ORDINARY MEETING OF COUNCIL
MONDAY, 9 FEBRUARY 2015

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CHIEF EXECUTIVE OFFICER’S REPORT
NOTICE OF MEETING
AND AGENDA

CR ________________________________

PLEASE TAKE NOTICE that the next ORDINARY MEETING OF COUNCIL will be held in the Council Chambers, Orchard Avenue, Armadale at 7:00 pm

MONDAY, 9 FEBRUARY 2015

R S TAME
CHIEF EXECUTIVE OFFICER

5 February 2015

1  DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2  RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

3  ADVICE OF RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
   Nil
4 PUBLIC QUESTION TIME

Minimum time to be provided – 15 minutes (unless not required)

A procedure has been adopted by Council to ensure the orderly conduct of Public Question time and a copy of this procedure is attached to the Council Agendas made available in the public gallery.

The public’s cooperation in this regard will be appreciated.

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TUESDAY, 27 JANUARY 2015

MINUTES

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CITY OF ARMADALE

MINUTES

OF ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 27 JANUARY 2015 AT 7:00 PM.

1  DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Mayor, Cr Zelones, declared the meeting open at 7.00 pm.

2  RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

(previously approved)

PRESENT:
Mayor, Cr H A Zelones OAM JP  River Ward
presided over

Deputy Mayor, Cr R Butterfield  River Ward
Cr D M Shaw  Heron Ward
Cr G Nixon  Jarrah Ward
Cr C Frost  Lake Ward
Cr J H Munn JP CMC  Lake Ward
Cr K Busby  Minnowarra Ward
Cr G A Best  Neerigen Ward
Cr M Geary  Neerigen Ward
Cr M S Northcott  Palomino Ward
Cr C A Campbell JP  Palomino Ward

IN ATTENDANCE:
Mr I MacRae  A/Chief Executive Officer
Mr A F Maxwell  Executive Director Corporate Services
Mr G Davies  A/Executive Director Technical Services
Mrs S D’Souza  CEO’s Executive Assistant

Public:  1

LEAVE OF ABSENCE:
Leave of Absence previously granted to Cr J A Stewart

APOLOGIES:
Apology received from Cr M H Norman and Cr C M Wielinga
3 ADVICE OF RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
Nil

4 PUBLIC QUESTION TIME
Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE
Nil

6 PETITIONS
Nil

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS SPECIAL COUNCIL MEETING HELD ON 12 JANUARY 2015.
MOVED Cr D M Shaw that the Minutes of the Special Council Meeting held on 12 January 2015 be confirmed as a true and accurate record.

2/1/15 MOTION not opposed, DECLARED CARRIED (11/0)

7.2 PREVIOUS ORDINARY COUNCIL MEETING HELD ON 15 DECEMBER 2014.
MOVED Cr M S Northcott that the Minutes of the Ordinary Council Meeting held on 15 December 2014 be confirmed as a true and accurate record.

3/1/15 MOTION not opposed, DECLARED CARRIED (11/0)

8 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

1 Consultation and Communication
On 6th January, Cr Zelones met with Mr Tom Hoyer the Chairman of the Serpentine-Jarrahdale Resource Centre and an executive member of a number of Serpentine-Jarrahdale community committees. Mr Hoyer’s visit was to seek a means of meeting with Council in order to introduce themselves and to have an opportunity to discuss their work within the Serpentine-Jarrahdale community.

On 9th January, Cr Zelones met with Coleen Rankin, former Councillor and Serpentine-Jarrahdale Shire President. Mrs Rankin is also a member of a number of Serpentine-Jarrahdale community committees and she is also seeking to meet with Council to discuss their work within the Serpentine-Jarrahdale community.
On 22nd January, Cr Zelones along with the Manager of Parks and Gardens Mr Paul Lanternier, met with the President and Secretary of the Armadale RSL club to discuss final plans for the installation of a cannon in Memorial Park.

2 Marketing and Public Relations

On 23rd December, Cr Zelones attended the annual Technical Services End of Year function at the John Dunn pavilion. Also in attendance were Councillors Butterfield, Northcott, Best, Campbell, Munn and Nixon.

On 24th December, Cr Zelones along with Councillors Munn, Best, Campbell, Northcott and Stewart attended the Administration Centre’s staff End of Year function.

On 6th January, Cr Zelones did an interview with Heritage FM to highlight the many activities available to the public during the school holidays.

On 10th January, Cr Zelones attended the annual Champion Lakes Triathlon event where he addressed the competitors and presented the medals to the competing athletes.

3 Governance and Economic Development

On 16th December, Cr Zelones attended a special meeting of the Western Australian Planning Commission to consider a number of strategic documents viz. Urban Consolidation Plan, Economic Development Strategy, Subregional structure plan frameworks x3 and Future Plan. That afternoon Cr Zelones attended the ordinary monthly meeting of the Western Australian Planning Commission held in Perth.

On 17th December, Cr Zelones attended the Western Australian Planning Commission monthly Executive Finance & Property Meeting held in Perth.

On 22nd December Cr Zelones attended a public citizenship ceremony at the City of Gosnells to welcome approximately 200 new citizens to their community.

Later that afternoon, Cr Zelones conducted a private Citizenship ceremony in the Council Chambers.

On 12th January, Cr Zelones chaired a Special Council Meeting to consider the Ward Structure for the new greater City of Armadale.

On 19th January, Cr Zelones conducted a private Citizenship ceremony in the Council Chambers and welcomed 20 new citizens to City on Councils behalf.

On 20th January, Cr Zelones chaired the monthly Local Implementation Committee held at the City of Armadale.

On 21st January, Cr Zelones attended a Western Australian Planning Commission monthly Executive Finance & Property Meeting held in Perth.

On 22nd January, Cr Zelones chaired the quarterly meeting of the Local Emergency Management Committee held at the City of Armadale. The committee noted and approved the drafted Local Bush Fire Emergency Arrangements for consultation with member organisations prior to final recommendation to the City for adoption.
Later that afternoon Cr Zelones attended a briefing session with the Acting Chief Executive Officer and a number of officers in regard to issues arising out of the keeping of pedigree cats at a private residence.

On 26th January, Cr Zelones along with Councillors Best, Busby, Butterfield, Campbell, Frost, Munn, Nixon and Northcott conducted the annual Australia Day Citizenship function and the Premier’s Citizenship Awards. This year for the first time the function was held in Memorial Park at 9:30 in the morning. Despite windy conditions, feedback from the attending public indicates a high degree of satisfaction with all aspects of the morning event. Special thanks to Cr Busby for assisting with the photographs and to the staff who coordinated the event.

Later that evening along with Councillors Busby, Butterfield, Campbell, Frost, Geary, Munn and their families and guests, Cr Zelones attended and gave a short Australia Day speech prior to the fireworks display.

9 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN – WITHOUT DISCUSSION

Nil

10 REPORTS

10.1 CITY STRATEGY COMMITTEE MEETING
   Report of the City Strategy Committee held on 19 January 2015.
   
   MOVED Cr M Geary that the report be received.

4/1/15
   MOTION not opposed, DECLARED CARRIED (11/0)

BUSINESS ARISING FROM REPORT

Recommendation CS1/1/15 - List of Accounts Paid - December 2014

MOVED Cr M Geary

That Council note the List of Accounts paid as presented in the attachment to this report and summarised as follows:

**Municipal Fund**
Accounts paid totalling $13,028,461.25 on Vouchers 24038–24200, Batch 1668-1674, 1676-1681, 102769-102786, 300319 & PY01.12-PY01.13

**Trust Fund**
Accounts paid totalling $248,316.05 on Vouchers 3960-4039 & Batch 1675

5/1/15
   MOTION not opposed, DECLARED CARRIED (11/0)

MOVED Cr M Geary

That Council:


MOTION not opposed, DECLARED CARRIED (11/0)


MOVED Cr M Geary

That Council:

Agrees to enter into a Management Agreement with Directions Family Support Association Inc. under the following basic terms and conditions:

Manager: Directions Family Support Association Inc.
Premises: Portion of the building on Reserve 11693 Weld St, Forrestdale as highlighted green on the plan attached to this report.
Term: Five (5) years.
Commencement Date: 26 January 2015
Rent: $50.00 per annum plus GST, increased in accordance with Council Policy ADM 2 – Property Lease Rentals.
Outgoings: Manager to be responsible for all normal outgoings.
Maintenance: Manager to be responsible for all routine maintenance to the inside of the premises.
Insurance: Manager to maintain Public Liability Insurance and cover for own contents. The City shall be responsible for building insurance.

