



**ORDINARY MEETING OF COUNCIL
MONDAY, 12 AUGUST 2024**

AGENDA

CONTENTS

AGENDA

REPORTS

**TECHNICAL SERVICES COMMITTEE MEETING
HELD ON 5 AUGUST 2024**

**COMMUNITY SERVICES COMMITTEE MEETING
HELD ON 6 AUGUST 2024**

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 **7.00pm**

MONDAY, 12 AUGUST 2024

**JOANNE ABBISS
CHIEF EXECUTIVE OFFICER**

7 August 2024

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Leave of Absence previously granted to Cr M J Hancock and Cr S Stoneham

**3 ADVICE OF RESPONSE TO PREVIOUS PUBLIC QUESTIONS
TAKEN ON NOTICE**

Nil

4 PUBLIC 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.

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 PETITIONS

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS ORDINARY COUNCIL MEETING
HELD ON 22 JULY 2024. (ATTACHED)

**8 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT
DISCUSSION**

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

Nil

10 REPORTS

10.1 TECHNICAL SERVICES COMMITTEE MEETING
Report of the Technical Services Committee held on 5 August 2024. .5

BUSINESS ARISING FROM REPORT

10.2 COMMUNITY SERVICES COMMITTEE MEETING
Report of the Community Services Committee held on 6 August
2024.....44

BUSINESS ARISING FROM REPORT

10.3 CHIEF EXECUTIVE OFFICER'S REPORT
Report of the Chief Executive Officer.58

BUSINESS ARISING FROM REPORT

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

**13 MATTERS FOR REFERRAL TO STANDING COMMITTEES –
WITHOUT DISCUSSION**

14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION

15 CLOSURE

CITY OF ARMADALE

MINUTES

OF TECHNICAL SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 5
AUGUST 2024 AT 7.00 PM.

PRESENT: Cr K Busby (Chair)
Cr S S Virk (Deputy Chair)
Mayor R Butterfield
Cr C M Wielinga (Deputy to Cr M J Hancock)
Cr P A Hetherington
Cr J Joy JP
Cr K Kamdar
Cr S J Mosey

APOLOGIES: Cr M J Hancock (Leave of Absence)

OBSERVERS: Cr S Peter
Cr G Smith
Cr L Sargeson
Cr J Keogh

IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr M Andrews	Executive Director Technical Services
Mrs S van Aswegen	Executive Director Community Services (via Teams)
Mr J Lyon	Executive Director Corporate Services (via Teams)
Mr N Burbridge	Sustainability Project Manager
Mr G Taylor	Head of Environment & Sustainability
Mrs A Luobikis	Head of Service Delivery
Mr D Ford	Coordinator Parks Operations
Mrs N Mathieson	Senior Administration Officer Technical Services

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

RECOMMEND

Minutes of the Technical Services Committee Meeting held on 1 July 2024 be confirmed.

Moved Cr P A Hetherington

MOTION CARRIED

(8/0)

ITEMS REFERRED FROM INFORMATION BULLETIN

Outstanding Matters and Information Items

Various Items

Monthly Departmental Reports

Technical Services Works Programme

No items were raised for further investigation or report.

CONTENTS

TECHNICAL SERVICES COMMITTEE

5 AUGUST 2024

1.	ENGINEERING DESIGN AND DEVELOPMENT	
1.1	CONFERENCE ATTENDANCE - NATIONAL LOCAL ROADS, TRANSPORT AND INFRASTRUCTURE CONGRESS 3-4 DECEMBER 2024	8
2.	ENVIRONMENTAL SERVICES	
2.1	AIR, WATER, SOIL AND LAND STRATEGY	11
2.2	CITY OF ARMADALE - CARBON REBASELINING	21
2.3	ENG 9 - MANAGING PHYTOPHTHORA DIEBACK POLICY	36
3.	COUNCILLORS' ITEMS	
NIL		42
4.	EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT	
EXECUTIVE DIRECTOR REPORT PRESENTED AS AN UPDATE WHICH INCLUDED CANNING RIVER PROJECT AND THE TREE DATA COLLECTION PROJECT.		42
SUMMARY OF ATTACHMENTS		43

1.1 - CONFERENCE ATTENDANCE - NATIONAL LOCAL ROADS, TRANSPORT AND INFRASTRUCTURE CONGRESS 3-4 DECEMBER 2024

WARD : ALL
FILE No. : M/430/24
DATE : 12 July 2024
REF : NM
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- The National Local Roads, Transport and Infrastructure Congress will be held in Margaret River from 3 – 4 December 2024.
- The program for the conference has not yet been released.
- This report seeks nominations for Councillor attendance for the National Local Roads, Transport and Infrastructure Congress 2024.

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

- 4.1 Visionary Civic leadership and sound governance
4.1.3 Support the role of the elected body.
4.1.3.2 Facilitate appropriate training and development opportunities for Councilors.

Legal Implications

General assessment of relevant legislation (*e.g. Local Government Act 1995*) has not revealed any restrictions.

Council Policy/Local Law Implications

- Council Policy – Elected Member and CEO Professional Development
- Council Policy ADM3 – Conferences and Training
- Council Policy EM1 – Reimbursement of Councillor's Expenses

Budget/Financial Implications

Funds are available in the Elected Member Development Budget.

Consultation

Nil

BACKGROUND

The National Local Roads, Transport and Infrastructure Congress is held annually and for the first time will be held in Western Australia this year. This is an important event for Local Government professionals and Councillors, particularly those involved or with an interest in infrastructure, transport and road management.

Nominations for Councilor attendance is requested at this Council Meeting in order to facilitate timely registrations.

DETAILS OF PROPOSAL

The National Local Roads and Transport Congress 2024 program has not yet been released.

COMMENT

This conference is specific to the infrastructure, transport and road management and will be beneficial to City of Armadale. The Executive Director for Technical Services and Head of Program Delivery will be attending.

Benefits for Attendees includes:

- Knowledge Sharing – gain insights into best practices and successful strategies from around the country.
- Professional Development – enhance skills and knowledge through workshops and technical sessions.
- Networking – build connections with peers, industry leaders and policymakers.
- Advocacy – learn how to better advocate for local government needs and priorities.

OPTIONS

Nil

CONCLUSION

The National Local Roads and Transport Congress is assessed as being beneficial to the City, and in general relating to the long-term strategies of local roads, transport and infrastructure industries.

ATTACHMENTS

There are no attachments for this report.

T1/8/24

RECOMMEND

That Council:

Nominate Councillor S J Mosey as a delegate/s to the 2024 National Local Roads and Transport Congress.

Moved Cr P A Hetherington

MOTION CARRIED

(8/0)

2.1 - AIR, WATER, SOIL AND LAND STRATEGY

WARD : ALL
FILE No. : M/397/24
DATE : 26 June 2024
REF : NB/DH
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- In 2019 Council endorsed an Environmental Management Framework (EMF). The EMF includes five strategic documents that inform a five-year operational plan.
- Corporate Business Plan actions 2.1.3.1, 2.1.5.1 and 2.1.6.1 identified the production of Air, Water, Soil and Land Strategies after the finalisation of the Biodiversity Strategy (completed).
- A draft Air, Water, Soil and Land Strategy is presented for Council consideration and endorsement.
- Recommend that Council endorse the Air, Water, Soil and Land Strategy 2025 – 2030, and refer the accompanying implementation budget of \$250,000 to the Long Term Financial Plan deliberations.

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 Councilors at the time of making the decision to adhere to the principles of natural justice.

Officer Interest Declaration

Nil

Strategic Implications

A draft Air, Water, Soil and Land Strategy (the 'Strategy') has been prepared for consideration and endorsement. The Strategy is intended to achieve objectives of the City of Armadale (CoA) Corporate Business Plan 2023-2027, Strategic Community Plan 2020-2030 (SCP), and Strategic Environmental Commitment.

Strategic Community Plan 2020 – 2030: Outcome 1: Conservation and restoration of the natural environment:

- 2.1.1 – Sustainability initiatives are supported and implemented throughout the City.
- 2.1.3 – Seek to improve the quality of water within waterways throughout the City.
- 2.1.5 – Minimise impacts on air quality throughout the City.
- 2.1.6 – Protect soil and land resources throughout the City.

Corporate Business Plan 2023-2027:

- 2.1.2.1 – Develop and implement a Water Strategy.
- 2.1.3.1 – Develop and implement an Air Quality Strategy.
- 2.1.4.1 – Develop and implement a Soil and Land Strategy.

Strategic Environmental Commitment:

The City of Armadale will promote environmental sustainability. This incorporates the need to plan for, and to plan for mitigating risks associated with climate change.

- *Seek to ensure that development outcomes are sensitive to pre-existing values.*
- *Minimise pollution to the atmosphere from City operations.*
- *Minimise the pollution of soil and land that could result from City activities.*
- *Utilise water efficiently as part of City operations.*
- *Minimise detrimental impacts to water quality in the City's rivers, streams, brooks and drains.*

Legal Implications

General assessment of relevant legislation (e.g. *Local Government Act 1995*) has not revealed any restrictions.

Council Policy/Local Law Implications

Strategy recommends an internal review of general processes around the implementation of *PLN2.6 Water Sensitive Urban Design*, including a review of the policy itself. In addition, a review of the *Environment, Animals and Nuisance Local Law* is proposed.

There are no other implications.

Budget/Financial Implications

The Air, Water, Soil and Land Strategy, is a five-year plan, consistent with the Biodiversity Strategy.

Supporting studies/initiatives are recommended that result in an additional budget request of \$250,000.

Consultation

The following consultation process supported development of Strategy.

- City of Armadale (CoA) inter-departmental workshop, hosted by consultant Urbaqua in April 2024.
- External stakeholder workshop including community members of the '*Bushcare and Environment Working Group*' (BEWG), Friends Groups, Reserve Custodians and the Armadale Gosnells Landcare Group. The workshop was hosted by Urbaqua in April 2024.
- Councillor workshop hosted by Urbaqua in May 2024.
- Intra-departmental review of resultant risk matrix and Action Plan in June 2024.

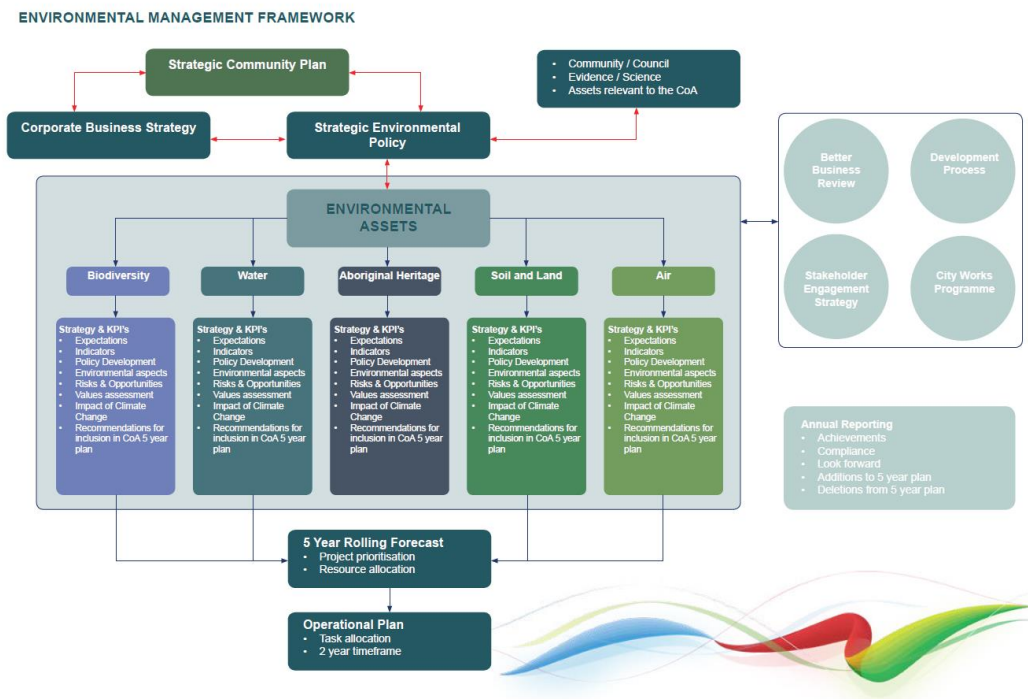
In all workshops, Urbaqua presented an overview of the indicators of state and invited workshop participants to identify threats to air, water, soil and land and opportunities for response.

