



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

AGENDA

CONTENTS

AGENDA

REPORTS

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

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

**CITY AUDIT COMMITTEE MEETING
HELD ON 7 FEBRUARY 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 FEBRUARY 2024

**JOANNE ABBISS
CHIEF EXECUTIVE OFFICER**

8 February 2024

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

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

The following questions were taken on notice at Council's Meeting on 18 December 2023 and responses (summarized below) forwarded in letters on 21 December 2023 to Mr Davey and 11 January 2024 to Mr Walker.

Mr Phil Davey, 12 Lenore St Roleystone

This question is on behalf of Laurie Scidone who could not attend tonight.

Q1: From the Community Services meeting of 5 December, it was indicated that the community garden had not responded 6 months prior in 2022 to a leasing request. The garden did receive email communication in May 2021 advising the CoA would be in contact at the appropriate time and then further email communication in June 2023 advising the City is happy to discuss renewal negotiations for the RCG lease agreement and that the RCG was included in group 3 low priority with lease revision indicated for July 2024.

Can I please ask that based on the 2 emails received as indicated and the July 2024 revision timeline indicated for group 3 classed lease holders - What is the inference RCG did not meet a claimed deadline? And if the RCG were allocated to 2024, why is it being rushed through now?

Response

The officer comment in the report refers to a 'Renewal of Term' request not being received in accordance with clause 4.3 of the lease agreement. This is a statement of fact and is a responsibility of the Tenant. Clause 4.3 states that if the Tenant wishes to lease the Premises for any Renewal Term, the Tenant must give the Landlord notice in writing not more than 6 months and not less than 3 months before the end of Term (26/02/2023).

Lease negotiations were initially scheduled to commence in July 2024. However, following a Councillor Referral Item, the Council has now requested that discussions commence in January 2024.

Mr Steve Walker, 22 Farnham Street Bentley 6102

Q1: From the Committee Meeting question, City staff have explained the absence of a submitter table in the Agenda Paper, as there is *no requirement for submissions to an ITS, and the response to each submission, to be listed*. Is that the sort of behaviour the City of Armadale Council finds acceptable?

Response:

The listing of submissions and responses is considered on a project-by-project basis and not mandated. As advised previously, to finalise the strategy, the project team has reviewed all of the submissions received, considered each point raised and made amendments where City Officers have considered there is benefit to do so.

Q2: What is the easiest way to decipher from the *finalised Strategy*, where are the planned bus lanes, and bus priority signals on key bus transit routes feeding into, and around Armadale Strategic Metropolitan Centre?

Response:

The ITS is a high-level strategic document and the detail relating to bus lanes and routes is determined through applying the actions as an output from the ITS.

Q3: Please explain what efforts, changes Council Members made to improve the draft ITS in that referenced final additional workshop with Councillors, because it appears not much has changed from the WSP March 2023 draft ITS to the October 2023 WSP finalised Strategy booklet?

Response:

Workshops and presentations have facilitated Councillors with opportunities to provide input into an engaged and evolving process. This iterative process does not allow for the distinction of specific Councillor suggestions and recommendations.

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

5.1 Request for Leave of Absence – Cr Michelle Silver

Request for leave of absence received from Cr Michelle Silver for the period Wednesday 6 March 2024 until Sunday 31 March 2024 inclusive.

RECOMMEND

That Council grant leave of absence to Cr Michelle Silver for the period Wednesday 6 March 2024 until Sunday 31 March 2024 inclusive (includes 2 Ordinary Council Meetings - 11 March 2024 and 25 March 2024).

6 PETITIONS

7 CONFIRMATION OF MINUTES

**7.1 PREVIOUS SPECIAL COUNCIL MEETING
HELD ON 26 OCTOBER 2023.**

A correction is required on Page 7 of these Minutes. Item 6 is a repetition of the Technical Services Committee membership and should instead indicate the membership of the City Audit Committee.

An absolute majority resolution is required to make this amendment supported by at least 1/3 of the number of offices, i.e. Mover + 4 Seconders.

MOVED Cr

SECONDED Crs (1), (2)..... (3), (4)

That the Minutes of the Special Council Meeting held on 26 October 2023 be confirmed, subject to the following amendment to item 6 of Recommendation CEO5/10/23.

6. *That Council appoints the following Councillors and their deputies to the [City Audit Committee](#) from October 2023 to October 2025.*

<i>Members</i>	<i>Deputies</i>
<i>Mayor Butterfield</i>	<i>Cr Wielinga</i>
<i>Cr Hetherington</i>	<i>Cr Sargeson</i>
<i>Cr Keogh</i>	<i>Cr Joy</i>
<i>Cr Mosey</i>	<i>Cr Smith</i>
<i>Cr Peter</i>	<i>Cr Kamdar</i>
<i>Cr Silver</i>	<i>Cr Virk</i>

ABSOLUTE MAJORITY RESOLUTION REQUIRED.

- 7.1 PREVIOUS ORDINARY COUNCIL MEETING
HELD ON 18 DECEMBER 2023. (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

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BUSINESS ARISING FROM REPORT

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BUSINESS ARISING FROM REPORT

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BUSINESS ARISING FROM REPORT

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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	
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13	MATTERS FOR REFERRAL TO STANDING COMMITTEES – WITHOUT DISCUSSION	
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14	MATTERS REQUIRING CONFIDENTIAL CONSIDERATION	
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15	CLOSURE	
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CITY OF ARMADALE

MINUTES

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

PRESENT:

Cr K Busby (Chair)
Cr S S Virk (Deputy Chair)
Mayor R Butterfield
Cr M J Hancock
Cr P A Hetherington
Cr J Joy
Cr K Kamdar
Cr S J Mosey

APOLOGIES:

Nil

OBSERVERS:

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

IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr M Andrews	Executive Director Technical Services
Mr J Lyon	Executive Director Corporate Services (via Teams)
Mr S Amasi	Manager Design Technical Services (via Teams)
Mr N Burbridge	Sustainability Project Manager Technical Services (via Teams)
Ms N Mathieson	Senior Administration Officer Technical Services

PUBLIC:

4

*“For details of Councillor Membership on this Committee, please refer to the City’s website
– [www.armadale.wa.gov.au/your council/councillors](http://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 read as there were members of the public present.

DECLARATION OF MEMBERS' INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Technical Services Committee Meeting held on 4 December 2023 be confirmed.

Moved Cr M J Hancock

MOTION CARRIED

(8/0)

ITEMS REFERRED FROM INFORMATION BULLETIN

Outstanding Matters and Information Items

Various Items

Monthly Departmental Reports

Technical Services Works Programme

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

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TECHNICAL SERVICES COMMITTEE

5 FEBRUARY 2024

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1.1 - PETITION - SURFACING CARPARK AREA AT ARMADALE GOLF COURSE

WARD : MINNAWARRA
FILE No. : M/373/23
DATE : 28 June 2023
REF : SA/DC
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- A petition was presented 26 June 2023, the prayer of which reads a request to bituminise the car parking area of Armadale Golf Course.
- Recommend that Council support the consideration of a sealed carpark at the Armadale Golf Course as part of the draft 2024-25 Annual Budget deliberations.

Tabled Items

Petition – Attachment One.

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

- 1.2 Improve Community Wellbeing
1.2.2 Facilitate the alignment of service and program delivery to identify social priorities within the community.
- 1.3 Community Facilities meets Community needs.
1.3.1 Ensure the equitable provision of Community Facilities throughout the City.
- 2.3 Functional, inclusive and sustainable infrastructure.
2.3.3 Assets are to be effectively maintained in order to meet service levels throughout their life cycle.
- 3.2 Positive image and identity for the City.
3.2.1 Prioritise the creation and promotion of a positive image and identity for the City in order to change the perception and narrative about Armadale and make it a location of choice for residents, business and visitors.

Legal Implications

Nil

Budget/Financial Implications

The costs associated with the design and construction of the Armadale Golf Course Carpark cannot be accommodated within the 2023-24 Budget. It is proposed that the estimated costs for the detailed design and construction be considered as part of the deliberations on the draft 2024-25 Annual Budget.

Consultation

1. Community Facilities
2. Community Planning

BACKGROUND

A Petition was presented to Council dated 26 June 2023, detailing 184 signatures, the prayer of which reads: -

We the undersigned request that the Council surfaces the car parking area of Armadale Golf Course with a suitable bituminous material in line with all the other Council owned sporting establishments. The existing car park surface is extremely sub-standard in comparison to the car parks of other Perth Metropolitan Council owned golf courses.

The standard of the current unsealed car parking area and crossover at the Armadale Golf Course is illustrated below.



The City installed traffic counters on Forrest Road for a seven day period in July 2023 to collect data on the number of vehicles entering and exiting the Armadale Golf Course. The data indicates an average of 43 vehicles per day.

City officers compared 9-hole specific golf courses in Perth at Embleton, Altone Park, Nedlands, Lake Claremont and Mosman Park Golf Courses. All of which have sealed carparks and roads to their clubhouses.

In comparison, it should be noted that the City has other facilities that also currently do not have sealed carparking areas:

- Fletcher Park
- Southern Districts Rifle Club
- Bedforddale Hall
- Settlers Common
- Armadale Tennis Club

However, patronage to these sites is estimated to be significantly lower than that of the Armadale Golf Course. Armadale Golf Course annual attendance numbers are greater than 17,500 which is based on the data collected from the rounds of golf purchased, not individual visits.

COMMENT

The City entered into a lease agreement with Golf Oracle Pty Ltd for the Armadale Golf Course on 1 July 2016, for a ten year term expiring on 30 June 2026. The lease agreement includes options to renew for two additional five year periods up to a maximum expiry of 30 June 2036.

For clarity, as part of the Operating Expenses in the lease agreement, the tenant is listed as being responsible for the costs involved in maintaining, repairing, refurbishing, renovating or replacing the Land or the Complex. However, as the carpark area sits outside of the leased area, as well as the works being the construction of a carpark area and not general maintenance of an existing asset, these works are not considered to fall within the tenants' maintenance responsibilities in the lease agreement, the responsibility residing with the City.

A proposed carpark concept plan has been prepared to accommodate 51 carparking bays and two access locations as per existing facilities. Please refer to the attachment – Concept Plan E23-86-01.

An approximate area of 1,800m² would be required to be constructed with appropriate basecourse and seal material to accommodate this proposed carpark concept at an estimated cost of \$250,000 depending on the type of treatment approved.

In line with the City's sustainability ambitions, the Design team is currently assessing the opportunity of integrating modified crumbed rubber materials into the design project. This approach aligns with environmental conservation goals by reusing materials that would otherwise end up as waste, thereby reducing the demand for new raw materials and minimising environmental impact. Again, in line with City expectation's, there will be no tree loss – this was confirmed by an onsite evaluation.

OPTIONS

Option 1

Do not proceed.