MOTION not opposed, DECLARED CARRIED (11/0)
Recommendation CS4/1/15 - Application for Traders Permit - Jull Street Mall

MOVED Cr M Geary

That Council approves, pursuant to the City’s Activities and Trading in Thoroughfares and Public Places Local Law, a trader’s permit being issued to Ms R Kinnane to carry on patio plants and hand crafted soap flowers trading in the Jull Street Mall subject to the following permit conditions:

- Area to which permit applies – Near the waterwheel fountain within Jull Street Mall (refer to Area 2 on map);
- Days and Hours of Trading – Monday to Sunday, 8.00 am to 5.00 pm
- Vehicle access within the mall area is to be strictly before 8.00am and after 5.00pm
- Type of goods to be traded – patio plants and hand crafted soap flowers;
- Application Fee – $50;
- Annual Permit - $500;
- Period of permit – 12 months from the date of issue of the permit;
- The applicant obtaining public liability insurance for an amount not less than $20,000,000;
- Compliance with the Activities and Trading in Thoroughfares and Public Places Local Law and any other applicable legislation;
- The City reserving the right to cancel the permit should substantiated complaints be received; and
- All litter is to be removed immediately after close of business and the area is to be left in a clean and tidy state.
- Compliance with any newly developed policy relating to trading within the Jull St Mall

8/1/15
MOTION not opposed, DECLARED CARRIED (11/0)


MOVED Cr M Geary

That Council:

1. note the proposed attendance of the Chief Executive Officer at the 2015 LGMA National Congress in Darwin from 29 April to 1 May 2015.

2. nominate the Mayor, Cr Zelones to attend the 2015 LGMA National Congress in Darwin from 29 April to 1 May 2015, with costs to be charged to the Elected Members Development Account.

9/1/15
MOTION not opposed, DECLARED CARRIED (11/0)
Recommendation CS6/1/15 - Australia/New Zealand Chief Officers’ Group Meetings 2015

MOVED Cr M Geary

That Council:

notes and approves the Chief Executive Officer’s proposed attendance at the 2015 meetings of the Australia/New Zealand Chief Officers’ Group to be held in February 2015 (TAS), July 2015 (QLD) and November 2015 (NSW) at an estimated cost of $5,000.

10/1/15
MOTION not opposed, DECLARED CARRIED (11/0)

Recommendation CS7/1/15 – Councillors’ items

MOVED Cr M Geary

That the Councillors items in regard to:

1. Trees for Confined Spaces
2. Community Facebook Pages

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

11/1/15
MOTION not opposed, DECLARED CARRIED (11/0)

10.2 DEVELOPMENT SERVICES COMMITTEE MEETING


MOVED Cr D M Shaw that the report be received.

12/1/15
MOTION not opposed, DECLARED CARRIED (11/0)

BUSINESS ARISING FROM REPORT

Recommendation D1/1/15 - Illuminated Directional Street Sign with Solar Column located at the corner of Ypres Road and Lake Road, Camillo

MOVED Cr D M Shaw

That Council:

1. Approve the application by Australian Sign Rentals to erect an illuminated directional street sign advertising Champion Lakes Shopping Centre with solar column and panel to be located at the corner of Lake and Ypres Roads, Camillo, subject to the following conditions:

   a) The sign and solar column shall be erected in accordance with the approved plans and to the satisfaction of the Executive Director Development Services.
b) Revised plans shall be submitted to the City for approval of the new supermarket operator’s logo and text, prior to replacing the vinyl logo and text representing IGA in the artwork of the light box.

c) Within 21 days from the date of this approval, Australian Sign Rentals shall provide a copy of a Public Liability Insurance Policy to the value of $10,000,000 which must remain current for the life of the sign and solar column.

d) Annual rental to be paid to the City in accordance with the City’s Planning Services – Schedule of Fees and Charges.

e) The sign and solar column shall not interfere with the use of any pathway, cycle way, crossover or line of sight for vehicles and any street trees to the satisfaction of the Executive Director Technical Services.

f) The illumination of the sign shall be of a low-level not exceeding 300cd/m², not flash, pulsate, move or rotate to the satisfaction of the Executive Director Development Services.

g) The sign and solar column shall not contain fluorescent, reflective or retro reflective colours or materials to the satisfaction of the Executive Director Development Services.

h) Within 21 days from the date of this approval, a written agreement being provided to the Executive Director Technical Services prior to the erection of the sign and solar column with panel on the land, that Australian Sign Rentals will be responsible for funding and carrying out all maintenance, removal (within 24 hours should the sign or solar column be damaged), replacement, relocation and cleaning of graffiti (within 3 working days) of the proposed illuminated directional street sign and solar column, including any such requests by the City. The City is to be informed (within 5 working days) should any of the above be carried out.

i) The applicant shall be responsible for all maintenance, removal (within 24 hours should the sign or solar column be damaged), replacement and removal of graffiti (within 3 working days) and maintained to the satisfaction of the Executive Director Development Services.

j) The sign and solar column shall be removed or relocated at the applicant’s cost and to the satisfaction of the Executive Director Development Services, in the event any road works, service relocations, upgrade and/or widening of Lake Road and Ypres Road, Camillo is required, within 30 days of a written request from the City.
k) The approval is valid for a temporary period of three (3) years from the date of the approval.

2. In addition to the standard Advice Notes, the following Advice Notes to be included:

a) With regard to Condition 1(h), the cost of establishing and maintaining such signage and solar column in good order is to be borne by the applicant. In the event of non-compliance with maintenance standards, the City may within 14 days of notice remove such signage and bill the applicant for the removal and disposal costs. All obligations to be confirmed in writing.

b) With regard to Condition 1(k), the City may consider an extension to the approval time period upon written request from the applicant prior to the expiry of the approval.

c) It is noted that the Shopping Centre is called Champion Lakes, however located in the suburb of Camillo. Should a Shopping Centre be established in the suburb of Champion Lakes, signage subject of this approval will need to be modified.

13/1/15

MOTION not opposed, DECLARED CARRIED (11/0)

Recommendation D2/1/15 - Final Adoption of Local Planning Policy PLN 4.2 - Advertisements (signage)

MOVED Cr D M Shaw

That Council:

1. Adopt the amended Local Planning Policy PLN 4.2 Advertisements (Signage) as presented in the Attachments to this report.

2. Publish a notice in a newspaper circulating in the district stating the Local Planning Policy PLN 4.2 Advertisements has been adopted.

14/1/15

MOTION not opposed, DECLARED CARRIED (11/0)

Recommendation D3/1/15 - Proposed Amendment No.78 To Town Planning Scheme No.4 - Amendment to Development Contribution Area No.3 and Development Contribution Plan No.3

MOVED Cr D M Shaw

That Council:

1. Pursuant to Part 5 of the Planning and Development Act 2005, initiate Amendment No.78 to Town Planning Scheme No.4 to:
a) Modify the boundary of Development Contribution Area No.3 within Special Control Area Map No.3 to include the area bound by Skeet Road, Ranford Road, Wright Road, Reilly Road, Balannup Lake Reserve (south of Ranford Road), Lot 9005 Wright Road and Lot 9006 Wright Road.

b) Modify Schedule 13B – Development Contribution Plans – Development Contribution Area No.3 as follows:

i. Insert the following as Items 14 (e) and 14 (f) under Item (14) in Clause 3.6.3:

14(e) 100% of the total cost to acquire any road widenings for the ultimate road reserve for Skeet Road between Reilly Road and Ranford Road.

14(f) 100% of the total cost of constructing Skeet Road between Reilly Road and Ranford Road, including the full earthworks, drainage, one carriage way, intersection at Ranford Road and all structures.

ii. Insert the following as Item (15) (a) in Clause 3.6.3:

15(a) 100% of the cost of fencing / bollards, gates and signage, dieback management / mapping, revegetation / landscaping and weed management of Shepherd Court Reserve.

iii. Insert the following as Item (16) (a) in Clause 3.6.3:

16(a) 100% of the cost of fencing / bollards, gates and signage, dieback management / mapping, revegetation / landscaping and weed management of Balannup Lake Reserve south of Ranford Road.

2. Refer the above Amendment to Town Planning Scheme No.4 to the Environmental Protection Authority (EPA) pursuant to section 81 of the Planning and Development Act 2005. Should the EPA advise that the amendment does not require assessment, advertise the amendment for a period of 42 days.

3. Authorise the Mayor and the Chief Executive Officer to execute the Amendment documents.

4. Forward a copy of the amendment to the Western Australian Planning Commission for information.

MOTION not opposed, DECLARED CARRIED (11/0)

MOVED Cr D M Shaw

That Council:

1. Make a submission to the Department of Planning on the Planning and Development (Local Government Schemes) Regulations 2014 based on the issues identified in the report and submissions presented in the Attachments to this report and any additional officer comments.

2. Request the WAPC to agree that the City’s Revised Local Planning Strategy (2014) and endorsed Scheme Review process for its Town Planning Scheme No.4 accords with the initial Part 6 component for an audit of Schemes contained in the new revised Town Planning Regulations 2014 and that further duplication of the audit already undertaken for the Local Planning Strategy is not required.