BACKGROUND

On 5 August 2019 (T35/8/19) Council endorsed an *Environmental Management Framework* (EMF). The EMF (Figure 1) includes the development of five strategic documents that inform the five-year operational plan. The requirement for Air, Water, Soil and Land strategies is also reflected in the Corporate Business Plan 2023-2027.

The Biodiversity Strategy was endorsed by Council in March 2024. The Air, Water, Soil and Land Strategy (the Strategy) is therefore the second major strategic environmental strategy to be produced by the City.

Figure 1 – City of Armadale Environmental Management Framework



DETAILS OF PROPOSAL

Strategy Preparation

A series of workshops were undertaken with Subject Matter Experts (SMEs), including officers, environmental community group members and Councillors, to develop the Strategy.

The workshops:

- Presented an indication of the current ‘state’ of ‘Air’, ‘Water’, ‘Soil and Land’ environmental assets in the City of Armadale, using empirical data
- Based on the ‘state’, risks and threats that were identified, following the protocols of the City’s Risk Management Framework and ‘AS/NZS ISO 31000:2018 Risk Management – Principles and Guidelines (ISO 31000)’, identified existing mitigating controls to address the risks, and discussed further opportunities to enhance environmental performance and/or City processes
- Developed high level indicators to track future environmental performance.

The Strategy is provided as Attachment 1 for Council consideration.

Vision

The vision for the Strategy is to contribute to the achievement of outcome 2.1 (*conservation and restoration of the natural environment*) of the City of Armadale Strategic Community Plan 2020 – 2030 (SCP), specifically SCP objectives 2.1.3, 2.1.5, 2.1.6 and 2.1.9:

- *2.1.3 – Seek to improve the quality of water within waterways throughout the City.*
- *2.1.5 – Minimise impacts on air quality throughout the City.*
- *2.1.6 – Protect soil and land resources throughout the City.*
- *2.1.9 Ensure that the health of the City’s natural environment is regularly monitored, and the effectiveness of environmental programs are periodically assessed.*

Response

The draft Strategy analyses the current ‘state’ of Air, Water, Soil and Land and threats to these assets.

A total of 56 risks were identified, with 143 existing controls to mitigate these. This demonstrates the City’s proactive approach to environmental management and potential adoption of innovative approaches.

An additional 48 controls have been created to further limit risks, or to take advantage of potential opportunities. In some instances, the City’s limited capacity to ‘intervene’ i.e. to reduce risks should be noted, particularly where other organisations have a legislative ‘head of power’. In such cases, an advocacy role is appropriate.

The draft Strategy details the 48 controls or actions (Attachment 1 - Appendix 1 and Table 20) across the 56 risks. A residual risk rating is provided after each control is applied (Attachment 1 - Appendix 1).

The controls are categorised as high, medium or low priority for implementation. The priority is based on a combination of; each specific risk’s characteristics and the associated concern, the effectiveness of the proposed control in reducing risk and the resulting residual risk rating – a ‘bang for buck’ approach.

16 actions rank as high priority, 28 actions rank as medium priority, and four actions rank as lower priority (Attachment 1 – Table 20).

ANALYSIS

An overview of the key themes of the Strategy is provided as follows.

Air

Key threats to air quality in the City are dust from the land-use change process, controlled burns and heat. The City is employing a number of actions described in the Strategy to mitigate impacts to air quality.

The National Environment Protection (Ambient Air Quality) Measure (NEPM) is a framework to measure and monitor Australia's ambient (outdoor) air quality, first established by the Australian Government in 1998.

The NEPM includes standards for key pollutants; Carbon Monoxide, Nitrogen Dioxide, Photochemical Oxidants (as Ozone), Sulfur Dioxide, Lead, and Particle Matter (as PM₁₀ and PM_{2.5}). Monitoring data indicates the City generally experiences good air quality, with readings below relevant NEPM targets.

Additional controls include the production of policy and guidance documents for specific scenarios e.g. vacant land/subdivisions. The City's participation in the '*Sediment Control and Prevention*' component of the '*Cleaning up the Canning*' project (\$10m Federally funded initiative), will also seek to review additional opportunities for air quality improvements in this area, in conjunction with enhanced controls around the release of water borne sediment during the development process. Any improvements will occur after a baseline audit on existing City processes.

Under the *Respect and Opportunities* component of the *Reconciliation Action Plan*, the City will investigate the potential for Cultural Burning as part of future fire mitigation regimes. In addition, an Education Officer is currently being recruited, to work with the community to effect more efficient Hazard Reduction Burns. Led by Health Services, the City will also undertake an advocacy role with State Government, with a view to facilitate residents to switch from woodfire heaters.

The City is experiencing rising temperatures as a result of a number of factors including the built environment, climate change and canopy coverage. Opportunities for improvement are anticipated in future revisions of the Urban Forest Strategy e.g. targets in relation to canopy cover, which is expected to have direct support from the recently established Canopy Cover Working Group. In addition, the impacts of climate change will be considered in the City's update of the Community Health and Wellbeing Plan, in alignment with the State Government Public Health Plan.

Water Flows and Availability

The City's significant rivers are dammed. Consequently, environmental water releases are a key mechanism for replenishment and/or maintenance of water levels in the City's major river systems and are vital in maintaining river health. The risk of releases being inadequate is compounded by the impact of climate change.

Water releases are under the control of the Department of Water and Environmental Regulation (DWER) e.g. the Canning River is governed by the *Middle Canning River*

Surface Water Allocation Plan (2012). The City has an advocacy role in supporting the community, in ensuring releases remain adequate, and surface water abstraction, along river courses, is appropriately managed.

Scheme and groundwater are used as part of City operations. Continuous improvement is tracked through participation in the Waterwise Councils (WC) program. Existing 'Waterwise' initiatives incorporate the support of the *Switch Your Thinking Program* e.g. promotes community education, *Armadales Gosnells Landcare Group* and the *Native plants for Residents* event.

A key risk to the water environment is the exhaustion of groundwater resources. The efficient use of groundwater is enabled through the deployment of a centrally controlled irrigation system, instantaneously alerting operators to pressure changes and system leaks. In addition, the City has a role in trialing innovative water efficiency projects. For example, the 'Vortex' system is a device attached to groundwater bores that enables greater oxidation as water passes through the system and is currently being installed at select City sites. The result is anticipated to realise water savings of 10-30%.

A key recommendation of the strategy is to review the *Asset Life Cycle Management - Infrastructure Renewal Program* in relation to irrigation systems. This will involve an independent audit, with the subsequent development of a future management/implementation strategy. This will ensure that the City has an irrigation system that continues to operate optimally. A one-off budget of \$90,000 is requested for this piece of work.

Water Quality

In 2015 the City initiated the '*North Forrestdale Water Quality Monitoring Program*', a district scale program, covering the urbanised area of West Armadale (Piara Waters, Harrisdale etc.). The Water Quality Monitoring Program is funded by the North Forrestdale Developer Contribution Plan, with the aim of consolidating all of the individual developer's monitoring obligations into a more effective and cost efficient Monitoring Program administered by the City for the growth area, rather than individual estate developers.

This is the first of its kind in Perth, monitoring 40 groundwater bores and 34 surface water sites. The purpose of the program is to better understand trends in water quality, with a view to enhancing future outcomes. A similar program is underway for the Wungong Urban Water Master Plan Area (under the control of Development WA).

In parts of North Forrestdale, groundwater has been found to contain total nitrogen and phosphorous above guideline levels. If it mobilises into surface waters, this can lead to eutrophication and as a consequence serious detrimental impact, such as algal growth, impacting local biodiversity. Monitoring suggests that the surface water quality in these areas is improving but does not yet meet the targets of the State Government '*Healthy Rivers Action Plan*'.

These trends are primarily the result of historic land uses, with few opportunities for improvement, although the City recommends the implementation of appropriate water treatment methods during land-use change processes, and is reviewing all internal guidance materials and policy positions relating to Water Sensitive Urban Design (WSUD). This will assist in limiting future nutrient levels in river systems, through 'treatment trains' and appropriately designed biofilters in developing estates.

In addition, a Strategic WSUD standard has been recommended to ensure the City introduces greater innovation around the management of all WSUD assets, ensuring continued treatment of water discharges (budget of \$50,000 requested).

Soil and Land

The City includes areas with a high risk of Acid Sulfate Soils, notably close to the developing areas of Forrestdale, Piara Waters, Harrisdale, Kelmscott, Haynes and Hilbert. There are also 170 registered contaminated sites in the City.

Implementing appropriate controls is an integral part of the land-use change process, for example, through the production of Acid Sulfate Soil Management Plans.

An additional proposed control is the introduction of a ‘*Potentially Contaminated Investigation Required*’ GIS layer in the City’s Intramaps system. This will enhance visibility for land parcels that may pose a future environmental risk, and liability, from site disturbance activities.

Innovative techniques are applied to limit the use of herbicides e.g. deployment of sensors over hardstand areas, ensuring chemicals are only released where vegetation is present. However, a strategic review of practices is recommended to ensure the City’s performance is optimised around herbicide and pesticide application with a budget of \$60,000 requested. This is a one-off, non-recurring request.

Fertiliser is applied as part of the City’s management of Public Open Space (POS). The method and quantum of application is tailored to the type of reserve e.g. active, passive. Where appropriate, application processes are supported by informing monitoring programs e.g. soil and leaf tissue analysis.

The production of a Strategic Fertiliser Application Program is proposed to further refine the City’s approach and improve performance e.g. including reviewing the current application of granular fertilisers (one-off budget of \$50,000 is requested).

Key City Operations

The Armadale Landfill and Recycling Facility (ALARF) and Depot have the potential to impact the environment across Air, Water, Soil and Land. At both sites, industry standard control measures are in place to prevent contamination e.g. bunded areas, segregation of hazardous waste, spill kits etc.

ALARF is licensed to operate under Part 5 of the *Environmental Protection Act* 1986, as a *Prescribed Premises*, a site with the potential to cause pollution or environmental harm. The site is required to complete environmental monitoring in relation to air, water and soil and land e.g. the site has 12 monitoring points for ground/leachate water.

Reporting, as required under the National Pollution Inventory (NPI), has not identified any issues. Nevertheless, site monitoring practices are currently being formalised into an Environmental Management Plan.

An Environmental Management Plan is also proposed for the Depot, as part of the Depot Redevelopment process with funding already provided within project budget.

Risk Mitigation

Most risks identified in the Strategy have been mitigated to a residual level of 'medium' or 'low'. However, four risks remain with a rating of 'critical' or 'high' following the implementation of existing and additional controls:

1. Increasing temperatures (urban heat) caused by the built environment (impervious surfaces, dark materials, lack of shade/canopy cover etc.), exacerbated by climate change.
2. Changes in State Government requirements and/or assessment of proposals reducing the visibility of environmental issues, reduces the ability to respond e.g. as part of Structure Planning etc.
3. Ecological properties of the City's rivers may be compromised, as a result of damming and limited Environmental Water Releases, and bearing the impacts of climate change.
4. Inappropriate use of water in the community places increased pressure upon providers to exhaust supplies from groundwater and/or surface water systems, exacerbated by the impacts of climate change.

These risks remain significant, as the City has limited ability to influence or control them, since they relate to statewide or national issues requiring action by other parties e.g. the Department of Water and Environmental Regulation and the Water Corporation. However, actions have been identified for advocacy, or additional improvements in educational programs.

Resourcing

An analysis of resourcing requirements has been performed by officers for the 48 proposed actions, considering:

- Can the activities be absorbed within Business as Usual (BAU) resourcing levels.
- Are additional internal resources required.
- The need for specialist consultancy support.

At this stage, no additional internal resources are requested. However, it is noted that on the completion of additional actions, there may be a requirement for changes in service delivery levels and at that point, additional requests/business cases would be presented to Council as necessary (for example, the upcoming review of the Urban Forest Strategy may deem that additional resources are required for any subsequent implementation requirements).

As highlighted above, additional external expertise/consultancy support is requested to produce the following:

- Asset Life Cycle Management - Infrastructure Renewal Program - \$90,000
- Strategic Water Sensitive Urban Design Review - \$50,000.
- Development of a Strategic Fertiliser Application Program - \$50,000.
- Strategic Review of Practices – Herbicide/Pesticide Application - \$60,000.

Hence, a total of \$250,000 is requested for external expertise in these areas.

Approval Process

This report recommends endorsement of the Strategy by Council without further community consultation. The Strategy closely aligns with the objectives of the SCP and was developed with input of the environmental community and Council. It is intended the Strategy will be a public document available on the City's website.