Option 2

Prepare a detailed design for a modified crumb rubber spray seal for the carpark and crossover construction at an estimated initial cost of \$185,000 to be considered as part of the draft 2024/25 Annual Budget deliberations. For reference, spray seal involves the application

of a thin layer (7-10mm) of bitumen and aggregates onto an existing road surface, noting the existing hardstand once compacted, is suitable for such a treatment.

The anticipated future capital resurfacing would likely be \$75,000 approximately 7-years after the initial works.

Support the inclusion of Option 2 for consideration in the draft 2024/25 Annual Budget deliberations.

Option 3

Prepare a detailed design for a modified crumb rubber asphalt carpark and crossover construction at an estimated cost of \$250,000 to be considered in the draft 2024/25 Annual Budget deliberations. For reference, this method of construction is the composition of aggregates and an asphalt binder. The mixture is a hot-lay material and laid to achieve a specified thickness (in this case, 25-30mm) to create a smooth and durable road surface.

The anticipated future capital resurfacing would likely be \$100,000 approximately 15-years after the initial works.

Support the inclusion of Option 3 for consideration in the draft 2024/25 Annual Budget deliberations.

CONCLUSION

In consideration of the available options, it is recommended to proceed with Option 3. The decision to opt for a modified crumb rubber asphalt carpark construction, with an estimated cost of \$250,000, aligns with the pursuit of long-term value for money. The asphalt surface promises a prolonged service life of 15+ years, minimising the need for future capital resurfacing expenses until a later stage. This option not only ensures durability and longevity but also aligns with the cost-effectiveness sought in the draft 2024/25 Annual Budget. Therefore, Option 3 is deemed the most prudent choice for the carpark construction project.

ATTACHMENTS

1. [↓](#) Petition - Armadale Golf Course Carpark Surface - Dave McEwan
2. Location Map - Armadale Golf Course
3. Concept Plan - E23-86-01

RECOMMEND

T1/2/24

That Council:

1. Note the Officer's comments and approve Option 3.
2. Inform the petition convener.

Moved Mayor Butterfield
MOTION CARRIED

(8/0)

3.1 - NOTIFICATIONS - BLACKSPOT ROADWORKS & FOOTPATH WORKS (REFERRAL ITEM)

At the Council meeting held on 16 October 2023, Cr John Keogh, referred the following matter to the Technical Services Committee.

That the matter of Blackspot Roadworks and Footpath notifications be referred to the Technical Services Committee.

Comment from Cr J. Keogh

Requesting a policy or process to be put in place that relevant Ward Councillors are notified of planned upcoming road and footpath works to be done in their respective Ward at least two months in advance.

I would also like to request a policy or process where Council is provided with a list of identified Black Spot Projects by City Officers. This list is to be provided biannually with data/evidence for which projects have received funding and which projects have been identified by the City that are yet to be placed on the Black Spot List.

This information will assist with Councillors being aware of road and footpath issues within their Ward and the wider community and have the ability to provide feedback or Community concerns in a timely manner.

Officer Comment

Main Roads WA (MRWA) invites all Councils to nominate Black Spot Project submissions for the State Black Spot (SBS) and Australian Government Black Spot (AGBS) Programs in Quarter 3 (around February) of each financial year. The primary aim of the program is to improve road safety across the Western Australian road network by assisting Councils in funding the projects.

AGBS Program funding comes from the Federal Government (Department of Infrastructure, Transport, Regional Development and Communications) and projects approved under this program are fully funded. The SBS Program funding comes from the State Government, projects approved under this program have a 2:1 State and Local Government funding contribution respectively. Both programs use assessment criteria including benefit cost ratio (BCR), risk score calculation, crash data and potential hazardous problem consideration.

Benefit cost ratio is a financial indicator used in the evaluation of the economic feasibility of a project. It measures the ratio of the benefits of a project relative to its costs. In the context of road safety projects, such as addressing black spots on Main Roads, BCR can be used to assess the effectiveness of these interventions.

For clarity, benefit 'value' is based on crash costs avoided through the installation of the proposed treatments.

Risk assessment plays a crucial role in identifying black spots and prioritising safety interventions. It involves evaluating various factors that contribute to the likelihood and severity of accidents at specific locations.

Crash data helps in identifying trends, specific locations, and recurring issues contributing to accidents.

Identifying hazardous problems involves pinpointing the underlying reasons for accidents. For example, if a certain intersection consistently experiences rear-end collisions due to poor visibility or inadequate signalling, these problems are identified as hazards.

MRWA releases updated crash data around April each year along with a prequalified list which consists of locations meeting the crash criteria. The City's Design team review this prequalified list and consider potential black spot solutions. The closing date for both State and Federal Black Spot Project submissions is generally around July each year.

In response to the referral, City Officers propose to have biannually recurring updates in the months of January and July each year for Black Spot funding – this will be provided as a memorandum from the Executive Director Technical Services.

For convenience, a summary of approved projects for the 2022/2023 SBS and AGBS Programs is provided overleaf. Blackspot Project requests were submitted for funding consideration under both SBS and AGBS Programs at the same time to ensure maximum benefit but were all approved and fully funded through the AGBS Program.

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Project Location	Proposed Treatments	Funding Arrangement	Current Status
Railway Avenue/Streich Avenue intersection, Armadale	Modify the intersection to a left-in-left-out arrangement and improve pedestrian facilities. <ul style="list-style-type: none"> There have been a total of 37 reported crashes between 2016 and 2020, including 6 casualty crashes. The modification will improve traffic operation and safety at the intersection, which is currently in a priority controlled full movement T-intersection configuration. The modification will also improve safety of pedestrian crossing Railway Avenue. 	\$229,900 fully funded under the AGBS Program	Construction completed in late 2023.
Ranford Road/Lake Road/Remisko Drive roundabout, Forrestdale	Install pre-deflection on Ranford Road approaches to the roundabout and improve pedestrian facilities. <ul style="list-style-type: none"> There have been a total of 25 reported crashes between 2016 and 2020, including 3 casualty crashes. The modification will improve safety at the intersection by reducing approach speed towards the roundabout on Ranford Road. The modification will also improve safety of pedestrian crossing the roundabout. 	\$155,200 fully funded under the AGBS Program	Construction completed in late 2023.
Nicholson Road/Wright Road roundabout, Piara Waters/Harrisdale	Install pre-deflection on Nicholson Road approaches to the roundabout and improve pedestrian facilities. <ul style="list-style-type: none"> There have been a total of 18 reported crashes between 2016 and 2020, including 4 casualty crashes. The modification will improve safety at the intersection by reducing approach speed towards the roundabout on Nicholson Road. The modification will also improve safety of pedestrian crossing the roundabout. 	\$143,200 fully funded under the AGBS Program	Construction completed in late 2023.
Nicholson Road/Rowley Road intersection, Forrestdale/Oakford (Staged project over a two-year period)	Install a roundabout. <ul style="list-style-type: none"> There have been a total of 37 reported crashes between 2016 and 2020, including 7 casualty crashes. The modification will improve traffic operation and safety at the intersection, which is currently a staggered intersection configuration. 	\$1,690,920 fully funded under the AGBS Program	The City has been granted the funds with a one-year extension for the project due to complexity of the design. It is anticipated construction to be in FY 2024/2025.
Total Cost		\$2,219,220	

In July 2023, the City submitted the following projects for the 2024/2025 SBS and AGBS Black Spot Programs.

Project Location	Proposed Treatments	Funding Arrangement	
		AGBS Program (100% funded)	SBS Program (2:1 State and LG funding arrangement)
Nicholson Road/Easthope Link/Broadway Boulevard roundabout, Piara Waters	Install pre-deflection on Nicholson Road approach to the roundabout including skid resistant improvement, and improve pedestrian/cyclist facilities. <ul style="list-style-type: none"> There have been a total of 14 reported crashes between 2018 and 2022, including 1 casualty crash. The modification will improve safety at the intersection by reducing approach speed towards the roundabout on Nicholson Road. The modification will also improve safety of pedestrian/cyclist crossing the roundabout. 	\$430,709	\$433,666 Contributions: SBS (2/3): \$289,111 CoA (1/3): \$144,555
Wright Road/Columbia Parkway roundabout, Piara Waters	Install pre-deflection on Wright Road west leg approach to the roundabout including skid resistant improvement, improve pedestrian facilities, and upgrade street lighting to AS1158 standards. <ul style="list-style-type: none"> There have been a total of 2 reported crashes between 2018 and 2022. The community raised safety concerns at this roundabout. The City's Street Lighting Audit also identified a need for an upgrade in this area. The modification will improve safety at the intersection by reducing approach speed towards the roundabout on Wright Road west leg and improving lighting provision. The modification will also improve safety of pedestrian crossing the roundabout. 	\$254,615	\$257,565 Contributions: SBS (2/3): \$171,710 CoA (1/3): \$85,855
Skeet Road/Keane Road roundabout, Harrisdale	Install pre-deflection on Skeet Rd southwest leg approach to the roundabout, improve pedestrian/cyclist facilities, and upgrade street lighting to AS 1158 standards. <ul style="list-style-type: none"> The community raised safety concerns at this roundabout. The City's Street Lighting Audit also identified a need for an upgrade in this area. The modification will improve safety at the intersection by reducing approach speed towards the roundabout on Skeet Road southwest leg and improving lighting provision. The modification will also improve safety of pedestrian/cyclist crossing the roundabout. 	\$332,073	\$335,022 Contributions: SBS (2/3): \$223,348 CoA (1/3): \$111,674
Total Cost		\$1,017,397	\$1,026,253
<i>* Note: AGBS Program does not cover the cost of undertaking a road safety inspection and therefore, there is a difference in project cost in the AGBS Program and SBS Program columns.</i>			Contributions: SBS (2/3): \$684,169 CoA (1/3): \$342,084

In October 2023, MRWA determined the draft 2024/2025 Black Spot Program. All three project submissions were supported by MRWA, with the Wright Road/Columbia Parkway roundabout project proposed under the AGBS Program, and the Nicholson Road/Easthope Link/Broadway Boulevard roundabout and Skeet Road/Keane Road roundabout projects proposed under the SBS Program. It is anticipated MRWA will announce the formal approval in the first half of 2024.

The list of monitoring sites by the Design team is provided as Attachment No.1. The team will review the list when MRWA releases updated crash data around April 2024. Should there be crash patterns identified for any sites, the team will further investigate for the future consideration of potential black spot projects.

The team will also continue to monitor customer requests to identify potential black spot projects.

The team will provide an update to Council once the list of black spot projects has been determined for the upcoming 2025/2026 Black Spot Program in July 2024.

To provide an update on every road project and portion of footpath construction in every Ward at least two months in advance, would take Officer time away from other duties in an already resource constrained environment.

The City's Capital Works programme forms part of the Annual Budget each year.

