

CITY OF ARMADALE

AGENDA

OF DEVELOPMENT SERVICES COMMITTEE TO BE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 16 SEPTEMBER 2024 AT 7.00PM.

OFFICIAL OPENING & ACKNOWLEDGEMENT OF COUNTRY.

PRESENT:

APOLOGIES: Cr K Busby (Leave of Absence)
Cr Silver (Leave of Absence)

OBSERVERS:

IN ATTENDANCE:

PUBLIC:

DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings to be read.

DECLARATION OF MEMBERS' INTERESTS

QUESTION TIME

Public Question Time is allocated for the asking of and responding to questions raised by members of the public.

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

Policy and Management Practice EM 6 – Public Question Time has been adopted by Council to ensure the orderly conduct of Public Question time and a copy of this procedure can be found at <http://www.armadale.wa.gov.au/PolicyManual>

It is also available in the public gallery.

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

DEPUTATION

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Development Services Committee Meeting held on 19 August 2024 be confirmed.

ITEMS REFERRED FROM INFORMATION BULLETIN - ISSUE 14 - SEPTEMBER 2024

If any of the items listed in the Information Bulletin - Issue 14 – September 2024 require clarification or a report for a decision of Council, this item to be raised for discussion at this juncture.

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1.1 - NEW HEALTHY FOOD AND DRINK POLICY

WARD : ALL
FILE No. : M/516/24
DATE : 30 August 2024
REF : DD
RESPONSIBLE : Executive Director
MANAGER : Development Services

In Brief:

- This report addresses a deliverable in the City's Community Health and Wellbeing Plan 2021-2024 to develop a healthy catering policy to increase access and availability of healthy food and drink options and choices for City meetings, venues, events and community activities.
- Recommend that Council adopt the attached Healthy Food and Drink Policy.

Tabled Items

Nil

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

Strategic Community Plan 2020-2030

1.2 Improve Community Wellbeing

1.2.4 Facilitate the delivery of health and wellbeing programs and services within the community.

Corporate Business Plan 2023/24 – 2026/27

1.2.4.1 Implement Community Health and Wellbeing Plan

Community Health and Wellbeing Plan 2021-2024

11.1.1.5 Develop a health catering policy to increase access and availability of healthy food and drink options and choices for City meetings, venues, events and community activities.

Legal Implications

Local Government Act 1995 (WA)

Work Health and Safety Act 2020

Council Policy/Local Law Implications

Nil

Budget/Financial Implications

Nil. The City has developed the City's Healthy Catering Options resource, which outlines different options to get healthy catering that is suitable for all budgets. It also encourages teams to consider how much catering they need to order to minimise food waste and expenses.

Consultation

All staff were invited to complete the consultation survey via email.

BACKGROUND

At its meeting on 23 August 2021, Council endorsed the City's Community Health and Wellbeing Plan 2021-2024 (CHWP) which identifies increasing opportunities for residents to incorporate healthier food choices into their lifestyles to prevent chronic disease. The CHWP includes the following deliverable:

- Develop a health catering policy to increase access and availability of healthy food and drink options and choices for City meetings, venues, events and community activities.

This report addresses the deliverable and requests the policy be adopted by Council, which is aimed at increasing awareness of the City's commitments to supporting healthy lifestyles.

DETAILS OF NEW POLICY

To provide a workplace environment that promotes and supports healthy food and drink choices that align with the [Australian Dietary Guidelines](#). By creating this supportive environment, the City aims to make healthy food and drink an easy and accessible choice for staff and the community at the City's facilities and events, where food is provided by the City. This policy outlines requirements and recommendations for food and drinks purchased or funded by the City.

COMMENT

Local governments are well placed to influence the health behaviours of staff, visitors and volunteers, and to influence good health choices to the wider community by ensuring that all members of the community are able to access healthy food and drink choices at the City's facilities and events, where food is provided by the City. The City recognises the role of good nutrition in promoting physical and mental health and is committed to supporting both staff and the community to eat well.

Within the City, 69% of adults are either overweight or obese with 54% eating less than 2 serves of fruit daily and 94% eating less than 5 serves of vegetables daily. (City of Armadale Community Health Profile 2019. East Metropolitan Health Service, Department of Health, Perth WA)

Unhealthy eating patterns increase the risk of weight gain as well as chronic diseases such as type 2 diabetes, cardiovascular disease, and some cancers. Poor nutrition can also negatively impact on mental health. Eating a wide range of healthy and nutritious foods, such as fruits and vegetables, are factors that can protect us from a number of these chronic diseases.

The *Work Health and Safety Act 2020* describes the health and safety requirements of employers to keep their workplaces safe and without risk to the health of any person. This policy aims to promote and encourage healthy eating and drinking across the whole organisation supporting a healthy and productive workforce.

Providing healthy food and drink options is one way the City can support the health of staff and the community. Providing a healthy food and drink option also has the potential to improve staff and the community's physical and mental health.

A supporting document, *Guideline – Implementing the Healthy Food and Drink Policy*, has been prepared for the application of the draft Policy. This guide is not intended to form part of the Policy but will be used as part of the supporting framework for its implementation. The guideline outlines the requirements and recommendations for food and drinks purchased or funded by the City, under the following headings:

1. *Healthy food and drink options – minimum requirements*

When purchasing food and drink items with City funds the City will:

- Use the Traffic Light System when choosing options, to ensure there is:
 - at least 50% **GREEN** (best choices) foods and drinks options,
 - no more than 20% **RED** (limit) food and drinks options; and
 - **AMBER** (select carefully) food and drink options that make up the remaining items.
- Ensure tap water for drinking is always readily available,
- Select water as the first drink option and try to avoid zero-alcohol products, low-alcohol products, and sugar-sweetened beverages wherever possible (due to their high kilojoule value and low nutritional value).

