



**ORDINARY MEETING OF COUNCIL
MONDAY, 26 FEBRUARY 2024**

AGENDA

CONTENTS

AGENDA

REPORTS

**CORPORATE SERVICES COMMITTEE MEETING
HELD ON 20 FEBRUARY 2024**

CHIEF EXECUTIVE OFFICER'S REPORT

NOTICE OF MEETING AND AGENDA

CR _____

PLEASE TAKE NOTICE that the next **ORDINARY MEETING OF COUNCIL** will be held in the Council Chambers, Orchard Avenue, Armadale at **7.00pm**

MONDAY, 26 FEBRUARY 2024

**JOANNE ABBISS
CHIEF EXECUTIVE OFFICER**

21 February 2024

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

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

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

5.1 Request for Leave of Absence – Cr Kerry Busby and Cr Paul Hetherington

Request for leave of absence received from

- Cr Kerry Busby for the period Wednesday 10 April to Tuesday 16 April inclusive; and
- Cr Paul Hetherington for the period Monday 11 March 2024 inclusive.

RECOMMEND

That Council grant leave of absence received from

- Cr Kerry Busby for the period Wednesday 10 April to Tuesday 16 April inclusive (does not include an Ordinary Council Meeting); and
- Cr Paul Hetherington for the period Monday 11 March inclusive (include 1 Ordinary Council Meeting- 11 March 2024).

6 PETITIONS

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS ORDINARY COUNCIL MEETING
HELD ON 12 FEBRUARY 2024..... (ATTACHED)

8 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

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

Nil

10 REPORTS

10.1 CORPORATE SERVICES COMMITTEE MEETING
Report of the Corporate Services Committee held on 20 February 2024.....5

BUSINESS ARISING FROM REPORT

10.2 CHIEF EXECUTIVE OFFICER'S REPORT

Report of the Chief Executive Officer.56

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 CORPORATE SERVICES COMMITTEE HELD IN THE FUNCTION ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY,
20 FEBRUARY 2024 AT 7.00PM.**

PRESENT:

Cr S J Mosey (Chair)
Cr S Peter JP (Deputy Chair)
Cr C Wielinga (Deputy to Cr Hancock)
Cr J Joy
Cr L Sargeson
Cr G J Smith
Cr S S Virk

APOLOGIES:

Cr M J Hancock

OBSERVERS:

Mayor R Butterfield
Cr J Keogh
Cr S Stoneham
Cr P Hetherington
Cr M Silver (Teams)

IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr J Lyon	Executive Director Corporate Services
Mr P Sanders	Executive Director Development Services (Teams)
Mr M Andrews	Executive Director Technical Services (Teams)
Ms S van Aswegen	Executive Director Community Services (Teams)
Mr M Hnatjko	Executive Manager Corporate Services
Ms M Bell	Manager City Legal
Mr B Garvey	Coordinator City Governance
Mrs A Owen-Brown	Executive Assistant Corporate Services
Ms R Batten	Executive Assistant Development Services

PUBLIC:

1

*“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 read as there was a member 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 12 December 2023 be confirmed.

Moved Cr L Sargeson
MOTION CARRIED

(7/0)

ITEMS REFERRED FROM INFORMATION BULLETIN

Items in Issue No.1

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

Nil.

No items were raised for further investigation or report.

CONTENTS

CORPORATE SERVICES COMMITTEE

20 FEBRUARY 2024

1.	FINANCIAL MANAGEMENT & PLANNING	
1.1	LIST OF ACCOUNTS PAID - DECEMBER 2023.....	8
1.2	**STATEMENT OF FINANCIAL ACTIVITY - DECEMBER 2023	11
1.3	LONG TERM FINANCIAL PLAN (LTFP): 2025-2044.....	17
2.	GOVERNANCE & ADMINISTRATION	
2.1	REVIEW OF CODE OF CONDUCT BEHAVIOUR COMPLAINTS HANDLING POLICY	38
2.2	**AMENDMENT TO CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES.....	42
3.	MISCELLANEOUS	
3.1	COMMITTEE MEETINGS VENUE (REFERRAL ITEM)	45
3.2	DIPLOMA TRAINING FOR COUNCILLORS (REFERRAL ITEM)	46
3.3	PRAYER BEFORE MEETINGS (REFERRAL ITEM)	48
3.4	COUNCILLOR COMMITTEE ATTENDANCE RECORDS (REFERRAL ITEM)	50
3.5	USE OF SOCIAL MEDIA BY COUNCILLORS (REFERRAL ITEM)	52
3.6	PROPOSED STRATEGY FOR EMPLOYEES (REFERRAL ITEM).....	53
4.	COUNCILLORS' ITEMS	
	NIL.	54
5.	CHIEF EXECUTIVE OFFICER'S REPORT	
	NIL.	54
6.	EXECUTIVE DIRECTOR'S REPORT	
1.	Presentations after Corporate Services Committee Meeting.....	54
	SUMMARY OF ATTACHMENTS	55

1.1 - LIST OF ACCOUNTS PAID - DECEMBER 2023

WARD : ALL
 FILE No. : M/741/23
 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 December to 31 December 2023 as well as the credit card and fuel card statements for the month of December 2023.

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.*

Council Policy/Local Law Implications

Nil.

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

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 December to 31 December 2023 is presented as an attachment to this report as well as the credit card statements for December 2023 and the monthly fuel card statements for the period ended 15 December 2023.

ATTACHMENTS

1. [↓](#) Monthly Cheque and Credit Card Report - December 2023
2. Monthly Fuel Card Transactions - Period Ending 15 December 2023

RECOMMEND**CS1/2/24**

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

Municipal Fund

Accounts paid totaling \$14,928,806.72 on cheque numbers 297 to 308, transactions 15303 to 16069 and Payrolls dated 10 December and 24 December 2023.

Credit Cards

Accounts paid totalling \$5,781.31 for the period ended 31 December 2023.

Fuel Cards

Accounts paid totalling \$4,268.66 for the month ended 15 December 2023.

Moved Cr L Sargeson

MOTION CARRIED

(7/0)

****1.2 - STATEMENT OF FINANCIAL ACTIVITY - DECEMBER 2023**

WARD : ALL
 FILE No. : M/742/23
 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 sixth (6) month period ended 31 December 2023.
- This report recommends accepting the Financial Report for the sixth (6) month period ended 31 December 2023, 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 sixth 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:

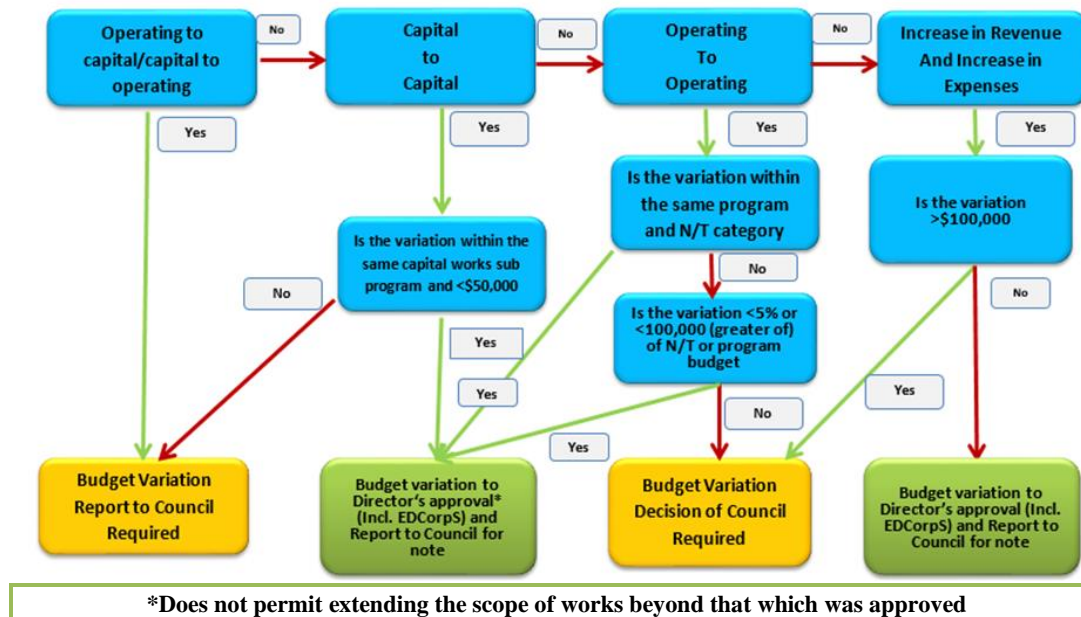
1. **Period Variation**
Relates specifically to the value of the Variance between the Budget and Actual figures for the period of the report.
2. **Primary Reason**
Explains the primary reasons for the period Variance. As the report is aimed at a higher level analysis, minor contributing factors are not 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



DETAILS

Presented as an attachment is the Monthly Statement of Financial Activity for the sixth (6) month period ended 31 December 2023. 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

The opening balances as at 1 July 2023 are now final having been audited by the Office of Auditor General. The Statement of Financial Position is also now included.

