



**ORDINARY MEETING OF COUNCIL
MONDAY, 25 MARCH 2024**

AGENDA

CONTENTS

AGENDA

REPORTS

**DEVELOPMENT SERVICES COMMITTEE MEETING
HELD ON 18 MARCH 2024**

**CORPORATE SERVICES COMMITTEE MEETING
HELD ON 19 MARCH 2024**

**CITY AUDIT COMMITTEE MEETING
HELD ON 20 MARCH 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, 25 MARCH 2024

**JOANNE ABBISS
CHIEF EXECUTIVE OFFICER**

21 March 2024

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Leave of Absence previously granted to Cr Silver ,Cr S Stoneham and Cr S Peter

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

Nil

4 PUBLIC QUESTION TIME

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

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

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

It is also available in the public gallery.

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

5 APPLICATIONS FOR LEAVE OF ABSENCE

Request for Leave of Absence – Cr M Hancock

Cr Hancock has requested leave of absence for the period Tuesday 2 April to Friday 12 April 2024 inclusive.

RECOMMEND

That Council grant leave of absence to Cr Hancock for the period Tuesday 2 April to Friday 12 April 2024, inclusive. (Does not include a Council meeting).

6 PETITIONS

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS ORDINARY COUNCIL MEETING
HELD ON 11 MARCH 2024. (ATTACHED)

8 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

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

Nil

10 REPORTS

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BUSINESS ARISING FROM REPORT

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BUSINESS ARISING FROM REPORT

- 10.3 CITY AUDIT COMMITTEE MEETING**
Report of the City Audit Committee held on 20 March 2024.93

BUSINESS ARISING FROM REPORT

- 10.4 CHIEF EXECUTIVE OFFICER'S REPORT**
Report of the Chief Executive Officer.103

BUSINESS ARISING FROM REPORT

- 11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

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

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

- 14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION**
-

- 15 CLOSURE**
-

CITY OF ARMADALE

MINUTES

OF DEVELOPMENT SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 18 MARCH 2024 AT 7.00PM.

PRESENT:

- Cr C M Wielinga (Chair)
- Mayor R Butterfield
- Cr J Keogh
- Cr S Peter JP
- Cr L Sargeson
- Cr G J Smith
- Cr S J Mosey (Deputy to Cr Stoneham)
- Cr S Virk (Deputy to Cr Silver)

APOLOGIES:

- Cr M Silver (Leave of Absence)
- Cr S Stoneham (Leave of Absence)

OBSERVERS: Nil

IN ATTENDANCE:

Cr J Abbiss	Chief Executive Officer
Mr P Sanders	Executive Director Development Services
Mr S Walker	Coordinator Growth and Urban Regeneration (via Teams)
Ms R Batten	EA Development Services
Ms J Cranston	EA 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 by the Chair 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 Development Services Committee Meeting held on 20 November 2023 be confirmed.

**Moved Cr L Sargeson
MOTION CARRIED**

(8/0)

ITEMS REFERRED FROM INFORMATION BULLETIN - ISSUE 1 - FEB 2024

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

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DEVELOPMENT SERVICES COMMITTEE

18 MARCH 2024

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***1.1 - PROPOSED CLOSURE OF PORTION OF COMMERCIAL ROAD RESERVE,
FORRESTDAL***

WARD : LAKE

FILE No. : M/423/23

DATE : 27 February 2024

REF : JR/AD

RESPONSIBLE MANAGER : EDDS

APPLN No. : Roads & Drainage/Closures

APPLICANT : Department of Planning, Lands and Heritage (DPLH)

LANDOWNER : State of WA

SUBJECT LAND : Portion of Commercial Road, Forrestdale (see attached Location Plan)

ZONING MRS / TPS No.4 : Parks and Recreation Reservation (MRS)

In Brief:

- The Department of Planning, Lands and Heritage (DPLH) requested permanent closure of a small portion of Commercial Road, Forrestdale to enable the land to be included in future Crown Reserves to be managed by Department of Biodiversity, Conservation and Attractions' (DBCA).
- Council previously resolved to support permanent closure of the portion of the Commercial Road located to the south of the current proposal.
- The current closure proposal has been advertised in accordance with the requirements of Section 58 of the *Land Administration Act 1997* (and Regulations).
- Only three submissions of support or of no objection were received during the advertising period.
- Recommend that: Council request the Minister for Lands to endorse the permanent closure of the subject portion of road reserve for Commercial Road, subject to the land being created as a Crown Reserve for 'Conservation and Recreation' or amalgamated with a similar Crown Reserve.

Tabled Items

Nil.

Decision Type

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

Officer Interest Declaration

Nil

Strategic Implications

2.1.6 Facilitate the creation of partnerships and support strategies for the maintenance and enrichment of the natural environment.

2.3.1 Ensure that the condition of the City's assets (including green assets*) are accurately captured, regularly reviewed and the subject of comprehensive management plans, in order to assist Council, balance the financial cost of asset renewal and replacement with delivery of other Community Priorities (* Green assets include the City's urban forest and its canopy as well as the trees and vegetation in streetscapes, places, public open spaces and natural areas).

Legal Implications

Land Administration Act 1997
Local Government Act 1995
Metropolitan Region Scheme (MRS)
Town Planning Scheme No.4

Regional Land use Policy Implications

Forrestdale Lake Nature Reserve Management Plan (Conservation Commission of Western Australia, 2005)

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

Nil.

Consultation

1. Advertised for Public Comment.
2. External Agency Referral.
3. City of Armadale Internal Business Units.

The formalities of road closure involved the City advertising the closure proposal to the adjoining landowners/Crown land managers and relevant State Government agencies, utilities, and service agencies in accordance with the requirements of the *Land Administration Act 1997* (Section 58 and Regulations).

BACKGROUND

Council previously endorsed (D76/12/18) permanent closure of several unmade portions of Commercial Road adjacent to the Forrestdale Lake Nature Reserve, including the portion of road reserve located to the south of the current road closure proposal. The requirements of Section 58 of the *Land Administration Act 1997* (and Regulations) have been finalised for that previous closure of portions of Commercial Road.

The current and previous road closure proposals in the vicinity of Forrestdale Lake Nature Reserve are a component of a larger State Government environmental management project coming out of implementation of the Forrestdale Lake Nature Reserve Management Plan recommendations (Conservation Commission of Western Australia) which Council supports (D7/2/17). Council's previous resolution of support for the over-arching larger project involved 3 Parts:

Part 1.

Department of Biodiversity, Conservation and Attractions' (DBCA formerly Parks and Wildlife) confirmation it will accept vesting and management of bushland which forms part of Reserve No.27165 (approximately 104ha) – DBCA confirmation has been received:

Part 2.

- a) Advertise the permanent closure of unmade portions of the Commercial Road reserve – advertising has been completed and State Government advised of the outcome.
- b) Initiating procedures for the subdivision of Reserve No.27165 into two separate reserves – re-survey has been initiated and the process for creating the two separate crown reserves is in-train.

Part 3.

Indemnify the Minister for Lands against all claims for compensation reasonably incurred in considering and granting the above pursuant to the *Land Administration Act 1997*. Completion of Part 3 resolution is pending State Government undertaking actions outside of the jurisdiction of the City of the Armadale. Officers are actively engaged in aiding and assisting the State Government to complete its requirements. Parts 1 & 2 of Resolution D7/2/17 have been completed.

DETAILS OF PROPOSAL

The Department of Planning, Lands and Heritage (DPLH) recently requested the City initiate an additional 435 metres of road closure fronting two lots in Commercial Road (Lot 283 and 284) that DPLH recently acquired (*see Attachments*). DPLH intends future management and administration of the closed road reserve be undertaken as part of the State Government's management of the Parks and Recreation Reservations (Metropolitan Region Scheme) surrounding Forrestdale Lake. Forrestdale Lake is an environmental asset that has national and international significance in addition to its significance to Armadale and Perth and Peel region.

The road closure is shown within the red border on the Location Plan attached. The land is undeveloped and well vegetated. The proposal has been advertised in accordance with the requirements of Section 58 of the *Land Administration Act 1997* (and Regulations).

COMMENT

The City does not require the subject portion of Commercial Road for road purposes and the WAPC has confirmed that closure of unmade portions of road reserve will not prejudice the Armadale community's current or future enjoyment and use of the reserve land for pathway and recreational access.

ANALYSIS

The proposal was advertised for 35 days from 18 January 2024 to 22 February 2024. Advertising was conducted by notifications to government/service agencies, letters to affected and nearby landowners, notice in the Examiner (on 18 January 2024) and notice on the City's website.

No significant submissions of objection were received. State Government and servicing authorities were invited to comment on the proposal and provided only general comments/support for the proposal.

Summary of Submissions

Total No. of submissions received: 3

No. of submissions of objection: 0

No. of submissions of conditional support/no objection/comments only: 3

Refer to Schedule of Submissions attached to this report.

The closure of the subject 435 metre portion of Commercial Road reserve and its subsequent management for conservation and recreation purposes in conjunction with management of the adjoining Parks and Recreation Reserves, will facilitate the protection of the high environmental significance of Forrestdale Lake and the Nature Reserve.

The proposed road closure has been processed in-accordance with the requirements of the *Land Administration Act 1997*. The Department for Planning and Infrastructure – Land Asset Management Services is responsible for subsequent administration of the closed road reserve.

OPTIONS

Council has the following options:

1. Authorise a request being made to the Minister for Lands for the permanent closure of the portion of the Commercial Road reserve, subject to the land being created as a Crown Reserve for 'Conservation and Recreation' or amalgamated with a similar Crown Reserve.
2. Resolve not to support the request to close the subject portion of the Commercial Road reserve and advise the Department for Planning, Lands and Heritage of the reasons for that decision.

CONCLUSION

The closure of the road reserve will facilitate the management of Forrestdale Lake and Nature Reserve for conservation and recreation purposes, in accordance with recommendations of the Forrestdale Lake Nature Reserve Management Plan (Conservation Commission of Western Australia). The road reserve is not required for road purposes and could be added to the conservation area.

Recommended that Council support the road closure in accordance with Option 1.

ATTACHMENTS

1. [Commercial Road, Forrestdale - Road Closure - Location Plan](#)
2. Commercial Road, Forrestdale - Road Closure - Aerial Plan
3. Confidential Schedule of Submissions - Portion of Commercial Road, Forrestdale - Closure - *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

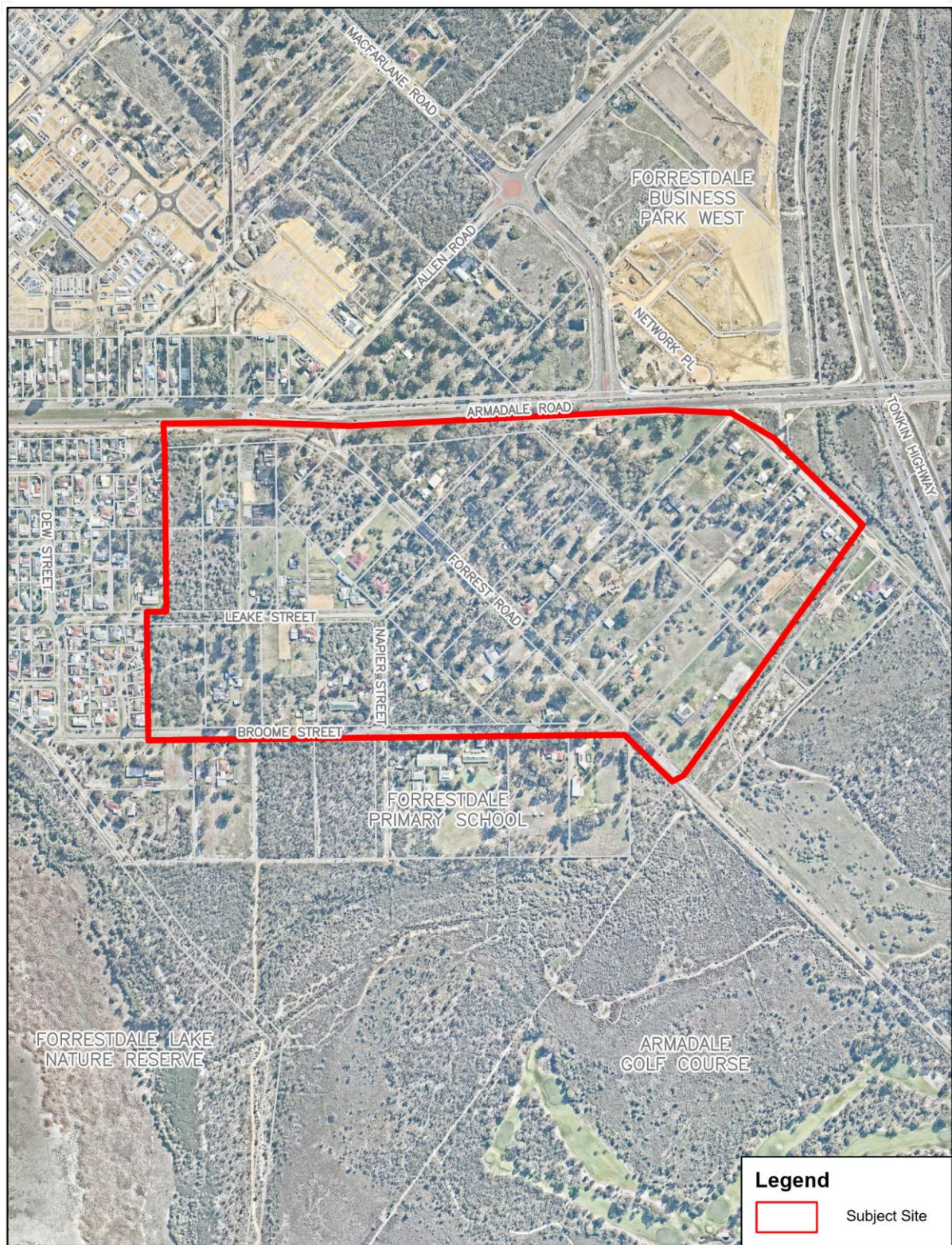
D1/3/24

That Council:

1. Pursuant to Section 58 of the *Land Administration Act 1997* request the Minister for Lands to permanently close the portion of Commercial Road, Forrestdale within the red border on the Location Plan, subject to the land being created as a Crown Reserve for 'Conservation and Recreation' or amalgamated with a similar Crown Reserve.
2. Advise the applicant and submitters of its decision.
3. Advise the Minister for Lands that the City will accept the indemnification against all claims for compensation in an amount equal to the amount of all costs and expenses reasonably incurred by the Minister for Lands in considering and granting the above requests pursuant to the *Land Administration Act 1997*.

Moved Cr S Peter
MOTION CARRIED

(8/0)



AERIAL PLAN
MRS Amendment Forrestdale Townsite East



SCALE 1 : 10000

DATE 16 February 2024 - REVISION 2401
p:\autocad\agenda_drawings\2024\1.january\forrestdale mrs amendment\forrestdale mrs amendment.dwg

Based on information provided by and with the permission of the
Western Australian Land Information Authority (using as Landgate (2012).
Aerial photograph supplied by Landgate. Photomaps by NearMap.

2.1 - MRS AMENDMENT FOR FORRESTDAL TOWNSITE EAST FUTURE URBAN AREA

WARD	:	LAKE
FILE No.	:	M/64/24
DATE	:	5 March 2024
REF	:	MK
RESPONSIBLE MANAGER	:	Executive Director Development Services
APPLICANT	:	CLE Town Planning and Design (on behalf of various landowners)
LANDOWNER ZONING MRS	:	Various Rural, Primary Regional Road
TPS No.4	:	Rural Living 2, Parks and Recreation Reserve - Local, Public Purpose - Drainage

In Brief:

- On 19 July 2023 WAPC resolved to initiate an amendment to the Metropolitan Region Scheme (MRS) to rezone land in Forrestdale Townsite East from “Rural” to “Urban” and “Urban Deferred” and reservation of land for “Parks and Recreation (Regional)” and “Primary Regional Road”.
- As part of the initial meetings, the City advocated for the protection of the wetlands in a Parks and Recreation reservation of the MRS, which is now proposed.
- The MRS amendment is being advertised for public comment for a period of 60 days from 12 January 2024 to 12 March 2024.
- Recommend that Council resolve to lodge a submission on the proposed amendment addressing the matters set out in this report.

Tabled Items

Nil

Decision Type

- | | |
|---|--|
| <input type="checkbox"/> 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. |
| <input type="checkbox"/> Executive | The decision relates to the direction setting and oversight role of Council. |
| <input checked="" type="checkbox"/> Quasi-judicial | The decision directly affects a person’s rights or interests and requires Councillors at the time of making the decision to adhere to the principles of natural justice. |

Officer Interest Declaration

Nil

Strategic Implications

- 2.1 Conservation and restoration of the natural environment;
- 2.1.5 Biodiversity is managed to preserve and improve ecosystem health;
- 2.2.1 Support and guide developers to achieve attractive, inclusive, and functional public open spaces and a high level of streetscape amenity within new developments;
- 2.2.3 Develop, improve and maintain quality parks, playgrounds and public open spaces throughout the City;
- 2.5.1 Ensure the City's planning framework is modern, flexible, responsive, and aligned to achieving the outcomes of the Strategic Community Plan and Corporate Business Plan;
- 2.5.2 Seek the retention of trees in new subdivisions and developments.

Legal Implications

Nil

State Legislation, Planning Policies and Strategies

Metropolitan Region Scheme
Perth and Peel @ 3.5 million
South Metropolitan Perth and Peel Subregional Structure Plan
Southern River/Forrestdale/Brookdale/Wungong District Structure Plan
State Planning Policy 2.8 Bushland Policy for the Perth Metropolitan Region
Draft State Planning Policy 2.9 Planning for Water
State Planning Policy 3.7 Planning in Bushfire Prone Areas
State Planning Policy 4.1 Industrial Interface
State Planning Policy 5.4 Road and Rail Noise

Council Policy/Local Law Implications

Local Planning Strategy 2016
Town Planning Scheme No.4
Strategic Community Plan 2020-2030
Corporate Business Plan 2022/23-2025/26
Draft Biodiversity Strategy 2024-2029

Budget/Financial Implications

Nil direct financial implications. Subsequent land development generates additional rate base, service demand, and capital and operational costs for new new/upgraded infrastructure/local facilities.

Consultation

The Department of Planning, Lands and Heritage (DPLH) are conducting public consultation with regards to the MRS amendment for a period of 60 days from 12 January 2024 to 12 March 2024. DPLH have invited the City to make a submission on the proposed amendment and the contents of that submission are the subject of this report. The City's submission must be lodged with DPLH by 26 March 2024.

The Strategic Planning Team is preparing an FAQ detailing the proposal and the various stages of the Planning processes that are required in order for the future urban precinct to be developed. This will be placed on a project webpage on the City's website along with any documents related to each stage of the Planning processes and updated as the various Planning processes progress.

BACKGROUND

The Metropolitan Region Scheme (MRS) sets out broad zones and reservations for the Perth Metropolitan Area and is constantly reviewed to reflect present and future regional planning and development needs.

The MRS amendment area is designated "Rural" and "Urban Expansion" with a "Short to Medium Term (2015-2031)" staging timeframe in the South Metropolitan and Peel Sub-Regional Planning Framework (Framework), which forms part of the State Government's Perth and Peel @ 3.5 million strategic suite of planning documents. A smaller area is identified as "Urban Investigation" due to a number of possible development constraints. This Urban Investigation area was also identified for possible Employment Generating Uses in recognition of the need for more Employment Generating Land in the City and, as a possible suitable land use given the constraints presented by the existing buffer to the future Water Corporation Wastewater Treatment Facility on the eastern side of Tonkin Highway and the noise impact from Tonkin Highway and Armadale Road.

A request was lodged by consultants, acting on behalf of some of the landowners, with the Western Australian Planning Commission (WAPC) in early 2023 for the area to be rezoned under the MRS to allow for future development of the potential new urban precinct.

Refer to Location Plan and Aerial Photo of the subject land attached.

Refer to extract from Perth and Peel @ 3.5 million map showing the area affected by the MRS Amendment.

On 19 July 2023, the WAPC resolved to endorse the recommendation of the Department of Planning, Lands and Heritage (DPLH) with regard to the lodged request as follows:

That the Western Australian Planning Commission resolves to:

- 1. prepare an amendment under section 35 of the Planning and Development Act 2005 to the Metropolitan Region Scheme as detailed in Attachment 5 - draft Amendment Report- Forrestdale Townsite East; and*
- 2. form the opinion under section 57 of the Planning and Development Act 2005 that the amendment does not constitute a substantial amendment to the Metropolitan Region Scheme having regard for the matters set out in the Planning Officer's report.*

DETAILS OF PROPOSAL

The MRS amendment proposes to rezone approximately 56.37 hectares (ha) in Forrestdale as follows:

- Rural zone to the Urban and Urban Deferred zones (49.63 ha);
- Parks and Recreation reservation (4.51 ha); and
- Primary Regional Roads reservation (2.23 ha).

To support the request for the MRS Amendment the applicant lodged the following documents with the Western Australian Planning Commission (WAPC):

- Environmental Assessment Report
- Transport Impact Assessment
- Bushfire Management Plan
- Transportation Noise Assessment
- District Water Management Strategy
- Engineering Servicing Report

Refer to Proposed MRS Amendment Plan attached.

The proposed amendment would facilitate the future residential development of the precinct including the provision of Public Open Space (POS) and provision of the MRS reservation required to enable future road widening on Armadale Road. Land currently reserved as Parks and Recreation (Local) under the City's TPS No. 4, that is classified as a Conservation Category Wetland and contains significant vegetation (Leake Street Reserve), is to be moved to the Parks and Recreation (Regional) reserve. This reservation is also to be expanded to include additional land currently in the Rural zone (that contains significant remnant vegetation associated with the wetland) that will also be reserved for Parks and Recreation (Regional).

Lifting of Urban Deferment Requirements.

The amendment is being partly zoned Urban Deferred as the following matter requires resolution prior to the transfer to the Urban zone:

A portion of the amendment area is located within a 500m buffer to a potential Water Corporation Wastewater Recycling Plant. Further consideration of the buffer area by the Corporation and compatible land uses will be required prior to its transfer to the Urban zone.

A Concept Plan has been provided by the applicant for internal review only (see Confidential Attachment). The Concept Plan identifies:

- Approximately six (6) hectares of Public Open Space (Local) reserves (including wetland buffers) that would be created as part of the subdivision and development of the amendment area;
- Widening of the Forrest Road reservation within the amendment area;
- A small Local Centre site at the intersection of Armadale Road and Forrest Road; and
- Potential location for the Sewerage Pump Station required to service the development.

Refer to Attachment - Concept Plan attached.

The layout of the future urban area will be determined through preparation of a Structure Plan following the MRS and Local Scheme Amendment processes.

The amendment is partly located within part of a Multiple-Use Wetland. A Conservation Category Wetland within Lot 397 Dumsday Drive and Lots 390 and 391 Leake Street (Reserve 33940 and known as Leake Reserve) is to be reserved as Parks and Recreation under the MRS. This Reserve is currently reserved as Parks and Recreation under the City's TPS No. 4. There are no Bush Forever sites within the area.

A detailed flora and vegetation survey was undertaken for the site and the vegetation condition ranges from 'Good' to 'Completely Degraded', with the majority in 'Degraded' or poorer condition. There are no threatened or conservation flora species but there is one priority 3 (three) flora species (*Jacksonia gracillima*), which is a small shrub. The occurrences of this Priority 3 species within the Urban Precinct are all within the Parks and Recreation Reserve (Regional) and the large central Public Open Space shown on the Concept Plan. Pockets of *Banksia* Woodland - Threatened Ecological Community (TEC) occur within the Urban Precinct. The applicant's report advises as follows with regard to this matter:

Black Cockatoo foraging habitat and significant remnant vegetation (*Banksia* woodland) that was identified by Focused Vision Consulting will be retained wherever possible, within areas of public open space, most notably that situated along Broome Street

Refer to Vegetation Survey Plan attached.

A 20-metre-wide portion of the Forrestdale Main Drain (within a Public Purpose reserve) is located abutting the southeastern edge of the amendment area. This known as Lot 501 Forrest Road. There are easements in place on both sides of the drain. The easement on the northwestern side of the drain is 10 meters wide and is within the MRS amendment area. The drain currently has rural-style fencing as it shares boundaries with private property.

City Officers have met with the consultants for the landowners with regard to the proposed MRS Amendment and the later Town Planning Scheme Amendment and Structure Plan and have identified matters to be addressed during those later processes.

COMMENT

Council must consider whether it will support or oppose the commencement of land use change in the precinct through the MRS rezoning/reclassification. Amendment of the MRS by WAPC will allow for further detailed planning and technical reporting to implement any change to the MRS through an amendment to the City's TPS No.4 and a proposed Structure Plan, before any implementation/works commence at subdivision and development stages.