2. *Internal Catering*

The City will adhere to the minimum requirements for internal and external meetings; excluding meals served before or after Council/Committee workshops and meetings.

3. *Events (catering purchased using City funds)*

The City will adhere to the minimum requirements with the exception when working with audiences that are difficult to reach or engage.

4. *Events (food vendors/mobile food businesses)*

The City will consider the traffic light system when selecting food and drink vendors and/or mobile food businesses. At a minimum, the City will ensure at least one or more healthy option/s is available at each event.

5. *Public event approvals*

The City will encourage event organisers to consider the provision of healthy food and drink options.

6. *Community grants and services agreement (funded by the City)*

The City will encourage applicants to consider the provision of healthy food and drink options.

7. *Rewards, incentives, gifts, prizes, and giveaways for staff and/or community*

The City will ensure any food and/or drink/s purchased for rewards, incentives, gifts, prizes, and giveaways for staff and/or community do not include alcohol, zero-alcohol products, low alcohol products, sugar-sweetened beverages, or discretionary food/s. Additionally, that gift cards purchased do not include provisions to purchase alcohol and/or tobacco.

8. *Vending machines*

The City will implement a phased in approach for current vending machines on City owned property to introduce healthier options in the vending machines. New vending machines to include one or more healthy option/s.

9. *Leasing of City owned land, property and facilities*

The City to include a reference to the policy in relevant future lease agreements, where the lessee is a food business, requiring the lessee to include one or more healthy menu option/s.

10. *Contracts (relating to supply of food and/or drink for the City)*

The City will include a weighted criteria for contracts that are advertised for tender, quotation and panels, where it is substantially about purchasing or contracting of food businesses and/or their services.

11. *Exemptions/exclusions*

The policy will not apply to:

- Food and drink brought in for personal use or to share for celebrations.
- Food security donations to the Champion Centre that are deemed as discretionary foods and/or drinks.
- Self-funded gifts, rewards, prizes, donations, and incentives and/or giveaways.
- Gift cards that are purchased from major chain or supermarkets that sell healthy food alongside discretionary food, zero-alcohol products, and sugar-sweetened beverages.
- Community based not for profit organisations that lease or hire City buildings and/or facilities for their activities and are classified as a not for profit or charity.

This policy can be used in conjunction with the Healthy Catering Options resource developed by the City. This resource provides staff with practical tips on healthy catering options by applying the requirements outlined in the *Guideline – Implementing the Healthy Food and Drink Policy* to menus of catering suppliers currently being used by the City. Cultural and dietary requirements, budget, food waste, use of local suppliers, sustainability, and recycling have been considered in the development of this resource.

ANALYSIS

In February 2023 a consultation survey was sent out to all staff requesting feedback on development and implementation of this policy, mainly engaging with the City's staff that were involved in organising events and activities, ordering catering or supplying food. The consultation survey was designed to help identify:

- Any barriers or issues that may arise as a result of the development of the policy.
- How these barriers or issues could be resolved.
- How the policy can be put into practice or where it might fit into staff roles.
- Resources that may need to be developed to support the implementation of the policy.

The survey was completed by 37 staff members, providing valuable feedback that was reviewed and addressed during the development of the policy.

In August 2023, a draft policy along with the supporting Healthy Catering Options resource was sent to those staff who participated in the survey to gain further feedback. The draft policy was also provided to valued external stakeholders with expertise in nutrition to provide a peer review of the policy and its' accompanying resource. Three external stakeholders and internal staff from nine teams provided feedback, and adjustments were made to the draft policy and accompanying resource accordingly.

SOHAG COMMENTS

The Standing Order House Advisory Group Committee (SOHAG) reviewed the draft Healthy Food and Drink Policy at its meeting on 19 August 2024 and recommended that the draft policy be referred to the Development Services Committee for consideration.

OPTIONS

Council could:

1. Adopt the draft Healthy Food and Drink Policy with or without modifications.
2. Resolve to not progress the draft Healthy Food and Drink Policy.

CONCLUSION

The adoption of this policy would achieve one of the City's deliverables in its Community Health and Wellbeing Plan, which is to develop a health catering policy to increase access and availability of healthy food and drink options and choices for City meetings, venues, events and community activities.

RECOMMEND

That Council:

1. **Adopt the attached draft Healthy Food and Drink Policy.**

ATTACHMENTS

1. [Draft Healthy Food and Drink Policy](#)

2.1 - OMNIBUS LOCAL PLANNING POLICY REVIEW 2024

WARD : ALL
FILE No. : M/365/24
DATE : 30 August 2024
REF : EvH
RESPONSIBLE : Executive Director
MANAGER : Development
Services

In Brief:

- The Omnibus Local Planning Policy Review 2024 consists of a review of four local planning policies. These are:
 - PLN 2.5 – Erosion Prevention and Sediment Control,
 - PLN 2.10 - Environmentally Sustainable Design (PLN 2.10),
 - PLN 3.12 - Percent for Public Art (PLN 3.12) and
 - PLN 4.1 - Industrial Sites and Estates (PLN 4.1).
- The review of PLN 2.5 recommends minor changes to update terminology.
- The review of PLN 2.10 recommends that the Policy be amended to update the provisions relating to EV charging infrastructure in line with the State Government’s new Position Statement.
- It is recommended that PLN 3.12 be amended to take into account recent decisions by the State Administrative Tribunal (SAT) and the Joint Development Assessment Panel (JDAP) and changes proposed by City officers to improve the Policy. As part of the review of this Policy, it is also recommended that the funds that have been collected for public art in the Forrestdale Business Park East Area and Public Art across the City be listed for consideration in the Long-Term Financial Plan and 2025-26 & 2026-27 budgets for expenditure.
- The review of PLN 4.1 recommends that the road network for the Forrestdale Business Park East be updated to reflect an amended road network as a result of approved subdivisions.