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 December 2023. A status update is provided.

Rates Debtors

Following the upgrade to Civica Altitude the data for the outstanding debtors greater than \$250 and without any form of payment arrangement has been obtained. Last month no data for November was available so the table below and the monthly change is for 2 months. In the final month of 2023, the City received a number of payments of these debts due to the sale of properties in a strong real estate market.

Dec-23		Non Pensioner							
		One Year		Two Years		Three + Years		TOTAL	
		#	\$	#	\$	#	\$	#	\$
ALL	Year One	620	941,565	209	445,131	312	689,080	1,141	2,075,776
ALL	Year Two				269,105		658,452		927,557
ALL	Year Three						1,108,489		1,108,489
TOTAL		620	941,565	209	714,236	312	2,456,021	1,141	4,111,822

Change from last month -199 -\$240,879 -23 -\$95,676 -18 -\$154,188 -240 -\$490,743

YTD Change -1,050 -\$1,338,480 -73 -\$278,376 -34 -\$203,379 -1,157 -\$1,820,235

Previously, Councillors have requested information on the status of the properties with payments outstanding three + years.

Information on these properties has been prepared and details will be circulated to Councillors under cover of memo. Out of the 312 properties listed in this category, 98 properties are at the point where recovery action is required to be commenced.

The options available to the City to collect these debts are included in the Rates Assistance and Financial Hardship Policy. These options include:

- Garnishing of rent from the lessee of the property
- Following a General Procedure Claim being granted, a Means Inquiry can be lodged with the Magistrates Court
- Lodging a Caveat on the Title of Land
- Property Sale and Seizure Order
- Sale of Land (requires a resolution of Council).

Sundry Debtors

Sundry debtors have decreased to a total of \$2.2m due to a large number of collections in December.

The total of Sundry Debtors 120+days is \$0.96M of which:

- \$706k 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
- A number of community organisations make up the balance.

ATTACHMENTS

1. Monthly Financial Report - December 2023
2. Carry Forward Balances for the Monthly Financial Statements - December 2023

RECOMMEND

CS2/2/24

That Council:

1. Pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996* accept the Statement of Financial Activity for the sixth (6) month period ended 31 December 2023.
2. Note that there are reportable actual to budget material variances for the period and this report is preliminary only for the end of December 2023.

ABSOLUTE MAJORITY RESOLUTION REQUIRED

Moved Cr J Joy

MOTION CARRIED

(7/0)

1.3 - LONG TERM FINANCIAL PLAN (LTFP): 2025-2044

WARD : ALL

FILE No. : M/682/23

DATE : 22 November 2023

REF : MH/AW

RESPONSIBLE : Executive Director
MANAGER Corporate Services

In Brief:

- A review of the City's Long Term Financial Plan (LTFP) FY25 to FY44 commenced in August 2023 and included two Councillor workshops in November and December on the Capital Investment program.
- Council endorsed the draft LTFP Capital Investment Program on 18 December 2023.
- The draft LTFP sets the base line that can be used to assess various assumptions and scenarios to assist Council decision making.
- It reflects a number of financial strategies adopted by Council that support the outcomes of the Strategic Community Plan.
- Recommend that Council endorse the draft LTFP for the period 2025 to 2044 as the reference document for further financial planning activities, including preparation of the FY25 Annual Budget.

Tabled Items

Nil.

Decision Type

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

Officer Interest Declaration

Nil.

Strategic Implications

Strategic leadership and effective management

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.

4.3.1 Undertake strategic financial planning to ensure that appropriate services are effectively delivered, assets are efficiently managed and renewed, and funding strategies are equitable and responsible.

Legal Implications

Section 6.2 of the *Local Government Act 1995* (Local Government to prepare an annual budget) and Regulation 19DA of the *Local Government (Administration) Regulations 1996* (Corporate Business Plan requirements)

Section 6.2 Local government to prepare annual budget

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

** Absolute majority required.*

- (2) *In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —*
- (a) the expenditure by the local government; and*
 - (b) the revenue and income, independent of general rates, of the local government; and*
 - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.*

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
- (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*

- (b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
 - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*

*Absolute majority required.

Council Policy/Local Law Implications

Nil.

Budget/Financial Implications

The Long-Term Financial Plan is the preeminent financial planning and financial sustainability document for the City. It helps inform Council's strategic decision making with respect to City services, capital investment and rates. It also sets the basis for the preparation of the FY24/25 Annual Budget.

Aligning to the Strategic Community Plan and Corporate Business Plan, the financial implications of the Long Term Financial Plan are set out in this report.

Consultation

- Councillors
- Executive Leadership Team
- Operational Management Team.

BACKGROUND

The review of the City's Long Term Financial Plan has progressed over the course of the financial year and through a series of stakeholder engagements and Councillor workshops.

In November and December of last year, two Councillor workshops were held to seek strategic guidance and direction on capital investment decisions. Council provided direction at the December 2023 Ordinary Council meeting, after considering a report on the LTFP Capital Investment program. For completeness, this report replicates some of the advice provided to Council in the December report.

The Long Term Financial Plan (LTFP)

The Long Term Financial Plan (LTFP) forms part of the Council's Integrated Planning and Reporting Framework and is fundamental for evaluating the impacts of service delivery and capital investment choices on the financial sustainability of the City. The perspectives and outputs of this model are extrapolated over a twenty-year period, providing insight into questions around affordability, investment and sustainability.

The LTFP has responded to a range of informing documents, including but not limited to:

- The Strategic and Corporate Business Plans
- Asset Management Plans
- Developer Contribution Plans
- Advocacy Strategy.

Financial Planning and Budgeting Principles

Financial Planning and budgeting principles underpin decisions regarding levels of service, user pays fees, net costs of services, investment decisions and the application of rate funds. The LTFP has been developed and reviewed with these principles in mind.

- **Reasonableness** - The cost of a service reflects the public benefit derived. The level of service (LOS) is appropriate;
- **Uniqueness** - The services provided by the City do not duplicate private sector services, other tiers of government services or other service providers, unless public benefit outweighs the cost and competitive advantage of the City;
- **Efficiency** - City services are delivered in the most efficient manner;
- **Beneficiary** - The Benefit (User Pays) Principle suggests that if a service is used to the exclusion of others, then an appropriate fee should be charged.
- **Affordability** - The Capacity to Pay Principle suggests that both rates and fees and charges should be set with reference to the affordability to the individual or group.
- **Fairness** - The Intergenerational Equity Principle is a means of spreading the cost of a service across the generations who benefit from the service. It is usually applied to major infrastructure investments. Cash reserves and borrowings are tools for Local Government to achieve this objective.

LTFP Scenarios

The LTFP provides a base that enables a range of scenarios to be considered using the City's LTFP Scenario Tool. It supports Council's review and assessment of strategic choices regarding the timing and level of investment in strategic initiatives and projects.

The LTFP and the Scenarios will inform the Annual Budget as part of the financial planning process annually, and will continue to be updated with changes to assumptions as and when they are required throughout the year.

DETAILS OF PROPOSALCritical issues for the City of Armadale

Previous financial planning activities have identified a number of critical issues for Councillors to consider. These issues revolve around:

1. Addressing the deficit operating position over the short to medium term to be within the target range.
2. Establishing the desired rating effort, level of rates and user pays fees and charges, cognisant of the principles of affordability and beneficiary pays
3. Confirming the range, scope and cost of services, which in Council's view, meets the expectations of the community
4. Determining the timing and application of capital investment, to strike a balance between asset renewal and the provision of new assets. This builds capacity to renew assets when they reach the end of their useful life and provide new assets to meet community demand;
5. Addressing the commitment to asset renewal in the medium to long term to ensure sufficient future capacity and ensure intergenerational equity
6. Establish reasonable limitations on future borrowings
7. Intergenerational equity in the context of planned transfers to reserves for future projects.

More recently, the issues have continued to be centred on the short-term supply issues, escalating construction costs and the City's capacity to deliver a higher-than-average capital investment program.