This approach is consistent with the finalisation of the Biodiversity Strategy (completed in March 2024).

OPTIONS

The following four options are presented for Council consideration.

1. Endorse the draft Air, Water, Soil and Land Strategy without revision.
2. Endorse the draft Air, Water, Soil and Land Strategy with amendments.
3. Include consideration of an allocation of \$250,000 in the draft Long Term Financial Plan 2026 to 2045, for the delivery of supporting actions to achieve the objectives of the Air, Water, Soil and Land Strategy.
4. Do not consider an additional allocation of \$250,000 in the financial year 2025-26 budget deliberations for the delivery of supporting actions to achieve the objectives of the Air, Water, Soil and Land Strategy.

CONCLUSION

The endorsement of the Air, Water, Soil and Land Strategy by Council will contribute to the achievement of outcome 2.1 (*Conservation and restoration of the natural environment*) of the SCP, specifically objectives 2.1.3, 2.1.5 and 2.1.6.

This means that four out of five strategic documents have been prepared, to achieve the requirements of the EMF that was previously endorsed by Council (T35/8/19). The remaining strategic document being Aboriginal Heritage.

The priority ranking of actions in the Air, Water, Soil and Land Strategy supports the integration of actions into five-year operational planning. The delivery of these actions will enhance 'Air', 'Water' and 'Soil and Land' in the City of Armadale.

An implementation budget of \$250,000 is requested for the production of supporting documents/delivery of strategic initiatives. This will enhance operational effectiveness in the City, and limit risk to the deterioration of environmental assets.

Accordingly, Options 1 and 3 are recommended.

ATTACHMENTS

1. [↓](#) Armadale Environmental Strategies V6 -Post EMT Review- Changes Accepted

RECOMMEND

T2/8/24

That Council:

1. **Endorse the Air, Water, Soil and Land Strategy 2025 – 2030.**
2. **Include consideration of an allocation of \$250,000 in the draft Long Term Financial Plan 2026 to 2045, for the delivery of supporting actions to achieve the objectives of the Air, Water, Soil and Land Strategy**

**Moved Cr C Wielinga
MOTION CARRIED**

(8/0)

2.2 - CITY OF ARMADALE - CARBON REBASELINING

WARD : ALL
FILE No. : M/398/24
DATE : 27 June 2024
REF : NB/GT
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- This report provides an update on the implementation of the City of Armadale 2020/21 to 2029/30 Corporate Greenhouse Action Plan (the Plan), to meet the organisational KPI *‘rebaseline and reprofile the carbon accounting to determine progress to date and actions remaining to achieve the City’s goal.’*
- The majority of recommendations in the Plan are completed or are in progress, with a number of significant initiatives delivered e.g 500kW battery system at Armadale Fitness and Aquatic Centre, a 1.34MW Community Battery at Harrisdale Playing Field and Contestable building sites being powered by renewable energy.
- Projections, using data from current market conditions, demonstrate that the City is on track to offset Scope 1 and 2 emissions by 2030. However, this is reliant on the realisation of a number of assumptions, that must continue to be monitored, with appropriate responsive actions delivered.
- The complexity around this area has increased significantly since the Plan was developed, and external consultant support is requested (\$130,000) to complete supporting studies, to ensure the City is fully informed on opportunities and risks.
- Recommend that Council note the contents of this report, providing an update on the implementation of the 2020/21 to 2029/30 Corporate Greenhouse Action Plan, and consider as part of Long Term Financial Plan deliberations \$130,000 for external consultancy support, including the production of an Offsets Strategy.

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

The subject of this report has impact on the following objectives of the Strategic Community Plan 2020-2030:

- 2.1 Conservation and restoration of the natural environment
- 2.1.1 Sustainability initiatives are supported and implemented throughout the City.
- 2.1.4 Minimise corporate and community carbon footprints within the City of Armadale.

Corporate Business Plan

- 2.1.4.1 – *Develop for adoption by Council a Corporate Greenhouse Action Plan.*

Strategic Environmental Commitment (ENG21):

- The City of Armadale will promote environmental sustainability in accordance with section 3.1(1A) of the *Local Government Act 1995 (WA)*. This includes the need to plan for, and to plan for mitigating, risks associated with climate change.
- Minimise the City's carbon footprint.

Legal Implications

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

Council Policy/Local Law Implications

The City's Strategic Environmental Commitment (ENG21), aligned to the Strategic Community Plan, includes an objective to "*Minimise the City's carbon footprint*".

Budget/Financial Implications

The report requests \$130,000 for expert assistance to supplement and potentially refine the City's current Carbon Accounting and Offsetting Strategies to 2029/30.

Consultation

- Intra Directorate

BACKGROUND

In September 2021, Council endorsed the *City of Armadale 2020/21 to 2029/30 Corporate Greenhouse Action Plan* (T55/9/21) (the ‘Plan’):

Council endorse the 2020/21 to 2029/30 Corporate Greenhouse Action Plan as amended with a change to the emissions reduction target to be consistent with Option 5 (Zero emissions by 2030) as described in this report.

The Plan includes recommended abatement activities within the City’s waste, building and fleet portfolios. The overall objective is to achieve net zero (Scope 1 and 2) emissions by 2030. A Net Zero Emissions target is also recommended for the year 2050.

The Plan has 24 actions, including (recommendation 23):

Provide an analysis to Council as part of the biennial Environmental Services report on the financial impact of achieving the carbon abatement target.

This should cover:

- *The results of updated modelling from the Solid Waste Calculator, which is influenced by the type and quantities of waste received and forecast for the Landfill Site*
- *Flare performance*
- *The spot price of Australian Carbon Credit Units, facilitating forecast income calculations*
- *Purchase price of offsets under the Climate Active scheme*

The City has an Operational KPI – *In support of the Corporate Greenhouse Action Plan, rebaseline and reprofile the carbon accounting to determine progress to date and actions remaining to achieve the City’s goal.*

The purpose of this report is to provide an update on the extent of the City’s carbon footprint, providing a forecast to the end of 2030, and meet the requirements of recommendation 23 and the Operational KPI.

DETAILS OF PROPOSAL

Carbon Accounting

The carbon forecast underpinning the Plan, is illustrated below.

Table 1: City of Armadale Carbon Footprint

	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	Total
	tCO ₂	tCO ₂	tCO ₂	tCO ₂	tCO ₂	tCO ₂	tCO ₂	tCO ₂	tCO ₂	tCO ₂	tCO ₂
Waste*	51,335	53,068	54,726	55,294	55,846	56,382	56,902	57,406	54,645	52,023	547,627
Buildings	4,410	4,497	4,628	4,759	4,890	4,934	5,021	5,108	5,196	5,414	48,856
Fleet	203	208	214	221	227	235	240	246	251	259	2,309
Total	55,948	57,774	59,568	60,275	60,963	61,551	62,164	62,761	60,092	57,696	598,961

* Excludes the impact of the flaring projects as any Australian Carbon Credit Units generated are sold.

Over the ten-year period, the Plan projects that the City will produce circa 600,000tCO₂-e of carbon. The above forecast incorporates Scope 1 (Waste) and Scope 2 emissions (Buildings and Fleet), in accordance with the accounting methodology approved under the Plan.

Scope 1 emissions, also known as ‘direct emissions’, are released to the atmosphere as a result of activities at a facility level, from owned or controlled sources e.g. the Armadale Landfill and Recycling Facility - ALARF. Scope 2 emissions arise from the utilisation of purchased energy or fuel.

Council elected not to account for Scope 3 emissions in the Plan. These are indirect emissions (other than scope 2), generated in the City’s wider operations. They occur as a consequence of the activities of an organisation, but from sources not owned or controlled by the organisation, discussed further below. Under the Plan, the carbon footprint of Municipal Solid Waste from residents is not accounted for once this is delivered to the Waste to Energy Facility (WtEF). The carbon footprint will sit with Avertas, owned by Acciona.

The methodology underpinning the carbon forecast is as follows:

- Waste emissions: Calculated using the Federal Government Solid Waste Calculator, with inputs from the City’s weighbridge software
- Buildings: Calculated emissions figures for 2019/20 from specialist software used as a baseline, with population forecasts used to estimate emissions growth (energy usage as per bills converted to carbon totals using Emissions Factors) – the City is currently in the process of investigating opportunities in the marketplace for software to account for the carbon footprint of individual buildings, enabling a more accurate calculation.
- Fleet: As per buildings.

Scope 1 emissions, from the waste site, account for 91% of the City’s emissions.

Target Options

In 2021, a number of potential options were deliberated by Council in finalising a carbon target for the period 2020/21 to 2029/30:

Table 2: Options Considered by Council

Target	Rationale for Target
1. Emissions at 2005 Levels by 2030	2005 commonly used as a baseline year
2. 28% Reduction on 2005 Levels by 2030	Aligned to Australian National target
3. 45% Reduction on 2005 Levels by 2030	Based on IPCC publication ' <i>Special Report 'Special Report - Global Warming of 1.5 Degrees C'</i> states that '(to limit) global warming to 1.5 degrees .Global net human-caused emissions of carbon dioxide would need to fall by about 45% from 2010 levels by 2030, reaching 'net zero' by 2050
4. 75% Reduction on 2005 Levels by 2030	Based on recommended Climate Council target
5. Zero emissions by 2030	Elimination of the City’s carbon footprint
6. Offset Buildings and Fleet Only for 2020/21 to 2029/30	Many LGs with or without Landfill Sites only have targets in relation to Buildings and Fleet.

* Federal Government National target for 2030 has subsequently changed to 43% below 2005 levels. Western Australia does not have a target for 2030.

Council endorsed Option 5, Zero emissions by 2030. The plan is very specific in defining that this target applies to Scope 1 and 2 emissions only.

The amount of abatement required to achieve this target was calculated to align with a progressive and gradual reduction in carbon emissions over the period in the Plan.

To achieve the reductions required, the Plan calculates that abatement of 384,750tCO₂-e of offsets are required, although a recalculation for the purposes of this report has established that this should have been 348,844 tCO₂-e using current methodologies.

The Plan also forecasts that the Landfill Flaring Project would generate 69,009tCO₂-e over the life of the project. However, this is unable to be counted as abatement (and reduce City’s carbon footprint), as it is assumed that these assets will be sold, generating income at today’s prices estimated as \$2,066,364 (analysed below).

Carbon Accounting Methodology

Although the City is not required to report under the *National Greenhouse and Energy Reporting Act 2007* (NGER Act - legislation determining carbon footprint requirements), relevant guidelines are followed in accounting for Scope 1 and 2 emissions. Reporting for Scope 3 emissions is not mandatory under the Act and is not completed under the Plan.

For information, in the last 3 years, greater clarity has been provided in relation to accounting for Scope 3 emissions, and the type of activities that should be considered for those wishing to voluntarily report. The following information is presented for completeness.

According to the Greenhouse Gas Protocol (established in 1990 in response to demand for a consistent framework for greenhouse gas reporting), ‘*Scope 3 can represent over 90% of a company’s Scope 1, 2 and 3 emissions*’.

There are fifteen categories of Scope 3 emissions, classed as ‘upstream’ or ‘downstream’. Some examples are provided below:

Table 3: Scope 3 Emissions

Upstream Scope 3 Emissions	
1. Purchased Goods and Services	Extraction, production and transportation of goods and services purchased
2. Capital Goods	Extraction, production, and transportation of capital goods purchased or acquired
5. Waste generated in operations	Disposal and treatment of waste generated in the reporting company’s operations in the reporting year
7. Employee Commuting	Transportation of employees between their homes and their worksites during the reporting year
Downstream Scope 3 Emissions	
12. End of Life Treatment of Sold Products	Waste disposal and treatment of products sold by the reporting company at the end of their life.
15. Investments	Operation of investments (including equity and debt investments and project finance).

Some of the categories are not relevant to Local Government and are targeted at commercial enterprises (e.g. manufacturers).

Scope 3 Emission monitoring and management may be considered in the future but at this time, City officers consider Scopes 1 and 2 remain the priority, given the level of control and the limited resources available.

Methodology to Achieve Targets

As highlighted above, c90% of the City’s carbon footprint over the duration of the Plan is attributed to ALARF, and 384,750tCO₂-e of abatement is required.

Consistent with the guidance of the Climate Active Scheme, the City seeks to reduce carbon emissions where practicable and only then applies carbon offsets.

Given the magnitude of the footprint associated with ALARF, much of the focus of the Plan was on mitigation at the site. However, it should be noted that a multitude of other abatement initiatives have been applied to the City’s building portfolio and community emissions – these are discussed below. A flare is currently installed at ALARF, as part of the Landfill Flaring Project.