Co-ordination of Local and Region Scheme Amendments

Under Section 126(3) of the *Planning and Development Act 2005* the WAPC has the option of concurrently rezoning land being zoned Urban under the MRS to a 'Development' zone (or equivalent) in a Local Planning Scheme (LPS). In accordance with standard practice a decision on the concurrent LPS amendment of the site is undertaken after the public submission period. It is essential that the City advise the WAPC in the submission on the MRS amendment that concurrent amendment of the City's Planning Scheme is not acceptable for the following reasons:

- The need to include the precinct in a Development Area on Special Control Area Map No. 3; and
- The need for appropriate requirements to be included in Schedule 8 Development (Structure Plan) Areas of TPS No. 4 to be addressed during the preparation of the Structure Plan for the precinct including:
 - a) Noise impact assessment related to Armadale Road and Tonkin Highway;
 - b) Servicing Report;
 - c) A District Water Management Strategy;
 - d) Environmental Impact Assessment including Flora and Fauna assessment and protection strategies where required;
 - e) Retail Impact Assessment with regard to the proposed Local Centre;
 - f) The buffer to the future Wastewater Treatment Facility that affects the precinct;
 - g) Traffic Impact Assessment; and
 - h) Bushfire Hazard Assessment.

Specific development considerations for later stages, and key recommendations for future development, are addressed below.

Drainage and Groundwater

The area is characterised by wetland features, high groundwater table and seasonal inundation. Management of these factors in an urban development context will be influenced by various documents including the Southern River / Forrestdale / Brookdale / Wungong District Structure Plan (DSP) Urban Water Management Strategy (JDA 2002), Southern River Integrated Land and Water Management Plan (Department of Water 2009), and the Forrestdale Main Drain – Arterial Drainage Scheme (Water Corporation 2010) including mitigating any potential for increased flooding of adjoining properties. In broad terms these strategies sought to address drainage issues in an environmentally responsible manner addressing factors such as, but not limited to, post development storm water flows and groundwater levels, water quality, regional drainage impacts, existing wetlands, catchment management, flood events, land acquisition and post-development monitoring. The strategies also drew together Southern River/Forrestdale/Brookdale/Wungong District Structure Plan (SRFWBDSP) local governments, state agencies/authorities and service providers to facilitate coordinated outcomes.

The area now known as the Forrestdale Townsite East Urban Precinct was analysed for various inputs during preparation of the above strategies (e.g. catchment modelling), however this was undertaken in the context of rural land use rather than urban residential development. The underpinnings of the proponent's District Water Management Strategy (DWMS), and future subsequent local water management strategies (at structure planning stage) and urban

water management plans (at subdivision stage) will review findings, update modelling, and apply current policy/best practice.

The applicant's report states the following with regard to the Forrestdale Main Drain, which abuts the future Urban Precinct:

Pre-development external flow rates and paths will be maintained post-development, in accordance with the Forrestdale Main Drain Arterial Drainage Strategy.

Interface of the Water Corporation's Main Drain and Western Power easements and future urban area.

The 20 meter wide Main Drain (Lot 501 Forrest Road) abuts the boundary of the future urban area the subject of this MRS amendment. A 10-meter-wide easement runs parallel to the Drain reserve within the MRS amendment area and a 30-meter-wide easement abuts the south side of the Water Corporation's land. These easements on either side of the main drain are to the benefit of Western Power (formerly SECWA) and contain high voltage power infrastructure. It will be necessary for the easement to be further evaluated as part of the Structure Plan preparation to ensure it is not impacted in future by flooding from the Water Corporation's Main Drain. The Concept plan provided by the applicant shows that it is proposed to construct a road along almost all of the boundary of the Main Drain (over the Western Power easement) as well as some small portions of Public Open Space and a possible site for a future sewerage pump station.

Currently, there is rural-style fencing between the Main Drain (Lot 501) and privately owned properties. It is likely if fencing is proposed to be replaced along the drain corridor when urban development proceeds that the fencing would be 1.8m high cyclone mesh fencing similar to Water Corporation drains existing in Armadale, Kelmscott, Camillo, Seville Grove and other suburbs within the City so it is important that the City highlight its desire for an option that will achieve a better outcome in terms of visual amenity than other existing drains.

The future construction of a road between the Main Drain and future residential lots, along with some small areas of POS, provides an opportunity for the fencing along the drain to be removed and for the amenity of the future streetscape to be addressed through planting of trees and shrubs along the side of the future road that will abut the Main Drain. However, the existence of the Western Power easement along this alignment may prevent the establishment of any planting. The applicant needs to investigate these matters during preparation of the Structure Plan to clearly ascertain the likely outcome in terms of visual amenity.

Aboriginal Heritage

There are a number of Aboriginal Heritage sites identified near to the MRS amendment area within the Wungong Urban Water Master Plan Area (a few hundred meters east of the amendment area) and also around Forrestdale Lake (south of the Amendment area). There aren't any Aboriginal Heritage sites currently identified within the amendment area but, given the existence of a wetland within the amendment area and the existence of other heritage sites adjacent to the amendment area it is considered that an Aboriginal Heritage Survey should be completed as part of the Local Scheme Amendment and Structure Plan processes.

Environmental Protection Authority (EPA) Advice and Determination

Prior to commencement of the public consultation process, DPLH referred the proposed MRS amendment to the EPA for determination of the level of assessment and advice of any key environmental considerations. The EPA's determination was as follows:

After consideration of the information provided by you, the EPA considers that the proposed scheme should not be assessed under Part IV Division 3 of the Environmental Protection Act 1986 (EP Act) but nevertheless provides advice and recommendations.

The EPA's assessment included the following Preliminary Environmental Factors: Flora and Vegetation, Terrestrial Fauna, Inland Waters and Social Surroundings. The EPA's determination advised that the following Potential Significant Effects were applicable to the proposal:

- *implementation of the scheme amendment may result in the clearing of native vegetation and habitat for threatened species of black cockatoo;*
- *Implementation of the amendment may also result in impacts to a conservation category wetland (CCW), modified hydrological regime, and potential exposure of future sensitive land uses to odours from potential future use/operation of an existing Water Corporation facility outside the amendment area.*

With regard to protections required, the EPA advised as follows:

- *Portions of the proposed amendment area have been proposed for retention as 'Parks and Recreation' reservation, including areas of potential black cockatoo habitat and mapped CCW. Future development of the amendment area should retain potential black cockatoo habitat trees and protect areas of consolidated black cockatoo habitat as Public Open Space;*
- *Future lifting of the proposed 'Urban Deferred' zoned area should be dependent on the outcomes of further planning and environmental investigations considering potential impacts to sensitive land uses. EPA advice is provided recommending actions to protect and restore environmental values and mitigate and manage potential environmental impacts;*
- *To mitigate impacts to terrestrial environmental values, the EPA notes that approximately 4.5 ha of the amendment area is proposed for transfer to the 'Parks and Recreation' reserve, which will provide for the retention of:*
 - *Potential black cockatoo habitat, including three trees with hollows considered suitable for black cockatoo breeding.*
 - *10 of the 11 recorded occurrences of *Jacksonia gracillima* priority 3 flora species within the amendment area.*
 - *Wetland vegetation providing contiguity and connection with existing neighbouring reserves and Bush Forever site.*

Refer to full copy of the EPA's Determination and Advice attached.

ANALYSIS

City of Armadale Draft Biodiversity Strategy 2024-2029

The City's Draft Biodiversity Strategy states that any natural area that supports Threatened and/or Priority flora and/or fauna species is considered to have conservation value and is considered a significant Local Natural Area (LNA). The Forrestdale Townsite East Urban Precinct does contain areas of Banksia Woodland which is listed as Threatened Flora. The majority of this in the MRS Amendment area is located within the Leake Street Reserve and adjoining properties. Predominantly the remnants of this species will be included in the area of land proposed to be reserved under the MRS for Parks and Recreation (Regional). Some additional remnants of Banksia Woodland will be located within areas identified on the Concept Plan provided by the applicant for Public Open Space.

State Government Strategies and Planning Policies

There are a large number of State Government Strategies and State Planning Policies that apply to the planning and development of the Forrestdale Townsite East Urban Precinct, and these are discussed below:

Perth and Peel @ 3.5 million / South Metropolitan and Peel Sub-Regional Planning Framework

The State Government's Perth and Peel @ 3.5 million suite of planning documents make the case for a more considered, connected, consolidated urban form. The South Metropolitan and Peel Sub-Regional Planning Framework (Framework) forms part of the Perth and Peel @ 3.5 million strategic suite of planning documents. The amendment area is designated "Rural" and "Urban Expansion" with a "Short to Medium Term (2015 - 2031)" staging timeframe. A smaller area is identified as "Urban Investigation" with the following matters specific to this site:

- Determine exact extent of the water resource precinct buffer;
- Determine specific employment generating land uses (e.g. bulky goods/light industry in nature) that are compatible with the water resource precinct buffer;
- Refine the specific area to be used for employment generating uses.

The "Urban Investigation" designation corresponds with a buffer associated with the former Water Corporation Brookdale Liquid Waste Treatment Facility to the east of Tonkin Highway. The Corporation is investigating the potential of a wastewater recycling plant for this site. In the Southern River/Forrestdale/Brookdale/Wungong District Structure Plan (SRFWBDSP) a generic 500 m buffer was identified for the future wastewater site, and this is included in the City's Special Control Area Map 2 which is part of TPS No. 4. Therefore, this area is to be zoned Urban Deferred pending further consideration of this buffer area by the Corporation and compatible land uses prior to its transfer to the Urban zone.

It is important that the final consideration of the buffer required takes into consideration not just the impact on residential development within the area covered by the proposed MRS Amendment 1408/57 but also the potential impact on:

1. Forrestdale Business Park and existing, proposed, and possible future incompatible land uses such as food businesses and other sensitive land uses;
2. The committed Armadale Regional Sporting Facility on the eastern side of the Water Corporation site; and
3. The future residential development of land owned by the Western Australian Planning Commission to the south of the Water Corporation site within the Wungong Urban Water Area Master Plan.

It is noted that plans in the WAPC's agenda item (from 19 July 2023) on the proposed MRS Amendment incorrectly show MRS zoning over the land on the eastern side of Tonkin Highway that is in Development WA's Redevelopment Area and is not zoned under the MRS. This should be corrected by WAPC as it impacts on the MRS Amendment proposal.

Southern River / Forrestdale / Brookdale / Wungong District Structure Plan (DSP)

The amendment area is located within the DSP and provides a district level planning framework for the locality, setting out a higher-level context for land use, major roads, commercial centres, community infrastructure and public open space. The DSP shows the land as being relatively unconstrained and suitable for development, identifying the Amendment area largely for future urbanisation, sleeved by 'Rural Living' as a transition to Forrestdale Lake, noting that planning needs to recognise the Water Corporation proposed facility located to the east of Tonkin Highway.

State Planning Policy 2.8 - Bushland Policy for the Perth Metropolitan Region

State Planning Policy 2.8 - Bushland Policy for the Perth Metropolitan Region (SPP 2.8) aims to provide a policy and implementation framework that will ensure bushland protection and management issues are addressed and integrated with broader land use planning and decision making. The policy applies to the Perth Metropolitan Region and deals with two distinct subjects, being Bush Forever areas and local bushland.

A detailed flora and vegetation survey was undertaken for the site and the vegetation condition ranges from 'Good' to 'Completely Degraded' with the majority in 'Degraded' or poorer condition. No threatened or conservation flora species are located within the site however, one designated priority flora species (*Jacksonia gracillima*) has been identified within Leake Reserve. No Bush Forever sites are located within the area. A pocket of Banksia Woodland - TEC is to be retained in POS. A fauna survey also confirmed the site may contain roosting, foraging habitat or hollows for Black Cockatoos and consideration under the *Environment Protection and Biodiversity Conservation Act 1999* will be required. The Concept Plan provided by the applicant (see Confidential attachment) identifies where these trees are located. The additional Parks and Recreation reserved land proposed along with the various POS areas will enable not just the retention of the Banksia Woodland but also many other mature trees.

Draft State Planning Policy 2.9 - Planning for Water (Draft SPP 2.9)

Draft State Planning Policy 2.9 - Planning for Water (Draft SPP 2.9) is to ensure that planning and development considers water resource management and includes appropriate water management measures to achieve optimal water resource outcomes at the various stages of the planning process. The Department of Water and Environmental Regulation (DWER) has approved a District Water Management Strategy (DWMS) for the site.

State Planning Policy 3.7 - Planning in Bushfire Prone Areas (SPP 3.7)

State Planning Policy 3.7 - Planning in Bushfire Prone Areas (SPP 3.7) forms the foundation for land-use planning to address bushfire risk management in Western Australia. It is used to inform and guide decision-makers, referral authorities and proponents to achieve acceptable fire protection outcomes on planning proposals in bushfire-prone areas. A Bushfire Management Plan has been considered by the Department of Fire and Emergency Services and it demonstrates that the site can comply with the requirements of SPP 3.7.

State Planning Policy 4.1 - Industrial Interface

State Planning Policy 4.1 - Industrial Interface provides guidance for considering proposals to rezone land for sensitive uses in the vicinity of various industry types. The objectives are to protect existing and proposed industry and infrastructure facilities from encroachment by incompatible land use that would adversely affect efficient operations, avoid land use conflict and promote compatible land uses in areas impacted by existing and proposed industry and infrastructure facilities. The Water Corporation is investigating a potential wastewater recycling plant to be located east of Tonkin Highway and there could be the need for a 500 m buffer. Therefore, WAPC proposes that the land within the buffer area is to be zoned Urban Deferred pending further consideration by the Water Corporation and compatible land uses prior to its transfer to the Urban zone.

As previously stated, reconsideration of the extent and location of the buffer needs to consider not just the future residential development within the Forrestdale Townsite East Urban Precinct but also existing, proposed and approved land uses to the south, north and east of the future wastewater facility such as Forrestdale Business Park, the planned Armadale Regional Recreation Reserve and WAPC landholdings proposed for future residential development.

The Applicant's Engineering Servicing Report contains plans showing possible outcomes with regard to the location of the future Wastewater Treatment Plant within the Water Corporation's land and alternative buffer locations that could apply in order to enable all of the Forrestdale Townsite East Urban Precinct being zoned to Urban and none being designated Urban Deferred. This is not considered to be an acceptable outcome at this time as Water Corporation have not carried out any detailed site or facility type planning to date, and it is unknown where the facility will eventually be located within the site and what the final extent of the buffer that will be required will be. In addition, the alternative buffer location shown on the plan in the Engineering Servicing report starts from the centre of the proposed facility and not the outside of the facility or the boundaries of the Water Corporation site. Currently the buffer is 500m measured from the Water Corporation site boundaries and maybe this will be reduced or move with further detailed planning by Water Corporation but there are too many unknown aspects at this stage.

The ultimate location and type of wastewater facility on the Water Corporation's land and the concurrent impact of the final buffer area for this facility has the potential to impact what development can occur on the land committed for the Armadale Regional Sporting Facility and the land owned by the WAPC and intended for future urban development. The location of the buffer to the Water Corporation's facility could prevent aspects of these developments from being developed to their full potential. For example, club facilities could be restricted within the buffer.

The submission to the WAPC by the City should include a requirement for the Urban Deferred zone being retained for the area affected by the buffer to the further Wastewater Treatment Plant until such time as Water Corporation have completed planning for the type and exact location of this facility and the final required buffer extent can be determined.

State Planning Policy 5.4 - Road and Rail Noise

State Planning Policy 5.4 - Road and Rail Noise seeks to minimise the adverse impact of road and rail noise on noise-sensitive land use and/or development within the specified trigger distance of major transport corridors. The Policy also seeks to protect the functionality of the State's transport corridors by protecting them from encroaching incompatible development. The amendment area abuts Tonkin Highway and Armadale Road and a noise assessment is to be undertaken in the subsequent local structure planning stage. This will give an understanding of future road noise and mitigation treatments such as Quiet House Design criteria and notifications on title.

It should be noted that in future Main Roads WA intend to convert the Tonkin Highway/Armadale Road intersection to a grade separated intersection and any noise assessment should consider the implications of this future change on noise levels.

OPTIONS

The following options are available to Council:

1. Resolve to support the WAPC progressing MRS Amendment 1408/57 and lodge a submission in accordance with the discussion and key recommendations in this report;
2. Decline to support the WAPC progressing MRS Amendment 1408/57 and lodge a submission specifying its reasons;
3. Not lodge a submission on MRS Amendment 1408/57.

CONCLUSION

The transfer of land in Forrestdale Townsite East Urban Precinct to the Urban and Urban Deferred zones, and the Parks and Recreation and Primary Regional Road reservations under the MRS represents a logical zoning progression for future urban development, which is either supported by the relevant high level strategic planning documents or is consistent with their general objectives. The area adjoins existing development within the Forrestdale townsite and is directly south of the Anstey-Keane Urban Precinct and will consolidate the urban form of the locality.

Perth and Peel@3.5 Million, the SRFBWDSP and other strategic documents also establish the broad considerations for bringing potential urban land in Forrestdale on-stream for development by MRS Amendment. This strategic planning framework allows for subsequent processes such as amendments to TPS No.4 for local rezoning and a Development Contribution Plan, and Structure Plan approval.

The specific matters detailed in this report that need to be addressed in the City's submission to the WAPC are that the MRS amendment is supported subject to:

- WAPC/Minister for Planning not approving a concurrent amendment to the City's TPS No.4;
- The portion of the Urban Precinct inside the current 500m buffer to the Water Corporation's future wastewater treatment facility site being zoned Urban Deferred as proposed in WAPC's proposal.

Subject to the future landowners/developers satisfying or responding to the matters raised in this report there is no impediment to progressing to the next stage of planning.

In this regard Option 1 is recommended.

ATTACHMENTS

1. FTE MRS Concept Plan
2. FTE MRS Perth Peel extract plan
3. FTE MRS Vegetation Survey Plan
4. FTE MRS Zoning Plan
5. EPA Advice and Determination

D2/3/24

RECOMMEND

That Council:

1. **Advise the Western Australian Planning Commission that the City supports MRS Amendment 1408/57 to rezone the Forrestdale Townsite East Urban Precinct to Urban and Urban Deferred zones and the reservation of parts of the precinct for Parks and Recreation (Regional) and Primary Regional Road under the Metropolitan Region Scheme as shown on the MRS Amendment Map for Amendment 1408/57, subject to the following:**
 - a) **A separate Town Planning Scheme Amendment being prepared for the precinct to enable the insertion of requirements to be addressed at Structure Planning and Subdivision stages of development of the area;**
 - b) **The Urban Deferred zone being retained for the area affected by the buffer to the further Wastewater Treatment Plant until such time as Water Corporation have completed planning for the type and exact location of this facility and the final required buffer extent can be determined;**
 - c) **Corrections being made to the zoning plan for the MRS amendment as the plan incorrectly shows MRS zoning and reserves over the land on the eastern side of Tonkin Highway that is under the control of Development WA and is not zoned under the MRS.**

2. **Request that the submission to WAPC include a request for a deputation by City officers at the meeting of the WAPC at which the MRS Amendment is determined.**

3. **Advise the proponent to continue to liaise with the City in preparing applications and technical studies in support of a future amendment to TPS No.4 and future structure plan including (but not necessarily limited to):**
 - a) **Noise impact assessment related to Armadale Road and Tonkin Highway;**
 - b) **Engineering Servicing Report;**
 - c) **A Local Water Management Strategy;**
 - d) **Environmental Impact Assessment including Flora and Fauna assessment and protection strategies where required;**
 - e) **Retail Impact Assessment with regard to the proposed Local Centre;**
 - f) **The buffer to the future Wastewater Treatment Facility that affects the precinct;**
 - g) **Traffic Impact Assessment;**
 - h) **Bushfire Hazard Assessment;**
 - i) **Aboriginal Heritage Survey;**
 - j) **A Sustainability Strategy that addresses retention of existing trees wherever possible, climate change, tree canopy, minimization of creation of urban heat islands and urban greening;**
 - k) **Rationalisation of some of the smaller POS areas shown on the Concept Plan into larger POS areas. This is relevant for future maintenance considerations;**
 - l) **Further information on the potential use and treatment of the road widening for Forrest Rd required by the Water Corporation for its infrastructure; and**
 - m) **Advice on the Water Corporation's drainage corridor and interface with the future Urban area – removal of fencing between Drain and the proposed Road shown on the Concept Plan and planting of trees and shrubs within the proposed road reserve verge abutting the drain.**

**Moved Cr S Mosey
Opposed Cr S Peter
Seconded Cr C M Wielinga
MOTION CARRIED**

(7/1)

2.2 – DEVELOPMENT APPLICATION FOR PRINCIPAL SHARED PATH RAMP AND BRIDGE OVER ARMADALE ROAD, AND ADJOINING PUBLIC REALM UPGRADES

WARD : HERON
MINNAWARRA
FILE No. : M/9/24
DATE : 5 March 2024
REF : SW
RESPONSIBLE : Executive Director
MANAGER : Development Services

In Brief:

- The Byford Rail Extension (BRE) project will elevate the railway line through the Armadale City Centre and the Armadale Train Station.
- The fourth development application associated with the BRE project has been received for the new Principal Shared Path (PSP) ramp and bridge over Armadale Road and public realm upgrades from the south side of Armadale Road to the northern extent of the Viaduct structure.
- This development application will be determined by the WAPC as the proposal is for public works and is mostly located within Planning Control Area (PCA) No.164.
- Recommend that Council advise the WAPC that it supports the application subject to conditions.

Tabled Items

Nil.

Decision Type

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

Officer Interest Declaration

Nil.

Strategic Implications

- 1.2.1.6 Support projects that improve the perception and safety of patrons on the Armadale Line and increase train patronage.
- 2.2.2.6 Develop a Public Realm Strategy and implementation plan for the Armadale City Centre.
- 3.1.2.1 Participate in the MetroNet working group for the Byford extension and advocate for outcomes that support the future growth of the Armadale City Centre.
- 1.2.3 Provide for a diverse range of active and passive recreational pursuits within the City.
- 2.2.2 Improve the amenity of streetscapes in established suburbs to provide an attractive, shaded network that connects residents to locations of interest.
- 2.2.4 Develop, improve and maintain quality parks, playgrounds and public open spaces throughout the City.
- 3.1.2 Advocate for the Armadale Strategic Metropolitan City Centre Structure Plan and cultivate the strategic partnerships necessary for its successful implementation.
- 4.1.1 Advocate for the delivery of key transformational projects.

Legal Implications

Public Works Act 1902

Planning and Development Act 2005

Railway (METRONET) Act 2018

Environmental Protection (Noise) Regulations 1997

Disability Discrimination Act 1992

Metropolitan Region Scheme

WAPC's State Planning Policy 5.4 - Road and Rail Noise (SPP 5.4)

Town Planning Scheme No.4

ENG6 - Street Trees

Council Policy/Local Law Implications

PLN 2.4 - Landscape Feature and Tree Preservation

PLN 3.12 - Percent for Public Art

PLN 3.14 - Designing Out Crime

Budget/Financial Implications

Whilst the WAPC are considering a development application at this time, it is important to note that the City's advice on the development application and the WAPC's decision should not be construed as acceptance of management of assets by the City. The City's acceptance of management responsibilities will require further discussions and the contractors and PTA/MetroNet achieving the City's standards for assets. Future proposals to transfer management of some of the public realm upgrades contained in this application to the City will be the subject of future reports for Council's consideration.

Consultation

1. City of Armadale Staff participating in working groups and providing comment on ‘design packages’.
2. MetroNet online survey regarding public spaces created by viaduct/train station.
3. Advertising of development application by the WAPC.

BACKGROUND

Subject Site

The section of railway reserve north of Armadale Road is straddled by Railway and Streich Avenues, which have Residential zoned properties on either side of them that are split-density coded in order to facilitate redevelopment for transit orientated development. Both are busy distributor roads that carry high traffic volumes and are characterised by mature trees and large shrubs which currently screen the railway line for a significant length. A Principal Shared Path (PSP) runs alongside the railway reserve in the eastern verge of Railway Avenue and there is also an at-grade pedestrian crossing over the railway line, approximately 300m north of Armadale Road.

The portion of the site south of Armadale Road is located on:

- vacant freehold land to the west of the railway reserve.
- railway reserve; and
- road reserve to the west of the railway reserve which is landscaped and forms part of the City’s event space, known as ‘Frog Hollow’.

The existing drainage network is predominately ‘pit and pipe’ infrastructure that flows west and runs along the local roads to the west of the corridor. Drainage within the rail corridor is predominately a network of open channels that manages rail runoff and discharges at select locations into the City’s drainage network.