Assumptions & Financial Strategies adopted in the draft LTFP FY25 to FY44

Against a backdrop of financial and economic indicators, a range of underlying assumptions and financial strategies have been developed. Guided by Council's previously adopted strategies and the prevailing economic conditions, the following key assumptions and strategies inform this iteration of the LTFP.

KEY ASSUMPTIONS & STRATEGIES								
	FY 25	FY26	FY27	FY28	FY29 to 33	FY34 to 38	FY39 to 43	FY44+
New Rateable Residential Property Per Annum @ \$1671/property	700	700	500	500	600	600	600	600
New Rateable Commercial Property Per Annum @ \$10,000/property	15	15	15	15	15	15	15	15
Revenue Indices - Rates	2.40%	2.40%	2.40%	3.00%	3.00%	3.00%	3.00%	3.00%
Revenue Indices - Fees & Charges (excl Waste)	2.40%	2.40%	2.40%	3.00%	3.00%	3.00%	3.00%	3.00%
Revenue Indices - Waste Charges	2.40%	2.40%	2.40%	3.00%	3.00%	3.00%	3.00%	3.00%
Employee Costs	4.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
Cost Indices - Materials & Contracts	2.40%	2.40%	2.40%	4.00%	4.00%	4.00%	4.00%	4.00%
Cost Indices - Utilities & Insurance	2.40%	2.40%	2.40%	4.00%	3.00%	3.00%	3.00%	3.00%
Municipal Funding allocated to new capital investment	Capped at \$2.75M							
Asset Renewal Commitment	FY 25 \$17M and step up \$500K additional every year							
Value of Gifted Assets (from Development)	\$40,000/lot	\$40,000/lot	\$40,000/lot	\$40,000/lot	\$40,000/lot	\$40,000/lot	\$40,000/lot	\$40,000/lot
Reserve Savings for Future Projects (Civic Precinct)	\$500k	\$500k	\$500k	\$500k	\$500k	\$500k	\$500k	\$500k
Borrowing Threshold Cap* (percentage of operating revenue)	40% \$54M	40% \$56M	40% \$58M	40% \$60M	40% \$62M	40% \$64M	40% \$66M	40% \$68M
Interest Rates - Investments	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%	4.5%
Interest Rates - Borrowings	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%

*in FY24, the 40% cap equated to \$50M. The West Australian Treasury Corporation sets the cap at 60% of operating revenue.

One of the main assumptions in the table above is the growth from new rateable properties per annum, set between 500 to 700 per year. This results in a total of 12,000 new rateable properties over the 20 year period, the majority from the Wungong development area.

Indexing of the costs and revenues has been set at the *WALGA Local Government Cost Index* (LGCI) forecast for the next three years, and then 3% thereafter, in line within the Reserve Bank's target range.

A key financial strategy is the commitment to asset renewal, presently at \$17M. The Asset Renewal commitment implements a \$500k per annum step increase annually to the total commitment on asset renewal, including both transfers from and to the Asset Renewal Reserve. This is important to keep pace with the growth in assets from development.

The Council-imposed borrowings threshold is set at a maximum of 40% of operating revenue. When Council set this strategy, this equated to \$50M, however it increases over time in the LTFP as the City's operating revenue also increases. In FY25, it is set at \$54M.

Likewise, debt servicing commitments should ideally not exceed 50% of the operating surplus (excluding depreciation and interest), and ideally fall within a 20% - 50% range, which is recommended by the Department of Local Government, Sports and Communities.

Asset Useful Life & Depreciation

The useful life of assets provides a rate of depreciation, which in turn effect the operating position. The useful life and depreciation rate assumptions used in the plan for new assets are:

Asset Group	Asset Class	Useful life (years)	Depreciation rate (%)
Property, plant and equipment	Land		
Property, plant and equipment	Buildings	40	2.50%
Property, plant and equipment	Furniture and Equipment	11	9.09%
Property, plant and equipment	Plant & Machinery	5	20.00%
Infrastructure	Roads	75	1.33%
Infrastructure	Drainage	110	0.91%
Infrastructure	Pathways	50	2.00%
Infrastructure	Parks and Reserves	30	3.33%
Infrastructure	Waste	30	3.33%
Other	Landfill Cell	5	20.00%
Other	Rehabilitation Asset	3	33.33%

ANALYSISThe Overall Budget Position

The overall budget position is a calculation of the coverage of all sources of funds, including rates, fees, grants, contributions, borrowings and transfers from cash reserves to meet the City's total outgoings for service costs, capital works, debt servicing, and savings for the future.

The overall budget position is balanced for the first four years of the plan FY25 to FY28 and in the following two years FY29 and FY30, the imbalance is not material – around 1% of the total budget. However from 2031 onwards, more significant surpluses are forecast, reflecting a lower-than-average investment in major community projects and lower debt servicing commitments. The planned review of the City's *Community Infrastructure Plan* will inform future investment in those outer years and will be included in the next review of the LTFP, which will be considered by Council in December 2024.

The overall budget position is generally positive, the red highlighting those years where a small budget deficit occurs.

	LTFP Y1	LTFP Y2	LTFP Y3	LTFP Y4	LTFP Y5	LTFP Y6	LTFP Y7	LTFP Y8	LTFP Y9	LTFP Y10
TABLE 1 - Overall Budget Position	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Budget Surplus/(Deficit)	-	-	-	-	(383,520)	(289,526)	3,496,899	2,568,266	(107,264)	1,396,002

	LTFP Y11	LTFP Y12	LTFP Y13	LTFP Y14	LTFP Y15	LTFP Y16	LTFP Y17	LTFP Y18	LTFP Y19	LTFP Y20
TABLE 1 - Overall Budget Position	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
Budget Surplus/(Deficit)	254,432	2,575,357	2,718,068	5,795,315	5,729,169	5,093,563	8,254,992	6,899,605	8,379,863	8,374,833

The Operating Position

One of the most critical financial performance indicators for Local Government is its operating position, measured by the Operating Surplus ratio. The ratio measures whether the underlying long-run revenue (net of capital related revenue such as grants for capital works) is expected to exceed the underlying long-run operating expenses (including asset depreciation). Ideally, an operating surplus allows Local Governments to invest in new community assets and manage intergenerational equity through loan payments or funds set aside in cash reserves for future use.

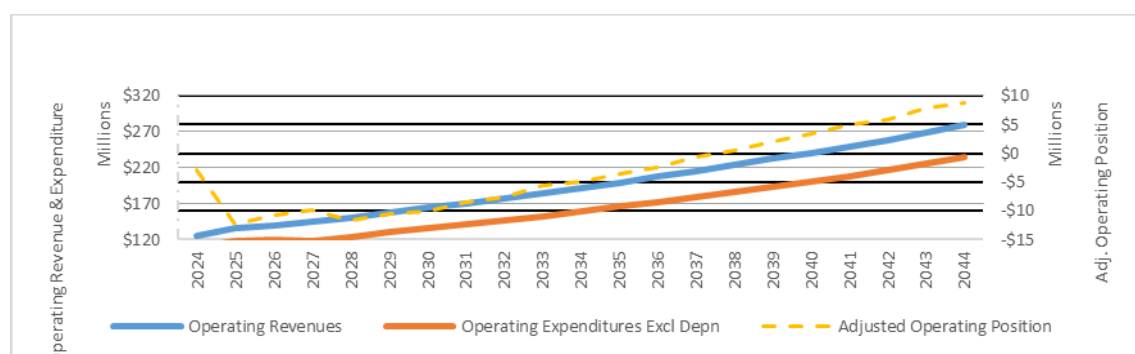
In 2020, Council recognised that its current program for services and capital investment would result in an operating deficit of \$9M. As a result, the Council implemented a range of strategies, including limiting its capital investment and reducing the net cost of services in order to reduce the operating deficit position. This was achieved in 2023 with the budgeted and actual operating position falling within the Council's target range of +/- \$3M (or +/- 2.5%) of the operating budget.

A new challenge has arisen in this iteration of the LTFP, as a result of the infrastructure assets revaluation that came into effect on 1st July 2023. The revaluation, which occurs every five years saw a significant increase in the City's asset value and asset depreciation, largely due to cost escalations experienced over the past eighteen months. In November 2023, Councillors were advised of the increase in the City's asset value by \$400M, which now totals \$1.6b, with a corresponding increase in the annual depreciation expense, up by \$7M (+28%) to \$34M annually. The \$7M increase has directly affected the City's operating position.

This LTFP sets out strategies and planned capital investment to reduce the operating deficit position (caused by the increase in asset depreciation), by carefully managing the City's growth in services and assets over a ten-year period. By 2034/35, the City will again be within the target range of +/-2.5% of the total operating budget.