This converts methane into carbon dioxide and is the most effective mechanism of abatement. However, at its most effective, the flare has only ever abated approximately 20-30% of the carbon footprint of ALARF in any one year. For information, other practices are also employed at ALARF e.g. segregation of green waste which prevents deposition into the landfill and the generation of methane – the green waste is re-used in the community as mulch.

In the absence of the ability to completely eliminate any residual emissions through abatement, and with waste still being deposited at the tip, the City’s focus in the Plan is the use of offsets to addressing the carbon footprint of the site, and hence the wider City.

Consequently, given that flaring can only achieve so much, the key strategy in achieving the targets of the Plan is for the City to purchase offsets, in addition to on-ground projects to mitigate the footprints associated with buildings and fleet.

The Landfill Flaring Project is registered under the Climate Solutions Fund and is able to generate Australian Carbon Credit Units (ACCUs). These are likely to rise from the value of \$28.50 (used in calculations below) as 2030 approaches. The Plan forecasts that this will generate approximately 69,009tCO₂-e over its total life.

The approach in the Plan is to sell these on the open market and use the funds to purchase lower priced offsets allowable under the Climate Active Scheme (these may be sourced from overseas projects). Using this approach, the City is able to offset more of its carbon portfolio that would be the case if these ACCUs were surrendered (retired for ‘free’ and used to reduce the City’s carbon footprint).

Calculations underpinning the approach from 2021 in the Plan are highlighted as follows:

Table 4: Carbon Offsetting – Income Generated and Costs

Component	Qty Required	Price Per Unit \$	(Cost)/Revenue \$	Comments
Offsets Required	384,750	4 ¹	(1,539,000)	Required to progressively implement the target.
ACCUs Generated for Sale	69,009	15.70 ¹	834,000	Gross figure of \$1,084,000, less compliance costs (\$105,000) and other CGAP costs of (\$145,000)
Residual Funds Required			705,000	

¹ Assumed market rates prevailing for the price of ACCUs and alternative offsets.

Residual amounts required (\$705,000) for the purchase of offsets are provided by municipal funds, transferred into a ‘Carbon Reserve’ at a rate of \$88,000 per annum between 2022/23 and 2029/30. This would enable the accumulation of funds to purchase sufficient offsets in advance of 2030.

Assumptions were made in the Plan, around:

1. The operational lifetime of ALARF, and the timing of the transfer to the WtEF
2. The productivity of the Landfill Flaring Project and the amount of ACCUs generated (assumed 9,833tCO₂-e per annum until a project end date of December 2026 – with a total amount generated of 69,009tCO₂-e)
3. The ‘sales price’ of ACCUs and their value on the open market (\$15.70 per tonne)
4. The quantity of offsets required to eliminate the City’s carbon footprint (assumed 384,750tCO₂-e)
5. The purchase price of offsets on the open market (assumed \$4/tCO₂-e)

These will be revisited as part of this report.

ANALYSIS

Progress on Actions of the Plan

The Plan includes 24 recommendations in relation to carbon mitigation climate adaptation. These are the result of a benchmarking exercise against a set of potential initiatives, developed by Ernst and Young for WALGA. However, they are augmented by staff suggestions, and additional opportunities that are unique to the City.

The majority of actions are in progress or have been completed. A summary of their status is included in Attachment 1.

Key initiatives delivered include:

- Extension of the life Landfill Flaring Project from 7 to 12 years, providing additional capacity to generate ACCUs
- Armadale Aquatic Centre: Implementation of a 500kW battery system, in partnership with Synergy, as part of Project Symphony, to operate in tandem with the existing 500kW solar system
- Installation of a 1.34Mw Community Battery system at Harrisdale Playing Field, benefitting over 500 households (also as part of Project Symphony)
- Purchase of Renewable Energy for the City’s contestable sites under the WALGA Sustainable Energy Project (zero carbon footprint for these buildings)
- Installation of renewable energy infrastructure at additional City facilities (AFAC, ALARF, Bedfordale Volunteer Bushfire Brigade, Seville Grove Library, Armadale Visitors Centre)
- Commencement of the Fleet Transition Strategy

The value of solar and battery systems installed at City facilities is approximately \$1.7m, all provided through external funding sources (Local Roads and Community Infrastructure Program or Project Symphony).

Of critical importance moving forward, is the continued expansion of infrastructure associated with the Landfill Flaring Project. An annual capital budget has been allocated towards this expansion of well-heads and pipework, and discussions have commenced with the City’s contractor, on how this will interact with the cover and capping of the landfill as it progresses towards its final state. This will enable the City to maximise its potential for generating ACCUs.

In addition, the procurement of a software system to monitor energy and water consumption trends, in conjunction with the calculation of carbon footprints for buildings and fleet is essential.

Reforecast of Carbon Footprint

With consultant support, emissions associated with the ALARF have been reviewed and reforecast, in accordance with guidance under the NGER Act. This reflects updates on the timing of deliveries commencing to the WtEF.

Updated forecasts are as follows.

Table 5: Revised 2020/21 to 2029/30 Carbon Forecast

	20/21 tCO ₂	21/22 tCO ₂	22/23 tCO ₂	23/24 tCO ₂	24/25 tCO ₂	25/26 tCO ₂	26/27 tCO ₂	27/28 tCO ₂	28/29 tCO ₂	29/30 tCO ₂	Current Total tCO ₂	Previous Total tCO ₂
Waste	58,260	58,836	61,084	62,701	63,186	61,837	61,268	58,293	55,470	52,789	593,724	547,627
Buildings	2,205	2,248	2,314	2,379	2,445	2,467	2,510	2,554	2,598	2,707	24,427	48,856
Fleet	203	208	214	221	227	235	240	246	251	259	2,304	2,309
Total	60,688	61,292	63,612	65,301	65,858	64,539	64,018	61,093	58,319	55,755	620,455	598,961

Waste

Carbon associated with waste has increased from 547,627 to 593,724 tCO₂-e, due to:

- Delays in the commissioning of the WtEF Plant, with increased levels of MSW deposited at ALARF.
- Updates in the Federal Government Solid Waste Calculator, with higher carbon factors assigned to waste tonnes.
- Implementation of previous audit recommendations around proportional waste allocations between MSW and Construction and Demolition waste.

Buildings

Electricity supply to contestable buildings (those exceeding the 50MwH per annum threshold) is procured through the WALGA Sustainable Energy Project.

All energy is therefore renewable and does not form part of the City's carbon footprint. Consequently, the Building footprint has reduced by c50%, with an assumption that similar energy supplies will remain in place for the remainder of the Plan (as part of Phase 2 of the WALGA Sustainable Energy Project).

Fleet

The City is currently constrained in relation to carbon accounting for fleet (and buildings), and in the process of procuring a new contract for energy, water and carbon accounting software. As a result, the original estimates from the Plan are used.

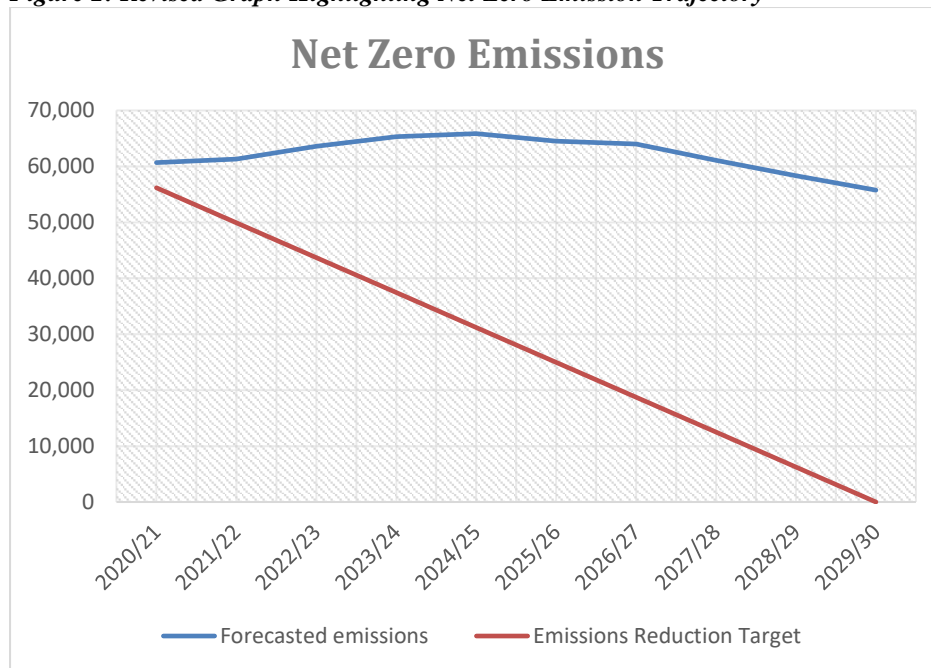
The above analysis highlights that, over the period of the Plan, the City's total carbon footprint is projected to be 620,455tCO₂-e. The following table and graph highlight a progressive approach towards abating and offsetting against Scope 1 and 2 emissions, using the revised forecasts.

Table 6: Reduction in Carbon Footprint Over Time

Years	Forecasted emissions	Emissions Reduction Target	Annual shortfall
2019/20		62,416	
2020/21	60,668	56,174	4,494
2021/22	61,292	49,933	11,359
2022/23	63,612	43,691	19,921
2023/24	65,301	37,450	27,851
2024/25	65,858	31,208	34,650
2025/26	64,539	24,966	39,573
2026/27	64,018	18,725	45,293
2027/28	61,093	12,483	48,610
2028/29	58,319	6,242	52,077
2029/30	55,755	0	55,755

Total Offsets Required 339,583

Figure 2: Revised Graph Highlighting Net Zero Emission Trajectory



The number of offsets required is now calculated as 339,583tCO₂-e.

Review of Assumptions – Income and Costs

The CGAP included the following assumptions, critical to forecasting of carbon abatement requirements and associated costs.

Table 7: Review of Assumptions

Component	Assumption	Update on Assumption	Officer comment
Landfill Flaring Project Abatement	Annual abatement of 9.833tCO ₂ -e, with a total of 69,009tCO₂-e generated	City currently has a balance of 27,504 units in its account, with future forthcoming claims for the period June 2022 to December 2026 (4.5 year period). Assuming 10,000tCO ₂ -e will be generated per annum until December 2026 – a total balance of 27,504 + (4.5 x 10,000) = 72,504tCO₂-e will be generated	Additional Income from 3,495 tonnes generated
Sales Price for ACCUs	\$15.70	Current spot price is c\$33.50 as at 13 th June 2024 - https://coremarkets.co/resources/market-prices - \$28.50 used for forecasting to account for an assumed rate of 15% for broker fees.	Additional Income from \$12.80 increase in price per tonne.
Quantity of Offsets Required	384,750tCO₂-e	339,583tCO₂-e.	Reduction in number of Offsets required – reduced cost.
Cost of Offsets	\$4 per tCO₂-e	Current lowest cost of circa \$7.50	Increase in value of Offsets – higher cost.

The last Offsets (Compliance) Report for the Landfill Flaring Project identified that 20,410tCO₂-e of abatement was generated over two years. Hence a revised assumption is that c10,000 tonnes per annum will be generated (until the end of the project in December 2026).

Although abatement decreases over time with flaring projects, it is anticipated that this will be counteracted by an expansion in the system as the active landfill advances and is covered.

Based on the above analysis, a revised indication of income and costs from selling ACCUs and ‘re-purchasing’ offsets is highlighted as follows:

Table 8: Table 3: Carbon Offsetting – Income Generated and Costs

Component	Qty tCO ₂ -e	Price Per Unit \$	(Cost)/Revenue \$	Comments
Offsets Required	339,583	7.50 ¹	(2,546,873)	Required to progressively implement the target.
ACCUs Generated for Sale	72,504	28.50	2,066,364	May increase in advance of 2030.
Residual Funds Required			(480,509)	

1. Clean Development Mechanism - Grid-connected electricity generation from renewable sources

As a result, residual funds required has dropped from \$705,000 to \$480,509, assuming the City purchases the lowest cost offsets available i.e. a worst case scenario. The Plan includes a recommendation to cover the \$705,000 cost by creating a ‘Carbon Reserve’. This receives an annual allocation from municipal funds of \$88,000 (from 2022/23 to 2029/30) to cover the cost of the residual funds required. Although the re-forecast has highlighted that only \$480,509 is required, it is prudent to keep reserve transfers at the current rate (\$88,000 per annum) and accumulate \$705,000 as originally planned (allowing a contingency).

