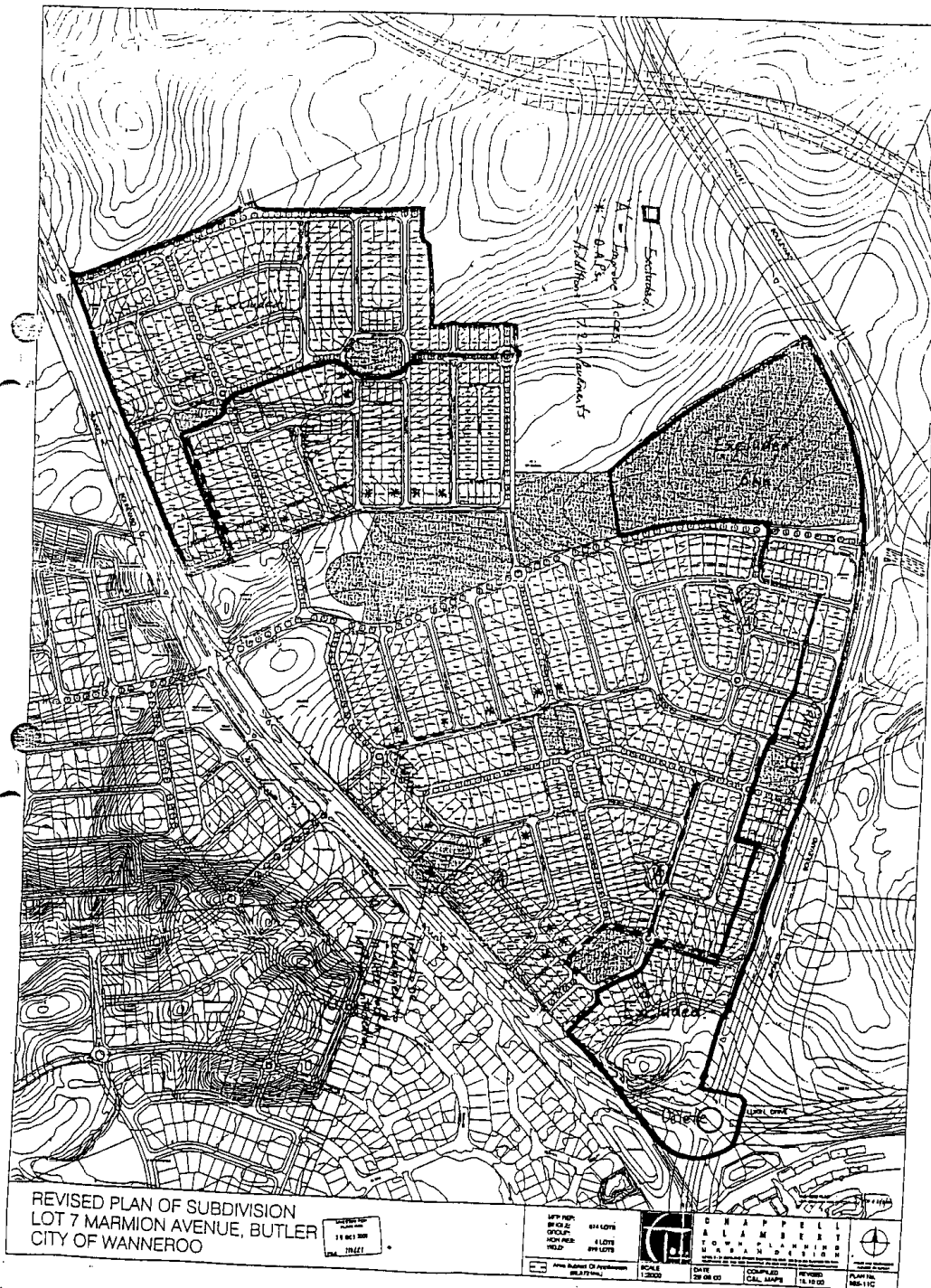








116904



## Development Applications

### 6 Lot 2 (16) and 3 (2) Polglase Fairway, Clarkson - Proposed School In Houses

File Ref: 09599  
 Responsible Officer: Roman Zagwocki  
 Disclosure of Interest: Nil  
 Attachments: 2

#### Issue

To consider an application for a School in Houses on the location.

<b>Applicant</b>	Chris Forbes
<b>Owner</b>	Oakview Assets Pty Ltd
<b>Land Details</b>	Lot 3 (2) and Lot 2 (16) Polglase Fairway
<b>Location</b>	Clarkson
<b>Site Area</b>	Approx. 8700m <sup>2</sup>
<b>MRS Zoning</b>	Urban
<b>DPS 2 Zoning</b>	Residential

#### Detail

##### *Site*

The subject land has recently been subject of a subdivision application made by Landrow Pty Ltd. The application proposed to create 10 single residential lots of approximately 600m<sup>2</sup> each and one group dwelling site of approximately 2700m<sup>2</sup>. The proposed subdivision was granted approval by the Western Australian Planning Commission (WAPC) on 9 January 2001. The subdivision diagram has yet to be cleared by the City and endorsed by the WAPC.

The site is bound by Victorsen Parade to the west, Polglase Fairway to the north, the proposed Belleville Gardens to the south and the proposed Garret Way to the east. Development surrounding these lots includes an existing Catholic Primary School on the western side of Victorsen Parade, single residential dwellings on the northern side of Polglase Fairway and undeveloped future urban land south and east of the proposed lots. The location of the site is shown on attachment 1.

#### Proposal

##### *Concept*

The proposal is to construct a temporary school in houses facility to alleviate pressure on the existing Clarkson Primary School. The facility is a temporary measure until such time as an additional permanent Primary School facility can be constructed by the Education Department in the nearby area. It is anticipated that the school will cater for a total of 260 students. Classes will range from 4 year old and 5 year old Pre-Primary to Year 7. The restitution date has been set for 2011, which should coincide with the opening of the South East Clarkson Primary School.

### ***Design***

Seven residential buildings will be constructed on seven individual lots to provide for the following:

- Eight (8) primary school classrooms contained in four (4) buildings;
- Two (2) pre-primary classrooms contained in a pre-primary centre;
- Two (2) library/research areas contained in a resource centre; and an
- Administration Building

Four dwellings will front Belleville Gardens, two Victorsen Parade and one Polglase Fairway. The remaining three lots will accommodate additional facilities including a covered assembly structure, a pre-primary playground and a basketball court. The group housing site will be grassed and reticulated and used as the school oval. Carparking will be accommodated to the east of the proposed Garret Way.

Each lot will contain a separate part of the facility, with no built structure crossing any of the lot boundaries. The entire site will be landscaped with a combination of reticulated lawns and gardens, fencing and paved surfaces to provide an attractive and functional temporary school, whilst maintaining an outwardly residential appearance. The buildings will each have differing elevation treatments, material selections and colour finishes. A site plan of the proposal is outlined in attachment 2.

### ***Restitution***

Following completion of the new primary school and the relocation of the students to the new facility, the buildings will be reinstated internally to functioning residences within 90 days of vacating. The following works are proposed during this time:

- Removal of perimeter fencing to site;
- Removal of basketball court;
- Removal of covered assembly structure and floor surface;
- Removal of kindergarten playground equipment;
- Removal of all paths, ramps and steps that cross lot boundaries;
- Removal of carpark surface and perimeter markings;
- Installation of appropriate perimeter fencing to the seven lots containing residences.

The applicant has indicated that the approximate restitution date for the facility is December 2011. A condition of approval can be imposed which will require the owner to enter into a legal agreement with the City to ensure the above works and any other required works will be undertaken by the owner at their cost to the satisfaction of the City.

### ***Carparking***

On site parking is proposed to be located to the east of the site at the corner of Garrett Way and Polglase Fairway. The car park will provide a total of 59 car bays. Staff parking will be in the order of 20 bays, leaving 49 bays available for parent and visitor parking in the car park. There are also 3 dedicated parking bays immediately adjacent to the pre-primary area and parking embayments for 20 vehicles within the road reserve. Access to the carpark will be from Garrett Way.

The current plan depicts carbays within the road reserve. A condition of approval can be imposed to ensure all bays are contained within the allotment.

### ***Traffic Impact Study***

A traffic management study has been prepared by Sinclair Knight Merz to address issues pertaining to current traffic conditions in the vicinity of the proposed development, traffic generation of the proposed development, the proposed road network in the vicinity of the development, pedestrian and cyclist provision and parking (Proposed School in Houses South Clarkson Traffic Impact Study, July 2001).

The study identified that the School in Houses development is forecast to generate approximately 280 vehicle movements during the AM and PM school peak periods associated with parents and staff and a daily traffic volume in the order of 600 vehicles a day. The study considers that these volumes can be adequately catered for on the planned road network in the vicinity of the proposed development. (Sinclair Knight Merz, 2001).

The study concluded the following:

“The traffic associated with the proposed School in Houses development can be adequately catered for on the local road network with little impact on neighbouring residents. The proposed layout of the development caters for the required parking and pick up and set down demands whilst allowing for ease of traffic flow through the site. The proposal to allow entry and egress to Polglase Fairway will assist in managing traffic flow exiting from the site. The proposal also indicates that pedestrian and cyclists will be adequately catered for with the provision of footpaths, crossing points and on site cycle facilities” (Sinclair Knight Merz, 2001).

The City’s Infrastructure Services support the conclusions of the Traffic Study.

### **Consultation**

The application was advertised to the adjacent residential landowners for a period of 21 days from the 18 June 2001. Advertising was undertaken by means of a sign on site, a newspaper advertisement published on the 26 June 2001 and written notification sent by mail to each of the adjacent landowners.

Amended plans were received on the 24 July 2001. These plans proposed opening Garrett Way onto Polglase Fairway to assist with traffic movements and saw the relocation of the preprimary building relocated to address Belleville Gardens and the resource centre and hard court moved to face Polglase Fairway. The adjacent owners were once again invited to comment on the revised proposal for a 14 day period.

Following the advertising periods, nine letters of objection were received from adjacent landowners, including one traffic safety related objection from the adjacent private school. Six letters were received from the first round of advertising and three from the second round. The objections raised the following concerns:

- Road Safety of the Children considering traffic volumes currently experienced on Victorsen Parade;
- Expectation that land was to be developed for residential development and open space;

- Increased traffic volume on Polglase Fairway and Victorsen Parade;
- Undesirable misuse of school and carpark after hours;
- Decrease in property value;
- Too close to an existing school;
- Alternative sites should be considered
- Preferable to have students in demountables at the existing school;
- Access difficulties into driveways.
- Damage to Front Gardens by people walking and parking on them;
- Location of Drainage Sump

On 15 August 2001 a meeting was held with representatives from Oakview Assets Pty Ltd, the Education Department, Sinclair Knight Merz and Administration. Following consideration of the design advertised to the public on the 26 July 2001 and taking into account amendments to the South East Clarkson Structure Plan to disconnect Polglase Fairway from Connolly Drive, a number of modifications to the plans were made.

It was determined that a more appropriate design would be to:

- construct Garret Way, as proposed on the approved subdivision plan, allowing ingress and egress to Polglase Fairway to free traffic movements around the site;
- increase the embayment parking area provided along Belleville Gardens and Garrett Way for parents to pick-up and set-down their children; and
- contain all allocated parking bays within the proposed allotments to the east of the site rather than encroaching into the road reserve.

This latest design was not re-advertised as it was considered that arguments opposing the proposed development currently held by Administration would not differ substantially from those already received.

## **Comment**

The following comments are made in relation to the above issues raised through the consultation process.

### ***Road Safety of the Children considering traffic volumes currently experienced on Victorsen Parade***

A network of footpaths has been proposed around the perimeter of the school site. Paths will be dual use paths with a minimum width of 2.1 metres and will connect with the existing footpath network in the area.

Embayed parking along Belleville Gardens and Garrett Way will give parents increased opportunity to drop children on the site without the need for them to cross the road to access the site. Three set-down/pick-up bays have been dedicated for Pre-Primary parents who are required to accompany their children to a teacher.

In addition, the school will be approaching Main Roads WA with regard to extending the existing 40km/h zone to cover the roads adjacent to the proposed School in Houses development and will incorporate a Roadwise education program on road safety into the school curriculum.



***Expectation that land was to be developed for residential development and open space***

Developers of the Clarkson estate have prepared 'informal' masterplans of the area. With the exception of the Clarkson District Centre however, an Agreed Structure Plan has never been finalised for Clarkson. The south-eastern portion of Clarkson is covered by a draft Clarkson South-East Structure Plan. This draft structure plan, which incorporates a subdivision design consistent with that shown for the school in houses proposal, was initiated by Council in February 2001 (see W52-02/01) and the submissions arising from public consultation were considered in June 2001 (see W198-06/01). At the June 2001 meeting, Council resolved to adopt the draft structure plan, subject to the Polglase Fairway connection to Connolly Drive being removed.

***Increase traffic volume on Polglase Fairway and Victorsen Parade***

The traffic study does indicate that traffic volumes will be increased along Victorsen Parade and Polglase Fairway, however the study also indicated that the road network could more than adequately cater for the volumes proposed.

The traffic study stated the following:

"Given that Polglase Fairway is not proposed to connect to Connolly Drive, future traffic volumes on Polglase Fairway are unlikely to exceed the predicted forecast volume of 1500 vehicles per day. It is considered that with no connection to Connolly Drive, the likely future traffic volumes on Polglase Fairway may well be less than 1000vpd...It is considered that this traffic can be accommodated with no adverse impacts on Polglase Fairway...

The current daily traffic flows on Victorsen Parade (south of Connors retreat) are in the order of 2500 vehicles per day (City of Wanneroo traffic counts, June 2001). The forecast daily traffic volumes on Victorsen Parade (north of Belleville Gardens) associated with the proposed School in Houses development is estimated to be in the order of 170 vehicles per day (2 way)...

The future daily traffic volumes on Victorsen Parade are (south of Connor Retreat) therefore forecast to be in the order of 2700 vehicles per day (assuming the existing road network). The traffic study however indicates that Victorsen Parade, having a road reserve of 18m and pavement width of approximately 7.4m could reasonably carry traffic volumes well in excess of 3000vpd. It is therefore considered that the additional development traffic associated with the proposed School in Houses development can be accommodated on Victorsen Parade" (Sinclair Knight Merz, 2001).

As stated above the City's Infrastructure Services concur with the conclusions of the traffic study.

***Undesirable misuse of school and carpark after hours;***

The school and carpark will be in private ownership. The City is unable to control undesirable misuse of the school and carpark on private property. Proposed fencing surrounding the school and the installation of gates to the carpark may deter antisocial behaviour on the site. A condition could be imposed to require this.

***Decrease in property value***

There is no evidence to substantiate the claim that the proposal will have a negative effect on the value of nearby housing, particularly as the development will have the outward appearance similar to that of residential housing.

***Too close to an existing school and alternative sites should be considered***

The existing School is a private catholic school and for many is not a schooling option for their children. Due to pressure currently being exerted on the existing public Clarkson Primary School and the staged development of South East Clarkson, the subject site presents the only available location for development to commence if the school is to open in 2002.

The School in Houses development will be a temporary facility until the year 2011, at which time the school will be relocated to its permanent location within South East Clarkson.

***Preferable to have students in transportable classrooms at the existing school;***

Student population numbers indicate that the Clarkson Primary School substantially exceeds capacity in terms of student numbers. The Education Department has indicated that an unacceptable level of transportable classrooms are currently in use at the Clarkson Primary School. The school in houses development would alleviate this pressure. Transportables, while providing a cheaper alternative to accommodate students, are visually unpleasant and not considered a desirable alternative by Administration.

***Access difficulties to driveways.***

To ease any potential access difficulties to existing residents along Polglase Fairway, the development has been designed to focus southwards, with the majority of the buildings, verge embayments and the site access focusing on Belleville gardens. Traffic volumes will largely be restricted to weekdays between 8am and 9am and 2.30pm and 3.30pm. If street parking does become a problem, formal parking prohibitions can be considered.

***Damage to Front Gardens by people walking and parking on them;***

A carpark with the capacity for 59 vehicles, together with an additional 23 embayed parking bays along Belleville Gardens and Garrett Way have been provided for student pick-up and set-down and teacher parking. Dual use paths have been proposed around the perimeter of the school and will be adequate to cater for pedestrians and cyclists.

**Statutory Compliance**

When the application was received in April 2001, the site was zoned Residential Development under the then City of Wanneroo Town Planning Scheme No1. Under TPS1 a school was a discretionary use in that zone.

District Planning Scheme No2 was however gazetted in July 2001 and now zones the site Residential. Under DPS2, a school use is not permitted within the Residential zone.

The intention under DPS2 was to spot zone established residential areas, such as the northern portion of Clarkson, for specific uses such as residential, schools, commercial etc, to provide some certainty for existing communities in established areas. Developing areas, such as the undeveloped southern portion of Clarkson, require a more flexible approach and were therefore zoned Urban Development. Areas zoned Urban Development require development to accord with Agreed Structure Plans, which are a more flexible planning tool than zoning. Unfortunately in this case, the boundary of the Residential zone (including the subject development site) inadvertently extended into an undeveloped portion of Clarkson.

Notwithstanding the above use restriction, the school is intended to be operated by the Crown, and the Crown is not bound by DPS2, rather it requires an approval by the WAPC under the Metropolitan Region Scheme. Council still has the discretion under DPS2 to approve the physical development works.

As the buildings will ultimately convert to residential dwellings, they have been assessed as such under the Residential Planning Codes. Each building, with the exception of one (classroom 3) complies with these provisions in terms of setbacks and open space requirements. The garage/carport to Classroom 3 has a setback of less than 4.5m to the primary street frontage. A condition can be imposed to ensure all garages and carports are setback a minimum of 4.5m from the primary street frontage.

The development otherwise complies with the City's design requirements for schools.

## **Voting Requirements**

Simple

## **Recommendation**

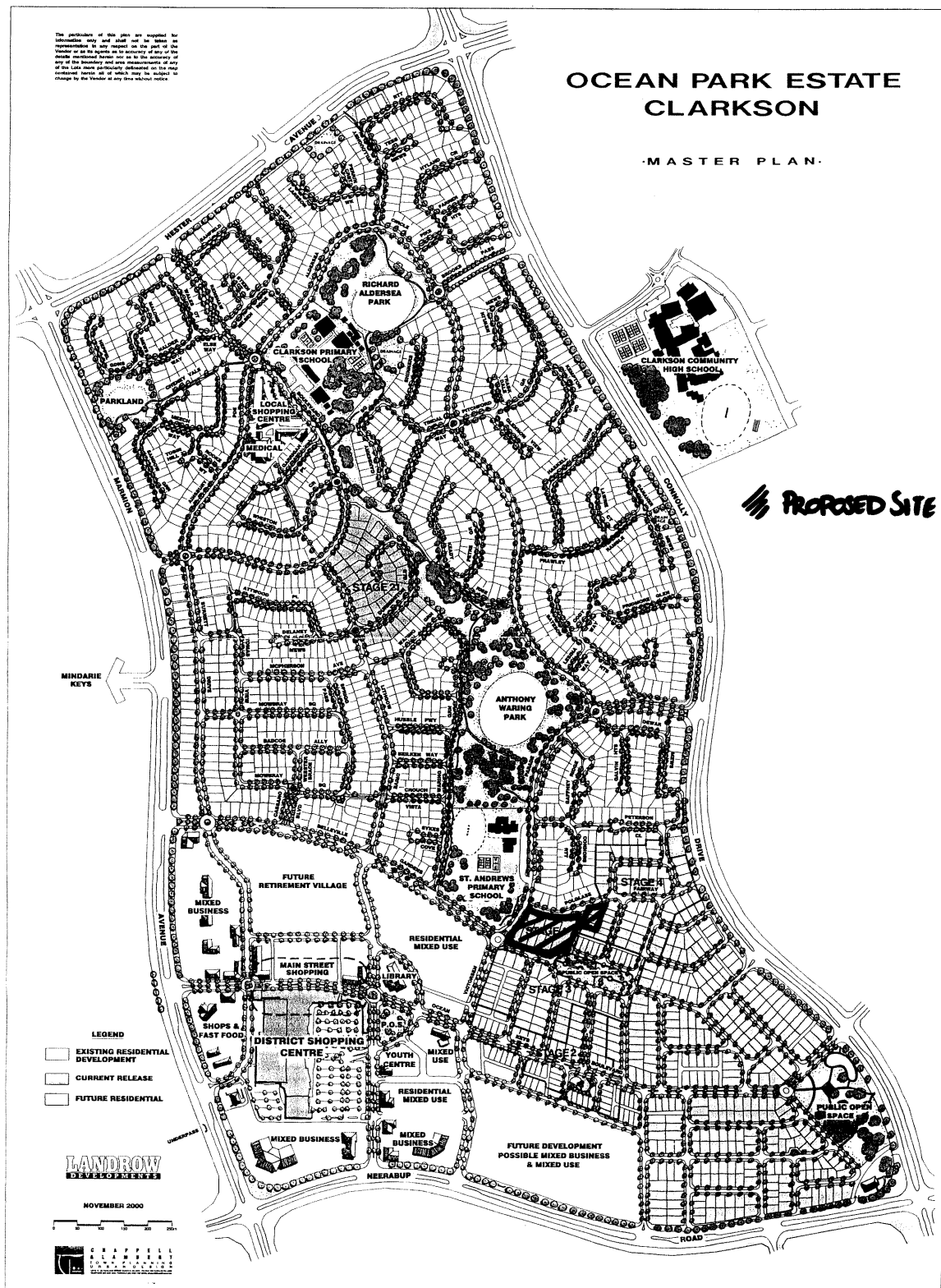
**That Council:-**

- 1. APPROVE the application submitted by Chris Forbes on behalf of Oakview Assets Pty Ltd, relating to development works only on Lots 2 (16) and 3 (2) Polglase Fairway, Clarkson, subject to the following conditions:**
  - a) An approval being granted by the Western Australian Planning Commission for the use of the site as a school prior to the use commencing.**
  - b) The following works shall be completed within 90 days of the school use ceasing:**
    - i) Removal of all perimeter fencing to the site and installation of dividing fences, in accordance with the City's Private Property Local Law, to each of the seven (7) lots containing dwellings;**
    - ii) Removal of all hard paved surfaces, including the basketball court surface, covered assembly pavement, and paths, ramps and steps which cross lot boundaries;**
    - iii) Removal of all playground equipment, shade structures and assembly structures;**

- iv) The construction of driveways and crossovers, designed in accordance with the City's specifications.
- v) The removal of the verge parking embayments to Belleville Gardens and Garret Way and the carpark to the east of Garret Way, the provision of kerbing along the edge of the road pavements and the grading and stabilisation of the verges and the land previously developed as a carpark.
- vi) The removal of any directional signage.
- c) The landowner shall enter into a legal agreement with and to the satisfaction of the City prior to the development first being occupied, sufficient to secure the requirements of condition (b) above. The legal agreement shall be supported by an absolute caveat and include provision for the City to carry out the required works on public land at the cost of the landowners if the landowners default on their obligations. All costs associated with the preparation and ongoing administration of the agreement shall be met by the landowners. The preparation of this agreement is the responsibility of the landowners and should be prepared by the City's solicitors.
- d) All perimeter pedestrian linkages are to be dual use paths with a minimum width of 2.1 metres and shall link into the existing pedestrian network prior to the development first being occupied.
- e) All stormwater shall be collected on each respective proposed lot and disposed of in accordance with the City's specifications.
- f) All garages/carports shall be setback a minimum of 4.5 metres from the primary street frontage.
- g) The carpark shall be redesigned to remove all carbays from the existing and proposed road reserves.
- h) Bollards shall be placed in the verge of Polglase Fairway, Garret Way and Belleville Gardens abutting the subject site, sufficient to restrict verge parking to areas not served by formal carparking embayments.
- i) The parking bay/s, driveway/s and points of ingress and egress to be designed in accordance with the Australian Standard for Offstreet Carparking (AS2890) unless otherwise specified by this approval. Such areas are to be constructed, drained, marked and thereafter maintained to the satisfaction of the City prior to the development first being occupied.
- j) The lodging of detailed landscape plans, to the satisfaction of the City, for the development site and the adjoining road verge/s with the Building Licence Application.
- k) Landscaping and reticulation to be established in accordance with the approved plans prior to the development first being occupied and thereafter maintained to the satisfaction of the City.