	LTFP Y1	LTFP Y2	LTFP Y3	LTFP Y4	LTFP Y5	LTFP Y6	LTFP Y7	LTFP Y8	LTFP Y9	LTFP Y10
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Revenues	135,142,000	140,200,610	145,485,490	150,893,500	157,361,237	163,914,327	170,710,031	177,392,011	184,597,709	192,152,554
Operating Expenditures Excl Depn	(118,885,480)	(120,183,240)	(118,522,750)	(124,222,020)	(129,740,124)	(135,860,597)	(140,980,419)	(146,963,527)	(152,479,405)	(159,208,672)
Operating Expenditures: Depn	(34,262,491)	(34,771,608)	(36,836,748)	(38,256,055)	(38,243,631)	(38,203,993)	(38,252,752)	(37,976,714)	(37,827,774)	(37,806,099)
Operating Position	(18,005,971)	(14,754,238)	(9,874,008)	(11,584,575)	(10,622,518)	(10,150,262)	(8,523,140)	(7,548,230)	(5,709,470)	(4,862,217)
Adjusted Operating Position	(12,301,471)	(10,799,538)	(9,874,008)	(11,584,575)	(10,622,518)	(10,150,262)	(8,523,140)	(7,548,230)	(5,709,470)	(4,862,217)
Operating Surplus Ratio	(15.15%)	(12.28%)	(8.33%)	(8.33%)	(8.19%)	(7.47%)	(6.05%)	(5.14%)	(3.74%)	(3.05%)
Adjusted Operating Surplus Ratio	(10.87%)	(9.29%)	(8.33%)	(9.33%)	(8.19%)	(7.47%)	(6.05%)	(5.14%)	(3.74%)	(3.05%)

	LTFP Y11	LTFP Y12	LTFP Y13	LTFP Y14	LTFP Y15	LTFP Y16	LTFP Y17	LTFP Y18	LTFP Y19	LTFP Y20
	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
Operating Revenues	199,398,666	207,230,366	215,235,875	223,660,224	231,994,565	240,819,070	249,785,646	258,899,334	268,725,125	278,720,658
Operating Expenditures Excl Depn	(165,761,584)	(172,513,799)	(179,021,138)	(186,382,383)	(193,242,918)	(201,113,224)	(208,603,507)	(217,113,387)	(225,249,648)	(234,598,897)
Operating Expenditures: Depn	(37,330,587)	(37,159,357)	(36,863,640)	(36,932,389)	(36,763,405)	(36,261,094)	(36,336,510)	(36,028,219)	(35,510,015)	(35,405,904)
Operating Position	(3,693,505)	(2,442,790)	(648,903)	345,452	1,988,242	3,444,751	4,845,629	5,757,728	7,965,462	8,715,857
Adjusted Operating Position	(3,693,505)	(2,442,790)	(648,903)	345,452	1,988,242	3,444,751	4,845,629	5,757,728	7,965,462	8,715,857
Operating Surplus Ratio	(2.23%)	(1.42%)	(0.36%)	0.19%	1.03%	1.71%	2.32%	2.65%	3.54%	3.72%
Adjusted Operating Surplus Ratio	(2.23%)	(1.42%)	(0.36%)	0.19%	1.03%	1.71%	2.32%	2.65%	3.54%	3.72%



The Operating Position: Growth perspective

The growth perspective in the City's LTFP is an important indicator, assisting Council with the intergenerational equity question regarding service growth and investment. The aim is to ensure that our growth in revenue, services and assets is aligned and fairly distributed, to meet community needs.

The growth impacts on the City's operating revenue and expenditure is shown separately in the LTFP statutory financial statements and is set out in the table below. The table summarises the impact of increased cash revenues and expenditure, shown as the *net growth per annum*. It then factors in a notional amount for depreciation, based on 1.6% of the new assets, per annum. This is denoted as *growth impact on the operating position*.

TABLE 4.1 - Growth p.a.	LTFP Y1	LTFP Y2	LTFP Y3	LTFP Y4	LTFP Y5	LTFP Y6	LTFP Y7	LTFP Y8	LTFP Y9	LTFP Y10
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Operating Revenue	1,979,400	2,174,800	1,503,900	1,515,400	1,795,132	1,856,886	1,920,693	1,986,613	2,054,812	2,125,356
Operating Expenditure	(1,507,400)	(1,640,200)	(913,000)	(922,500)	(1,466,031)	(1,504,956)	(1,419,309)	(1,337,742)	(1,255,214)	(1,590,329)
Net Growth p.a.	472,000	534,600	590,900	592,900	329,101	351,930	501,383	648,871	799,598	535,027
plus: depreciation	(548,200)	(556,346)	(589,388)	(612,097)	(611,898)	(611,264)	(612,044)	(607,627)	(605,244)	(604,898)
Growth Impact on the Operating Position	(76,200)	(21,746)	1,512	(19,197)	(282,797)	(259,334)	(110,661)	41,244	194,353	(69,871)

TABLE 4.1 - Growth p.a.	LTFP Y11	LTFP Y12	LTFP Y13	LTFP Y14	LTFP Y15	LTFP Y16	LTFP Y17	LTFP Y18	LTFP Y19	LTFP Y20
	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
Operating Revenue	2,198,217	2,273,563	2,351,370	2,431,911	2,515,069	2,601,121	2,690,054	2,781,956	2,876,915	2,975,122
Operating Expenditure	(1,927,733)	(1,539,912)	(1,754,940)	(1,650,443)	(1,738,603)	(1,812,224)	(1,907,480)	(1,987,328)	(2,090,065)	(2,176,683)
Net Growth p.a.	270,484	733,651	596,430	781,468	776,465	788,897	782,575	794,628	786,850	798,439
plus: depreciation	(597,289)	(594,550)	(589,818)	(590,918)	(588,214)	(580,178)	(581,384)	(576,452)	(568,160)	(566,494)
Growth Impact on the Operating Position	(326,806)	139,102	6,612	190,550	188,251	208,719	201,190	218,176	218,689	231,945

The Net Cost of Services (operations)

The net cost of service is an operational perspective that excludes the non-cash items such as depreciation and "nets off" all the operating revenues directly related to providing services. This includes fees charges operating grants and contributions. It informs Council of the amount of rates that are required to operate City Services. Being operational in nature, it does not include principal repayments on borrowings.

In FY25, the net cost of services is \$66M and this number generally increases around \$3.5M to \$4M per annum, after indexing and growth is applied. In FY26 and FY27 however, the impact of the Smart LED Street Lighting project reduces the cost of streetlights and in turn, the net cost of services increases by a lesser amount. Conversely, the City's debt servicing commitment increases by an equivalent amount, reflective of the debt servicing obligation associated with the loan for the LED Street Light project (refer Borrowings section of this report)

TABLE 18 - Cost of Services	LTFP Y1	LTFP Y2	LTFP Y3	LTFP Y4	LTFP Y5	LTFP Y6	LTFP Y7	LTFP Y8	LTFP Y9	LTFP Y10
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Net Cost of Services	65,897,080	68,997,630	70,286,160	73,226,520	76,556,784	80,333,009	84,004,396	87,542,108	90,524,247	94,628,149

TABLE 18 - Cost of Services	LTFP Y11	LTFP Y12	LTFP Y13	LTFP Y14	LTFP Y15	LTFP Y16	LTFP Y17	LTFP Y18	LTFP Y19	LTFP Y20
	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
Net Cost of Services	98,460,772	102,394,259	105,980,903	110,315,632	114,040,048	118,660,517	122,783,091	127,803,095	132,322,869	137,924,324

The Capital Investment Program

In December 2023, Council adopted the Capital Investment Program for inclusion into the draft LTFP FY25-FY44. As a result of additional information, the following further amendment is recommended for the final version of the LTFP FY25–FY44, which has been incorporated into the current draft.

- Include a City funding component for the Armadale Regional Recreation Reserve *Stage 1 Basketball and Netball Facility* of \$10M from borrowings, and consequently program the Armadale Regional Recreation Reserve *Stage 1 Basketball and Netball Facility* over two years FY26 and FY27, previously programmed in one-year FY26.

Reflective of discussions in the LTFP workshops regarding the City's Advocacy approach, the LTFP now reflects the City's contribution to the project. In order to remain in the City's borrowing and debt servicing capacity, the loan will be spread across FY26 and FY27 and hence, the project needs to be scheduled over two financial years.