Byford Rail Extension Project

This project will:

- extend the Armadale Line and PSP approximately 8km south to a new train station in Byford;
- remove all existing level crossings from (and including) Armadale Road to the new Byford Station;
- remove the three level crossings within the Armadale City Centre by the grade separation of the railway onto a viaduct that shall run above Armadale Road, Forrest Road and Church Avenue;
- Make some modifications to the sections of Armadale Road, Forrest Road and Church Avenue which are affected by the viaduct;
- rebuild Armadale Station as an elevated station at the same level as the viaduct, which will form part of a subsequent development application; and
- rebuild significant sections of the existing PSP to current standards, to accommodate the railway viaduct and modifications being made to Armadale Road.

The State Government awarded the contract to construct the BRE to the 'MetCONNx' Alliance comprising Laing O'Rourke Australia Construction Pty Ltd, Pritchard Francis Consulting Pty Ltd and Kellogg Brown & Root Pty Ltd.

Metropolitan Region Scheme

The subject area is primarily within the Metropolitan Region Scheme's Railway Reservation and Primary Regional Road Reservation.

Lot 301 Abbey Road is zoned Urban and Lot 304 is zoned (but not yet acquired for) Primary Regional Road under the Metropolitan Region Scheme.

Planning Control Area

The WAPC has declared a Planning Control Area (PCA) No.164 over some land in Armadale, in support of the BRE project (see Attachments). Declaration of a PCA under the *Planning and Development Act 2005* is a statutory planning process used to protect strategically important land from inappropriate development and can facilitate acquisition by the WAPC where required.

Applications for development approval in a PCA must be submitted to the relevant Local Government, who must, within 30 days of receiving the application, forward it together with its recommendation, to the WAPC. The WAPC determines development applications for land within a PCA. This development application for a new PSP ramp and bridge over Armadale Road and public realm upgrades only relates to a portion of the PCA.

The subject portions of Lots 301 & 304 and road reserve to the west of the railway reserve are not located within PCA No. 164.

PLN 2.4 – Landscape Feature and Tree Preservation

PLN 2.4 – Landscape Feature and Tree Preservation identifies mechanisms for protection of significant trees through the planning and development process. While the applicant and the WAPC may have regard for this Local Planning Policy, and it has informed the application to some extent, however the applicant argues the WAPC is not bound by the Policy where the subject site is located in a PCA and the WAPC is the determining authority.

PLN 3.14 - Designing Out Crime

The objectives of PLN 3.14 - Designing Out Crime are to:

- a) *Encourage development within the City to incorporate designing out crime principles;*
- b) *Provide guidance in relation to built outcomes that assist in supporting the reduction in actual and perceived crime and anti-social behaviour; and*
- c) *Provide guidance on the design and assessment of planning proposals.*

The PSP ramp and public realm upgrades should be designed to minimise crime and anti-social behaviour and maximise opportunities for legitimate activity, in accordance with these policy objectives.

MetroNet Public Art Strategy

MetroNet's Public Art Strategy, which was published in October 2019, identifies the following objectives for public art delivery across the MetroNet program, including the BRE project:

- *Drive the delivery of a diverse program of high-quality progressive, bold, meaningful and inspiring public art that is reflective of and valued by the community.*
- *Support the appeal and legibility of public spaces connected to stations and other transport infrastructure by creating points of interest, landmarks and destinations; supporting walkability and building a sense of adventure.*
- *Help animate public spaces, showcase local cultures and build place identity.*
- *Celebrate and/or honour, respect and acknowledge Australia's First People by promoting, engaging and responding to local Aboriginal connection to place, culture, community, heritage and history.*
- *Encourage creativity and innovation, and support the development of creative capital, employment opportunities and the sustainability of the professional and emerging local arts sector.*
- *Leave a positive project legacy to acknowledge the significance of METRONET.*

Development Application for Railway Viaduct

At its meeting of 22 May 2023 Council considered the development application for the railway viaduct and resolved to advise the WAPC that it supported that application subject to certain conditions. The WAPC considered and determined that application for the railway viaduct on 19 July 2023 and because of the applicant's staged approach to the project, the following conditions and advice notes for the railway viaduct are also relevant to this application:

5. *A revised Tree Retention Strategy shall be submitted to and approved by the Western Australian Planning Commission, on the advice of the City of Armadale, prior to the commencement of site works. Once approved, the Tree Retention Strategy is to be implemented in its entirety to the satisfaction of the Western Australian Planning Commission.*
7. *A Schedule of Materials and Finishes showing design treatments and artwork being applied to the viaduct and piers which shall be submitted and approved by the Western Australian Planning Commission, on the advice of the City of Armadale and the Government Architect, prior to the commencement of operations. Once approved, the plan is to be implemented in its entirety.*
8. *A detailed Landscape Plan shall be submitted and approved by the Western Australian Planning Commission, on the advice of the City of Armadale, prior to the commencement of operations. Once approved, the Landscape Plan is to be implemented in its entirety.*

Advice Notes:

4. *In regard to Condition 5, the Tree Retention Strategy is to address;*
 - a. *The arborist's recommendations from the Visual Tree Assessment and Preliminary Report; and*
 - b. *Management of soil profile including restricting equipment within certain radius of specific areas and establishing tree protection zones.*

The Western Australian Planning Commission notes the tree retention strategy has a target of 72% tree canopy retention.

6. *In regard to Condition 8 the detailed design plans (including cross-sections, long-sections and elevations) the locations and design treatments being applied to the piers and viaducts is to examine:*
 - a. *public art opportunities;*
 - b. *ensure drainage of the viaduct accounts for visual amenity considerations the functionality of the public realm; and*
 - c. *consideration is given to public art on the eastern side of the viaduct as it crosses Armadale Road.*

Despite advocacy from the City, the area north of Armadale Road was disproportionately affected by tree clearing done under the planning approval for the railway viaduct. As a result there has been an expectation that the same area will be a focus for the new tree planting which is required to meet the project's canopy replacement targets.

Relocation of Plane and Pear Trees

At its Ordinary Meeting of 11 September 2023 Council considered a report about relocation of two large London Plane trees and 6 Pear trees from the portion of Frog Hollow closest to the railway reserve, and resolved:

- “1. *Pursuant to Section 6.8 of the Local Government Act 1995, amend* the 2023/24 budget as follows: Increase in Expenditure Account 5510 410399 66130 1001 - Service Delivery Parks Street Trees Contractor Expenses by \$60,000*
2. *Notes that the funding source for the expenditure will be determined as part of the Budget Review later this year.”*

The City subsequently relocated the Plane trees to Rotary Park and the Pear trees to Matthew Stott Reserve.

Treatment of Viaduct Columns

The viaduct columns, as a minimum standard of treatment, shall each be painted in a different colour and in specified areas such as the Armadale Road crossing some higher specification treatments shall be applied to the columns: this treatment is addressed in the project's Public Art Strategy.

Acquisition of Freehold City of Armadale Land for PSP Ramp

At its Ordinary Meeting of 27 November 2023 Council considered a report regarding a PTA proposal to acquire a portion of Lots 301 and 304 Abbey Road for the purpose of a PSP ramp. The City is awaiting an offer from PTA for the acquisition of the land for the City's consideration.

DETAILS OF PROPOSAL

This fourth BRE development application is proposing the following non-exempt development:

- PSP Bridge including a Welcome Gateway.
- PSP Ramp; and
- Public Realm Upgrades.

The adjoining section of Armadale Road is also being upgraded as part of the BRE project and the design of that upgrade is to be integrated with the abovementioned infrastructure.

PSP Bridge and Ramp

The proposed PSP bridge begins approximately 230 meters north of Armadale Road, on the western side of the rail corridor. The path will gradually incline upwards at a gradient of approximately 6%, as it extends southward to reach approximately the same height as the railway viaduct. The PSP bridge and railway viaduct run parallel to each other as they cross Armadale Road and then on the decline south of Armadale Road the PSP will divert west, into a circular ramp at approximately a 3% gradient in compliance with Australian Standard 1428 which is compliant with the *Disability Discrimination Act 1992*.

The City advocated for retention of the street trees in Aragon Court, including a large heritage tree which is approximately 250 – 400 years old. The PSP ramp is a response to that advocacy, as it gets the PSP off the northern, parallel alignment, which would have required removal of additional trees in Aragon Court. The ramp's configuration where two loops are stacked is an unusual one: the City is not aware of a similar example in the metropolitan area.

Other proposed design features are:

- Minimum PSP width of 4 metres.
- 19 supporting columns to be finished in a neutral grey colour.
- A set of precast concrete stairs located at the northern end of Aragon Court.
- Minimum balustrade height of 1.4m, except where the bridge crosses Armadale Road, requires a barrier to the railway viaduct or requires privacy screening (see below); and
- Lighting as per Main Roads WA specification.

Limited specific access, security or Crime Prevention Through Environmental Design (CPTED) reporting was provided with the application.

PSP Ramp - Privacy Screening, Visual Amenity and CPTED Principles

Given the height of the proposed structure, the nature of its use and proximity to adjoining residential properties, there are potential impacts in terms of visual impact and privacy. The application acknowledges these issues and outlines its intention to screen the ramp portion of the structure from adjoining properties (for privacy) using a combination of retained trees and, where there is a gap in the screening vegetation, an opaque visual privacy screen with a minimum height of 1.8m.

The proposed privacy screening is approximately 37m long and located opposite the Aragon Court cul-de-sac head and a portion of the northern boundary of Lot 4 (26) Aragon Court. The application appears to assume that the retained trees will provide sufficient privacy screening to the balance of Lot 4 and the grouped housing site behind it, which is Lot 14 (24) Aragon Court.

There are also CPTED issues associated with limited opportunities for surveillance of users, the length of the ramp in-between access and egress points, and its relative inaccessibility from adjoining streets; for example if someone observed a security incident occurring in the ramp while they were driving on the adjoining section of Armadale Road, it would be difficult for them to park their car quickly and safely if they wanted to intervene.

Welcome Gateway

The proposed Welcome Gateway would be fixed to the western side of the PSP bridge where it crosses Armadale Road, and for traffic from the west it will highlight arrival at the Armadale City Centre. It also functions as a visual treatment screening the PSP bridge and railway viaduct, in a highly prominent location where west-bound traffic would previously have had a view of the foothills beyond.

The City had been advocating for this entry statement for some time and as noted above, Council resolved to negotiate a contribution toward an upgrade of the current proposal, using some funds from the freehold land sale of a portion of Lots 301 and 304. The application acknowledges that the Welcome Gateway as presented is a placeholder concept and a condition of development approval would enable work to continue on the design and finishes for this piece of infrastructure (refer Attachment for current 3D render).

The plans show the Welcome Gateway comprising a series of maroon fins which are a similar treatment to one used on the new Armadale Station. Maroon and golden coloured screening is also proposed to artistically replicate the outline and views of the Darling Scarp during the late afternoon sun. The City has provided the following advice to the applicant regarding the design:

- The 4 x standard PSP light poles extending above the screen distracts from the intended effect and should be replaced with a lower form of lighting;
- The throw screen behind the Welcome Gateway should be reduced in height so that it does not distract from the intended effect.
- The City wants to investigate the inclusion of some lighting set within the scarp portion of the screen, to replicate the view of house/street lights in the hills;
- The PSP edge beam (T-roff beam) along the western side to have higher standard of finish that is consistent with the Gateway entry statement.

- Some ‘welcome wording’ should be added below the screen, where it can also hide the PSP edge beam – use ‘*Where City Meets Country*’, which is wording from the City’s Strategic Community Plan; and
- The columns underneath the Welcome Gateway will get a separate public art treatment and the two elements need to be coordinated, so that they work together in a seamless way.

Some elements which the City is advocating for may be additional to Main Roads WA requirements, in which case the City may have to manage their maintenance.

Landscape Plan

To the north the landscape plans (refer Attachment) cover an extensive area which includes the verges of Streich Avenue, Railway Avenue and Armadale Road, and the railway reserve in-between. That area is proposed to be treated as an integrated whole, with the main elements being:

- Retained trees and new landscaping of various types including new trees.
- A network of pedestrian paths of varying types, including a portion of the PSP, concrete footpaths adjoining or linking to the abovementioned roads, and informal paths providing access to various features and nodes within the landscape.
- Bioretention basins for drainage, under the viaduct; and
- Linear drainage conveyance swales which ‘meander’ north-south.

The widening of Armadale Road to the south, a network of pedestrian paths of varying types, and inclusion of both the railway viaduct and PSP ramp constrain development of the area south of Armadale Road. To the east of the viaduct there is a turfed area which will function as an extension of the Frog Hollow event space, and on the western side of the viaduct the PSP ramp is proposed to be surrounded by retained trees, new trees and turf.

The PTA intends for the City to consider responsibility for the ongoing management and maintenance of the proposed areas of landscaping, including those in and around the PSP ramp.

Drainage

Some time ago the City was advised that there is some existing flood storage in Neerigen Street which needs to be maintained and shifted into an adjoining section of the public realm which is within the subject site. The City did not support the location which was proposed initially, because the drainage function would have been a constraint to the turfed extension of the Frog Hollow event space. MetCONNX undertook to investigate alternative locations to the west, but neither the DA5 landscaping plans or drainage strategy show the proposed flood storage location.

Stormwater runoff from the PSP is proposed to be discharged to new drainage infrastructure at ground level through internal pipes located within the columns. That new drainage infrastructure was described above, in the Landscaping section of the report. There are four catchment points located on the structure, one north of Armadale Road currently located within the Rail Corridor and three located south of Armadale Road.

Transformer

A new Western Power transformer is proposed adjacent to Railway Avenue, in a visually prominent south-bound location, where the road carriageway turns away from the rail reserve to connect into the four-way intersection with Armadale Road and Abbey Road. The transformer has a gravel area around the transformer for fire risk management, which combines with the transformer to create an unattractive structure on the direct line of sight of vehicles, pedestrians and cyclists heading south on Railway Ave. Western Power will be seeking the City to manage the fire risk. There have been vehicles accidents in this location as well. The transformer should be relocated.

Tree Retention Strategy

A large portion of the application area is subject to the Tree Retention Strategy which has been established and enforced through DA1, for the railway viaduct.

There are two areas south of Armadale Road however, which fall outside of that existing Tree Retention Strategy because they are located to the east and west of the original application area. The applicant has only recently completed a detailed survey of the existing trees in those eastern and western areas, and the application does not contain a Tree Retention Strategy with supporting documents, or that detailed survey information. This issue is addressed later in the report.

Public Advertising of the Development Application

This development application was advertised by the WAPC for a period of 14 days between 8 February 2024 and 22 February 2024. The City has received the WAPC's advice about submissions received and that advice is summarised below:

- 5 submissions were received in total: 3 online submissions and 2 via email.
- 2 submissions supporting the application, 2 opposed and 1 neutral; and
- Objections were in relation to the ramp taking away grassed space and elevation of the rail in general.

A Schedule of Submissions containing more information is attached to the report.

ANALYSIS

Painting of Columns

While the viaduct columns are to be painted and will have a higher specification treatment at the Armadale Road crossing, the PSP's columns are proposed to be finished in a neutral grey colour despite being the most prominent columns on the western side. This proposed inconsistency in treatment specification would create a significant impact on visual amenity, especially in the Welcome Gateway area. It is recommended that a condition of development approval be applied which requires the PSP column treatment to be consistent with the adjoining viaduct columns.

PSP Ramp - Privacy Screening, Visual Amenity and CPTED Principles

Given the height of the proposed PSP structure, the nature of its use and proximity to adjoining residential properties there are potential impacts in terms of visual impact and privacy.

The application acknowledges these issues and in regard to privacy it proposes to prevent views from the ramp to adjoining residential properties using a combination of retained trees and an opaque visual privacy screen with a minimum height of 1.8m. That treatment is considered desirable because retention of the trees will help maintain a high level of amenity in the area, and also screen the ramp from those adjoining properties. Retention of trees is discussed in further detail below, in the Tree Retention Strategy section.

There is some possibility that gaps between the retained trees may permit views across the northern boundary of Lot 4 (26) Aragon Court and the grouped housing site at Lot 14 (24) Aragon Court. It is recommended that a condition of development approval require the provision of additional privacy screening if that proves to be the case.

Despite being open sided, the PSP ramp is still a large structure which would be located in a highly visually prominent location next to Armadale Road. The City believes that in order to maintain consistency with the treatment of the adjoining infrastructure and avoid a negative impact upon amenity in the area, the PSP ramp requires a level of additional visual treatment similar to the railway viaduct columns and PSP bridge. The applicant has acknowledged that the detail of additional elements such as cladding, screening, paint treatments and landscaping are expected to be finalised through the application and implementation of an appropriate condition of development approval. For the sake of clarity it should be noted that the majority if not all of those anticipated modifications are likely to be modifications to the applicant's 'base' proposal, in order to bring it up to an acceptable minimum standard, rather than upgrades potentially funded by the City.

The PSP ramp also requires a more detailed assessment in terms of CPTED principles and the issues raised above, and it is recommended that a condition of planning approval be sought which requires a CPTED assessment.

Welcome Gateway

As mentioned above the Welcome Gateway as presented is a placeholder concept and the City has previously requested that the applicant make a number of modifications to the submitted design. It is recommended that a condition of development approval be sought which requires the finalisation of a design for the Welcome Gateway to the satisfaction of the WAPC and upon the advice of the City.

For the sake of clarity it should be noted that some of the anticipated modifications are modifications to the applicant's 'base' proposal, in order to bring it up to an acceptable minimum standard, and others would be upgrades potentially funded by the City.

Landscape Plan

The recommended landscaping condition and advice note propose that a number of modifications should be made to the landscaping plans and specification, which can be summarised as follows:

- Modification of the path network north of Armadale Road to better reflect pedestrian desire-lines.
- Substitute an earthy coloured concrete cement for the proposed stabilised gravel fines where the proposed footpath is likely to carry constant pedestrian traffic and/or maintenance vehicles (as gravel can be an unstable surface which is hazardous for some pedestrians): the stabilised gravel fines are a short-term landscaping treatment suitable only for decorative embellishments without constant pedestrian traffic.
- The proportion of landscaping being seeded is too high (80%) to deliver a high-quality outcome which is both perceptible on day one and sustainable in the long-term: an alternative needs to be implemented, as the proposed sub-standard approach would result in the City either rejecting maintenance responsibility over this area, or having to rectify the shortcomings following handover of the landscaping.
- Some detail is lacking on plans/specifications and needs to be added, including irrigation of the Frog Hollow event space, electrical plans, bollards, garden bed planting species, pot sizes of trees, rates of planting p/m², etc.
- Some species selections are not suited to their proposed location (i.e. not endemic or WA native species, species that would drop large nuts onto footpaths below, species in the bio-retention basins under the viaduct not being sufficiently shade tolerant, etc); and
- Other issues including soil management measures, ensuring that the thick limestone crane pads which have been installed get properly removed and remediated with new soil prior to landscaping.

It should also be noted that the applicant is yet to secure a water supply other than scheme water, for ongoing irrigation of the landscaping proposed within the public realm. At an ongoing cost per year of \$60,000 for a scheme water connection this is likely an unsustainable cost and would impact any future request for the City to manage these areas. The City has previously advised PTA/MetCONN/Metronet of these concerns. Groundwater licence availability is a common issue in land development, where the City works with project managers to obtain a water licence for the irrigation of public open space.

Transformer

Transformers should not be located in a visually prominent location along a public street. Treatments for fire management creates a negative impact on visual amenity, and in this case, relocation of the new transformer to a less visually prominent location is required.

Relocation of the proposed transformer location should be incorporated into detailed Landscape Plans submitted and approved by the Western Australian Planning Commission, on the advice of the City of Armadale.

Drainage

The flood storage requirement will have an impact on the design and function of the public realm, regardless of where it ends up being located. Given the application's uncertainty about that, and the potential impacts, it is recommended that the conditions of approval should provide the WAPC and City with a level of control over the outcome. The City is likely to be asked to manage the drainage.

Tree Retention Strategy

The City's experience with this project has demonstrated the need for very clear documentation of the trees to be removed or retained, and the requirements for tree protection during the construction phase. The Tree Retention Strategy documents prepared for the previous development applications have been suitable for that purpose and it is recommended that similar documentation be prepared, for the extents of this application which are not already covered.

OPTIONS

Council has the following options:

1. Recommend to the WAPC that the development application for the new Principal Shared Path (PSP) ramp and bridge over Armadale Road and public realm upgrades from the south side of Armadale Road to the northern extent of the Viaduct structure, be approved subject to conditions.
2. Recommend to the WAPC that the development application for the new Principal Shared Path (PSP) ramp and bridge over Armadale Road and public realm upgrades from the south side of Armadale Road to the northern extent of the Viaduct structure, be refused and specify planning reasons.

CONCLUSION

The PSP bridge and ramp will benefit the community as an upgrade of the existing infrastructure to provide a cycle connection, and the Welcome Gateway provides an opportunity to establish a significant entry to Armadale City Centre while screening the PSP bridge and railway viaduct. The proposals for the Welcome Gateway and PSP ramp are not considered finalised however the application of suitable conditions of development approval should facilitate both project timelines and the City's desired outcomes.

ATTACHMENTS

1. [↓](#) DA5 Extent Location Inset
2. [↓](#) DA5 Extent Aerial
3. [↓](#) DA5 Extent Scan A3 Landscape
4. [↓](#) DA5 Extent Scan A3 Landscape (2)
5. [↓](#) DA5 DA Drawings
6. [↓](#) DA5 Landscaping Plan
7. Confidential Schedule of Submitters DA5 PSP Ramp Bridge - *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

D3/3/24

That Council:

- A) **Recommend that the Western Australian Planning Commission approve the development application for the new Principal Shared Path (PSP) ramp and bridge over Armadale Road, and public realm upgrades from the south side of Armadale Road to the northern extent of the Viaduct structure pursuant to section 116 of the *Planning and Development Act 2005* subject to the following conditions and advice:**
- 1. A Schedule of Materials and Finishes including design treatments and artwork being applied to the PSP ramp and columns shall be submitted and approved by the Western Australian Planning Commission, on the advice of the City of Armadale and the Government Architect, prior to the commencement of operations. Once approved, the plan is to be implemented in its entirety.**
 - 2. A Crime Prevention through Environmental Design (CPTED) Assessment outlining how the design response will mitigate the risk of crime and antisocial behaviour for the PSP ramp and all public realm areas. The CPTED Assessment shall be submitted and approved to the satisfaction of the Western Australian Planning Commission, on the advice of the City of Armadale. Once approved, the CPTED Assessment is to be implemented in its entirety, including any identified remedial measures to the satisfaction of the Western Australian Planning Commission and on the advice of the City of Armadale.**
 - 3. Detailed plans for the Welcome Gateway entry statement (western side) shall be submitted and approved by the Western Australian Planning Commission, on the advice of the City of Armadale and the Government Architect, prior to the commencement of operations. Once approved, the plans are to be implemented in their entirety.**
 - 4. A detailed revised Landscape Plan shall be submitted and approved by the Western Australian Planning Commission, on the advice of the City of Armadale, prior to the commencement of operations. The Landscape Plan should address flood storage requirements within the public realm, relocation of the proposed transformer to a less visually prominent location and include a suitable water supply for ongoing irrigation of the landscaping proposed within the public realm, other than scheme water. Once approved, the Landscape Plan is to be implemented in its entirety.**
 - 5. A revised Drainage Strategy which addresses flood storage requirements within the public realm shall be prepared to the satisfaction of the Western Australian Planning Commission on the advice of the City of Armadale, prior to the commencement of operations. Once approved, the revised Drainage Management Plan is to be implemented in its entirety.**
 - 6. A Tree Retention Strategy shall be submitted to and approved by the Western Australian Planning Commission, on the advice of the City of Armadale, prior to the commencement of site works. The Strategy should address the extents of this application which are not already covered by another Tree Retention Strategy prepared by the applicant, and once approved, the Tree Retention Strategy is to be implemented in its entirety to the satisfaction of the Western Australian Planning Commission.**
 - 7. All accessible structures within three metres of ground level which are the**

subject of this application are to be applied with an anti-graffiti coating or other agreed treatment to the satisfaction of the Western Australian Planning Commission on the advice of City of Armadale.

8. A Signage and Way-Finding Plan shall be submitted and approved to the satisfaction of the Western Australian Planning Commission, on the advice of the City of Armadale. The Signage Way-Finding Plan is to address all the public realm areas in addition to the PSP and other footpaths. Once approved, the Signage and Way-Finding Plan is to be implemented in its entirety prior to the commencement of operations and maintained thereafter by the proponent to the satisfaction of the Western Australian Planning Commission.
9. A revised Lighting Plan shall be submitted and approved to the satisfaction of the Western Australian Planning Commission, on the advice of the City of Armadale, prior to commencement of works. The Lighting plan is to address all public realm areas, abutting pedestrian crossing and the PSP ramp and bridge. The Lighting Plan is to also correspond to the Signage and Way-Finding Plan and CPTED Assessment. Once approved, the plan is to be implemented in its entirety thereafter to the satisfaction of the Western Australian Planning Commission.
10. Additional privacy screening being provided to screen the northern boundary of Lot 4 (26) Aragon Court and Lot 14 (24) Aragon Court to the satisfaction of the Western Australian Planning Commission, on the advice of the City of Armadale, if it is determined that the retained trees do not provide sufficient screening.