- l) Arrangements shall be made to the satisfaction of the City prior to the commencement of development, for the provision of refuse storage facilities for the development.
  - m) Bicycle parking facilities shall be provided in accordance with the Austroads Guide to Engineering Practice Part 14: Bicycles prior to the development first being occupied.
- 2. **RECOMMEND** that the Western Australian Planning Commission approve the application under the terms of the Metropolitan Region Scheme, subject to the above conditions and the use ceasing by 31 December 2001 or such further date as agreed in writing by the Commission following consultation with the City of Wanneroo.

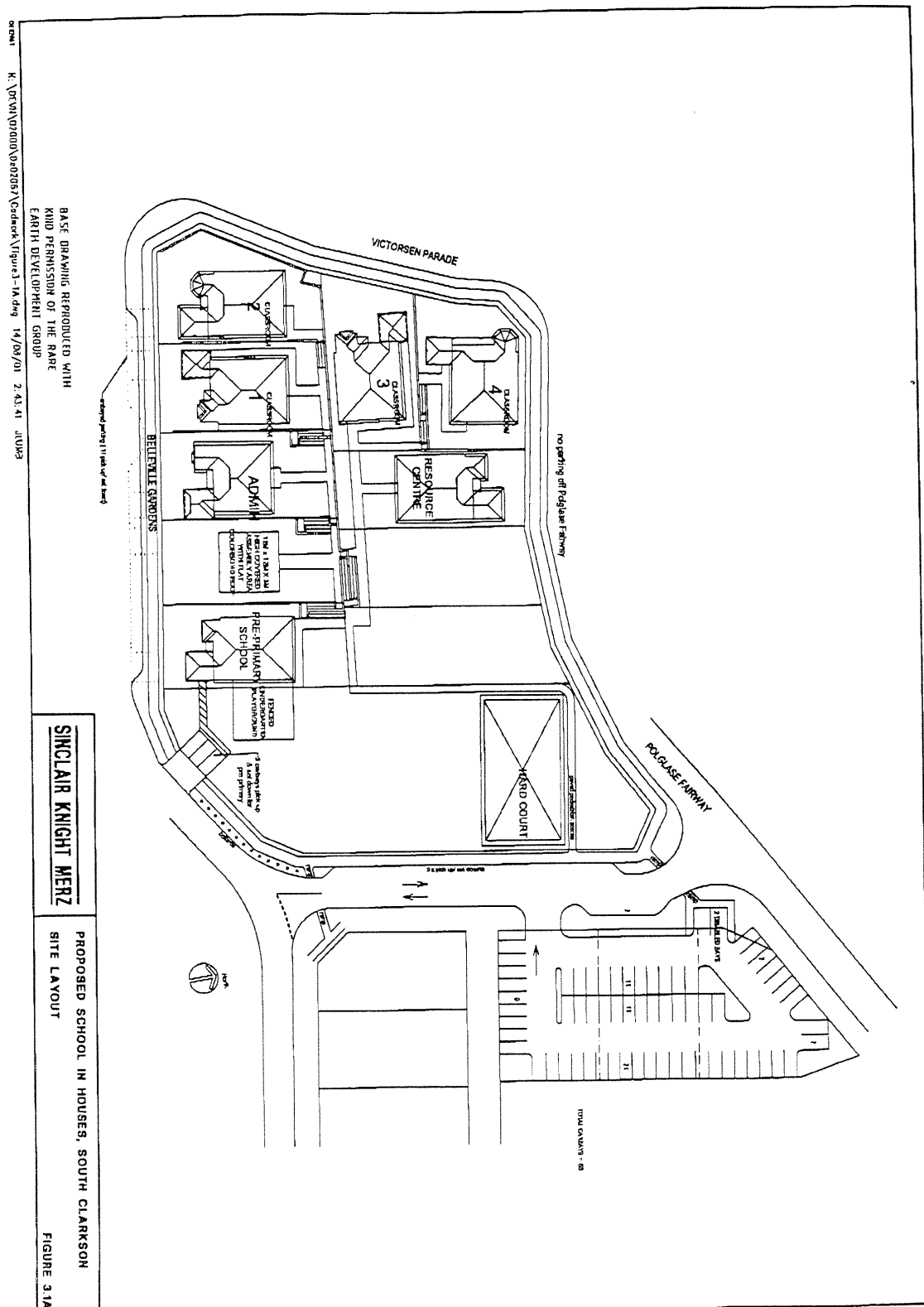
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SINCLAIR KNIGHT MERZ

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## Other Matters

### 7 Adjustment To Boundary Of Reserve 34903 Newquay Close, Yanchep.

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File Ref: 61854  
Responsible Officer: Acting Director Planning and Development  
Disclosure of Interest: Nil

#### Issue

A building on a residential property encroaches to a minor degree onto an adjoining Crown recreation reserve and the owners have applied to have the encroachment amalgamated with their property.

#### Background

The present owners of Lot 104 (24) Newquay Close Yanchep, purchased the property some years ago with a house and detached garage in place. They have recently become aware that the garage encroaches onto the adjoining passive recreation reserve. To contain the building within their property they have applied to purchase an area of about 36 square metres of the reserve measuring 1.18 metres at the front and tapering to 0.6 metres at the rear. The position of the encroachment is shown on the Attachment.

The subject Reserve 34903, was created out of a residential subdivision under Section 20A of the Town Planning & Development Act, and is vested in the City for Public Recreation purposes. It is an elongated shape of varying width that is part of the linear Public Open Space link. It is predominantly in its natural state of sand dune and coastal vegetation. In the area of the encroachment it has a narrow opening onto Newquay Close. There is a pine log barrier fence across the opening but no footpath into the reserve, which at this point is a steep decline covered in vegetation.

#### Detail

**Amalgamation of the encroachment into the private property will not interfere with public access to or enjoyment of the reserve. The owners have agreed to purchase the encroachment from the Crown at a price to be set by the Department of Land Administration.**

The normal practice is for DOLA to retain 5% of the purchase price and to pass the balance onto the local government. The local government is to apply the proceeds to the acquisition of other recreation reserves in the locality or to the construction of capital improvements on existing reserves. If the funds received are not sufficient by themselves to achieve these objections they are to be placed in a trust fund established for the purpose. The proceeds may not be applied to maintenance works or to any other purpose.



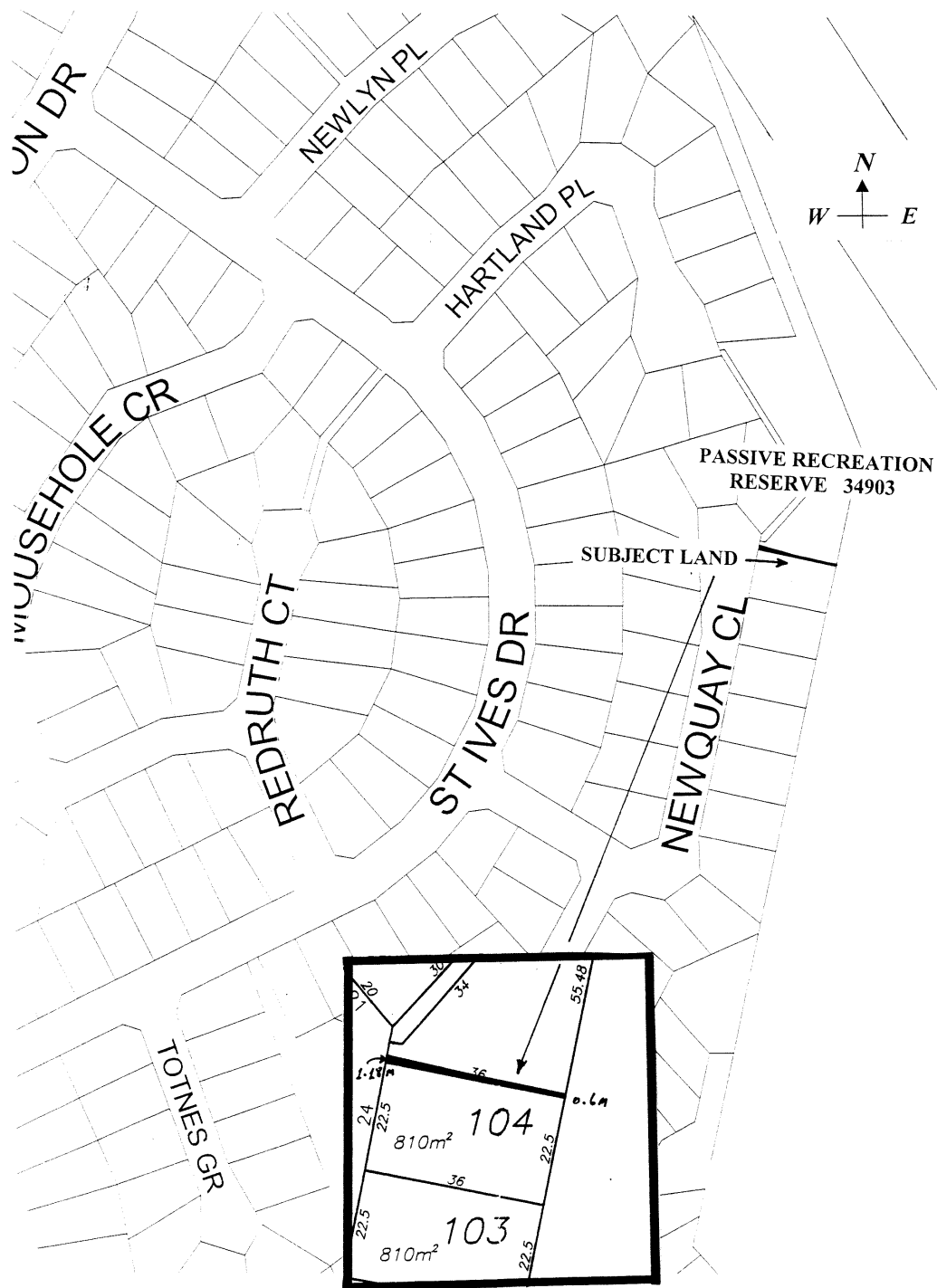
## **Comment**

The City has complied with DOLA's guidelines for the disposal of Section 20A reserves by advertising the proposed amalgamation in the "Wanneroo Times" newspaper and inviting public comment. There were no submissions received.

## **Recommendation**

**That Council Authorise the disposal of about 36 square metres of Reserve 34903 for amalgamation with the adjoining private property at Lot 104 (24) Newquay Close, Yanchep at a price to be determined by the Department of Land Administration.**

Draft



## **Technical Services**

### **8 Tender No 01208 - Assessment For The Construction Of A Community Centre At Warradale Park, Landsdale**

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File Ref: 38495  
Responsible Officer: Janek Sobon  
Disclosure of Interest: Nil

#### **Issue**

Assessment and recommendation of Tender No 01208 for the Construction of a Community Centre at Warradale Park, Landsdale.

#### **Background**

Council considered a report on the prefunding of the Warradale Park Community Centre at its meeting on 23 May 2000, (Report W135-05/00 refers) and agreed that:

- an interest free loan of up to \$200,000 to be repaid over a four year period be incorporated in the draft budget;
- the sum of \$93,340 be carried forward from the 1999/2000 budget into the 2000/2001 budget;
- the Chief Executive Officer be authorised to continue negotiations with Taylor Woodrow (Australia Pty Ltd) regarding the proposal to construct a clubroom-style facility at Landsdale funded by the proposed interest-free loan.

Following further discussions with Taylor Woodrow and the key stakeholders to the centre, Council subsequently resolved at its meeting on 6 February 2001 (Report W30-02/01 refers) to approve in principle, the concept plan for the Warradale Park Community Facility and commencement of the design and documentation of this centre with the shortfall in funding for the project to be considered at the time of tender assessment.

## Detail

Public tenders for the proposed works closed on Tuesday, 7 August 2001 at 3.00pm with the receipt of the following submissions:

Tenderer	Tendered Sum	Adjusted Tendered Sum	Adjusted Tendered Sum with Reduced Scope of Works
KBE Building Services Pty. Ltd	\$371,800.00	\$399,950.00	\$385,870.00
Palace Homes & Construction Pty. Ltd.	\$401,736.37	\$401,736.37	\$389,557.87
Numans Pty. Ltd	\$371,510.00	\$406,210.00	\$392,520.00
Messina Building Co. Pty. Ltd	\$429,985.00	\$429,985.00	
Southdown Constructions	\$435,610.00	\$435,610.00	\$421,075.00
Squire Constructions	\$437,227.00	\$437,227.00	\$423,937.00
Creative Building & Development Co. Pty. Ltd.	\$437,896.00	\$437,896.00	\$422,816.00
	\$443,071.00	\$443,071.00	
Dalcon Constructions	\$445,850.00	\$445,850.00	\$430,850.00
Furntech WA Pty. Ltd.	\$456,229.00	\$456,229.00	
Homestead Palace Homes & Const. Pty. Ltd.	\$488,800.00	\$488,800.00	\$478,600.00
Pyramid Constructions	\$501,100.00	\$501,100.00	\$486,840.00
Longo Constructions			

The “Tendered Sum” means the tenderers submitted lump sum price. The amended sum from Numans did not include \$10,200 for Water Corporation headworks

The “Adjusted Tendered Sum” means the tenderers submitted lump sum price to which has been added the value of the provisional sums, where these items had been excluded.

The “Adjusted Tendered Sum with Reduced Scope of Works” means the tenderers adjusted lump sum price excluding the utility room and fixtures (**comprising sink/cupboard, basin, baby measuring table and cupboard**) in the proposed Child Health Centre and the operable wall in the hall

The lowest tender prices did not include the provisional sums detailed in the tender document. The City’s tender document did not specify that these be included. The provisional sums in the tender for door furniture, landscaping, tiles, sign etc have been allowed for by the City, but they are as yet not fully defined or costed.

The Tender Assessment Team comprising the Manager Infrastructure Services, Co-ordinator Building Projects and Manager Leisure Services, assessed the submissions in accordance with the following criteria, along with the risk assessment and reference checking:

- price for the works offered;
- tenderer’s resources;
- tenderer’s previous experience in carrying out similar works; and

- safety management.

**Tender key points to note were:**

- 12 tenders were received.
- KBE Building Services Pty Ltd submitted the lowest conforming.

**Key Characteristics of the Proposed Tenderer – KBE Building Services Pty Ltd**

- registered builder acting under Reg. No 10044
- has good local building experience
- is highly recommended by the architectural references
- has no adverse information present against any Director
- has an industry average risk of paying in a severely delinquent manner

KBE Building Services Pty Ltd tender breakdown information is consistent with the prices presented in the other submissions.

The Manager Contracts has reviewed the tender compliance and assessment process and endorses the recommendation.

**Development Approval**

Development Approval details are tabled as follows:

Proposed Development:	Community Hall, Change Rooms, Child Health Centre & Associated Facilities
Property Details:	31 WARRADALE TERRACE LANDSDALE WA 6065
Land Parcel(s) Details:	SWAN LOC 12938
Owner(s) Details:	CROWN – LAND-CITY OF WANNEROO MANAGEMENT ORDER

Approval Services advertised the project for public comment. One response was received from Community Initiatives WA, a future user of the facility, who requested the:

- the inclusion of a hall operable wall;
- the addition of a 1200mm high fenced area of some 150m<sup>2</sup> off the southern verandah for playgroup activities; and
- the hot water be installed to service the toilet/shower areas in the change room facilities.

The 1200mm high fenced area has been included in the tender, the operable wall to the hall has been included in the tender and deleted as part of the reduced scope of works, while only the pipework for the shower hot water unit has been included in the tender

Infrastructure Services was advised on the 12 June 2001 that approval was granted under the provisions of the City of Wanneroo Town Planning Scheme No1 and the Metropolitan Region Scheme. This Approval to Commence Development requires the development to be undertaken subject to compliance with the following conditions:

- The finished floor level of the proposed development shall be sufficient to prevent inundation (area subject to flooding with the floor area set at an appropriate R.L.).
- All storm water shall be collected and disposed of on-site in a manner acceptable to the City (allowed for in Tender).

- A suitably screened bulk bin area shall be provided in a location suitable for front loading trucks to the satisfaction of the City (allowed for in Tender).
- The lodging of detailed landscape plans, to the satisfaction of the City, for the development site and the adjoining road verge/s with the Building Licence Application required (clearance confirmed with Coordinator Landscape Design).
- Landscaping and reticulation to be established in accordance with the approved plans prior to the development first being occupied and thereafter maintained to the satisfaction of the City required (clearance confirmed with Coordinator Landscape Design).
- Retaining walls to be provided where the angle of natural repose of the soil cannot be maintained. Drawn details, signed by a practicing structural engineer shall be submitted with the building licence submission (normal requirement).

**Building Licence Issues** (Application Number: BA01/2345, File Number: 188035):

The tender documentation was submitted to Approval Services on the 20th July 2001 for its formal Building Licence Application processing. After an initial assessment the following information is required by Co-ordinator Building Services before a licence may be issued:

- Building Issues:
  - Registered builders details required (report outcome).
  - The attached Certificate of Structural Sufficiency is to be filled out by the structural engineer (normal requirement, document provided).
  - A letter of assessment is required from F.E.S.A. regarding the proposal (normal requirement and plans submitted).
  - Lodgement of landscape plans or clearance confirmation from Coordinator Landscape Design required (clearance confirmed with Coordinator Landscape Design).
  - Water Corporation approval (normal requirement with plans to be submitted by Contractor).
  - Building Licence Fee of \$436.36 and BCITF levy fee of \$436.80 is applicable on this project before the Building License can be issued (normal requirement, to be paid by Contractor).
- Health Issues:
- Kitchen
  - Roller shutters or roller doors not permitted as per food regulations (allowed for in Tender).
  - Diffusers required for lights (allowed for in Tender).
  - Wall tiles to be at least 600mm above benches, hand basin, sinks and work preparation areas for a Class 3 food premises (allowed for in Tender).
- Toilets
  - Female toilets require screening (allowed for in Tender).
  - Inadequate toilet and sanitary facilities to changerooms, based on gender determination (clearance confirmed by Manager, Leisure and Cultural Services).
  - Relief door grilles required for sanitary fixtures (allowed for in Tender).
- Exits
  - All exit doors must open in the direction of egress (allowed for in Tender).

## Comment

### Works Program

Subject to Council approval the following milestone dates are listed for the completion of this project:

Council Approval	4 September 2001
Award Contract	7 September 2001
Mobilisation of Contractor	10 – 14 September 2001
Contractor on site commencement	17 September 2001
Practical completion (100 day contract period)	4 February 2002
Practical Completion & Facility Commissioning	14 - 28 February 2002

### Child Health Care Component of the Project

A Landsdale Child Health Centre has been listed in consecutive budgets and was therefore incorporated into the design for the new facility. The budget amount was \$100,000 with \$60,000 allocated from Municipal Funds and the remaining \$40,000 from the Health Department of WA. After a considerable delay, the Health Department of WA has informed the Manager Community Services that the department was undertaking an internal review of its services and that the responsibility for determining requirements for child health centres now lay with the Population Health Unit within the Population and Community Health Program.

Correspondence received from this state authority, after the issue of tender documentation, indicated no identified need for a child health centre in the Landsdale area, and that it had yet to develop a needs assessment process which would assist it in its future development initiatives and funding programme.

This means that the anticipated funding of \$40,000 from the Health Department of WA is unlikely to occur and this amount will not be presented in the project funding. The cost for those internal elements that were exclusively for/and within the child health centre component of the building, and those elements that are able to be excluded have been isolated and include the following deletions priced in the “reduced scope of the work”:

- supply of water
- sewer drains and plumbing fixtures (Basin, sink and hot water unit)
- cabinet work and name signs.

Note that the utility area and the clinic area have been combined to form one room.

The following items have been retained to allow the single room to function:

- reverse cycle air conditioning,
- power outlets, three lights,
- two windows,
- skirting and
- door D9 with the carpet extended into the utility area where vinyl was specified.

## Project Cost and Funding

The following table identifies all costs associated with the project.

Warradale Park Community Centre, Landsdale Tender No. 01208			
Description	Cost Complete Works	Reduced Works	Funding
Project Funding - Account No 1003			<b>\$113,230</b>
Landsdale Child Health Centre - Account No 1021 (Municipal Component)			<b>\$60,000</b>
Prefunded by Taylor Woodrow			<b>\$200,000</b>
Budget 2001/2002			<b>\$20,000</b>
Architectural Documentation – Steven Hart Architect	\$14,948	\$14,948	
Building Capital Works Project Management	\$10,400	\$10,400	
Contingency	\$15,000	\$15,000	
Tender Advertisement & Administration Costs	\$3,500	\$3,500	
Conforming Tender Sum – KBE Building Services Pty Ltd	<b>\$399,950</b>	<b>\$385,870</b>	
<b>Total Project Cost and Funding</b>	<b>\$443,798</b>	<b>\$425,718</b>	<b>\$393,230</b>
<b>Short fall in Funding</b>	<b>\$50,568</b>	<b>\$36,488</b>	

The planning for the community hall, change rooms, child health centre and associated facilities was developed in agreement with the principal users of the reserve and the subdivision developer, Taylor Woodrow (Australia) Pty. Ltd.

As there is only a saving of \$3,600 in the deletion of the utility room and fixtures (comprising sink/cupboard, basin, baby measuring table and cupboard) in the Child Health Centre and \$10,090 in the deletion of the hall operable wall (which is an essential element in the functionality of the hall), the construction of the complete works is the preferred choice.

The tender submitted by KBE Building Services Pty Ltd has been assessed and is recommended for acceptance.

## Financial Implications

At its meeting on 14 August 2001, Council resolved to retain the savings in the John Moloney Park Hall additions project for reallocation to the Warradale Park Community facility to meet any shortfall in funding for the project (refer Report No. W330-08/01). On this basis it is recommended that Council reallocates \$46,628 from Project No. 1018 to Project No. 1003.

*NOTE: Comment to be included by Leisure Services with regard to agreed prefunding payment of \$200,000 by Taylor Woodrow*

## Statutory Requirements

For Development Approval and Building Licence Issues (Application Number: BA01/2345, File Number: 188035) refer above.