As stated in the Plan, all assumptions around pricing are subject to prevailing market forces and must be subject to regular review going forward.

Emerging Trends and Issues

Since the finalisation of the Plan, there have been significant developments in the field of carbon accounting, and in the marketplace for carbon credits/offsets. The complexity has increased considerably, with an example of emerging issues highlighted below.

Carbon Credits/Offsets

Australian Carbon Credit Units

The City currently has a 'stock' of ACCUs of 27,504tCO₂-e, with an additional 45,000tCO₂-e to be generated. These will eventually be sold on the open market.

The 'vintage', or age of carbon credits generated, can affect their level of demand and value. Those generated subsequent to the Paris Agreement of 2015 are perceived to have greater value. One of the views on why this might be the case is that, the goals of the Paris Agreement can only be met by investing in outcomes that have been achieved *after* the agreement was made.

Furthermore, the '*Climate Active Carbon Neutral Standard for Organisations*' stipulates that only carbon offsets credited after 2012 can be used to reduce organisational carbon footprints. An update to this standard is anticipated by the end of this year, and this date is likely to advance.

Of the City's current holding of ACCUs (27,504tCO₂-e), 7,094 and 20,410tCO₂-e are from 2018/19 and 2023/24 respectively. All further credits generated will have a vintage of 2024/25 and 2026/27, in alignment with future applications under the Landfill Flaring Project.

The dates of allowable 'vintage(s)' is something that requires monitoring, in the event that there is any impact on the City's portfolio.

Offsets Purchased by the City

Although a range of offsets may be allowed under the Federal Government's Climate Active Scheme, there is increased scrutiny, particularly in relation to commercial entities, around the quality of offsets and where they are derived.

For the purposes of this report, it is assumed that renewable energy offsets are purchased. This is consistent with the original intent of the Plan. These are amongst the lowest cost and quality available, according to 'BeZero' (carbon credit ratings agency for the voluntary carbon market). Hence, further work is proposed (see below) to investigate an optimum approach for Council.

Financial calculations in this report are based on spot prices and current market trends. However, the above factors can also impact on the price the City pays for offsets.

Supply and Demand

The number of companies with carbon reduction targets will have an influence on the price of ACCUs and other offsets over the course of the Plan. In turn, this will determine the financial impact on the City, particularly in the approach to 2030. The price of ACCUs peaked in February 2022 at \$58.50. Consequently, there has been significant variability in the market price.

New Projects

Technological advances in Australia mean that offsets may become more cost effective. For example, there are a number of initiatives around drone seeding/carbon sequestration that are fully operational. Consequently, a number of new projects may become allowable offsets under the Climate Active scheme once project developers have progressed through the approvals process.

Consequently, there may be a mechanism for the City to procure a ‘cocktail’ of offsets to meet the 2030 target, and not be solely reliant on, for example, offsets procured from overseas markets.

Carbon Neutrality v Net Zero

Within the corporate world, there are now different approaches adopted towards the elimination of carbon footprints. These are documented in the Climate Active Scheme (CAS) and the Science Based Targets Initiative (SBTi). Both include the accounting of Scope 1, 2 and 3 emissions, but there are significant differences in the rules of accreditation.

The CAS, which provides guidance on ‘Carbon Neutrality’, proposes an approach to mitigation first, and then offsetting. The SBTi highlights the rules around ‘Net Zero’ as part of the ‘Corporate Net Zero Standard’, and includes a similar approach, but stipulates that no more than 10% of abatement must come from offsets.

The City’s approach towards 2030 is quite clear in that the target is Net Zero for Scope 1 and 2 emissions only.

Local Government

As reported in the Plan, carbon mitigation targets vary across WA Local Governments, and LG’s can be classified as follows.

1. Those that do not account for carbon and have no carbon reduction strategy.
2. Those that have a landfill, but do not currently account for carbon and have no emissions reduction targets e.g. Rockingham.
3. Those that have a landfill and have carbon reduction targets but exclude waste emissions from the targets e.g. Stirling.
4. Those that do not have a landfill and do not account for community waste diverted to another facility e.g. Melville.
5. Those that do not have a landfill but have carbon reduction targets in relation to the waste generated by their residents e.g. Town of Victoria Park (ToVP).

ToVP’s municipal waste is diverted to a regional facility, but they have made the decision to account for the carbon. The annual footprint of this waste is 20,000tCO₂-e, a third of the size of the ALARF.

Hence, there is an inconsistent approach across local governments, and in accounting for landfill waste. The overwhelming majority do not include emissions in their targets.

Local Governments are also currently grappling with the extent to which Scope 3 emissions should be accounted for. This is a result of the complexity and the resources required with the approach and obtaining information across the fifteen categories (see Table 3 and preceding discussion above).

These are trends that will continue to be monitored, to place the City's targets and activities in the context of comparable organisations.

Potential for Expert Assistance

ACCUs are classed as financial products under the Corporations Act. Consequently, if a carbon market participant buys, sells or trades ACCUs, they must have an Australian Financial Services Licence. This also applies to organisations providing financial advice around ACCUs. This further emphasises the complexity of the subject matter.

In conjunction with the above emerging trends, uncertainties, issues and opportunities, the City may be prudent in receiving external expertise on the following matters, in executing the recommendations of the Plan:

1. The feasibility and potential financial impacts of accounting for Scope 3 emissions (including major projects for example), with any associated impact on targets and costs.
2. Research on the extent to which LG's across Australia account for Scope 3 emissions and waste emissions, and the impact of including these within targets.
3. Potential for accounting for carbon sequestration in the City's activities (planting etc).
4. Clear guidance on the potential to achieve 'Carbon Neutrality' and/or 'Net Zero' (as per the Science Based Targets Corporate Net Zero Standard, and the rules around publicising results.
5. Opportunities for putting an internal price on carbon, in relation to projects etc.
6. Projections on the price of ACCUs with an indication on when the City could or potentially needs to sell i.e. taking into consideration the vintage of ACCUs, and any other relevant factors.
7. Development of an Offsets Strategy that, for example:
 - Factors in the financial constraints of the City.
 - Considers the existing and projected stock of ACCUs from the Landfill Flaring Project.
 - Develops a prioritisation matrix for the purchase of offsets, considering factors such as geographical origin, type of offset e.g. renewable energy v carbon sequestration.
 - Investigates 'pipeline' projects that may come online in the near future.
 - Identifies a potential 'cocktail' of offsets, and net financial cost of the proposed approach.
8. Resources required (internal and external) to deliver on the initiatives proposed.

Accordingly, consideration of an allocation of \$130,000 as part of Long Term Financial Plan deliberations is requested to engage a consultant to perform 'Supporting Carbon Studies'.

OPTIONS

Option 1

Council notes the contents of this report, providing an update on the implementation of the 2020/21 to 2029/30 Corporate Greenhouse Action Plan.

Option 2

Council considers an allocation of \$130,000 for expert consultants for further “Supporting Carbon Studies” as part of Long Term Financial Planning deliberations.

Option 3

Council considers an allocation of \$130,000 for expert consultants for further “Supporting Carbon Studies” as part of the 2024/25 midyear budget review.

Option 4

Council considers an allocation of \$130,000 for expert consultants for further “Supporting Carbon Studies” from any surplus declared from 2023/24.

CONCLUSION

The City of Armadale Corporate Greenhouse Action Plan 2020/21 to 2029/30 was approved in September 2021. It includes 24 recommendations on carbon abatement and climate adaptation. It is founded on a strategy to achieve Net Zero Scope 1 and 2 emissions by 2030.

This report provides an update on the implementation of the recommendations of the Plan and updates the City’s carbon forecast to the end of 2029/30. In doing so, it addresses the Organisational KPI *‘In support of the Corporate Greenhouse Action Plan, rebaseline and reprofile the carbon accounting to determine progress to date and actions remaining to achieve the City’s goal by August 2024’*.

The majority of the actions in the Plan are complete or in progress.

Table 9: Summary of Progress – Recommendations Corporate Greenhouse Action Plan

No. of Recommendations	Completed	In Progress	To Be Commenced
24	9	9	6

The City’s approach of selling ACCUs, generated by the Landfill Flaring Project, to fund the ‘re-purchase’ of a greater number of lower cost offsets remains a viable approach in achieving the City’s target. However, this is subject to fluctuating market conditions that will continue to be monitored.

The field of carbon accounting is a rapidly changing and an increasingly complex area. This complexity is demonstrated by offsets being considered a financial product, with consulting advice only being provided by those with an Australian Financial Services Licence. There are also opportunities to exploit a potential greater range of offsetting strategies.

Consequently, it would be prudent for Council to secure external expert advice in relation to these areas. An amount of \$130,000 is requested for ‘Supporting Carbon Studies’.

Accordingly, Options 1 and 2 are recommended.

MEETING CLOSED TO PUBLIC

MOVED Mayor R Butterfield that that the meeting be closed to members of the public as the matter to be discussed, if disclosed, would reveal information on a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

(Section 5.23(c) of the Local Government Act).

Motion Carried (8/0)

Meeting declared closed at 7.14pm

SUSPENSION OF STANDING ORDERS

MOVED Mayor R Butterfield that standing orders be suspended.

Motion Carried (8/0)

MEETING OPENED TO PUBLIC

MOVED Cr C Wielinga that that the meeting be opened to members of the public.

Motion Carried (8/0)

Meeting declared open at 7.22pm

RESUMPTION OF STANDING ORDERS

MOVED Cr C Wielinga that that standing orders be resumed.

Motion Carried (8/0)

ATTACHMENTS

1. Progress on Actions of the Plan Summary

Officer Recommendation

1. Note the contents of this report, providing an update on the implementation of the 2020/21 to 2029/30 Corporate Greenhouse Action Plan.
2. Include consideration of \$130,000 in the draft Long Term Financial Plan 2026 to 2045 for expert consultants for further “Supporting Carbon Studies”.

Cr Wielinga moved an alternate recommendation.

COMMITTEE RECOMMENDATION

T3/8/24

That Council:

1. **Note the contents of this report, providing an update on the implementation of the 2020/21 to 2029/30 Corporate Greenhouse Action Plan.**
2. **Considers an allocation of \$130,000 for expert consultants for further “Supporting Carbon Studies” as detailed in this report from any surplus declared from 2023/24 or as part of the 2024/25 midyear budget review.**

Moved Cr C Wielinga

MOTION CARRIED

(8/0)

2.3 - ENG 9 - MANAGING PHYTOPHTHORA DIEBACK POLICY

WARD : ALL
FILE No. : M/441/24
DATE : 18 July 2024
REF : CO
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- Phytophthora Dieback is known to be a significant threat to bushland in the City of Armadale. Dieback affects not only Jarrah trees but an array of native vegetation, ecosystems and their dependent fauna and flora assemblages.
- The current ENG9 Policy and Management Practice provides prescriptive requirements for different types of corporate activities that may include soil movement in areas where native vegetation is present or nearby. It is based on best practice that is defined in Part 5 of the “Managing Phytophthora Guidelines for Local Government” (Dieback Working Group, 2000). This resource remains the most current concise publication with regards to best practice Phytophthora Dieback management for local governments.
- Recommend that Council endorse the attached draft Managing Phytophthora Policy 2024 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

This policy contributes the achievement of Aspiration 1 of the Strategic Community Plan 2020 - 2030 (Environment), and the outcome “Conservation and restoration of the natural environment.”

Legal Implications

- *Local Government Act 1995 (WA)*
- *Environmental Protection Act 1986 (WA)*
- *Environmental Protection (Clearing of Native Vegetation) Regulations 2004 (WA)*
- *Environmental Protection Biodiversity Conservation Act 1999 (Cth)*
- *Aboriginal Heritage Act 1972 (WA)*

Council Policy/Local Law Implications

ENG9 Managing Phytophthora Dieback Policy

Budget/Financial Implications

No budget or financial implications are applicable to the proposed new Managing Phytophthora Policy 2024.

Consultation

1. Intra-departmental
2. SOHAG

BACKGROUND

Phytophthora Dieback is known to be a significant threat to bushland in the City of Armadale. Dieback affects not only Jarrah trees but an array of native vegetation, ecosystems and their dependent fauna and flora assemblages.

The threat of dieback is cross tenure, both in bushland found in City of Armadale reserves, Crown lands and private property. There is no cure for Phytophthora Dieback, but symptoms are treatable with the repeated application of the fungicide Phosphite.