3. Provide a copy to the Western Australian Local Government Association to assist in its preparation of WALGA’s submission.

16/1/15

MOTION not opposed, DECLARED CARRIED (11/0)

Recommendation D5/1/15 – Councillors’ Items

MOVED Cr D M Shaw

That Councillor item regarding the preparation of a District Structure Plan for Kelmscott and Armadale be referred to the Development Services Directorate for action and/or report back to Committee.

17/1/15

MOTION not opposed, DECLARED CARRIED (11/0)

10.3 CHIEF EXECUTIVE OFFICER’S REPORT

Report of the Chief Executive Officer.

MOVED Cr G A Best that the report be received.

18/1/15

MOTION not opposed, DECLARED CARRIED (11/0)

BUSINESS ARISING FROM REPORT

Recommendation - Councillors' Information Bulletin - Issue No. 1/2015

MOVED Cr M S Northcott


19/1/15

MOTION not opposed, DECLARED CARRIED (11/0)
11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
Nil

12 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION
Nil

13 MATTERS FOR REFERRAL TO STANDING COMMITTEES – WITHOUT DISCUSSION
1 Australia Day 2015 (Cr Mark Geary)
That the matter of fencing, security and presentation of the City on Australia Day 2015 be referred to the Community Services Committee.

14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION
Nil

15 CLOSURE

The Mayor, Cr Zelones, declared the meeting closed at 7.13pm

MINUTES CONFIRMED THIS 9TH DAY OF FEBRUARY 2015

________________________________________
MAYOR
PRESENT: Cr G Nixon (Chair)
Cr R Butterfield
Cr G A Best
Cr K Busby
Cr C Frost
Cr J A Stewart

APOLOGIES: Cr M S Northcott

OBSERVERS: Cr H A Zelones JP OAM

IN ATTENDANCE: Mr K Ketterer Executive Director Technical Services
Mr G Davies Executive Manager Technical Services
Mrs Y Armitage Minute Secretary

PUBLIC: Nil

“For details of Councillor Membership on this Committee, please refer to the City’s website – www.armadale.wa.gov.au/your council/councillors.”
DISCLAIMER

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

DECLARATION OF MEMBERS’ INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

T1/2/15 RECOMMEND

Minutes of the Technical Services Committee Meeting held on 1 December 2014 be confirmed.

Moved Cr K Busby
MOTION CARRIED (7/0)

ITEMS REFERRED FROM INFORMATION BULLETIN

- Outstanding Matters and Information Items
  Various Items

- Monthly Departmental Reports
  Technical Services Works Programme

Committee Discussion

Committee noted the information with three items raised for discussion from the Technical Services Works Programme. The Executive Director Technical Services advised:

- The Armadale Golf Course Request for Tender - Irrigation Supply and Install is on hold pending the award of the AGC management tender;
- The Executive Director Technical Services will provide information separately on the William Skeet Skate Park - Phase Two (half pipe and landscaping); and
- The Executive Director Technical Services will confirm the installation date of the drinking fountain at the Piara Waters Oval.
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**1.1 - REPLACEMENT OF CIVIL WORKS BACKHOE**

WARD : ALL  
FILE No. : M/893/14  
DATE : 30 December 2014  
REF : SA  
RESPONSIBLE MANAGER : Executive Director Technical Services

In Brief:  
- The Works backhoe has been working hours in excess of the normal anticipated.  
- Maintenance costs have reached excessive proportions.  
- Early replacement is recommended.  
- Funding from the Plant and Machinery Reserve is available for this purpose  

Recommend:  
That Council approve the replacement of the backhoe at an estimated cost of $155,000.

Tabled Items  
Nil.

Officer Interest Declaration  
Nil.

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

Legislation Implications  
Assessment of legislation indicates that the following apply:

- Local Government Act Section 6.8 – Expenditure from municipal fund not included in annual budget.

  “(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure – (b) is authorised in advance by resolution*. “

  *Absolute majority required.

Council Policy/Local Law Implications  
General assessment has not revealed any applicable Policies/Local Laws.
Budget/Financial Implications

The proposed backhoe replacement referred to in this Report is currently not included in the 2015 Annual Budget. Therefore to replace the backhoe, as is recommended in this Report, the 2015 Annual Budget requires amendment. The required funding of $115,000 (ie. purchase cost of $155,000 less the trade-in value of the current backhoe estimated at $40,000) is available from the Plant and Machinery Reserve Account.

This matter is presented ahead of the upcoming mid-year budget review Report (which is scheduled to be presented to the February 2015 meeting of the City Strategy Committee) on the basis that the required funding of $115,000 from the Reserve Account will not impact on other funding matters arising as part of the mid-year budget review, ie. there are no other plant and machinery budget matters arising as part of the review and the Reserve Account can only be used for plant replacement purposes.

Consultation

- Inter-Directorate

BACKGROUND

Civil Works operations rely heavily on the backhoe for maintenance and construction activities. The normal anticipated age for replacement is seven years, but this machine has reached the point of replacement earlier by some 6 months. An assessment by the mechanical workshop is that;

- The current trend with maintenance is that the costs are rising to a level where the benefits are being outweighed by the cost of maintenance,
- Major part replacement is becoming necessary, and
- Replacement of the machine is the most cost effective route.
DETAILS OF PROPOSAL

The replacement of this backhoe was listed in the preliminary plant replacement programme for 2015/2016, scheduled for August 2015. However, due to continual mechanical issues and higher than average monthly operating hours, it is now considered that in order to receive a reasonable trade in value and avoid further downtime and costs due to repairs, the machine should be traded and replaced as soon as possible.

In order to further detail and emphasise the need to replace the machine, Table 1 below provides a breakdown of the operating hours compared to industry standards.

<table>
<thead>
<tr>
<th></th>
<th>Unit</th>
<th>Industry Standard</th>
<th>Current Machine</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating hours per annum</td>
<td>Hrs</td>
<td>800</td>
<td>1045</td>
</tr>
<tr>
<td>Average useful operating life</td>
<td>Yrs</td>
<td>7</td>
<td>6yrs, 3 mths</td>
</tr>
</tbody>
</table>

Current operating and repair costs average some $37,000 per year which is far above average for this type of machine of a comparable age. Coupled with the anticipated major component replacement requirements, it is the most beneficial option to replace the machine in advance of the originally projected replacement date.

The estimated replacement cost of the backhoe is estimate at $155,000. The expected trade value of the existing machine is $40,000, resulting in a net cost of replacement of $115,000.

The current balance of funds within the City’s Plant and Machinery Reserve is sufficient to cover this expense.

CONCLUSION

Based on the analysis of operating hours, downtime due to mechanical issues and impending likelihood of further and significant mechanical component replacement costs, it is recommended that the replacement of the backhoe with a new machine be brought forward to early 2015.
ATTACHMENTS
There are no attachments for this report.

T2/2/15 RECOMMEND

That Council pursuant to section 6.8 of the Local Government Act 1995,

(i) authorise* the following expenditure:-

Replacement Backhoe (P171) at a cost of $155,000

(ii) and to fund the above expenditure, amend the 2014-2015 Annual Budget as follows:-

Expenditure

Increase Plant and Machinery capital expenditure by -

Revenue

Increase Sale of Plant and Machinery by -

Increase Transfer from Plant & Machinery Reserve Account by -

**ABSOLUTE MAJORITY RESOLUTION REQUIRED

Moved Cr R Butterfield
MOTION CARRIED (7/0)
2.1 - PETITION - OFF STREET PARKING FOR RESIDENTS ON CORNER BINOMIAL WAY, LOUTTIT BEND AND LEE-STEERE CORNER

In Brief:
- A petition has been received requesting provision of off-street parking at Binomial Way, Louttit Bend and Lee-Steere Corner.
- The residential subdivision in the area of Binomial Way, Louttit Bend and Lee-Steere Corner, Piara Waters was developed and constructed in line with the current City of Armadale and Western Australian Planning Commission Guidelines for additional and visitors parking in residential areas.
- **Recommend:**
  That Council inform petitioners that no further parking bays need to be added.

Tabled Items
Nil.

Officer Interest Declaration
Nil.

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

Legislation Implications
Assessment of legislation indicates that the following apply:
- City of Armadale and WAPC Guidelines Sections T2 and EM-NF2 for the provision of additional parking requirements within new developments.

Council Policy/Local Law Implications
General assessment has not revealed any applicable Policies/Local Laws.

Budget/Financial Implications
The adoption of the recommendation contained in this report has no direct financial implication.
Consultation

Intra-Directorate

BACKGROUND

At the ordinary Council Meeting of 15 December 2014, Cr Frost tabled a petition signed by 12 residents, the prayer of which reads:

“We the undersigned respectfully request that the Council investigate the provision of off street parking for residents on corner Binomial Way, Louttit Bend and Lee-Steer corner, possibly using the long verges.”