Recent advice strongly indicates the City's advocacy position will be significantly strengthened if it is explicit on its funding strategy. Securing external funding for this priority advocacy project is the only way the Council will realise its strategic intent, providing much needed netball and basketball facilities and activities for the whole community.

Overview of the draft LTFP Capital Investment Program

The capital program averages \$40.5M over four years; or \$33.5M over twenty years. New assets and upgrades are added, totalling \$311M, with \$200M programmed to be delivered in the next five years.

Of note, in FY26 and FY27, the Armadale Regional Recreation Reserve *Stage 1 Basketball and Netball Facility* is listed at \$76M. It reflects the business case report presented to Council earlier this year and is a priority project in the City's Advocacy Strategy. The project is contingent on Federal and State Government funding.

Additionally, the \$10M Central Park project is also delivered in conjunction with the Metronet Viaduct project in FY26. This project responds to the Armadale Strategic Metropolitan Centre Structure Plan and is proposed to be funded by Federal/State government grants and a transfer from the future projects reserve.

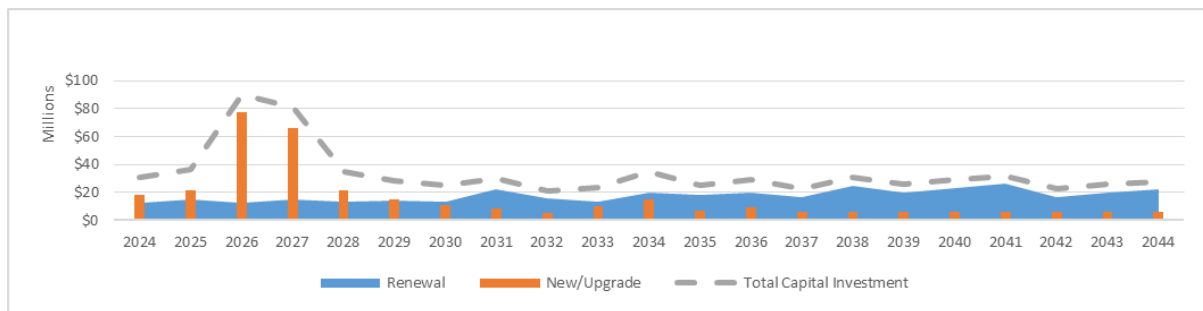
Both these projects have been prioritised by Council in its Advocacy Strategy.

Also of note is the increase in the asset renewal works over the years, averaging \$15.5M in the first ten years and \$21M in the second 10-year period. This is predictable from the asset modelling and 50-year Infrastructure Funding Renewal Strategy (IFRS) and highlights the importance of cash reserving for future asset renewal works.

Capital Investment by Type

	LTFP Y1 2025	LTFP Y2 2026	LTFP Y3 2027	LTFP Y4 2028	LTFP Y5 2029	LTFP Y6 2030	LTFP Y7 2031	LTFP Y8 2032	LTFP Y9 2033	LTFP Y10 2034
Renewal	14,874,200	12,346,700	14,591,600	13,604,200	13,995,800	13,477,200	22,266,300	15,543,900	13,157,000	20,017,800
New/Upgrade	21,093,700	77,212,200	66,213,200	20,954,400	14,572,200	11,149,500	8,017,700	5,057,400	10,240,200	15,002,300
Total Capital Investment	35,967,900	89,558,900	80,804,800	34,558,600	28,568,000	24,626,700	30,284,000	20,601,300	23,397,200	35,020,100

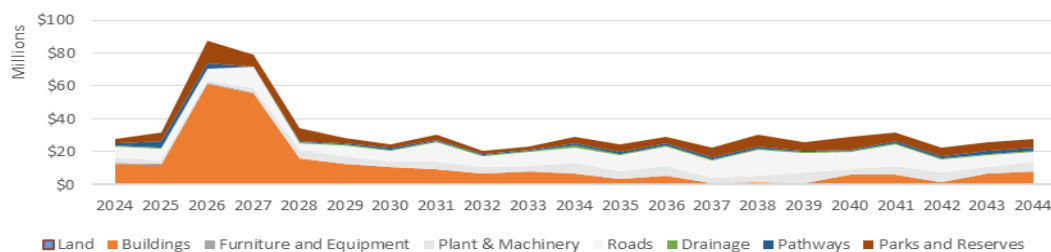
	LTFP Y11 2035	LTFP Y12 2036	LTFP Y13 2037	LTFP Y14 2038	LTFP Y15 2039	LTFP Y16 2040	LTFP Y17 2041	LTFP Y18 2042	LTFP Y19 2043	LTFP Y20 2044
Renewal	18,220,000	20,096,100	16,619,700	24,769,700	19,844,600	23,054,900	26,184,000	16,800,100	20,076,100	21,849,700
New/Upgrade	6,504,000	8,958,100	5,697,000	5,847,400	5,697,000	5,847,400	5,697,000	5,847,400	5,697,000	5,847,400
Total Capital Investment	24,724,000	29,054,200	22,316,700	30,617,100	25,541,600	28,902,300	31,881,000	22,647,500	25,773,100	27,697,100



Capital Investment by Asset Class

	LTFP Y1	LTFP Y2	LTFP Y3	LTFP Y4	LTFP Y5	LTFP Y6	LTFP Y7	LTFP Y8	LTFP Y9	LTFP Y10
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Land	81,500	-	-	-	-	-	-	-	-	-
Buildings	12,217,400	61,491,200	55,166,000	15,909,100	12,859,000	10,537,500	9,107,200	7,065,400	7,884,900	6,957,200
Furniture and Equipment	176,100	186,500	825,000	-	-	-	-	-	-	-
Plant & Machinery	2,424,500	1,769,500	2,804,500	5,196,200	4,694,000	3,575,300	4,956,300	3,844,400	3,814,600	6,297,200
Roads	7,241,700	7,339,100	13,042,300	4,139,600	6,102,300	6,750,100	11,872,100	6,432,300	7,921,200	9,534,600
Drainage	250,000	-	-	542,500	542,500	542,500	800,900	800,900	800,900	800,900
Pathways	4,125,200	2,740,000	100,000	646,300	716,800	807,900	509,200	554,700	745,900	1,471,000
Parks and Reserves	5,514,900	13,973,700	6,928,500	8,087,900	3,616,400	2,376,400	3,001,300	1,866,600	2,192,700	4,300,000
Waste	70,400	120,400	-	-	-	-	-	-	-	-
Landfill Cell	3,866,200	1,867,400	1,867,400	-	-	-	-	-	-	5,622,200
Other Infrastructure	-	71,100	71,100	37,000	37,000	37,000	37,000	37,000	37,000	37,000
Total Capital Investment	35,967,900	89,558,900	80,804,800	34,558,600	28,568,000	24,626,700	30,284,000	20,601,300	23,397,200	35,020,100

	LTFP Y11	LTFP Y12	LTFP Y13	LTFP Y14	LTFP Y15	LTFP Y16	LTFP Y17	LTFP Y18	LTFP Y19	LTFP Y20
	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
Land	-	-	-	-	-	-	-	-	-	-
Buildings	3,288,700	5,483,000	1,102,700	1,576,300	697,200	5,855,500	6,236,400	1,474,500	6,553,900	8,010,300
Furniture and Equipment	-	-	-	-	-	-	-	-	-	-
Plant & Machinery	4,595,000	5,801,700	3,328,500	4,085,000	6,539,000	3,826,500	5,430,100	5,817,400	3,852,500	5,972,400
Roads	9,895,500	11,792,000	10,322,300	15,740,900	11,994,000	9,970,600	12,763,700	7,919,900	7,426,500	6,152,100
Drainage	800,900	800,900	450,000	491,900	368,100	897,400	891,200	923,300	635,900	467,000
Pathways	1,456,600	1,289,600	1,289,600	1,366,900	1,179,900	971,900	1,179,600	1,269,600	1,895,700	1,856,400
Parks and Reserves	4,650,300	3,850,000	5,786,600	7,319,100	4,726,400	7,343,400	5,343,000	5,205,800	5,372,100	5,201,900
Waste	-	-	-	-	-	-	-	-	-	-
Landfill Cell	-	-	-	-	-	-	-	-	-	-
Other Infrastructure	37,000	37,000	37,000	37,000	37,000	37,000	37,000	37,000	37,000	37,000
Total Capital Investment	24,724,000	29,054,200	22,316,700	30,617,100	25,541,600	28,902,300	31,881,000	22,647,500	25,773,100	27,697,100