Many City vested bushland reserves have been mapped for dieback and are subject to a three year rotational treatment program. In accordance with this program a 15 meter buffer of native vegetation surrounding the dieback infection is treated with Phosphite on a three-yearly rotational basis. In addition, susceptible habitat trees for Black-Cockatoo that occur in wider Dieback infected areas are also treated with Phosphite on a three-year rotational basis.

The City of Armadale provides dieback hygiene foot cleaning stations in natural areas where there is a risk of introduction or spread of dieback disease. The need for this infrastructure is identified as part of natural area management planning.

Roleybushcare is a volunteer based environmental group in the City of Armadale. They are focused on maintaining and protecting the Jarrah bushland around the Roleystone and Karragullen areas. Roleybushcare (formally Roleystone Dieback Action Group) was founded in 1999 by the Late Dr Ian Colquhoun. The group are global leaders in the treatment of dieback. The City of Armadale supports the Roleybushcare through the administration of the Bushcare and Environment Advisory Group (BEWG).

The dieback pathogen *Phytophthora cinnamomi* is spread by soil and water movement. Any activities which involve the spread of soil have the potential to spread dieback.

The current ENG9 Policy and Management Practice provides prescriptive requirements for different types of corporate activities that may include soil movement in areas where native vegetation is present or nearby. It is based on best practice that is defined in Part 5 of the “Managing Phytophthora Guidelines for Local Government” (Dieback Working Group, 2000). This resource remains the most current concise publication with regards to best practice Phytophthora Dieback management for local governments.

DETAILS OF PROPOSAL

This report reviews the ENG9 Managing Phytophthora Dieback Policy and Management Practice and provides a revised policy for Managing Phytophthora Policy 2024 for consideration (Attachment 1).

The proposed Managing Phytophthora Policy 2024 includes a broader commitment to best practice Phytophthora Dieback management and removes prescriptive actions. The rationale for these changes is provided below.

1. Reformatting

The Policy and management practice has been reformatted to reflect current City style.

2. Revision of policy language

The revised policy now reflects the language of the Strategic Community Plan 2020 – 2030 (SCP) with respect to aspiration and outcomes. The policy wording has been extended to recognise objective 2.1.7 of the SCP “Biodiversity is managed to preserve and improve ecosystem health” and to specifically reference the dieback treatment program previously endorsed by Council.

3. Definitions

The revised policy removes a number of descriptions. This is consistent with the overall intention to recognise best practice dieback management in the policy, remove prescriptive detail, and as an alternative, develop internal processes and resources for achieving best practice Phytophthora management during City operations.

4. Policy Implementation

The revised policy for consideration removes significant detail associated with implementation of the policy. Unlike the current ENG9 it specifically references a commitment to best practice Phytophthora Dieback management.

Removal of reference to the support of community volunteers – ENG9 policy clause 3.1
The support of community volunteers is reflected in the City of Armadale Bushcare and Environmental Advisory Committee (BEWG) Friends Group Manual.

Dieback mapping information is readily available externally. It is also provided on the City Intramaps system.

As a result, include Clause 3.1, and 3.2.3 is not repeated in the proposed Managing Phytophthora Policy 2024.

Removal of prescriptive procedures for operations – ENG9 policy clauses 3.2, 3.3 and 3.4 and 3.6

Since the ENG9 policy was last reviewed in 2018, the referral of corporate projects and works (such as civil construction, civil maintenance, bushfire mitigation and other projects) to the *Environment and Sustainability Department* commonly occurs.

Currently, this review is initiated by officer recognition of the need to consider the *Environmental Protection Act 1986, Environment Protection (Clearing of Native) Regulations, the Environmental Protection Biodiversity Conservation Act 1999* and the *Aboriginal Heritage Act 1972*.

As part of internal proposal assessment, the *Environment and Sustainability* business unit assesses environmental regulation and recommends environmental management controls in relation to a wide number of matters (i.e.: regulatory approvals, native vegetation avoidance, cultural heritage management, fauna management, pollution and risk management and Phytophthora Dieback management). The department uses a standard template for this review.

As part of recent preparation of a draft Biodiversity Strategy, a risk analysis was undertaken. This risk analysis recognised the current internal referral process for native vegetation clearing and it recommended wider application of the internal referral process to ensure integration of environmental management in corporate activity planning and operations.

As a result of this risk review, the following action is noted as a high priority action of the Biodiversity Strategy. The Biodiversity Strategy was considered by Council in March 2024.

“Prepare, for adoption by Council, an Environmental Protection Policy. It is intended that this policy will:

- be applicable to corporate operations that addresses avoidance, mitigation and offset principles*
- provide a framework for internal review of environmental impacts associated with works and recommendation of controls*
- integrate requirements for Construction Environmental Management Plans (CEMPs) or environmental management processes, as standard assessment criteria during tenders for construction contracts awarded by the City*
- include Policy support documents including revised internal templates for referral, information sheets for environmental management during works, templates for CEMPs and standard conditions for environmental management documents to be provided as part of tender or quote commissioning as assessment criteria during construction tender process*

- *formalise the Bushfire Mitigation Proposal review process*
- *formalise internal environmental and heritage impact review process including update of Environmental Review Template and Guidance Document”*

This action will formalise and expand internal environmental review processes, develop resources applicable to different corporate actions, and provide a framework to assist other business units to achieve best practice Phytophthora Dieback management alongside other elements of environmental management.

This process improvement will negate the need for the prescriptive Phytophthora Dieback management procedures within the existing ENG9 policy, noting that best practice recommendations will be then provided in a nature that is proposal specific, and considered by subject matter experts.

As a result, current policy clauses 3.2, 3.3 and 3.4, 3.6 and 3.8 are not repeated in the proposed Managing Phytophthora Policy 2024.

Removal of prescriptive procedures for dieback management in natural areas – current clauses 3.5

Phytophthora is a widely known threat to biodiversity and routinely considered in natural area and reserve management planning.

The Biodiversity Strategy includes an action to “*Develop, for Council endorsement, a consolidated Natural Area Management Plan for City local natural areas*” as a high priority. It also recommends as a high priority “*Expansion of the dieback treatment program*”.

The commitment of the policy to best practice dieback management and the inclusion of actions in the Biodiversity Strategy, negates the need for prescriptive land management procedures.

As a result, current policy clause 3.5 is not repeated in the proposed Managing Phytophthora Policy 2024.

3. Removal of procedures for landscaping and revegetation stock.

Clause 3.7 of the ENG9 Management Practice stipulates that plants shall be sourced from a nursery accredited by the Nursery & Garden Industry Western Australia (NAISA) to ensure that the risk of dieback introduction is minimised in landscaping or revegetation actions.

It is noted that landscaping proposals are not, and unlikely to be, referred to the *Environment and Sustainability* business unit for the assessment of environmental regulation and recommendation of environmental management controls.

However, it is noted that the purchase of landscaping and revegetation stock from NAISA accredited nurseries is common practice for a variety of reasons, and this action is in accordance with best practice Phytophthora Dieback management procedures.

As a result, current policy clauses 3.7.1 is not proposed in the draft Managing Phytophthora Policy 2024.

ANALYSIS

The removal of prescriptive procedures for Phytophthora dieback management is proposed in the revised policy. As an alternative, the Policy includes a statement of commitment to best practice Phytophthora Dieback management.

This approach is recommended in consideration of the results of a risk review that has recently been undertaken by consultants (on behalf of the City) as part of development of the Biodiversity Strategy.

This risk analysis recognized the current internal referral process (to the *Environmental and Sustainability department*) for native vegetation clearing proposals and recommended wider application of the process to ensure integration of environmental management in corporate planning and works delivery.

The achievement of this draft recommendation following adoption of the Biodiversity Strategy, will negate the need for prescriptive procedures for dieback management in the policy. Instead, a process for specific subject matter expert comment on Phytophthora Management during City activities, that is guided by subject matter expert understanding of current best practice will be developed.

OPTIONS

Option 1 is to adopt the revised ENG9 Phytophthora Dieback Policy.

Option 2 is to not adopt the revised ENG9 Phytophthora Dieback Policy.

Officers' recommendation is to adopt Option 1.

CONCLUSION

Council Policy and Management Practice ENG9 was last reviewed in 2018. The policy language is no longer consistent with the SCP of the City. The Management Practice contains prescriptive requirements applicable to City operations, that are acknowledged as best practice and represented clearly in other publications and guidelines.

A revised Managing Phytophthora Policy 2024 was presented for the consideration of SOHAG. The language of the draft Policy aligns with City strategy. The Policy no longer has prescriptive requirements for operations, in consideration of changed business practices (internal referrals to *Environment and Sustainability*) and anticipated further business improvement as recommended in the Biodiversity Strategy 2024.

ATTACHMENTS

1. Draft ENG9 - Policy. Managing Phytophthora Dieback

RECOMMEND

T4/8/24

That Council:

Endorse the attached draft ENG9 - Managing Phytophthora Policy 2024.

Moved Cr C Wielinga
MOTION CARRIED

(8/0)

COUNCILLORS' ITEMS

Nil

This refers to any brief updates from Councillors from their attendance at Working Group or Advisory Group meetings on which they represent Council.

EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT

Executive Director report presented as an update which included Canning River Project and the tree data collection project.

MEETING DECLARED CLOSED AT 8.33pm

TECHNICAL SERVICES COMMITTEE SUMMARY OF ATTACHMENTS 5 AUGUST 2024		
ATT NO.	SUBJECT	
2.1 AIR, WATER, SOIL AND LAND STRATEGY		
2.1.1	Armadale Environmental Strategies V6 -Post EMT Review- Changes Accepted	
2.2 CITY OF ARMADALE - CARBON REBASELINING		
2.2.1	Progress on Actions of the Plan Summary	
2.3 ENG 9 - MANAGING PHYTOPHTHORA DIEBACK POLICY		
2.3.1	Draft ENG9 - Policy. Managing Phytophthora Dieback	

The above attachments can be accessed from the Minutes of the Technical Services Committee meeting of 5 August available on the City's website

CITY OF ARMADALE

MINUTES

OF COMMUNITY SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 6
AUGUST 2024 AT 7:00PM.

PRESENT: Cr M Silver (Chair)
Cr P A Hetherington (Deputy Chair)
Cr K Busby
Cr J Keogh
Cr S Peter JP (Deputy for Cr Kamdar)

APOLOGIES: Cr S J Mosey (Deputy for Cr Stoneham)
Cr S Stoneham (Leave of Absence)
Cr C M Wielinga

OBSERVERS: Mayor R Butterfield
Cr K Kamdar (*via Teams*)
Cr G J Smith

IN ATTENDANCE: Ms J Abbiss Chief Executive Officer
Mrs S van Aswegen Executive Director Community Services
Mr J Lyon Executive Director Corporate Services (*via Teams*)
Ms R Milnes Manager Community Development
Mr R Porter Manager Ranger & Emergency Services
Mr N Errol Media & Communications Advisor
Ms J Cranston Executive Assistant Community Services

PUBLIC: 2

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

DISCLAIMER

As there were members of the public present, the Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was read.

DECLARATION OF MEMBERS' INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Community Services Committee Meeting held on 2 July 2024 be confirmed.

**Moved Cr P A Hetherington
MOTION CARRIED**

(5/0)

ITEMS REFERRED FROM INFORMATION BULLETIN

Report on Outstanding Matters – Community Services Committee

Items referred from the Information Bulletin – Issue 11 – July 2024

None of the items from the Community Services Information Bulletin required clarification or a report for a decision of Council.

CONTENTS

COMMUNITY SERVICES COMMITTEE

6 AUGUST 2024

1.	COMMUNITY DEVELOPMENT	
1.1	NEW DRAFT POLICY: WELCOME TO COUNTRY AND ACKNOWLEDGEMENT OF COUNTRY - CULTURAL PROTOCOLS.....	47
2.	RANGER AND EMERGENCY SERVICES	
2.1	FIREWORKS EVENT NOTICE APPLICATION - 2024 KELMSCOTT AGRICULTURAL SHOW	51
3.	MISCELLANEOUS	
3.1	RSL PARADE EVENTS (REFERRAL MATTER)	54
4.	COUNCILLORS' ITEMS	
	NIL	56
5.	EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT	
	NIL	56
	SUMMARY OF ATTACHMENTS	57

1.1 - NEW DRAFT POLICY: WELCOME TO COUNTRY AND ACKNOWLEDGEMENT OF COUNTRY - CULTURAL PROTOCOLS

WARD : ALL
FILE No. : M/305/24
DATE : 21 May 2024
REF : RM
RESPONSIBLE MANAGER : Executive Director
Community Services

In Brief:

- This report presents the new draft Policy: *Welcome to Country and Acknowledgement of Country - Cultural Protocols*
- Recommend that Council:
 - Endorse the new draft Policy: *Welcome to Country and Acknowledgement of Country - Cultural Protocols*

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

Community

1.4 *An Inclusive and Engaged Community*

1.4.3 Ensure the provision of culturally appropriate services and programs in the City

4.1 *Strategic Leadership and Effective Management*

4.1.5 Establish comprehensive governance policies and processes

Reconciliation Action Plan

Respect

Action 3: Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.