Tabled Items

Nil

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

- 2.5.1 Ensure the City's planning framework is modern, flexible, responsive and aligned to achieving the outcomes of the Strategic Community Plan and Corporate Business Plan.

Legal Implications

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Town Planning Scheme No.4

Council Policy/Local Law Implications

PLN 3.12 - The City's Public Art Policy (COM 8)

Budget/Financial Implications

Nil

Consultation

Relevant Directorates

BACKGROUND

The Omnibus Local Planning Policy Review 2024 includes a review of the following local planning policies:

- PLN 2.5 - Erosion Prevention and Sediment Control (PLN 2.5)
- PLN 2.10 - Environmentally Sustainable Design (PLN 2.10)
- PLN 3.12 - Percent for Public Art (PLN 3.12)
- PLN 4.1 - Industrial Sites and Estates (PLN 4.1)

PLN 2.5 - Erosion Prevention and Sediment Control

PLN 2.5 was last reviewed in April 2013. The purpose of the Policy is to ensure that local structure plans, subdivisions and development consider erosion and ensure that the potential for erosion is minimised.

Most of the Policy is still relevant, however certain minor changes are required due to the time that has passed since its last review.

PLN 2.10 - Environmentally Sustainable Design

PLN 2.10, adopted by Council in February 2022, responds to the State and Federal Governments' aspiration of net zero emissions by 2050 and encourages the early adoption of technologies that may enable that outcome within the City.

The State Government in March 2024 released a new *Position Statement on Electric Vehicle Charging Infrastructure* to support the WA Climate Policy and State Electric Vehicle Strategy to increase the uptake of electric vehicles (EVs). The Position Statement encourages the early consideration of EV needs in new development projects and a streamlined approvals process for EV charging infrastructure.

There is a need to amend the section in the Policy which relates to EV charging infrastructure to respond to the new Position Statement.

PLN 3.12 - Percent for Public Art

PLN 3.12 was adopted by Council in August 2018 and outlines the City's requirements in respect to requiring eligible developments to contribute towards the provision of public art.

The Policy requires specific developments of a value of more than \$1 million to provide public art to a value of 1% of the total development cost. Depending on the value of the development, this could either be a monetary payment or an option to provide the art on site or to make a monetary payment. The Policy aligns with the Arts & Culture Strategy 2022-2026 and the Public Art Policy (COM 8) and is implemented by means of a condition of development approval.

The City has reviewed the implementation of the Policy, with some development approval conditions imposed challenged through the JDAP and SAT processes. In a recent SAT case, the validity of a public art condition as part of development application was challenged by the proponent. Although SAT ultimately supported the condition, the proponent changed some architectural features of the development to reduce costs, to offset the cost of the art contribution. Similarly, in a recent planning application the JDAP accepted a lesser amount than 1% where the public art meet the objectives of the Policy.

If public art is not provided onsite, the contributions collected in accordance with the Policy are consolidated to be used by the City to provide public art in a location to be determined. An example of this is contributions collected for public art within the Forrestdale Business Park. There is a need, however, to improve this process and establish a framework to identify where and when collected contributions will be spent, as the SAT and some landowners have expressed concern about the timing of the City's expenditure.

PLN 4.1 - Industrial Sites and Estates

PLN 4.1 was last amended in February 2023. The Policy aims to facilitate a high standard of development and vehicle permeability within industrial areas.

In the absence of a structure plan, the Policy includes a map (Figure 1) showing the required roads within the Forrestdale Business Park East that need to be provided by landowners/developers through the subdivision and/or development processes. As some subdivisions approved by the Western Australian Planning Commission (WAPC) have varied from the road layout in the Policy and some roads closed, it is recommended that the Policy be amended to reflect this.

DETAILS OF PROPOSAL

As part of the Omnibus Local Planning Policy Review 2024, it is recommended that the following Polices be reviewed:

- PLN 2.5 - Erosion Prevention and Sediment Control;
- PLN 2.10 - Environmentally Sustainable Design;
- PLN 3.12 - Percent for Public Art; and
- PLN 4.1 - Industrial Sites and Estates.

The proposed changes outlined above in relation to these policies have been made for Council's consideration, and a copy of the draft amended policies have been appended in the Attachments.

It is proposed that Council follows the procedures under Town Planning Scheme No. 4 to amend the policies.

COMMENT

The outcome of the review of PLN 2.5, PLN 2.10, PLN 3.12 and PLN 4.1 and the justification for the recommended changes for Council's consideration are outlined below.

PLN 2.5 - Erosion Prevention and Sediment Control

As most of the Policy is still relevant and fit-for-purpose to manage erosion prevention and sediment control in the City, it is recommended that some minor modifications be made to the terminology used in the Policy, as some of the documents and terms referred to in the Policy have been changed or superseded.

PLN 2.10 Environmentally Sustainable Design

To align with the State Government's *Position Paper - Electric Vehicle Charging Infrastructure*, it is recommended that the current section 4.2 of the Policy be amended.

In line with the current aspirational nature of the Policy, it is recommended that a similar approach be followed by amending the Policy to encourage and support investment in EV charging infrastructure. This includes encouraging developers to voluntarily provide this infrastructure and to future proof new residential, industrial and commercial developments so that these can support the future installation of the infrastructure when the demand arises or increases.