## Voting Requirements

Absolute Majority

## Recommendation

That Council:-

1. AGREES to include the Child Health Centre facility and an operable wall in the Warradale Park Community Centre, Landsdale.
2. ACCEPTS Tender No 01208 from **KBE Building Services** Pty. Ltd. for the Construction of Community Centre at Warradale Park, Landsdale for the lump sum price of \$399,950.
3. By ABSOLUTE MAJORITY, APPROVES the following Budget Variation:

Project Number	From	To	Comment
1028	\$50,568		Reallocation of surplus funds from John Moloney Project Park Clubrooms Additions to meet the shortfall in funds for the Warradale Park Community Centre Project
1003		\$50,568	

## 9 Kingsway Sporting Complex - Traffic Impact Study

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File Ref: 08082  
Responsible Officer: Tiiu Stojanovic  
Disclosure of Interest: Nil

### Issue

To advise the results of the Traffic Impact Study for the Kingsway Sporting Complex and the development of strategies that will offset impacts of the extension of Hepburn Avenue on the complex.

### Background

The study area, which included the Kingsway Sporting Complex, is bounded by Hepburn Avenue, The Kingsway, Skeit Road and Bellerive Boulevard. The areas around the complex are zoned for urban development with the exception of Marangaroo Golf Course in the south, and the Kingsway Shopping Centre in the west. Refer Attachment 1.

The proposed extension of Hepburn Avenue by land developers provided the City with an opportunity to alleviate some of the vehicular pressures from the internal access roads of the complex. Report No W175-05/01 refers. This in turn, highlighted the need to review and assess the existing and future traffic flows of the Complex and how these flows will interact with Hepburn Avenue, and in particular, with the entrance to the Kingsway Shopping Centre and Giralt Avenue. Council allocated \$15,000 from Project No1800, Implementation of the Kingsway Sporting Complex Master Plan, to commission a traffic consultant to undertake a detailed traffic impact study.

Ove Arup Transportation Planning was subsequently commissioned to undertake a Traffic Impact Study for the road network relating to the Kingsway Sporting Complex. A copy of the "Kingsway Sporting Complex – Traffic Management Strategy, July 2001 Report" has been placed in the Councillor's Reading Room.

An outcome of the Master Plan for Kingsway Sporting Complex was to provide "Council with a practical direction for the development of sport and recreational opportunities at the Kingsway Sporting Complex over the next ten years." This Master Plan was reviewed by the Consultants and provided input into the development of the traffic management strategy.

### Detail

#### *Traffic Volumes*

Currently the main entries/exits to the Complex are via Kingsway and a circuitous road linked to the existing section of Hepburn Avenue, east of Kingsway Shopping Centre. In order to assess the magnitude of traffic movements throughout the complex, the City placed its traffic counters on the road network, refer Attachment 2.

On weekdays the majority of local traffic in the area travel along Kingsway and Landsdale Road, both of which carry about 4,500 vehicles per day (vpd). The internal complex road, adjacent to the netball courts, has a daily flow during the week of around 500vpd, which

includes heavy vehicles gaining access to the ongoing land development projects in Landsdale, Darch and Madeley. However, the route from Kingsway east, via Skeit Road, and the north/south road, adjacent to the football club, carries 2,500 vpd, which access Hepburn Avenue during a weekday.

The scenario changes on the weekend. Traffic volumes on Kingsway are lower, and Giralt Road traffic figures are similar on the weekday to the weekend. However, the traffic flows on the internal roads of the sporting complex are much greater on the weekend than on the weekday. For example, there is a total flow of 6500vpd on the weekend on the Hepburn Avenue entrance to the complex compared to a flow of 2500vpd on the weekday. Likewise on the road west of Skeit Road, the traffic volumes increase from approximately 2000vpd to 3200vpd. Weekend peak hour traffic volume is on Saturdays between 11.00am and 12.pm, refer Attachment 3.

### ***Capacity***

Peak Hour traffic is related to how well the road network can cope with the traffic ie. the carrying capacity. Generally, each lane of traffic can cope with 600-900 vehicles per hour (vph). Therefore it stands to reason that a road with two-way flow can carry about 1200vph-1800vph. Attachment 3 shows the peak hour on Saturday, with the southern access road from Hepburn Ave and the existing north/south road, carrying 1040vph and 1000vph respectively.

Whilst this is currently below capacity, the rapid development of Landsdale, Darch and Madeley contributes to “rat-running” through the complex and will soon see traffic capacity reaching optimum figures on Saturdays.

### ***Crash Data***

Crash data for a five year period, from the MRWA’s data base was reviewed for the surrounding network. Skeit Road (south of Kingsway) had 4 crashes, whilst at the intersection of Skeit and Kingsway there were 3 crashes over the five year period.

The following four prominent intersections outside the study area have a significant number of crashes.

Hepburn Avenue /Wanneroo Road Intersection – 191 crashes

Kingsway/Wanneroo Road – 40 crashes

Giralt Rd/Hepburn Ave – 13 crashes

Marangaroo Drive/Giralt Rd – 21 crashes (recent Blackspot remedial action undertaken)

As the internal roads within the complex are private roads, crashes would not appear on the database. However, anecdotal evidence indicates that four mid block crashes have recently occurred on the north/south road adjacent to the Football Club. One of these resulted in serious injury to a child pedestrian.

### ***Traffic Speeds***

The following table outlines the posted Speed Limit on the roads around the Complex and the 85<sup>th</sup> percentile speed, ie. the speed travelled by 85% or less by the motoring public.

<b>Location</b>	<b>Speed Limit</b>	<b>85<sup>th</sup> Percentile Speed</b>
Kingsway	70km/h	74-81km/h
Hepburn Ave (between Wanneroo Road and Skeit Road)		
Skeit Road 60km/h	60km/h	79km/h
Landsdale Road	62km/h	
	60km/h	77km/h
Evandale Road	60km/h	72km/h
Kingsway Internal Roads		
-east/west rd(west of Skeit Rd)	30km/h	52km/h
-east/west rd(east of Bellerive Rd)	30km/h	30km/h
-north/south(south of Kingsway)	30km/h	48km/h
-north/south(central road)	30km/h	44km/h
-north/south(north of Hepburn Ave)	30km/h	52km/h

The above table clearly shows that current speeds are well over the limit, both on the surrounding network and the internal roads.

### ***Origin and Destination Surveys***

Origin and Destination (O&D) surveys were undertaken to establish travel patterns of users of the Kingsway Sporting Complex in order to determine the likely distribution of traffic following the extension of Hepburn Avenue. In addition, the surveys also determined and confirmed the number of vehicles using the complex as a “rat-running” route to access other destinations.

The current road network has only one connection through the area from the north/north- east, eg., Landsdale, to the south/south-west and that is through the complex.

The two techniques undertaken for the O&D surveys included a number plate survey and a roadside (or car park) interview.

The number plate survey was undertaken on Saturday, 16 June 2001 from 9.00am to 5.30pm, and on Tuesday, 19 June 2001 for the ‘am’ Peak (from 7.30am to 9.00am) and the ‘pm’ Peak (from 3.30pm to 5.00pm).

The O&D survey entailed the setting up of nine stations to establish a cordon area. This allowed number plates of vehicles to be recorded as the vehicle enters the cordon area and then when it leaves the cordon area. Refer Attachment 4 – each station refers to the numbered location.

The results for the Saturday Number Plate Survey Matches, 9.00am to 5.30pm are shown in the matrix below:

Location	1	2	3	4	5	6	7	8	9
1	173	68	14	7	16	67	2	6	23
2	350	235	0	5	198	1663	14	39	273
3	15	68	154	1005	464	64	19	28	32
4	0	0	954	54	12	35	20	48	56
5	7	172	489	23	54	402	19	17	808
6	63	923	88	120	570	212	33	75	819
7	6	38	226	4	20	55	20	10	28
8	5	61	356	48	7	102	6	23	25
9	17	193	22	145	672	611	26	17	50

Note: Traffic entering and leaving by the same station is not considered through traffic.

These results highlight the following movements:

- from Location 2, Hepburn Avenue, to Location 6, access north of Hepburn Ave, there were 1663 matches. These vehicles accessed the complex
- from Location 3 to Location 4 there were 1005 matches. This indicated that vehicles travelled along Kingsway and did not access the complex
- from Location 5, Landsdale Road, 808 vehicles were matched with Location 9 and were entering the complex west of Skeit Road
- from Location 6, access north of Hepburn Ave, to Location 9, west of Skeit Road, 819 vehicles were matched. These vehicles did not stop for a particular activity within the complex and would be “rat-running” through the complex.

The results for the am and pm O&D survey were similar in that these surveys again verified the usage of the complex as the preferred route from north/north-east to south/south-west. Interestingly, this weekday survey also highlighted the number of vehicles travelling from Station 3 on Kingsway, east of Wanneroo Road, easterly to Landsdale Road.

The estimated volume of through traffic in the complex in the Tuesday AM Number Plate survey was 319 vehicles, bi-directional, which means that all traffic is through traffic.

The estimated volume of through traffic from the Tuesday PM Number Plate Survey in the complex was 462 vehicles (bi-directional) which represents 85% of the traffic on the Hepburn Avenue entrance. (These matrices can be reviewed in the report in the Councillor’s reading room)

### ***Interview Surveys***

The interview survey was conducted on Tuesday, 19 June 2001 from 5.00pm to 8.00pm. The results were analysed and cross-tabulated against sport and suburb or area. Refer Attachment 5.

A total of 215 people were interviewed and the results indicated that 45% were attending the netball facility for training, 23% were at the complex for soccer training and 16% were at the complex for rugby.

The area labelled as WEST covered suburbs west of the Mitchell Freeway from Currambine in the north to Karrinyup in the south. This accounted for 31% of the origin movements and most would have accessed the freeway and Hepburn Avenue. The second greatest area of origin was labelled NORTH and covered suburbs from Woodvale in the south and above. This accounted for 18% of the movements and would have used Wanneroo Road and the Kingsway to access the complex. SOUTH-1 included suburbs of Warwick, Hamersley Girrawheen, Balga, Balcatta and Gwelup. These users would have used Wanneroo Road south and Hepburn Avenue. Similarly those coming from the southeast would use Marangaroo Drive, Giralt Ave and Hepburn Avenue.

### ***Stakeholder Consultation***

In order to develop the traffic management strategy, a stakeholder workshop with Club representatives from the Kingsway Sporting Complex and Councillors was conducted on Wednesday 20 June 2001. Representatives were asked to detail traffic and parking areas of concern relative to their specific Club and to provide suggested solutions to each problem. Clubs unable to attend the workshop were given the opportunity to contribute through a Club questionnaire distributed at time of notification of the agenda to the workshop.

The principle issue highlighted by a variety of Clubs was the limited parking spaces available leading to parking on internal road verges. This practice, particularly when it occurs on both sides of the road, narrows internal road widths creating traffic build up and has the potential to create further conflict between vehicles, pedestrians and athletes.

The responses from the stakeholder workshop and club questionnaire, indicated that solutions to the parking concerns be alleviated through provision of additional car parks and moving back bollards on road verges. The common belief was that providing adequate parking at the relevant locations and the appropriate linkages to Hepburn Avenue would relieve the internal vehicular pressure and improve the overall safety.

Stakeholder areas nominated for additional and upgraded car parking included;

- Front of the Netball Centre
- The grassed area to the south of the cricket/hockey car park (corner of Bellerive Boulevard and Kingsway Sporting Complex entry)
- Maintenance to the grassed area parking at the football ground.
- The area to the south of the football ground
- The area to the south of the old tennis / netball courts and east of the Kingsway Olympic soccer ground.
- Formalise the roadside parking between the soccer grounds.
- The area to the east of the Wanneroo Soccer Club existing car park

### **Comment**

#### ***Car Parking Review***

A review of existing “in house” Council reports (in 1997) assessing car park upgrade options, combined with stakeholder consultation and general observation indicated that a number of areas are lacking adequate parking. In priority order these include:

- Netball car parking;
- Cricket / hockey parking; and

- Soccer parking (at the south end of the complex).

Figures supplied in the Club questionnaire were used to determine current requirements for user groups. Information was based on current athlete numbers and best estimates on spectator and officials. The requirements for parking as assessed in 1997 accurately reflects current requirements.

The following table (Table 1) indicates (to the nearest 50 people) each Club/Association parking requirements.

<b>Club / Association</b>	<b>Parking Required</b>
Olympic Kingsway Soccer Club	300
Wanneroo City Soccer Club	150
Wanneroo Districts Hockey	200
Marangaroo Amateur Football Club	50
Wanneroo Districts Netball	550
Wanneroo Softball Club	50
Wanneroo Districts Cricket	50
Wanneroo Football and Sporting Club	250
Vikings Mens Softball Club	100
Kingsway Hammers Junior Soccer Club	50
Wanneroo Junior Soccer	100

**Table 1.**

As indicated above the areas requiring additional parking include:

- Netball car parking
- Hockey / cricket parking
- Soccer parking (to the south of the complex); and
- Football parking.

The demand shown above may seem high, therefore comparisons with other Sporting Complexes were undertaken. A summary of these venues and concurrent events is shown in the following table (Table 2):

<b>Centre</b>	<b>Sports</b>	<b>Car Bays</b>	<b>Comments</b>
Matthews/Goodridge in Wembley	48 netball courts 2 hockey fields	500	Spillover Parking also occurs on verges and roadsides
Gibson Park, Fremantle	27 netball courts	400	Use of grassed field for Spillover Parking in addition to roadsides and verges
Willetton Sports Club	2 football ovals 3 hockey fields 1 soccer field	250	Parking insufficient. Users use Southlands Shopping Centre

**Table 2.**

Based on a comparison of other venues in Table 2, it is recommended that the figures represented in Table 1 be used as a guide for parking requirements for the Kingsway Sporting Complex.

As a result of the review and assessment of parking requirements, the following recommendations for car parking upgrade, in priority order, are made in the context of traffic access and parking supply alone:

1. Complete the proposed sealed netball car park (approx 690 bays);
2. Formalise the on roadside parking along the internal (east west) road between the soccer grounds;
3. Provide the alternative car park south of the old tennis/netball courts (approx 80 bays);
4. Establish the proposed sealed car park at the corner of Bellerive Boulevard/Kingsway Sporting Complex entry (adjacent the cricket/hockey Clubrooms – approx 60 bays); and
5. Provide the proposed sealed football car park or seal the existing alternative car park (approx 120 bays).

It is also recommended that all-roadsides parking be banned on the main north-south internal road and the road west of the roundabout. This road connects to the proposed main entry to the south and will carry a large proportion of the traffic in the complex. Conflicts between traffic, pedestrians and parked cars will be minimised, and this road's key access function for the complex will be reinforced.

Establishing priorities for the Carparking issues are based on the following:

***Priority 1      Netball Carpark***

- Comparisons with other centres and the demand analysis indicate the greatest gap between the number of carpark embayments provided and what is actually required.
- The central location of the Carpark means that it can meet the peak demands for netball users on Saturday and football users on Sunday. As several clubs/associations use the same facility/grounds, opportunities exist for joint provision.
- Safety issues relating to pick/up drop off area and the existing one way entry have highlighted the need to rationalise the traffic flow within the carpark. Therefore it is recommended that:
  - i. The existing one way access be used as emergency/service vehicular access only.
  - ii. The existing two way entry/egress locations in the south be maintained.
  - iii. An additional two way entry/egress opening be constructed as a roundabout which is to be located at the intersection of the east/west road (east of Bellerive Boulevard) and the north/south road (south of Kingsway). It is suggested that this will relieve some of the pressure at the existing internal roundabout. Refer to Attachment 6.

***Priority 2      Soccer Carparking***

- Provision of angled parking on the east/west road adjacent to both soccer fields and the alternative car park south of the old netball/tennis courts. Currently, along this east-west road cars are parked on both sides and reduce the road capacity to almost one way,



creating vehicular conflicts, in addition to pedestrian and cyclist conflicts. Ultimately when Bellerive Boulevard is completed this road can be converted to a one way flow with traffic flowing in a westerly direction. This will reduce the conflicts between vehicles and the roadside parking and will improve safety for pedestrians, cyclists and athletes in the area. If vehicles travel along this road for parking and are not able to park roadside, they may then park at the proposed car park to the south of the old netball/tennis courts accessed directly from this road. It is proposed that the southern section of Bellerive Boulevard be maintained as a two way road, with access into the aforementioned car park only in a northerly direction.

- Construction of an alternative carpark, south of the old netball/tennis courts. This proposal is basically recommended for the soccer facilities at the southern end of the complex and for that reason would serve a similar purpose as priority three, which is the alternate car park to the south of the old tennis/netball courts.

### ***Priority 3 Hockey/Cricket Carparking***

- As the football facility may reasonably utilise the netball parking in the short term, the hockey/cricket parking stands out as the next greatest need in terms of the gap between existing and required, as only 18 bays are currently provided for these fields. In addition to this, the safety issues involved in parking along the east-west road between these grounds and the Olympic soccer grounds also highlights the need for formalised parking for these facilities. This is not a traffic problem, but there is a problem late at night walking in the dark a long way from the clubhouse after social events.

### ***Priority 4 Football Carparking***

- The final priority for parking is the provision of a larger sealed football car park. It has been noted previously that due to the different peak days of netball and football at the centre, the location of the netball car park is such that it may be utilised by the football club, although this is only considered a short term solution. The car park is recommended based on the gap between the existing bays available (around 30) and the requirements of the facility (around 250). It is noted that the current proposed location for the car park would involve the relocation of the existing long jump facilities and therefore the alternative car park location may be preferred.

The other car park upgrade options detailed on the plan which have not been recommended for priority implementation and are considered possible alternatives for future expansion if required, subject to detailed design. Their exact location and size should be considered further following implementation of the remainder of the strategy.

It is noted that no budget provision has been made for the upgrading of parking facilities within the Kingsway Sporting Complex and this matter will need to be reviewed further when the Strategic Leisure Plan is considered by Council.

### ***Roadworks Review***

A review of the roadworks and associated implementation follows:

***Impact of Hepburn Avenue Extension – Skeit Road***

The extension of Hepburn Avenue along the southern edge of the Kingsway Sporting Complex is a good opportunity to relieve the current vehicular pressures within the complex. The main issue to be addressed with the extension is the connections to it within the vicinity of the complex. It is important that the appropriate connections be made to provide suitable (and separate) routes for “through traffic” and complex users.

The capacity of the road network, the stakeholder consultation, and review of the number plate surveys and traffic counts highlighted that Saturday is the peak pressure time for vehicular movements in the complex. The connection of Skeit Road to the Hepburn Avenue extension is the immediate requirement to accommodate through traffic and consequently has the highest priority.

This proposed connection required further analysis using SIDRA to determine how the intersection would interact with the single carriageway of Hepburn Avenue. Traffic Flows were based on MRWA Metropolitan Model outputs for Hepburn Avenue, Traffic data from surrounding road networks and from the O&D surveys.

The intersection was analysed for both a Roundabout and STOP controlled T-intersection. The analysis for the weekend Peak Hour indicated that for the STOP controlled T-intersection the queue on Skeit Road for the “right turners out” would be 25 vehicles long (or 159m) whilst Hepburn Ave was a single carriageway. The Roundabout option at the same intersection showed that queues would be 2.3 vehicles long (or 14m long).

***Impact of Hepburn Avenue Extension – Internal Road Network***

In addition to the above, a new main entrance is recommended at the southern centre of the Kingsway Sporting Complex, to reduce the need for traffic to travel along internal roads and hence allow use of the east-west road for parking. This will reinforce the southern centre road as the main access road for the complex.

It is also recommended that the Bellerive Boulevard entrance be maintained as two way to the proposed soccer car park (although it is proposed to convert the internal east/west road to one way out only). It is likely that these users will use Hepburn Avenue and the Skeit Road entry to access the complex. Therefore the provision of a new central entrance, combined with the Skeit Road connection and Bellerive Boulevard, will provide a split of the vehicles entering the complex from the south.

Separating the vehicles between three entries and removing the attractiveness of the centre for through traffic should greatly reduce the pressure on the current southern entrance.

Based on the analysis for the proposed new entry on Hepburn Avenue, the consultants propose a second roundabout in the short term whilst Hepburn Avenue is a single carriageway. This is due to the fact that a queuing length will be 65 vehicles long if a full ‘T’ intersection with ‘Stop’ or ‘Give Way’ signage is constructed.

More detailed investigation of both intersections is suggested in the future to establish the most desirable intersection configuration, ie. roundabout, signals or stop controlled, when Hepburn Avenue is dualled and flows on it are more certain. It is recommended, however,

that roundabouts be used to allow large flows to be accommodated at peak times, to allow delays to be minimised and to enhance safety.

It is also considered that the provision of additional entrances, and in particular the provision of a car park off Bellerive Boulevard, shall improve the internal circulation and relieve some of these pressures.

### ***Implementation Program***

An amount of \$500,000 has been included in the 2001/2002 Roadworks Program for modifications to the local road network as a result of construction of Hepburn Avenue between Giralt Road and Mirrabooka Avenue by land developers.

The priority for implementation of roadworks and associated construction estimates are summarised below:

#### **1. Connection of Skeit road to Hepburn Avenue**

This involves the construction of rural road standard of road with a 7.4m wide seal and 1.2m wide shoulders. The construction of a roundabout at Hepburn Avenue is supported in lieu of the standard 'T' intersection planned for this location.

Order of cost estimate \$260,000

#### **2. Upgrading of Skeit Road**

This involves the upgrading the existing section of Skeit Road between Kingsway and the baseball entrance road to a rural road standard of road with a 7.4m wide asphalt seal and 1.2m wide shoulders. The works will also include removal of the ficus hillii tree roots which cross under the existing road pavement and reinstatement of the pavement. It is not considered that the existing Skeit Road pavement will be able to accommodate the additional traffic loads.

Order of cost estimate \$180,000

#### **3. Construction of a Central Entry Road to the Complex from Hepburn Avenue**

This involves the construction of a similar standard of road to that proposed for Skeit Road and a roundabout at Hepburn Avenue as recommended by the consultant.

Order of cost estimate \$250,000

The total estimated cost is in the order \$690,000, resulting in a shortfall of \$190,000 on the funds available in the budget for 2001/2002. This shortfall will be addressed in the Financial Implications section of the report.

The implementation of the full scope of works is recommended in conjunction with the Hepburn Avenue project as it will significantly improve access to the Kingsway Sporting Complex and there will be long term cost savings as the works will not be undertaken under heavy traffic conditions. In addition, if the works are undertaken as part of the Hepburn Avenue road contract there will be further cost savings to Council. Subject to approval by Council to the full scope of works it is proposed to negotiate with the land developer to incorporate the design, documentation and contract administration of these roadworks in the Hepburn Avenue road project.

## Strategic Implications

Nil

## Policy Implications

Nil

## Financial Implications

As outlined above, there is a shortfall of **\$190,000** between the order of cost estimate for the full scope of roadworks and the approved budget amount. Sources of funds to meet this shortfall are outlined below:

- Road Maintenance – Southern Quarry Area Reserve**  
 An amount of \$122,763 is held in this Reserve for expenditure on the repair and maintenance of roads in the immediate areas of quarries. A number of sand quarries have operated for many years in Darch, in the area between Kingsway and Furniss Road. Recent traffic surveys have indicated a significant number of heavy haulage vehicles using Skeit Road and the internal road network of the Kingsway Sporting Complex. It is recommended that the funds held in the Road Maintenance – Southern Quarry Area Reserve be reallocated to the upgrading of Skeit Road, Darch.
- State Funds – Direct Grant**  
 An amount of \$160,000 as part of the Metropolitan Regional Road Program – Direct Grant component has been allowed in the 2001/2002 Capital Works Program for works associated with the Marmion Avenue dual carriageway project between Hester Avenue and Baltimore Parade. The Direct Grant is not project specific and can be allocated to any roadworks project by Council. Confirmation has been received from Main Roads WA that the MRRP – Direct Grant to the City for 2001/2202 is \$177,998. It is recommended that the additional \$17,998 be allocated to the upgrading of Skeit Road, Darch.