Suggested Recommendations

That Council note the Officers comments on the matter and the proposal to update Councillors in January and July on Black Spot funding and projects.

ATTACHMENTS

1. List of Black Spot monitoring sites

RECOMMEND

T2/2/24

That Council:

Note the Officers comments on the matter and the proposal to update Councillors in January and July on Black Spot funding and projects.

Moved Cr P A Hetherington
MOTION CARRIED

(8/0)

2.1 - WALGA SUSTAINABLE ENERGY PROJECT - PHASE 2

MEETING CLOSED TO PUBLIC

MOVED Mayor Butterfield that that the meeting be closed to members of the public as the matter to be discussed, if disclosed, would reveal information that has a commercial value to a person. (*Section 5.23(2) (e ii) of the Local Government Act*)
Motion Carried (8/0)

Meeting declared closed to the public at 7.07pm

WARD : ALL
FILE No. : M/26/24
DATE : 23 January 2024
REF : NM
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- A confidential report is presented as an attachment to this Agenda.

Strategic Implications

The subject of this report is related to 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.
 - 2.1.8 Facilitate the creation of partnerships and support strategies for the maintenance and enrichment of the natural environment.

Legal Implications

Sections 5.36, 5.38 and 5.39 of *Local Government Act 1995*.

Council Policy/Local Law Implications

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

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

Consultation

- Intra Directorate
- Inter Directorate

A Confidential Report is presented as an attachment to this Agenda.

RECOMMEND

T3/2/24

That Council:

Adopt the recommendation as outlined within the Confidential Attachment.

Moved Mayor Butterfield
MOTION CARRIED

(8/0)

MEETING OPENED TO PUBLIC

MOVED Mayor Butterfield that the meeting be opened to members of the public at 7.09pm.
Motion Carried (8/0)

COUNCILLORS' ITEMS

Nil

EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT

Executive Director report presented.

MEETING DECLARED CLOSED AT 7.55pm

TECHNICAL SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
5 FEBRUARY 2024		
ATT NO.	SUBJECT	
1.1 PETITION - SURFACING CARPARK AREA AT ARMADALE GOLF COURSE		
1.1.1	Petition - Armadale Golf Course Carpark Surface - Dave McEwan	
1.1.2	Location Map - Armadale Golf Course	
1.1.3	Concept Plan - E23-86-01	
3.1 NOTIFICATIONS - BLACKSPOT ROADWORKS & FOOTPATH WORKS (REFERRAL ITEM)		
3.1.1	List of Black Spot monitoring sites	

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

CITY OF ARMADALE

MINUTES

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

PRESENT: Cr M Silver (Chair)
Cr P A Hetherington (Deputy Chair)
Cr K Busby
Cr K Kamdar
Cr J Keogh
Cr S Stoneham
Cr C M Wielinga

APOLOGIES:

OBSERVERS: Cr S J Mosey
Cr S Peter JP (*via teams*)
Cr L Sargeson

IN ATTENDANCE: Ms J Abbiss CEO
Mrs S van Aswegen Executive Director Community Services
Mrs W Stanley Community Facilities Planning Advisor (*via teams*)
Mr L Puig Manager Economic Development & Advocacy
Ms L Frost Economic Development Officer
Ms J Cranston Executive Assistant Community 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](http://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 there were no members of the public present.

DECLARATION OF MEMBERS' INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Community Services Committee Meeting held on 5 December 2023 be confirmed.

Moved Cr P A Hetherington
MOTION CARRIED

(7/0)

ITEMS REFERRED FROM INFORMATION BULLETIN

Report on Outstanding Matters – Community Services Committee

Items referred from the Information Bulletin – Issue 19 – December 2023

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

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COMMUNITY SERVICES COMMITTEE

6 FEBRUARY 2024

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***1.1 - CONFIDENTIAL REPORT COVER PAGE - NAMING OF FACILITIES -
WILLIAM SKEET AND FORRESTDALE SPORTING PRECINCT***

MEETING CLOSED TO PUBLIC

MOVED Cr Stoneham that the meeting be closed to members of the public as the matter to be discussed deals with the personal affairs of a person.

Motion Carried (7/0)

Meeting declared closed at 7:02pm. There were no members of the public present at the time.

WARD : LAKE
FILE No. : M/13/24
DATE : 11 January 2024
REF : JC
RESPONSIBLE : Executive Director
MANAGER : Community Services

In Brief:

- A confidential report is presented in the Confidential Attachments to this Agenda.

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

Nil

Legal Implications

Nil

Council Policy/Local Law Implications

Naming of Parks, Places and Buildings Policy

Budget/Financial Implications

Nil

ATTACHMENTS

1. Confidential Report - Naming of Facilities - William Skeet and Forrestdale Sporting Precinct -
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

C1/2/24

That Council adopt the recommendation as outlined in the Confidential report.

Moved Cr Silver

MOTION CARRIED

(7/0)

MEETING OPENED TO PUBLIC

MOVED Cr Wielinga that the meeting be opened.
Motion carried (7/0)

Meeting declared open at 7:06pm

2.1 - ARMADALE CREST AT THE ARMADALE HALL (REFERRAL MATTER)

At the Council meeting held on 11 September 2023, Cr Keogh referred the following matter to the Community Services Committee.

That the matter of the Armadale crest at the Armadale Hall be referred to the Community Services Committee.

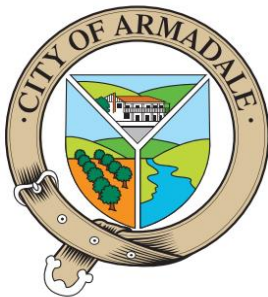
Comment from Cr Keogh

The Armadale District Hall is a significant cultural building that is used for many significant annual events. The building should reflect the prominence and significance of Armadale being a strategic metropolitan city centre where it can proudly entertain guests, residents and dignitaries. The recent renovation and upgrade of the hall was fantastic to see and many people appreciate the hall being well utilised. It is right and proper that a magnificent building should be available to a magnificent area.

I believe it would be fitting to recognise this formally with the installation of the Armadale Crest above the stage of the town hall and would like to request Officers to research into costings of designing and installing a crest.

Officer Comment

The City of Armadale has a traditional Council crest – refer below:



Costs of purchasing a crest would vary depending on size and the materials the image is printed on. Recent plaques have cost up to \$1600 plus installation; however, these plaques have been single colour.

The space above the stage is contoured, as shown in the photo below. The suitability of the construction materials used in this space would need to be examined before such an installation could proceed.



The appropriateness of such installation should also be considered carefully as the Armadale District Hall was opened in 1936 and the crest was not introduced until 1979. The Hall is on the State Register of Heritage Places and at the very least advice should be obtained from the Heritage Council of WA before erecting the crest. The Armadale Hall is also listed as a Category A in the City's Local Heritage Survey which is available on the City's Website. A Conservation Management Plan document was also written for the development when the expansion of the hall was constructed.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

C2/2/24

That Council request a report on options and costings for the placement of the City of Armadale Crest in the Armadale District Hall.

**Moved Cr J Keogh
MOTION CARRIED**

(7/0)

2.2 - BUSINESS DEVELOPMENT MENTORSHIP AND COMPETITION FOR THE PRODUCTION OF ABORIGINAL ART MERCHANDISE FOR NAIDOC WEEK 2024

WARD : ALL

FILE No. : M/14/24

DATE : 15 January 2024

REF : LP

RESPONSIBLE MANAGER : Chief Executive Officer

In Brief:

- In September 2023, Council requested a report regarding logistics and costs of working with local Aboriginal designers and manufacturers to produce and sell apparel during NAIDOC Week in July 2024.
- In November 2023, a report was presented, with Council agreeing to proceed with Stage 1 of a proposed business development mentorship and competition to produce Aboriginal art merchandise.
- This report presents the evaluation of Stage 1, as agreed in November, and a proposed Stage 2 for the delivery of the Aboriginal art merchandise initiative.
- Recommend that Council supports the proposed Stage 2 of the Business Development Mentorship and Competition for Aboriginal Art Merchandise for NAIDOC Week in July 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

Strategic Community Plan

Community

1.1 Foster and Strengthen Community Spirit

- 1.1.1 Facilitate a dynamic calendar of events, festivals, and cultural activities that suburbs, foster community connections, celebrate the diversity of the community and encourage a sense of place for residents.

Leadership

4.1 Strategic Leadership and Effective Management

- 4.1.5 Establish comprehensive governance policies and processes.

Economy

3.3 Responsive and Flexible Support of Business

- 3.3.2 Facilitate opportunities for local businesses to gain skills, access support, and build the networks required to grow in a competitive environment.

3.4 Thriving Tourism Industry

- 3.4.3 Foster strategic partnerships with key stakeholders to market the City's tourism offering and promote investment in new developments.

Economic Development Strategy

Our People and Businesses - The City will support our existing businesses and residents to learn, grow and lead in our economy.

3.3.2 Facilitate access to business skills development opportunities.

- Deliver Business Development Program to upskill and grow local businesses.

3.2.1 Prioritise the creation and promotion of a positive image and identity for the City in order to businesses and visitors.

- Seek better promotion of the tourism offering and Visitor Centre and continuously pursue opportunities to leverage changes to the City's reputation and image.

Tourism Strategy

Product and Destination Development - Cultural Tourism

3.3.2 Facilitate access to business skills development opportunities.

- Develop a workforce training program with a focus on encouraging young people to choose tourism and hospitality as a career path.
- Work with the Armadale Champion Centre, local Elders and Aboriginal community leaders to develop a framework for the delivery of Aboriginal tourism opportunities.

Reconciliation Action Plan

Opportunities

Action 2: Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.

- Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses.

Legal Implications

Based on historical knowledge of relevant legislation, there are no restrictions.

Council Policy/Local Law Implications

Based on historical knowledge, there are no applicable Policies/Local Laws.

Budget/Financial Implications

The estimated cost of delivering the proposed Business Development Mentorship and Competition, is likely to include up to \$2,750 in-kind cost for staff time. The business development training and mentorship costs will be funded and provided by WAITOC. The Champion Centre would provide the venue for the program.

It is proposed that the City will fund the design and production of apparel, at a cost of approximately \$3,430 - \$7,185. The proposed expenditure can be accommodated in the 2023/24 Budget.