It is also proposed that the policy make it easier for developers to provide the charging infrastructure by streamlining the approval process by exempting these from the need for development approval in certain circumstances. It is recommended to exempt charging infrastructure where it is incidental to the predominant use of the land; where it is associated with single houses and multiple dwellings for private use; and where it is contained within a building. It is also proposed that electrical conduits and other supporting infrastructure be exempted.

At this stage, it is not recommended that the City mandates the provision of a minimum level of EV charging infrastructure for certain types of developments. Such an approach is appropriate as the rollout of charging technologies by EV manufacturers and others are still in its infancy. Further, the relative 'soft' approach outlined in the State Government's Position Paper to encourage local governments to include provisions in local planning policies, in the absence of State Planning Policy to mandate this, indicates that the City's recommended approach of future proofing new developments and streamlining the planning process, is a reasonable and balanced approach at this stage.

As the policy environment in relation to EV's are fast changing, new provisions could be included in a future review of PLN 2.10 or in the City's new planning scheme, once there is a stronger State planning policy mandate in this regard, and when the planning for charging infrastructure networks and the electricity grid network to support these, have been further progressed.

PLN 3.12 - Percent for Public Art

Policy Review

A key issue in relation to the implementation of PLN 3.12 is that any development approval condition should have a strong nexus between the actual development which triggers this condition and the impact of the development on local amenity. For a planning condition to be valid, it needs to be clear that the public art to be provided will negate the loss in the amenity of the area as a result of the particular development. This is only possible if the public art to be provided is either on the development site or in close proximity to the development where it will mitigate the loss of amenity. To address this, it is recommended that the policy provisions be strengthened to require the provision of art to be located on the development site or in close proximity as determined by the City.

Similarly, the use of the monetary contributions towards public art should provide confidence to those that have contributed that the funds collected will be used within a reasonable period of time of the development. To strengthen the Policy provisions, it is recommended that the City aims to spend the funds collected for this purpose within 8 years.

Consideration should also be given as to whether it is viable for good public art outcomes to be achieved at less than 1% of the estimated value of major developments and whether contributions could potentially be capped for larger developments. To facilitate this, it is recommended that a new maximum cap of \$500,000 be included in the Policy and that the City be granted discretion to approve high quality public art proposals that do not necessarily meet the 1% value criteria.

Another proposed change in the application of the Policy is to include a provision that the Policy only applies to developments that are visible from the public realm as it is considered that developments that are not visible from the public realm could not have a significant detrimental impact on amenity.

It is also recommended that the parameters of what could be included and excluded as public art could be included in the Policy to ensure that developers do not include normal architectural features within the public art contribution value.

Expenditure of Collected Funds

In addition to amending the Policy to make a stronger connection between the timing of a development and when contributions paid towards public art should be used by the City to provide art, it is recommended that the City proceeds with the expenditure of the funds that have already been collected by the City for this purpose.

Accordingly, it is recommended that:

- the \$185,000 collected for public art within the Forrestdale Business Park East be listed for inclusion in the City's Long Term Financial Plan and 2025-26 Budget and be used in the short term to provide public art in the area;
- the \$100,000 collected for public art in accordance with the City's Policy PLN 3.12 be listed for inclusion in the City's Long Term Financial Plan and 2026-27 Budget and be used in the short term to provide public art outside of the industrial areas in a location to be determined;

in accordance with the Arts & Culture Strategy 2022-2026, the Public Art Policy and Local Planning Policy PLN 3.12.

PLN 4.1 - Industrial Sites and Estates

To update the required road network within the Forrestdale Business Park East to reflect subdivision approvals that have been granted, it is recommended that Figure 1 in the Policy showing the map with the required roads be amended and updated in line with the subdivision approvals. To facilitate this, the current map in Figure 1 would be replaced by an updated map.

This minor amendment will update the Policy and would clarify any outstanding obligations on future subdividers in relation to the roads that need to be provided through future subdivisions.

It is noted that Benz Boulevard, the full extension of Bessemer Road on western side of Alex Wood, and the extension of Brigade Road to Armadale Road have not yet been created through the subdivision process and any future subdivisions will need to provide the layout indicated on Figure 1.

Any future proposed variations to the amended Figure 1 would need to be supported by a transport impact statement in accordance with the WAPC's Transport Impact Assessment Guidelines.

ANALYSIS

Schedule 2 (Deemed Provisions), Clause 4 of the Planning and Development (Local Planning Schemes) Regulations 2015 outlines the procedure for making a local planning policy (or substantially amending an existing policy). In terms of this, once Council resolves to make a planning policy, it must advertise the proposed policy for a minimum period of 21 days, with submissions to be considered by Council prior to finally approving the policy.

Clause 5 of the Regulations outlines the procedure for amending local planning policies which allows advertising to be waived if in Council's view the amendment is considered a minor amendment. The proposed changes to PLN 2.5, PLN 2.10 and PLN 4.1 are minor in nature and do not need to be advertised for public comment.

OPTIONS

Options in relation to PLN 2.5, PLN 2.10 and PLN 4.1:

1. Council could resolve not to adopt the draft amended Policies PLN 2.5, PLN 2.10 and PLN 4.1.
2. Council could resolve to adopt the draft amended policies PLN 2.5, PLN 2.10 and PLN 4.1 with or without further modifications.
3. Council could resolve to adopt the draft amended policies PLN 2.5, PLN 2.10 and PLN 4.1 for advertising purposes with or without further modifications.

Options in relation to PLN 3.12:

1. Council could resolve to adopt the draft amended Policy PLN 3.12 for advertising purposes with or without further modifications.
2. Council could resolve not to adopt the draft amended Policy PLN 3.12.

Option 2 is recommended in relation to PLN 2.5, PLN 2.10 and PLN 4.1.