- Develop, implement and communicate a cultural protocol document, including protocols for Welcome to Country and Acknowledgment of Country.

Legal Implications

Local Government Act 1995: s2.7 – The role of the Council – “(2) (b) determine the local government’s policies.

Council Policy/Local Law Implications

This Policy: *Welcome to Country and Acknowledgement of Country - Cultural Protocols* will be added to the City’s Policy Manual as a new policy.

Budget/Financial Implications

Welcome to Country performances cost approximately \$600 each.

Consultation

1. Local Aboriginal Elders (13 Elders reviewed the draft Policy and provided guidance on specific elements)
2. Reconciliation Action Plan Working Group
3. Executive Leadership Team
4. Standing Order House Advisory Group (SOHAG)
5. City Legal

BACKGROUND

Council policies are an essential part of Council’s governance framework. They guide Council and Officers in the context of Council’s decision making. Policies can be developed to respond to legislative requirements, discretionary legislated powers and/or non-legislated functions/activities of Council.

On 22 June 2020, Council adopted a schedule (CS26/6/20) of Standing Order House Advisory Group (SOHAG) meetings as part of the process of a comprehensive review of Council’s policies and delegations. The new draft Policy: *Welcome to Country and Acknowledgement of Country - Cultural Protocols* has been considered by SOHAG as a prerequisite to its presentation to Council.

The objective of the new draft Policy: *Welcome to Country and Acknowledgement of Country - Cultural Protocols* is ‘to define how the City of Armadale adheres to the correct protocols for Welcome to Country performances and Acknowledgement of Country statements to demonstrate authentic and heartfelt respect for the Aboriginal community as the Traditional Custodians of the land on which the City of Armadale (the City) is located’.

This new draft Policy is responding to an action in the City’s Reconciliation Action Plan (RAP) comprising the development and implementation of a cultural protocols document. The RAP was endorsed by Council on 16 October 2023, as per the following resolution (C25/10/23):

That Council endorse the proposed draft Reconciliation Action Plan 2023 – 2025.

DETAILS OF PROPOSAL

It is proposed that Council adopt the new draft Policy: *Welcome to Country and Acknowledgement of Country – Cultural Protocols*. This draft policy has a focus on how the City will adhere to the Welcome to Country and Acknowledgement of Country protocols based on a foundation of respect, authenticity, and a spirit of seeking to understand.

The policy provides definitions and terms relating to the Aboriginal community, a brief history of the Noongar people and the meaning behind Welcome to Country, Acknowledgement of Country and Smoking Ceremonies.

It provides suggestions on the wording of the Acknowledgement of Country and contains a table outlining the meetings, events and functions held by the City at which these protocols apply.

ANALYSIS

The new draft Policy: *Welcome to Country and Acknowledgement of Country – Cultural Protocols* provides relevant information and direction on how the City can authentically demonstrate respect to the local Aboriginal community by adhering to culturally appropriate protocols.

The policy is a mechanism to enact the City's position publicly and formally, and as such, is conducive to sustaining the City's positive relationship with the local Aboriginal community. This is integral as the City will be seeking guidance from the Aboriginal Elders and community members as the City progresses the implementation of actions contained in the RAP.

OPTIONS

Council has the following options:

1. Endorse the draft new Policy: *Welcome to Country and Acknowledgement of Country – Cultural Protocols*
2. Do not endorse the draft new Policy: *Welcome to Country and Acknowledgement of Country – Cultural Protocols*

Option 1 is recommended.

CONCLUSION

The draft new Policy: *Welcome to Country and Acknowledgement of Country – Cultural Protocols* responds to an action in the RAP and provides direction on how the City can respectfully follow cultural protocols.

Having a policy in place is important to indicate the City's formal stance on the Welcome to Country and Acknowledgement of Country Cultural Protocols and is conducive to a continued positive relationship with the local Aboriginal community as the City progresses the implementation of the RAP.

ATTACHMENTS

1. [↓](#) Draft Policy - Welcome to Country and Acknowledgement of Country - Cultural Protocols

RECOMMEND

C20/8/24

That Council endorse the draft new Policy: Welcome to Country and Acknowledgement of Country – Cultural Protocols.

Moved Cr P A Hetherington

MOTION CARRIED

(5/0)

2.1 - FIREWORKS EVENT NOTICE APPLICATION - 2024 KELMSCOTT AGRICULTURAL SHOW

Cr M Silver declared a non-financial interest in Item 2.1 on the basis that she is a member of the Kelmscott Agricultural Society and also a member of the Kelmscott Agricultural Society Management Committee for 2024.

Cr J Keogh declared a non-financial interest in Item 2.1 on the basis that he is a member of the Kelmscott Agricultural Society.

Mayor Butterfield declared a non-financial interest in Item 2.1 on the basis that she is a member of the Kelmscott Agricultural Society

Cr S Peter declared a financial interest in Item 2.1 on the basis that he is a sponsor of the Kelmscott Agricultural Society event.

Cr Peter left the meeting at 7:05pm.

Cr Peter returned to the meeting at 7:06pm.

WARD : RIVER
FILE No. : M/440/24
DATE : 18 July 2024
REF : RP
RESPONSIBLE MANAGER : Executive Director
Community Services

In Brief:

- A *Fireworks Event Notice* application has been received from Cardile International Fireworks Pty Ltd for the purpose of a fireworks display at the 2024 Kelmscott Agricultural Show.
- This report recommends that Council approve the Department of Mines, Industry Regulation and Safety *Fireworks Event Notice* application for the firework display on 18 October 2024 and authorise the CEO to sign and issue the Notice accordingly.

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

- 1.1 Foster and Strengthen Community Spirit
 - 1.1.1 Facilitate a dynamic calendar of events, festivals and cultural activities that activate suburbs, foster community connections, celebrate the diversity of the community and encourage a sense of place for residents.
- 4.1 Strategic Leadership and Effective Management
 - 4.1.3 Develop organisational frameworks to achieve consistency, transparency and clarity of decision-making processes.

Legal Implications

Assessment of legislation indicates that the following is applicable:

- *Local Government Act 1995*
- *Dangerous Goods Safety Act 2004*
- *Dangerous Goods Safety (Explosives) Regulations 2007*

Council Policy/Local Law Implications

General assessment indicates Policy ENG 8 – Fireworks is applicable.

Budget/Financial Implications

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

Consultation

- Inter Directorate
- Kott Gunning Lawyers

BACKGROUND

Correspondence was received from Cardile International Fireworks Pty Ltd on 19 June 2024 seeking endorsement of a Department of Mines, Industry Regulation and Safety *'Fireworks Event Notice'* for a fireworks display at the 2024 Kelmscott Agricultural Show on the 18 October 2024.

The City is familiar with the applicant and their business, having previously approved multiple applications to allow the applicant to carry out fireworks displays for the annual Kelmscott Agricultural Show and Australia Day Celebration events.

COMMENT

Previous legal advice has confirmed that there is no power for the Local Government to delegate approval of fireworks applications from Council to the Chief Executive Officer under the *Dangerous Goods Safety Act 2004*.

CONCLUSION

It is recommended that Council approve the *Fireworks Event Notice* application and authorise the CEO to sign the permit to be issued to the applicant accordingly.

ATTACHMENTS

1. DMIRS - Fireworks Event Notice - Kelmscott Agricultural Show 2024 - *This matter is considered to be confidential under Section 5.23(2) (b) of the Local Government Act, as the matter relates to the personal affairs of a person*

RECOMMEND

C21/8/24

That Council:

1. **Approve the Department of Mines, Industry Regulation and Safety ‘Fireworks Event Notice’ application as per the confidential attachment.**
2. **Authorise the CEO to sign and issue the Notice as attached.**

**Moved Cr K Busby
MOTION CARRIED**

(5/0)

3.1 - RSL PARADE EVENTS (REFERRAL MATTER)

At the Council meeting held on 22 April 2024, Cr Keogh referred the following matter to the Community Services Committee.

That the matter of RSL Parade events be referred to the Community Services Committee.

Comment from Cr Keogh

I would like Council to consider putting aside some money during budget deliberations towards some improved lighting for the Kelmscott Cenotaph and also consider putting aside some money during budget deliberations, or at least work with community groups for grants that go towards an appropriate sound system, for both the Kelmscott and Armadale dawn services. These attract thousands of people at both sites and require appropriate PA systems that dignify the event.

Cr Keogh's further comments have been forwarded under separate cover.

Officer Comment

Officers met recently with the Kelmscott Scouts to discuss their requirements for the ANZAC Day Dawn Service at Rushton Park. The service currently attracts approximately 1,000 people and is coordinated by the Scouts at the request of the Kelmscott RSL.

The Scouts are happy with the current lighting at the Cenotaph. The Scouts did suggest it may be useful to have a light from the Kelmscott Hall, facing River Road, to increase visibility of the walkway to the Cenotaph. This would be angled in a way to minimise impact on nearby residential properties. The Scouts noted that as a Dawn Service, too much lighting would detract from the atmosphere.

With regards to a sound system, the City have loaned our PA system to them. The Scouts suggested that a better sound system would be beneficial given the increased number of attendees. Funding options for ANZAC services are available through RSLWA, however, needs exploration given it is not an RSL Club running the service. As a related issue, the power box on the oval is a long way from the Cenotaph, so the City could consider more proximate options for access to power.

In relation to a sound system in Memorial Park, the Armadale RSL have hired a private sound company at their cost, for years to provide sound in Memorial Park. They have never mentioned the City getting a sound system for the service.

The Armadale RSL have traditionally requested we turn off lighting in the park except around the Cenotaph, which we accommodated. In 2024 the Armadale RSL requested us to keep the lighting on in the park, which we did.

The City has been providing assistance to both the Armadale RSL and Kelmscott RSL and Scouts for many years. Support has included PA systems, electricians, parks and gardens support, advertising, and event infrastructure. Support was also given in the successful grant application and Cenotaph upgrades in 2019 for both RSLs. The City remains committed to supporting these significant events, while allowing for the RSLs to maintain ownership for memorials in line with their members' interests.

ATTACHMENTS

There are no attachments for this report.

The Committee discussed the report and Cr Keogh moved the following recommendation.

That Council:

1. Request City Officers to meet with Armadale RSL to discuss ways the City can support the RSL in the Anzac Day service.
2. Request City Officers to prepare a cost analysis for the installation of retractable bollards in Armadale Park Memorial Park steps.

MOVED Cr J Keogh, SECONDED Cr S Peter JP
OPPOSED Cr K Busby

MOTION LOST (1/4)

Cr Busby moved an alternate recommendation.

RECOMMEND

C22/8/24

That the City continues to offer assistance to the Armadale and Kelmscott RSL branches as and when required.

**Moved Cr K Busby
MOTION CARRIED**

(5/0)

COUNCILLORS' ITEMS

Nil

This refers to any brief updates from Councillors from their attendance at Working Group or Advisory Group meetings on which they represent Council.

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT

Nil

MEETING DECLARED CLOSED AT 7:40PM

COMMUNITY SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
6 AUGUST 2024		
ATT NO.	SUBJECT	
1.1	NEW DRAFT POLICY: WELCOME TO COUNTRY AND ACKNOWLEDGEMENT OF COUNTRY - CULTURAL PROTOCOLS	
1.1.1	Draft Policy - Welcome to Country and Acknowledgement of Country - Cultural Protocols	

The above attachments can be accessed from the Minutes of the Community Services Committee meeting of 6 August available on the City's website

CHIEF EXECUTIVE OFFICER’S REPORT

12 AUGUST 2024

INDEX

1. REPORTS

1.1 COUNCILLORS INFORMATION BULLETIN - ISSUE NO 12/202459

1.1 - COUNCILLORS INFORMATION BULLETIN - ISSUE NO 12/2024

WARD : ALL
FILE No. : M/458/24
DATE : 25 July 2024
REF : MC
RESPONSIBLE : Chief Executive Officer
MANAGER

In Brief:

- Councillor's Information Bulletin – Councillors are advised to take note of the information submitted in Issue No. 12/2024 to be received by Council

The following general information and memorandums were circulated in Issue No 12/2024 on 8 August 2024.