Funding the Capital Investment Program

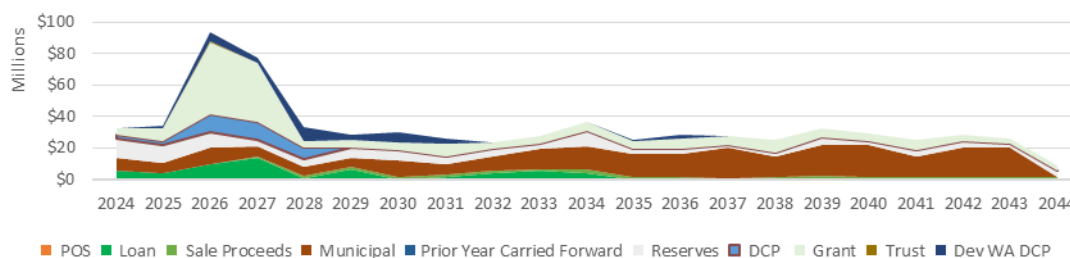
The program is funded through a combination of grants, developer contributions, loans, cash reserves and municipal funds. Importantly, from a Municipal Funding perspective:

- The program for renewal works combined with the net Municipal Funds allocated to the asset renewal reserve corresponds to the Council's Asset Renewal Commitment (\$17M and increasing by \$500k each year);
- Municipal Funds for new and upgrade works does not exceed the \$2.75M cap applied by Council as part of its financial strategies.

It is worth noting that the Council faces a number of important choices with respect to the application of its two main discretionary fund sources – borrowings and cash reserves. These funding sources are limited and therefore, the assessment of priorities should be made against the community value derived and the opportunity costs of other projects under consideration.

	LTFP Y1	LTFP Y2	LTFP Y3	LTFP Y4	LTFP Y5	LTFP Y6	LTFP Y7	LTFP Y8	LTFP Y9	LTFP Y10
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
DCP	2,293,300	11,394,000	10,985,000	7,974,100	-	-	-	-	-	-
POS	380,000	-	400,000	400,000	-	-	-	-	-	-
Trust	-	133,000	-	-	-	-	-	-	-	-
Grant	7,887,600	46,276,900	37,587,800	3,921,700	4,938,500	5,420,500	7,985,100	4,408,700	4,460,100	5,642,000
Dev WA DCP	1,960,700	6,342,000	3,482,500	9,167,800	3,382,500	6,342,100	2,810,700	-	-	-
Reserves	11,735,400	9,460,800	4,191,800	4,656,300	6,550,600	6,003,400	5,314,400	4,714,000	3,015,200	10,375,200
Loan	3,049,200	9,108,000	12,822,300	-	6,532,700	-	1,534,200	4,031,200	5,333,200	4,022,700
Sale Proceeds	589,000	576,500	879,100	1,559,900	1,408,200	1,073,000	1,486,900	1,153,300	1,144,400	1,889,200
Prior Year Carried Forward	-	-	-	-	-	-	-	-	-	-
Municipal	8,072,700	6,267,700	10,456,300	6,878,800	5,755,500	5,787,700	11,152,700	6,294,100	9,444,300	13,091,000
Total Capital Investment	35,967,900	89,558,900	80,804,800	34,558,600	28,568,000	24,626,700	30,284,000	20,601,300	23,397,200	35,020,100

	LTFP Y11	LTFP Y12	LTFP Y13	LTFP Y14	LTFP Y15	LTFP Y16	LTFP Y17	LTFP Y18	LTFP Y19	LTFP Y20
	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
DCP	-	-	-	-	-	-	-	-	-	-
POS	-	-	-	-	-	-	-	-	-	-
Trust	-	-	-	-	-	-	-	-	-	-
Grant	5,334,750	6,058,200	5,248,150	8,032,650	6,084,000	5,147,500	6,468,850	4,122,150	3,800,250	3,238,250
Dev WA DCP	200,000	2,810,700	-	-	-	-	-	-	-	-
Reserves	3,071,600	3,851,200	2,119,900	2,649,500	4,367,300	2,468,500	3,591,100	3,862,200	2,486,400	3,970,700
Loan	-	-	-	-	-	-	-	-	-	-
Sale Proceeds	1,316,400	1,650,500	908,600	1,135,500	1,871,700	1,058,000	1,539,000	1,655,200	1,065,600	1,701,700
Prior Year Carried Forward	-	-	-	-	-	-	-	-	-	-
Municipal	14,801,250	14,683,600	14,040,050	18,799,450	13,218,600	20,228,300	20,282,050	13,007,950	18,420,850	18,786,450
Total Capital Investment	24,724,000	29,054,200	22,316,700	30,617,100	25,541,600	28,902,300	31,881,000	22,647,500	25,773,100	27,697,100



Key Projects

Included in the draft LTFP Capital Investment Program are the key projects prioritised by Council and programmed to reflect the City's current financial and project delivery capacity. The tables below provide an outline of the key projects, the sources of funds and the operational impacts, the latter being based on assumptions of operating cost reflective of scale and type of asset².

Further details for each project form part of the attachments to this report.

² Note: The operating impact of the Central Park development will be subject to further discussions with the Public Transport Authority regarding maintenance responsibilities.

Summary of Key Projects

	Budget	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	
Para Waters Library	6,687,400											6,687,400
Morgan Park Pavilion & Lighting	1,525,500	2,690,500										4,216,000
Hilbert District Community Centre	600,000		10,400,000									11,000,000
ARRR - Stage 1 Basketball and Netball Facility	500,000		38,300,000	38,300,000								77,100,000
Fletcher Park		357,000										357,000
Central Park		500,000	9,500,000									10,000,000
Depot Redevelopment/Renewal	661,200	1,686,000	2,394,200			74,400	535,400	3,034,200	4,031,200	5,333,200	4,022,700	21,772,500
Harrisdale (North) Community and Sporting Facility			250,000	3,280,000								3,530,000
Forrestdale Sporting Precinct	710,000	5,859,000		2,247,600		6,532,700						15,349,300
Anstey / Keane – Community Facilities				400,000	3,722,500							4,122,500
Para West Senior Sports Pavilion				150,000	4,251,600							4,401,600
Wirra Willa Park		345,000	345,000	345,000	345,000	345,000	345,000	345,000	345,000	345,000	345,000	3,450,000
Haynes District Sports Ground				200,000	4,558,900							4,758,900
Haynes Community Centre							200,000	2,810,700				3,010,700
Hilbert (South West) Sports Ground					200,000	3,032,500						3,232,500
Hilbert (East) District Community Centre						350,000	6,142,100					6,492,100
Gwynne Park - Armadale Guides					510,000							510,000
Gwynne Park - Armadale Scouts					357,000							357,000
Roleystone Girl Guides				459,000								459,000
Springdale Pavilion Changeroom	573,400	406,600										980,000
Gwynne Park - Pavilion	500,000			7,433,000								7,933,000
TOTAL	11,757,500	11,844,100	61,189,200	52,814,600	13,945,000	10,334,600	7,222,500	6,189,900	4,376,200	5,678,200	4,367,700	189,719,500

Funding Sources

	Budget	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	
DCP		1,711,800	250,000	4,113,300	7,974,100							14,049,200
Loan	5,050,000	3,049,200	9,108,000	12,822,300		6,532,700		1,534,200	4,031,200	5,333,200	4,022,700	61,483,500
Grant	1,781,400	373,000	39,300,000	34,100,000								75,554,400
Reserves	3,536,200	4,371,000	6,239,200	345,000	770,000	419,400	880,400	1,845,000	345,000	345,000	345,000	19,441,200
Sale Proceeds												0
Dev WA DCP			6,292,000	200,000	4,758,900	3,382,500	6,342,100	2,810,700				23,786,200
POS		230,000										230,000
Trust												0
Municipal Funds Required	1,389,900	2,109,100		1,234,000	442,000							5,175,000
TOTAL	11,757,500	11,844,100	61,189,200	52,814,600	13,945,000	10,334,600	7,222,500	6,189,900	4,376,200	5,678,200	4,367,700	189,719,500

Operating Impacts

	Budget	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33	2033/34	
Operations	0	463,300	921,700	1,890,000	2,602,600	3,304,000	3,898,500	4,360,800	4,707,500	4,951,500	5,218,400	32,318,300
Change		458,400	968,300	712,600	346,700	594,500	462,300	346,700	244,000	266,900		4,755,100
Depreciation	0	263,100	498,000	1,967,800	3,276,800	3,603,800	3,860,300	4,027,500	4,106,400	4,115,000	4,123,600	29,842,400
Change		234,900	1,469,900	1,308,900	327,000	256,500	167,200	78,900	8,600	8,600		3,860,500