It is not recommended that these draft amended policies be advertised, as the proposed changes are considered to be minor.

Option 1 is recommended for PLN 3.12.

As the changes proposed to PLN 3.12 could not be considered to be minor and it is recommended that the draft amended Policy be advertised to provide the opportunity for submissions to be made.

CONCLUSION

The review of PLN 2.5, PLN 2.10, PLN 3.12, and PLN 4.1 have highlighted a number of improvements to the policies.

This includes amendments to PLN 2.5 to update the terminology in the Policy; PLN 2.10 to align the Policy with the State's *Position Paper - Electric Vehicle Charging Infrastructure*; changes to PLN 3.12 to strengthen the policy provisions in line with recent SAT and JDAP decisions; and PLN 4.1 to update the road network for the Forrestdale Business Park East in line with subdivision approvals.

Due to the minor nature of changes proposed for PLN 2.5, PLN 2.10 and PLN 4.1, it is recommended that Council adopts these draft amended Policies without advertising; and that Council adopts PLN 3.12 for advertising purposes.

It is also recommended that the funds that have been collected within the Forrestdale Business Park East and other Public Art Contributions be listed for consideration in the Long Term Financial Plan and Annual Budgets in accordance with the relevant policy provisions.

RECOMMEND

That Council:

1. Pursuant to Division 2 – Part 2 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to adopt:
 - Amended PLN 2.5 – Erosion Prevention and Sediment Control;
 - Amended PLN 2.10 - Environmentally Sustainable Design; and
 - Amended PLN 4.1 - Industrial Sites and Estates
as shown in the Attachments, without advertising;
2. Pursuant to Division 2 – Part 2 of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to:
 - 2.1 Adopt the amended Local Planning Policy PLN 3.12 Percent for Art as shown in the Attachment, for the purposes of advertising;
 - 2.2 Advertise amended Local Planning Policy PLN 3.12 Percent for Art for a period of 21 days by way of the following:
 - (i) Notification in a local newspaper circulating in the area at the commencement of the advertising period;
 - (ii) Publishing the amended Policy on the City’s website and making it available for viewing at the City’s Administration Centre.
3. Lists for consideration for inclusion in the Long-Term Financial Plan and Annual Budgets the following public art proposals:
 - the expenditure of \$185,000 (plus any additional public art contributions and interest received) in the Forrestdale Business Park East in an appropriate location to be determined within the Forrestdale Business Park East;
 - the expenditure of \$100,000 (plus any additional public art contributions and interest received) outside of the City’s Industrial areas in an appropriate location to be determined;in accordance with the Arts & Culture Strategy 2022-2026, the Public Art Policy and Local Planning Policy PLN 3.12.

ATTACHMENTS

1. [↓](#) PLN 2.5 Erosion 29 July 2024
2. [↓](#) PLN 2.10 Environmentally sustainable design 29 July 2024
3. [↓](#) PLN 3.12 Percent Public Art 29 July 2024
4. [↓](#) PLN 4.1 Industrial Sites 29 July 2024
5. [↓](#) PLN 4.1 Industrial Sites Figure 2

3.1 - UDIA NATIONAL CONGRESS - BRISBANE 17-19 MARCH 2025

WARD : ALL
FILE No. : M/464/24
DATE : 30 August 2024
REF : SS
RESPONSIBLE : Executive Director
MANAGER : Development Services

In Brief:

- The UDIA National Congress will be held at The Star Brisbane, Queensland from 17th to 19th March 2025
- Matters to be covered should be of relevance to Armadale.
- Recommend that consideration be given to nominating a Councillor to attend.

Tabled Items

Nil.

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil.

Strategic Implications

Relates to the aim for good governance and leadership to:

- 4.1 Visionary Civic leadership and sound governance
 4.1.3 Support the role of the elected body
 4.1.3.3 Advocate and support Councillor engagement in outside bodies and events to maintain awareness and enhance the City's knowledge base.

Legal Implications

Nil.

Council Policy/Local Law Implications

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

Budget/Financial Implications

The UDIA National Congress is on the City's approved Conference List for both Officers and Elected Members. Officer attendance will be funded from the Development Service's Conference and Meeting budget. Sufficient funds are available in the Councillor/ Member Development Budget should a Councillor be nominated to attend. The cost of the conference is estimated at \$5,500 per delegate.

BACKGROUND

The UDIA is conducting its 2025 National Congress at The Star in Brisbane, Queensland from the 17th to 19th March 2025.

The UDIA typically host a number of topics which are potentially applicable to the City and may provide valuable insight and information in a number of areas that impact the City.

Nominations for Councillor attendance are requested at this Development Services Committee Meeting, to be presented to the September 24th Ordinary Council Meeting, in order to facilitate timely registrations.

DETAILS OF CONFERENCE

The 2025 National Congress provides a professional development experience which will offer insights of international industry leaders.

The Congress is focusing on the urban development industry of Australia. It is potentially beneficial for an Elected Member to attend the UDIA National Congress, given a number of topics may be applicable to the City and offer insight into matters that are impacting the City.

The annual UDIA National Congress, provides a platform for members to hear from high-profile speakers focusing on the urban development industry in Australia, international case studies and what's next for the industry in terms of innovation and market demand. The Congress will also provide an opportunity to visit award winning projects across Brisbane.

CONCLUSION

An Officer may be attending the 2025 UDIA National Congress. The matter is brought to the attention of Council to determine if it wishes to nominate a Councillor to attend.