Should Council approve these two budget variations, then the funds available for the recommended roadworks is as follows:

Budget	\$500,000
Reserve	\$122,763
Direct Grant	<u>\$ 17,998</u>
	\$640,761

Given the Project Estimated Cost is \$690,000 (as previously noted) the shortfall in funding is now \$49,239. It is therefore recommended that, subject to approval of the land developer, some or all the roadworks be undertaken by contract as part of the Hepburn Avenue project and any shortfall in funds be addressed by Council when the tender submissions are considered for approval.

## Voting Requirements

Absolute Majority

## Recommendation

### That Council:

1. **RECEIVES** the Kingsway Sporting Complex – Traffic Management Strategy July 2001 Report as prepared by Ove Arup Transportation Planning.
2. **ACCEPTS** the recommendations of the Kingsway Sporting Complex – Traffic Management Strategy July 2001 Report - with the implementation program subject to funding in the Four Year Capital Works Program
3. **APPROVES** the following roadworks as part of Stage 1 of the Implementation Program :
  - a. **Extension of Skeit Road to Hepburn Avenue, incorporating a roundabout at the Hepburn Avenue intersection.**
  - b. **Upgrading of the existing section of Skeit Road between Kingsway and the baseball entrance road.**
  - c. **Construction of a central entrance road to the Kingsway Sporting Complex from Hepburn Avenue, incorporating a roundabout at the Hepburn Avenue intersection.**
4. **AUTHORISE** the Acting Chief Executive Officer to negotiate with Taylor Woodrow (Australia) Pty Ltd regarding the proposal to incorporate the design, documentation and construction of the roadworks associated with the extension of Skeit Road and the construction of a new central access road to the Kingsway Sporting Complex into the contract for the construction of Hepburn Avenue
5. **By ABSOLUTE MAJORITY, amends the 2001/2002 Budget to incorporate the increase in Metropolitan Regional Road Program Grant of \$17,998 as follows:**

<b>GL Number</b>	<b>Present Budget</b>	<b>Additional Amount</b>	<b>Revised</b>
<b>Budget</b>			
<b>51.60.72.724.1630.0001</b>	<b>\$1,660,000</b>	<b>\$17,998</b>	<b>\$1,677,998</b>

6. **By ABSOLUTE MAJORITY, APPROVES** the following budget variations to enable the upgrading and extension of Skeit Road to Hepburn Avenue, Darch.

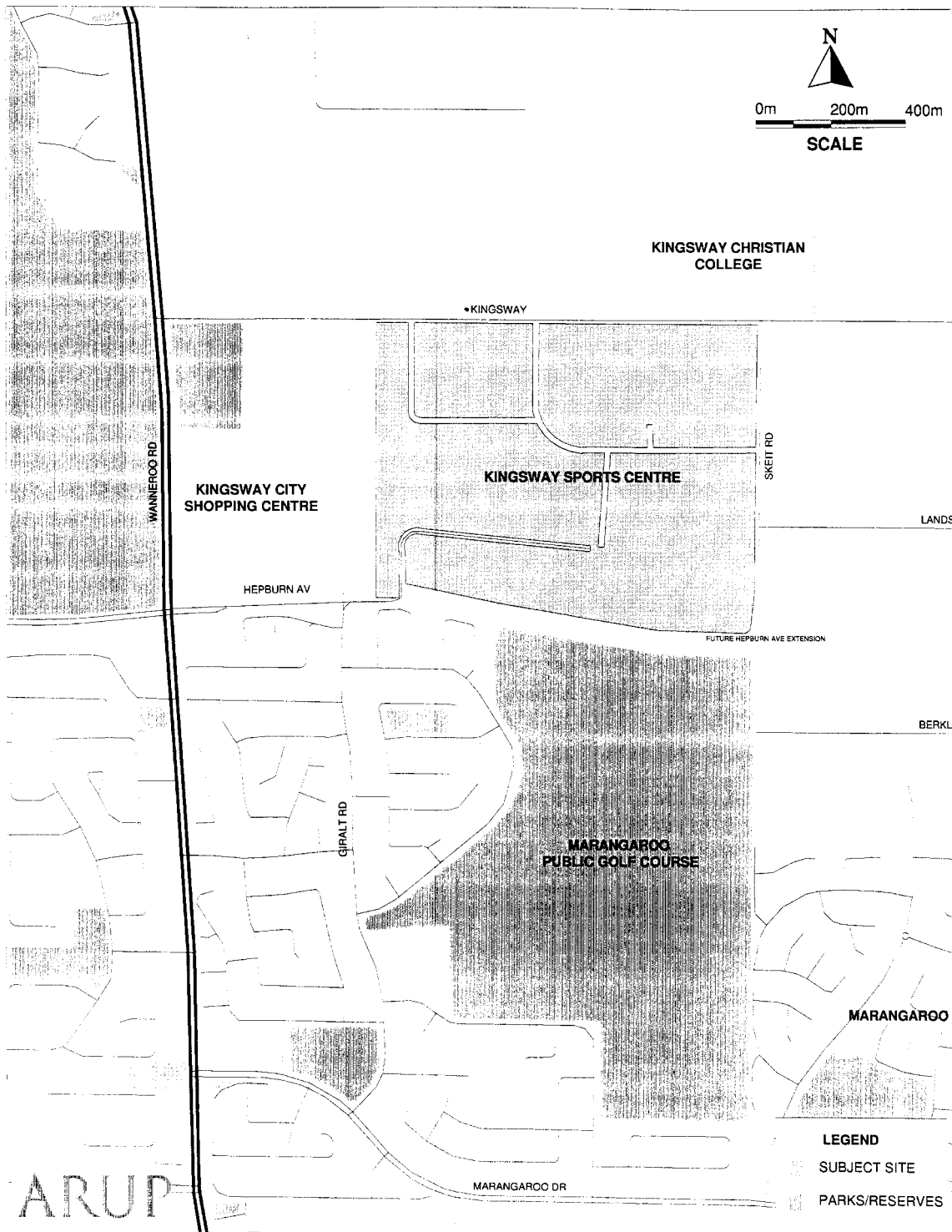
<b>Cost Code</b>	<b>From</b>	<b>To</b>	<b>Description</b>
<b>Road Maintenance</b>	<b>\$122,765</b>		<b>Transfer of funds from</b>
<b>– Southern</b>			<b>Reserve and Direct Grants</b>
<b>Quarry Area</b>			<b>for the upgrading of Skeit</b>
<b>Reserve</b>	<b>\$17,998</b>		<b>Road, Darch</b>

**Project No** **\$140,761**

**KINGSWAY SPORTING COMPLEX TRAFFIC STUDY**

## LOCATION PLAN

Figure 2.1



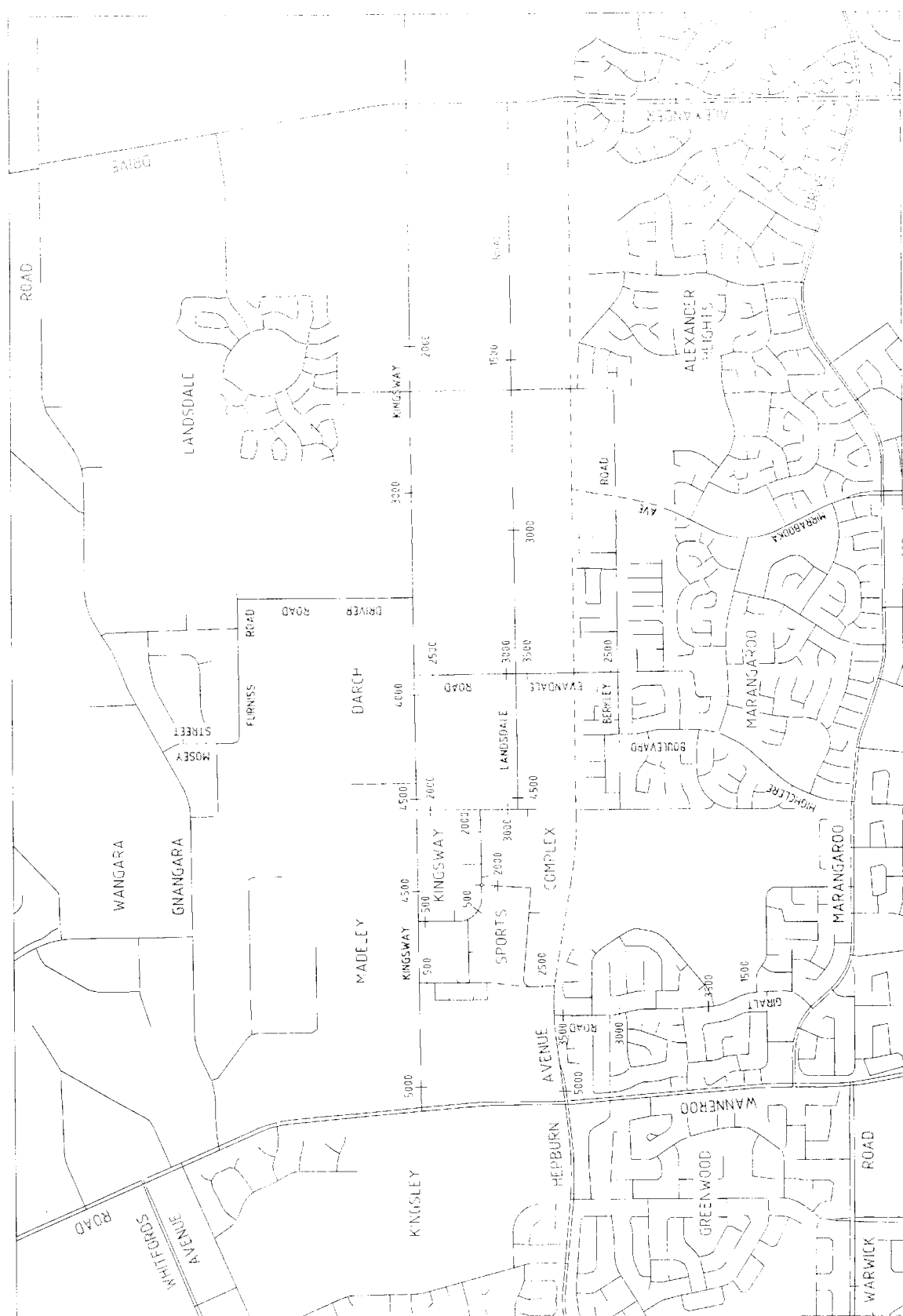




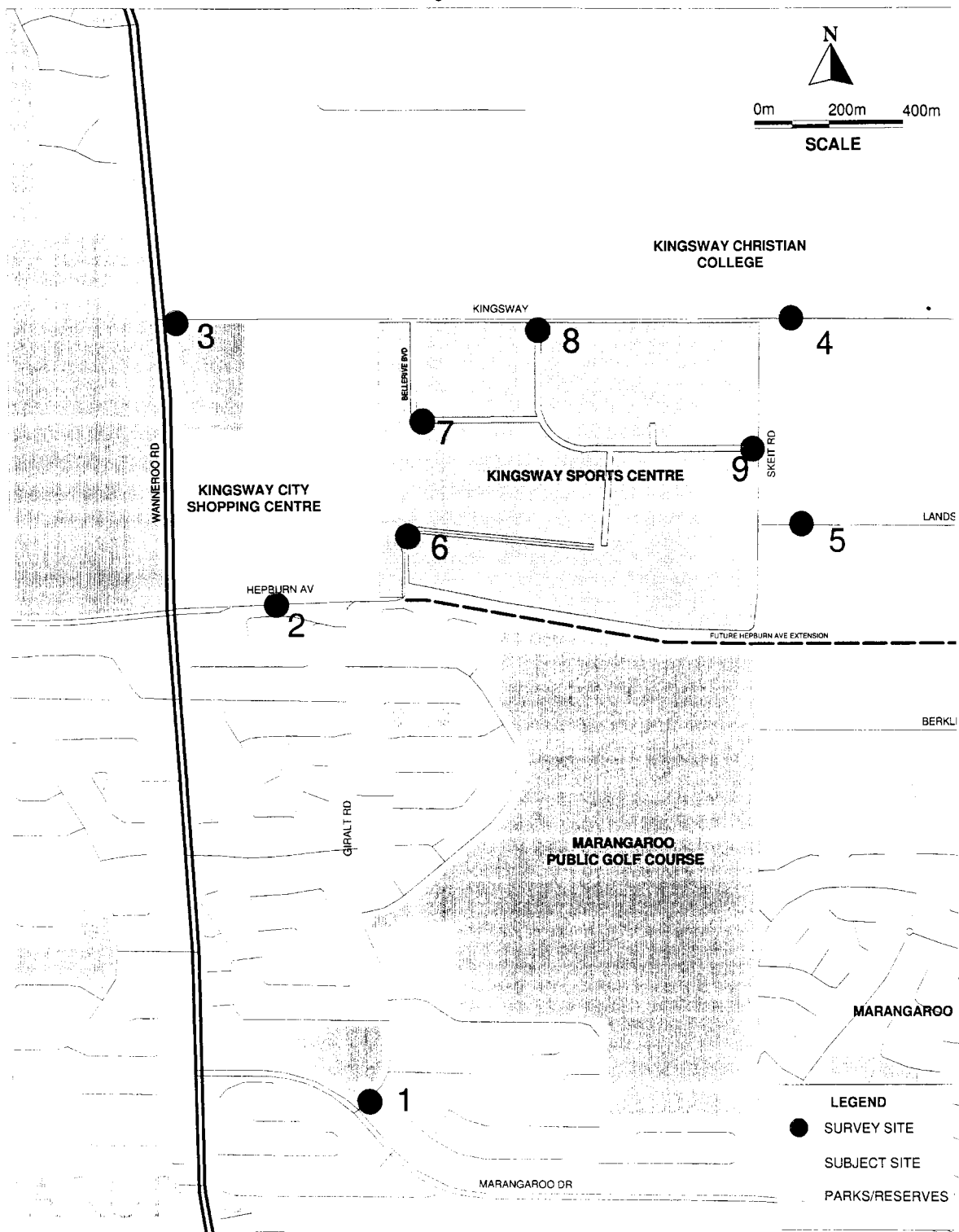
FIGURE 2.3 WEEKEND PEAK TRAFFIC VOLUMES (1995 - 1997)



**KINGSWAY SPORTING COMPLEX TRAFFIC STUDY**

TRAFFIC SURVEY LOCATIONS 16 &amp; 19 June 2001

Figure 3.1



## SPORT • SUBURB Crosstabulation

		ORIGIN SUBURB											Total
		KINGSLEY	GREENW OOD	MARANG AROO	ALEXANDER HEIGHTS	LANDSDALE	NORTH	EAST	WEST	SOUTH-1	SOUTHEAST	SOUTH	
SPORT	Netball	Count	14	2	2	2		16	2	39	14	3	97
		% within SPORT	14.4%	2.1%	2.1%	2.1%		16.5%	2.1%	40.2%	14.4%	3.1%	3.1%
		% within SUBURB	70.0%	15.4%	20.0%	50.0%		42.1%	100.0%	58.2%	56.0%	15.8%	25.0%
		% of Total											45.1%
	Football	Count	1		1						1		3
		% within SPORT	33.3%		33.3%						33.3%		
		% within SUBURB	5.0%		10.0%						4.0%		1.4%
		% of Total											
	Rugby	Count	3	6	1			7		9	3	4	34
		% within SPORT	8.8%	17.6%	2.9%			20.6%		26.5%	8.8%	11.8%	2.9%
		% within SUBURB	15.0%	46.2%	10.0%			18.4%		13.4%	12.0%	21.1%	8.3%
		% of Total											15.8%
	Soccer	Count	2	5	4	1	2	10		13	3	5	49
		% within SPORT	4.1%	10.2%	8.2%	2.0%	4.1%	20.4%		26.5%	6.1%	10.2%	8.2%
		% within SUBURB	10.0%	38.5%	40.0%	25.0%	40.0%	26.3%		19.4%	12.0%	26.3%	33.3%
		% of Total											22.8%
	Athletic	Count				1	3	3				3	11
		% within SPORT				9.1%	27.3%	27.3%				27.3%	9.1%
		% within SUBURB				25.0%	60.0%	7.9%				15.8%	8.3%
		% of Total											5.1%
	Karate	Count								1			1
		% within SPORT								100.0%			
		% within SUBURB								1.5%			
		% of Total											.5%
	Cricket	Count			1					1			2
		% within SPORT			50.0%					50.0%			
		% within SUBURB			10.0%					1.5%			
		% of Total											.9%
	Bingo	Count			1			1		4	2	3	12
		% within SPORT			8.3%			8.3%		33.3%	16.7%	25.0%	8.3%
		% within SUBURB			10.0%			2.6%		6.0%	8.0%	15.8%	8.3%
		% of Total											5.6%
	Tavern	Count									1		1
		% within SPORT									100.0%		
		% within SUBURB									4.0%		.5%
		% of Total											
	Darts	Count						1			1	2	5
		% within SPORT						20.0%			20.0%	40.0%	
		% within SUBURB						2.6%			4.0%	16.7%	2.3%
		% of Total											
Total		Count	20	13	10	4	5	38	2	67	25	19	215
		% of Total	9.3%	6.0%	4.7%	1.9%	2.3%	17.7%	.9%	31.2%	11.6%	8.8%	100.0%

Table 3.1 Car Park Interview Survey Results (Origin Suburb)