ADVICE NOTES

1. The applicant is advised that this is a development approval under the *Planning and Development Act 2005*. It is not an approval to commence or carry out development under any other law. It is the responsibility of the applicant to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all the relevant laws. All requirements under Ministerial Statement 1183 under Section 45 of the *Environmental Protection Act 1986* are still a requirement of the Office of the Environmental Protection Authority.
2. All development should comply with the provisions of the Building Code of Australia, Health Regulations, Public Building Regulations and all other relevant Acts, Regulations and Local Laws, including obtaining any relevant permits and licenses. Additional approvals/licenses may be required to ensure compliance with State Government environmental legislation.
3. In regard to Condition 1 the treatment of the columns should have consistency and regard for the treatment of the adjoining railway viaduct columns and the project's Public Art Strategy.
4. In regard to Condition 3 the following should be addressed in the detailed design for the Welcome Gateway entry statement:
 - a. The 4 x standard PSP light poles extending above the entry statement distracts from the intended effect and should be replaced with a lower form of Main Roads WA lighting;
 - b. The throw screen behind the entry statement should be modified so that it does not distract from the intended effect.

- c. The PSP edge beam (T-roff beam) along the western side to have higher finish that is consistent with the Gateway entry statement.
 - d. Some ‘welcome wording’ should be added below the screen, where it can also hide the PSP edge beam – use ‘*Armadale - Where City Meets Country*’, which is wording from the City’s Strategic Community Plan.
 - e. The columns underneath the Welcome Gateway, PSP ramp and railway viaduct will get a public art treatment and all elements need to be coordinated, so that they work together in a seamless way; and
 - f. The City wants to investigate the inclusion of some lighting set within the scarp portion of the screen, to replicate the view of house/street lights in the hills.
5. In relation to Condition 4, the Landscape Plan shall include the planting of new trees within the adjoining road reserve and rail reserve in accordance with the numbers and sizing specified in the relevant Tree Retention Strategies, and shall address:
 - a. Modification of the path network north of Armadale Road to better reflect pedestrian desire-lines;
 - b. Substitute an earthy coloured concrete cement for the proposed stabilised gravel fines where the proposed footpath is likely to carry constant pedestrian traffic and/or maintenance vehicles: the fines are a short-term landscaping treatment suitable for decorative embellishments without constant pedestrian traffic;
 - c. The proportion of landscaping being seeded is too high (80%) to deliver a high quality outcome which is both perceptible on day one and sustainable in the long-term: an alternative needs to be implemented, and the following options should be considered:
 - Include areas of permanent irrigation;
 - Reduce areas of seeding and install a temporary irrigation system with tubestock planting and mulch, with the aim to reduce irrigation over time: this would have an improved appearance on day one and reduced maintenance obligations on local government;
 - Reduce areas of seeding and instead install tubestock planting and mulch, with additional funding for truck watering and plant replacement for at least 3 years to enable establishment; and
 - Exploring landscape treatments beyond planting, such as hard landscaping, decorative lighting and artworks to achieve the appearance of high-quality landscaping.
 - d. Some detail is lacking on plans/specifications and needs to be added, including:
 - Irrigation of all turf areas including the Frog Hollow event space;
 - Proposed pavement finish along Streich Avenue. The landscape plan on page 3 may indicate that it is compacted loose stone finish, but detailed plans are unclear. The path along Streich Avenue be concrete due to loose stones ending up within the road pavement;
 - Further detail is required of battering into Frog Hollow, to ensure the event space remains fit for purpose;
 - Provide irrigation plans for approval;
 - Provide electrical plans for approval;

- Provide bollards and gates all the way around public open spaces (generally) to protect from unwanted access;
 - Garden bed planting species have not been specified;
 - Pot sizes of trees is not noted. Majority of Trees to be a minimum 45lt size;
 - Rates of planting p/m² not provided. Rates of tubestock to be 4/m² Rates of 130mm pots to be 3/m² and supported by long term irrigation; and
 - Heights are not clear where ramp begins to be retained. Concern with safety and surveillance of space under the PSP: areas under stairs below 1.8m in height should be enclosed.
- e. Some species selections are not suited to their proposed location and need to be replaced, including:
- *Corymbia maculata* and *Eucalyptus grandis* are of eastern states origin. Request feature trees be an endemic or WA native species;
 - Wildflower planting species list is to be noted as the key feature of this space but further thought/discussion is required into the best species for this space;
 - Bio retention basins need to consider species that will thrive in deep shade, the City holds concerns over the viability of the species selected. For example, the City questions the viability of these species in this location:
 - i. *Baumea Juncea* = likes full sun;
 - ii. *Baumea rubignosa* = Full Sun / Part Sun;
 - iii. *Lep. gladiatum* = Full Sun;
 - Tree species that produce large nuts (*Corymbia calophylla* and *Corymbia ficifolia* and *Eucalyptus marginata*) planted in garden bed areas only and not over footpaths or paved areas where gum nuts create a slip hazard.
- f. Aeration of soil with the aim of supplying oxygen to the soil and preparing the soil to support plants;
- g. Ripping of the site to mitigate the impact of construction processes prior to establishment to promote the best chance of survival for seeds and plantings in the first year;
- h. Use of Additives and soil conditioners to aerate and provide drainage;
- i. An assets and maintenance register of all hard landscaping assets, including detailed specifications and drawings; and
- j. Push cyclone mesh fencing closer to the viaduct retaining wall.

Moved Cr S Mosey
MOTION CARRIED

(8/0)

3.1 - CANOPY COVER WORKING GROUP (REFERRAL ITEM)

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

That the matter of Canopy Cover Working Group be referred to the Development Services Committee.

Comment from Cr Wielinga

Perth has recently sustained a number of heatwaves with the local news broadcasters reporting Perth has the worst urban heat effects. A Canopy Cover Working Group may be able to improve the City of Armadale's canopy coverage by supporting the City's Urban Forest Strategy review and thereby assist in reducing local urban heat effects for residents.

Full details of Cr Wielinga's referral have been provided to Councillors under separate cover.

Officer Comment

Council has established Occasional advisory, reference and working groups.

Council's practice/ convention in determining Councillor representation on these groups is:

- The tenure of a Councillor's appointment is generally 2 years, i.e. October 2023 to October 2025, and is guided by section 5.11 of the Act (unless it is a Ministerial Appointment).
- Councillor appointments are made by simple majority resolution of Council, and unless otherwise explained the appointments are optional; and
- It is preferable that Councillors appointed to the various groups are members of the Council established Committee that oversees the group's role.

This request is aligned with the City's Urban Forrest Strategy. Terms of Reference and membership would need to be established, then an assessment of the capacity of the City to support and participate in the Working Group in terms of the City's priorities and Corporate Business Plan actions.

This request is aligned with the City's Urban Forrest Strategy. Following the collection of street tree data as part of the Urban Forest Strategy, a review will be undertaken of the Urban Forest Strategy which is likely to commence in late 2024.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

D4/3/24

That Council:

- 1. Form a Canopy Cover Working Group;**
- 2. Appoint the following Councillors to the Working Group:**
 - **Cr C Wielinga;**
 - **Cr M Silver;**
 - **Cr S Mosey;**
 - **Cr S Peter;**
 - **Cr G Smith;**
 - **Mayor R Butterfield;**
 - **Cr J Keogh (deputy)**
- 3. Approve for the Working Group to meet to prepare the draft Terms of Reference to be presented to Council.**

Moved Cr C M Wielinga
MOTION CARRIED

(8/0)

COUNCILLORS' ITEMS

Nil

EXECUTIVE DIRECTOR DEVELOPMENT SERVICES REPORT

The EDDS provided Committee with an update on the following:

- The Public Transport Authority's (PTA) offer of a funding contribution of \$200,000 (plus GST) if the City of Armadale elects to install a public toilet within the urban realm areas and a partial funding contribution of \$100,000 has been approved if the City elects to install a Changing Places adult change facility within the urban realm areas following completion of the BRE project. The offer of funding contribution follows requests for public toilets in the urban real areas from some of the LGAs along the Armadale Line, and requests for Changing Places facilities from some community members and members of LGA Access and Inclusion committees. This funding contribution acknowledges the large areas of public space being created within the rail corridor (with a focus on activation).

This offer was being made on the following conditions:

- The City selects, procures and installs the facilities;
- The City is responsible for the full management, maintenance and operational costs of the toilet, which will be included in the Interface Coordination Deed / Licence that will cover all the public realm areas to be handed over to the City of Armadale; and
- The facilities are installed within 12 months of practical completion of the BRE project (and that funding is conditional on the facilities being provided and is not used elsewhere).

Committee were supportive of the proposed toilet funding, which was included in one of the City's Concept designs for Central Park.

- The EDDS advised that MetConnx have advised that the current temporary path between Aragon Crt and Armadale Rd will need to be removed to allow works on the Principle Shared Path (PSP). MetConnx provided the City with pedestrian survey data and alternative route options for the pedestrian path. The alternative pedestrian route through Lots 301 and 304 impacts existing vegetation and will require tree branch removal.

The City was not supportive of the impacts of the proposed pedestrian path on existing vegetation for temporary works.

The City is aiming to retain as many of the trees as possible to assist with screening of the PSP structure, retain urban tree canopy and landscape/amenity benefits, therefore the removal of vegetation should not occur.

The City acknowledged the potential inconvenience for some residents, however alternative routes are available to local amenities and shops.

- A PowerPoint presentation on the City's Handover document for the Central Park.
- The proposed materials of the Station.
- The options for improvements to the PSP over Armadale Rd and the eastern Gateway treatment on the Viaduct.

MEETING DECLARED CLOSED AT: 8.37 PM

DEVELOPMENT SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
18 MARCH 2024		
ATT NO.	SUBJECT	
1.1 PROPOSED CLOSURE OF PORTION OF COMMERCIAL ROAD RESERVE, FORRESTDALE		
1.1.1	Commercial Road, Forrestdale - Road Closure - Location Plan	
1.1.2	Commercial Road, Forrestdale - Road Closure - Aerial Plan	
2.1 MRS AMENDMENT FOR FORRESTDALE TOWNSITE EAST FUTURE URBAN AREA		
2.1.1	FTE MRS Concept Plan	
2.1.2	FTE MRS Perth Peel extract plan	
2.1.3	FTE MRS Vegetation Survey Plan	
2.1.4	FTE MRS Zoning Plan	
2.1.5	EPA Advice and Determination	
2.2 DEVELOPMENT APPLICATION FOR PRINCIPAL SHARED PATH RAMP AND BRIDGE OVER ARMADALE ROAD, AND ADJOINING PUBLIC REALM UPGRADES		
2.2.1	DA5 Extent Location Inset	
2.2.2	DA5 Extent Aerial	
2.2.3	DA5 Extent Scan A3 Landscape	
2.2.4	DA5 Extent Scan A3 Landscape (2)	
2.2.5	DA5 DA Drawings	
2.2.6	DA5 Landscaping Plan	

The above attachments can be accessed from the Minutes of the Development Services Committee meeting of 18 March available on the City's website

CITY OF ARMADALE

MINUTES

OF THE CORPORATE SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 19 MARCH 2024 AT 7.00PM.

PRESENT: Cr S J Mosey (Chair)
Cr M J Hancock
Cr J Joy
Cr L Sargeson
Cr G J Smith
Cr S S Virk

APOLOGIES: Cr Silver (Leave of Absence) – *Deputy to Cr Virk*
Cr S Stoneham (Leave of Absence) – *Deputy to Cr Mosey*
Cr S Peter JP (Deputy Chair)

OBSERVERS: Nil.

IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr J Lyon	Executive Director Corporate Services
Mr P Sanders	Executive Director Development Services (<i>Teams</i>)
Mr M Andrews	Executive Director Technical Services
Ms S van Aswegen	Executive Director Community Services (<i>Teams</i>)
Mr M Hnatojko	Executive Manager Corporate Services
Ms R Bobrowski	ERP Program Manager
Mrs A Owen-Brown	Executive Assistant Corporate Services

PUBLIC: Nil.

“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

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 Corporate Services Committee Meeting held on 20 February 2024 be confirmed.

**Moved Cr L Sargeson
MOTION CARRIED**

(6/0)

ITEMS REFERRED FROM INFORMATION BULLETIN

Items in Issue No.3

Progress Report

Progress Report on Contingency, Operational & Strategic Projects

Outstanding Matters & Information Items

Report on Outstanding Matters – Corporate Services Committee

Economic Development

Tourism & Visitor Centre Report

Report of the Common Seal

No items were raised for further investigation or report.

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19 MARCH 2024

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1.1 - LIST OF ACCOUNTS PAID - JANUARY 2024

WARD : ALL
FILE No. : M/72/24
DATE : November 2023
REF : MH
RESPONSIBLE : Executive Director
MANAGER : Corporate Services

In Brief:

- The report presents, pursuant to Regulation 13(1), (2) and (3) and 13A (1) and (2) of the *Local Government (Financial Management) Regulations 1996*, the List of Accounts paid for the period 1 January to 31 January 2024 as well as the credit card and fuel card statements for the month of January 2024.

Tabled Items

Nil.

Decision Type

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

Officer Interest Declaration

Nil.

Strategic Implications

4. Leadership
- 4.3 Financial Sustainability
- 4.3.2 Undertake active financial management to ensure that the annual budget is achieved and any variances are promptly identified and addressed.

Legal Implications

Section 6.10 (d) of the *Local Government Act 1995* refers, ie.

6.10 Financial management regulations

Regulations may provide for —

- (d) *the general management of, and the authorisation of payments out of —*
 - (i) *the municipal fund; and*
 - (ii) *the trust fund, of a local government.*

Regulation 13(1), (2) & (3) and 13A (1) and (2) of the *Local Government (Financial Management) Regulations 1996* refers, ie.

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
 - (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*

- (2) *A list of accounts for approval to be paid is to be prepared each month showing -*
 - (a) *for each account which requires council authorization in that month —*
 - (i) *the payee's name; and*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction;*
 - and*
 - (b) *the date of the meeting of the Council to which the list is to be presented.*

- (3) *A list prepared under subregulation (1) or (2) is to be —*
 - (a) *presented to the Council at the next ordinary meeting of the Council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

13A *Payments by employees via purchasing cards*¹

- (1) *If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared -*
 - (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment; and*
 - (d) *sufficient information to identify the payment*

- (2) *A list prepared under subregulation (1) is to be —*
 - (a) *presented to the Council at the next ordinary meeting of the Council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

¹ [Regulation 13A inserted: SL 2023/106 r. 6.]

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures.

Consultation

Nil.

BACKGROUND

Pursuant to Section 5.42 of the *Local Government Act 1995 (Delegation of some powers and duties to CEO)*, Council has resolved to delegate to the CEO (*Delegation Payment from Municipal and Trust Funds refers*) the exercise of its powers to make payments from the municipal and trust funds.

COMMENT

The List of Accounts paid for the period 1 January to 31 January 2024 is presented as an attachment to this report as well as the credit card statements for January 2024 and the monthly fuel card statements for the period ended 15 January 2024.

ATTACHMENTS

1. [↓](#) Monthly Cheque and Credit Card Report - January 2024
2. [↓](#) Monthly Fuel Card Transactions - Period Ending 15 January 2024

RECOMMEND

CS12/3/24

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

Municipal Fund

Accounts paid totalling \$12,655,249.33 on cheque numbers 309 to 321, transactions 16070 to 16886 and Payrolls dated 7 January and 21 January 2024.

Credit Cards

Accounts paid totalling \$6,840.96 for the period ended 31 January 2024.

Fuel Cards

Accounts paid totalling \$5,170.42 for the month ended 15 January 2024.

Moved Cr M J Hancock

MOTION CARRIED

(6/0)

****1.2 - STATEMENT OF FINANCIAL ACTIVITY - JANUARY 2024**

WARD : ALL
FILE No. : M/73/24
DATE : 4 October 2023
REF : MH
RESPONSIBLE : Executive Director
MANAGER : Corporate Services

In Brief:

- This report presents the City's Monthly Financial Report for the seventh (7) month period ended 31 January 2024.
- This report recommends accepting the Financial Report for the seventh (7) month period ended 31 January 2024, noting there are reportable actual to budget material variances for the period.

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. Leadership
4.3 Financial Sustainability
4.3.2 Undertake active financial management to ensure that the annual budget is achieved and any variances are promptly identified and addressed.

Legal Implications

*Local Government Act 1995 – Part 6 – Division 3 – Reporting on Activities and Finance
Local Government (Financial Management) Regulations – Part 4 – Financial Reports.*

Local Government Act 1995 – s.6.11 Reserve accounts

- (1) Subject to subsection (5), where a local government wishes to set aside money for use for a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.*
- (2) Subject to subsection (3), before a local government —*
 - (a) changes* the purpose of a reserve account; or*
 - (b) uses* the money in a reserve account for another purpose, it must give one month's local public notice of the proposed change of purpose or proposed use.*

** Absolute majority required.*
- (3) A local government is not required to give local public notice under subsection (2) -*
 - (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or*
 - (b) in such other circumstances as are prescribed.*
- (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.*
- (5) Regulations may prescribe the circumstances and the manner in which a local government may set aside money for use for a purpose in a future financial year without the requirement to establish and maintain a reserve account.*

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

The Statement of Financial Activity, as presented, refers and explains.

Consultation

Nil.

BACKGROUND

A local government is required to prepare a statement of financial activity reporting on the revenue and expenditure as set out in the annual budget for that month. The details in the statement are those as prescribed and the statement is to be reported to Council.

COMMENTS

Presented as an attachment this month, is the seventh monthly financial statement (presented in nature and type format) prepared from information posted in the OneCouncil system.

For the purposes of reporting other material variances from the Statement of Financial Activity, the following indicators, as resolved by Council, have been applied.

Revenue

Material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) \$100,000 and in these instances an explanatory comment has been provided.

Expense

Material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) \$100,000 and in these instances an explanatory comment has been provided.

For the purposes of explaining each Material Variance, a three part approach has been taken. The parts are:

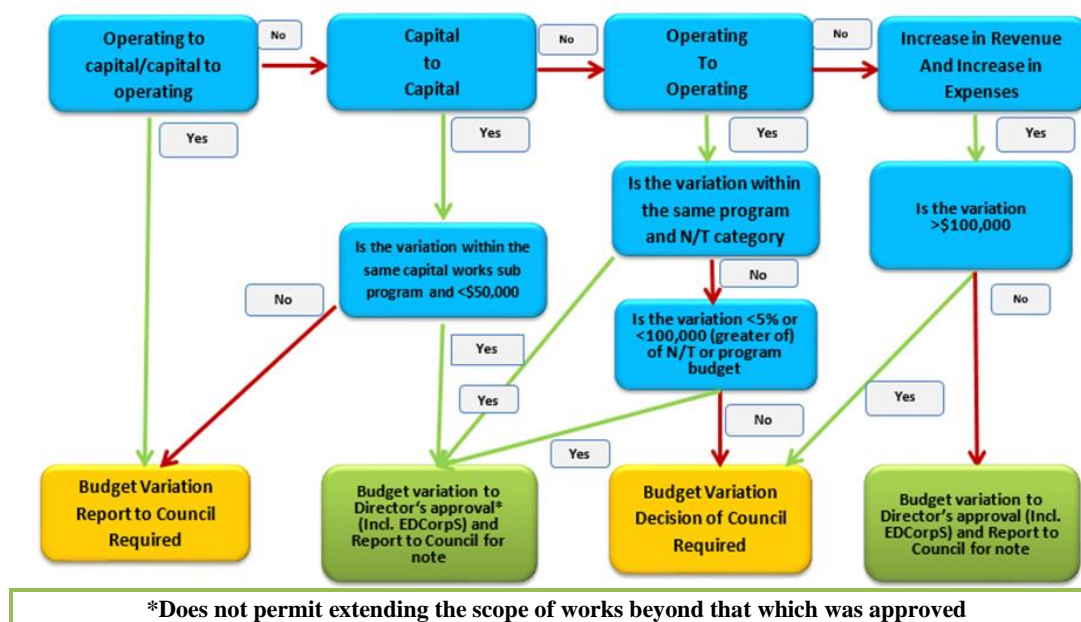
1. Period Variation
Relates specifically to the value of the Variance between the Budget and Actual figures for the period of the report.
2. Primary Reason
Explains the primary reasons for the period Variance. As the report is aimed at a higher level analysis, minor contributing factors are not reported.
3. Budget Impact
Forecasts the likely dollar impact on the Annual Budget position. It is important to note that figures in this part are 'indicative only' at the time of reporting, for circumstances may subsequently change.

At the 26 June 2023 Ordinary Meeting, Council adopted the Budget Variations Process Map which increased the Capital variation from \$40,000 to \$50,000 and the Operating to Operating from \$80,000 to \$100,000 to align with the adopted material variation threshold. Budget variations are presented to Council for authorisation by 'Absolute Majority' in circumstances where a forecast variation requires a movement from:

- Operating to Capital.
- Capital to Capital over \$50,000.
- Capital to Operating.
- Operating to Operating for amounts greater than 5% or \$100,000 (whichever is greater).



Budget Variation Process Map



The June 2023 decision of Council also permitted the Chief Executive Officer to amend a grant-funded capital works budget, if there was a corresponding increase in the grant funding.

The Chief Executive Officer is authorised to approve amendments to capital budgets that are fully funded by external sources and that require an increase cost, commensurate with an increase in funding, but do not necessarily change scope. This caters for circumstances where Developer Contribution Works (which are pre-approved by Council) can be varied in terms of timing of delivery, if required

DETAILS

Presented as an attachment is the Monthly Statement of Financial Activity for the seventh (7) month period ended 31 January 2024. The Monthly Statements are based on the model statements provided to the sector, which have been developed by Moore Australia, in conjunction with the Department of Local Government, Sport and Cultural Industries

Capital Carry Forward Program Update

Included in the monthly report as an attachment is the list of the capital carry forward program as at the end of January 2024. A status update is provided.

The monthly financials attachment has 3 new inclusions this month – Note 4b) breaking down the interest income into reserves and municipal, Note 13 which provides details of the status of Operating Grants Subsidies and Contributions and Note 14 which provides details of Capital Grants Subsidies and Contributions.

Notable Variations

The attachment to this report outlines Year to Date (YTD) performance against budget. Variations over the Council's material threshold are reported on page 6 of the financials attachment. Of note is the increase in depreciation following the completion of the infrastructure asset revaluation and expenditure being behind on budget as at Jan 31 in materials and contracts overall – Waste Services, Environment & Sustainability, Planning, Service Delivery and ICT. The annual budget review later in this agenda has concluded that the majority of this under expenditure will be spent prior to June 30.

Rates Debtors

Outstanding rate debtors over one year, greater than \$250 outstanding and without any form of payment arrangement is summarised below.

Jan-24		Non Pensioner						TOTAL	
		One Year		Two Years		Three + Years			
		#	\$	#	\$	#	\$	#	\$
ALL	Year One	520	701,565	189	415,131	295	669,080	1,004	1,785,776
ALL	Year Two				239,105		628,451		867,556
ALL	Year Three						1,058,489		1,058,489
TOTAL		520	701,565	189	654,236	295	2,356,020	1,004	3,711,821

Change from last month -100 -\$240,000 -20 -\$60,000 -17 -\$100,001 -137 -\$400,001

YTD Change -1,150 -\$1,578,480 -93 -\$338,376 -51 -\$303,380 -1,294 -\$2,220,236

Last month, Councillors were provided with a memo on the outstanding Rates Debtors \$10k and over pre 2019/20 [refer memorandum of advice dated 20 February 2024 and available on the Councillor Hub]. The memorandum outlined where the 97 properties in this category were located and at what stage of action and collection they were classified in. 51 of the 97 properties were classified as no Response which means they are not in current contact with the City.

The plan for collection of these largest and oldest rates debtors has commenced, with the recovery of rates guided by the Council's *Financial Assistance and Hardship* policy supported with advice from an external legal firm. Each property is in different stages of collection and will require specific follow up as per our rates collection policy.

Sundry Debtors

Sundry debtors have decreased to a total of \$2.0m at the end of January. With the exception of the Fines sent to the Fines Enforcement Registry, outstanding debts are followed up monthly by the respective City departments are escalated if the debt is not collected within the City's set terms and agreements.