Council recommendation (473/12/14)
“That the petition be received and referred to the Technical Services Committee.”

DETAILS OF PROPOSAL

Officers investigated the area based on the request of the local residents for additional off street parking for the above mentioned streets.

Subdivisional conditions set by the West Australian Planning Commission (WAPC) and adopted and implemented by the City of Armadale, state in sections T2 and EM-NF2: that additional visitors parking must (should) be provided for ‘small lot’ subdivisions in a ratio of one parking bay for two lots. The Commission’s Liveable Neighbourhoods document suggests that ‘small lot’ subdivisions relate to lots less than 350m².

CONCLUSION

The case in question requesting additional off street parking for the area surrounded by Lee-Steer Court, Louttit Bend and Binomial Way has no developed lot sizes with 350m² or less and therefore, the provision of extra visitors parking was not requested by the City of Armadale or the WAPC during the planning and implementation process. Currently the area has 5 on-street visitors’ bays in Binomial Way and Louttit Bend provided and more off-street parking bays are not recommended.

ATTACHMENTS
1. Site Map of Binomial Way, Louttit Bend and Lee-Steere Corner

T3/2/15

RECOMMEND

That Council inform the petitioners that the residential subdivision in the area of Bionomial Way, Louttit Bend and Lee-Steere Courner, Piara Waters was developed and constructed in line with the current City of Armadale and Western Australian Planning Commission Guidelines for additional and visitors parking, and therefore no additional parking bays will be provided.

Moved Cr G Nixon
MOTION CARRIED (7/0)
3.1 - INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA (IPWEA) STATE CONFERENCE - ESPLANADE HOTEL, FREMANTLE 11 - 13 MARCH 2015

WARD : ALL
FILE No. : M/77/15
DATE : 28 January 2015
REF : KK
RESPONSIBLE MANAGER : Executive Director Technical Services

In Brief:
- Outline of proceedings for Institute of Public Works Engineering Australia (IPWEA) State Conference 2015 to be held 11-13 March, 2015 at the Esplanade Hotel, Fremantle.
- Recommend

  That Council:

  1. Nominate Councillors G Best and C Frost as delegates to the IPWEA State Conference 2015, to be held in Fremantle from 11-13 March, 2015.

  2. Note the attendance of Technical Services Officers as delegates to the IPWEA State Conference 2015, to be held in Fremantle from 11-13 March, 2015.

Tabled Items

Nil.

Officer Interest Declaration

Nil.

Strategic Implications

4. Good Governance and an Effective Organisation
   4.1 Good governance and leadership.
      4.1.1 Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting their role.

Legislation Implications

General assessment of relevant legislation, eg Local Government Act 1995 (as amended), has not revealed any restrictions.

Council Policy/Local Law Implications

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

- Council Policy ADM3 – Conferences and Training.
Budget/Financial Implications

Costs can be accommodated within the 2014/15 Annual Budget.

Consultation

Intra - Directorate.

BACKGROUND

The annual IPWEA State Conference is the leading public works engineering event on the Western Australian calendar and is attended by leaders from government and industry, providing an innovative program of presentations and technical papers. The Conference provides a great opportunity for business’s to promote products and services to decision makers in the public works industry.

As the IPWEA State Conference is to be held on 11-13 March 2015, nominations are required at this Technical Services Committee Meeting, then to be presented to the Ordinary Council Meeting of 9 February 2015, in order to facilitate timely registrations, and to take advantage of possible early registration discounts.

Being a local conference, it is recommended that two (2) Councillors be nominated to attend.

COMMENT

The 2015 Conference, titled “Solutions Beyond Boundaries”, will cover key issues including:

- Stormwater.
- Roads.
- Asset Management.
- Traffic.
- Environment.
- Transport.
- Innovative Waste Management
- Coastal Infrastructure
- 2031 Moving people/Integrated Transport Plan
- Metropolitan LG Reform

Keynote Presenters include:

- Dr Kathy Meney, Company Director, Principal Scientist, Syrinx Environmental PL.
- Dr David van Senden, Senior Principal, CARDNO.
- Anni Macbeth, known internationally as Annimac.
Peter Bland, Adventurer, Motivational Speaker and Founding Director, Leadership Group.

Alex Sheridan, CEO, Rivers Regional Council.

Gretchen Lumsden, Director, Institute of Weight & Life Management.

Craig Wooldridge, Director Network Planning (Moving People), Integrated Transport Planning, Department of Transport.

Dale Hughes, Asset Management Team Leader, Talis Consultants.

Paul O’Docherty, Asset Management Analyst, AXIM.

The Conference covers the full spectrum of engineering functions performed by the Technical Services Directorate, and Councillors will benefit from the technical papers and discussion documents presented. A full conference document is attached.

Attendance costs, including full registration and sundry expenses are approximately $2,000.00 per person.

ATTACHMENTS
There are no attachments for this report.

T4/2/15 RECOMMEND

That Council:

1. Nominate Councillors Best and Cr Frost as delegates to the IPWEA State Conference 2015, to be held in Fremantle from 11-13 March, 2015.

2. Note the attendance of Technical Services Officers as delegates to the IPWEA State Conference 2015, to be held in Fremantle from 11-13 March, 2015.

Moved Cr J A Stewart
MOTION CARRIED (7/0)
COUNCILLORS' ITEMS

Nil

EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT

Nil

MEETING DECLARED CLOSED AT 7:49 pm
<table>
<thead>
<tr>
<th>ATT NO.</th>
<th>SUBJECT</th>
<th>PAGE</th>
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<tbody>
<tr>
<td>2.1</td>
<td>PETITION - OFF STREET PARKING FOR RESIDENTS ON CORNER BINOMIAL WAY, LOUTTIT BEND AND LEE-STEERE CORNER</td>
<td></td>
</tr>
<tr>
<td>2.1.1</td>
<td>Site Map of Binomial Way, Louttit Bend and Lee-Steere Corner</td>
<td>33</td>
</tr>
</tbody>
</table>
Binomial Way, Louttit Bend & Lee Steere Cnr, Piara Waters - Request for Additional Off-Street Parking
CITY OF ARMADALE

MINUTES

OF COMMUNITY SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 3 FEBRUARY 2015 AT 7:00PM.

PRESENT:      Cr K Busby      (Chair)
              Cr M S Northcott
              Cr R Butterfield
              Cr C Frost
              Cr C Wielinga
              Cr J A Stewart

APOLOGIES:     Cr G A Best

OBSERVERS:    Cr H A Zelones OAM JP

IN ATTENDANCE:  Ms Y Loveland - Executive Director Community Services
                 Mr N Kegie - Executive Manager Community Services
                 Mrs P Walker - Manager Libraries & Heritage Services
                 Mr G Fisher - Manager Tourism
                 Mrs R Milnes - Coordinator Community Development
                 Ms S Gasior - Minute Secretary

PUBLIC:

“For details of Councillor Membership on this Committee, please refer to the City’s website – www.armadale.wa.gov.au/your council/councillors.”
DISCLAIMER

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

DECLARATION OF MEMBERS’ INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Community Services Committee Meeting held on 1 December 2014 be confirmed.

Moved CR M Northcott
MOTION CARRIED 6/0

ITEMS REFERRED FROM INFORMATION BULLETIN

- Outstanding Matters & Information Items
  Report on Outstanding Matters – Community Services Committee

- Monthly / Quarterly Departmental Reports
  Community Development Report – Community Development Report January 2015
  Leisure Services Report – December 2014
  Manager Library & Heritage Services Monthly Report – December 2014
  Manager Ranger & Emergency Services Monthly Report – December 2014
  Tourism/Events & Visitor Centre Monthly Report – January 2015

No items were raised for further investigation or report.
# COMMUNITY SERVICES COMMITTEE

3 FEBRUARY 2015

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1.1 - EVENTS STRATEGY - OVERVIEW

Purpose of Events

- Connect Residents
- Attract Visitors
- Improve the image of the City
- Activate and promote the CBD
- Activate other places and spaces
Major City Events

- Australia Day Fireworks
- Highland Gathering
- Kilt Run
- Movies in the Park
- Minnawarra Festival
- Outside the Frame Art Awards
- Minnawarra Art Awards
- Carols in the Park
- Toy Parade

Externally Run Events

- Araluen Tulip Festival
- Champion Lakes Regatta Centre
- Kelmscott Show
- Grand Fondo Cycling
- Karragullen Expo and Avocado Festival
Event Categories

1. Major Attraction Events

2. Community Events

3. Civic Events

Spring Festival

Bring together events held by the City and external parties into a marketing package.
Partnerships

Event Co-ordination

- Event application process
- Provide ‘one stop’ shop for event information
- Cross-functional events coordination group
- Co-ordinate marketing of all City events
- Grant funding for community groups
2.1 - CHILD HEALTH SERVICES

WARD : ALL
FILE No. : M/892/14
DATE : 16 December 2014
REF : RM/KD
RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:

- This report seeks Council approval to enter into a Memorandum of Understanding on a continuous year by year basis with the Department of Health (Child Health Services) for the occupation of portions of Bakers House, Evelyn Gribble Community Centre and Reserve 33887 Grasmere Way, Kelmscott (Camillo Child Health) for the purpose of running Child Health Clinics.