Consultation

- Community Development – Aboriginal Development Team and Arts Officer
- Economic Development Team
- Perth Hills Armadale Visitor Centre
- WA Indigenous Tourism Operators Council (WAITOC)
- Small Business Development Corporation (SBDC)

BACKGROUND

At the Ordinary Council Meeting held on 11 September 2023 (C22/9/23) Council resolved the following:

That Council requests City Officers provide a report regarding:

- i. The logistics and costs of working with local Aboriginal designers and manufacturers to produce and sell apparel, culminating in the launch of locally designed and produced apparel during the NAIDOC event in July 2024.*
- ii. The logistics and costs to produce Aboriginal apparel that can also be developed and sold for large events held by the City.*

Following this resolution, a report was presented at the Ordinary Council Meeting held on 13 November 2023 (C33/11/23) with Council resolving the following:

- i. Endorse Stage 1 of the proposed Business Development Mentorship & Competition for Aboriginal Art Merchandise for NAIDOC Week 2024.*
- ii. After completion of Stage 1, receive a report on the program for Stage 2 of the Business Development Mentorship and Competition for Aboriginal Art Merchandise for NAIDOC Week 2024.*

DETAILS OF PROPOSAL

As part of the recommended staged approach, the proposed Business Development Mentorship and Competition for Aboriginal Art Merchandise was explored further during Stage 1.

Meetings were held with the Aboriginal Development team at the Champion Centre, consultation occurred with the City's Arts Officer, Perth Hills Armadale Visitor Centre, WA Indigenous Tourism Operators Council (WAITOC) and Small Business Development Corporation (SBDC).

The business mentorship element was received positively, and discussions were focused around how the project would roll out to ensure its success. It was established that there are some target groups with whom the Aboriginal Development team has contact with. It is anticipated that individuals from local schools and community groups would be interested in participating.

WAITOC has offered to partner with the City as this project directly aligns with the actions outlined in the Tjina: Western Australian Aboriginal Tourism Action Plan.

Investigation into the competition element of the project identified the following risks:

- Community perception that the City is seen to be profiting from Aboriginal art and culture with commercial benefit to the City.
- Low participation and attendance due to no monetary gain for the applicants.
- Due to the cost of manufacturing quality products, it is anticipated that there would be little to no profit from the sale of products.

Therefore, it is suggested to revise the proposed competition element, with the winning artist having their design printed onto apparel to be available to the City's customer facing staff across its facilities during NAIDOC week 2024. The products will not be sold. This process will form part of the program, as the artist will learn to work with designers and manufacturers to produce merchandise. It is important to note that artists already produce and sell goods during NAIDOC week and other events.

Costs of merchandise production has been quoted as follows:

Apparel Description	Qty	Unit Price excl GST	Total Price excl GST
Hair Scrunchie	500	\$1.99	\$995.00
Tie	100	\$10.95	\$1095.00
T-Shirt	100	\$37.55	\$3,755.00
Chiffon Scarf	100	\$13.40	\$1,340.00

By partnering with WAITOC, the proposed program will provide mentoring around the development of a cultural tourism product. This will include 30 hours of mentoring and support. This program is designed around the needs and available time of the mentee, ensuring cultural protocols come first. Basic, flexible frameworks are followed to ensure progression and the achievement of set goals.

To be eligible to be part of this project, participants must fulfil the following criteria:

1. Possess genuine aspirations to develop a cultural tourism product.
2. Be of Aboriginal and/or Torres Strait Islander descent.
3. Reside within the City of Armadale.

A written agreement of terms and conditions will be created to formalise the arrangement with the artist regarding the use of their design on the merchandise produced for NAIDOC week. At no point would the original artwork become property of the City of Armadale.

It is proposed to commence the revised Stage 2 of the program:

Stage 2 – Build and roll-out program

- Build a campaign to promote the program including design and format and develop a communications plan.
- Promote to schools, community groups and tertiary institutions.
- Launch NAIDOC art competition, with the winning design being chosen by a selection panel.
- The winning applicant to commence mentorship with WAITOC, who will tailor the program to the participant's individual needs and aspirations.
- Seek up to three quotes from local merchandise manufactures, to include design and production of a line of products to be available for NAIDOC week 2024.

COMMENT

The aim of the program is to upskill and empower local people to be in the position to start their own small business and in time, produce and sell their own products in future years during NAIDOC week, at the Perth Hills Armadale Visitor Centre and at pop-up stalls during events held throughout the City.

Based on the advice received during the investigative stages, this program should be designed to create intergenerational wealth and economic independence for Aboriginal businesses and communities and help Aboriginal people build sustainable enterprises that will support themselves, their families, and their communities. The demand for Aboriginal tourism experiences and art products has seen growth over the last few years, creating many opportunities to build products and services which showcase our region to visitors through storytelling.

OPTIONS

Council has the following options:

1. Endorse Stage 2 of the proposed Business Development Mentorship and Competition for Aboriginal Art Merchandise for NAIDOC Week 2024.
2. Do not proceed with Stage 2 of the proposed Business Development Mentorship and Competition for Aboriginal Art Merchandise for NAIDOC Week 2024.

Option 1 is recommended.

CONCLUSION

As part of the City of Armadale commitment to support its community and to nurture an environment of innovation and for businesses to grow, the proposed Business Development Program is a new initiative that could assist in achieving a number of objectives outlined in the City's Strategic Community Plan, its Economic Development Strategy and Tourism Strategy, its Community Development Strategy and the recently adopted Reconciliation Action Plan.

By investing in incubating and nurturing new businesses, the City can directly incentivise the creation of new micro enterprises that, if successful, could assist in the creation of jobs and overall wellbeing in the community. Additionally, by working closely with the Aboriginal Development team and community stakeholders, the City can strengthen its relationship with its Aboriginal community.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

C3/2/24

That Council endorse Stage 2 of the proposed Business Development Mentorship and Competition for Aboriginal Art Merchandise for NAIDOC Week 2024.

**Moved Cr J Keogh
MOTION CARRIED**

(7/0)

COUNCILLORS' ITEMS

Nil

EXECUTIVE DIRECTOR COMMUNITY SERVICES REPORT

Nil

MEETING DECLARED CLOSED AT 7:32PM

CITY OF ARMADALE

MINUTES

OF CITY AUDIT COMMITTEE HELD IN THE COMMITTEE ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON
WEDNESDAY, 7 FEBRUARY 2024 AT 7.00PM.

PRESENT:

Cr S Peter (Chair)
Cr P A Hetherington (Deputy Chair)
Mayor R Butterfield
Cr S J Mosey
Cr M S Silver
Mr S Linden (Independent Member)

APOLOGIES:

Cr J Keogh
Cr J Joy (Deputy to Cr Keogh)

OBSERVERS:

Cr L Sargeson

IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr J Lyon	Executive Director Corporate Services
Mr M Andrews	Executive Director Technical Services
Ms S van Aswegen	Executive Director Community Services (via teams)
Mr M Hnatjko	Executive Manager Corporate Services
Mr R Pryce	Manager Corporate Strategy and Performance (Teams)
Mr B Bell	Manager ICT
Ms M Bell	Manager City Legal
Mr P Arulsingham	Senior Director Audit, OAG
Ms M Brouwer	KPMG (Teams)
Mr M Hingeley	KPMG (Teams)
Mrs A Owen-Brown	Executive Assistant Corporate Services

Note:

The Audit Committee is a formally appointed committee of council responsible to that body and does not have any power or duty from the Council. As the matters discussed may be of a sensitive and confidential nature which, if disclosed could reasonably be expected to impair the effectiveness of the audit process, the Audit Committee meetings are closed to the public.
– Council resolution CS53/10/2020 refers.

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

DISCLAIMER

There is no requirement for the Disclaimer to be read as there are no members of the public in attendance.

DECLARATION OF MEMBERS' INTERESTS

Nil.

QUESTION TIME

Nil.

DEPUTATION

Nil.

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the City Audit Committee Meeting held on 15 June 2023 be confirmed.

Minutes of the Special City Audit Committee Meeting held on 26 October 2023 be confirmed.

Moved Cr S J Mosey

MOTION CARRIED

(6/0)

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CITY AUDIT COMMITTEE

7 FEBRUARY 2024

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*****1.1 - 2022/23 FINANCIAL REPORT AND AUDITORS REPORT***

WARD : ALL
FILE No. : M/15/24
DATE : 16 January 2024
REF : MH
RESPONSIBLE : Executive Director
MANAGER : Corporate Services

In Brief:

- This report presents the Annual Financial Report and Auditor's Completion Report for the financial year ended 30 June 2023.
- The report recommends that the Financial Report and Auditor's Audit Completion Report as presented, be endorsed.

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

Legal Implications

Local Government Act 1995

Local Government (Financial Management) Regulations

Local Government (Audit) Regulations

Australian Accounting Standards

International Financial Reporting Standards

In particular, the pertinent sections of the *Local Government Act 1995* and the *Local Government (Audit) Regulations 1996*, are:

- Section 6.4 – a local government is to prepare an annual financial report in the manner and form prescribed and by 30 September submit to its Auditor the accounts balanced up to the last day of the preceding year and the annual financial report.
- Section 7.9 – the Auditor is required to examine the accounts and annual financial report and by 31 December, prepare a report thereon and forward a copy of that report to the Mayor, CEO and the Minister.
- Clause 10 (of the Regulations) – the auditor’s report is to give the auditor’s opinion on the financial position of the local government, the results of the operations of the local government, include any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government and include any matters indicating non-compliance.
- Clause 16 (of the Regulations) – a function of the audit committee is to review and make recommendation to Council on the annual financial report and auditor’s report.

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

Nil.

Consultation

- Council’s Auditor & the Office of the Auditor General
- Chief Executive Officer

BACKGROUND

The City has prepared its Annual Financial Report for the year ending 30 June 2023, in accordance with the Australian Accounting Standards and the specific requirements of the *Local Government Act 1995* and associated Regulations. The Audit was conducted consistent with the Audit Plan as provided to the City Audit Committee on 15 June 2023.

The financial statements were delivered to the City's external Auditors, KPMG on behalf of the OAG (Office of the Auditor General) on the 30 September 2023. At the time of delivery, the report from the external consultant completing the infrastructure asset revaluation was not ready. The City therefore sought and received from the Department of Local Government, Sport and Cultural Industries a formal extension of time to complete and submit the final statements inclusive of the asset revaluation changes by 31 October 2023. The audit field work was conducted from 9 October to 3 November 2023 with the final review meeting occurring with City staff on 18 December 2023. The OAG formally signed the audit report on 21 December 2023.

DETAILS OF PROPOSAL

The Annual Financial Report for the financial year ended 30 June 2023 is attached to this report.

The audit plan focused on 8 key areas as per the previous year's audit:

- Existence and Valuation of Infrastructure Assets
- Existence and Valuation of Fixed Assets
- Revenue – rates, fees, charges, operating grants and subsidies
- Landfill Site – rehabilitation asset and liability
- Contracts and procurement
- Personnel costs and related liabilities
- Cash, cash equivalents and term deposits
- IT general controls and systems

The Independent Auditors Report, together with the Annual Financial Report will be included in the Annual Report to meet the requirements of section 5.53 of the *Local Government Act 1995*. The Annual Report will be submitted to the 12 February 2024 Ordinary Council Meeting.