The total of Sundry Debtors 120+days is \$0.99M of which:

- \$685k is with Fines Enforcement Registry for collection
- \$103k relate to Waste commercial customers, which is likely to be collected
- A further \$75k relate to Planning and Building debtors, which is also likely to be collected
- A number of community organisations make up the balance.

Separate to this report in the same agenda, the Annual Budget Review report proposes a number of budget amendments, revising the budget with a small surplus.

ATTACHMENTS

1. [↓](#) Monthly Financial Report - January 2024
2. [↓](#) Carry Forward Balances for the Monthly Financial Statements - January 2024

RECOMMEND

CS13/3/24

That Council:

1. Pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996* accept the Statement of Financial Activity for the seventh (7) month period ended 31 January 2024.
2. Note that there are reportable actual to budget material variances for the period and this report is preliminary only for the end of January 2024.

ABSOLUTE MAJORITY RESOLUTION REQUIRED

Moved Cr G J Smith
MOTION CARRIED

(6/0)

****1.3 - REVIEW OF 2023/24 ANNUAL BUDGET**

WARD : ALL
FILE No. : M/74/24
DATE : 16 February 2024
REF : MH
RESPONSIBLE : Executive Director
MANAGER : Corporate Services

In Brief:

- This Report presents a review of the 2023/24 Annual Budget based on actuals and commitments for the first eight months of the year and forecasts for the remainder of the financial year.
- The budget review has concluded with a \$37k budget surplus for the financial year FY24, which when added to the FY23 surplus of \$18k brought forward, yields a total end of year surplus of \$55k.
- Recommend that the Budget Review Report together with the budget amendment recommendations contained in the attachments, be approved.

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

4.3 Financial Sustainability

- 4.3.1 Prepare and implement short to long term financial plans.

Legal Implications

- *Local Government (Financial Management) Regulations 1996* – Review of Budget – Reg 33A
- *Local Government Act 1995* – Annual Budget – Section 6.8.

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

The FY24 Annual Budget Review has concluded that there is a \$37,260 surplus of municipal funds. This is additional to the surplus from FY23 of \$18,156, which was reported to Council in December last year.

The approach to the Annual Budget Review has been objective and conservative. The forecast surplus falls within the tolerable threshold of budget variances (ie. +/- 0.5% of the operating budget).

Consultation

- Executive Leadership Group (ELT).
- Organisational Management Team (OMT).

COMMENT

Prudent management of the City's Annual Budget includes a full review of the City's progress mid-way through the financial year.

In addition, Regulation 33A (updated 19 Oct 2023) of the *Local Government (Financial Management) Regulations 1996* states:

33A. Review of budget

(1) *Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.*

(2A) *The review of an annual budget for a financial year must —*

(a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*

(b) *consider the local government's financial position as at the date of the review; and*

(c) review the outcomes for the end of that financial year that are forecast in the budget; and

(d) include the following ----

states an amount, the estimated end-of-year amount for the item.

(2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.

(3) A council is to consider a review submitted to it and is to determine whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

(4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Presented as an Attachment is the Report titled “*Review of Budget for the period ended 29 February 2024*” presenting and explaining the Review process and findings.

Aspects to note about the attached Report are summarised as follows:

1. The Report, which has been prepared from estimates submitted by each of the Directorates and reviewed by the Management Executive, seeks to identify and quantify:
 - The forecast year-end major variances to the adopted budget with the sum of those variances to budget giving a forecast year-end surplus/deficit;
 - The Report then makes recommendation as to what action should be taken to address that change in year-end position.
2. The review process has been undertaken having regard for:
 - Actual revenues and expenses for the first eight (8) months together with committed expenses;
 - Forecast revenues and expenditures for the remaining four (4) months of the year;
 - The anticipated year-end carry forwards for works and projects that are forecast to be either in progress or yet to commence.
3. The review has been undertaken on a conservative basis. This approach increases the likelihood that at year end, revenues may be higher and expenses lower, resulting in a surplus.
4. The report follows the Model provided by Moore Australia and recommended by the Department of Local Government Sports and Cultural Industries (DLGSCI) in the Model Financial Statement guidance. This complies with the new requirements under Regulation 33A of the *Local Government (Financial Management) Regulations 1996* (the “Regulations”). It is a change from the report format previously provided to Council.

5. The review is the first following the implementation of the new chart of accounts in One Council. A section of the budget amendments required is the reclassification of amounts in individual business units to different accounts within the same business unit, as managers begin to finesse the new chart to aid their financial management.
6. For completeness, the proposed Budget Review amendments lists all items, some of which ordinarily would fall within the CEO's delegated authority to approve. In providing the full list, Council is advised of the full net impact of all the proposed amendments.

Overview

The FY24 Annual Budget Review has concluded that there is a \$37,260 surplus of municipal funds. This is additional to the surplus from FY23 of \$18,156, which was reported to Council in December last year. Therefore, the projected budget surplus for the end of this financial year is \$55,416.

In Attachment One, the budget variations are presented in a statutory format, based on the Budget Review model template endorsed by the DLGSCI to comply with the changes to Regulations. This format takes an analytical approach based on the nature and type of budget revenue and expenditure. The summary statement is reproduced below.

CITY OF ARMADALE
STATEMENT OF BUDGET REVIEW
FOR THE PERIOD ENDED 29 FEBRUARY 2024

						Budget v Actual				
						Adopted Budget	Updated Budget Estimates (a)	Year to Date Actual	Estimated Year at End Amount (b)	Predicted Variance (a) - (b)
						\$	\$	\$	\$	\$
Note										
OPERATING ACTIVITIES										
Revenue from operating activities										
	General rates	4.1	82,518,271	82,518,271	82,915,455	82,968,271	450,000	▲		
	Rates excluding general rates	4.1	579,545	579,545	579,545	579,545	0			
	Grants, subsidies and contributions	4.2	3,083,400	3,521,319	2,035,664	3,961,489	440,170	▲		
	Fees and charges	4.3	32,201,900	32,252,900	28,163,409	31,695,900	(557,000)	▼		
	Interest revenue	4.4	6,437,100	6,437,100	5,416,682	6,641,200	204,100	▲		
	Other revenue	4.4	19,000	258,918	231,488	258,918	0			
	Profit on asset disposals	4.4	2,200	192,920	0	192,920	0			
						124,841,416	125,760,973	119,342,243	126,298,243	537,270
Expenditure from operating activities										
	Employee costs	4.5	(48,679,700)	(49,604,500)	(34,925,411)	(49,495,900)	108,600	▼		
	Materials and contracts	4.6	(50,736,600)	(50,547,782)	(23,801,590)	(47,183,982)	3,363,800	▼		
	Utility charges	4.7	(4,470,700)	(4,470,700)	(2,603,428)	(4,431,700)	39,000	▼		
	Depreciation	4.8	(27,698,000)	(27,698,000)	(22,413,509)	(33,547,560)	(5,849,560)	▲		
	Finance costs	4.9	(1,246,280)	(1,246,280)	(845,355)	(1,516,880)	(270,600)	▲		
	Insurance	4.9	(1,258,500)	(1,258,500)	(1,258,500)	(1,258,500)	0			
	Other expenditure	4.10	(1,776,846)	(4,855,346)	(4,587,764)	(6,937,496)	(2,082,150)	▲		
	Loss on asset disposals	4.11	(950,800)	(994,210)	0	(1,036,410)	(42,200)	▲		
						(136,817,426)	(140,675,318)	(90,435,557)	(145,408,428)	(4,733,110)
	Non-cash amounts excluded from operating activities	4.12	28,646,600	28,499,290	22,471,169	34,391,050	5,891,760	▲		
Amount attributable to operating activities						16,670,590	13,584,945	51,377,855	15,280,865	1,695,920
INVESTING ACTIVITIES										
Inflows from investing activities										
	Capital grants, subsidies and contributions	4.13	4,268,600	15,489,391	5,572,441	15,489,391	0			
	Proceeds from disposal of assets	4.13	703,300	1,548,300	0	1,575,300	27,000	▲		
	Developer Contribution Plans - Gifted Assets		30,000,000	30,000,000	0	0	0			
	Developer Contribution Plans	4.13	1,837,000	2,168,080	0	2,168,080	0			
						36,808,900	49,205,771	5,572,441	19,232,771	27,000
Outflows from investing activities										
	Purchase of property, plant and equipment	4.14	(16,662,100)	(27,673,100)	(12,440,077)	(28,293,300)	(620,200)	▲		
	Purchase and construction of infrastructure	4.15	(13,994,200)	(30,447,246)	(7,601,415)	(30,617,746)	(170,500)	▲		
	Infrastructure - Gifted Assets		(30,000,000)	(30,000,000)	0	0	0			
						(60,656,300)	(88,120,346)	(20,041,492)	(58,911,046)	(790,700)
	Non-cash amounts excluded from investing activities	4.16	6,626,300	6,417,400	5,274,425	6,745,200	327,800	▲		
Amount attributable to investing activities						(17,221,100)	(32,497,175)	(9,194,626)	(32,933,075)	(435,900)
FINANCING ACTIVITIES										
Cash inflows from financing activities										
	Proceeds from new borrowings	4.17	7,578,000	7,578,000	0	5,828,000	(1,750,000)	▼		
	Unspent Borrowings - prior years	4.18	0	2,939,000	1,027,596	3,847,000	908,000	▲		
	Transfers from reserve accounts	4.19	16,675,645	26,119,865	8,808,538	27,277,565	1,157,700	▲		
						24,253,645	36,636,865	9,836,134	36,952,565	315,700
Cash outflows from financing activities										
	Payments for principal portion of lease liabilities	4.20	(1,427,500)	(1,427,500)	(843,722)	(1,272,160)	155,340	▼		
	Repayment of borrowings	4.18	(4,123,090)	(4,123,090)	(2,044,588)	(4,123,090)	0			
	Transfers to reserve accounts	4.21	(25,191,045)	(25,291,045)	(8,817,812)	(26,984,845)	(1,693,800)	▲		
						(30,741,635)	(30,841,635)	(11,706,122)	(32,380,095)	(1,538,460)
Amount attributable to financing activities						(6,487,990)	5,795,230	(1,869,988)	4,572,470	(1,222,760)
MOVEMENT IN SURPLUS OR DEFICIT										
	Surplus or deficit at the start of the financial year	4.1	7,038,500	13,135,156	13,135,156	13,135,156	0			
	Amount attributable to operating activities		16,670,590	13,584,945	51,377,855	15,280,865	1,695,920			
	Amount attributable to investing activities		(17,221,100)	(32,497,175)	(9,194,626)	(32,933,075)	(435,900)			
	Amount attributable to financing activities		(6,487,990)	5,795,230	(1,869,988)	4,572,470	(1,222,760)			
	Surplus or deficit after imposition of general rates	3 (a), 4.22	0	18,156	53,448,397	55,416	37,260	▲		

CITY OF ARMADALE
NOTES TO THE REVIEW OF THE ANNUAL BUDGET
FOR THE PERIOD ENDED 29 FEBRUARY 2024

4 PREDICTED VARIANCES		Variance
		\$
Revenue from operating activities		
4.1	General rates	450,000 ▲
	Increase in Interim rates levied during the period	450,000
4.2	Grants, subsidies and contributions	440,170 ▲
	Amendments to Direct Road Funding Grants	465,570
	Amendment to reflect Hiking Grant received	25,000
	Amendments to Financial Assistance Grants as per grant schedule	(70,400)
	Amendments to SERCUL Environmental Grant Monies	20,000
4.3	Fees and charges	(557,000) ▼
	Decrease in Waste Fees due to experienced and continued expected lower commercial tonnage	(740,000)
	Increase in Building Development applications to date and expected to end of financial year	150,000
	Increase in Health service fees experienced to date and expected to end of financial year	16,000
	Increase in Planning Fees from commercial/industrial development experienced to date and expected to end of financial year	8,000
	Increase in External Print production revenue for Communications and Engagement	14,000
	Decrease in Lease Income from Café at AFAC	(5,000)
4.4	Interest revenue	204,100 ▲
	Increase in interest earnings above budget, see also item 4.15 for additional DCP interest.	204,100
Expenditure from operating activities		
4.5	Employee costs	108,600 ▼
	Reduce One Council Project Salaries to align with the Phase 2 program over FY24; FY25; FY26	(226,000)
	Reduce ICT Employee Costs to reflect vacancies during the year	(450,000)
	Reallocate Civica Altitude Project costs from Materials and Contracts to Employee Costs for short term Project staff	500,000
	Increase in Employee Salaries due to the Recruitment of New staff for Piara Waters Library	50,000
	Increase in Staff Training & Development across various business areas	15,000
	Other increases in Employee costs	2,400
4.6	Materials and contracts	3,363,800 ▼
	Reallocation of AFAC budgets to M&C from utilities (see also item 4.7 below)	(39,000)
	Reallocation for the Civica project from M&C to Employee Costs of \$500,000.	500,000
	Increase budget for technical Landfill projects and modelling, funded from Waste reserve	(110,000)
	Decrease in ICT budget - Data Analysis, Cleansing, Migration forecast to occur mainly over FY25, reserve funded	680,000
	A number of ICT projects have been delivered at lower costs, or have been deferred. Corresponding increase in ICT reserve transfer of \$400,000 (see also item 4.20)	745,000
	Increase in Hiking Grant Money Expenditure (offset with Grant Received)	(25,000)
	Decrease budget provision for alternative disposal of waste expenses (due to availability of the Airspace in the landfill cell)	1,601,800
	Decrease in Budget for Digital Advertising	7,900
	Increase to Local Government Financial Support for SERCUL Coordinator	(20,000)
	Increase in Subscriptions and Consumables	(6,900)
	Decrease in Consultants and Subscriptions across business areas	30,000
	Reclassify in General Environmental Consultants to Specific projects	150,000
	Reclassify of General Environmental Consultants to Water Strategy Document	(50,000)
	Reclassify of General Environmental Consultants to Soil and Land Strategy Document	(50,000)
	Reclassify of General Environmental Consultants to Air Strategy Document	(50,000)
4.7	Utility charges	39,000 ▼
	Reallocation of AFAC budgets to M&C from utilities (see also item 4.6 above)	39,000
4.8	Depreciation	(5,849,560) ▲
	Increase in Budget required due to Revaluation of Assets	(6,004,900)
	Decrease in Budget due to Leasing depreciation amendments	155,340
4.9	Finance costs	(270,600) ▲
	Reclassification Bank Guarantee Charges from Other expenses to Finance Costs (see item 4.10)	(280,000)
	Decrease due to Leasing Adjustment	9,400
4.10	Other expenditure	(2,082,150) ▲
	Reclassification Bank Guarantee Charges from Other expenses to Finance Costs (see item 4.9)	280,000
	Increase in Waste levy budget to account for increased tonnage	(2,316,500)
	Increase in Electoral Commission charges for Council Election	(30,000)
	Increase in Community Donations and School Awards	(15,650)

Y OF ARMADALE

RES TO THE REVIEW OF THE ANNUAL BUDGET
THE PERIOD ENDED 29 FEBRUARY 2024

PREDICTED VARIANCES	<u>Variance</u>
	\$
4.11 Loss on asset disposals	(42,200) ▲
Increase due to the book-value loss on sale of Water Cart and Trailer	(42,200)
4.12 Non-cash amounts excluded from operating activities	5,891,760 ▲
Increase in Depreciation (above)	5,849,560
Increase on Loss on Sale of Asset (above)	42,200
Inflows from investing activities	
4.13 Proceeds from disposal of assets	27,000 ▲
Sale Proceeds from Box Top Trailer, Water Truck	27,000
Outflows from investing activities	
4.14 Purchase of property, plant and equipment	(620,200) ▲
Purchase of Trailer - P&G Box top	(15,000)
Purchase of Hino 2628 500 Series Water Cart	(240,000)
Increase budget for Morgan Park Project (Lighting costs came in higher than budget, irrigation works to be delivered)	(350,000)
Work for Toilets at Shipwreck Park	(24,000)
Purchase of Electric Charging Stations (grant funded)	(40,000)
Reallocation of Minor Capital Works Budget to Electric Charging Stations	40,000
Reallocation of Minor Capital Works to AFL Netting Project at William Skeet Park and Springdale Park (infrastructure construction)	8,800
4.15 Purchase and construction of infrastructure	(170,500) ▲
Gas Flare Relocation at Landfill funded by Waste Reserve	(50,000)
Reallocation of Budgets for the Purchase of AFL Back Netting at William Skeet Park (\$75k) and Springdale Park (\$90k)	(165,000)
Additional Funding for Jull and Civic Space (Approved CS56/12/23)	(18,000)
Reallocation of Parks Budget for George Foster Reserve (\$18k) and Municipal Water Fountain (\$6.7k) to AFL Netting at William Skeet Park and Springdale Park	24,700
Reallocated savings on now completed Barossa Loop Skate Park to AFL Netting at William Skeet Park and Springdale Park	20,000
Reallocated savings on now completed Springdale Bushfire Station project to AFL Netting at William Skeet Park and Springdale Park	15,800
Reallocated savings on Bus Shelter projects to AFL Netting at William Skeet Park and Springdale Park	2,000
4.16 Non-cash amounts excluded from investing activities	327,800 ▲
Additional DCP Reserve Interest earned, increasing DCP Contracts Liability in <i>net current assets</i>	327,800
Cash inflows from financing activities	
4.17 Proceeds from new borrowings	(1,750,000) ▼
Alignment of the loan funds for One Council Phase 2 Program for the remaining part of FY24. See also item 4.17.	(1,750,000)
4.18 Unspent Borrowings - prior years	908,000 ▲
To recognise the unspent borrowings from FY23 for the One Council project. See also item 4.16.	908,000
4.19 Transfers from reserve accounts	1,157,700 ▲
Waste Reserve used to Fund Waste budget amendments	1,564,700
Waste Reserve used to Fund, Gas Flare Relocation at Landfill	50,000
Plant and Machinery Reserve to Fund Fleet Replacement	228,000
Funds for data analysis cleansing and migration FY24	250,000
Reduction in reserve transfer required, reflective of the saving on the Civica Project	(255,000)
Reduction in reserve transfer for data analysis, cleansing, migration. Project to occur in FY25	(680,000)
Cash outflows from financing activities	
4.20 Payments for principal portion of lease liabilities	155,340 ▼
Leasing Payments reduced to reflect expired leases for equipment.	155,340
4.21 Transfers to reserve accounts	(1,693,800) ▲
Transfer of Reserve Interest for Interest on cash backed Reserve funds	(1,293,800)
Transfer to Computer Systems Technologies Reserve for deferred ICT Projects (see als item 4.6)	(400,000)
4.22 Surplus or deficit after imposition of general rates	37,260 ▲

Councillors may be familiar with the previous approach taken to Budget Reviews, which provided City Directorate and Business Area perspectives. In this regard, Attachment Two provides that analysis at a summary and detailed level. It is supplementary to the main Budget Review report, which meets the statutory requirements of the Regulations.

The following commentary provides insight into Directorate and Business Area amendments.

Chief Executive's Office

Comprising mainly of budget reallocations within the CEO's remit, the net impact is zero.

Community Services

A number of line-item budgets are reallocated within the Armadale Aquatic and Fitness Centre budgets. Library services require advance funding of \$50,000 for staff recruitment and training for the new Piara Waters library.

Corporate Services

Corporate Services Information Communications Technology

Proposed amendments to the ICT Budget reflect ICT projects that have either been completed under budget, are in progress, or deferred. A number of amendments have a corresponding change to the reserve funding, the ICT Reserve being the main funding source adopted in the budget for a number of the projects.

In summary, those changes are:

- Data migration budget reduced by \$680,000 (reserve funded). The project will form part of the FY25 program, to analyse, cleanse and migrate data between the Civica Altitude, Content Manager and One Council Systems.
- Civica Altitude upgrade budget is reduced by \$255,000, representing savings in that project delivery. Note this project is reserve funded.
- Projects in progress total \$240,000 – Piara Waters library; RKBFB Station – IT/AV Equipment installation.
- Projects deferred total \$160,000 and emanate from the ICT Strategy.

These include the Information Management Strategy and Data Catalogue and Cyber Security Strategy. Note that the Information Security Framework (part of the Cyber Security Strategy) was completed during the year.

A report on Cyber Security initiatives is presented to the Audit Committee this month and a full progress report on the ICT Strategy implementation will be submitted to Council in June this year.

In addition to the above, the ICT salaries budget has been reduced by \$430,000, reflecting vacancies during the year.

Corporate Services One Council

The *OneCouncil* phase 2 Program Budget is the subject of a separate report to Council in this Committee Agenda. The program budget has been cash-flowed over the remaining period (Table 1), requiring an amendment to the current FY24 budget.

Table 1

Quarters	Q1 (2024)	Q2 (2024)	Q3 (2024)	Q4 (2024)	Q1 (2025)	Q2 (2025)	Q3 (2025)	Total Delivering the Program Tranches
Period	(Feb-Mar 24)	(Apr-Jun 24)	(Jul-Sep 24)	(Oct-Dec 24)	(Jan-Mar 25)	(Apr-Jun 25)	(Jul-Sep 25)	
Months	2	3	3	3	3	3	3	
OneCouncil Project	721,529	464,745	632,293	632,293	742,293	882,293	44,553	4,120,000
Loan Funding	(721,529)	(464,745)	(632,293)	(632,293)	(742,293)	(882,293)	(44,553)	(4,120,000)
Total	-	-	-	-	-	-	-	-
Data Analysis, Cleansing, Migration		250,000	250,000	250,000	140,000	-	-	890,000
ICT Reserve		(250,000)	(250,000)	(250,000)	(140,000)	-	-	(890,000)
Total	-	-	-	-	-	-	-	-

A budget amendment is required to:

- Reduce OneCouncil Expenses by \$226,000 in FY24 for unspent salaries.
- Utilise \$250,000 of the ICT Reserve for data analysis, cleansing and migration.
- Reduce the loan funding amount by \$844,000, reflecting the Phase 2 Program. Funds required in FY25.

Corporate Services Revenue: Rates, Fees and Charges

Higher than anticipated growth in new rateable properties, both residential and commercial results in an increase in interim rates of \$450,000.

Corporate Services Revenue: Interest Earnings

An adjustment is required to reflect the interest earnings and correct the allocations between municipal and reserve funds, resulting in a net amendment of \$532k.

	Net Amendments	Municipal Amendments	Reserve Amendments
Muni Interest	558,100	558,100	0
Reserve Interest	-26,200	-1,320,000	1,293,800
Net result	531,900	-761,900	1,293,800

Corporate Services Retained Surplus Reserve Funds (net transfers)

The budget review includes a number of transfers to and from reserves. In summary the proposed amendments to net reserve transfers are:

- *Increase* transfer from Waste Reserve (\$1,614,700)
- *Increase* transfer to (various) Reserves Interest \$1,293,800
- *Decrease* transfer from ICT \$1,085,000
- *Increase* transfer from Plant & Machinery (\$228,000)

Corporate Services Administration *Loans and Leases*

The budget provided for additional borrowings for the *OneCouncil* project of \$2M. This financial year, only \$1.18M is required.

Of the \$1.18M, \$908,000 is unspent borrowings from FY23, and so there is a category change between “New loans” and “Unspent Borrowings” in the Statement of Financial Activity and Financial Position.

Development Services

Reflective of development activity, revenue from fees and charges is higher than expected and amendments to the fees and charges budgets totalling \$171,600 are proposed.

Technical Services

Design Engineering & Parks: Funds reallocated to Environment Programs Strategy Review and to AFL nets

Environment & Sustainability

Funds allocated to Environment Programs Strategy Review – Water, Soil, Land and Air.

Waste Services

Three main changes are proposed for the Waste Services budget.

The first is the reduction in commercial tonnage revenue of \$740,000, as the City has conserved its air space. It is likely this air space will be sold in the future, generating revenue. Further, as a result, the allocation for the Alternate Waste disposal of \$1.6M – which was a contingency budget is not required.

Finally, the landfill levy also needs to be increased by \$2.3M, reflecting higher tonnages for increased waste and fill, with a portion potentially reclaimable through exemptions, where it relates to closure costs.

The additional Leachate Ponds works have also been included, which was considered by Council on 11 March 2024.

The net effect of these changes flow through the Waste Reserve.

Civils

The main change is recognition of a general purpose road grant received, which was not included the budget.

Capital Projects

The Budget Review allowed for a review of the in-progress major capital projects, one requiring additional funding – Morgan Park Lighting & Retic Works

Morgan Park Lighting & Retic Works

The budget for Morgan Park included allocations for the lighting and irrigation improvements at the venue. The lighting works tender came in higher than expected and utilized the project budget funding. Funding is therefore required for the irrigation works.