- Recommend that Council approve the Memorandum of Understanding for formal occupation of the facilities from 1 March 2015.

Tabled Items
1. Nil

Officer Interest Declaration
Nil

Strategic Implications

Strategic Community Plan:
1. Community Wellbeing.
   1.1 Services that support community growth and development
      1.1.2 Support and strengthen community groups, organisations and volunteer services

1.4 Accessible health and other support services that meet the needs of our community.
   1.4.1 Advocate and support integrated approaches to minimise the spread of communicable diseases.
   1.4.2 Advocate expanded health services within the region

1.6 A community that feels safe
   1.6.5 Consider opportunities for partnership projects with other agencies that enhance community amenity.

Legislation Implications

Section 3.58(5) Local Government Act 1995 – Disposing of Property
Regulation 30 Local Government (Functions and General) Regulations 1996 – Dispositions of property to which section 3.58 of the Act does not apply
Council Policy/Local Law Implications
Council Policy ADM2 – Property Lease Rentals

Budget/Financial Implications
An increase in revenue of $2400.00 per annum - $800 per facility for three facilities based on the approved Fees and Charges schedule for community organisations retaining exclusive use of portion of a facility.

Consultation
1. Officers from the Technical Services
2. Officers from Leisure Services
3. Officers from Corporate Services
4. Department for Health (Child Health Services)

BACKGROUND
The Department of Health’s Child Health Services comprise Community Child Health Nurses based at Child Health Clinics working in partnership with parents and carers of babies and children aged 0 – 4 to provide information/support, referrals, immunisations, and developmental assessments.

Since the 1950s, most local governments in Western Australia and the Department of Health have maintained a shared commitment to providing child health services, with the local government providing the facility and the Department of Health providing the services.

As early as 1935, the Armadale-Kelmscott Roads Board voted to support the Baby Clinic scheme in partnership with the Health Department. The Board would contribute financially to the establishment and operation of three Baby Clinics staffed by qualified Nurses in Kelmscott, Armadale and Byford to keep babies well and therefore reduce deaths. Since then, the City and the Department of Health have participated in these arrangements based on the shared objective of providing Child Health Clinics from facilities in locations easily accessible to families. There are currently five Child Health Clinics operating in the City, three of which are based at the City’s facilities. The City is progressing discussions with Child Health Services to formalise arrangements of exclusive use of portions of these three facilities for Child Health Clinics, in alignment with Council’s previous direction.

These facilities are:

- Bakers House (accommodates Harrisdale Child Health which services Harrisdale and Piara Waters)
- Evelyn Gribble Centre (accommodates Wungong Child Health which services Brookdale and surrounding suburbs, Oakford, Darling Downs, Forrestdale and up to South West highway shopping centre side)
- Grasmere Way (accommodates Camillo Child Health which services Kelmscott south of railway line, Champion Lakes, Camillo and rest of Kelmscott plus Forrestdale on that side of Armadale Road).

The services provided by the Child Health Nurses include:
• Assessment of baby and child health development after discharge from hospital, at 6-8 weeks, 3 – 4 months, 8 months, 18 months and 3 years
• Home visits to families
• Immunisations - Immunisation clinics have operated on a monthly basis at four accessible locations across the City. The City provided the vaccines and the child health nurses administer them. This arrangement was in place for 10 years and concluded at the end of 2013 with families now encouraged to access the Child Health Clinics for immunisation of their children.
• Provision of ongoing support for families and information on many aspects of parenting and maternal and family health
• Acting as a link between hospitals and the community, working with family GPs and other health professionals including Aboriginal and ethnic health workers
• Facilitation of parenting groups

In relation to the numbers of families that access Child Health Clinics at the City-owned facilities, the following table provides a snapshot of the numbers of babies being born occurring between 2008 and 2014 requiring services from birth to four years of age:

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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Byford</td>
<td>313</td>
<td>303</td>
<td>257</td>
<td>243</td>
<td>213</td>
<td>200</td>
<td>189</td>
</tr>
<tr>
<td>Camillo</td>
<td>170</td>
<td>189</td>
<td>213</td>
<td>239</td>
<td>368</td>
<td>323</td>
<td>288</td>
</tr>
<tr>
<td>Harrisdale</td>
<td>374</td>
<td>279</td>
<td>256</td>
<td>161</td>
<td>132</td>
<td>65</td>
<td></td>
</tr>
<tr>
<td>Wungong</td>
<td>267</td>
<td>275</td>
<td>244</td>
<td>211</td>
<td>232</td>
<td>178</td>
<td>192</td>
</tr>
<tr>
<td>Total</td>
<td>1124</td>
<td>1046</td>
<td>970</td>
<td>854</td>
<td>945</td>
<td>766</td>
<td>669</td>
</tr>
</tbody>
</table>

In terms of evidence-based need for the continuation of early childhood services, the Australian Early Development Census (AEDC) results for Camillo and Brookdale for 2012 indicate that respectively 33% and 37% of children aged 0 – 5 are developmentally vulnerable on one or more domains of the AEDC. In Armadale overall, 28% of children are developmentally vulnerable. These percentages are significantly higher than the state average of 23% and national average of 22%. When considering this data in conjunction with the current numbers of births in the table above and expected future birth rates based on the growth the City is experiencing, there is a demonstrated need for Child Health Clinics to continue from facilities that are purpose appropriate and accessible to families.

The longstanding partnership between the City and the Department of Health’s Child Health Services yields extensive benefits beyond the provision of services to residents, including:

• A consistent presence of Child Health Services staff on management committees and networks including the Communities for Children Management Committee, the Child and Parent Centre Local Area Committee and the Armadale Early Years Network. The purpose of these committees is to address community issues based on collaboration between local stakeholders. With the City also represented on these groups, there has been a history of partnership between the City and Child Health Services in the context of collectively identifying strategies to improve outcomes for children and families.
Child Health nurses are a conduit of information to families from the City, for example distributing the *Better Beginnings Family Literacy Program* and promotional material for family activities and events.

**WA Local Government Association (WALGA) perspective**

Formalising the arrangements between the City and Child Health Services aligns with the proposed direction of WA Local Government Association (WALGA).

The issue was raised at a WALGA State Council meeting in March 2012, at which the State Council resolved that the State Government should provide greater funding and strategic planning for facility provision to enable delivery of child health services. This led to a response from the State Government in May 2012 that no new funding would be forthcoming to support Local Governments with the provision and maintenance of facilities.

In December 2012, WALGA engaged AEC Group Pty Ltd (a consultancy) to determine the actual costs to Local Governments on the provision and maintenance of facilities for the Child Health Centres. The subsequent report on “Local Government & Provision of Facilities for Child Health Centres” in October 2013 recommended the following:

“1. The final AEC Report Local Government and Provision of Facilities for Child Health Centres be forwarded to the Hon Kim Hames, Minister for Health and the Hon Tony Simpson, Minister for Local Government and Communities seeking a commitment to the following outcomes:

   a. The Department of Health and the Department of Local Government and Communities working with Local Government to develop a strategic plan for the provision of child health services, which identifies priority locations requiring maternal and child health services based on population growth and demographic data, and provides a sustainable framework for future investment by the State Government; and.

   b. The Departments working with WALGA and its members to establish sustainable and equitable funding and leasing arrangements between the State and Local Governments for the provision of facilities from which child health services are delivered in Western Australia;

2. WALGA develop and conduct a Local Government Early Years Forum to enable Local Governments to discuss the key issues facing the sector”.

According to the State Council Agenda’s Status Report section, the latest updates as of December 2014 pertaining to that recommendation are:

- WALGA has received correspondence noting the report and the resolutions of State Council.
- WALGA is a member of the DLGC Community Development Roundtable and will continue to pursue the need for greater strategic planning for the provision of public health services.
- WALGA is hosting an Early Years Forum on 11 March 2015 at the Hyatt Perth. Further details of the Forum will be provided in the WALGA Local Government News.

WALGA indicates commitment to continuing to advocate for funds and strategic direction from the state government for the provision of child health services, reflected by the recommendations in the AEC Report.
The Departments of Health and Local Government and Communities have not yet progressed these recommendations, therefore current resolution of the matter is contingent on individual agreements between local governments and the Department of Health. This is reflected by communication with other local governments who are also in the process of working with the Department of Health to formalise child health services accommodation agreements.

It is of benefit to the City and local families that the agreement with the Department of Health to provide services at three of the City’s facilities is formalised in a timely manner given the lengthy duration of this process to date.