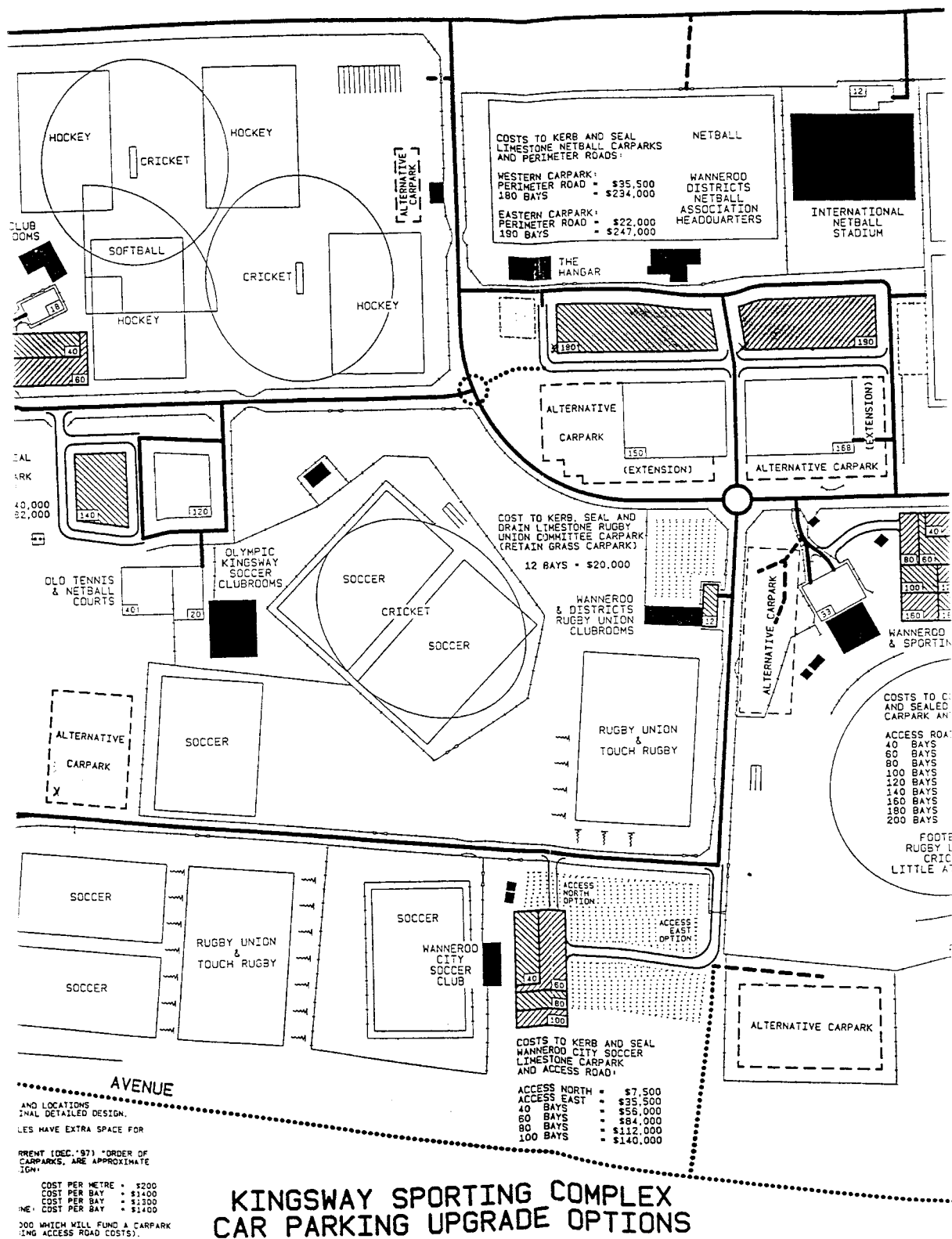
ARUP

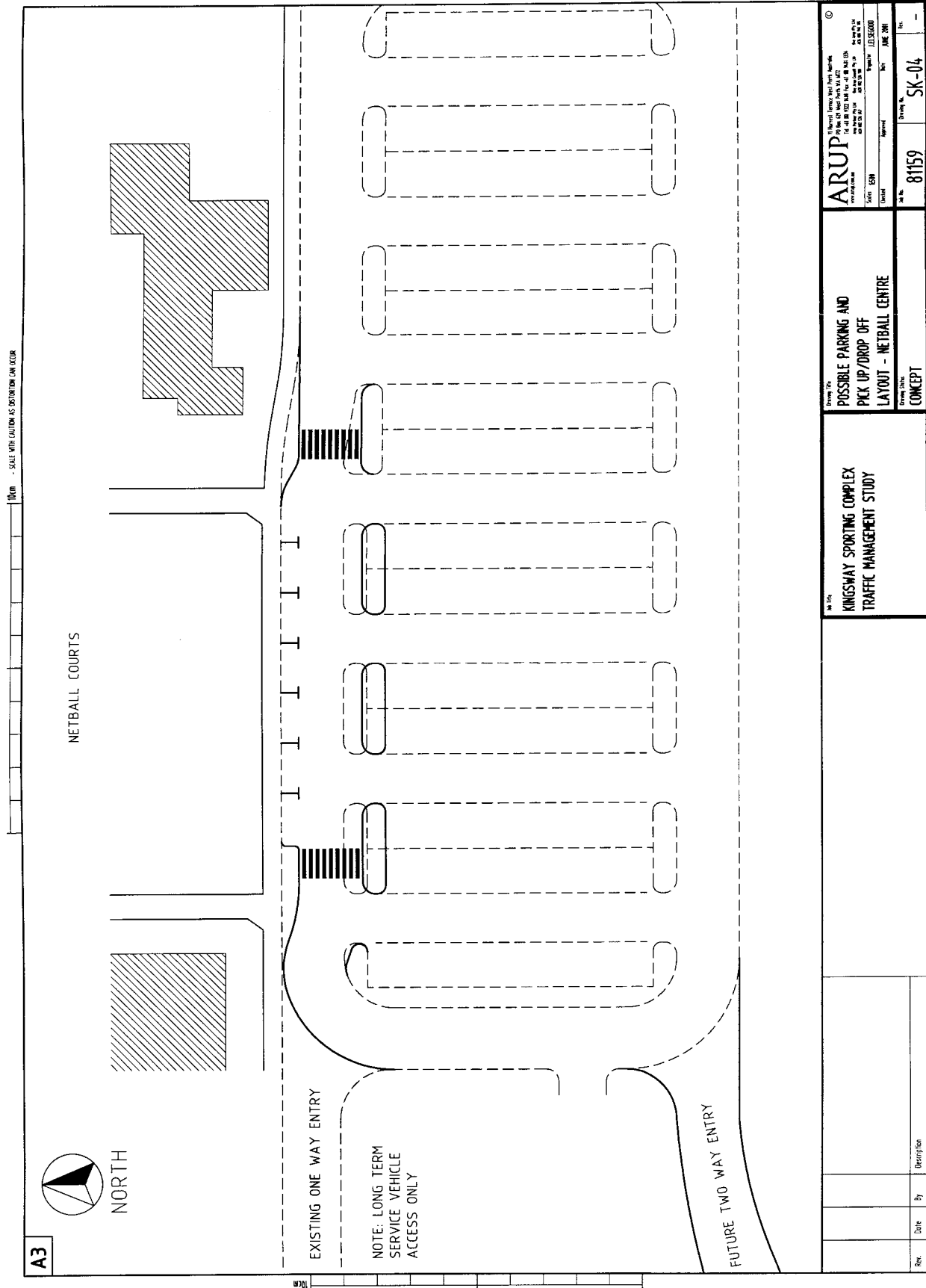
## SPORT • SUBURB1 Crosstabulation

		DESTINATION SUBURB											
		KINGSLEY	GREENW OOD	MARANG AROO	ALEXANDER HEIGHTS	LANDSDALE	NORTH	EAST	WEST	SOUTH-1	SOUTHEAST	SOUTH	Total
SPORT	Netball	Count 14	Count 2	Count 2	Count 1		Count 15	Count 2	Count 40	Count 15	Count 3	Count 3	Count 97
	% within SPORT	14.4%	2.1%	2.1%	1.0%		15.5%	2.1%	41.2%	15.5%	3.1%	3.1%	
	% within SUBURB1	63.6%	15.4%	28.6%	50.0%		39.5%	100.0%	54.1%	57.7%	16.7%	37.5%	45.1%
Football	Count	2		1									3
	% within SPORT	66.7%		33.3%									
	% within SUBURB1	9.1%		14.3%									1.4%
Rugby	Count	3	5	1			7		11	3	4		34
	% within SPORT	8.8%	14.7%	2.9%			20.6%		32.4%	8.8%	11.8%		
	% within SUBURB1	13.6%	38.5%	14.3%			18.4%		14.9%	11.5%	22.2%		15.8%
Soccer	Count	2	6	2		2	9	17	34.7%	8.2%	4	3	49
	% within SPORT	4.1%	12.2%	4.1%		4.1%	18.4%	34.7%	23.0%	15.4%	8.2%	6.1%	
	% within SUBURB1	9.1%	46.2%	28.6%		40.0%	23.7%	23.0%	23.0%	15.4%	22.2%	37.5%	22.8%
Athletic	Count				1	3	4				3		11
	% within SPORT				9.1%	27.3%	36.4%				27.3%		
	% within SUBURB1				50.0%	60.0%	10.5%		100.0%		16.7%		5.1%
Karate	Count								1				1
	% within SPORT								100.0%				
	% within SUBURB1								1.4%				
Cricket	Count			1					1				2
	% within SPORT			50.0%					50.0%				
	% within SUBURB1			14.3%					1.4%				.5%
Bingo	Count	1					2		4	2	3		12
	% within SPORT	8.3%					16.7%		33.3%	16.7%	25.0%		
	% within SUBURB1	4.5%					5.3%		5.4%	7.7%	16.7%		5.6%
Tavern	Count									1			1
	% within SPORT									100.0%			
	% within SUBURB1									3.8%			
Darts	Count						1			1	1	2	5
	% within SPORT						20.0%			20.0%	20.0%	40.0%	
	% within SUBURB1						2.6%			3.8%	5.6%	25.0%	2.3%
Total	Count	22	13	7	2	5	38	2	74	26	18	8	215
	% of Total	10.2%	6.0%	3.3%	.9%	2.3%	17.7%	.9%	34.4%	12.1%	8.4%	3.7%	100.0%

Table 3.2 Car Park Interview Survey Results (Destination Suburb)

ARUP





**10      Petition P03-07/01- Closure Of Pathway On Either End Of Avola  
Cove, Merriwa**

File Ref: 07563  
Responsible Officer: Dennis Blair  
Disclosure of Interest: Nil  
Attachments: 1

# Issue

Petition requesting the closure of pathways on either end of Avola Cove, and the erection of fencing between Avola Cove and Marmion Avenue, Merriwa.

## Background

A 23-signature petition from 10 households in Avola Cove, 1 household in Dunmore Circuit and 1 household in Wescape Rise has been received requesting Council to “*close pathways on either end of Avola Cove and erect fencing between Avola Cove and Marmion Avenue*”. The petitioners have not stated a reason as to why they have made the request.

Avola Cove is a T shaped cul-de-sac with thirteen households. There are bus stops on both sides of Marmion Avenue and bus patrons have direct connectivity to these bus stops via Avola Cove on the eastern side and Meadow Place on the western side. Bus patrons using Avola Cove would have a direct connection to Dunmore Circuit and hence the street that they live in.

Existing conditions for cyclists and pedestrians using the shared path on the eastern side of Marmion Avenue provides a route from the south, access to the head of the cul-de-sac in Avola Cove and connect again to the northern section of the shared path and vice versa.

## Detail

Currently Marmion Avenue is being re-constructed to a dual carriageway standard. This requires re-alignment of the bus stops, the construction of bus embayments and the construction of new footpath links (refer to Attachment 1 for the layout of the proposed footpath connectivity).

The re-design of the footpath layout now provides for those cyclists and pedestrians who want to have direct connectivity along Marmion Avenue and who do not wish to access Avola Cove or Dunmore Circuit. It still allows connectivity to the bus stops on Marmion Avenue and direct access to either north or south of the shared path facility.

## Comment

The bus stops provide residents, many of whom are school children, with an alternative means of transport to private schools in Mindarie; the Junior High School in Clarkson; the soon to be built Senior High School in Mindarie; the shops on Quinns Road, Anchorage Drive and the new Clarkson Business Centre; the mobile library at Quinns Rocks and eventually the new library at the Clarkson Business Centre. Public Transport will also provide direct access to the proposed Clarkson Railway.

Easy access to the shared path on Marmion Avenue promotes the principles of the Australian Pedestrian Charter recently endorsed by Council at its 6 February 2001 meeting and to other nearby land users as mentioned previously.

The petitioners do not state what fencing is requested. Closing Avola Cove off with a standard residential fence will preclude the abovementioned activities and the interface with a regional road such as Marmion Avenue.

## Policy Implications

The provision of a fence similar to the residents' boundary fences would be contrary to the City's Uniform Fencing Policy

Point 6 and Point 8 of Section 4.1.5 *Uniform Fencing – Subdivision* in the City's Policy Manual only supports the erection of bollards, posts and rails or other low, open designs which would still maintain access for pedestrians and cyclists. Currently there is a dense screen of planting which is considered to be aesthetically pleasing.

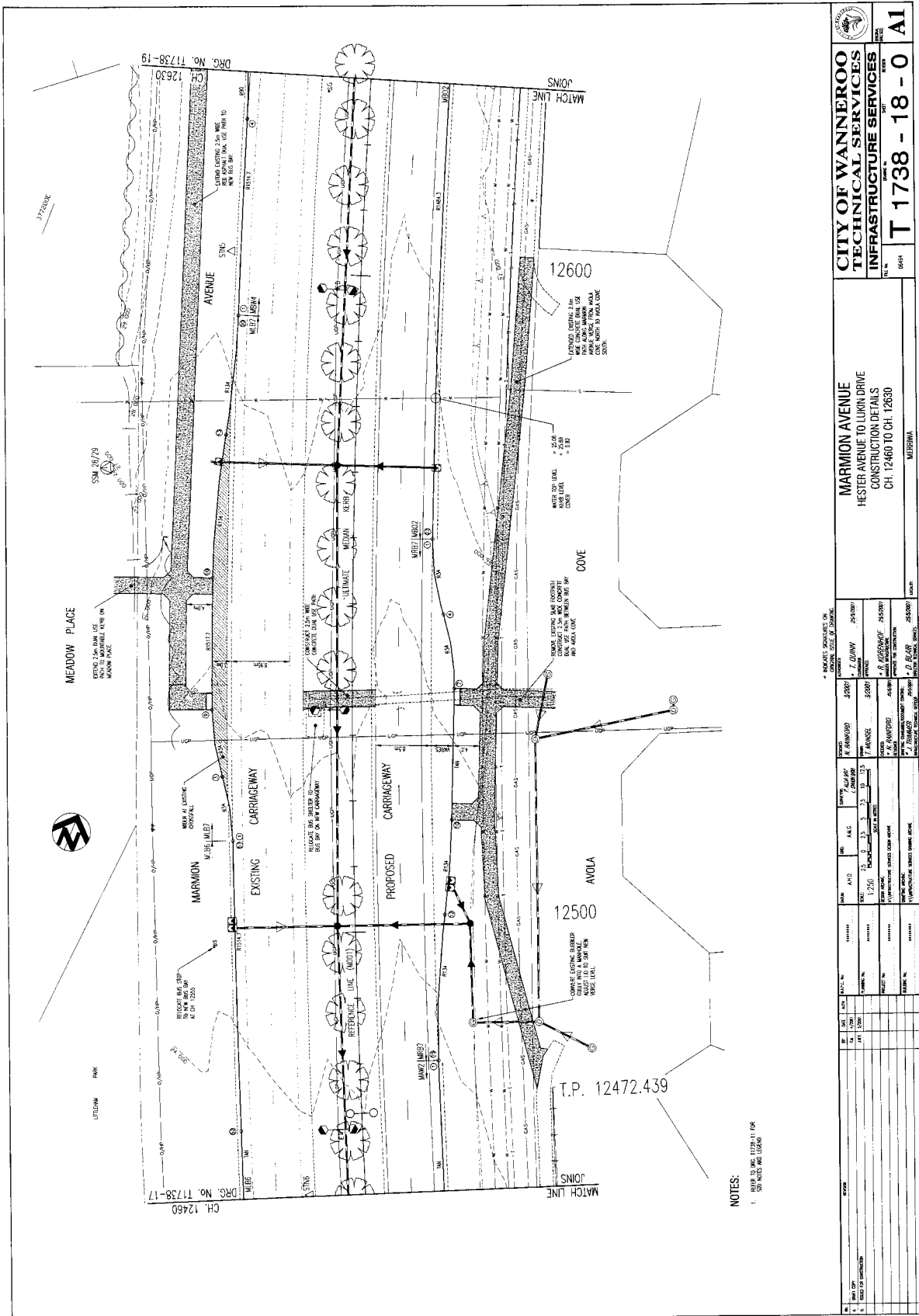
## Voting Requirements

Simple

## Recommendation

**That Council:-**

- 1. DOES not support the closure of the pathways at either end of Avola Cove, Merriwa.**
- 2. DOES NOT provide any additional fencing between Avola Cove and Marmion Avenue.**
- 3. ADVISE the petitioners of Council's decision.**





## 11 Petition P02-07/01 - Galleon Place, Yanchep

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File Ref: 27177  
Responsible Officer: Tiiu Stojanovic  
Disclosure of Interest: Nil  
Attachments: 1

### Issue

Petition requesting that the residents of Galleon Place, Yanchep be consulted regarding the creation of a Public access Way (PAW) between Galleon Place and Primary Road.

### Background

In 1996 a request for a Public Access Way (PAW) was made by a resident in Packet Place as the adjacent landowner had planted a garden bed across the access to the Public Open Space (POS) behind the lots at each end of both Packet Place and Galleon Place. Refer to Attachment 1, which shows the location of both roads in relation to the POS. Officers of the former City Administration interpreted this as being a request for a 1.8m wide footpath which has been placed on subsequent draft budgets since 1996.

The alignment and construction of the footpath in Packet Place was deemed inappropriate, as presented to Council at its meeting on 1 May 2001 (Report No W148-05/01 refers). The report suggested that the proposed footpath be constructed from Galleon Place because of the gentler gradient through the POS at this location.

The residents and/or ratepayers of Galleon Place Yanchep *“requested the Council to consult the residents of Galleon Place regarding the creation of a PAW between Galleon Place and Primary Road in Yanchep before expending time and money developing the PAW that may not be required or desired”* and noted that they *“believe it is their right to be consulted and considered when Council wants to change the topography of a quiet cul-de-sac”*.

### Detail

There is a need for clarification of what is intended by the construction of the footpath. The POS (Recreation Reserve 33398) was created at subdivision stage and has minor extensions connecting to Packet Place and Galleon Place. The City has control of the reserve and therefore it can install or remove any footpath within the POS if it considers it appropriate for safe pedestrian movement. The creation of a PAW is not necessary.

The construction of the footpath cannot be undertaken at this stage, as connectivity via the existing track to Primary Road crosses private property. The subject land east of the POS is currently being developed by the owner, following which it may be possible to complete the “public” connectivity to Primary Road.

### Comment

The existence of the POS (Recreation Reserve 33398) does not require the creation of a PAW. It appears that there has been a mis-interpretation of the meaning of a PAW in this instance since 1996.

Current users of the existing limestone tracks throughout the POS are the residents and the school children attending Yanchep High School and residents from Galleon Place, Packet Place and a small section of Kaiber Avenue.

It is doubtful that other residents from nearby Schooner Place, Clipper Place, Dreyer Court or Oldham Way use the POS at the end of Galleon Place. It is also doubtful that the travel patterns of the local residents will alter once a footpath is formalised. The City is not about to change the topography of Galleon Place, however once connectivity is established on the eastern side of the POS, residents and ratepayers in both Galleon Place and Packet Place will be notified prior to the construction of any footpath.

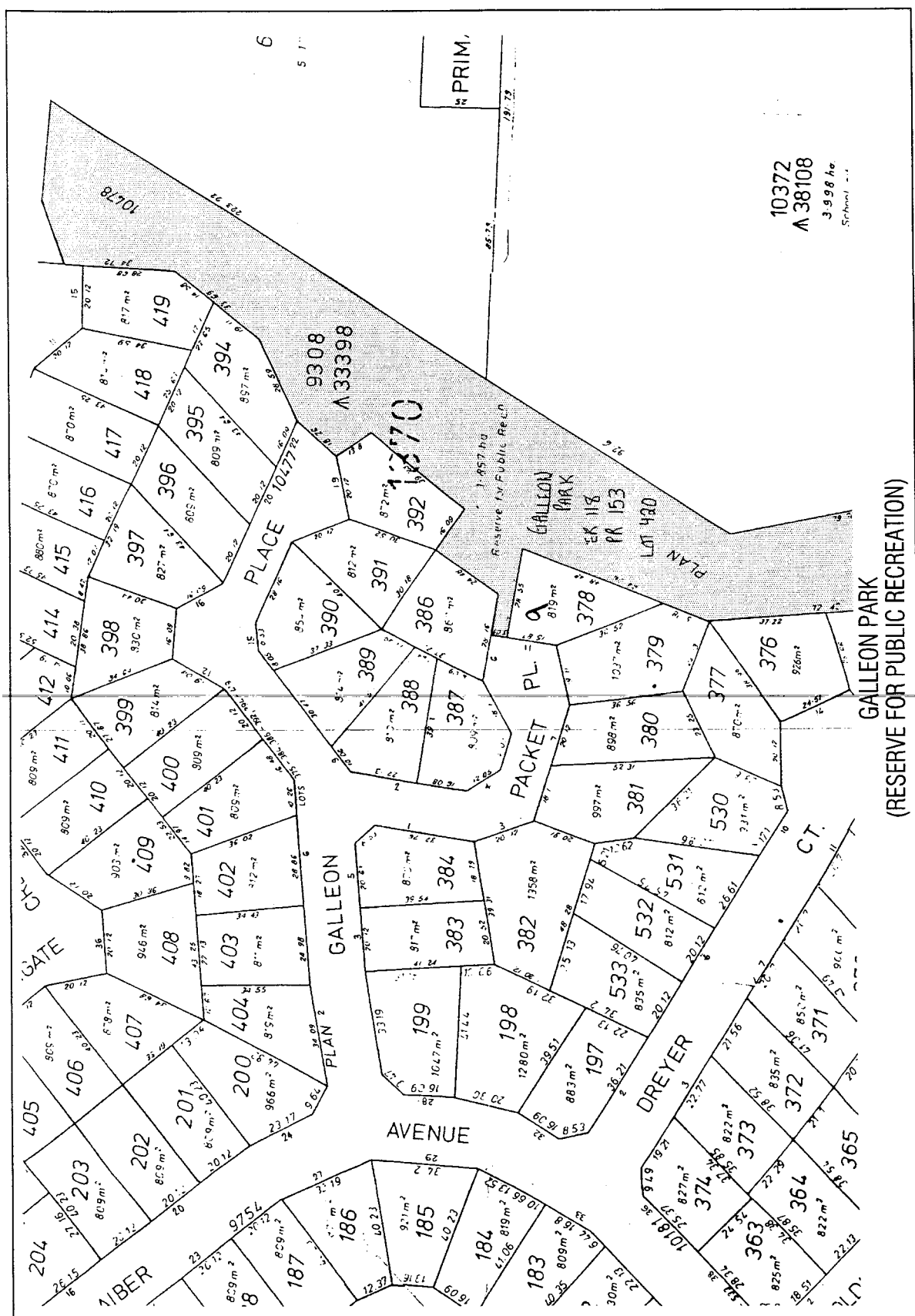
## **Voting Requirements**

Simple

## **Recommendation**

**That Council:-**

- 1. NOTES that residents and ratepayers of both Galleon Place and Packet Place wish to be notified prior to any construction of a footpath within the POS (Recreation Reserve 33398) and connecting to Primary Road.**
- 2. ADVISES the petitioners that consultation will be undertaken prior to formalising construction of a footpath within the POS (Recreation Reserve 33398).**



## 12 Traffic Issues - Pitcairn Entrance And St Barnabas Bvd, Quinns Rocks

File Ref: 36293, 08977  
 Responsible Officer: Dennis Blair  
 Disclosure of Interest: Nil

### Issue

Petition requesting the installation of regulatory signs at the intersection of Pitcairn Entrance and St Barnabas Boulevard and the installation of traffic calming devices on St Barnabas Boulevard, Quinns Rocks

### Background

A 60-signature petition from 51 households has been received with the request to:

*“note the increasing volume of traffic using Pitcairn Entrance, Quinns Rocks – the main entrance to both Norfolk and Quinns Beach Estate from Marmion Avenue.*

*Work towards the installation of “Stop” or “Give Way” traffic signs at the intersection of Pitcairn Entrance and St Barnabas Boulevard.*

*Gives consideration to the installation of traffic calming measures along St Barnabas Boulevard, pending the results of a traffic survey.”*

Traffic Counters were installed in Pitcairn Entrance, St Barnabas Boulevard and Foundation Loop in order to assess what speeds were being undertaken in these streets.

### Detail

The results of the traffic survey are presented in the following table:

Location	Traffic Volumes		85 <sup>th</sup> % Speed		Mean Speed	
	2001	2000	2001	2000	2001	2000
Pitcairn Entrance Eastbound -	1717vpd		38km/h		34km/h	
Pitcairn Entrance Westbound -	1535vpd		40km/h		35km/h	
St Barnabas Bvd North of Kaka Mews	2523vpd	1900vpd	53km/h	54km/h	46km/h	47km/h
St Barnabas Bvd East of Shortridge Way		553vpd		51km/h		44km/h
St Barnabas Bvd West of Shortridge Way	803vpd		49km/h		43km/h	
Foundation Loop – between Turton Rise and Nepean Retreat	536vpd		50km/h		43km/h	

From this table, the 85<sup>th</sup> Percentile speeds recorded for the roads indicate that the motorists are travelling at speeds well within an acceptable range for a built up area for the speed limit of 60km/hr and currently, is insufficient criteria to warrant Police attention or the installation of traffic calming devices.

The slight increase in traffic volumes in both Pitcairn Entrance and St Barnabas Boulevard is also considered acceptable for roads that take on a function of providing access to other access roads in an area adjacent to ongoing land development.

The sight distance at the intersection of Pitcairn Entrance and St Barnabas Boulevard was assessed by officers from the City and Main Roads WA. To the left there is approximately 180m to the roundabout at Cresswell Place and to the right there is in excess of 200m to the slow point north of Kaka Mews. The sight distance requirements for 60km/h speed limit is 105m and 80m for **50km/h speed limit**.

Sight distance at the intersection of Pitcairn Entrance and Marmion Avenue was also checked and found to be in excess of 200m and is also deemed to be adequate. The geometric alignment of Pitcairn Entrance, combined with the entry statement treatment was evaluated as being very good.

## Comment

Both the 85<sup>th</sup> Percentile Speeds and the Mean Speeds recorded for Pitcairn Entrance, St Barnabas Boulevard and Foundation Loop, are well within an acceptable range for a built up area for the speed limit of 60km/hr.

St Barnabas Boulevard has three roundabouts and a slow point over the whole length of the road and consequently, as the above traffic results have affirmed, these traffic control devices are contributing to the reduction of speed on the road. In consideration of all the above information it is difficult to justify the installation of any additional traffic control devices at this stage when there are other sites within the City that have high crash rates (such as Tapping Way), a high rate of non compliance to the speed limit and no traffic calming devices.

As sight distance at the intersection of Pitcairn Entrance/St Barnabas Boulevard and Pitcairn Entrance/Marmion Avenue is more than adequate and the geometric alignment of Pitcairn Entrance is very good, the warrants for either “Stop” or “Give Way” regulatory signs have not been met.

## Statutory Compliance

Australian Standards definition for Regulatory signs is, *“To regulate the movement of traffic and to indicate when or where a legal requirement applies, failure to comply with which constitutes an offence”*.

These signs are of the highest importance and warrants for their installation are to address hazardous situations such as the lack of sight distance, poor geometric alignment of the road, and high conflict numbers. The overuse of these signs leads to non-compliance of the essential control information being conveyed to drivers.

Main Roads Western Australia is the signing and linemarking authority for Western Australia.