The OAG Representative Mr Patrick Arulsingham (Senior Director Financial Audit OAG), OAG appointed Auditor (KPMG), Mr Matthew Hingeley (Partner) and Ms Michaela Brouwer (Manager), will be in attendance to present the 2023 Auditor's Audit Completion Report and take any queries from the Committee.

COMMENT

Council, on 18 December 2023, adopted the Year End Financial Position – 30 June 2023 report (CS56/12/23). The City concluded the 2022/23 financial year with a surplus of \$748K, after allowing for project carried forward funds, advanced Federal Financial Assistance Grants, accounting for the Library Books prior year municipal payment, the FY21 Surplus allocated to projects and the FY22 surplus allocated to programs/projects.

The City's net assets increased by \$303M (23.8%) to \$1.57B. This was predominately due to the increase in infrastructure asset revaluation totaling \$285M in Non Current Assets. Current Assets increased by \$26.7M due mainly to an increase in cash and cash equivalents, trade and other receivables and Financial Assets. Total liabilities increased from \$122.8M to \$134.3M mainly due to an increase in Trade and Other Payables (current \$8.7M) and Capital Grants Liabilities (Non Current \$7M).

The City repaid a total of \$5.5M in loan and lease liabilities but increased its borrowings by a further \$4.2M. A total of \$26.9M was transferred to Reserves with \$10M being transferred from reserves for use in various capital and operational projects.

The IT general controls and systems audit has noted progress on a number of the previous findings and there are no significant findings. Further details are outlined in the Confidential 'Attachment B'. The progress reflects the City's investment in cloud services, disaster recovery and network security.

CONCLUSION

It is recommended that the Annual Financial Report and Auditor's Audit Completion Report as presented as attachments be accepted.

ATTACHMENTS

1. [Annual Financial Report 2023](#)
2. Auditor's Audit Completion Report 2023 - *This matter is considered to be confidential under Section 5.23(2) (e iii) of the Local Government Act, as the matter, if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person*
3. Management Letter - City of Armadale (Attachment A) - 30 June 2023 - *This matter is considered to be confidential under Section 5.23(2) (e iii) of the Local Government Act, as the matter, if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person*
4. Management Letter - City of Armadale (Attachment B) - 30 June 2023 - *This matter is considered to be confidential under Section 5.23(2) (e iii) of the Local Government Act, as the matter, if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person*

RECOMMEND

CA1/2/24

That Council:

1. **in accordance with section 5.54 of the *Local Government Act 1995*, accept* for inclusion in the City's 2022/23 Annual Report, the Annual Financial Report and Auditor's Independent Audit Report for the financial year ended 30 June 2023 as presented; and**
2. **accept the 2023 Audit Completion report as presented.**

ABSOLUTE MAJORITY RESOLUTION REQUIRED

Moved Cr P A Hetherington

MOTION CARRIED

(6/0)

COUNCILLORS' ITEMS

Nil.

CHIEF EXECUTIVE OFFICER'S REPORT

Nil.

MEETING DECLARED CLOSED AT 8.20pm

CITY AUDIT COMMITTEE		
SUMMARY OF ATTACHMENTS		
7 FEBRUARY 2024		
ATT NO.	SUBJECT	
1.1 2022/23 FINANCIAL REPORT AND AUDITORS REPORT		
1.1.1	Annual Financial Report 2023	

The above attachments can be accessed from the Minutes of the City Audit Committee meeting of 7 February available on the City's website

CHIEF EXECUTIVE OFFICER’S REPORT

12 FEBRUARY 2024

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*****1.1 - ANNUAL GENERAL MEETING OF ELECTORS 2022/2023 AND ANNUAL
REPORT 2022/2023***

WARD : ALL

FILE No. : M/42/24

DATE : 2 February 2024

REF : BG/MBL/DB

RESPONSIBLE : Executive Director
MANAGER Corporate Services

In Brief:

- This report presents the timetable for the Annual Report process, the endorsement of the Annual Report for 2022/2023 and holding the Annual General Meeting of Electors.
- The report recommends the Annual General Meeting be held on Wednesday 27 March 2024 (at 7pm in the Function Room at Council's Administration Centre, 7 Orchard Avenue, Armadale.

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

Nil.

Legal Implications

Convening the Annual General Meeting of Electors is prescribed by the *Local Government Act 1995*, together with the presentation of the Annual Report.

- s5.27 Electors' general meetings
- s5.32 Minutes of electors' meeting
- s5.33 Decisions made at electors' meetings
- s5.54 Acceptance of annual reports
- s5.55 Notice of annual reports
- s5.55A Publication of annual reports

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

Report Recommendation is consistent with budget allocations.

Consultation

- Mayor
- Chief Executive Officer
- Executive Leadership Team (ELT)
- Manager Communications and Marketing.

BACKGROUND

Presentation and adoption of the Annual Report follows a process set out in the *Local Government Act 1995* and is contingent on the finalisation of the Annual Financial Statements and Auditor's Report.

The City's Audit Committee was presented with the City's Annual Financial Statements and Auditor's Report on 7 February 2024.

DETAILS OF PROPOSAL

The purpose of this Report is for Council to:

- a) consider and accept (absolute majority required) the 2022/23 Annual Report pursuant to the requirements of section 5.54 of the *Local Government Act 1995*; and
- b) determine the date, time and place of the Annual General Meeting of Electors (AGM) pursuant to the requirements of section 5.27 of the *Local Government Act 1995*.

The financial statements were delivered to the City's external Auditors, KPMG on behalf of the OAG (Office of the Auditor General) on 30 September 2023. The audit field work was conducted from 9 October to 3 November 2023 and the audit reviewed and confirmed by the OAG on 21 December 2023.

ANNUAL GENERAL MEETING OF ELECTORS

Timetable for the Adoption of the Annual Report and the holding of the Annual Electors Meeting.

A timetable is presented below with a proposed date for the Annual Electors Meeting.

Activity	Proposed Dates
Auditor to provide Audit Completion Report and lodge with the Mayor/CEO	Completed
OAG sign off on Annual Financials	Completed
City Audit Agenda to Councillors 72hrs prior to meeting	Completed
City Audit Committee meeting recommending to Council acceptance of the Auditor's Report and Annual Financial Report.	Completed (Wednesday 7 February 2024)
Finalised Annual Report document to be included as an attachment to CEO's report to Council	Monday 12 February 2024 (this report)
Ordinary Council Meeting to: 1. Adopt the Annual Financials via the City Audit Committee Minutes; and 2. Accept the 2022/23 Annual Report (absolute majority required) and set the date, time and place of the AGM of Electors. <i>(the Annual Report must be accepted prior to the 31 December unless the Auditor's Report is not available in time for the Annual Report to be accepted by 31 December, the Annual Report is to be accepted by the local government no later than 2 months after the auditor's report becomes available – section 5.54(1) and 5.54(2) of the LGA refers and the AGM must be held within 56 days of the Annual Report being accepted – section 5.27(2) of the LGA refers)</i>	Monday 12 February 2024
CEO to convene AGM by giving each Councillor at least 14 days' notice of the date, time, place and purpose of the meeting, via memo.	Thursday 22 February 2024
Local Public Notice of the AGM to be given of the availability of the Annual Report and the date, time and place of the AGM. (Minimum 14 days required)	Thursday 22 February – Thursday 7 March 2024
Colour/Printed version of the Annual Report to be available, distributed to Councillors and be made available to the public at the public libraries and on the City's website	Thursday 29 February 2024
Annual General Meeting of Electors to be held in the Function Room at Council's Administration Centre, 7 Orchard Avenue Armadale, commencing at 7pm	Wednesday 27 March 2024
Ordinary Council Meeting. Minutes of AGM to be reported to Council via the CEO's report – Council to accept the minutes of the AGM and determine any decisions in response to decisions made at the AGM <i>(NB: all decisions made at the AGM are to be considered by Council at the next ordinary meeting after the AGM or if that's not practicable, then at the first ordinary council meeting thereafter – section 5.33 of the LGA refers)</i>	Monday 22 April 2024 or Monday 13 May 2024

ANNUAL REPORT

The *Local Government Act 1995* requires the City to prepare an Annual Report for each financial year. Section 5.53(2) outlines that Annual Report is to contain the following information:

- A report from the Mayor and Chief Executive Officer;
- An overview of the plan for the future of the district including major initiatives that are proposed to commence or to continue in the next financial year;
- The financial report for the financial year;
- The Auditor's report for the financial year;
- Information as prescribed in relation to payments made to employees;
- Information relating to the City's Disability Access and Inclusion Plan;
- Information about trading undertakings,
- Information about land transactions,
- Information about fees, expenses and allowances
- Information about capital grants, subsidies and contributions,
- Information relating to the register of complaints about the conduct of certain officials; and
- Other information as prescribed including reference to the City's Information Statement, Public Interest Disclosure Act and Record Keeping requirements.

The Annual Report for a financial year is to be accepted by Council no later than 31 December after the respective financial year for which the Annual Report pertains (**unless the Auditors Report is not available**). On this occasion the Auditors Report was not available, and as noted above, was presented to the Audit Committee on 7 February 2024.

The CEO is to give local public notice of the availability of the Annual Report as soon as practicable after the report has been accepted by the Council, and must publish the Annual Report on the local government's official website within 14 days after acceptance.

The draft Annual Report for the year ending 30 June 2023 is presented as an attachment to this report, consistent with the requirements set out in Act and Regulations. It is submitted to Council in conjunction with the recommendations of the City Audit Committee, which has considered the financial report and auditors report for the financial year.

OPTIONS

There are two options to consider:

Option 1

Approve the timetable for the adoption of the Annual Report and the holding of the AGM and endorse the Annual Report for 2022/2023 – this is the preferred option.

OR

Option 2

Approve the adoption of the Annual Report (with or without modifications) and an amended timetable for the holding of the Annual Electors Meeting to that which is presented in this Report.

CONCLUSION

It is recommended that Council approve the timetable for the adoption of the Annual Report and the holding of the Annual Electors Meeting as presented in this Report.

ATTACHMENTS

1. [2022-23 Annual Report](#) - Separate attachment

RECOMMEND

CEO3/2/24

That Council:

1. Pursuant to section 5.54 of the *Local Government Act 1995**, accept the 2022/23 Annual Report for the year ending 30 June 2023, as presented in the attachment to this report*; and
2. Pursuant to section 5.27 of the *Local Government Act 1995*, hold the Annual General Meeting of Electors on Wednesday 27 March 2024 at 7pm in the Function Room at Council's Administration Centre, 7 Orchard Avenue, Armadale.