RECOMMEND

That Council:

- 1. Nominates Cr _____ to attend the UDIA National Congress 2025 at The Star Brisbane, Queensland from 17th to 19th March 2025.**

or

- 2. If there is no nomination at the Development Services Committee or the Ordinary Meeting of Council on 24 September 2024, then the recommendation be as follows:**

That no nomination be made for an Elected Member to attend the UDIA National Congress 2025 at The Star Brisbane, Queensland from 17th to 19th March 2025.

ATTACHMENTS

There are no attachments for this report.

3.2 - LIDAR (LIGHT DETECTION & RANGING) MAPPING (COUNCILLOR REFERRAL ITEM)

At the Council meeting held on 12 August 2024, Cr Wielinga referred the following matter to the Development Services Committee:

Canopy Cover Working Group referral – Possibility of funding for LiDAR software.

Comment from Cr Wielinga

“That the matter of the possibility of funding from the mid-year review for LiDAR (Light Detection & Ranging) mapping such as “Metromap” or “aerometrex” for high resolution spatial data maps of vegetation to quantitate and monitor the canopy cover of the City of Armadale be referred to the Development Services Committee. This is a referral from the Canopy Cover Working group.”

Officer Comment

Corporate Business Plan

The Corporate Business Plan 2024/25 to 2027/28 contains the following objective and key action relevant to this matter:

Objective:

2.3.1 *Ensure that the condition of the City’s assets (including green assets*) are accurately captured, regularly reviewed and the subject of comprehensive management plans in order to assist Council balance the financial cost of asset renewal and replacement with delivery of other Community Priorities.*

** Green assets include the City’s urban forest and its canopy as well as the trees and vegetation in streetscapes, places, public open spaces and natural areas, but does not include areas of State Forest and National Parks under the management of others.*

Key Action:

2.3.1.1 *Develop Cyclical Asset Condition Monitoring and timely scheduling of asset renewal/replacement to ensure an acceptable standard of service delivery to the community.*

LiDAR

LiDAR (Light Detection and Ranging) uses light in the form of a pulsed laser (typically from an aircraft) to measure ranges, thereby enabling the calculation of distances and elevations in a three-dimensional environment. LiDAR can produce the same products as aerial imagery apart from vegetation vigour, as this is calculated using reflectance values.

Landgate

In 2022 the State of Western Australia undertook a Metropolitan area LiDAR capture. The City received the LiDAR data set at a cost of \$1,017, however there are no current plans by the State Government to undertake another LiDAR capture of the Perth Metropolitan area. The LiDAR data received had to be further processed by the Senior Geographic Information Systems Officer to enable calculations to be undertaken, including stratified tree coverage on a suburb basis.

To get a better understanding of what it would cost to capture and process LiDAR covering the City of Armadale (559sqKm), the City contacted Landgate. The indication was that initial data capture based on other projects across the Metropolitan area was around \$1200 per sqKm, which along with a post-processing fee \$73 per sqKm this would cost about \$711,607, less if areas not considered Green Assets were excluded. At least half the City is State Forest, bringing the numbers to likely 280sqKm and \$355,803 (approximately). The data storage costs of the LiDaR data would be in the vicinity of \$12,000 per annum, which would provide up to 3TB worth of data. The amount of storage would vary depending on the number of years of data the City would seek to use and manage.

Price				
	Up to 10km ²	10 to 25km ²	25 to 100km ²	X >100km ²
Raw LiDAR	\$116.90	\$93.70	\$70.00	\$52.20
Add classification* (per sqkm)	\$29.25	\$23.40	\$17.50	\$13.10
Add derived DEM* (per sqkm)	\$8.20	\$6.45	\$5.05	\$3.70
Add derived contours* (per sqkm)	\$8.20	\$6.45	\$5.05	\$3.70
Price for all outputs* (per sqkm)	\$162.55	\$130.00	\$97.60	\$73.00

*where available

Digital data extracts are subject to extraction and provision costs. LiDAR extraction costs can vary based on factors such as extent and complexity. These will be supplied at the time of the quote.

Where the value-added derivatives (eg DEMs) do not exist over your specific area of interest, a processing charge will apply.

Source: <https://www.landgate.wa.gov.au/location-data-and-services/discovering-landgate-data/lidar-data/?accordion=accordiondf4a3d93537438b86c2c24694d4720d>.

Urban Monitor

The City is also aware of the Urban Monitor aerial imagery product produced by the Commonwealth Scientific and Industrial Research Organisation (CSIRO). The program integrates various data sources, including satellite imagery, aerial photography and ground-based observations. This approach provides a comprehensive view of urban canopy cover.

The aerial imagery generated by Urban Monitor captures light reflectance of the Earth's surface in four bands (red, green, blue and near infra-red). The information that can be derived from this process includes:

- Vegetation cover;
- Vegetation vigour;
- Vegetation Height;
- Surface Height;
- Ground Height; and
- Stratified vegetation height (0-3m, 3-8m, 8-15m and 15m+).

Verbal advice from Landgate indicates that the Urban Monitor data will be made available later this year. This should include:

- Previous years have been processed to enable temporal change analysis;
- Future captures are funded through the Capture WA program; and
- Data format can be used directly in GIS software or Intramaps (i.e. would not require further processing by an officer with the necessary technical expertise).

Perhaps most worthy of mention, as part of the WA Land Information System (WALIS) Community, the cost of this data to the City may only be the data extraction fees and then City staff costs for investigating the outcomes of the data.