DETAILS OF PROPOSAL

This report seeks Council’s support and approval concerning a formal agreement with the Department of Health for exclusive use arrangements of the City’s facilities to operate Child Health Clinics.

After a number of discussions with the Department of Health’s Child Health Services staff, the following proposal has been mutually agreed upon pending Council’s approval:

Premises: Portion of Bakers House;  
          Portion of Evelyn Gribble Community Centre; and  
          Portion of Reserve 33887 Grasmere Way;

Term: Ongoing on a year by year basis, until such time as either party terminates.

Commencement: 1 March 2015;

Financial Contribution: $800 per annum plus GST, for each location. This is based on the City’s approved Fees and Charges schedule for community organisations retaining exclusive use of part of a facility

Outgoings: Department of Health will be responsible for all costs associated with their phone line and utilities expenses.

Maintenance: Department of Health will be responsible for keeping the occupied area clean and tidy at its own expense, with the City responsible for the overall maintenance of the facility (as a whole).

Insurance: Department of Health to maintain public liability insurance and contents insurance for its own contents. The City will continue to insure the facility.

COMMENT

ANALYSIS

Child Health Clinics offer an essential service to the residents of the City of Armadale, providing a range of services in partnership with parents and carers of babies and young children up to the age of four years. The Child Health nurses also provide a home visiting service aimed at parents of newborn babies to offer support and advice about the wellbeing of both the baby and the mother. The Nurses also provide appropriate information to parents on behalf of local organisations, including playgroups, promoting engagement and participation in their community. At an organisational level, the partnership between Child Health Services and the City facilitates addressing issues in the community through working together on relevant committees and sharing local knowledge and expertise on the early childhood sector.

With regards to remuneration to the City for use of the three facilities, $800 per annum plus GST, is proposed for each location. This is based on the approved Fees and Charges schedule
for community organisations retaining exclusive use of part of a facility. A Memorandum of Understanding is recommended as the appropriate mechanism for formalising the agreement.

It is recognised that there is a disparity between the proposed fee of $800 and the commercial fee arrangements for other state government departments, including the Department of Child Protection and Family Support and the Department of Local Government and Communities. The rationale behind this is based on the strong historic partnership between the City and the Department of Health to share the provision of child health services to the community. The proposal is also more financially advantageous to the City than the current arrangement.

Pertaining to the Local Government Act’s regulations on the disposition of property to an organisation, Section 3.58(2) of the Local Government Act 1995, states:

“Except as stated in this section, a local government can only dispose of property to –
(a) the highest bidder at public auction; or
(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

Subclause (5)(d) also states that:
“This section does not apply to – any other disposition that is excluded by regulations from the application of this section.”

Regulation 30(2)(b) of the Local Government (Functions and General) Regulations 1996 states:
“A disposition of land is an exempt disposition if –
the land is disposed of to a body, whether Incorporated or not –
(i) the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and
(ii) the members of which are not entitled nor permitted to receive any pecuniary profit from the body’s transactions.”

As the Department of Health is a State Government department this arrangement would satisfy the prescribed definition of an “exempt disposition”. As such it is exempt from the provisions of the requirements of section 3.58 of the Act and accordingly the City is able to negotiate directly with the Department.

OPTIONS

Council has the following options:

Option 1 – Enter into a Memorandum of Understanding

This is the preferred option for the following reasons:
• It formalises the City’s arrangements with the Department of Health and sets a precedent for any future facilities provided to them for this purpose;
• Child Health Clinics provide an invaluable service to the community;
• There are minimal costs associated with its preparation and it offers flexibility to alter terms and conditions (if required) thereby avoiding the necessary legal framework otherwise associated with amending a lease.

Option 2 – Require the Department of Health to enter into a Lease or Management Agreement
This is not a preferred option.

Relevant officers recommend that a Memorandum of Understanding is prepared rather than a Lease or Management Agreement because the Department of Health is not managing or taking responsibility for the facilities; they are occupying a portion of the facility.

Option 3 – Continue with the informal occupancy arrangements

This is not a preferred option.

With no formal agreements in place it sets a precedence that any future facility requirements for Child Health Clinics will be provided at no cost.

CONCLUSION

It is considered appropriate to progress a Memorandum of Understanding for reasons noted in option one (1).

ATTACHMENTS

There are no attachments for this report.

C1/2/15 RECOMMEND

That Council:

1) Agrees to enter into a Memorandum of Understanding with the Department of Health to provide a portion of Bakers House, Evelyn Gribble and Grasmere Way as depicted on the attached plans to this report for an amount of $800.00 + GST, per facility, per annum.

2) Allow the Department of Health to occupy the facilities on a year by year basis until such time as the Memorandum of Understanding is terminated by either party.

Moved Cr R Butterfield
MOTION CARRIED (6/0)
3.1 - MEMORIAL PLAQUES FOR PARKS AND RESERVES - KALAJZICH PARK

WARD : ALL
FILE No. : M/21/15
DATE : 14 January 2015
REF : PW
RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:
That Council endorse both the wording recommended by the History Reference Group and the location as recommended by the City’s Parks and Reserves Department, for a heritage plaque to be located at Kalajzich Park.

Tabled Items
1. Nil

Officer Interest Declaration
Nil

Strategic Implications
1.3 Access to a wide range of cultural, arts and learning opportunities.
1.3.3 Collect, preserve, interpret and exhibit the moveable and recorded heritage of the district.

Legislation Implications
Nil

Council Policy/Local Law Implications
Nil

Budget/Financial Implications
$3,000 (approved within Parks and Reserves budget)

Consultation
1. Public History Advisory Group
2. Parks and Reserve Department

BACKGROUND

At its Ordinary Meeting on 4 April 2005, Council adopted the following resolution in relation to memorial plaques to be placed in some parks and reserves:

C23/3/05

1. That Council undertakes an annual program of memorial plaque manufacture and installation at appropriate parks and reserves within the City.

2. That Council:
a. Adopts the Council Crest as the basis for the memorial plaques for parks and reserves;
Agrees the memorial plaques are to be of bronze and 400mm in diameter;

b. Agrees that the heritage information on the plaques and their location at the park or reserve be approved by Council through the appropriate Committee.

The History Reference Group (HRG) is the group charged with determining the wording for the plaques to refer to the Community Services Committee for approval. The Community Services Committee also approves recommended locations of the plaques and the decision of approval if no plaque is recommended for a particular park. Final resolution is by full Council.

The Planning Services agenda of December 2013 included an item related to a request to commemorate the actions of a resident of Scott Road Kelmscott following the February 2011 bushfires, by naming a reserve in the Scott Road vicinity in his honour. The agenda item read in part:

*The Kelmscott-Roleystone Bushfires of 6 February 2011 has impacted many residents and the community of Roleystone and Kelmscott in general. The residents of Kelmscott and Roleystone continue to rebuild the community and the petitioners seek to commemorate the actions of Mr Alby Kalajzich.*

A petition was tabled by Cr Wielinga at the Ordinary Meeting of Council on 27 August 2012 (296/8/12), the prayer of which reads:

“We the residents listed hereafter, are very grateful to Alby Kalajzich of Scott Road for his efforts in saving numerous homes during the bushfires of 6 February 2011 and his ongoing good humour and example…..”

Council approval was:

*D91/12/13 RECOMMEND*
*That Council:*

1. Approach Geographic Names Committee for approval from the Minister of Lands for the name ‘Kalajzich Park’ to be applied to the portion of existing Reserve 232

Final approval from the Minister of Lands was given on 24 January 2014.

**DETAILS OF PROPOSAL**

That the wording as recommended by the History Reference Group, and the proposed location recommended by the City’s Parks and Reserves Department as shown in the plan as attached to this agenda for a memorial plaque for Kalajzich Park, be approved.
COMMENT

ANALYSIS
Given the significance of the February 2011 bushfires in the City’s history and Council’s previous endorsement of the naming of a park to commemorate the actions of Mr Kalajzich, it is appropriate that a plaque be installed that preserves the heritage information associated with the park naming.

OPTIONS
1. Endorse the proposed wording and placement for the plaque
2. Recommend alternative wording and/or placement for the plaque

CONCLUSION
The proposal is that Council endorse both the wording as recommended by the History Reference Group and the proposed location as recommended by the City’s Parks and Reserves Department, for a memorial plaque for Kalajzich Park.

ATTACHMENTS
1. Kalajzich Park - Plaque Location
2. Kalajzich Park - Plaque (2)

C2/2/15  RECOMMEND
That Council:

1. Endorse the wording for a memorial plaque as

   KALAJZICH PARK
   Albert (Alby) John Kalajzich
   (1942 - )
   A local resident honoured by neighbours who requested the park be named after him in recognition of his efforts in saving numerous homes during the bushfires of 6 February 2011.
   This land was vested in Council on 17 June 2013.
   The naming of this portion was approved on 24 January 2014

2. Endorse the proposed location for placement of a memorial plaque at Kalajzich Park as shown in the plan presented as an attachment.