## **Voting Requirements**

Simple

## **Recommendation**

**That Council:-**

- 1. NOTES the slight increase in the volume of traffic using Pitcairn Entrance, Quinns Rocks.**
- 2. DOES NOT construct traffic calming devices on St Barnabas Boulevard, Quinns Rocks.**
- 3. ADVISES the petitioners of the results of the traffic volume and speed surveys and that traffic calming devices on St Barnabas Boulevard, Quinns Rocks will not be constructed.**
- 4. ADVISES the petitioners that warrants for the installation of “Stop” or “Give Way” regulatory signs at the intersection of Pitcairn Entrance and St Barnabas Boulevard have not been met.**

## 13 2002/2003 Metropolitan Regional Road Program - Road Improvement Projects

File Ref: 08559  
 Responsible Officer: Dennis Blair  
 Disclosure of Interest: Nil  
 Attachments: 1

### Issue

Review of submissions for funding from the Metropolitan Regional Road Program (MRRP) for Road Improvement Projects.

### Background

Council, at its meeting on 1 May 2000 (Report W149-05/01 refers), endorsed the submission of the following Road Improvement Projects to Main Roads WA for consideration of funding as part of the MRRP:

2002/2003	Alexander Drive Mirrabooka Avenue	Gnangara Road to Landsdale Road Marangaroo Drive to Hepburn Avenue
2004/2005	Hepburn Avenue	Giralt Road to Mirrabooka Avenue

These projects were submitted in this format to comply with Main Roads WA proposal for a five year rolling MRRP. Main Roads WA only required the first two projects to be provided in detail.

### Detail

The City's three projects were submitted in detail and were audited by an independent consultant. The first two projects and the Hester Avenue committed project were included in the list of Audited Improvement Submissions for 2002/2003 (refer Attachment 1) with total point scores as outlined below.

PROJECT	TOTAL SCORE	PROJECT COST	MAX 2002/2003 GRANT
Hester Avenue (committed)	590.02	\$1,700,000	\$459,333
Mirrabooka Avenue	600.94	\$1,764,000	\$540,667
Alexander Drive	568.81	\$2,750,000	\$540,667

As advised in Report No W149-05/01, a limit of \$1million per local authority per year has been set for Improvement Projects, with the local government responsible for a \$500,000 minimum contribution towards the project cost. Funding is based on a 2/3 contribution to the project cost through the MRRP and a minimum 1/3 contribution by the local authority.

It is noted that the City's submission for Hester Avenue (Marmion Avenue to Hidden Valley Retreat) was approved in 2001/2002 and an amount of \$459,333 has been carried forward to 2002/2003 as a committed project. The maximum grant for any of the City's submissions in 2002/2003 is therefore \$540,667.

If a project is approved with a total project cost in excess of \$1,500,000 then it becomes a committed project and the shortfall in grant funds is carried forward to the subsequent years. For example, Mirrabooka Avenue, with a total project cost of \$1,764,000 would attract a grant of \$1,176,000 and be funded as follows:

<b>2002/2003</b>	<b>2003/2004</b>
\$540,667	\$635,333

Alexander Drive, with a total project cost of \$2,750,000 would attract a grant of \$1,833,333 and be funded as follows:

<b>2002/2003</b>	<b>2003/2004</b>	<b>2004/2005</b>
\$540,667	\$1,000,000	\$292,667

Council would be responsible for the remaining funds to complete these projects.

## **Comment**

The process for evaluating funding submissions allows local governments to review priorities in accordance with the audited scores. Based on the list of audited scores, the accumulation of requested grant funds and the total funding proposed in 2002/2003 at \$8.0875M, it is almost certain that funding (\$540,667) will be allocated to the City in 2002/2003.

The next stage of the MRRP process is for Council to advise the North West Regional Road Sub Group of the recommendations for projects to be put forward to the Metropolitan Regional Road Group. The North West Regional Road Sub Group comprises the Cities of Wanneroo, Joondalup, Stirling and the Town of Vincent. Cr Treby is Council's representative on this Sub Group.

The Metropolitan Regional Road Group considers the funding submissions in accordance with the guidelines and makes recommendations to the Advisory Committee, with advice of approval of projects forwarded to local authorities by November 2001.

## **Mirrabooka Avenue**

The Mirrabooka Avenue project has the highest point score of the City's three submissions and with a project cost of \$1,764,000, would be eligible for a total grant of \$1,176,000 over two years.

The funding grant scenario for Mirrabooka Avenue would be:

2002/2003	\$540,667
2003/2004	\$635,333

An amount of \$364,667 would then be available in 2003/2004 for a second project.



## Alexander Drive

The funding grant scenario for Alexander Drive is:

2002/2003	\$540,667
2003/2004	\$1,000,000
2004/2005	\$292,667

An amount of \$707,333 would then be available in 2004/2005 for a second project.

A multi criteria analysis has been developed over a number of years to prioritise road improvement projects on urban arterial roads within the metropolitan area. This analysis takes into consideration road capacity; intersection capacity; level of safety; road condition rating; economic, social and environmental factors; street lighting; pedestrian and bicycle facilities and direct cost savings.

On the basis of this multi criteria analysis, the submission of projects to the North West Regional Road Sub Group in accordance with the final point scores is supported with Mirrabooka Avenue being the number one priority.

The Mirrabooka Avenue project is based on the completion of the dual carriageway between Marangaroo Drive and Hepburn Avenue. This is dependent on the construction of:

1. Mirrabooka Avenue between Berkley Road and Hepburn Avenue. Funds have been approved in the 2001/2002 Budget for these works.
2. Hepburn Avenue to Mirrabooka Avenue as part of the Taylor Woodrow prefunding arrangements approved in-principle by Council at its meeting on 22 May 2001 (Item W175-05-01 refers). The design and documentation for Hepburn Avenue and Mirrabooka Avenue is currently being prepared. However, finalisation of the design is subject to BushForever consideration of the section of Hepburn Avenue adjacent to the southern boundary of the Kingsway Sporting Complex and reserved Other Regional Roads Reservation under the MRS. To assist this process, the City, in conjunction with Taylor Woodrow, have engaged Malcom Trudgen to undertake a botanical assessment of that portion of Hepburn Avenue impacted by BushForever. On completion of the assessment, the final design for Hepburn Avenue will be prepared (in recognition of any significant environmental features that are established) and the BushForever Branch at the Ministry for Planning will be approached with a view to securing its endorsement to the project.

It is anticipated that the botanical assessment will be completed by the end of August and designs for the roads completed shortly thereafter. Providing the necessary support can be secured from the Ministry it may still be possible for tenders to be sought for the construction of these roads by late September/October.

A significant point to note following review of the list of audited submissions is that the City of Wanneroo has two projects in the top eight priorities for funding in 2002/2003. It is likely that the point scores for these projects will increase with time due to the impact of traffic volumes, crash statistics, etc and MRRP funding should be available to the City for many years.

## **Financial Implications**

In accordance with the “Guidelines for Distribution of State Roads Funds to Local Government” as part of the Metropolitan Regional Road Program, Council is responsible for funding a minimum of one third of the cost of approved projects. On this basis an amount of \$500,000 will need to be allocated in the 2002/2003 Roadworks Program to meet Council’s commitment to Hester Avenue (committed project) and Mirrabooka Avenue (subject to approval)

## **Voting Requirements**

Simple

## **Recommendation**

**That Council ADVISES the North West Regional Road Sub Group of the following priorities for funding in the 2002/2003 Metropolitan Regional Road Program – Improvements Projects:**

- 1. Mirrabooka Avenue – Marangaroo Drive to Hepburn Avenue**
- 2. Alexander Drive – Hepburn Avenue to Gngangara Road**

## AUDITED IMPROVEMENT SUBMISSIONS 2002/03

Copy for : Metropolitan Regional Road Group

WEIGHTED SCORES							Calculated												
Item	Local Authority	Road	Section				Road Way Cap.	Intersec. Capacity	Bus Embayments	Level of Safety	Road Condition Rating	Econom Factors	Social Factors	Environmental Factors	Lighting , Peds & Bicycle	Direct Cost Savings	TOTAL		
				Cost			16.6	16.6	4.1	16.6	5.4	6.5	9.3	8.5	6.5	9.9	100		
				Estim.	R'quest	Accum	P O I N T S												
1	Cockburn	Spearwood Ave	Sudlow Rd - Yangebup Rd	3,500,000	\$1,000,000	\$1,000,000	Committed Project										533.05	Committed	
2	Joondalup	Shenton Ave	Marmion Ave - Joondalup Dv	3,150,000	\$1,000,000	\$2,000,000	Committed Project										589.01	Committed	
3	Wanneroo	Hester Ave	Marmion Ave - Hidden Valley Rd	1,700,000	\$459,333	\$2,459,333	Committed Project										590.02	Committed	
4	Canning	Sevenoaks St	Bent St - Crawford St	2,000,000	\$1,000,000	\$3,459,333	9.60	3.40	0.00	3.05	7.20	8.00	8.00	10.00	9.00	2.98	604.67	Audited	
5	Rockingham	Dixon Rd - Stage 1	Mandurah Rd - Patterson Rd	3,500,000	\$1,000,000	\$4,459,333	10.00	5.03	0.00	2.66	0.00	10.00	10.00	8.00	10.00	1.75	602.05	Audited	
6	Wanneroo	Mirraboooka Ave	Marangaroo Dr - Hepburn Ave	1,764,000	\$1,000,000	\$5,459,333	10.00	2.95	10.00	2.33	0.00	6.00	10.00	10.00	10.00	2.47	600.94	Audited	
7	Swan	Marshall Rd	Beechboro Rd - Hepburn/Tonkin	750,000	\$500,000	\$5,959,333	7.12	3.73	0.00	1.63	8.22	10.00	10.00	10.00	10.00	1.42	573.65	Audited	
8	Wanneroo	Alexander Dr	Hepburn Ave - Gnangara Rd	2,750,000	\$1,000,000	\$6,959,333	10.00	2.91	0.00	2.39	0.00	8.00	10.00	10.00	10.00	2.00	568.81	Audited	
9	Gosnells	Kelvin Rd - Stage 1	Stebbing Rd - Tonkin Hwy	3,670,000	\$1,000,000	\$7,959,333	10.00	3.92	0.53	1.90	0.00	6.00	10.00	10.00	10.00	1.46	561.20	Audited	
10	Stirling	Hutton St	Albert St - Hamilton St	500,000	\$333,333	\$8,292,666	4.82	4.80	0.00	6.07	4.50	8.00	5.00	10.00	7.00	2.57	539.15	Audited	
11	Swan	Beechboro Rd	Reid Hwy - Marshall Rd	750,000	\$500,000	\$8,792,666	10.00	3.73	2.00	0.41	0.00	10.00	10.00	8.00	7.00	0.70	521.36	Audited	
12	Swan	Hepburn Ave	Marshall Rd - Reid Hwy	1,500,000	\$1,000,000	\$9,792,666	6.00	0.80	0.00	0.46	0.00	10.00	10.00	10.00	7.00	8.70	495.09	Audited	
13	Armadale	Champion Dr	Seville Dr - future Tonkin Hwy	3,300,000	\$1,000,000	\$10,792,666	6.60	2.42	0.00	1.85	0.00	10.00	10.00	10.00	6.00	1.44	476.73	Audited	
14	Cockburn	Beeliar Dr	Stock Rd - Cockburn Rd	2,200,000	\$1,000,000	\$11,792,666	0.80	3.09	0.00	3.80	0.98	10.00	10.00	8.00	10.00	1.99	443.63	Audited	
15	Melville	Marmion St	North Lake Rd - Norma Rd	810,000	\$540,000	\$12,332,666	7.50	0.00	0.00	0.53	5.40	3.00	8.00	10.00	10.00	0.84	414.76	Audited	
16	Kwinana	Anketell Rd	McLaughlan Rd - Clement Rd	775,000	\$516,667	\$12,849,333	4.40	-0.52	0.00	4.19	1.10	6.00	3.00	8.00	7.00	2.56	345.62	Audited	
17	South Perth	Manning Rd	Manning Rd - Elderfield Rd	128,000	\$85,333	\$12,934,666	0.00	-10.00	0.00	10.00	6.80	8.00	10.00	5.00	6.00	4.86	311.38	Audited	
18	Kwinana	Sulphur Rd	Parmelia Ave - Durrant Ave	1,040,356	\$693,571	\$13,628,237	0.40	-2.31	4.50	0.61	5.44	6.00	10.00	10.00	6.00	0.97	291.85	Audited	
19	Kwinana	Orelia Ave	Thomas Rd - Sulphur Rd	704,120	\$469,413	\$14,097,650	0.00	-0.57	2.11	1.17	0.00	5.00	10.00	10.00	7.00	1.15	286.01	Audited	

## 14 National Road Funding Campaign

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File Ref: 13823  
Responsible Officer: Dennis Blair  
Disclosure of Interest: Nil

### Issue

The Western Australian Municipal Association (WAMA) is seeking a commitment from Council towards the National Road Funding Campaign

### Background

WAMA forwarded the following letter dated 25 October 2000 regarding a National Road Funding Program:

“The Australia Local Government Association (ALGA) will undertake a national campaign in the lead up to the 2001 Federal election, to establish a powerful alliance with national trade, industry, professional and community organisations to ensure all Federal political candidates know they will not be able to ignore the need for substantially increased spending on roads.

The \$2million, professionally coordinated campaign will involve extensive lobbying of all Federal political candidates, particularly those in marginal seats, and an Australia-wide advertising campaign devised by leading agency, MOJO. Although not part of it, this campaign is based on the “Fix Australia, Fix the Roads Campaign”.

It will incorporate a major demonstration involving councils and other alliance members and a concentrated variety of activities to raise public recognition of the present state of our roads and the need for much greater, continuing levels of funding.

I am joining with ALGA president, Cr John Ross, in requesting your council’s financial support to ensure we will be able to mount a campaign which Federal political candidates will not be able to ignore. As we need to move quickly to make this historic ALGA campaign a reality, your prompt confirmation of the commitment of your Council to the campaign would be greatly appreciated.

Western Australia’s contribution towards the \$2million campaign has been calculated at \$246,000. There are many ways in which this total allocation could be proportioned. Based closely on the current Metro (36%), rural (64%) Road Funding split, the attached table has been suggested as an appropriate guide for councils to consider. At this stage I am asking that you commit your financial assistance to the campaign so that we can demonstrate to the remaining states that we are right there with them in terms of support. Could you please complete the attached form by indicating your Council’s response and send it to WAMA by 28 November 2000.

The campaign will also be seeking your active support. During its course, we will be dispatching to you campaign kits, campaign updates, posters, stickers, petition forms and a regular stream of proforma news releases.

Successive Federal Governments of both political persuasions have got away with a monumentally irresponsible attitude to funding the national roads network. We want to ensure these attitudes change. The time for action on roads is NOW.

We look forward to hearing from you by 28 November 2000 to allow WA council's contribution to be forwarded to ALGA by 6 December 2000."

This correspondence was not actioned at the time and WAMA is again seeking support from Councils for this campaign. Despite the Federal Government's allocation of \$1.2 billion nationally under the "Roads to Recovery" program, a significant portion of the Associations' membership supports the need to maintain pressure for the allocation of realistic funding to sustain the nation's rapidly deteriorating road network. To date WAMA has received responses from half of its member Local Governments, with \$60,000 pledged to the campaign.

WAMA is seeking support from Council for the National Roads Funding Campaign and a financial contribution of \$3,500, the figure set for the Local Government Association Councils.

## **Detail**

The Australian Infrastructure Report Card was launched on 5 July 2001 in Sydney and highlighted that Australia's infrastructure needs urgent attention to ensure that it meets not only current demands, but future needs. The Report was commissioned by an alliance comprising 21 major infrastructure users, owners, operators, investors, industry groups and other stakeholders. The Institution of Engineers, Australia was the major financial backer of the project. The Report Card rated local roads as poor with the following comments and future directions:

"The average age of the nation's local roads continues to increase. Lack of both capital and maintenance funding is an on-going issue of concern. Urban congestion is worsening. Local roads are rated as poor. The "Roads to Recovery" funding should improve this grading over time if the funding is recurrent.

A national framework for the planning of road funding is required, as is a more sophisticated approach to allocation of priorities. A significant increase in overall funding will be required to meet the needs for road infrastructure replacement. Initiatives to reduce private vehicle usage and congestion (including demand management and mode shifts) are necessary. This will require Federal government support for public transport and specific policies that reduce greenhouse gases. Intermodal transfers need improvement and freight routes within urban areas need review. Taxes and charges should be reformed and be more directly linked to road usage and allocation."

## Comment

The City of Wanneroo is one of the fastest growing local authorities in Australia and is accepting significant lengths of road infrastructure from land developers on an annual basis. The road network will deteriorate over time and substantial funding will be required to preserve the road and associated infrastructure to a standard acceptable to the community. External funding from such programs as "Roads to Recovery" will be critical to Council to ensure maintenance of this standard and a commitment to the National Road Funding Campaign is supported.

## Policy Implications

Nil

## Financial Implications

There have been no specific funds set aside in the Budget for such a contribution. As the campaign relates to road funding, it is considered reasonable that the contribution be funded from the Engineering Maintenance Account

## Voting Requirements

Absolute Majority

## Recommendation

That Council:

1. **ADVISES the Western Australian Municipal Association of its support for the National Roads Funding Campaign.**
2. **CONTRIBUTES \$3,500 to the National Roads Funding Campaign.**
3. **By ABSOLUTE MAJORITY, APPROVES the following budget variation for the funding of the contribution to the National Roads Funding Program:**

COST CODE	TO	FROM	DESCRIPTION
51 60 61 611 4401 0001	\$3,500		Reallocation of funds from Engineering Maintenance Operating Account to the Technical Services Contributions Account
51 60 72 723 4615 0001		\$3,500	

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## 15 Kingsway Sporting Complex Master Plan

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File Ref: 70297  
Responsible Officer: Directors Technical Services and Corporate Services  
Disclosure of Interest: Nil

### Issue

To outline a missing capital item identified in the adopted Budget and the proposed remedial action.

### Background

Since the adoption of the 2001-2002 Budget, the Director of Technical Services has identified that the Implementation of the Kingsway Sporting Complex Master Plan Project was not included in the list of projects put forward in the schedule of Carry Forward Capital items to be included in the Budget. The item should have been included at a value of \$200,000.

### Detail

The Director, Corporate Services has confirmed that based on the way in which the Budget was constructed and the funding statement calculated, this omission of the carried forward does not represent a major funding issue. The funding statement was based on the calculated Operating Surplus together with known savings on Capital Projects. Carried Forward Capital was treated as a contra item of funding and the equal and opposite expenditure. The omission of this item will be reflected in the surplus calculated at the completion of the year end process.

Once the year end surplus has been confirmed as including the amount for Kingsway, it is proposed that a Budget Variation be brought to Council for reinstatement of the project in the Capital Program.

### Comment

The omission of the carry forward capital funding for the implementation of the Kingsway Sporting Complex Master Plan from the adopted Budget is a matter that can be readily corrected once the 2000/2001 Financial Accounts have been completed.

### Statutory Compliance

Nil

### Strategic Implications

Nil

### Policy Implications

Nil

## **Financial Implications**

This item can be reinstated in the Capital Programme by means of a Budget Variation, with funding generated by the excess surplus that will result.

## **Voting Requirements**

Simple

## **Recommendation**

**That Council:-**

1. **NOTES the omission of the Implementation of the Kingsway Sporting Complex Master Plan project from the capital carry forward items in the adopted 2001/2002 Budget.**
2. **NOTES that a Budget Variation will be submitted to Council to reinstate this item in the Capital Programme once the 2000/2001 Financial Accounts have been completed and the excess funds in the year end surplus have been confirmed.**



## **Corporate Services**

### **16 Tender W01204 - Purchase Of Two (2) Side Loading Refuse Collection Vehicles**

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File Ref: S01204T  
Responsible Officer: Director Corporate Services  
Disclosure of Interest: Nil  
Attachments: 1

#### **Issue**

The City's 2000/2001 Budget provided for the purchase of Two (2) Side Loading Refuse Collection Vehicles. Funding for this tender has been carried over from the 2000/2001 Budget.

#### **Detail**

This report outlines the submissions received in relation to Tender W01204. It recommends the purchase of one (1) International 6x4 F2350G truck with 23m<sup>3</sup> Superior Pak body and Integrated Load Cell supplied by Wastemaster and one (1) International 6x4 F2350G truck with 29m<sup>3</sup> Superior Pak body and Integrated Load Cell supplied by Wastemaster.

#### **Comment**

There were various scenarios presented to the City for the supply of Two (2) Side Loading Refuse Collection Vehicles. The City's Fleet Consultant, Mr. Grant Andrews of Marketing and Transport Consultancy supports the purchase of Two (2) International 2350G – 250 (6x4) trucks fitted with the McDonald Johnstone 22, 23 or 25 cubic metre body, based on the lowest overall cost.

The Manager Environmental Waste Services, with the support of the Director Technical Services, has recommended the purchase of Wastemaster Superior Pak bodies based on the following justification:

#### ***Size of Body***

Previous trucks in the Environmental Waste Services fleet have had 19m<sup>3</sup> bodies. The more recent compactor units purchased were on a 6x2 truck, which has a legal payload of 10 tonnes. Compaction of a full load has been found to be difficult and sometimes trucks do not achieve a full load. Alternative body sizes are 23m<sup>3</sup> and 29m<sup>3</sup>. It is proposed to have one truck dedicated to recycling and the other to collect domestic rubbish and provide backup for recycling service.

The 29m<sup>3</sup> body is considered the most appropriate for recycling. This is the same size unit as a test truck lent to Council earlier in the year by McDonald Johnson and found to be quite acceptable. A 23m<sup>3</sup> body is considered suitable for domestic rubbish and will be able to be compacted to full load without major stress on the system.

### ***Weighting system***

Marketing and Transport Consultants has recommended the inclusion of a weighting system on the trucks. The legal environment continues to get more difficult and Council has a responsibility to provide a safe method of work, which includes ways to load trucks to meet legal load requirements. The technology is now available to reliably measure the weight of the load placed in a truck and it is appropriate for Council to include this technology on its new vehicles. The cost is currently \$15,000 per truck but can be refitted as vehicles are replaced. This was not included in the original estimates and will require funding.

### ***Body Type***

Two body manufacturers submitted tenders. McDonald Johnson has supplied Council's current fleet and produces a reliable product.

Wastemaster has tendered the Superior Pak unit, which was introduced to Perth about five years ago. The City of Swan has been using the equipment over the five year period and has progressively replaced its domestic rubbish truck fleet with these units reporting lower operating and maintenance costs. These units are also used to collect commingled recyclables and have been found to do less damage to the recyclables than the McDonald Johnson units due to having a different compaction method. The estimated ownership costs (per hour) for the different body types have been estimated by Marketing and Transport Consultants to be:

	<b>23m<sup>3</sup></b>	<b>29m<sup>3</sup></b>
<b>McDonald Johnson</b>	\$55.85	\$61.88
<b>Superior Pak</b>	\$56.75	\$60.47

The Superior Pak has the lowest ownership costs for the 29m<sup>3</sup> unit and the additional \$0.90 per hour for the 23m<sup>3</sup> unit is considered acceptable for the benefits of reduced damage to recyclables. Comments from other council users of the units vary with the City of Swan indicating that actual costs are likely to be the same or less than for a McDonald Johnson unit. The City of Canning, which now has 7 units, has found the need to undertake repairs and maintenance in their own workshop, but has continued to purchase Superior Pak units.

Marketing and Transport Consultants has indicated that they do not have a strong view for or against the use of Superior Pak compared with McDonald Johnson bodies but that the issue of contract format needs to be considered, as Skipper Trucks currently will not accept prime contractor status with Wastemaster. The City of Swan has purchased 8 of these units on a split supplier basis with no problems. This involves issuing separate orders for the truck and the body.