COMMENT

Correspondence & Papers

NIL

Information from Human Resources

Employee Movements

Information from Technical Services

NIL

Information from Community Services

NIL

Information from Corporate Services

Progress Report

Progress Report on Contingency, Operational & Strategic Project

Outstanding Matters & Information Items

Report on Outstanding Matters – Corporate Services Committee

Economic Development

Tourism & Visitor Centre Report

Report of the Common Seal

Information from Development Services

Outstanding Matters & Information Items

Report on Outstanding Matters - Development Services Committee

Review before the State Administrative Tribunal (SAT)

Design Review Panel Meetings – July 2024

Health

Health Services Manager's Report – July 2024

Planning

Planning Applications Report – July 2024

Schedule of current Town Planning Scheme No.4 Amendments

Subdivision Applications - WAPC Approvals/Refusals – July 2024

Subdivision Applications - Report on Lots Registered 2024/2025

Compliance Officer's Report – July 2024

Building

Building Services Manager's Report - July 2024

Building Health/Compliance Officer's Report – July 2024

Building Services – Reviews before SAT – July 2024

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

CEO1/8/24

That Council acknowledge receipt of Issue 12/2024 of the Information Bulletin



**ORDINARY MEETING OF COUNCIL
MONDAY, 22 JULY 2024**

MINUTES

CONTENTS

1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	3
2	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE.....	3
3	ADVICE OF RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	4
4	PUBLIC QUESTION TIME	4
	NIL	4
5	APPLICATIONS FOR LEAVE OF ABSENCE	4
	1 REQUEST FOR LEAVE OF ABSENCE.....	4
6	PETITIONS	4
	NIL	4
7	CONFIRMATION OF MINUTES	4
	MINUTES OF ORDINARY COUNCIL MEETING HELD ON 8 JULY 2024.....	4
8	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION.....	5
	1 MAYOR'S ANNOUNCEMENTS	5
9	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN – WITHOUT DISCUSSION	5
10	REPORTS.....	6
	10.1 DEVELOPMENT SERVICES COMMITTEE MEETING - 15 JULY 2024	6
	10.1.1 HILBERT DISTRICT COMMUNITY CENTRE - AUTHORISATION FOR DEED (1.1).....	6
	10.2 CORPORATE SERVICES COMMITTEE MEETING - 16 JULY 2024.....	6
	10.2.1 LIST OF ACCOUNTS PAID - MAY 2024 (1.1).....	6
	10.2.2 STATEMENT OF FINANCIAL ACTIVITY - MAY 2024 (1.2)	7
	10.2.3 AMENDMENT OF DELEGATION - DISPOSAL OF PROPERTY OTHER THAN LAND OR BUILDINGS (2.1).....	7
	10.2.4 ADVERTISING ON CITY'S FIXED ASSETS (REFERRAL ITEM) (3.1)	7
	10.2.5 RATINGS IN DARLING SCARP (REFERRAL ITEM) (3.2)	8
	10.2.6 COSTINGS FOR PLACING CCTV AT CROSS PARK (REFERRAL ITEM) (3.3).....	8
	10.2.7 INFORMATION COMMUNICATION TECHNOLOGY (ICT) STRATEGIC PLAN (3.4).....	8
	10.3 CHIEF EXECUTIVE OFFICER'S REPORT - 22 JULY 2024.....	8
	10.3.1 COUNCILLORS INFORMATION BULLETIN - ISSUE NO 11/2024 (1.1).....	9

11	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	9
12	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION	9
	NIL	9
13	MATTERS FOR REFERRAL TO STANDING COMMITTEES – WITHOUT DISCUSSION	9
	NIL	9
14	MATTERS REQUIRING CONFIDENTIAL CONSIDERATION	9
	NIL	9
15	CLOSURE.....	9

CITY OF ARMADALE

MINUTES

OF ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 22
JULY 2024 AT 7.00PM.

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Mayor Butterfield, declared the meeting open at 7.00 pm.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (previously approved)

PRESENT:

Her Worship, Mayor R Butterfield presided over

Cr J Joy JP	River Ward
Cr K Kamdar	Ranford Ward
Cr S Peter JP	Ranford Ward
Cr L Sargeson	Palomino Ward
Cr P A Hetherington	Palomino Ward
Cr C M Wielinga	Heron Ward
Cr K Busby	Minnawarra Ward
Cr G J Smith	Minnawarra Ward
Cr M Silver	Lake Ward
Cr S Virk	Lake Ward
Cr S Stoneham	Hills Ward

IN ATTENDANCE:

Mr J Lyon	Executive Director Corporate Services
Mr P Sanders	Executive Director Development Services
Mrs S Van Aswegen	Executive Director Community Services
Mrs S D'Souza	CEO's Executive Assistant

Public: 1

LEAVE OF ABSENCE:

Leave of Absence previously granted to Cr J Keogh, Cr M J Hancock and
Cr S J Mosey

APOLOGIES:

Apology received from Cr S Virk

**3 ADVICE OF RESPONSE TO PREVIOUS PUBLIC QUESTIONS
TAKEN ON NOTICE**

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

1 Request for Leave of Absence (Cr Laurie Sargeson and Cr Kerry Busby)

Request for leave of absence has been received from:

- Cr Sargeson for the period Tuesday 6 August to Friday 9 August 2024 inclusive; and
- Cr Busby for the period Monday 16 September to Sunday 13 October 2024 inclusive.

MOVED Cr C M Wielinga

That Council grant leave of absence to –

- **Cr Sargeson for the period Tuesday 6 August to Friday 9 August 2024 inclusive (does not include an Ordinary Council meeting); and**
- **Cr Busby for the period Monday 16 September to Sunday 13 October 2024 inclusive (includes 1 Ordinary Council Meeting – 24 September).**

MOTION not opposed, DECLARED CARRIED (12/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

6 PETITIONS

Nil

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS ORDINARY COUNCIL MEETING
HELD ON 8 JULY 2024.

MOVED Cr K Busby that the Minutes of the Ordinary Council Meeting held on 8 July 2024 be confirmed as a true and accurate record.

MOTION not opposed, DECLARED CARRIED (12/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

8 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

Mayor's Announcements

Tuesday 9 July 2024

Spoke at the opening of the City's NAIDOC festival event held at Bob Blackburn oval (behind the Champion Centre). The event was well attended and there was a wide range of activities and entertainment to keep all ages engaged. The City's staff wore the shirts designed by Caitlin Schnaars, winner of the City's Art Business Development Competition. Councillors Busby, Hetherington, Silver, Peter and Smith also attended.

Thursday 11 July 2024

Attended a one day WALGA training course in West Leederville.

Friday 12 July 2024

Attended a Memorial Service for Lance Waaka, who was a much loved City of Armadale employee. The CEO, Executive Directors and many other staff attended to pay their respects, along with Councillors Busby, Joy, Peter, Hetherington, Silver and Smith.

Saturday 13 July 2024

Attended the Piara Waters Junior Football Club to celebrate the 2024 Indigenous Round and their new jerseys.

Attended the Bedforddale Bush Markets to judge the Christmas Cake competition. Councillor Smith was also a judge.

Cr Silver attended the Forrestdale Junior Football Club to celebrate the 2024 Indigenous Round and their new jerseys, on my behalf.

Monday 15 July 2024

Attended a regular meeting with the CEO to discuss local issues.

Thursday 18 July 2024

Attended the Plastic Free July - Super Soup Community Lunch held at the Champion Centre. We were treated to a hearty bowl of vegetable soup, prepared and served by students from Armadale Senior High School, accompanied by fresh crusty bread. Attendees also learned about how to reduce plastic use and choose alternatives which don't require disposal.

Saturday 20 July 2024

Attended a regular interview at Heritage FM to discuss all things City of Armadale.

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

Nil

10 REPORTS

10.1 DEVELOPMENT SERVICES COMMITTEE MEETING

Report of the Development Services Committee held on 15 July 2024.

MOVED Cr C M Wielinga that the report be received.

MOTION not opposed, DECLARED CARRIED (12/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

BUSINESS ARISING FROM REPORT

Recommendation D15/7/24 - Hilbert District Community Centre - Authorisation for Deed

MOVED Cr C M Wielinga

That Council authorise the City's CEO to negotiate the relevant provisions generally consistent with the intent of this report and enter into a Deed with the Housing Authority and Stockland for the transfer of Lot 1 (No. 6) Weatherly Way, Hilbert, as a Crown Reserve for community purposes.

MOTION not opposed, DECLARED CARRIED (12/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

10.2 CORPORATE SERVICES COMMITTEE MEETING

Report of the Corporate Services Committee held on 16 July 2024.

MOVED Cr S Peter that the report be received.

MOTION not opposed, DECLARED CARRIED (12/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

BUSINESS ARISING FROM REPORT

Recommendation CS1/7/24 - List of Accounts Paid - May 2024

MOVED Cr S Peter

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 \$12,785,444.56 on cheque numbers 358 to 367, transactions 19462 to 20493 and Payrolls dated 12 May and 26 May 2024.

Credit Cards

Accounts paid totalling \$12,825.97 for the period ended 31 May 2024.

Fuel Cards

Accounts paid totalling \$3,655.83 for the month ended 15 May 2024.

MOTION not opposed, DECLARED CARRIED (15/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

Recommendation CS2/7/24 - Statement of Financial Activity - May 2024

MOVED Cr S Peter

That Council:

- 1. Pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996* accept the Statement of Financial Activity for the eleventh (11) month period ended 31 May 2024.**
- 2. Note that there are reportable actual to budget material variances for the year-to-date period ending 31 May 2024.**
- 3. Note the \$323.08 small rates debts written off under Primary Delegation 1.0 and Secondary Delegation CORPS 1.1.**

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL (12/0)**

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

Recommendation CS3/7/24 - Amendment of delegation - disposal of property other than land or buildings

MOVED Cr S Peter

That Council:

That Council in accordance with section 5.42(1) of the *Local Government Act 1995*, delegate to the CEO the exercise of the powers and duties prescribed in the amended instrument of delegation “1.1.20 Disposal of property other than land or buildings”.

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL (12/0)**

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

Recommendation CS4/7/24 - Advertising on City's Fixed Assets (Referral Item)

MOVED Cr S Peter

- 1. Note the Officer Comment.**
- 2. Request that a further report be presented on the current and future advertising opportunities that would be available at various City locations on City property, that would be consistent with the Advertising Policy currently being drafted, with the intent of considering other revenue sources to rates.**

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL (12/0)**

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

Recommendation CS5/7/24 - Ratings in Darling Scarp (Referral Item)

MOVED Cr S Peter

- 1. Note the Officer Comment.**
- 2. Request the Chief Executive Officer to seek advice on spot rating properties with commercial activities that have a direct impact on Local Government Services provided, for further consideration in the review of the Council's Rating Strategy.**

MOTION not opposed, DECLARED CARRIED (12/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

Recommendation CS6/7/24 - Costings for Placing CCTV at Cross Park (Referral Item)

Committee Recommendation

That Council consider CAPEX expenditure of \$30,000 for CCTV at Cross Park as part of the mid-year budget review.

MOVED Cr S Stoneham that an alternate motion as follows be adopted.

That Council receive a briefing on CCTV at Cross Park following a future Technical Services Committee meeting.

MOTION not opposed, DECLARED CARRIED (12/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

Recommendation CS7/7/24 – Information Communication Technology (ICT) Strategic Plan

MOVED Cr S Peter

That Council adopt the recommendation as outlined within the Confidential Attachment.

MOTION not opposed, DECLARED CARRIED (12/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

10.3 CHIEF EXECUTIVE OFFICER'S REPORT
Report of the Chief Executive Officer.

MOVED Cr P A Hetherington that the report be received.

MOTION not opposed, DECLARED CARRIED (12/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

BUSINESS ARISING FROM REPORT

Recommendation CEO2/7/24 - Councillors Information Bulletin - Issue No 11/2024

MOVED Cr S Peter

That Council acknowledge receipt of Issue 11/2024 of the Information Bulletin

MOTION not opposed, DECLARED CARRIED (12/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington,
Cr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Stoneham

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

Nil

14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION

Nil

15 CLOSURE

The Mayor, Cr Butterfield, declared the meeting closed at 7.12pm

MINUTES CONFIRMED THIS 12 AUGUST 2024

MAYOR