Other minor Capital Projects

A number of other minor capital projects are requiring additional funding over \$50k:

- Springdale Park AFL Back Nets \$90k
- William Skeet AFL Back Nets \$75k
- Waste Water Cart Truck \$215k
- Landfill Gas Flare Relocation \$50k

End of Financial Year Surpluses and Budget Funding

As reported in December 2023 (CS56/12/23), Council was advised of a \$748k year-end surplus subject to final audit. The audit has now been completed and there has been no changes to the year-end surplus. Council decided to increase the project budget for the Jull Street Mall landscape and lighting upgrade project by \$730k leaving \$18k to be considered as part of this annual budget review.

Summary

The culmination of the changes required from this report and the previous decisions of Council result in a small surplus of municipal funds of \$71k to the balanced budget position.

ATTACHMENTS

1. [Attachment One ABR for Corporate Services Committee 19 Mar Final](#)
2. [Attachment Two Pivot Table Extract for Council report](#)

RECOMMEND

CS14/3/24

That Council:

1. Pursuant to Regulation 33A of the *Local Government (Financial Management) Regulations 1996*, adopt the attached Report titled 'Review of Budget for the period ended 29 February 2024'.
2. Pursuant to section 6.8 of the *Local Government Act 1995*, authorise* the following amendments to the 2023/24 Annual Budget as presented and explained in Attachment 1 Report titled 'Review of Budget for the period ended 29 February 2024' and Attachment 2 Budget Amendment Details.

Budget Amendments	
Particulars	(\$)
Revenue (excl. Non Cash)	
<i>Increases</i>	
Increase in Interest from Cash	204,100
Increasing in Interim General Rating During the Year	450,000
Increase in Grants, Subsidies and Contributions	440,170
<i>Decreases</i>	
Decrease in Fees and Charges - Primarily Waste	(557,000)
Net Revenue Increase/(Decrease)	537,270
Operating Expense (excl Non Cash)	
<i>Increases</i>	
Reclassify Guarantee Fees from Other Expenditure to Finance Costs	(280,000)
Additional Funds for technical Landfill projects and modelling	(110,000)
Additional Funds for Staff Training	(17,400)
Additional Funds for Recruitment of Staff at Piara Waters Library	(50,000)
Additional Funds for Landfill Waste Levy	(2,316,500)
Additional Funds for Hiking Grant Expenditure	(25,000)
Additional Electoral Commission Costs	(30,000)
Additional Funds For Community Donations (including School Awards)	(15,650)
Reclassify of General Environmental Consultants to Water Strategy Document	(50,000)
Reclassify of General Environmental Consultants to Soil and Land Strategy Document	(50,000)
Reclassify of General Environmental Consultants to Air Strategy Document	(50,000)
AFAC Budget realignment from Utilities	(39,000)
Increase in SERCUL Environmental Co-Ordinator Grant Spending	(20,000)
Increase in Subscriptions and Consumables	(6,900)
<i>Decreases</i>	
Reclassify Guarantee Fees from Other Expenditure to Finance Costs	280,000
Reduction in ICT Budget for ERP Data Migration Consultants	680,000
Reduction in ICT Budget for Phase 2 Employee Expenses	226,000
Reduction in ICT Budget due to lower costs or allocated to other projects	1,195,000
Reduction for Landfill Airspace Charge	1,601,800
AFAC Budget realignment Utilities to Materials and Contracts	39,000
Reduction in Consultants and Subscriptions	30,000
Reduction on Funds for Leasing Amendment in Finance Costs	9,400
Reduction for Digital Advertising	7,900
Reduction in General Environmental Consulting to Specific projects (above)	150,000
Net Operating Expense (Increase)/Decrease	1,158,650

Budget Amendments	
Particulars	(\$)
Capital Expense	
<i>Increases</i>	
Additional Funding for Morgan Park Irrigation	(350,000)
Reallocation of Budgets for the Purchase of AFL Back Netting at Springdale Park	(90,000)
Reallocation of Budgets for the Purchase of AFL Back Netting at William Skeet Park	(75,000)
Additional Funding for Various Plant and Equipment Items	(255,000)
Reallocation to Specific Charging Station from Renewables Budget	(40,000)
Additional Funding for Jull and Civic Space (Approved CS56/12/23)	(18,000)
Additional Funding for Shipwreck Park Toilets	(24,000)
Additional Funding for Landfill Gas Flare Relocation	(50,000)
<i>Decreases</i>	
Reallocation of Renewals Budget to Specific Charging Station	40,000
Reallocation of Minor Capital Works to AFL Netting Project at William Skeet Park and Springdale Park (infrastructure construction)	8,800
Reallocated savings on Bus Shelter projects to AFL Netting at William Skeet Park and Springdale Park	2,000
Reallocated savings on now completed Barossa Loop Skate Park to AFL Netting at William Skeet Park and Springdale Park	20,000
Reallocation of Parks Budget for George Foster Reserve (\$18k) and Municipal Water Fountain (\$6.7k) to AFL Netting at William Skeet Park and Springdale Park	24,700
Reallocated savings on now completed Springdale Bushfire Station project to AFL Netting at William Skeet Park and Springdale Park	15,800
Proceeds from Sale of Assets (Trailer, Water Cart)	27,000
Net Capital Expense (Increase)/Decrease	(763,700)
Non-Operating Revenue/Expense	
<i>Increases</i>	
Leasing payment Amendments	155,340
Prior year unspent Borrowings - One Council Project Amendments	908,000
Transfer from Waste Management Reserve to Fund Gas Flare Relocation	50,000
Transfer from Waste Management Reserve to Fund Waste Operations	1,564,700
Transfer from Plant and Machinery Reserve to Fund Plant and Equipment Items	228,000
Transfer from ICT Reserve to Fund for data analysis cleansing and migration FY 24	250,000
<i>Decreases</i>	
Transfer of Interest related to Cash backed Reserve Funds	(1,293,800)
Alignment of the One Council loan funds remaining to the Phase 2 Program	(1,750,000)
Reduction in ICT Reserve due to Civica Project funds not required	(255,000)
Reduction in transfer from ICT reserve - ICT Projects data migration etc funds required FY25	(680,000)
Increase in Transfer to reserve for deferred ICT Projects	(400,000)
Net Non-Operating Revenue/Expense Increase/(Decrease)	(1,222,760)
Movement in Contract Liability	327,800
Net Budget Surplus/(Deficit)	37,260

3. Note the budget amendments in point 2 above increases the forecast year-end budget surplus by \$37,260, from \$18,156 to \$55,416.

ABSOLUTE MAJORITY RESOLUTION REQUIRED

Moved Cr J Joy
 MOTION CARRIED

(6/0)

2.1 - EVALUATION RECOMMENDATION REPORT - RFQ 6/24: MICROSOFT ENTERPRISE AGREEMENT

WARD : ALL
FILE No. : M/126/24
DATE : 8 March 2024
REF : SA/AO
RESPONSIBLE MANAGER : Executive Director
Corporate Services

In Brief:

- RFQ 6 of 2024 was recently advertised for Microsoft Enterprise Agreement.
- Three (3) compliant submissions were received by the specified closing time and evaluated against compliance and qualitative criteria.
- The report recommends that in regard to RFQ/6/24 for Microsoft Enterprise Agreement, Council adopt the recommendations detailed within Confidential Attachment 2.

Tabled Items

Nil.

Decision Type

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

Officer Interest Declaration

Nil.

Strategic Implications

- 2.3.3 Assets are to be effectively maintained in order to meet service levels throughout their life cycle
- 2.3.5 The City maintains its operational infrastructure to the most cost effective manner to sustain service delivery
- 4.1.2 Develop and maintain a comprehensive suite of strategies and plans to guide the City's delivery of infrastructure and services to the community.

Legal Implications

Assessment of legislation indicates that the following apply:

- Section 3.57 *Local Government Act 1995* – Tenders for providing goods or services
- Division 2 *Local Government (Functions and General) Regulations 1996* – Tenders for providing goods or services.

Council Policy/Local Law Implications

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

- Council Policy ADM 19 – Procurement of Goods or Services

Budget/Financial Implications

The budget and financial implications of adopting the recommendation are detailed within Confidential Attachment 2.

Consultation

- Intra Directorate.

BACKGROUND

The City of Armadale is seeking a suitably qualified and resourced supplier to provide Microsoft licensing under the terms of the WALGA preferred supplier panel arrangement and as part of a Microsoft Enterprise Agreement.

DETAILS OF PROPOSAL

The Scope of Works requires the Contractor to provide Microsoft licensing under the terms of the relevant panel arrangement and as part of a Microsoft Enterprise Agreement. Initial licensing will include a selection of the products in the 'Price Schedule', but the Contract will provide for the procurement of additional Microsoft software licensing products as the licensing needs of the City change or the Microsoft product set changes.

COMMENT

Analysis

Tenders were received from:

	Tenderer's OR Respondent's Name
1.	Data #3
2.	Crayon Australia Pty Ltd
3.	Insight Enterprises Australia Pty Ltd

One (1) submission, were received after the close of deadline and in accordance with our request conditions was rejected. No non-conforming submissions were received.

Criteria	Weighting
Pricing	100%

Upon completion of the evaluation, final scores and pricing were entered into the Evaluation Matrix as shown in the Confidential Attachment 2, where a final analysis took place to determine the most suitable Tenderer.

CONCLUSION

The evaluation panel assessed the submissions and assessed each respondents pricing schedule. The evaluation panel recommends that the contract be awarded as per the recommendation detailed within Confidential Attachment 2 for a period of three (3) years.

ATTACHMENTS

1. Confidential Attachment 1 - Pricing Schedule - RFQ 6 of 2024 - Microsoft Enterprise Agreement - *This matter is considered to be confidential under Section 5.23(2) (c) of the Local Government Act, as the matter relates to a contract entered into or which may be entered into by the City of Armadale*
2. Confidential Attachment 2 - RFQ 6 of 2024 - Microsoft Enterprise Agreement - *This matter is considered to be confidential under Section 5.23(2) (c) of the Local Government Act, as the matter relates to a contract entered into or which may be entered into by the City of Armadale*

RECOMMEND

CS15/3/24

That Council, in regard to RFQ 6 of 2024 for Microsoft Enterprise Agreement, accept the recommendation detailed within Confidential Attachment 2 for a period of three (3) years.

Moved Cr L Sargeson

MOTION CARRIED

(6/0)

3.1 - ONECOUNCIL PROGRAM - PHASE 2 IMPLEMENTATION

WARD : ALL
FILE No. : M/109/24
DATE : 6 March 2024
REF : AO/RB
RESPONSIBLE : Executive Director
MANAGER : Corporate Services

In Brief:

- This report presents an update of the implementation of the OneCouncil Program Phase 2.
- Recommend that Council note the report.

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

- 4.2.1.1 Implement the *OneCouncil* project for the replacement of the City's ERP in a timely and cost-effective manner

Legal Implications

Nil.

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

Council approved the *OneCouncil* Project Budget in July 2021, following a pause in the project due to the COVID Pandemic.

The budget adopted in July 2021 comprised:

Phase 1	\$2.23M
Phase 2	\$4.20M
TOTAL	\$6.43M

Project Funding was to be sourced from:

Loan Funds	\$6.12M
Reserve Funds	\$0.31M
TOTAL	\$6.43M

Phase 1 came within the \$2.23M budget, including the period for Hypercare. Phase 2 recently commenced in February, and is expected to conclude around September 2025.

The project funding for Phase 2 remains at \$4.2M of loan funds. Phase 2 is also supported by a separate data migration budget, funded from the ICT Reserve at \$890,000.

Consistent with the adopted resource and funding strategy, the Subject Matter Experts are also provided by the relevant business areas, funded by municipal funds.

Funds are provided for in the City's Long Term Financial Plan, which was recently reviewed and adopted by Council in February this year.

Consultation

- Executive Leadership Team.

BACKGROUND

Council reports of 21 May 2018, 20 August 2018, 19 August 2019, 13 April 2021 and 20 July 2021 refer.

The project was put on hold in March 2020 in response to the COVID 19 Pandemic, and the project team reassigned to fast track the implementation of Microsoft Office 365, Microsoft Teams, Work from Home and other IT related projects.

Council agreed to budget to recommence the *OneCouncil* project from July 2021, having received a report in April that year on the project status.

Phase 1 of the *OneCouncil* program was implemented a year later in July 2022, consisting of the following modules:

- Human Resources and Payroll
- Enterprise Content Management (Connected Content Only)
- Supply Chain Management
- Works Planning
- Enterprise Asset Management; and
- Financials.

An interim phase enabled a reconfiguration of the Chart of Accounts, configuration to meet the transition to the WA Industrial Relations system, and an upgrade to the system (version 2023B).

Phase 2 of the Program commenced in February 2024, and delivers nine additional modules including:

- Enterprise Budgeting
- Human Resources and Payroll – eRecruitment, Safety, Talent, Succession and Training Management *
- Enterprise Content Management
- Customer Request Management
- Property and Rating - Revenue, Cash Receipting, Planning and Development
- Contract Management
- Project Lifecycle Management
- Strategic Asset Management; and
- Performance Planning.

**Modules subject to review*

Council receives regular briefings on the *OneCouncil* project each month. This report provides an update on the Program and also responds to a CEO Key Performance Indicator to:

present to Council the Phase 2 program schedule and resourcing strategy for endorsement by March 2024.

DETAILS OF PROPOSAL

Planning

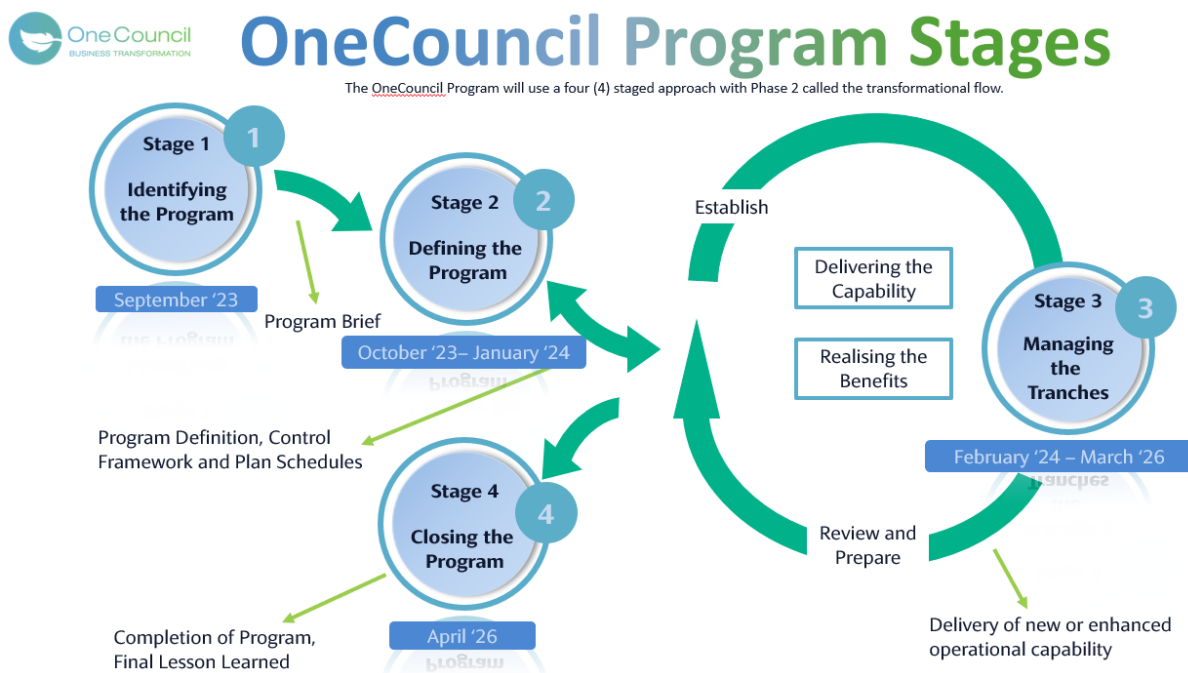
The developed *OneCouncil* Phase 2 program framework provides enhanced governance and management with a focus on delivering the capability and realising the benefits. There are therefore four (4) stages defined within the *OneCouncil* program framework:

1. Stage 1 – Identifying the Program
2. Stage 2 – Defining the Program
3. Stage 3 – Managing the Tranches
4. Stage 4 – Closing the Program

Program management is used to deliver transformational change, this is achieved through a series of iterative and integrated stages/processes called the transformational flow. The transformational flow stages/processes include:

1. **Identifying a Program.** Initial consideration of what the program has to achieve and whether there is a justification for it should be set out at a high level in the first instance.
2. **Defining a Program.** Defining the detail of the program and how it will be governed, allows for a firm basis upon which the program will achieve its objectives.
3. **Managing the Tranches.** This process describes the work which is to be carried out as the program progresses through its lifecycle.
 - i. **Delivering the Capability.** This process provides guidance on what is to be achieved in relation to successful project delivery.
 - ii. **Realising the Benefits.** This process describes what is required to transition project outputs into the business and how this will ultimately achieve the benefits required by the City.
4. **Closing the Program.** This process describes what is required to close the program successfully including ensuring that the business case and benefits have been achieved.

The adopted approach is detailed below with the transformational flow:



During the “Identifying the Program” stage a vision for the program was sought. The Program Manager engaged the business, in particular the Executive Leadership Team and the ‘Innovation’ culture group to provide suggestions for the program’s vision statement. Over 20 vision statements were provided and the Program Board settled on.

‘Leading the way in creating a smarter, convenient and more connected future for our community’

During the “Defining the Program” stage a number of strategies and plans were documented and approved to provide information on how the program is planned and will be governed, managed and delivered. The below diagram highlights the extent of planning which has gone into the *OneCouncil* Phase 2 Program.

OneCouncil Program Program Planning & Governance Deliverables

OneCouncil Phase 2 has adopted a Program approach.

These deliverables highlight the extent of identification and planning which has taken place to ensure the OneCouncil Program is prudent, uses a fit for purpose approach based upon Managing Successful Programs (MSP), and is setup for success.

Stage 1 – Identifying the Program

- Vision Statement
- Program Brief
- Program Preparation Plan – Stage 1
- DRIL (Decisions, Risks, Issues, Lessons)
- Stage Gate Report

Stage 2 – Defining the Program

- Program Governance Framework, Terms of Reference and Delegated Authorities
- Phase 2 Program Board established (PB)
- Program Roles & Responsibilities
- Program Resource Management Strategy
- Program Resource Management Plan
- Program Test Management Strategy

Stage 2 – Defining the Program cont.

- Program Training Management Strategy
- Program Risk Management Strategy
- Program Monitoring & Controlling Strategy
- Program Quality Management Plan
- Program Data Migration Strategy
- Program Data Migration Plan
- Program Issue Management Plan
- High Level Documented Tranches
- Program Schedule
- Projects Dossier
- Project Frameworks & Templates (PM, BA, Testing, Change)
- Project Schedules (RM,ECM,P&R)
- Program Budget
- Program Benefits Management Strategy
- Program Benefit Profiles
- Program Benefits Realisation Plan
- Program Stakeholder Management Strategy
- Program Stakeholder Impact Assessment & Map
- Program Stakeholder Engagement Plan
- Program Change & Communications Strategy
- Program Change & Communications Plan
- Program Preparation Plan – Stage 2
- Program Definition Document
- Stage Gate Report

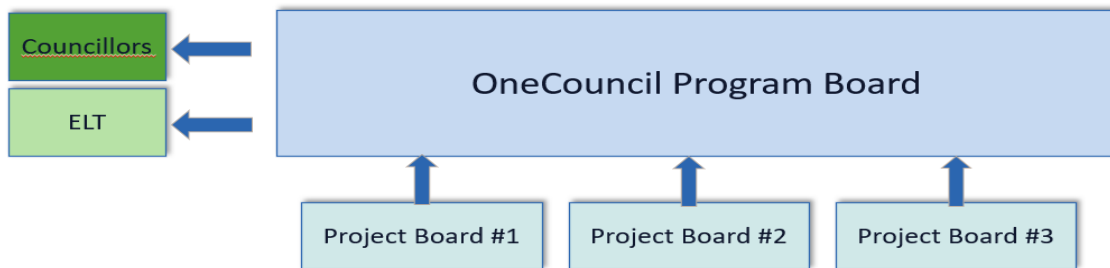
Governance

In order for the program to be successfully governed, a Program Governance Framework, Terms of Reference and Delegated Authorities were prepared. A Program Board was established to oversee the program and ensure that the program delivers on its agreed benefits. Whilst the Program Board briefs the Council it also briefs the Executive Leadership Team.



OneCouncil Program

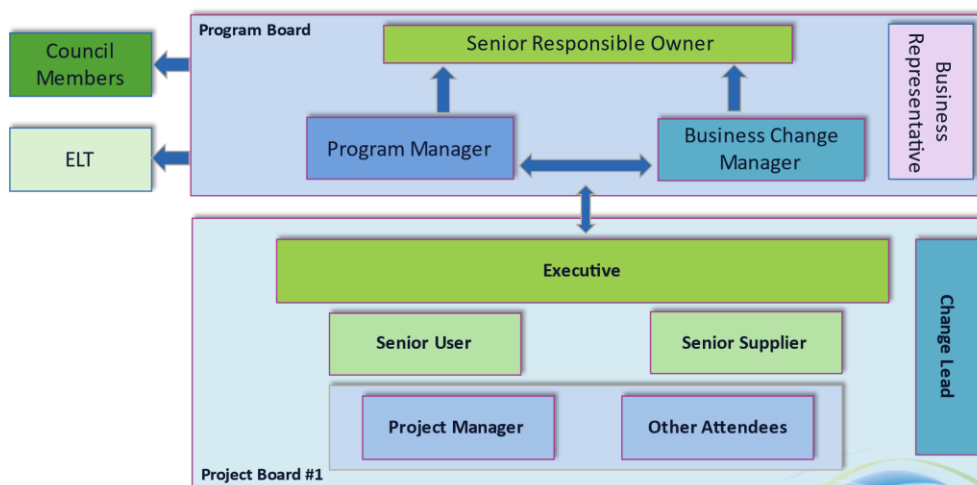
Governance Groups



Each active project also has its own Project Board which reports into the Program Board ensuring the Program Board is abreast of each active project’s status and the delivery of change and benefits into the business. The Project Board roles include an Executive, Senior User and Senior Supplier roles who will support and assist the project during its delivery ensuring risks and issues are being mitigated and managed and the project is delivering quality outputs to the planned schedule. The Project Boards are based upon a Prince2 framework which is also aligned to the City’s Project Management Framework.



OneCouncil Phase 2 Project Board



Timelines

There are nine projects to deliver within the program, with a number of complex projects highly dependent upon each other. The nine projects have been split into four tranches with dependent projects grouped together. Tranche 1 commenced on 14 February 2024.



Tranche Timelines



The projects defined in each tranche are as follows:



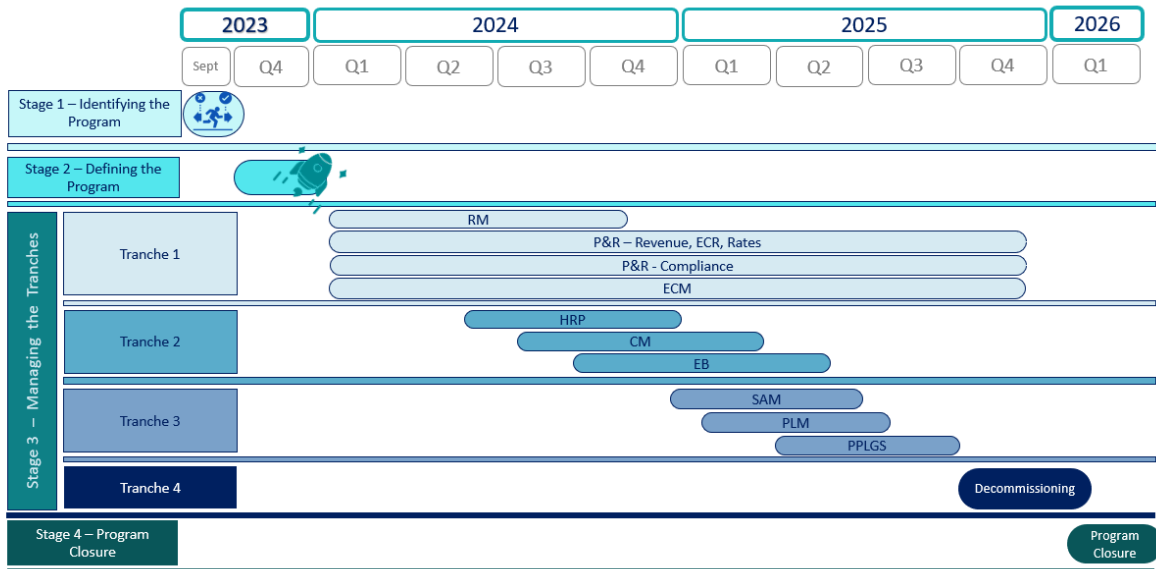
Tranche Projects



The high-level *OneCouncil* Phase 2 program timeline is displayed below, having been initiated in September 2023 and tranche 1 projects commencing in February 2024. The program closes in April 2026.