Operationally it is considered that the most suitable units for the Environmental Waste Services operations are:

- International 6x4 F2350G truck with 23m<sup>3</sup> Superior Pak body and weighting system supplied by Wastemaster
- International 6x4 F2350G truck with 29m<sup>3</sup> Superior Pak body and weighting system supplied by Wastemaster

## Statutory Compliance

Nil

## Strategic Implications

Nil

## Policy Implications

Nil

## Financial Implications

Based upon this recommendation, the financial information is as follows:

<b>Plant Number</b>	<b>Recommended Tender- Changeover – Excluding GST</b>	<b>Budget Provisions</b>	<b>Budget Savings/Shortfall</b>
96591	\$250,755	\$251,000	(\$245)
96690	\$228,855	\$231,000	(\$2,145)
<b>TOTAL</b>	<b>\$479,610</b>	<b>\$482,000</b>	<b>(\$2,390)</b>

The Budget shortfall is attributed to the recommended purchase of Integrated Load Cells for each unit; the cost of each unit is \$15,070. Advice received is that these devices should be fitted with all drivers made aware of their obligations under the road traffic act, which states “the driver of a vehicle is responsible to ensure his/her vehicle is correctly loaded and the load secure”.

It should be noted that the purchase of Integrated Load Cells for each unit was not included in the original budget estimate and this will become an issue when tenders are called for the replacement of units in the 2001/2002 financial year. Funds to cover this shortfall are available in the Domestic Refuse Reserve.

## Voting Requirements

Absolute Majority

## Recommendation

**That Council:-**

- 1. ACCEPT the part tender from Skipper Trucks for the purchase of Two (2) International Acco F2350G/250 trucks at a net changeover figure of \$246,220 as detailed in Tender W01204.**

2. **ACCEPT** the part tender from Wastemaster for the purchase of one (1) 23m<sup>3</sup> Superior Pak body and integrated load cell and one (1) 29m<sup>3</sup> Superior Pak body and integrated load cell at a purchase price of \$223,750 for the bodies and \$30,140 for the integrated load cells as detailed in Tender W01204.
3. **ACCEPTS** the tender from Avon Water Services Pty Ltd for the outright purchase of Plant Number 96591 for the amount of \$20,500.

Draft

## **Community Development**

### **17 Interim Schedule Of Fees And Charges - Clarkson Youth Centre**

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File Ref: 69477  
Responsible Officer: Helen Baron-St John  
Disclosure of Interest: Nil

#### **Issue**

A resolution from Council is sought to approve an interim schedule of fees and charges for the recently operational Clarkson Youth Centre.

#### **Background**

Nil.

#### **Detail**

In the 2001/02 annual budget adopted by Council on Friday 10 August 2001, the associated Schedule of Fees and Charges did not include a schedule of hire rates for the new Clarkson Youth Centre.

The omission from the budget processes was the result of delays in building construction and certification, and a desire to marry an appropriate schedule of fees and charges with a ratified strategic management plan for the centre.

#### ***Scope of Charges:***

Areas of the Clarkson facility identified for consideration in this report are limited to:

- Kitchen
- Meeting Room
- Function Room
- Lounge

Other areas within the centre have been omitted from consideration because of requirements for further internal fit-outs (proposed Multi Media Centre) or alternate requirements for short term use.

The following charges are presented for consideration:

LEISURE SERVICES							
HALLS, MULTI-PURPOSE CENTRES, CLUBROOMS AND PAVILIONS							
FACILITY HIRE CHARGE TYPE AND RATE PER HOUR (Inclusive of GST)							
USAGE TYPE	TYPE B  \$	TYPE C  \$	TYPE D  \$	TYPE E Function Room \$	TYPE F Lounge  \$	TYPE G Meeting Room \$	TYPE I Kitchen  \$
Commercial	47.35	42.20	36.85	31.75	26.35	21.35	10.75
Functions	35.55	31.75	27.75	23.75	19.75	15.95	8.15
COMMUNITY GROUPS/CLUBS							
Regular	23.75	21.25	18.55	15.85	13.31	10.60	5.45
Casual	28.50	25.50	22.25	19.10	15.85	12.95	6.50
BOOKINGS GENERAL							
No refund will be granted unless special circumstances prevail or on production of a medical certificate. A 20% cancellation fee shall be retained to cover administration costs.							

### ***Rationale***

The schedule of fees and charges presented reflects current (adopted) Council charge rates for similar sized facilities operated by Leisure Services – refer Schedule of Fees and Charges – Community Development, Leisure Services – Halls, Multi Purpose Centres, Clubrooms and Pavilions.

Associated concessions from the Leisure Services frameworks would also apply ie. Facility and Reserve Hire and Use Policy – providing free use of facilities for child or youth activities undertaken for the benefit of participants predominately under 18 years of age.

The period of any bookings entered into would also be limited to the timeframes listed in this report (i.e. the end of the calendar year) to accommodate the broader planning process.

### **Consultation**

The issue for consideration in this report relates to operational matters to be ratified by Council. Internal consultation was undertaken to ensure congruency with existing and adopted fee structures, policies and practices.

### **Comment**

As the City's first facility of its type, there are some unique considerations to be incorporated into future planning and operational processes. Administration proposes a comprehensive community and stakeholder consultation process to assist in the development of the strategic management plan mentioned above. This process is expected to be completed by the end of this calendar year.

To date the activities run from the Clarkson Youth Centre are supported by Council's Youth Services.

The requirement for this interim schedule of fees and charges stems from initial expressions of interest received as part of the centre's future planning processes. Administration is keen to see the opportunities for services and activities for young people maximised, and requires an interim schedule of fees and charges to provide access to non-council operated activities.

### **Statutory Compliance**

Section 6.19 of the Local Government Act requires Council to give local public notice of its intention to introduce any fees or charges, and the proposed date that the fee will be imposed, if not adopted as part of the budget process.

### **Strategic Implications**

The proposed schedule of fees and charges is congruent with existing structures, policies and practices for similar types of facilities operated by Council. Further it is to be implemented for a specific period (ends 2001) and as such would have no lasting or long-term strategic implications.

### **Policy Implications**

As stated the proposed fees and charges schedule is congruent with existing structures, policies and practices for similar types of facilities. It follows that potential changes to policy as outcomes from initiatives such as the Leisure Plan or a review of the Facility and Reserve Hire and Use Policy, would impact on this consistency.

It should be noted that this issue is minimised by the short timeframes proposed, and the associated planning process to be undertaken and presented to Council for consideration.

### **Financial Implications**

Adoption of the presented interim schedule of fees and charges, will allow external commercial or funded interests access to the Clarkson Youth Service on a fee for hire basis. There is the possibility of limited unbudgeted income generation – estimated in the vicinity of under \$1,000.00 for the period.

Community based programmes for children and young people would continue to enjoy free use of the facility.

In the 2001/02 annual budget adopted by Council on Friday 10 August 2001, the associated Schedule of Fees and Charges did not include a schedule of hire rates for the new Clarkson Youth Centre.

The omission from the budget processes was the result of delays in building construction and certification, and a desire to marry an appropriate schedule of fees and charges with a ratified strategic management plan for the centre.

### **Voting Requirements**

Absolute

## **Recommendation**

### **That Council:**

- 1. APPROVES for Public Notice the interim schedule of fees and charges for the Clarkson Youth Centre as presented in this report, to be effective from the ???**
- 2. NOTES the development of a strategic management plan for the Clarkson Youth**
- 3. Centre to be presented to Council for ratification.**

**Draft**



## 18 Subsidised Use Of Sporting Facilities

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File Ref: 67976  
Responsible Officer: Helen Baron-St John  
Disclosure of Interest: Nil

### Issue

The Facility and Reserve Hire and Use Policy currently excludes facilities under a lease agreement. A sporting club can therefore enjoy subsidised use of a facility (Council managed) for a number of years for their Juniors and then lose this benefit if the facility is subsequently leased (and therefore lessee managed).

### Background

The clubhouse, kitchen, toilets, storage facility (the facility) located within the Kingsway reserve has been used regularly by three (3) clubs for a number of years. Two of these clubs (Wanneroo Districts Cricket Club and Wanneroo Districts Hockey Association) have recently funded (with assistance from Sport & Recreation WA) a substantial upgrade to the facility and have also entered into a lease agreement with the City for this facility. The third club (Wanneroo Softball Club) are to continue to use the facility through a seasonal booking with the lessee.

The lease agreement with the City includes the following clauses which provide the lessee with the right to hire the facility to the Wanneroo Softball Club provided that fee does not exceed the fee as set by Council with the income retained by the lessee;

- 8.1 (2) *The Lessee shall permit community, charitable and recreational associations and bodies and such other associations, bodies or persons as the Lessor may approve, to use the Premises at all times when the Premises are not required by the Lessee, but the Lessee shall not charge any fee for such use in excess of the fees fixed by the Lessor from time to time.*
- 8.1 (3) *The Lessee shall take bookings by all associations, bodies and persons permitted to use the Premises pursuant to Item (2) and to enter all such bookings in a register kept for the purpose together with details of the name of the association, body or person, the hours during which the Premises were used by the association body or person, the fees paid to the lessee and such other details as the Lessor may require.*

Legal advice has been received to confirm that the abovementioned clauses provide the lessee with the right to manage the bookings for this facility and retain the income received. However the lessee cannot charge a greater fee than that set by Council for the hire of that facility.

The fees and charges for this facility are adopted by Council as part of the Budget adoption process.

The Wanneroo Districts Cricket Club Inc and Wanneroo Districts Hockey Association (lessees) have an amiable relationship with the Wanneroo Softball Club and have agreed to ensure the facility is available for their use as required.

The Wanneroo Softball Club have enjoyed free use of this facility for the 3 hours (9:00am to 12:00 noon on Sundays) that it is used by their Junior grades, in accordance with Council's Facility and Reserve Hire and Use Policy (subsidised use for Juniors).

### **Detail**

Now that the facility is under a lease agreement with The Wanneroo Districts Cricket Club Inc and Wanneroo Districts Hockey Association the Junior Softball's right to subsidised use, under the policy ceases, because it is now a leased facility and excluded from the policy.

The lessees are now responsible for bookings, cleaning etc, and retain all income received for use of the facility by other parties.

The lessee's have the right to charge the Wanneroo Softball Club for their use of the facility in accordance with Council's fees & charges schedule. The fee charged will be \$14.50 per hour x 3 hours = \$43.50 per week x 22 weeks = \$957.00.

### **Consultation**

City Officers have explored relocation options with the Wanneroo Softball Club however the new facility is the preferred option and in the best interests of the Club.

### **Comment**

If Council wishes the Wanneroo Softball Club Juniors to continue to enjoy subsidised use of this facility then the City can reimburse the Wanneroo Softball Club for the hire monies paid to the lessees for that portion of their booking that has and continues to be used for their Junior grades.

Council is under no obligation to grant their request however in this instance Officers believe it would be equitable for the Softball Club to continue to receive the same benefit they have enjoyed for a number of years.

Council may consider alternate options including:

1. Reimburse the Wanneroo Softball Club for the 3 hours per week that they will now have to pay for their Junior use (as per recommendation);
2. Reimburse the costs of Junior use of the Wanneroo Softball Club for one season only; or
3. Do not reimburse the Wanneroo Softball Club.

The Wanneroo Districts Cricket Club Inc and Wanneroo Districts Hockey Association have agreed to honor the Junior Softball subsidised use of the facility for the remainder of this season to allow time for Council to clarify this issue.

## **Statutory Compliance**

Nil

## **Strategic Implications**

Nil

## **Policy Implications**

Nil

## **Financial Implications**

Subsidised use has until now been an opportunity cost (lost revenue). If the Wanneroo Softball Club Juniors are to continue to enjoy subsidised use of this facility then subsidised use becomes a cost payable by cheque.

As the facilities nature has changed from a Council hired to leased premise, this unique situation does not affect booking arrangements at other Council hired facilities.

## **Voting Requirements**

Absolute

## **Recommendation**

**That Council REIMBURSES the Wanneroo Softball Club for the cost incurred in hiring the facility at the Kingsway Sporting Complex from the Wanneroo Districts Cricket Club Inc. and the Wanneroo Districts Hockey Association, for use by their Junior grades, to a maximum of three hours per week.**

## **19 Requests For Donations And The Waiver Of Fees And Charges - Explosive Coastal Wrestling**

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File Ref: 08032  
Responsible Officer: Helen Baron-St John, Director, Community Development  
Disclosure of Interest: Nil

### **Issue**

This report has been prepared for Council's consideration of community requests for donations and the waiver of fees and charges received during the month of August 2001.

### **Background**

Requests for donations and the waiver of fees and charges are presented to Council for assessment on an individual merit basis, given that consideration of a proposed Donations and Waiver of Fees and Charges Policy and associated delegation has been deferred.

### **Detail**

The City has received one application for the waiver of fees and charges during this reporting period.

A detailed explanation of this application, from Explosive Coast Wrestling, is provided below.

Explosive Coast Wrestling are a newly-formed organisation with nine founding members, who have the objective of introducing the sport of entertainment-based wrestling to the northern suburbs of Perth.

Entertainment-based wrestling is based on traditional wrestling styles and techniques (eg. Greco Roman wrestling) with a modern flavour, which introduces concepts such as costumes, personalities and show business to appeal to certain target markets throughout the community.

In order to introduce this sport to the northern suburbs of Perth, Explosive Coast Wrestling are currently organising an exhibition day, utilising both local and interstate wrestlers who will provide exhibitions and the opportunity for residents to watch a free live show.

They have applied to hold this event in the Wanneroo Seniors Centre (Wanneroo Rd, Wanneroo) on Sunday 16<sup>th</sup> September 2001, and have requested that Council waive fees associated with the use of the Centre on this day.

The total cost of facility hire for this day is \$294.80 (inclusive of GST).

As part of the application for this waiver, the group noted that the event is to be supported by both a major Perth commercial radio station (the All-New 92.9 FM) and a national television program aired on Channel Ten (ROVE Live). They have also indicated that the event will be family orientated and smoke and alcohol free.

If the waiver is approved, the group will recognise the City and their contribution on advertising which will note: “Proudly sponsored by the City of Wanneroo”.

### ***Consultation***

Nil

### **Comment**

It is recommended that this waiver of charges be approved, given the capacity of this event to:

- Introduce a new sport to residents of the City of Wanneroo which may increase the range of recreational opportunities available throughout the City
- Provide a family orientated, drug and smoke free event with free admission within the City
- Provide positive marketing exposure for the City at both a State and National level

### **Statutory Compliance**

Nil

### **Strategic Implications**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

Approval of this waiver will have the following financial implication on Council's budget for donations and the waiver of fees and charges:

Total Budget 2001/2002 – Waiver of Fees and Charges and Donations	\$20,000.00
Amount expended to date:	\$8329.90
Available Funds (as at 4 September 2001)	\$11670.10
This application	\$294.80
Remaining funds if approved	\$11,375.30

## **Voting Requirements**

Absolute

## **Recommendation**

### **That Council**

- 1. APPROVE the waiver of fees and charges to the value of \$294.80 associated with the use of Wanneroo Seniors Centre by Explosive Coastal Wrestling for a free admission event on Sunday 16<sup>th</sup> September 2001 that will promote entertainment based wrestling to residents of the City and the northern suburbs of Perth**
- 2. NOTE that, if approved, the City will be named, on all advertising, as a sponsor of the event**

Draft

## 20 Revised Community Funding Policy

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File Ref: 39290W  
Responsible Officer: Helen Baron-St John, Director, Community Development  
Disclosure of Interest: Nil  
Attachments: 1

### Issue

This report has been prepared to seek Council resolution regarding the proposed revisions to the City's Community Funding Policy, following community consultation.

### Background

This report follows Council's meeting held on 12<sup>th</sup> June 2001, where revisions to the City's Community Funding Policy were considered and the following resolutions made:

W218-06/01 Community Funding Policy - [39290W]

1. *That Council SEEK community comment regarding the draft revision of the City's Community Funding Policy.*
2. *NOTE that a further report including community feedback will be presented to Council regarding the revision of the Community Funding Policy.*

### Detail

The proposed revisions to the Community Funding Policy in comparison with the existing Policy were discussed in the report to Council on 12 June 2001 and are summarised below

- A move to one centralised funding round per financial year, instead of two or three
- Consideration of all applications and recommendations to Council by a Community Funding Working Party, consisting of an elected representative from each Council Ward and the Mayor
- Division of the Community Funding Program into three key streams, namely Hallmark Events Sponsorship, Community Events Sponsorship and a Community Development Fund
- The provision of dollar for dollar funding arrangements (either in cash or kind), thereby creating a ceiling for Council's proportionate contribution to any one project, event or activity

### ***Consultation***

The community consultation program designed to obtain feedback regarding revisions to the Community Funding Policy included:

#### **1. A self complete questionnaire to community groups and organisations throughout the City**

Approximately 400 community groups and organisations received a copy of the proposed revised policy, information regarding commonly asked questions and a self-complete questionnaire for return to Council.

In the four-week period allocated for the return of questionnaires, the City received responses from 26 community groups and organisations.

#### **2. Public Meetings**

Four public meetings were held to provide community members with the opportunity to obtain more information regarding the proposed policy revision and share their views regarding these changes.

Public meetings were held at the following venues and times:

- Meeting 1: City of Wanneroo Administration Centre  
23 July 2001  
7pm – 9pm
- Meeting 2: City of Wanneroo Administration Centre  
25 July 2001  
10am – 12 noon
- Meeting 3: Hainsworth Leisure Centre  
25 July 2001  
7pm – 9pm
- Meeting 4: Phil Renkin Recreation Centre  
30 July 2001  
7pm – 9pm

A total of 12 representatives from community groups and organisations attended public meetings.

#### **3. Advertising for community comment**

The availability of the proposed revisions to the policy, the opportunity for the community to provide feedback and details relating to public meetings were advertised in local community newspapers, including the Wanneroo Times and Sun City News.



A summary of the results of the consultation program is presented below, with more detailed information attached.

Overall, more than half of the respondents to the self-complete questionnaire were satisfied with the proposed changes to the policy. This type of satisfaction was also reflected by attendees at public meetings.

Two general issues did dominate for those groups expressing a degree of dissatisfaction with the proposed changes to the policy – the introduction of one principal funding round per year and a dollar for dollar ceiling on Council contribution to projects or events.

The introduction of one funding round per year was of concern to a number of groups, due to the level of forward planning that would be required by Committees to meet the deadlines associated with the provision of funding in this manner.

Concern was also expressed that one funding round per year may decrease the flexibility of groups to address opportunities and issues that may arise throughout the year.

The proposed introduction of dollar for dollar funding did meet with resistance from groups, however, those groups attending meetings which allowed for the explanation of dollar for dollar funding, (ie. that it includes not only cash contributions but also in-kind support including labour and time costs), did change their original perceptions regarding the inclusion of this provision.

Community groups in the northern part of the City also noted a concern regarding Hallmark Event Sponsorship.

Hallmark Event Sponsorship provisions in the revised policy note that Council will provide funds for Australia Day events and ANZAC Day memorial services in the North, Central and Southern parts of the City.

Community groups in the northern suburbs expressed a view that localities in the north, due to their geographic isolation from each other (eg. Quinns/Mindarie. Two Rocks/Yanchep), should be considered for the provision of funding for hallmark events at two sites, as opposed to just one.

To further clarify this concern, groups in the area felt that residents from Yanchep and Two Rocks or Mindarie and Quinns Rocks may be unduly disadvantaged if just one hallmark event was sponsored for the whole of the northern suburbs. They also expressed a level of concern regarding the possibility of needing to compete for funds with other localities, which may not necessarily lead to an increase in enthusiasm amongst the community for the organisation of hallmark events.

## **Comment**

In summary, more than half of community organisations responding to the consultation program associated with revisions to the Community Funding Policy were satisfied with the suggested changes.

Key concerns expressed by the remaining respondents related to:

- The inclusion of one funding round per year (as opposed to several)
- The dollar for dollar provision in relation to Council funding
- Hallmark Event Sponsorship in the northern suburbs of the City

Comments regarding each of these concerns are detailed below.

- The inclusion of one funding round per year may make it difficult for community groups and organisations to respond to opportunities and issues as they arise
- Perceptions regarding dollar for dollar funding provisions changed when meeting attendees were informed that this component included in-kind contributions as well as cash
- The geographical isolation and transport difficulties noted by groups within the northern suburbs regarding Hallmark Events are legitimate and need to be considered. There are, however, similar public transport difficulties in other areas of the City (such as the southern suburbs), coupled with the need to provide a Hallmark event for a larger population base. It therefore may not be equitable to provide an increased level of funding to a particular area within the City. It should also be noted that the provision of funding by Council for a hallmark event in any one location would not preclude the event also occurring in another location without Council funding assistance.

Based on this assessment, it is recommended that the revised Community Funding Policy be adopted subject to:

- The inclusion of two funding rounds per year – the first to commence in July and the second in February. More than two funding rounds or a rolling program where the City is continually open for applications would jeopardise the objectives of the program in providing an equitable and needs driven allocation of community funding
- Emphasis on dollar for dollar funding including in-kind contributions and cash components

Adoption of the policy at this meeting will mean that the first funding round for the 2001/2002 financial year will open in mid October 2001.

Given that the review of the policy has proceeded during the 2001/2002 financial year, and thus not provided an opportunity for groups to submit applications before October 2001, it will be further recommended that the October 2001 funding round accept retrospective applications for events, activities or projects commencing from July 2001.

## **Statutory Compliance**

Nil

## **Strategic Implications**

This policy will require the establishment of a Working Party, consisting of a representative from each Council Ward and the Mayor.

This Working Party will:

- Rank each application received according to funding criteria

- Provide recommendations to full Council regarding funding allocations

Nominations for this Working Party are consequently sought as part of this report.

## **Policy Implications**

The revised Community Funding Policy, if adopted, will replace Council's existing policy, 6.2.1 *Community Funding*.

## **Financial Implications**

The 2001/2002 operational budget for the City's Community Funding Program is \$60,000.

This budget will be supplemented in 2001/2002 by the Safer Citizens Community Funding Program, which will operate under the guidelines of the policy but focus on community projects and initiatives that contribute to the overall objective of Safer Citizens – to provide a safe and secure City in which to live and work. The Safer Citizens Community Funding Program will also be advertised separately to the general Community Funding Program.

The 2001/2002 Safer Citizens Community Funding Program budget totals \$20,000.

## **Voting Requirements**

Absolute

## **Recommendation**

**That Council**

- 1. ADOPT the revised Community Funding Policy as follows:**

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*Policy Owner:* Community Development

*Distribution:* All employees

*Implementation:* July 2001

*Scheduled Review:* July 2003

*Replaces:* R1 (6.2.1) Community Funding

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## **Objective**

To provide a framework for the provision of funding which meets Council's strategic objectives in facilitating community development and partnerships.

## Statement

In recognition of the pivotal role that community groups and organisations play in developing vibrant and diverse communities, Council is committed to the provision of support and assistance through the operation of a Community Funding program each financial year.

This program is divided into 3 principal areas, in order to encourage a range of applications and activities, which are as follows:

- Hallmark Event Sponsorship
- Community Event Sponsorship
- Community Development Fund.

Each of these areas are described in more detail in this policy.