Other Software

Costs for subscription to other software such as Metromap (<https://metromap.com.au/>) or Aerometrex (<https://aerometrex.com.au/>) were not readily available without direct contact for estimates dependant on specific project needs and is likely to vary significantly. Desktop research suggests that a 'typical LiDAR survey could be \$5,000-\$20,000' depending on factors such as the density of the LiDAR data points and the resolution required. In addition to whether there are licencing per user/ongoing subscription costs, the following matters would need to be considered in greater detail:

- Data processing costs – will vary based on the complexity and volume of data;
- Regular update costs – costs will likely be higher based on a higher frequency of review (e.g. bi-annually over annually);
- Systems integration – whether one provider is better suited than another, with respect to providing data in a format that works with the City's existing systems, like Intramaps;
- Data storage costs – the data storage for the City is externally owned and cloud based. Imagery storage will require space and may have cost implications. Urban Monitor data size is unknown, but based on previous high resolution aerial images received from Landgate these average around 30GB. LiDAR data received was in the form of 1sqKm blocks and each of these were approximately 1GB of data meaning it is likely more space would be required for LiDAR;
- IT maintenance costs – Information Technology resourcing capacity for technical support, which is known to be a current issue;
- Front-end user costs – which Department would manage the data set and provide information to the Working Group, on what frequency, with what resources;
- Training costs – software use, data manipulation;
- Vegetation vigour – Urban Monitor aerial imagery can also produce data on this topic as this is calculated using reflectance values. Would this information be useful to the City?

OPTIONS

Council has the following options:

1. Council could request a proposal that includes detailed costs and analysis for LiDAR software for consideration as part of its mid-year budget review.
2. Council could request a proposal that includes detailed quotes and analysis for LiDAR software for consideration as part of its Long-Term Financial Plan.
3. Council could defer consideration of acquisition of commercial LiDAR data, noting Landgate's advice that the CSIRO's Urban Monitoring data will be made available for use later this year, which may more cost-effectively address the data requirements.
4. Note the report.

RECOMMENDATION

To be considered.

ATTACHMENTS

There are no attachments for this report.

3.3 - COMMUNITY GARDEN POLICY

WARD : ALL
FILE No. : M/537/24
DATE : 30 August 2024
REF : DK/PH/PS
RESPONSIBLE : Executive Director
MANAGER : Development Services

In Brief:

- The City has undertaken a review of the Community Garden Policy COMD 9 and related Management Practise.
- A number of elements of the Management Practise have been included in the amended Community Garden Policy and the Management Practise is proposed to be revoked.
- Recommend that Council adopt the amended Community Garden Policy.

Tabled Items

Nil

Decision Type

- Legislative** The decision relates to general local government legislative functions such as adopting/changing local laws, town planning schemes, rates exemptions, City policies and delegations etc.
- Executive** The decision relates to the direction setting and oversight role of Council.
- Quasi-judicial** The decision directly affects a person's rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil.

Strategic Implications

Strategic Community Plan: Outcome 1 Improve Community Wellbeing

1.2.1 *Objective - Advocate for the delivery of services and programs as well as increased resources to contribute to improvements in community safety.*

Corporate Business Plan 2023-2026

1.2 Improve Community Wellbeing

1.2.4 *Facilitate the delivery of health and wellbeing programs and services within the community.*

1.2.5 *Create opportunities for lifelong learning and building community connections.*

1.3 Community Facilities Meet Community Needs

1.3.1 *Ensure the equitable provision of Community Facilities throughout the City.*

Legal Implications

Local Government Act 1995 (WA)

Council Policy/Local Law Implications

Parks Facility Strategy.

Town Planning Scheme.

Armadale Redevelopment Authority Scheme.

Metropolitan Region Scheme.

Budget/Financial Implications

Nil.

Consultation

Relevant Directorates, City Officers and the Members of the Standing Order House Advisory Group (SOHAG) were consulted as part of the review process.

BACKGROUND

The current Policy – COMD 9 – Community Garden was due for review in March 2022. The City has now completed its review of the Community Garden Policy COMD 9 and related Management Practise and a new amended Policy is presented for adoption by Council.

DETAILS OF PROPOSAL

The draft Community Garden Policy “provides a framework for how Community Gardens will be managed and operated within the City of Armadale.” This report presents the outcome of the City’s review of the Community Garden Policy for Council’s adoption.

COMMENT

The City's current Community Gardens Policy COMD9 is supported by a Management Practise, which is available on the City's website. The Community Gardens Policy has been reviewed including:

- Updating the Policy to the new format of the City's Policies.
- A number of elements of the Management Practise have been included in the amended Community Garden Policy.
- If the new amended Policy is adopted, the Management Practise is proposed to be revoked.
- Enhancements to the Policy to better address risk factors and provide greater flexibility.
- Inclusion of mechanisms to manage Community Gardens proposed by land developers.
- Clearly outlining responsibilities.

The draft Community Garden Policy was presented to the Standing Orders House Advisory Group (SOHAG) on 18th March 2024 and 19th August 2024. The draft Policy has been amended to incorporate SOHAG's feedback at these two meetings.

The proposed amendments to the Policy are identified in green text on the amended Policy included in the Attachments.

The changes included in the amended Community Garden Policy aim to provide sufficient access to community gardens, whilst providing a guided framework for the ongoing establishment and management of such facilities.

OPTIONS

Council has the following options:

1. Adopt the amendments to the Community Garden Policy with or without further modifications.
2. Revoke the Community Garden Policy.
3. Retain the current Community Garden Policy - COMD9.

CONCLUSION

The adoption of the amendments to the Community Garden Policy will fulfill a key requirement by allowing the Council to consider requests from community groups & others interested in establishing and managing community gardens, in a consistent and coordinated manner. Option 1 to adopt the amended Community Garden Policy.