High-Level Program Schedule



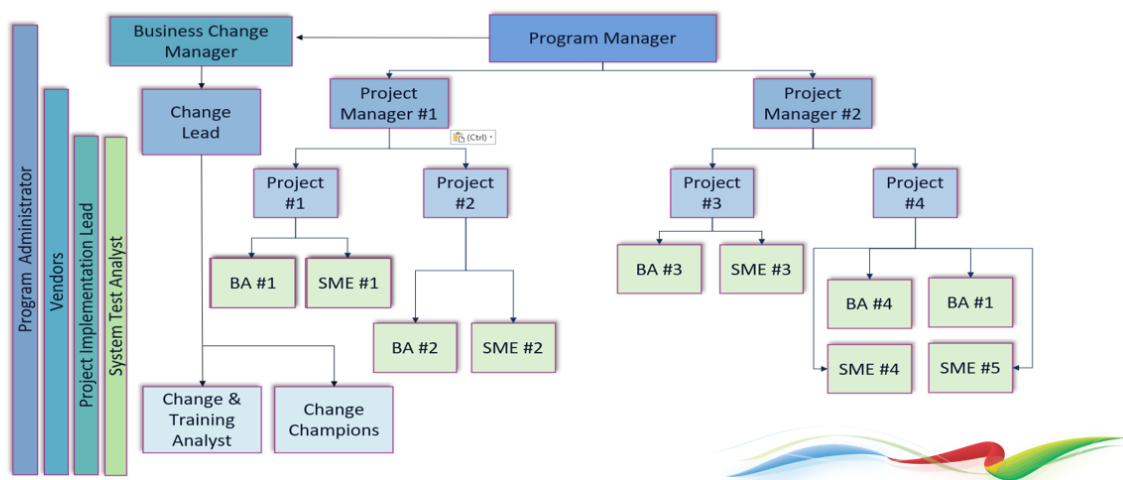
Resourcing

To deliver this large program successfully and with quality, human resources are required. The *OneCouncil* Program was planned and the organisational structure was built to suit, which entails many different and varied skilled resources. As multiple projects are being initiated at different times, Project Managers, the Project Implementation Lead, the System Test Analyst, Business Analysts and Change and Training resources will be working across multiple projects in different stages of their project lifecycle.



OneCouncil Program

Organisation Structure



Budget

The Phase 2 Program budget relies on the resources of TechnologyOne and the City’s Project Team, Data Migration contractors and support from the business areas in the form of Subject Matter Experts.

There have been two key learnings informing the Phase 2 Program resources and budget:

1. Data migration is a significant exercise, and capacity needs to be built in to understand, prepare, interface and migrate the City’s data.
2. Subject Matter Expertise from people working within the City’s business areas is essential to a successful implementation. Ensuring the roles are available, as required by the Phase 2 Program is a critical success factor.

Whilst the project funding for Phase 2 remains at \$4.2M of loan funds, Phase 2 is also supported by a separate data migration project to review, cleanse, prepare and develop the application programming interfaces (APIs) to migrate data between the Civica Authority and Content Manager systems and the One Council system. This is a substantial piece of work and is funded separately by the ICT Reserve, estimated at around \$890,000.

Quarters	Q1 (2024)	Q2 (2024)	Q3 (2024)	Q4 (2024)	Q1 (2025)	Q2 (2025)	Q3 (2025)	Total Delivering the Program Tranches
Period	(Feb-Mar 24)	(Apr-Jun 24)	(Jul-Sep 24)	(Oct-Dec 24)	(Jan-Mar 25)	(Apr-Jun 25)	(Jul-Sep 25)	
Months	2	3	3	3	3	3	3	
OneCouncil Project	721,529	464,745	632,293	632,293	742,293	882,293	44,553	4,120,000
Loan Funding	(721,529)	(464,745)	(632,293)	(632,293)	(742,293)	(882,293)	(44,553)	(4,120,000)
Total	-	-	-	-	-	-	-	-
Data Analysis, Cleansing, Migration		250,000	250,000	250,000	140,000	-	-	890,000
ICT Reserve		(250,000)	(250,000)	(250,000)	(140,000)	-	-	(890,000)
Total	-	-	-	-	-	-	-	-

Consistent with the adopted resource and funding strategy, the Subject Matter Experts are provided by the relevant business areas, funded by municipal funds.

OPTIONS

It is recommended that Council note the report and continues to receive monthly updates from the Program Manager.

Council may request further information if required.

Project on a Page infographics outlining the project lifecycle of each module are attached to this report.

ATTACHMENTS

1. [Project on a Page - OneCouncil Project](#)

RECOMMEND

CS16/3/24

That Council note the report and continues to receive monthly *OneCouncil* Project updates from the Program Manager.

Moved Cr M J Hancock
MOTION CARRIED

(6/0)

3.2 - 2024 NATIONAL GROWTH AREAS ALLIANCE (NGAA) NATIONAL CONGRESS, 29-31 MAY

WARD : ALL
FILE No. : M/106/24
DATE : 5 March 2024
REF : LP
RESPONSIBLE MANAGER : Chief Executive Officer

In Brief:

- NGAA’s National Congress will be held in Penrith NSW on 29-31 May 2024.
- The theme for this year’s Congress is “*Building Australia's Newest Cities: A Model for the New Wave of Growth*”. This national event will explore Australia’s newest cities, being built on the edges of greater metropolitan areas, around major new infrastructure, with place, productivity, innovation, and digital connectivity at their core.
- Recommend that Council nominates the Mayor to represent the City of Armadale at the 2024 NGAA National Congress. The CEO has approved the attendance of the City’s Manager Economic Development and Advocacy at this Congress.

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

Outcome 3.1 – Increased Economic Growth, Job Creation and Retention, as well as Educational Opportunities

Objective 3.1.6 – Advocate for Federal and State government commitment and investment in the City’s industrial precincts and cultivate the strategic partnerships necessary for their successful development.

Objective 3.2.1 – Create and actively promote a positive image and identity for the City to position Armadale as a destination of choice for residents, businesses, investors and visitors.

Legal Implications

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

Council Policy/Local Law Implications

Elected Member and Chief Executive Officer Professional Development Policy.

Budget/Financial Implications

Allowances for Officer and Councillor attendance at conferences have been made within the 2024/25 Budget and Long Term Financial Plan Estimates.

Consultation

- Intra Directorate.

BACKGROUND

The City of Armadale actively participates in the National Growth Areas Alliance (NGAA) as a component of its Advocacy Priorities Strategy. The NGAA serves as the primary organisation for Local Governments situated in Australia's outer metropolitan growth regions, advocating to both State and Federal Governments regarding challenges and opportunities within these growth areas.

NGAA is a collaboration of twenty-one Councils across Australia whose areas are experiencing rapid growth. This organisation works with its members to advocate to State and Federal Governments. In addition, the NGAA works with industry and other stakeholders to advocate for infrastructure and services, highlighting the challenges and opportunities presented by rapid growth.

Furthermore, the City of Armadale participates as a member in both the NGAA's Economic Development and Advocacy *Policy Advisory Committees*, which serve as forums dedicated to shaping and influencing policy and decision-making processes in Australia. NGAA's Focus Areas for 2024 are:

- *Front of Mind for Federal Politicians:* NGAA is committed to being at the forefront of decision-makers' minds, advocating for the prioritisation of growth areas, particularly in securing essential funding.
- *Growing Awareness with Industry Organisations:* NGAA is dedicated to increasing awareness within industry organisations who work closely with Federal and State government. The aim is to be trusted partners, demonstrating extensive knowledge of the unique challenges faced by growth areas.
- *Strengthening Relationships with Members:* The primary goal is to build even stronger connections with NGAA member Councils.
- *Raising NGAA's Profile:* NGAA is determined to elevate the profile of NGAA across various media channels and stakeholders to showcase commitment to sustainable and resilient communities.

DETAILS OF PROPOSAL

NGAA Members are invited to join the 2024 National Congress in Penrith for an in-depth look into Building Australia's newest cities. In the midst of a housing crisis and with an ambitious national target of 1.2 million new homes within five years, the role of growth areas in the new urban landscape has never been more important.

The 2024 NGAA Congress will explore Australia's newest cities being built on the edges of greater metropolitan areas, around major new infrastructure, with place, productivity, innovation, and digital connectivity at their core. Congress Highlights will include:

- Western Sydney Airport Site Tour
- Keynote Speakers on new city governance, policy and design
- Political speakers
- NGAA Awards Dinner
- Panel discussions on creating resilient, liveable and thriving communities in our outer suburbs.
- Networking Opportunities with Mayors, CEOs and specialists from Australia's fast growing local government areas, politicians, and business partners in the development, planning and infrastructure industries.

Topics to be covered include:

- *New City Governance:* Learning from international examples as well as from our own experience. Reviewing processes, systems, and structures that help to facilitate genuine collaboration between all levels of government.
- *Future Policies:* Growth areas have suffered with policy frameworks not keeping up with the rate of growth, leading to infrastructure deficits. This topic explores new approaches to policy development that can lead to better outcomes for our communities. How do we need to approach policy development if we want to create resilient, liveable and thriving communities?

- *Future Design and Functionality:* What would a 20-minute urban centre look like? How can we turn our fastest-growing cities and suburbs into economically productive secondary CBDs? Topics discussed will include innovative approaches to urban design, the role private industry must play, and what a connected digital future looks like.

Program attached.

It is proposed that Council nominates the Mayor to represent the City of Armadale at the 2024 NGAA Congress held in Penrith NSW on 29-31 May 2024. The CEO has approved the attendance of the City's Manager Economic Development at this Congress.

CONCLUSION

The NGAA stands as an important advocacy network for our City, elevating awareness on the pressing needs of rapidly expanding local government areas particularly at the Federal level. With a mandate to represent over five million residents residing in Australia's burgeoning suburbs, the NGAA unites communities grappling with population growth rates that far exceed the national average, compounded by long-term under-investment in vital infrastructure.

Participation in the upcoming 2024 NGAA National Congress presents an opportunity for our City to forge stronger bonds with other rapidly-growing councils facing similar infrastructure challenges. Through this collaborative platform, our advocacy efforts will gain momentum, fostering invaluable knowledge exchange and mutual support among peers. This collective experience will not only empower our City to influence policy, but also to motivate increased funding allocations for essential public infrastructure projects for rapidly growing Councils.

Active engagement with the NGAA, particularly in the lead-up to the pivotal Federal and State Elections in 2025, positions our City at the forefront of decision-making processes and policy formulation. By leveraging our partnership with the NGAA, we have the opportunity to assert our impact in shaping a brighter future for our local community, ensuring that our infrastructure needs are met with the attention and resources they warrant.

ATTACHMENTS

1. [2024 NGAA Congress Program](#)

RECOMMEND

CS17/3/24

That Council nominate the Mayor to represent the City of Armadale at the National Growth Areas Alliance Congress to be held in Penrith, NSW on 29-31 May 2024.

Moved Cr J Joy
MOTION CARRIED

(6/0)

3.3 - COMMITTEE ROOM - IT SET UP (REFERRAL ITEM)

At the Council meeting held on 26 February 2024, Cr K Busby referred the following matter to the Corporate Services Committee.

That the matter of a timeframe and as to what is needed to get the technology fixed in the Committee Room be referred to the Corporate Services Committee.

Comment from Cr K Busby

During the debate at Council on 26 February 2024, it was flagged that the technology for the Committee Room was not up to standard. I was also aware, as I was in that meeting that there were issues connecting an external attendee to the meeting via Teams.

Considering this is our main committee room and not the function room I would like to know what needs to be done and what is the timeframe to see it happen.

If we need funding or council approval, then I believe it is a priority that we look at this as an urgent item.

Officer Comment

In December, the City sought quotes on the upgrade of audio, microphone and visual equipment in the Committee Room. All elements of equipment require renewal to provide quality and reliability of the AV/Teams experience. This includes the cameras, microphones and Smart Screen.

Initiating the project was paused pending the Council's decision last month on its preferred Committee Meeting venue.

The City will now be proceeding with the works, expected to take around 6-8 weeks from initiation.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

CS18/3/24

That Council note the officer's comment.

**Moved Cr S J Mosey
MOTION CARRIED**

(6/0)

COUNCILLORS' ITEMS

Nil.

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

CHIEF EXECUTIVE OFFICER'S REPORT

Nil.

EXECUTIVE DIRECTOR'S REPORT

Nil.

MEETING DECLARED CLOSED AT 7.31PM

CORPORATE SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
19 MARCH 2024		
ATT NO.	SUBJECT	
1.1 LIST OF ACCOUNTS PAID - JANUARY 2024		
1.1.1	Monthly Cheque and Credit Card Report - January 2024	
1.1.2	Monthly Fuel Card Transactions - Period Ending 15 January 2024	
1.2 STATEMENT OF FINANCIAL ACTIVITY - JANUARY 2024		
1.2.1	Monthly Financial Report - January 2024	
1.2.2	Carry Forward Balances for the Monthly Financial Statements - January 2024	
1.3 REVIEW OF 2023/24 ANNUAL BUDGET		
1.3.1	Attachment One ABR for Corporate Services Committee 19 Mar Final	
1.3.2	Attachment Two Pivot Table Extract for Council report	
3.1 ONECOUNCIL PROGRAM - PHASE 2 IMPLEMENTATION		
3.1.1	Project on a Page - OneCouncil Project	
3.2 2024 NATIONAL GROWTH AREAS ALLIANCE (NGAA) NATIONAL CONGRESS, 29-31 MAY		
3.2.1	2024 NGAA Congress Program	

The above attachments can be accessed from the Minutes of the Corporate Services Committee meeting of 19 March available on the City's website

CITY OF ARMADALE

MINUTES

OF CITY AUDIT COMMITTEE HELD IN THE COMMITTEE ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON
WEDNESDAY, 20 MARCH 2024 AT 7.00PM.

In the absence of the Chair, Cr Peter and Deputy Chair, Cr Hetherington, the Executive Director Corporate Services called for nominations for a Committee Member to Chair the meeting. Cr Keogh was nominated by Mayor Butterfield. Cr Keogh accepted the nomination and took the Chair.

PRESENT:

Cr J Keogh (Chair)
Mayor R Butterfield
Cr S J Mosey
Cr L Sargeson (Deputy to Cr P A Hetherington)
Cr S Virk (Deputy to Cr M Silver)
Cr K Kamdar (Deputy to Cr S Peter)
Mr S Linden (Independent Member)

APOLOGIES:

Cr M Silver (Leave of Absence)
Cr S Stoneham (Leave of Absence)
Cr S Peter (Chair) (Leave of Absence)
Cr P A Hetherington (Deputy Chair) (Leave of Absence)

OBSERVERS:

Cr J Joy
Cr G J Smith
Cr P A Hetherington (Teams)

IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr J Lyon	Executive Director Corporate Services
Mr M Hnatojko	Executive Manager Corporate Services
Mr B Bell	Manager ICT
Ms M Bell	Head of City Legal (Teams)
Mr D Baker	Senior Governance Advisor (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

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 City Audit Committee Meeting held on 7 February 2024 be confirmed.

**Moved Cr S J Mosey
MOTION CARRIED**

(7/0)

CONTENTS

CITY AUDIT COMMITTEE

20 MARCH 2024

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1.1 2023 COMPLIANCE AUDIT RETURN.....	96
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1.1 - 2023 COMPLIANCE AUDIT RETURN

WARD : ALL
FILE No. : M/108/24
DATE : 5 March 2024
REF : DB
RESPONSIBLE : Manager City
MANAGER : Governance

In Brief:

- Council is requested to consider and adopt the 2023 Compliance Audit Return covering the period 1 January 2023 to 31 December 2023 as presented, noting that there were 5 instances of non-compliance out of 94 questions.

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

4.1.3 Develop organisational frameworks to achieve consistency, transparency and clarity of decision making processes

Legal Implications

Local Government Act 1995

Section 7.13(1)(i) – Regulations as to audits

Local Government (Audit) Regulations 1996

Regulation 13 – prescribed statutory requirements for which compliance audit needed.

Regulation 14 – compliance audits by local governments.

Regulation 15 – compliance audit return, certified copy of etc. to be given to Department CEO.

Regulation 16 – Functions of audit committee

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

Nil.

Consultation

- Executive Leadership Team (ELT)
- Internal stakeholders and managers.

BACKGROUND

The Local Government (Audit) Regulations 1996 require every local government to carry out a Compliance Audit for the period 1 January to 31 December each year and to complete a Compliance Audit Return (CAR) as produced by the Department of Local Government, Sport and Cultural Industries (DLGSC).

The CAR is to be:

- Reviewed by the Audit Committee
- Presented to Council at a meeting of the Council
- Adopted by the Council
- Recorded in the minutes of the council meeting at which it is adopted.

After the CAR has been presented to and adopted by Council, a certified copy is to be signed by the Mayor and CEO for lodgement with the Department by 31 March 2024 together with the relevant section of the council minutes and any additional information explaining or qualifying the compliance audit.

ANALYSIS

Officers with delegated powers were randomly selected to provide responses to the CAR in respect of the recording of their use of delegated powers, and procurement activity. Note however, Executive Directors and Managers were not subject to this random selection – all Executive Directors and Managers were required to provide responses.

The process then examined documents and other records to assess the City's compliance with the questions posed in the CAR. Each question has been addressed either wholly or by sample, depending on the volume of activity and assessed risk factors. Where a sample has been examined, the audit findings are based only on that sample. The City Legal business unit then reviewed all responses and where necessary, clarified them with the relevant Manager or Executive Director and conducted any further research to quantify a response.

The content of the CAR and wording of the questions was the same as the previous reporting period. In all, there are 94 questions with 9 of those being optional. The following areas of activity are required to be answered:

1. Commercial Enterprises by Local Governments (5 questions)
2. Delegation of Power / Duty (13 questions)
3. Disclosure of Interest (21 questions)
4. Disposal of Property (2 questions)

5. Elections (Gift Register) (3 questions)
6. Finance (7 questions)
7. Integrated Planning and Reporting (3 questions)
8. Local Government Employees (5 questions)
9. Official Conduct (4 questions)
10. Tenders for providing Goods and Services (22 questions)
11. Optional Questions (9 questions).

The CAR process identified 5 non-compliances as follows:

Delegation of Power/Duty			Answer	Narration
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19?	No	Sample auditing of the City's records shows inconsistent compliance with this requirement. Education and reinforcement of the requirement is ongoing.
Disclosure of Interest			Answer	Narration
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	No	A designated employee did not submit a Primary Return within three months of their start day notwithstanding numerous reminders. This has been reported to the CCC.

Tenders for Providing Goods and Services			Answer	Narration
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the <i>Local Government (Functions and General) Regulations 1996</i> , regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	No	Examples identified where purchase orders were raised after invoice date. This was impacted by the transition from Authority to OneCouncil however with the new chart of accounts and reporting functions of OneCouncil, instances of staff raising POs after invoice date are being reported to ELT monthly from January 2024.
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	No	Tender 26 of 2022 shown in the register does not contain the information required by r. 17(2)(f) and 17(3) – name of successful tenderer and consideration sought in the tender
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	No	Tender 3 of 2023, no tender was accepted. However notice to the tenderers that they were unsuccessful did not reference that no tender was accepted in accordance with r. 19.

The 2023 CAR was released early compared to being released late for 2022, consequently officers were able to invest more time interrogating responses and information.

Some of the matters identified are low level administrative errors, such as those relating to tenders, and are able to be easily corrected. For others, ongoing education and reinforcement of existing procedures is occurring to reduce the likelihood of repeat occurrences and the Executive Leadership Team has required monthly reporting on purchase orders raised after invoice date in particular; this will allow Executive Directors to address this issue with officers directly.

CONCLUSION

It is recommended that the 2023 Compliance Audit Return as presented in the attachment to this report, be adopted by Council.

ATTACHMENTS

1. [2023 Compliance Audit Return](#)

RECOMMEND

CA2/3/24

That Council:

1. **Adopt the 2023 Compliance Audit Return, presented as an attachment.**
2. **Note that that the 2023 Compliance Audit Return presented as an attachment will be subsequently jointly certified by the Mayor and Chief Executive Officer for submission to the Department of Local Government, Sport and Cultural Industries.**

Moved Cr L Sargeson
MOTION CARRIED

(7/0)

1.2 - CYBER SECURITY - 2024 UPDATE

WARD : ALL
FILE No. : M/135/24
DATE : 13 March 2024
REF : AO
RESPONSIBLE : Executive Director
MANAGER : Corporate Services

In Brief:

- A confidential report is presented separately to this Agenda.

Strategic Implications

- 4.1 Strategic Leadership and effective management
 - 4.1.3 Develop organisational frameworks to achieve consistency, transparency and clarity of decision making processes
- 4.2 A culture of innovation
 - 4.2.1 Embrace the use of technology to achieve improved efficiency and effectiveness of City functions

Legal Implications

Nil.

Council Policy/Local Law Implications

- ADM25 – Risk Management Policy.

Budget/Financial Implications

The ICT Strategy has a number of projects and initiatives to strengthen the City’s cyber security maturity. This includes an allocation of \$145,000 in FY24 for an Information/Cyber Security Officer, a position that has assisted in advancing the City’s cyber security maturity.

To align with the Australian Government Cyber security requirements the level of monitoring, reporting and analysis of Cyber security issues has increased. In the 2023/24 financial year this is expected to grow from \$12,000 to \$31,00 per annum, with future increases as the City becomes more mature in its Cyber Security processes.

Consultation

Details are outlined in the confidential report.

A Confidential Report is presented separately to this Agenda.

ATTACHMENTS

RECOMMEND

CA3/3/24

That Council approve the recommendation as detailed in the attached Confidential Report.

**Moved Cr R Butterfield
MOTION CARRIED**

(7/0)

COUNCILLORS' ITEMS

Nil.

CHIEF EXECUTIVE OFFICER'S REPORT

Nil.

MEETING DECLARED CLOSED AT 8.02PM

CITY AUDIT COMMITTEE		
SUMMARY OF ATTACHMENTS		
20 MARCH 2024		
ATT NO.	SUBJECT	
1.1 2023 COMPLIANCE AUDIT RETURN		
1.1.1	2023 Compliance Audit Return	

The above attachments can be accessed from the Minutes of the City Audit Committee meeting of 20 March available on the City's website

CHIEF EXECUTIVE OFFICER’S REPORT

25 MARCH 2024

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 - 1.1 COUNCILLORS INFORMATION BULLETIN - ISSUE NO 4/2024104
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1.1 - COUNCILLORS INFORMATION BULLETIN - ISSUE NO 4/2024

WARD : ALL
FILE No. : M/148/24
DATE : 15 March 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. 4/2024 to be received by Council

Strategic Implications

The following general information and memorandums were circulated in Issue No 4/2024 on 21 March 2024.

COMMENT

Correspondence & Papers

Information from Human Resources

Employee Movements

Information from Technical Services

Outstanding Matters and Information Items

Various Items

Monthly Departmental Reports

Technical Services Works Program

Information from Community Services

Outstanding Matters & Information Items

Report on Outstanding Matters

Library Upcoming Events

Community Planning

Community Development

Recreation Services

Library and Heritage Services

Information from Corporate Services

Nil

Information from Development Services

Nil

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

CEO2/3/24

That Council acknowledge receipt of Issue 4/2024 of the Information Bulletin

***1.2 - CONFERENCE ATTENDANCE - INTERNATIONAL PUBLIC WORKS
CONFERENCE IN APRIL 2024***

WARD : ALL
FILE No. : M/158/24
DATE : 18 March 2024
REF : AL
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- The International Public Works Conference will be held in Melbourne (IPWC) from 30 April 2024 to 3 May 2024.
- The program for the conference is attached to this report.
- This report seeks nominations for Councillor attendance for the International Public Works Conference 2024 (IPWC).

Tabled Items

Nil

Decision Type

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

Officer Interest Declaration

Nil

Strategic Implications

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

Legal Implications

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

Council Policy/Local Law Implications

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

Budget/Financial Implications

Funds are available in the Elected Member Development Budget.

Consultation

Nil

BACKGROUND

Held every two years, the IPWC is an opportunity to engage in key stakeholders in the public works industry from across Australasia and beyond. The conference theme Adaptation: Thriving in a New World reflects the global need to adapt and grow within an evolving landscape. Adaptation is essential for progress and sustainability in the rapidly evolving fields of public works and engineering. IPWEA remains committed to empowering communities and building a sustainable future through professional excellence, innovation, and adaptation.

The four streams are:

- Public Works in Action
- Sustainability
- Technology
- Asset Management

Nominations for Councillor attendance are requested at this Council Meeting in order to facilitate timely registrations.