Moved Cr C M Wielinga
MOTION CARRIED (6/0)
3.2 - ROYAL WESTERN AUSTRALIAN HISTORICAL SOCIETY STATE HISTORY CONFERENCE - PROPOSAL FOR ARMADALE HOSTING 2016

WARD : ALL
FILE No. : M/26/15
DATE : 15 January 2015
REF : PW
RESPONSIBLE MANAGER : Executive Director Community Services

In Brief:
- The City has the opportunity to host the 2016 Royal Western Australian Historical Society’s State History Conference.
- Recommend that the City make a formal offer to the Royal Western Australian Historical Society to host its 2016 State History Conference and make budgetary provision for consideration of approval in the 2015/16 Draft Budget.

Tabled Items
1. Nil

Officer Interest Declaration
Nil

Strategic Implications
1.3 Access to a wide range of cultural, arts and learning opportunities
3.4.3 Market and promote the locality of Armadale to residents, stakeholders and the wider West Australian community

Legislation Implications
Nil

Council Policy/Local Law Implications
Nil

Budget/Financial Implications
Additional $40,000 in the 2015/16 Draft Budget of which a minimum of $20,000 will be recouped.

Consultation
1. Tourism Projects Manager
2. Royal Western Australian Historical Society

BACKGROUND
The Royal Western Australian Historical Society (RWAHS) conducts an annual State History Conference each September that is generally hosted by a Local Government Authority. The 2013 Conference was hosted by the City of Bunbury, the 2014 Conference by the City of Perth and Geraldton will host the 2015 Conference that will be held 4 - 6 September.

Hosting this conference offers the Local Government the opportunity to showcase not only its history, but also the district from a tourism perspective. It attracts delegates state-wide and so supports the district from an economic perspective. The conference registrations generally
number between 125 and 150 people and the conference commences with a Friday night welcome reception. The Saturday is the day of guest speakers as well as the annual business meeting of the RWAHS. The conference dinner is held that evening. The Sunday is traditionally a day of tours of historic sites followed by lunch. Visits to local museums are included in the itinerary.

The City’s Historian/Local Studies Librarian has registered an administratively supported interest on behalf of the City of Armadale to host the September 2016 conference.

DETAILS OF PROPOSAL

It is proposed that the City of Armadale make a formal offer to the RWAHS to host its State History Conference in September 2016 and include funding of $40,000 in the 2015/16 Draft Budget of which a minimum $20,000 would be offset by income. This would ensure the success of the conference.

COMMENT

ANALYSIS

The City of Armadale is rich in history and there is strong local support for any events related to the City’s heritage. The opportunity to showcase this, as well as the district’s tourism attractions to a much wider audience, would be a positive. The City’s Visitor Centre gains custom by using it as the booking agent for conference attendees.

Based on the budget details provided by both the Cities of Bunbury and Perth, the opportunity for the conference to break even (other than a City supported welcome function), is quite realistic. However, a $20,000 fund to ensure the ultimate success of the conference that would allow additional marketing, engagement of top keynote speakers, etc. would enable the Conference Organising Committee to plan an exceptional conference without fear of exceeding budget income.

The City’s History House Museum, as well as the Bert Tyler Vintage Machinery Museum (the recipient of a recent Lotterywest Grant to upgrade its displays), would be showcased. Other historic sites in the City would be included in the coach tour.

OPTIONS

1. Support the request for the City to host and part fund the Royal Western Australian Historical Society’s September 2016 Annual State History Conference.

2. Not support the request for the City to host and part fund the Royal Western Australian Historical Society’s September 2016 Annual State History Conference.

CONCLUSION

Given the benefits that hosting the RWAHS State History Conference would bring to the City, it is proposed that option 1 be supported.
ATTACHMENTS
There are no attachments for this report.

C3/2/15 RECOMMEND

That Council:

1. Approves the City of Armadale making a formal offer to the Royal Western Australian Historical Society to host its Annual State History Conference in September 2016, and

2. Include $40,000 for the staging of the 2016 Annual State History Conference, of which a minimum $20,000 would be offset by income, for consideration of approval in the 2015/16 Draft Budget

Moved Cr C Frost
MOTION CARRIED (6/0)
**4.1 - DRAFT EVENT STRATEGY 2015-2020**

WARD : ALL

FILE No. : M/45/15

DATE : 22 January 2015

REF : G F

RESPONSIBLE MANAGER : Executive Director Community Services

**In Brief:**
- This report presents the draft City of Armadale Event Strategy 2015 – 2020 and seeks adoption from Council.

**Tabled Items**
Nil

**Officer Interest Declaration**
Nil

**Strategic Implications**
1.3.2 Promote and support community arts and events.
1.3.4 Promote and support initiatives that enable the community to enjoy a variety of cultural experiences.
3.4.3 Market and promote the locality of the City of Armadale to residents, stakeholders and the wider West Australian community.

**Legislation Implications**
Nil

**Council Policy/Local Law Implications**
Nil

**Budget/Financial Implications**
The City’s Long Term Financial Plan has a recurrent budget for the City’s annual program of events. The adoption of the Draft Events Strategy 2015 – 2020 may have financial implications which are yet to be determined. The analysis of the financial implication will need to consider the interrelated actions with the Jull St Mall Revitalisation Action Plan and the Tourism Strategy.

The implications from that analysis will be included in the 2015/16 Annual Budget and Long Term Financial Plan discussions.

**Consultation**
Councillors
MANEX
Jull Street Mall Traders
Venues West

Land Developers
MRA
City Officers
BACKGROUND
The City contracted Anne Banks-McAllister Consulting to undertake a review of the City’s events program and develop an overall Strategy. The Events Strategy provides a framework for the delivery of an event program which meets the City’s strategic direction.

The development of the Events Strategy 2015 - 2020 included:
- Workshops with elected members;
- Workshops with staff;
- A review of the City’s key strategic documents;
- A review of the City of Armadale’s demographic data;
- Interviews with stakeholders;
- A review of events programs in other local governments; and
- Drafting an Outcomes Report as the informing document for the Events’ Strategy.

DETAILS OF PROPOSAL
The Draft Events Strategy 2015 – 2020 has provided a framework for the delivery of the City’s events program. This framework included categorizing events to guide strategic investment, allocation of resources, partnerships and marketing levels. The City of Armadale events categories are:
1. Major Attractions
2. Community
3. Civic

The strategy also highlighted the opportunity to hold a spring festival in September/October each year. The Spring Festival will not be a one off event held by the City, it will be a program of events hosted by the City, other external parties and community groups. It is recommended that the City take responsibility for coordinating the festival into a cohesive marketing package.

The festival program is intended to promote the City of Armadale, improve community wellbeing, and attract visitors and impact positively on economic development.

While the Events’ Strategy contains a detailed Action Plan, the following key actions were identified:
- Develop an Annual Events’ Program containing a mix of event categories aimed at specific target markets and strategic outcomes.
- Package and promote all events, including those run by the City and other organisations, as integrated programs across the City of Armadale.
- Conduct the Minnawarra Festival in 2015, replacing it with a new Iconic Festival in 2016 aimed at attracting visitors to the City and enhancing the City’s image.
- Develop strategic partnerships with Venueswest, Metropolitan Redevelopment Authority, Araluen Botanic Garden, Kelmscott Agricultural Society and residential property developers for the coordination and promotion of major events.
- Develop strategic partnerships with funding bodies and potential sponsors.
- Develop strategic partnerships with local business and the Metropolitan Redevelopment Authority for the activation of the central business district.
- Establish a cross-functional Events Coordination Group to ensure the effective identification, coordination, management and promotion of internal and external events.
- Ensure events are aligned with the City of Armadale’s Economic Development Strategy and Tourism Strategy.
- Develop an ‘approach’ regarding the City’s community development and community capacity building relationship with residential land developers.
- Provide a ‘one stop’ shop for all event information, support and coordination.
- Provide specific grant funding to encourage community organisations to host events.
- Develop an Events Marketing Plan that actively promotes all events, particularly via social media and Council’s website, and is aligned with the City’s Marketing and Communications Plan.
- Seek to cooperate with neighbouring local governments to attract, fund and promote head-line acts.
- Implement performance reporting for the Annual Events’ Program.

COMMENT

The City’s annual program of events is critical in building a strong community and celebrating our unique history and culture. The Draft Events Strategy 2015–2020 has recognised that the City’s events program can be re-aligned to meet the City’s Economic Growth and Community Wellbeing goals.

Due to the changing demographics and population within the City, a partnership approach is required to deliver a diverse events program across the whole locality. This can be achieved by working together with event providers in the community to develop a festival program and forming ongoing partnership opportunities with land developers, community groups and business owners.