RECOMMEND

That Council:

- 1. Adopt the amended Community Garden Policy.**

ATTACHMENTS

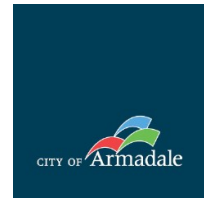
- [1.↓](#) Draft Policy Community Garden Policy v3 - New Format, showing edits
- [2.↓](#) Draft Policy Community Garden Policy v3 - New Format, no mark-up

COUNCILLORS' ITEMS

EXECUTIVE DIRECTOR DEVELOPMENT SERVICES REPORT

MEETING DECLARED CLOSED AT _____

DEVELOPMENT SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
16 SEPTEMBER 2024		
ATT NO.	SUBJECT	PAGE
1.1 NEW HEALTHY FOOD AND DRINK POLICY		
1.1.1	Draft Healthy Food and Drink Policy	31
2.1 OMNIBUS LOCAL PLANNING POLICY REVIEW 2024		
2.1.1	PLN 2.5 Erosion 29 July 2024	34
2.1.2	PLN 2.10 Environmentally sustainable design 29 July 2024	39
2.1.3	PLN 3.12 Percent Public Art 29 July 2024	43
2.1.4	PLN 4.1 Industrial Sites 29 July 2024	47
2.1.5	PLN 4.1 Industrial Sites Figure 2	53
3.3 COMMUNITY GARDEN POLICY		
3.3.1	Draft Policy Community Garden Policy v3 - New Format, showing edits	54
3.3.2	Draft Policy Community Garden Policy v3 - New Format, no mark-up	57



DRAFT POLICY HEALTHY FOOD AND DRINK

ASPIRATION	Community
RESPONSIBLE DIRECTORATE	Development Services
RESPONSIBLE BUSINESS UNIT	Health Services
RELEVANT LEGISLATION	<i>Public Health Act 2016 & Work Health Safety Act 2020</i>

1. Objective

This policy seeks to:

- Promote and normalise safe, healthy, and supportive environments in which healthy food and drink options are valued and encouraged.
- Support the health of staff and community, by ensuring healthy food and drink options are provided when City funds are being used to purchase and provide catering.
- Provide workplace and community leadership by protecting and promoting staff and community health and wellbeing.

2. Scope

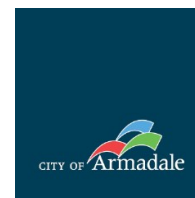
This policy applies to food and drinks purchased using City funds, including those:

- Available at public events, organised or hosted by or within the City.
- Purchased or funded by the City for rewards, incentives, gifts, prizes and giveaways offered to staff and/or community.
- Purchased as part of City funded community grants and/or service agreements.
- In vending machines owned by the City or located on City owned land, property and/or facilities.
- Sold by food businesses that lease City owned land, property and/or facilities.
- Provided by food businesses and/or their services that are purchased or contracted by the City.

This policy does not apply to meals served in conjunction with Committee and Council meetings.

3. Policy

1. The City will support healthy eating and drinking for staff and community, with the minimum requirements being:
 - a) Food and drinks that are purchased using City funds are guided by the [Department of Health's Healthy Options WA – Making healthy choices easier: How to Classify Food and Drinks Guide](#).



- b) Drinking water will be provided for free, readily available and selected as the first option when purchasing food and drink using City funds. Zero-alcohol products, low-alcohol products, and sugar sweetened beverages are discouraged due to their high kilojoule value, and low nutritional value.
2. Healthy food and drink option/s will be available:
 - a) Where food and drink is sold by:
 - Food businesses that lease City owned land, property and/or facilities.*
 - Vending machines owned by the City or located on City owned land, property and/or facilities.*
 - b) At public events, organised or hosted by the City.
 3. Adherence to this Policy to be incorporated by relevant clauses in future tender documentation, contractual or tenancy agreements (where relevant) for the supply of food and drinks at City facilities.

*Subject to point 3 being implemented.

A supporting document *Guideline – Implementing the Healthy Food and Drink Policy* has been developed to assist City officers with the implementation of this policy. This document is consistent with the [Australian Dietary Guidelines](#) and the [Department of Health's Healthy Options WA – Making healthy choices easier: How to Classify Food and Drinks Guide](#).

The City's Healthy Catering Options resource can also be used in conjunction with this Policy. This resource provides staff with practical tips on healthy catering options by applying the requirements outlined in the *Guideline – Implementing the Healthy Food and Drink Policy* to menus of catering suppliers currently being used by the City. Cultural and dietary requirements, budget, food waste, use of local suppliers, sustainability, and recycling have been considered in the development of this resource.

4. Influencing Strategies or Plans

Community Health and Wellbeing Plan

5. Applicable Legislation

Public Health Act 2016

Work Health and Safety Act 2020

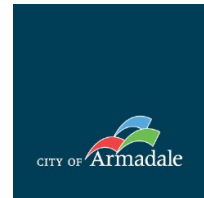
6. Definitions

Alcohol

As defined by the [Alcohol and Drug Foundation](#).

Catering

Food and drink catering that is purchased using City funds.



Events

Events organised by the City, for example, major City run events, workshops, seminars, programs, functions, activities etc.

Food Business

As defined under the *Food Act 2008*, excluding exempted food businesses (as defined under the *Food Regulations 2009*).

Lease

Exclusive use of whole or portion of a facility or land, at all times.

Sugar-sweetened beverages (SSBs)

As defined by [Dietitians Australia](#).

Zero alcohol products or low-alcohol products:

As defined by the [Alcohol and Drug Foundation](#).

VERSION CONTROL			
RELEVANT DELEGATIONS	Nil		
INITIAL COUNCIL ADOPTION	Click or tap to enter a date.	REFERENCE	
LAST REVIEWED	Click or tap to enter a date.	REFERENCE	
NEXT REVIEW DUE	Click or tap to enter a date.		