Note: Consistent with the Armadale regional recreation reserve business case, the net operating impact is nil for this project. Revenues cover expenses and renewal commitment

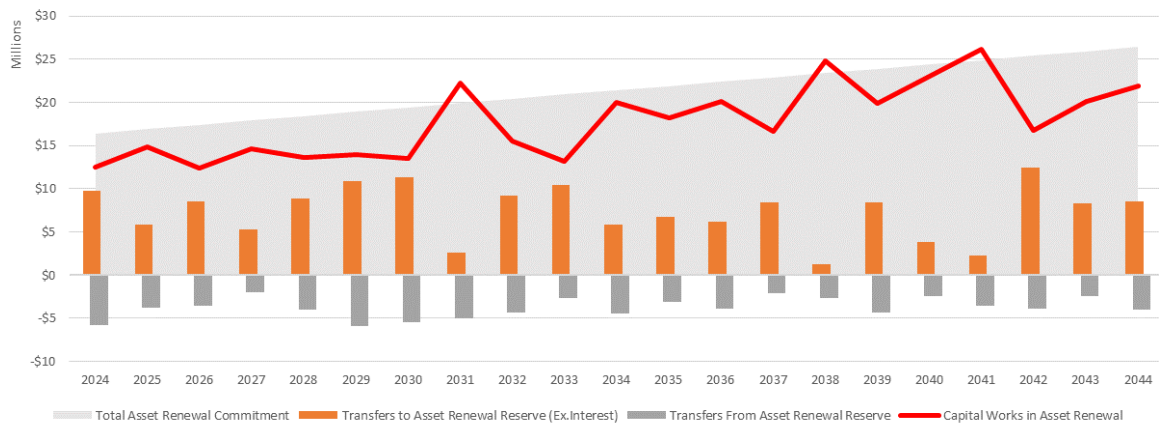
Asset Renewal Commitment

Importantly, the Capital Investment program retains the commitment to asset renewal, stepping up the total commitment by \$0.5M each year to reflect the growth in the City's property and infrastructure assets from urban development. The commitment is achieved by 'topping up' the annual spend on renewal works with transfers to the Asset renewal reserve for future works.

	LTFP Y1	LTFP Y2	LTFP Y3	LTFP Y4	LTFP Y5	LTFP Y6	LTFP Y7	LTFP Y8	LTFP Y9	LTFP Y10
Asset Renewal Commitment	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Capital Investment in Asset Renewal	14,874,200	12,346,700	14,591,600	13,604,200	13,995,800	13,477,200	22,266,300	15,543,900	13,157,000	20,017,800
Transfers to Asset Renewal Reserve (Ex.Inte	5,792,300	8,580,500	5,287,800	8,857,100	10,859,800	11,331,200	2,603,100	9,225,100	10,413,200	5,790,200
Transfers From Asset Renewal Reserve	(3,766,500)	(3,527,200)	(1,979,400)	(4,061,300)	(5,955,600)	(5,408,400)	(4,969,400)	(4,369,000)	(2,670,200)	(4,408,000)
Total Asset Renewal Commitment	16,900,000	17,400,000	17,900,000	18,400,000	18,900,000	19,400,000	19,900,000	20,400,000	20,900,000	21,400,000

	LTFP Y11	LTFP Y12	LTFP Y13	LTFP Y14	LTFP Y15	LTFP Y16	LTFP Y17	LTFP Y18	LTFP Y19	LTFP Y20
Asset Renewal Commitment	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
Capital Investment in Asset Renewal	18,220,000	20,096,100	16,619,700	24,769,700	19,844,600	23,054,900	26,184,000	16,800,100	20,076,100	21,849,700
Transfers to Asset Renewal Reserve (Ex.Inte	6,751,600	6,155,100	8,400,200	1,279,800	8,422,700	3,813,600	2,307,100	12,462,100	8,310,300	8,521,000
Transfers From Asset Renewal Reserve	(3,071,600)	(3,851,200)	(2,119,900)	(2,649,500)	(4,367,300)	(2,468,500)	(3,591,100)	(3,862,200)	(2,486,400)	(3,970,700)
Total Asset Renewal Commitment	21,900,000	22,400,000	22,900,000	23,400,000	23,900,000	24,400,000	24,900,000	25,400,000	25,900,000	26,400,000

TABLE 8.1 - Asset Renewal Commitment



Asset Renewal Effort

Consistent with aging assets, the tables below show an increasing actual spend against the annual depreciation (wear and tear) of assets. It increases from around 55% of depreciation expense presently to around +75% in the second half of the LTFP.

TABLE 8.2 - Asset Renewal Effort	LTFP Y1 2025	LTFP Y2 2026	LTFP Y3 2027	LTFP Y4 2028	LTFP Y5 2029	LTFP Y6 2030	LTFP Y7 2031	LTFP Y8 2032	LTFP Y9 2033	LTFP Y10 2034
Replacement Value of Assets	1,973,257,800	2,016,718,300	2,118,333,600	2,200,042,100	2,236,316,800	2,270,664,400	2,302,594,900	2,330,151,900	2,355,749,400	2,386,556,400
Annual Depreciation	32,131,991	32,642,308	34,706,048	36,123,755	36,110,731	36,046,383	36,095,852	35,822,514	35,673,574	35,661,299
Asset Renewal Commitment	16,900,000	17,400,000	17,900,000	18,400,000	18,900,000	19,400,000	19,900,000	20,400,000	20,900,000	21,400,000
Percentage of depreciation	52.60%	53.31%	51.58%	50.94%	52.34%	53.82%	55.13%	56.95%	58.59%	60.01%

TABLE 8.2 - Asset Renewal Effort	LTFP Y11 2035	LTFP Y12 2036	LTFP Y13 2037	LTFP Y14 2038	LTFP Y15 2039	LTFP Y16 2040	LTFP Y17 2041	LTFP Y18 2042	LTFP Y19 2043	LTFP Y20 2044
Replacement Value of Assets	2,414,268,900	2,440,823,700	2,468,830,300	2,495,801,500	2,522,242,400	2,546,324,300	2,572,997,700	2,598,077,700	2,622,959,500	2,649,459,700
Annual Depreciation	35,178,887	35,006,557	34,709,640	34,778,089	34,712,405	34,202,994	34,183,810	33,874,019	33,496,515	33,401,704
Asset Renewal Commitment	21,900,000	22,400,000	22,900,000	23,400,000	23,900,000	24,400,000	24,900,000	25,400,000	25,900,000	26,400,000
Percentage of depreciation	62.25%	63.99%	65.98%	67.28%	68.85%	71.34%	72.84%	74.98%	77.32%	79.04%

Borrowings

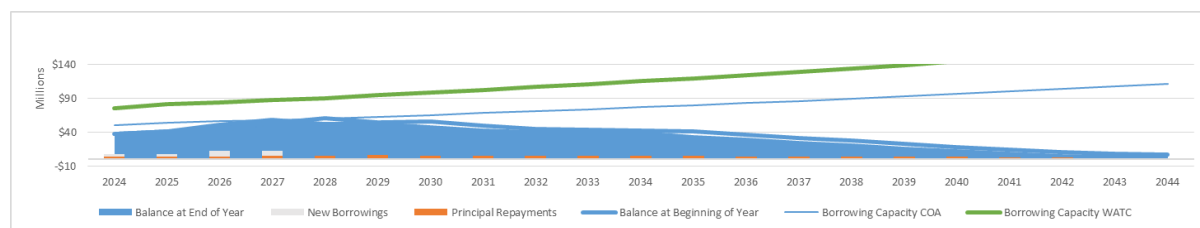
Through its financial strategies, Council has previously imposed a conservative cap on borrowings of \$50M³, which was based on 40% of operating revenue in 2021. This amount increases as the City's operating revenue increases, through indexing and growth. In FY25, this is forecast to be around \$54M. Of note, the borrowings criteria established by the West Australian Treasury Corporation is *total borrowings <60% of operating revenue*. In FY25, this cap would equate to \$81M.

New borrowings total \$55M which occur over the next ten years (\$34M is drawn down in the first four years). The borrowings include \$44.4M for the capital program, \$7.6M for the Smart LED Streetlight project (\$7.6M) and \$3M for the *OneCouncil* (\$3M) ERP project.