DETAILS OF PROPOSAL

Please see IPWC 24 Program attached.

COMMENT

This conference is specific to the overarching management, strategic and future direction of the Public Works Industry and is highly beneficial to City of Armadale. The Executive Director Technical Services and Manager Design will be attending.

CONCLUSION

The content of the IPWC is assessed as being potentially beneficial to the City as it faces new challenges relating to services in the rapidly evolving local government, public works and engineering fields.

ATTACHMENTS

1. 2024 IPWC PROGRAM

RECOMMEND

CEO3/3/24

That Council:

1. **Nominate Councillor as a delegate to the 2024 International Public Works Conference.**

OR

**Should no nomination be received, then the recommendation is as follows:
Make no nomination for Councilor attendance at the 2024 International Public Works Conference.**

CHIEF EXECUTIVE OFFICER'S REPORT		
ATTACHMENTS		
25 MARCH 2024		
ATT NO.	SUBJECT	PAGE
1.2	CONFERENCE ATTENDANCE - INTERNATIONAL PUBLIC WORKS CONFERENCE IN APRIL 2024	
1.2.1	2024 IPWC PROGRAM	110



PRELIMINARY PROGRAM

Monday 29 April 2024

4.00pm – 5.00pm	<p>Conference Registration</p> <p>Welcome Function for International and YIPWEA Delegates</p> <p>Location: Courtyard Room Foyer</p>
6.00pm – 8.00pm	<p>Official Opening Ceremony & Welcome Reception</p> <p>Location: Exhibition Hall Bays 21B + 22B</p>

Tuesday 30 April 2024

7.30am – 8.15am	<p>Conference Registration</p> <p>Breakfast at Exhibition Hall</p>
<p>Session 1 (Plenary)</p> <p>8.15am – 10.00am</p>	<p>Location: Goldfields Theatre</p> <p>Conference Opening Address – Senator the Hon Carol Brown</p> <p>Platinum Sponsor Welcome Address – Komatsu</p> <p>CEO IPWEA Address – David Jenkins: IPWEA's Road Ahead</p> <p>Individual Award Presentation</p> <p>Keynote Address – Bernard Salt, Founder of the Demographics Group: <i>Adaptation: Thriving in a New World</i></p>

10.00am – 10.30am **Morning Tea**

Session 2	2A: Public Works in Action	2B: Sustainability	2C: Technology	2D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
10.30am – 11.00am	<p>City of Phoenix Experience with Cool Pavement Coatings</p> <p>Ryan Stevens <i>City of Phoenix (US)</i></p>	<p>Solutions For Our Changing Environment - Climate, Waste and Landscape</p> <p>Dr Jacqueline Balston <i>Director IPWEA Sustainability (SA)</i></p>	<p>Lessons Learned Through the Development and Implementation of a Work Packaging and Schedule Optimisation Tool for Operational Teams</p> <p>Glen Cancian <i>Downer (QLD)</i></p>	<p>Public Finance and Asset Management - A US Perspective</p> <p>Dr Kyle Wedberg <i>GFOA (US)</i></p>
11.00am – 11.30am	<p>Heavy Vehicle Access Management</p> <p>Simon Buxton <i>Department of State Growth (TAS)</i></p>	<p>Optimising Carbon Footprints</p> <p>Phillipa O'Shea <i>Downer (NZ)</i></p>	<p>Improving Machine Learning and Artificial Intelligence Investment</p> <p>Tim Cross <i>WSP (NZ)</i></p>	<p>City of Melton: Risk Reduction in the Stormwater Network</p> <p>Glen Holschier <i>Melton City Council (VIC)</i></p>

11.30am – 12.00am	<p>Changing the Game - A Collaborative Approach to Road Reseal and Renewal</p> <p>Jarred Collins City of Salisbury (SA)</p>	To Be Announced	<p>1. Finalist Excellence in Project Innovation: Roads Alliance Research Project: Using Artificial Intelligence for Road Maintenance Management</p> <p>2. Finalist Excellence in Project Innovation: Using Spatial Technologies to Reduce Costs and the Environmental Impact of Road Infrastructure</p>	<p>Looking 40 Years Back to See 40 Years Forward</p> <p>Penny Burns Talking Infrastructure Association (SA)</p>
12.00pm – 1.00pm	Lunch			
Session 3 (Plenary) 1.00pm – 1.30pm	Keynote Address – Nicci Rossouw, CEO Robotics Australia Group			
Session 4	4A: Public Works in Action	4B: Sustainability	4C: Technology	4D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
1.30pm – 2.00pm	<p>Investigate the Field Performance of Geogrid/Geocomposite Reinforced Granular Pavement</p> <p>Jinjiang Zhong Logan City Council (QLD)</p>	<p>From Adaptation to Resilience: Driving Innovation and Circular Economy Through a Program of Works</p> <p>Kate Rowan John Holland (NSW)</p>	<p>Integrating Data for Enhanced Municipal Operations</p> <p>Quentin Griffiths Lutra (NZ)</p>	<p>1. Finalist Excellence in Asset Management: Spatial Clash Detection Modelling</p> <p>2. Finalist Excellence in Asset Management: Tunnel Network Structural Condition Assessment</p>
2.00pm – 2.30pm	<p>Growing Pains – The Good, the Bad and the Ugly of Managing Roads in a Growth Area</p> <p>Aaron McGlade City of Greater Geelong (VIC)</p>	<p>Modernising Moogerah</p> <p>John Langton Redfrost (VIC)</p>	<p>Presentation Title TBA</p> <p>Speaker TBA Geotab (SA)</p>	<p>The Integration of Asset Management and Capital Works Planning at Meander Valley Council</p> <p>Robert Little Meander Valley Council (TAS)</p>
2.30pm – 3.00pm	<p>Revitalising Infrastructure: Ground Improvement Solutions Beneath Existing Structures Across ANZ</p> <p>Laurie Andrews Mainmark Ground Engineering (NSW)</p>	<p>“If You Can’t Measure It You Can’t Manage It” – Planning for Climate Change Adaptation Using a GIS/BIM-Based Multidimensional at Risk Screening Approach</p> <p>John Jiang Hastings District Council (NZ)</p>	<p>GIS Data. The More You Have, the More You Can Communicate</p> <p>Shane O’Rorke Civil Survey Solutions (VIC)</p>	<p>Enhancing the Value of Community Service Delivery via Asset Performance: A Case Study in Data-Driven Service Excellence</p> <p>Dwayne Pretli Programmed FM (NSW)</p>
3.00pm – 3.30pm	Afternoon Tea			
Session 5	5A: Public Works in Action	5B: Sustainability	5C: Technology	5D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
3.30pm – 4.00pm	<p>1. Finalist Best Public Works Project \$2.0m - \$5.0m: Thorndon Park Super Playground</p> <p>2. Finalist Best Public Works Project \$2.0m - \$5.0m: Wonder Reef - Gold Coast Dive Attraction</p>	<p>Towards Manufacturing a Zero Carbon and More Sustainable Asphalt</p> <p>Trevor Distin Colas Australia Group (NSW)</p>	<p>Case Study: Te Ringa Maimoa Transport Excellence Partnership Transport Insights</p> <p>Speaker TBA Company-X (NZ)</p>	<p>Effectively Managing Local Government Infrastructure Assets Using National Specifications</p> <p>Nandini Mehta NATSPEC (NSW)</p>
4.00pm – 4.30pm	<p>Why Adapting to a Pavement Recycling Asset Management Strategy to Reverse Economic Backlogs is Gaining Momentum</p> <p>Scott Young Stabilised Pavements of Australia (QLD)</p>	<p>The Next Step in Cool Roads</p> <p>Dameon Roy Company TBA</p>	<p>DTAi-ML for Infrastructure Asset Management</p> <p>Edward Cronin Digital Twinning Australia (SA)</p>	<p>Climate Resilient Asset Management Planning</p> <p>Simon Harris Bass Coast Shire Council (VIC)</p>

4.30pm – 5.00pm	Transforming Springfield Central – Concurrent Delivery of Multiple Public Works Projects Aaron Gilboy Stantec (NSW)	Save Water and Improve Soil Moisture: The Only Way Urban Trees Thrive Wei Zhang TreeDiaper (US)	How Can Cities and Councils Benefit from Owning and Renting Assets to the Mobile Network Operators? Keith Henry CU Phosco Australia (ACT)	From Underfunding to Alignment – Glenorchy's Transformative Journey in Asset Management Patrick Marshall Glenorchy City Council (TAS)
7.00pm – 10.00pm	COMPLETE URBAN Casual Dinner at Showtime Cargo Hall			
Wednesday 1 May 2024				
7.30am – 8.15am	Conference Registration Breakfast at Exhibition Hall			
Session 6 (Plenary) 8.15am – 10.00am	Location: Goldfield Theatre Sponsor Address (TBA) Thought Leader – Werner de Wolf , CEO Schröder: <i>From Smart Lights to Smart Cities</i> Keynote Address – David Karoly , Honorary Professor University of Melbourne Thought Leader – Tony Clear , National Business Development Manager - Smart Construction, Komatsu			
10.00am – 10.30am	Morning Tea			
Session 7	7A: Public Works in Action	7B: Sustainability	7C: SLSC Forum	7D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
10.30am – 11.00am	Intelligent Defect Management for Roads – A Necessity After Eleven Natural Disasters Trevor Dando Shoalhaven City Council (NSW)	Embracing Nature for a Sustainable Future by Sherry Siow Eliza MacLennan Complete Urban (NSW)	City of Sydney - A Pioneer of LEDs, Multi-Function Poles and Lifecycle Management Peter Shields & Johnson Philip City of Sydney (NSW)	Developing a Risk-based Digital Asset Planning Tool for Water/Wastewater Networks Paul Davis BetterAIM (WA)
11.00am – 11.30am	Implications of MHF Consequence Contours for Land Use Safety Planning Gaye Francis R2A Due Diligence Engineers (VIC)	Sustainability of Structures Through Advanced Coating Driving Towards Net Zero Carbon Justin Rigby Remedy Asset Protection (NSW)	Street Lights as a Tool to Manage Carbon Emissions Dan Evans Itron (WA)	Sustainability in Asset Management – Delivering a Community Balance John Devine City of Salisbury (SA)
11.30am – 12.00pm	Best Practices in Development Engineering: Lessons from the United States and Canada Evan Nisbet Baw Baw Shire Council (VIC)	1. Finalist Excellence in Environment & Sustainability: Seagull Paddock Pedestrian Bridges 2. Excellence in Environment and Sustainability: Landfill Cell 4.4 Buttoderry Waste Management Facility	Safer Pedestrian Crossings Harrison Steen City of Canada Bay (NSW)	Change in Depreciation Methodology for Road and Stormwater Assets: Implementation an Alternative Short-Life Long-Life Method and Determination of New Useful Life of Assets Morgan Spruce Lake Macquarie City Council (NSW)
12.00pm – 1.00pm	Lunch			
Session 8	8A: Public Works in Action	8B: Sustainability	8C: SLSC Forum	8D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
1.00pm – 1.30pm	Don't Slide Away into the Future - Practical Proactive Road and Soil Infrastructure Resilience Sven Rand Pitt & Sherry (TAS)	PFAS Remediation with Active Geocomposite Geotextile Samir Sehnem Huesker (QLD)	Smart Controls Customer Panel Discussion Jiri Heider, Ausgrid Noel Peters, Dept Transport & Main Roads (QLD) David Hale, City of Joondalup Christchurch (Invited)	Cultivating Consistency & Efficiency: Interactive Visualisations to Enhance Organisational Strategic Asset Management Capability Rory Gibbons Brightly Software (VIC)

		TBC		
1.30pm – 2.00pm	Recognising the Sustainability and Resiliency Benefits of Pavement Recycling and Stabilisation Stuart Dack AustStab (VIC)	A Proposed Geothermal Heating Network for Morwell Graeme Beardsmore University of Melbourne (VIC)	Electricity Market Reforms Enabling Smart Street Lighting Controls Speaker TBC TBC	An end-to-end Asset Management System Story Simon Harris Bass Coast Shire Council (VIC)
2.00pm – 2.30pm	Putting the Wizard in WSUD – Geospatial Tools for Implementing Successful WSUD Strategies Daniel Nutsford Morphum Environmental (NZ)	Balancing the Maintenance Carbon Equation Peter Mortimer Downer (NZ)	Relighting Washington, D.C. with LEDs and Smart Controls Dinu Tepes CLS / Flashnet	Leveraging Asset Management and Mobility Tools to Support Workers in the Field Michael Constantinou Whitehorse City Council (VIC)
2.30pm – 3.00pm Afternoon Tea				
Session 9	9A: Public Works in Action	9B: Sustainability	9C: SLSC Forum	9D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
3.00pm – 3.30pm	Driving Change: A Roadmap for Sustainable and Resilient EV Charging infrastructure in Australia Jack Kotlyar Energy Australia (VIC)	Pavement Builds on the 3 R's – Recycling, Reuse for Resilience Damien Edwards Hiway Stabilizers (VIC)	SLSC Model Public Lighting Inventory & Audit Guidelines IPWEA (NATIONAL)	What Do We Do with Community Input? Integrating Community Engagement into Asset Plans David Braby CT Management Group (VIC)
3.30pm – 4.00pm	Council Depots – Yards and Sheds or Something More? David Spencer Complete Urban Solutions (QLD)	The Importance of Blue Green Infrastructure to Urban Regeneration Gary Mccullough City of Canning (WA)	Traffic Adaptive Lighting – Making Your Lights Work Smarter David Orchard Telensa (Signify)	A Safety Focused Approach for Asset Managers to Inform Decision-Making Around Infrastructure Upgrades Karen Cogo NTRO (VIC)
4.00pm – 4.30pm	1. Finalist Excellence in Road Safety: Upgrade of Safety Bay Road Between Kwinana Freeway and Mandurah Road 2. Excellence in Water Projects: Pine Gully Restoration	Integrating Design for Infrastructure Excellence: Lessons from WSUD Research Harsha Sapdhare Space Down Under (SA)	Zhaga-based Sensors Panel Discussion Yong Liang Eng, Signify Anthony Wright, Tridonic Liam Manning, Saphi Andrea Spottiswood, eSave	The Future is Digital: The Digitalisation of Asset Management Plans in Asset Intensive Organisations Renuka Ranaweera Brightly Software (VIC)
Thursday 2 May 2022				
7.30am – 8.15am	Conference Registration Breakfast at Exhibition Hall			
Session 10 (Plenary) 8.15am – 10.00am	Gold Sponsor Address – Scott Williams, Director Complete Urban Keynote Address – Ross Copland, CEO NZ Infrastructure Commission Thought Leader – Linda Scott, President Australian Local Government Association Thought Leader – Jonathan Spear, CEO Infrastructure Victoria Thought Leader – Luke Belfield, Former Victorian Chief Engineer Thought Leader Panel: Linda Scott, Jonathan Spear, Luke Belfield			
10.00am – 10.30am Morning Tea				
Session 11	11A: Public Works in Action	11B: Cool Stuff	11C: Technology	11D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3

10.30am – 11.00am	Behaviour of Unsealed Stabilized Road Pavements using Non-Linear Strength Model Brian O'Donnell Eko Enviro Services (VIC)	The Challenges of Providing Key Public Infrastructure in the Pilbara Lee Furness Town of Port Hedland (WA)	1. Finalist Best Public Works Project over \$5.0m: The Round 2. Finalist Excellence in Road Safety: SH58 Safety Improvements Stage 1	Managing Knowledge as an Asset Adam Bevins Downer (NZ)
11.00am – 11.30am	Disabled Access, Steep Streets, and a Pragmatic Approach Mark O'Callaghan Complete Urban (NSW)	Keeping Vulnerable Road Users Safe During Construction Periods Rachel Carlisle Department of Transport and Planning Victoria (VIC)	Constructing the Future: BIM for Civil Engineers Matt Rumbelow Civil Survey Solutions (VIC)	Overview of the Global Forum in Maintenance and Asset Management (GFMAM) Steve Verity IPWEA (NATIONAL)
11.30am – 12.00pm	Gravel Roads Renewal Framework Jithma Amarasuriya City of Greater Geelong (VIC)	Extending the Service Life of Cracked Roads Simon Ouk HUESKER (NSW)	Asset AI - Optimising Routine Maintenance Practices Joshua Devitt IPWEA (NSW)	To Be Announced
12.00pm – 1.00pm Lunch				
Session 12	12A: Public Works in Action	12B: Cool Stuff	12C: Technology	12D: Asset Management
Location	Goldfields Theatre	Courtyard Room	Eureka Room 2	Eureka Room 3
1.00pm – 1.30pm	Petrol into Parks: Revitalising Old Service Stations into Community-Based Pocket Parks Anthony Kyrkou Moonee Valley City Council (VIC)	TGSI – The Circular Economy & Means to Assist Paul Moller Alltac (VIC)	The Sixth Wave of Innovation Tech, Driving Advancements in Solar Street Lights, What to Look for in Selecting and the Future of the Industry David Wilson Green Frog Systems (SA)	Innovations in Field Data Capture for Effective Asset Life Cycle Management Peter Terrett 4D Global (VIC)
1.30pm – 2.00pm	Optimising Pavement Asset Lifetime Using Specialised PET and PVA Asphalt Reinforcement Geogrids Zehra Kaya HUESKER (QLD)	Regional Airports and the Benefit of Replacing Airside and Landside Lighting? Keith Henry CU Phosco Australia (ACT)	Capturing Knowledge and Training for a Better Future John Wilson Lutra (NZ)	Asset Data: Is It Really Helping? Justin Fischer Shepherd Services (QLD)
2.00pm – 2.30pm	Sticky Stones - Unsealed Road Material Performance Rodney Ellis Tonkin (SA)	Creating Enduring Social Impact: How Governments at All Levels Enable Tomorrow's Geospatial and Engineering Professionals by Embracing Neurodiversity Michael Krome Australian Spatial Analytics (QLD)	Revitalizing the Way We Understand our Infrastructure: The Transformative Power of Civiltech Solutions and Cyl.a Leigh Carnall Civiltech Solutions (NT)	Presentation Title TBA David Horseman Brightly (VIC)
2.30pm – 3.00pm Afternoon Tea				
Session 13 (Plenary) 3.00pm – 4.55pm	<p>Excellence Awards Promo</p> <p>Keynote Address – Catherine Althaus, Professor and Director of the Academy of Adaptive Leadership UNSW</p> <p>Thought Leader – Gary Losier, President APWA</p> <p>Thought Leader – Alison Leighton, CEO City of Melbourne</p> <p>Thought Leader – Graeme Johnson, CEO Fulton Hogan</p> <p>Thought Leader Panel: Scott Grayson CEO American Public Works Association (APWA), Gary Losier, Alison Leighton, Graeme Johnson</p> <p>Conference closes</p>			

6.30pm – 11.00pm

Komatsu Excellence Awards Gala Dinner in the Melbourne Room at MCEC

Friday 3 May 2022

9.00am – 3.00pm

Technical Tours (see [website](#) for further details)



**ORDINARY MEETING OF COUNCIL
MONDAY, 11 MARCH 2024**

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, 11
MARCH 2024 AT 7.00PM.

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

*Mayor Butterfield, declared the meeting open at 7.00 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

Cr J Joy	River Ward
Cr K Kamdar	Ranford Ward
Cr S Peter JP	Ranford Ward
Cr L Sargeson	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 S S Virk	Lake Ward
Cr S J Mosey	Hills Ward

IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr J Lyon	Executive Director Corporate Services
Mr P Sanders	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
Ms J Cranston	Executive Assistant Community Services

Public: Nil

LEAVE OF ABSENCE:

Leave of Absence previously granted to Cr M Silver, Cr P A Hetherington and Cr S Stoneham

APOLOGIES:

Apology received from Cr J Keogh

Friday 8 March 2024

- Addressed a group of guests for International Women's Day at Lineage Logistics in Welshpool.
- Met with the CEO and Matt Keogh MP, Member for Burt to discuss local issues including the ARRR.
- Attended the IPWEA WA Excellence Awards held at the Esplanade in Fremantle, as the City was nominated for our project 'Utilising Drone Survey Data Captured to Inform Optimal Landfill Airspace Planning & Decision Making'. It was great to be a finalist at these prestigious awards.

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

Nil

10 REPORTS

10.1 COMMUNITY SERVICES COMMITTEE MEETING

Report of the Community Services Committee held on 5 March 2024.

MOVED Cr C M Wielinga that the report be received.

MOTION not opposed, DECLARED CARRIED (11/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

BUSINESS ARISING FROM REPORT

Recommendation C4/3/24 - Reconciliation Action Plan Working Group Draft Terms of Reference

MOVED Cr C M Wielinga

That Council endorse the draft RAP Working Group Terms of Reference as attached to this report.

MOTION not opposed, DECLARED CARRIED (11/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

Recommendation C5/3/24 - Conference Attendance - National Sports and Physical Activity Convention - June 2024

MOVED Cr C M Wielinga

That Council nominate Councillor Silver as a delegate to the 2024 National Sports and Physical Activity Convention.

MOTION not opposed, DECLARED CARRIED (11/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

10.2 TECHNICAL SERVICES COMMITTEE MEETING

Report of the Technical Services Committee held on 6 March 2024.

MOVED Cr K Busby that the report be received.

MOTION not opposed, DECLARED CARRIED (11/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

BUSINESS ARISING FROM REPORT

Recommendation T1/3/24 - Draft City of Armadale Biodiversity Strategy 2024 - 2029

MOVED Cr K Busby

That Council endorse the Biodiversity Strategy 2024 – 2029 as an informing strategy to the Corporate Business Plan, the Long Term Financial Plan and Four Year Budget, the Business Area Plans for associated teams and the Annual Budget, as well as providing a clear reflection of Council’s policy intent with respect to biodiversity to guide City officers in day to day decision making.

MOTION not opposed, DECLARED CARRIED (11/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

Recommendation T2/3/24 - Armadale Gosnells Landcare Group Business Plan and Memorandum of Understanding 24/25 to 28/29

MOVED Cr K Busby

That Council:

- 1. Endorse the Armadale Gosnells Landcare Group Business Plan 2024/25 to 2028/29, noting further revision of forecast contribution values may be referred by the AGLG Management Committee following preparation of new employment contracts.**
- 2. Authorise the Chief Executive Officer to sign the Memorandum of Understanding between the Armadale Gosnells Landcare Group, City of Armadale and City of Gosnells, subject to revision by City Officers.**

MOTION not opposed, DECLARED CARRIED (10/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

Recommendation T3/3/24 - Footpath - Ward Crescent, Kelmscott (Referral Item)

MOVED Cr K Busby

That Council consider funding the cash-in-lieu shortfall for the Ward Crescent footpath in the 2024/2025 budget.

MOTION not opposed, DECLARED CARRIED (11/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

Recommendation T4/3/24 - Footpath/Cycleway on Ranford Road (Referral Item)

MOVED Cr K Busby

That Council follow the adopted SPN3 outcomes and await grant funding opportunities for the delivery of the Ranford Road PSP project for its full length.

MOTION not opposed, DECLARED CARRIED (11/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

Recommendation T5/3/24 - Eighth Road Upgrade - Project Update

This report was withdrawn by Officers to allow for more information to be submitted to the next Technical Services Committee meeting.

Recommendation T6/3/24 - Landfill Leachate Ponds

MOVED Cr K Busby

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

MOTION not opposed, DECLARED CARRIED (11/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

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

MOVED Cr S Peter that the report be received.

MOTION not opposed, DECLARED CARRIED (11/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

BUSINESS ARISING FROM REPORT

Recommendation CEO1/3/24 - Councillors Information Bulletin - Issue No 3/2024

MOVED Cr S Peter

That Council acknowledge receipt of Issue 3/2024 of the Information Bulletin

MOTION not opposed, DECLARED CARRIED (11/0)

FOR: Mayor Butterfield, Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Virk, Cr Mosey

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. Update on Further Improvements – Forrest Road Widening Project (Cr Caroline Wielinga)

That the matter of an update on the further improvements to the design with regard to the Forrest Road Widening Project (Council Resolution T54/9/21) be referred to the Technical Services Committee.

2. Tree Audit Request (Cr Caroline Wielinga)

That the matter of a tree audit request regarding tree removals by the City on public land be referred to the Technical Services Committee.

3. Review of the Tree Preservation Order Policy (Cr Caroline Wielinga)

That the matter of the Tree Preservation Order Policy to include verge trees be referred to the Development Services Committee.

4. Review of Firebreak Policy (Cr Scott Mosey)

That the matter of a review of the Firebreak Notice Policy be referred to SOHAG via the Community Services Committee.

14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION

Nil

15 CLOSURE

The Mayor, Cr Butterfield, declared the meeting closed at 7:09pm

MINUTES CONFIRMED THIS 25 MARCH 2024

MAYOR