## Definitions

Definitions for terms used throughout this policy are as follows:

- **Organisation** is an incorporated body under the Associations Incorporation's Act 1987 or a recognised corporate not for profit body created by government or with an Australian Companies Number
- **Grant** is the provision of a set amount of funds for a period to achieve a specific identified purpose, agreed to in a formal contract with Council. This set amount will include appropriate tax provisions for items including GST where applicable.
- **Sponsorship** is the provision of cash, in-kind support or subsidy in return for specifically identified promotional opportunities for Council
- **Subsidy** is the provision of in-kind support in the form of a cash book entry which enables Council to determine the real cost of support provisions and donations to community organisations
- **Recurrent expenditure** is expenditure within an organisation that occurs each year as part of normal operations. It includes items such as; salaries and wages for permanent staff, general ongoing costs such as electricity, water and rates and items such as computer maintenance, stationery purchased for the operation of the organisation, and other overheads.

## Scope

This policy applies to the types of funding and sponsorship nominated under each principal strand of the program. It differentiates between the provision of grants and purchase of service arrangements, and therefore does not incorporate funding provided to services such as St John's Ambulance or the State Emergency Service. These funding arrangements, together with the awarding of scholarships, awards, prizes, annual or special appeals are treated separately.

## **Detail**

### ***Part 1: General Funding Guidelines***

#### **General Funding Guidelines applicable to this program include:**

##### **1. Eligibility**

Only organisations defined in this policy are eligible for funding support. In some instances, organisations may apply for funding on behalf of individuals who must be residents of the City.

In general, applications for funding shall fulfil the following criteria in order to be considered:

- Not for direct profit or financial gain to the organisation or individual
- Proposal supports the mission statement, values and strategic direction of Council
- Proposal meets specific funding program guidelines and criteria
- Applicant organisation can demonstrate;
  - The capacity to manage and be accountable for funds and the project
  - That its membership is primarily City residents
  - That its aims and objectives are targeted principally at the City's community.

##### **2. Accountability**

While each strand of the Community Funding Program will have specific guidelines, the following accountability measures will be common to all funding made available:

###### ***a. Reporting requirements***

- Organisations successful in their application for funds are to:
  - Acquit the funds within 6 weeks of the completion of the project. The acquittal is to include the appropriate financial statements as determined by Council, and to demonstrate that the funds have been spent on the purpose for which they were allocated;
  - Provide a written report to Council on the outcome of their project including relevant statistics and evaluation of the activity against objectives and key performance indicators. Specific report requirements will be noted in Funding Program guidelines; and
  - Where an organisation has applied for funds on behalf of an individual, the individual concerned may be required to make a presentation to Council, participate in an interview or address a group of people regarding the activity.

***b. Unspent funds***

- Funds which are unspent at the conclusion of the project or activity will be returned to Council within 60 days of the completion of the project, activity or event
- Funds which remain unaccounted for or remain unspent in the custody of the organisation shall be treated as for any Council debt.

***c. Availability of Information***

A central register of grants will be maintained and kept current by the Policy and Planning Unit of the Community Development Directorate. The information will be available to any member of the public on request and will be submitted to Council for noting annually. The register will contain the following information:

- Name of recipient organisation and individual concerned (where applicable)
- Amount of funds provided
- Purpose of funds provision
- Date project/activity is expected to be complete
- Date funds were approved
- Date satisfactory acquittal of funds was received by Council
- Any other information considered by the Chief Executive Officer to be of value to the Council in its decision-making and fund management.

**3. Program Promotion*****• Availability of Funding Guidelines***

Guidelines will be available for the various funding streams coinciding with the opening of each funding round.

Guidelines will be provided as part of the funding application package available on request from Council.

Applicants may seek assistance from the relevant Council staff member to develop their proposal.

***• Advertising***

The Community Funding Program will be advertised coinciding with the opening of each strand of the program for applications.

Where appropriate and feasible, specific groups such as conservation groups, recreation associations, and other community-based organisations may be advised of grant availability.

- ***Time Frame***

All applicants will be notified of the outcome of their application within three months of the closing date for applications. If the application is unsuccessful, the reasons for the decision will also be provided.

#### **4. Other**

Council will;

- Only allocate funds for identified purposes and with specific expenditure estimates provided and will not provide block grants under any circumstances
- Require each applicant organisation to submit a new funding application on each occasion before Council will commit any funds
- Require each application for funding to be in writing with the required supporting documentation
- Expect each successful applicant to agree that they do not represent Council in any capacity
- Allocate grants inclusive of GST provisions, via the “cashing up” process where applicable.

### ***Part Two: Individual Funding Programs***

#### **1. Hallmark Event Sponsorship**

The Hallmark Event Sponsorship strand of the Community Funding Program has been developed in recognition of Council’s commitment to a number of key public holidays and events that contribute to the City’s history and identity.

#### **Events identified in this category are as follows:**

- Australia Day, 26 January
- ANZAC Day, 25 April
- Perry’s Paddock Picnic Day, October.

**Under this sponsorship program, funding will be available to community organisations for:**

- Australia Day Breakfasts – 3 in total, North, Central and South areas of the City
- ANZAC Day Memorial Services or activities- 3 in total, North, Central and South areas of the City
- Perry’s Paddock Picnic Day, held at Perry’s Paddock, Wanneroo.

## **Eligibility**

Applicants will be sought for each of these events under a three (3) year management contract, where the organisation will provide the nominated event on three (3) separate occasions.

All eligible community organisations as defined in this policy will be invited to apply for this funding, according to the three yearly cycle, approximately one month after Council's budgetary process is finalised.

Funding for ANZAC Day and Australia Day events will be available commencing from the 2001/2002 financial year, whilst funding for Perry's Paddock will commence from the 2002/2003 financial year.

## **Funding Criteria**

All applications under this strand of the program will be subject to the General Funding Guidelines of this policy and specific selection criteria nominated in Program Guidelines.

In general, community organisations applying for funding for the staging of hallmark community events will be required to:

- Describe all aspects of the proposed event including details regarding particular activities, entertainment and catering
- Substantiate a high level of community involvement in the organisation of the event
- Substantiate a high level of community support for the proposed format and event program
- Demonstrate a commitment to the fulfilment of key marketing criteria nominated by the City in the Funding Program Guidelines
- Demonstrate the ability to conduct the nominated event for the term of the management contract (3 years)
- Demonstrate the capacity to manage and be accountable for the funds and the event
- Demonstrate that the membership of the organisation is primarily City residents and that organisational aims and objectives are aimed primarily at the City's community

## **Funding Availability**

Maximum funding available for each of these events will be determined as part of Council's financial year budgetary process, and nominated in Program Guidelines.

Funds will generally be available for all aspects of event organisation and conduct, however Council will not fund the following:

- Deficit funding – for organisations which are experiencing a shortfall in cash or revenue or anticipated revenue
- Recurrent salaries and recurrent operational costs



## **Funding Assessment**

- All applications will be considered by a Working Party, consisting of one elected representative from each Council Ward and the Mayor. The Working Party will rank each application according to funding criteria, with decisions made by full Council resolution, on officer and Working Party recommendation.
- Decisions regarding funding applications are final and will not be reconsidered during the financial year in which the application was made.

A management contract between the City and the successful organisation will be prepared once funding decisions are made, outlining the key responsibilities of each party, payment schedules, and specific marketing criteria to be met by the successful organisation (if applicable).

## **2. Community Event Sponsorship**

The Community Event Sponsorship strand of the Community Funding Program has been developed to assist community organisations in the development and operation of a range of events across the City.

The operation of this funding strand recognises the size of the City and the need for community events to be staged at various locations and venues throughout the area in order to maximise access opportunities for residents.

### **Eligibility**

Applicants will be sought under this funding strand on a bi-annual basis.

Two funding rounds will be operated for this stream of the program each financial year.

### **Funding Criteria**

All applications under this strand of the program will be subject to the General Funding Guidelines of this policy and specific selection criteria nominated in Program Guidelines.

In general, community organisations applying for funding for assistance to stage community events will be required to:

- Describe all aspects of the proposed event including details regarding particular activities, entertainment and catering
- Demonstrate the event's availability to all sections of the community (eg. People with a disability, people from a culturally or linguistically diverse background, and varying socio economic backgrounds)
- Substantiate a high level of community involvement in the organisation of the event
- Substantiate a high level of community support for the proposed event
- Demonstrate a commitment to the fulfilment of key marketing criteria nominated by the City nominated in the Funding Program Guidelines
- Demonstrate the capacity to manage and be accountable for the funds and the event

- Demonstrate the membership of the organisation is primarily City residents and that organisational aims and objectives are aimed primarily at the City's community.

### **Funding Availability**

Funding available under this strand of the program will be determined as part of Council's financial year budgetary process, and nominated in Program Guidelines.

Funding (either cash, in kind or subsidy support) will generally be available for most aspects of event organisation and conduct including:

- Fees and costs associated with entertainment and other activities
- Temporary infrastructure associated with the event, including items such as sound, stage, lighting and portable sanitary facilities (if applicable)
- Advertising and promotion
- The waiving of Council hire fees and charges associated with the event (subject to the provisions of the Facility and Reserve Hire Policy)
- Other expenses associated with general set-up and clean-up before and after the event
- Organisational activities including the printing of programs, tickets and other associated items.

Council will not, however, fund:

- More than 50% of the total costs associated with an event (either through cash, in kind support or subsidy) EXCLUDING other costs associated with the event that are nominated below
- Deficit funding – for organisations which are experiencing a shortfall in cash or revenue or anticipated revenue
- Recurrent salaries and recurrent operational costs.

### **Funding Assessment**

- All applications will be considered by a Working Party, consisting of one elected representative from each Council Ward and the Mayor. The Working Party will rank each application according to funding criteria, with decisions made by full Council resolution, on officer and Working Party recommendation.
- Decisions regarding funding applications are final and will not be reconsidered during the financial year in which the application was made.

## **3. Community Development Fund**

The Community Development Fund strand of the Community Funding Program has been developed to assist organisations with projects and activities that contribute to the growth and enrichment of community life.

The operation of this funding strand recognises the diverse facets of all communities and consequently has a number of funding categories.

Each of these categories has an overall strategic objective, which will be supported by an adopted focus for the funding period, based on Council's Strategic and other Plans.

## **Funding Categories**

Funding categories that may be established by Council each financial year are as follows:

- *Sport and Recreation Development Fund*

*Objective:*

To provide funding support to specific activities that complement the annual priorities adopted as part of the budget process and Leisure Services planning.

- *Culture and the Arts Development Fund*

*Objective:*

To promote and foster culture and the arts in line with the strategic objectives of Council and Cultural Services planning.

- *Environmental Improvement Fund*

*Objective:*

To encourage responsible and sustainable environmental management, improvement, and conservation initiatives which are in line with Council's strategic objectives and Local Environmental Strategy.

- *Community Services Fund*

*Objective:*

To promote and support community-based initiatives that meet Council's annual selected strategic direction and Community Services planning.

- *Economic Development Fund*

*Objective:*

To foster economic growth, vitality and diversity throughout the region which are in line with Council's strategic objectives and Economic Development initiatives.

- *Safety and Security Fund – as part of the Safer Citizens Program*

*Objective:*

To promote and support initiatives that contribute to the development of a safe and secure City of Wanneroo.

## Eligibility

Applicants will be sought under this funding strand on a bi-annual basis.

Two funding rounds will be operated for this stream of the program each financial year.

## Funding Criteria

All applications under this strand of the program will be subject to the General Funding Guidelines of this policy and specific selection criteria nominated in Program Guidelines.

In general, funding will be considered for the following types of projects:

- Capital projects and items
- Discrete projects, activities or programs
- Seeding grants for projects which can demonstrate independent viability after an appropriate period
- Projects where all other potential sources of funding have been exhausted or are not available.

Community organisations applying for funds under this strand of the program will generally be required to:

- Demonstrate how the application meets both the overall objective of the particular funding category and the adopted focus for the financial year in which the application is submitted
- Nominate key objectives, strategies and performance indicators for the project, program or activity
- Substantiate a high level of community involvement and support for the project, program or activity
- Demonstrate the capacity to manage and be accountable for funds granted for the project, program or activity
- Demonstrate that the membership of the organisation is primarily City residents and that organisational aims and objectives are aimed primarily at the City's community.

## Funding Availability

Maximum funding available for this strand of the program will be determined as part of Council's financial year budgetary process, and nominated in Funding Program Guidelines.

Funds will generally be available for all costs associated directly with the development, operation, and evaluation of the project, program, or activity.

Council will NOT, however, fund the following:

- More than 50% of the total costs associated with the project, program or activity (either through cash, in kind support or subsidy) EXCLUDING other associated costs that are nominated below
- Deficit funding - for organisations which are experiencing a shortfall in cash or revenue or anticipated revenue
- Recurrent salaries and recurrent operational costs

- Community based events (ie. events such as fairs, fetes, concerts, breakfasts), which are eligible for funding under the Community Events Strand of this funding program

#### Funding Assessment

- All applications will be considered by a Working Party, consisting of one elected representative from each Council Ward and the Mayor. The Working Party will rank each application according to funding criteria, with decisions made by full Council resolution, on officer and Working Party recommendation.
- Decisions regarding funding applications are final and will not be reconsidered during the financial year in which the application was made.

#### Responsibility for Implementation

Community Development Directorate – Policy and Planning Unit

2. **NOTE that the Community Funding Program for 2001/2002 will include two funding rounds, the first commencing in mid October 2001, and the second in March 2002.**
3. **NOTE that the first funding round for 2001/2002 will consider projects retrospectively, provided that they commenced during the 2001/2002 financial year.**
4. **ENDORSE the terms of reference for the Community Funding Working Party being;**
  - **The ranking of each application made under the program against funding criteria and eligibility**
  - **The provision of recommendations to Council regarding Community Funding distribution at the conclusion of each round of the program**
5. **ELECT the following Councillors to the Community Funding Working Party;**
  - **Cr ..... (North Ward)**
  - **Cr ..... (Coastal Ward)**
  - **Cr ..... (Hester Ward)**
  - **Cr ..... (Central Ward)**
  - **Cr ..... (Wanneroo Ward)**
  - **Cr ..... (Alexander Ward)**
  - **Cr ..... (South Ward)**

The following summary of the information contained within the Community Feedback Forms is based upon the average response for each question, unless specified as a percentage, (as with question 1).

### About Your Organisation

#### 1. Groups were categorised as follows:

▪ <b>Business:</b>	<b>0%</b>
▪ <b>School/Education</b>	<b>19%</b>
▪ <b>Sport/Recreation</b>	<b>31%</b>
▪ <b>Environment</b>	<b>4%</b>
▪ <b>Other – e.g. Resident's groups</b>	<b>46%</b>

#### 1. *Has your organisation previously received funding from the City of Wanneroo?*

**Yes 44%**

**No 56%**

### About the Proposed Community Funding Policy

*Each question asked in this category was assessed via a satisfaction scale, where 1 was equal to not satisfied, through to 5 which was equal to highly satisfied.*

#### 2. *What is your overall level of satisfaction regarding the proposal to change to one funding round per financial year?*

Average Score – 3.2

#### 3. *What is your overall level of satisfaction regarding the proposed new community funding streams, namely Hallmark Events Sponsorship, Community Event Sponsorship and Community Development Fund?*

Average Score – 3.6

- 4. *What is your overall level of satisfaction regarding the proposed assessment process whereby all applications will be assessed by a working party incorporating Councillor representation?***

Average Score – 3.7

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- 5. *What is your overall level of satisfaction with regard to the proposed dollar for dollar provision? (Cash or in-kind.)***

Average Score – 3.5

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- 6. *What is your overall level of satisfaction regarding the proposed new Community Funding Policy?***

Average Score – 3.2

## **Chief Executive Office**

### **21 Attendance of Cr Grierson at the International Year of Volunteers Conference**

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File Ref: 12345  
Responsible Officer: Daniel Simms  
Disclosure of Interest: Nil

#### **Issue**

To consider the attendance of Cr Grierson at the International Year of the Volunteers Conference to be held on 21 – 23 October 2001 in Melbourne.

#### **Background**

Cr Grierson has requested attendance at the International Year of the Volunteers Conference. The City of Wanneroo, like many Councils relies on the contribution made by volunteers and Council has a role in promoting and managing volunteers in the community. This conference will provide valuable skills in this area.

#### **Detail**

The conference highlights issues affecting volunteers and volunteering and generates discussion for the future. Topics to be discussed at the conference include:-

- Resourcing volunteers.
- Fund raising, partnerships and media.
- Counting and valuing volunteers and volunteering in Australia.
- Volunteers and paid workers; The challenges of working together.
- Volunteers; Why do they do it.

#### **Comment**

It is believed that the information gathered at this conference will assist Council in developing policies relating to volunteers and the promotion of volunteers in the community. The conference will be held on 21 – 23 October 2001 at the Grand Hyatt Hotel in Melbourne – details of costing are contained in the financial implications of this report.

#### **Financial Implications**

Contained in the current years budget there is an allocation of ..... for Councillor training. Currently Council has authorised ..... in expenditure. The cost of attendance at the conference is as follows:-



Registration Fees	\$200.00
Accommodation	\$1000.00
Airfares	\$800.00
Meals and Incidentals	\$400.00
Total	\$2400.00

### **Voting Requirements**

Simple

### **Recommendation**

**That Council APPROVES the attendance of Councillor M Grierson to the International Year of Volunteers conference to be held in Melbourne between 21 – 23 October 2001 at an estimated cost of \$2400.00**

Draft

## Preliminary Program *(Correct at time of printing)*



The conference program combines plenary and concurrent sessions. Most sessions will feature multiple presentations or offer panel discussions. Sessions will feature both invited and submitted papers.

A poster session on Day 2 of the conference also provides a unique opportunity to present information to delegates.

### Day 1 - Sunday 21 October 2001

8.00am	Registration Commences
10.00am	<b>Welcome and Opening Session</b> The conference will be officially opened by Senator The Hon. Amanda Vanstone, Federal Minister for Family and Community Services
11.00am	<b>Concurrent Sessions: One</b> A. Standards for Volunteer-involving Organisations: Issues for Organisations and Their Volunteers B. The Volunteer Experience C. Legal Liabilities: Can You Insure Yourself Against Them?
12.00pm	Luncheon
1.30pm	<b>Concurrent Sessions: Two</b> A. Rural and Regional Issues B. Ethical Issues Forum C. Resourcing Your Volunteers
3.00pm	Afternoon Tea
3.30pm	<b>Concurrent Sessions: Three</b> A. Fundraising, Partnerships and Media B. Changing Directions in Volunteering: Who Says Young People Aren't Interested in Volunteering? C. Volunteers and Industrial Relations
4.30pm	<b>Plenary Session</b> Counting and Valuing Volunteers and Volunteering in Australia
5.30pm	Conference closes for day

### Day 2 - Monday 22 October 2001

8.00am	Registration for single day delegates
9.00am	<b>Plenary Session</b> Keynote Address (Speaker to be Confirmed) Keynote Paper "Challenges for International Volunteering in the 21st Century" Stephen Parsons, Australian Volunteers International

10.00am	Book Launch
10.30am	<b>Concurrent Sessions: Four</b> <ul style="list-style-type: none"> <li>A. Changing Models of Volunteering: Corporate Volunteering - Friend or Foe?</li> <li>B. Building a Global Culture of Peace Through International Volunteering</li> <li><b>C. Volunteers and Paid Workers: The Challenges of Working Together</b></li> </ul>
12.30pm	Luncheon
2.00pm	<b>Concurrent Sessions: Five</b> <ul style="list-style-type: none"> <li>A. Volunteers: Building Stronger Communities</li> <li>B. Developing a Professional Volunteer Manager's Association</li> <li><b>C. Volunteers: Why Do They Do It?</b></li> </ul>
3.00pm	Afternoon Tea and Poster session  Delegates may view posters, listen to their presenters and join in informal discussion of their work
4.00pm	Conference closes for day

## Day 3 - Tuesday 23 October 2001

8.00am	Registration for single day delegates
8.30am	<b>Plenary Session - Volunteering Into the Future</b> <ul style="list-style-type: none"> <li>• The Changing Face of Volunteering Into the 21st Century - Department of Family and Community Services</li> <li>• Global Trends: Is There a Future in Volunteering? - Dr Judy Esmond</li> <li>• Presenting A National Agenda on Volunteering: Beyond the International Year of Volunteers - Sha Cordingley, CEO, Volunteering Australia</li> </ul>
9.30am	<b>Concurrent Sessions: Six</b> <ul style="list-style-type: none"> <li>A. "Now You're Here, We'd Like You to Stay" Burnout, Work-life Imbalance and Other Reasons for Leaving</li> <li><b>B. It's Not Just the Thought That Counts: Recognising Volunteers</b></li> <li>C. Need Volunteers? They're Right Next Door: Promoting Volunteering Locally</li> </ul>
10.30am	Morning Tea
11.00am	<b>Concurrent Sessions: Seven</b> <ul style="list-style-type: none"> <li>A. Just Waiting to Be Asked: Recruiting Volunteers</li> <li>B. Changing Models of Volunteering: Corporate Volunteering - Some Case Studies.</li> <li><b>C. Workshopping A National Agenda on Volunteering: Beyond The International Year</b></li> </ul>
12.30pm	Luncheon
2.00pm	<b>Concurrent Sessions: Eight</b> <ul style="list-style-type: none"> <li>A. Investing in the Future: Voluntary Organisations and Organisational Change</li> <li><b>B. Volunteer Management: Thinking Outside the Box</b></li> <li>C. Volunteering is For All</li> </ul>
3.30pm	Afternoon Tea
4.00pm	<b>Final Plenary Session</b>
5.00pm	Conference Closes

## 22 Resignation Of Committee Member - City Of Wanneroo Roadwise Committee

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File Ref: 13823  
Responsible Officer: Dennis Blair  
Disclosure of Interest: Nil

### Issue

To consider the appointment of an Elected Member to the City of Wanneroo RoadWise Committee.

### Background

Council at the Ordinary Council Meeting on the 14<sup>th</sup> August 2001 resolved as follows:

*“That Council:-*

- 1. ENDORSE the establishment of the City of Wanneroo RoadWise Advisory Committee comprising the members as detailed in the report*
- 2. ENDORSE the Terms of Reference for the City of Wanneroo RoadWise Advisory Committee as detailed in Attachment 1 to this report.*
- 3. Appoint, BY ABSOLUTE MAJORITY Cr Steffens and Cr Monks as delegates to the Wanneroo RoadWise Advisory Committee.*
- 4. CALL for nominations for the four Community representatives on the Wanneroo RoadWise Advisory Committee.*
- 5. INVITE representation from WA Police, RoadWise, FESA and Safer WA.*

*CARRIED BY ABSOLUTE MAJORITY”*

### Detail

The Acting Chief Executive Officer has received the resignation from Cr Monks from this Committee.

### Comment

The purpose of the RoadWise Committee is to promote safer road-use behavior in conjunction with engineering and traffic solutions.

Council is requested to consider the appointment of an Elected Member to replace Cr Monks on this Committee.

### Voting Requirements

Absolute

## **Recommendation**

That Council **APPOINT** by **ABSOLUTE MAJORITY** Cr \_\_\_\_\_ as delegate to the Wanneroo RoadWise Advisory Committee

**Item 4 To be tabled at the briefing**

**Item 5 Closure**

**Draft**