OPTIONS

Council has the following options:

1. Adopt the Draft Events Strategy 2015–2020 as attached to this report.
2. Not adopt the Draft Events Strategy 2015–2020 as attached to this report.

CONCLUSION

The Draft Events Strategy 2015–2020 has identified that the City has a unique opportunity to provide leadership in facilitating community events, which creates added cultural vibrancy and attracts new visitors to the City. It provides the Strategic Direction and an Action Plan for the next five years, is an informed document and is recommended for adoption.
ATTACHMENTS
1. Events Strategy 2015 - 2020 - See separate attachment

Committee Discussion

Committee discussed the Events Strategy and after consideration noted the following:

- Clarity regarding the word ‘Festival’ as a once off event such as the Minnawarra Festival vs the Spring Festival which refers to a series or number of events over a period of time. It is not intended to create a new Festival as part of the Spring programme in lieu of the Minnawarra Festival.

- That rather than stipulating specific award categories for the Minnawarra Art Award (Aboriginal/ Emerging Artist), that a broader assessment be included (pg12). Consideration and review of current and future award categories be undertaken with a view to maintaining and enhancing the high standard of entries being submitted.

Committee amended the Officer recommendation as follows:

Officer Recommendation

1. Adopt the Draft Events Strategy 2015 – 2020 as attached to this report.

C4/2/15 RECOMMEND

That Council:

1. Adopt the Draft Events Strategy 2015 – 2020 as attached to this report with following amendments on Page 12

<table>
<thead>
<tr>
<th>Major Events-City of Armadale</th>
<th>Category</th>
<th>Assessment</th>
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</thead>
<tbody>
<tr>
<td>Minnawarra Festival</td>
<td>Community</td>
<td>Is not delivering on the objectives of a Festival. Cease after 2015 and transition into a new Festival Event during 2016.</td>
</tr>
<tr>
<td>Minnawarra Art Award</td>
<td>Community</td>
<td>Promote more widely outside the City. Involve high profile artists and guests. Develop a new award category for emerging artists. Develop a new award category for aboriginal artists. Consider and review current and future award categories to maintain and enhance the high standard of entries. Increase prize money. Investigate more sponsorship.</td>
</tr>
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Moved Cr J Stewart
MOTION CARRIED (6/0)
5.1 - ANNUAL LEAVE - EXECUTIVE DIRECTOR COMMUNITY SERVICES

WARD: ALL  
FILE No.: M/29/15  
DATE: 19 January 2015  
REF: SG  
RESPONSIBLE MANAGER: Executive Director Community Services

In Brief:
- Advice of proposed Annual Leave from Monday 23rd February 2015 to Monday 9 March 2015 for the Executive Director Community Services.
- Recommend that Council note the Executive Director Community Services will take Annual Leave from Monday 23rd February 2015 to Monday 9th March 2015 inclusive and that the Executive Manager Community Services (Neil Kegie) be appointed Acting Executive Director Community Services during this period.

Tabled Items
Nil

Officer Interest Declaration
Nil

Strategic Implications
Nil

Legislation Implications
Nil

Council Policy/Local Law Implications
Council Policy and Management Practice ADM 12 “Acting Senior Positions”.

Budget/Financial Implications
The higher duties payment associated with this matter can be accommodated within the adopted 2015 Annual Budget.

Consultation
Chief Executive Officer

COMMENT
The Executive Director Community Services with be taking Annual Leave from Monday 23 February 2015 to Monday 9th March 2015, inclusive and during this time it is proposed that the Executive Manager Community Services (Neil Kegie) be appointed Acting Executive Director Community Services.
ATTACHMENTS
There are no attachments for this report.

CS/2/15 RECOMMEND

That Council:

1. Note that the Executive Director Community Services (Yvonne Loveland) will take Annual Leave from Monday 23rd February 2015 to Monday 9th March 2015 inclusive and during this time it is proposed that the Executive Manager Community Services (Neil Kegie be appointed Acting Executive Director Community Services; and

2. Pursuant to Management Practice ADM 12 and on the recommendation of the Chief Executive Officer, appoint the Executive Manager Community Services (Neil Kegie) for the period 23rd February 2015 to 9th March 2015 inclusive as Acting Executive Director Community Services.

Moved Cr C M Wielinga
MOTION CARRIED (6/0)
5.2 - FENCING AND SECURITY OF THE CITY ON AUSTRALIA DAY

At the Council meeting held on 27 January 2015, Cr M Geary referred the following matter to Community Services Committee.

That the matter of fencing security and presentation of the City on Australia Day be referred to the Community Services Committee.

Comment from Cr M Geary

On a day where thousands come to the City, some possibly for the one and only day of the year, why is it considered a good presentation and idea to garrison fence some key City features – lake in Minnawarra Park and the new City building for example.

I understand fencing for security is necessary but perhaps a new risk management approach and placement of fencing could be considered that does not detract from key features in the City.

Officer Comment

The fencing surrounding City of Armadale Council Offices, Armadale Courthouse, History House and Minnawarra Park is part of the fireworks exclusion zone. The City is required to implement a 75 metre exclusion zone from the firing site. The size of the exclusion zone is determined by the Department of Mines and Petroleum, who enforce the Dangerous Goods Safety Act 2004. The issuing of a new fireworks permit is subject to the City of Armadale’s compliance to these specifications.

The City will be conducting a review of the Australia Day Event in March 2015 with representatives from the Department of Mines and Petroleum. If Council wishes to pursue Cr Geary’s concerns, City officers can raise the issue of the size of the exclusion zone at future Australia Day events. The City may also investigate alternative fencing options or lining fencing with screening material to increase the visual amenity during the event.

ATTACHMENTS

There are no attachments for this report.

C6/2/15

RECOMMEND

That Council:

1. That Council note that the issue of fencing of the exclusion zone associated with the Australia Day Fireworks will be discussed as part of the debriefing of the event and that consideration will be given to options/alternatives that meet requirements but take into account amenity as well as safety.

Moved Cr K Busby
MOTION CARRIED (6/0)
COUNCILLORS’ ITEMS

Nil

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT

Nil

MEETING DECLARED CLOSED AT 8.10pm
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<th>SUBJECT</th>
<th>PAGE</th>
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<td>MEMORIAL PLAQUES FOR PARKS AND RESERVES - KALAJZICH PARK</td>
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<td>3.1.1 Kalajzich Park - Plaque Location</td>
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<td>3.1.2 Kalajzich Park - Plaque (2)</td>
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<td>DRAFT EVENT STRATEGY 2015-2020</td>
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<td>4.1.1 Events Strategy 2015 - 2020 - See separate attachment</td>
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Community Services Committee Meeting

EVENTS STRATEGY 2015 – 2020

SEE SEPARATE COVER
CHIEF EXECUTIVE OFFICER’S REPORT

9 FEBRUARY 2015

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   1.1 COUNCILLORS’ INFORMATION BULLETIN - ISSUE NO. 2/2015 ........................................67
CITY OF ARMADALE
Chief Executive Officer’s Report

Mayor and Councillors
City of Armadale

Following is my Report for the period ended 9 February 2015

1.1 - COUNCILLORS' INFORMATION BULLETIN - ISSUE NO. 2/2015

WARD : ALL
FILE No. : M/106/15
DATE : 2 February 2015
REF : CT
RESPONSIBLE MANAGER : Chief Executive Officer

In Brief:
- Councillors’ Information Bulletin – Councillors are advised to take note of the information submitted in Issue No. 2/2015 to be received by Council.

Strategic Implications
The following general information and memorandums were circulated in Issue No. 2/2015 on 5 February 2015.

COMMENT
Correspondence & Papers

- Correspondence
- WA Local Government Association (WALGA) News
- Australian Local Government Association (ALGA) News
  30 January 2015
- Media Releases

Information from Human Resources

- Employee Movements

Information from City Strategy

Progress Report
- Progress Report on Contingency, Operational & Strategic Projects
  - Outstanding Matters & Information Items
    Report on Outstanding Matters – City Strategy Committee
  - Donations/Grants/Contributions
Information from Development Services

- **Outstanding Matters & Information Items**
  - Report on Outstanding Matters - Development Services Committee
  - Review before the State Administrative Tribunal (SAT)
- **Health**
  - Health Services Manager’s Report - January 2015
- **Planning**
  - Planning Applications Report - January 2015
  - Town Planning Scheme No.4 - Amendment Action Table
  - Subdivision Applications - WAPC Approvals/Refusals - January 2015
  - Subdivision Applications - Report on Lots Registered for 2013/2014
  - PAW Closure Report - Significant Actions during January 2015
  - Compliance Officer’s Report - January 2015
- **Building**
  - Building Services Manager’s Report - January 2015
  - Building Applications Monthly Statistics - January 2015

**ATTACHMENTS**
There are no attachments for this report.

**RECOMMEND**