ABSOLUTE MAJORITY RESOLUTION REQUIRED

1.2 - COUNCILLORS INFORMATION BULLETIN - ISSUE NO 1/2024

WARD : ALL
FILE No. : M/4/24
DATE : 2 January 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. 1/2024 to be received by Council

Strategic Implications

The following general information and memorandums were circulated in Issue No 1/2024 on 8 February 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 – Dec 2023/Jan 2024

Health

Health Services Manager's Report – Jan 2024

Planning

Planning Applications Report – Jan 2024

Schedule of current Town Planning Scheme No.4 Amendments

Subdivision Applications - WAPC Approvals/Refusals - Dec 2023/Jan 2024

Subdivision Applications - Report on Lots Registered 2023/2024

Compliance Officer's Report – Jan 2024

Building

Building Services Manager's Report - Dec 2023/Jan 2024

Building Health/Compliance Officer's Report - Dec 2023/Jan 2024

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

CEO4/2/24

That Council acknowledge receipt of Issue 1/2024 of the Information Bulletin

CHIEF EXECUTIVE OFFICER'S REPORT ATTACHMENTS 12 FEBRUARY 2024		
ATT NO.	SUBJECT	PAGE
1.1	ANNUAL GENERAL MEETING OF ELECTORS 2022/2023 AND ANNUAL REPORT 2022/2023	
1.1.1	2022-23 Annual Report - Separate attachment	55

2022/23 ANNUAL REPORT

**Refer Separate
attachment**



ORDINARY MEETING OF COUNCIL
MONDAY, 18 DECEMBER 2023

MINUTES

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CITY OF ARMADALE

MINUTES

OF ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 18
DECEMBER 2023 AT 7.02PM.

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Mayor Butterfield, declared the meeting open at 7.02 pm.

*To begin I would like to pay my respects to the traditional custodians of this land, the
Whadjuk people of the Noongar nation and Elders past, present and emerging.*

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

PRESENT:

Her Worship, Mayor R Butterfield presided over

Deputy Mayor, Cr J Keogh	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 M J Hancock	Heron 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 S Virk	Lake Ward
Cr S J Mosey	Hills Ward
Cr S Stoneham	Hills Ward

IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr J Lyon	Executive Director Corporate Services
Mr A Beales	A/Executive Director Development Services
Mr M Andrews	Executive Director Technical Services
Mrs S Van Aswegen	Executive Director Community Services
Mrs S D'Souza	CEO's Executive Assistant

Public: 20

LEAVE OF ABSENCE:

Leave of Absence previously granted to Cr J Joy

APOLOGIES:

Nil

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

Nil

4 PUBLIC QUESTION TIME

**1 Pat Hart, 160 Croyden Road, Roleystone and Chair Person of the Armadale Gosnells
Landcare Group**

- Q1 Are you aware that over the past 30 years Roley Bushcare have treated every reserve in Roleystone i.e. 27 reserves, every tree with some trees 4-5 times against dieback and over those 30 years have also weeded and planted and also attracted thousands of dollars into looking after the reserves?
Are you aware also that they are not looking for a clubhouse and they are not looking for a meeting room. What Roley Bushcare is looking for is somewhere to put their trailer and their gear and what they are looking for is to share it with someone?
Given all the work that the Roley Bushcare have done with 100s of volunteers over 30 years and the contribution that they do to our bushland I believe that they are worthy of this and I would hope tonight's recommendation shall reflect that is what they shall have.

Mayor: Thank you very much and no I did not know some of that information so thank you for making us aware of this.

2 Steve Walker, 20 Farnham St, Bentley

Re. Agenda Item 1.1 Integrated Transport Strategy

- Q1: From the Committee Meeting question, *City staff* have explained the absence of a submitter table in the Agenda Paper, as there is *no requirement for submissions to an ITS, and the response to each submission, to be listed*. Is that the sort of behavior the *City of Armadale Council* finds acceptable?

Mayor: I don't believe it is a type of behaviour, if it is not necessary there is no requirement for those to be forwarded.

CEO: Happy to take the question on notice, but we have already responded to it.

- Q2. What is the easiest way to decipher from the *finalised Strategy*, where are the planned bus lanes, and bus priority signals on key bus transit routes feeding into, and around Armadale Strategic Metropolitan Centre?

CEO: Happy to take that question on notice as well to provide a detailed response.

- Q3. Please explain what efforts, changes *Council Members* made to the improve the draft ITS in that referenced *final additional workshop with Councillors*, because it appears not much has changed from the WSP March 2023 draft ITS to the October 2023 WSP finalised Strategy booklet?

Mayor: I will take that question on notice as well and provide a detailed response.

3 Phil Davey, 12 Lenore St, Roleystone

I raised a question at the recent Community Service Meeting on 5 December about the comparison timing of referrals about the community garden of one referral taking 11 months to get to a committee meeting yet the second taking less than 2 months. The original response given alluded to a delay in a councillor returning a form of the deferral to progress. But your response to my question taken on notice confirmed that the delay was not due to the councillor but in actual fact due to capacity restraint and shortage of services. The 11-month delay did have a significant impact on the gardener's mental state and the garden overall.

Q1. So, since it has taken 11 months to get the first referral to committee why are we rushing to get the second one through so quickly?

Mayor: I am not sure that we are rushing, I think that the two issues are coming together at the same time. We did have a councillor item from a previous Councillor, Cr Nixon who left a few months ago.

Q2. For the previous councillor comments about the garden circulated to council members under separate cover. Will these be made available to the respective community groups for their review and enable feedback? Were they confidential?

Mayor: I am not sure what you are referring to and will ask the CEO to clarify that.

CEO: To explain - the information Mr Davey is referring to is the further detail that Cr Nixon provided in support of his referral item which the policy asks for us to circulate under separate cover to councillors. That information is not confidential and I understand that you have put in a freedom of information application, or are intending to Mr Davey, so we will provide that information to you.

Q3 Recently the Council deliberated on the 5 December Community Services Meeting about why the markets group were storing equipment in the garden shed and were the gardens sub leasing space to the markets which may not be within their current lease agreement.

Has the Council checked their own Community Service Minutes dated 5 March 2023 and Council meeting minutes of 11 March 2013 where the committee received a note that the question from Mr C Johnson advising that the markets were a subcommittee of the garden and the chair of that meeting thanked Mr Johnson for making the committee aware of this.

Mayor: Sorry I cannot speak on behalf of other councillors. I believe that your question asked whether councillors have made themselves aware of those Minutes?

I only ask the question because there was a lot of discussion and deliberation at the recent meeting about why the markets were there, but there is a documented note to say why they are there.

Mayor: I don't know if other Councillors have made themselves aware. But thank you, you have now made Council aware.

Q4: During discussion at the recent 5 December Committee meeting the words of community hub and synergies and unique opportunities were used. Are the council aware of a proposal submitted by the Roleystone Community Garden, Markets and Men's shed to the CoA ex-Executive in 2015 using the similar words whereas to build a new facility and create a nucleus with a community hub and provide a unique opportunity for the wider Roleystone community.

Mayor: I am sure the longer serving councillors will be aware of that.

Q5 This question is on behalf of Laurie Scidone who could not attend tonight.

From the Community Services meeting of 5 December it was indicated that the community garden had not responded 6 months prior in 2022 to a leasing request. The garden did receive email communication in May 2021 advising the CoA would be in contact at the appropriate time and then further email communication in June 2023 advising the City is happy to discuss renewal negotiations for the RCG lease agreement and that the RCG was included in group 3 low priority with lease revision indicated for July 2024.

Can I please ask that based on the 2 emails received as indicated and the July 2024 revision timeline indicated for group 3 classed lease holders - What is the inference RCG did not meet a claimed deadline? And if the RCG were allocated to 2024 why is it being rushed through now.

Mayor: I will take the question on notice and a response will be forwarded

Q6 This question is on behalf of Veronica Hansen who could not attend tonight.

Last meeting considerable time was taken with councillors raising relevant questions about the referral item of Bushcare co-sharing with the garden. Would it not be more prudent for councillors to discuss the situation with relevant groups prior to raising a referral to ensure having all the relevant facts to hand. This would give the councillors the information needed to assess the referral and save valuable time at meetings?

Mayor: Thank you, I take it is a rhetorical question.

I think the question is - Why aren't the community groups being spoken to prior to a referral item being made. I know that the CEO did offer an explanation at the last meeting but obviously the question is still raised, members are asking why we aren't being spoken to first.

Mayor: The CEO has answered this at the last meeting so we can take that as being answered.

Q7: Re. referral matter of Bushcare and the garden and point 3. Of the recommendation regarding officers explore options with existing buildings at Cross Park for storage of markets equipment. Are councillors aware that storage includes a very large trailer which is loaded with items for set up as well as large storage shelving including holding of additional items necessary for the smooth running of the markets. Can it be clarified which existing buildings in the Cross Park precinct Councillors feel would be suitable for storage given the community hall is only available for gymnastics and the family centre has very limited storage?

Mayor: In regard to the first question I haven't seen the shed and don't know what is in the shed. In regard to the second question, I'm not sure what Councillors know about storage facilities.

7.15pm Moved Cr Keogh that question time be extended. Motion Carried (14/0)

Q8: I refer again to the Community Services meeting and the referral which included the comment that the space under discussion had always been intended to be shared space between community garden and the men's shed with inference being that this comment related to the current building being the community garden shed. Are you aware that this is not the case while the original proposal was indeed for a community hub that would have provided space that was shared with the community garden, Roleystone markets and men's shed that building was to be significantly larger by about 4 times the current garden shed which has a foot print of 60sqm?

Mayor: I think the discussion was that the men's shed was meant to be considerably bigger and the community garden was going to be a separate but close by arrangement. Sorry but I can't quite recall the discussion that occurred on the night of the committee meeting.

Q9: This question is on behalf of Trehna Rouse who could not attend tonight

Ms Rouse has not received a response to her email and accompanying video sent on 26 June 2023. This was followed up on 14 August and a response received on 28 August was totally unrelated to her original email. Subsequent follow ups by Ms Rouse on 16 September and 22 October with a response received the same day but with a repeat of the 28 August response which failed to address the original questions. Do Councillors believe that a wait of almost 6 months for a response to a reasonable question is acceptable?

Mayor: I believe that if there has been a response given but the resident doesn't believe it is a response they want to hear, or that they don't feel is relevant, there is not a lot more than can be said about it other than perhaps writing the question or whatever is wanted in a different way to elicit some further information.

4 Kevin Jager, 13 A Devereux St, Armadale

Q1 The Australian Government has publicised on the My Gov website that money is available for citizens who have lost their lives as a result of the Covid-19 vaccines. Does the City make this information available to all the citizens by letter drop or whatever else?

Mayor: We would not do letter drops about Federal Government funding.

Q2: What about the Councillors there must be some council groups where they can make this information known to the citizens?

Mayor: I don't have knowledge about what the councillors do as far as making information available to rate payers.

Question time declared closed at 7.29pm.

5 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 Request for Leave of Absence

Request for leave of absence received from:

- Cr Michelle Silver for the period Tuesday 19 December 2023 to Monday 5 February 2024 inclusive.
- Cr John Keogh for the period Friday 12 January 2024 to Wednesday 31 January 2024 inclusive.

MOVED Cr S Stoneham

That Council grant leave of absence to:

- **Cr Michelle Silver for the period Tuesday 19 December 2023 to Monday 5 February 2024 inclusive. (Does not include Ordinary Council Meeting).**
- **Cr John Keogh for the period Friday 12 January 2024 to Wednesday 31 January 2024 inclusive (does not include an Ordinary Council Meeting).**

MOTION not opposed, DECLARED CARRIED

(14/0)

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

6 PETITIONS

Nil

7 CONFIRMATION OF MINUTES

**7.1 PREVIOUS ORDINARY COUNCIL MEETING
HELD ON 27 NOVEMBER 2023.**

MOVED Cr P A Hetherington that the Minutes of the Ordinary Council Meeting held on 27 November 2023 be confirmed as a true and accurate record.

MOTION not opposed, DECLARED CARRIED (14/0)

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

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

1 Mayors Announcements

Wednesday 29 November 2023

- Was re-elected as Chair of the South East Regional Energy Group at a meeting held at the City of Gosnells.
- Gave welcome address at the International Day of People with a Disability event, held at AFAC.
- Cr Hancock attended John Wollaston Anglican Community School on my behalf, to present the City of Armadale Scholar Award.

Friday 1 December 2023

- Cr Keogh represented me at the Armadale Writers Awards, at the Armadale Library.

Saturday 2 December 2023

- Cr Keogh spoke on my behalf at the Carols by Candlelight event.

Monday 4 December 2023

- Cr Keogh attended the Kelmscott Senior High School Year 12 Presentation on my behalf, at the Perth Concert Hall.

Tuesday 5 December 2023

- Cr Mosey attended the Southern Hills Christian College to present the Scholar Award on my behalf.
- Spoke at the City's Thank a Volunteer Day Celebration was held in the Minnawarra Historic Precinct.

Wednesday 6 December 2023

- Attended a site visit to the Roleystone Theatre Site.
- Attended the Roleystone Community College to present the Scholar Award.

Thursday 7 December 2023

- Attended a student presentation at Kelmscott Senior High School with Dr Tony Buti MLA, Minister for Education. Year 10 students presented the solutions/suggestions to Local Government and State Government issues they identified earlier in the year.

- Launched the Exhibition Opening – Journeys: Transformation to Find a New Home at History House. Councillors Smith, Mosey and Keogh also attended the opening.

Friday 8 December 2023

- Attended the Official Opening of the Piara Waters Senior High School with Premier Roger Cook, Dr Tony Buti MLA, Minister for Education and Yaz Mubarakai MLA. Councillor Michelle Silver also attended.

Sunday 10 December 2023

- Attended the Wallangarra Pony Club Awards held at Fletcher Park. Councillor Smith attended the Awards and Councillor Keogh attended the Club's AGM.

Tuesday 12 December 2023

- Deputy Mayor Cr Keogh attended Harrisdale Senior High School, to present the Scholar Award, on my behalf.
- Attended the Kelmscott Primary School Graduation and presented an award on behalf of Donna Farragher MLC - Shadow Minister for Community Services; Early Childhood Education; Youth; Seniors and Ageing.

Wednesday 13 December 2023

- Hosted the SECCA meeting here at the City of Armadale with the CEO.
- Presented a Healthy Lifestyle Award at the Armadale Primary School Graduation. Matt Keogh MP - Member for Burt, Dr Tony Buti MLA - Minister for Education and Cr Joy also attended to present awards.
- Cr Busby attended the Dale Christian College to present the City of Armadale Scholar Award, on my behalf.

Thursday 14 December 2023

- Spoke at the Reconciliation Action Plan Launch Event at the Champion Centre. The CEO and Councillors Hetherington, Mosey, Smith, Stoneham and Busby.

Monday 18 December 2023

- Attended a regular meeting with the CEO and Deputy Mayor to discuss local issues.

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 4 December 2023.

MOVED Cr K Busby that the report be received.

MOTION not opposed, DECLARED CARRIED

(14/0)

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

BUSINESS ARISING FROM REPORT

Recommendation T1/12/23 - Integrated Transport Strategy

MOVED Cr K Busby

That Council:

- 1. Endorse the City of Armadale Integrated Transport Strategy as a strategic guide to future transport investment by the City.**
- 2. Note the Action Plan on the understanding that the resources and future investment required to implement the actions will be subject to the future consideration by Council during the annual budget and long-term financial planning processes.**

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation T2/12/23 - Parking Restrictions - Haslemere Drive, Mount Nasura

MOVED Cr K Busby

That Council:

- 1. Option 2 - Approve the installation of linear parking control signage (to restrict parking on the road and verge between 8am and 3pm on weekdays on one side only) and install yellow 'No Stopping' line marking, as identified on drawing number E23-90-02.**

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation T3/12/23 - Local Roads and Community Infrastructure Investment Program - Phase 4 - Part B - Extension

MOVED Cr K Busby, SECONDED Cr S Stoneham

That Council:

- 1. Endorse the following projects being submitted for Phase 4 Part B LRCI Program funding to the amount of \$549,970:**
- 2. Pursuant to Section 6.8 of the *Local Government Act 1995* (as amended):
Amend the 2023/24 Annual budget as follows:**

REVENUE

LRCI Part B Grant Funding **\$549,970**

EXPENDITURE

Talus Drive & Bedfordale Hill Rise Road **\$220,000**

Skeet Road **\$329,970**

Total **\$549,970**

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION REQUIRED**

(14/0)

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

Recommendation T4/12/23 - Fauna Research and Management - Project Update

MOVED Cr K Busby

That Council:

- 1. Receive the fifth year Fauna Project report and endorses the recommendations contained in Attachment 1 which refers items for consideration for inclusion in the City's 2024/2025 budget and Long-Term Financial Plan.**
- 2. Approve the publishing of a summary report of the Fauna Project for practitioners and community review – proposed to be budgeted as \$1,200 in FY2024/2025.**

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation T5/12/23 - Guerin Reserve Fire

MOVED Cr S Virk

That Council deal with this matter under item 14 – Matters Requiring Confidential Consideration.

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation T6/12/23 - Street Signage - Frye Park (Referral Item)

MOVED Cr K Busby

That Council:

Approve the installation of one Blue Pointer sign stating “FRYE PARK” at the Gilwell Avenue / Albany Highway intersection for an approximate expenditure of \$1,000.00.

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation T7/12/23 - Corella Control in Parks & Reserves (Referral Item)

MOVED Cr K Busby

That Council:

Note the information provided in the Fauna Research and Management Paper presented in this agenda.

MOTION not opposed, DECLARED CARRIED (14/0)

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

10.2 COMMUNITY SERVICES COMMITTEE MEETING

Report of the Community Services Committee held on 5 December 2023.

MOVED Cr Silver that the report be received.

MOTION not opposed, DECLARED CARRIED (14/0)

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

BUSINESS ARISING FROM REPORT

Recommendation C34/12/23 - Co-sharing of Roleystone Community Garden Green Shed (Referral Matter)

MOVED Cr Silver

That Council:

- 1. Request that Officers commence discussions in January 2024 for the future occupancy of the premises (currently known as the Cross Park Community Garden Shed and Gardens).**
- 2. Direct that discussions are to occur with the Roleystone Community Garden Inc. and Roleybushcare Inc. for joint occupancy of the premises.**
- 3. Request that Officers explore options within existing buildings at the Cross Park precinct for the storage of materials associated with the Roleystone Markets currently at the premises.**
- 4. Provide a report on the progress of joint occupancy discussions and storage options to Council in March 2024, or earlier if either of the parties is not willing to participate in discussions.**

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation C35/12/23 - Roleybushcare and Roleystone Community Garden (Referral Matter)

MOVED Cr Silver

That Council:

- 1. Request that Officers commence discussions in January 2024 for the future occupancy of the premises (currently known as the Cross Park Community Garden Shed and Gardens).**
- 2. Direct that discussions are to occur with the Roleystone Community Garden Inc. and Roleybushcare Inc. for joint occupancy of the premises.**
- 3. Request that Officers explore options within existing buildings at the Cross Park precinct for the storage of materials associated with the Roleystone Markets currently at the premises.**
- 4. Provide a report on the progress of joint occupancy discussions and storage options to Council in March 2024, or earlier if either of the parties is not willing to participate in discussions.**

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation C36/12/23 - Animal Management Facility Refurbishment

MOVED Cr Silver

That Council:

- 1. Endorse the proposed Animal Management Facility Refurbishment Project Scope of Works in line with Option A, as detailed in this report and the attached Budget Estimate Cost Sheet.**
- 2. *Amend the 2023-2024 Budget as follows:**
 - a) Increase the Capital Expenditure Budget for the Animal Management Facility by \$76,000**
 - b) Decrease the Capital Expenditure Budget for the Roleystone Karragullen Bush Fire Station Brigade Station by \$76,000**

***ABSOLUTE MAJORITY RESOLUTION REQUIRED**

- 3. Authorise the Chief Executive Officer to proceed with the detailed design and implementation of the chosen proposed Scope of Works.**
- 4. Acknowledge that the timeframe for completion of the project will be extended for Option A.**

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL**

(14/0)

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

Recommendation C37/12/23 - Waiver of Seasonal Ground Usage Fees (Referral Matter)

MOVED Cr Silver

That Council refers the matter of a Grant Scheme for all-abilities adult sports and other activities in line with the current City of Melville Grant Scheme to SOHAG for deliberation.

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation C38/12/23 - Club Memorabilia - Policy (Referral Matter)

MOVED Cr Silver

That Council requests a report from City Officers regarding options for the potential display of club memorabilia within Council facilities.

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation C39/12/23 - Signage - Frye Park Pavilion (Referral Matter)

MOVED Cr Silver

That Council note the report.

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation C40/12/23 - Recognition of Sporting or Community Members (Referral Matter)

MOVED Cr Silver

That Council note the report.

MOTION not opposed, DECLARED CARRIED (14/0)

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

10.3 CORPORATE SERVICES COMMITTEE MEETING

Report of the Corporate Services Committee held on 12 December 2023.

MOVED Cr S J Mosey that the report be received.

MOTION not opposed, DECLARED CARRIED (14/0)

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

BUSINESS ARISING FROM REPORT

Recommendation CS53/12/23 - List of Accounts Paid - October 2023

MOVED Cr S J Mosey

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 \$18,845,792.13 on cheque numbers 254 to 268, transactions 13429 to 14478 and Payrolls dated 1 October, 15 October and 29 October 2023.

Credit Cards

Accounts paid totalling \$5,786.72 for the period ended 31 October 2023.

Fuel Cards

Accounts paid totalling \$4,448.72 for the month ended 15 October 2023.

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation CS54/12/23 - Statement of Financial Activity - October 2023

MOVED Cr S J Mosey, SECONDED Cr K Busby

That Council:

- 1. Pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996* accept the Statement of Financial Activity for the fourth (4) month period ended 31 October 2023.**
- 2. Note that there are reportable actual to budget material variances for the period and this report is preliminary only for the end of October 2023.**

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL (14/0)**

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

Recommendation CS55/12/23 - Tender 27/23 - Jull Street Mall Landscape and Lighting Upgrade Works

MOVED Cr M Silver

That Council deal with this matter under item 14 – Matters Requiring Confidential Consideration.

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation CS56/12/23 - Year End Financial Position - 30 June 2023

MOVED Cr S J Mosey

That Council deal with this matter following consideration of Recommendation CS55/12/23 relating to project budget for the Jull Street Mall landscape and lighting upgrade project.

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation CS57/12/23 - RFQ 36/23 - Verge Collection Services

MOVED Cr S J Mosey

That Council:

Adopt the recommendation as outlined within the Confidential Report.

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation CS58/12/23 - Planning Institute of Australia Congress - Melbourne 22-24 May 2024

MOVED Cr S J Mosey

That Council:

Nominates Cr Hancock to attend the 2024 Planning Institute of Australia National Congress to be held on the 22 to 24 May 2024 at the Melbourne Convention and Exhibition Centre, Melbourne, Victoria.

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation CS59/12/23 - UDIA WA State Conference - 6 to 8 March 2024 - Bunker Bay

MOVED Cr S J Mosey

That Council:

Nominates Cr Wielinga and Cr Keogh to attend the 2024 UDIA State Conference to be held on the 6 to 8 March 2024 at Bunker Bay Resort in Southwest WA.

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation CS60/12/23 - Councillor Workshops (Referral Item)

MOVED Cr S J Mosey

That Council receive a report considering scheduling options for Council meetings, Committee meetings and Workshop frequency. The report is to consider meeting schedules of comparable Perth metropolitan local governments.

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation CS61/12/23 - Forrestdale Sporting Precinct

MOVED Cr S Virk

That Council deal with this matter under item 14 – Matters Requiring Confidential Consideration.

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation CS62/12/23 - Hospitality Industry Service Providers ty Ltd (HISP) Lease Agreement - AFAC Cafe - Exercise of Option

MOVED Cr S Virk

That Council deal with this matter under item 14 – Matters Requiring Confidential Consideration.

MOTION not opposed, DECLARED CARRIED (14/0)

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

10.4 CHIEF EXECUTIVE OFFICER'S REPORT

Report of the Chief Executive Officer.

MOVED Cr K Busby that the report be received.

MOTION not opposed, DECLARED CARRIED (14/0)

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

BUSINESS ARISING FROM REPORT

Recommendation CEO1/12/23 - List of Accounts Paid - November 2023

MOVED Cr M J Hancock

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

Municipal Fund

Accounts paid totaling \$11,220,340.93 on cheque numbers 269 to 296, transactions 14479 to 15302 and Payrolls dated 12 November and 26 November 2023.

Credit Cards

Accounts paid totalling \$7,525.71 for the period ended 24 November 2023.

Fuel Cards

Accounts paid totalling \$6,003.57 for the month ended 15 November 2023.

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation CEO2/12/23 - Statement of Financial Activity - November 2023

MOVED Cr K Busby, SECONDED Cr M J Hancock

That Council:

- 1. Pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996* accept the Statement of Financial Activity for the fifth (5) month period ended 30 November 2023.**
- 2. Note that there are reportable actual to budget material variances for the period and this report is preliminary only for the end of November 2023.**

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL (14/0)**

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

Recommendation CEO3/12/23 - Long Term Financial Plan FY25-FY44 Capital Investment Program

MOVED Cr C Wielinga, SECONDED Cr M Silver
OPPOSED Cr S Peter

That Council:

1. NOTES the Capital Investment Program as presented for inclusion in the *draft* Long Term Financial Plan FY25-FY44;
2. NOTES that the final version of the *draft* Long Term Financial Plan FY25-FY44 will be presented to Council in ~~February~~ 2024.
3. Request the Program scheduling of the key projects per year be listed in order of priority for action.
4. Request a further update on the Wungong DCP prior to the presentation of the draft LTFP

MOTION LOST

(6/8)

FOR: Cr Wielinga, Cr Mosey, Cr Silver, Cr Stoneham, Cr Sargeson, Cr Virk
AGAINST: Cr Busby, Cr Peter, Cr Keogh, Cr Kamdar, Cr Hetherington, Cr Hancock, Cr Smith,
Mayor Butterfield

MOVED Cr S Peter, SECONDED Cr M J Hancock

OPPOSED Cr J Keogh

That Council:

1. **ENDORSE** the Capital Investment Program as presented for inclusion in the *draft* Long Term Financial Plan FY25-FY44;
2. **NOTES** that the final version of the *draft* Long Term Financial Plan FY25-FY44 will be presented to Council in February 2024.

MOTION DECLARED CARRIED

(8/6)

FOR: Cr Busby, Cr Peter, Cr Virk, Cr Kamdar, Cr Hetherington, Cr Hancock, Cr Smith,
Mayor Butterfield
AGAINST: Cr Wielinga, Cr Mosey, Cr Silver, Cr Stoneham, Cr Sargeson, Cr Keogh

Recommendation CEO4/12/23 - Councillors Information Bulletin - Issue No 19/2023

MOVED Cr S Peter

That Council acknowledge receipt of Issue 19/2023 of the Information Bulletin

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation - Independent Member on the Audit Committee

MOVED Cr S S Virk

That Council deal with this matter under item 14 – Matters Requiring Confidential Consideration.

MOTION not opposed, DECLARED CARRIED

(14/0)

FOR: Mayor Butterfield, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington, Cr Wielinga, Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, 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

1 Use of Social Media by Councillors (Cr Scott Mosey)

That the matter of the use of social media by Councillors and penalties for any breaches be referred to the Corporate Services Committee (prior discussion by the Standing Order House Advisory Group).

2 Advocacy Priorities Strategy - Review (Cr Michelle Silver)

That the matter of a review of the Advocacy Priorities Strategy be referred to the Corporate Services Committee.

14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION

MEETING CLOSED TO PUBLIC

MOVED Cr L Sargeson

That the meeting be closed to members of the public as the items to be discussed related to the following confidential matters.

Motion Carried (14/0)

Meeting declared closed at 8.08pm.

Members of the public left the meeting.

Recommendation T5/12/23 - Guerin Reserve Fire

Confidential in terms of Section 5.23(2) (e ii) of the Local Government Act i.e. the matter, if disclosed, would reveal information that has a commercial value to a person.

MOVED Cr K Busby

That Council:

Adopt the recommendation, as amended and outlined within the Confidential Report.

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL (14/0)**

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

Recommendation CS61/12/23 - Forrestdale Sporting Precinct

Confidential in terms of Section 5.23(2) (c) of the Local Government Act i.e. the matter relates to a contract entered into or which may be entered into by the City of Armadale.

MOVED Cr M Silver

That Council:

Adopt the recommendation as amended and outlined within the Confidential Report.

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation CS62/12/23 - Hospitality Industry Service Providers Pty Ltd (HISP) Lease Agreement - AFAC Cafe - Exercise of Option

Confidential in terms of Section 5.23(2) (e iii) of the Local Government Act i.e. the matter, if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person.

MOVED Cr S J Mosey, SECONDED Cr S Virk
OPPOSED Cr K Busby

Adopt the recommendation as outlined within the Confidential Report.

Due to there being an equality in votes (7/7), in accordance with Section 5.21(3) of the Local Government Act 1995, the Mayor cast a second vote and voted for the Committee Recommendation CS62/12/23 being adopted.

MOTION DECLARED CARRIED (8/7)

FOR: Cr Mosey, Cr Virk, Cr Stoneham, Cr Silver, Cr Wielinga, Cr Kamdar, Cr Hancock
Mayor Butterfield (second vote)
AGAINST: Cr Keogh, Cr Peter, Cr Sargeson, Cr Hetherington, Cr Busby, Cr Smith, Mayor Butterfield

Recommendation - Independent Member on the Audit Committee

Confidential in terms of Section 5.23(2) (c) (e iii) of the Local Government Act i.e.. the matter relates to a contract entered into or which may be entered into by the City of Armadale; AND the matter, if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person.

MOVED Cr P Hetherington

That Council adopt the recommendation as detailed in the attached Confidential Report, i.e.

That Council approve the reappointment of Stephen Linden as the independent member to the City Audit Committee for a further period of twelve (12) months, expiring on 31 December 2024.

MOTION not opposed, DECLARED CARRIED (14/0)

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

MEETING OPENED TO PUBLIC

MOVED Cr M Hancock that the meeting be open to members of the public.

Motion Carried (14/0)

Meeting declared open at 8.36pm

Recommendation CS55/12/23 - Tender 27/23 - Jull Street Mall Landscape and Lighting Upgrade Works

MOVED Cr P Hetherington

That Council, in regard to Tender 27/23 for Jull Street Mall Landscape and Lighting Upgrade Works, adopt the recommendation within the Confidential Attachment.

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation CS56/12/23 - Year End Financial Position - 30 June 2023

MOVED Cr S J Mosey, SECONDED Cr M J Hancock

That Council:

- 1. Note the report of the year end position (subject to final audit) and the resulting surplus of \$748,000.**
- 2. Pursuant to section 6.8 of the Local Government Act 1995, amend* the adopted 2023/24 Annual Budget as follows:**

a) the net current asset position brought forward to provision for:

Closing Surplus (Net Current Asset Position) **\$13,135,156**

Less:

- | | |
|---|--------------|
| 1. Projects Carry Forwards into the FY24 Budget | -\$4,964,000 |
| 2. Financial Assistance Grant, Paid in Advance | -\$4,431,000 |
| 3. FY21 Allocated to Projects | -\$500,000 |
| 4. FY22 Allocated to Programs/Projects | -\$2,782,000 |

Plus Projects in Progress:

- | | |
|--|-----------|
| 5. Prior Year Library Books Paid by Muni in FY22 | \$250,000 |
|--|-----------|

Year End Surplus \$748,000

b) Increase the project budget for the Jull Street Mall landscape and lighting upgrade project by \$730,000, from \$1,230,000 to \$1,960,000

- 3. Note that the remaining balance of \$18,000 will be considered as part of the FY24 Budget Review.**

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL**

(14/0)

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

15 CLOSURE

The Mayor thanked Councillors and officers for their support during 2023 and extended wishes for a wonderful and safe Christmas season and looked forward to working with everyone when Council is back in 2024.

Mayor Butterfield, declared the meeting closed at 8.39pm

MINUTES CONFIRMED THIS 12 FEBRUARY 2024

MAYOR