TABLE 12 - Borrowings	LTFP Y1 2025	LTFP Y2 2026	LTFP Y3 2027	LTFP Y4 2028	LTFP Y5 2029	LTFP Y6 2030	LTFP Y7 2031	LTFP Y8 2032	LTFP Y9 2033	LTFP Y10 2034
Balance at Beginning of Year	41,023,900	44,931,300	53,537,510	61,174,170	55,256,590	55,685,050	49,857,880	45,459,970	43,525,990	43,063,770
New Borrowings	8,143,300	13,107,300	12,822,300	-	6,532,700	-	1,534,200	4,031,200	5,333,200	4,022,700
Principal Repayments	4,235,900	4,501,090	5,185,640	5,917,580	6,104,240	5,827,170	5,932,110	5,965,180	5,795,420	5,757,130
Balance at End of Year	44,931,300	53,537,510	61,174,170	55,256,590	55,685,050	49,857,880	45,459,970	43,525,990	43,063,770	41,329,340

TABLE 12 - Borrowings	LTFP Y11 2035	LTFP Y12 2036	LTFP Y13 2037	LTFP Y14 2038	LTFP Y15 2039	LTFP Y16 2040	LTFP Y17 2041	LTFP Y18 2042	LTFP Y19 2043	LTFP Y20 2044
Balance at Beginning of Year	41,329,340	36,153,800	31,643,580	27,432,950	23,022,070	18,400,740	14,650,380	11,143,440	8,352,980	6,680,800
New Borrowings	-	-	-	-	-	-	-	-	-	-
Principal Repayments	5,175,540	4,510,220	4,210,630	4,410,880	4,621,330	3,750,360	3,506,940	2,790,460	1,672,180	1,762,490
Balance at End of Year	36,153,800	31,643,580	27,432,950	23,022,070	18,400,740	14,650,380	11,143,440	8,352,980	6,680,800	4,918,310

³ Unless a business case funds borrowings over the capped amount.

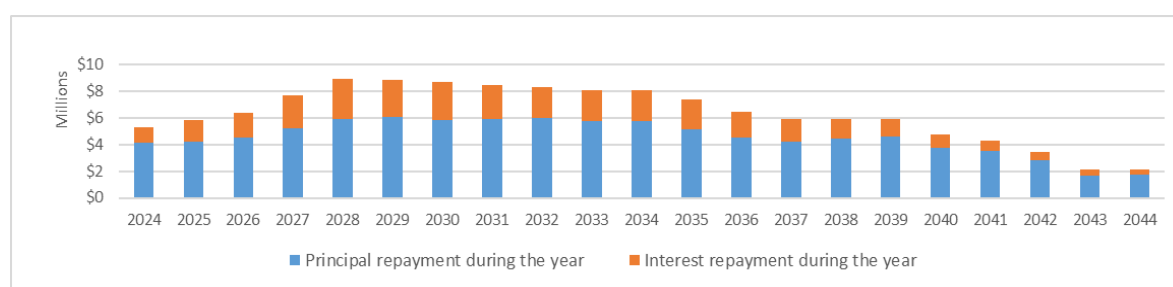


Likewise, debt servicing commitments should ideally not exceed 50% of the operating surplus (excluding depreciation and interest), and ideally fall within a 20% - 50% range. The City's debt servicing peaks in FY28 at \$7.9M, which is around 30% of the operating surplus defined above, and is within the threshold range recommended by the Department of Local Government, Sports and Communities.

The borrowing capacity in the LTFP is limited by the Council's imposed cap in the medium term (five years) but increases and accelerates from 2030, enabling other projects to be funded as loans are paid off.

TABLE 13.2 Loans & Leases	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Debt Servicing (Loans & Leases)										
Principal repayment during the year	5,639,100	5,852,790	6,560,240	7,327,080	7,514,240	7,243,870	7,375,710	7,356,580	7,195,620	7,183,220
Interest repayment during the year	1,697,380	2,052,140	2,605,450	3,101,540	2,831,980	2,950,650	2,625,560	2,462,330	2,393,290	2,389,310
Total Debt Servicing	7,336,480	7,904,930	9,165,690	10,428,620	10,346,220	10,194,520	10,001,270	9,818,910	9,588,910	9,572,530

TABLE 13.2 Loans & Leases	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
Debt Servicing (Loans & Leases)										
Principal repayment during the year	6,577,540	5,937,010	5,652,830	5,799,980	5,933,730	5,062,960	4,911,840	4,216,860	2,981,780	3,015,890
Interest repayment during the year	2,357,850	2,068,660	1,812,920	1,637,590	1,373,460	1,132,760	923,150	704,160	521,010	476,910
Total Debt Servicing	8,935,390	8,005,670	7,465,750	7,437,570	7,307,190	6,195,720	5,834,990	4,921,020	3,502,790	3,492,800



Cash Reserves

The City's cash reserves set aside for future works includes reserves for Development Contribution Plans (DCPs), the Asset Renewal Reserve, Waste Management Reserve and Future Projects reserves, the later comprising *Future Projects*, *Future Community Facilities*, *Future Recreational Facilities* and the *Civic Precinct* reserves.

The DCP reserves are held for the North Forrestdale and Anstey-Keane DCPs, and are allocated to projects in accordance with those schemes. However, the LTFP does not factor in a Wungong DCP reserve, as this currently falls under the control of *DevelopmentWA (DWA)*.

The Asset Renewal Reserve has a current balance of \$14M and accumulates to \$162M over the period in accordance with the Asset Renewal Funding Strategy. This enables the City to renew its assets (valued at \$1.6b) at the desired intervention points and maintain the level of service to the community.

The Future Projects reserves including the Civic Precinct collectively have a capacity of \$17.5M, taking into account future commitments. If Civic Precinct funds were excluded, this amount would be 14M.

	Future Projects	Future Recreation Facilities	Future Community Facilities	Civic Precinct	TOTAL
FY24 Balance	\$18M	\$0.5M	\$0.5m	\$3.5M	\$22.5M
Less: Commitments					
<i>Kelmscott Public Realm</i>	<i>(\$0.5M)</i>				<i>(\$0.5M)</i>
<i>Trails Network</i>	<i>(\$0.5M)</i>				<i>(\$0.5M)</i>
<i>Central Park</i>	<i>(\$4.0M)</i>				<i>(\$4.0M)</i>
TOTAL	\$13M	\$0.5M	\$0.5m	\$3.5M	\$17.5M

Whilst the cash reserves accumulate in the LTFP, it is reflective of further planning that needs to occur around the accumulation and application of cash reserves, particularly for the City's waste services and Landfill Site rehabilitation. The Waste Reserve in this current version of the plan projects funds are exhausted by 2040. A review of the Waste Strategy, which recently commenced will revise the waste services inputs and assumptions to the LTFP, which will be updated in the next review in December 2024.

TABLE 14 - Reserve Balances - EOFY	Budget	LTFP Y1	LTFP Y2	LTFP Y3	LTFP Y4	LTFP Y5	LTFP Y6	LTFP Y7	LTFP Y8	LTFP Y9	LTFP Y10
	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Asset Renewal	23,107,671	26,173,171	32,404,171	37,170,771	42,639,271	48,462,271	55,565,871	55,700,071	63,062,671	73,643,471	78,339,671
Contributions	2,491,504	2,132,604	2,228,604	2,328,804	2,433,504	2,543,004	2,657,404	2,777,004	2,902,004	3,032,604	3,169,104
DCP	39,142,594	44,841,394	42,275,294	39,090,194	37,030,294	41,106,070	42,449,499	43,496,221	44,558,935	45,637,299	46,730,730
Employee Provisions	9,966,011	9,524,511	9,953,111	10,401,011	10,869,011	11,358,111	11,869,211	12,403,311	12,961,411	13,544,711	14,154,211
Future Operational Works	5,051,079	2,693,479	2,814,779	2,941,679	3,074,179	3,366,879	3,606,579	3,768,879	3,938,479	4,115,679	4,300,879
Future Projects & Works	27,482,167	29,248,967	26,392,067	28,043,467	29,210,467	30,429,967	31,704,267	33,285,967	34,938,867	36,666,067	38,471,067
Future Projects & Works (Waste Services)	30,689,043	26,667,943	25,083,343	23,744,743	24,213,343	24,463,836	24,529,022	24,387,025	24,014,363	23,385,711	16,851,771
Total Cash Reserves	137,930,069	141,282,089	141,151,369	143,720,669	149,470,069	161,730,138	172,381,853	175,818,478	186,376,729	200,025,542	202,017,433

TABLE 14 - Reserve Balances - EOFY	LTFP Y11	LTFP Y12	LTFP Y13	LTFP Y14	LTFP Y15	LTFP Y16	LTFP Y17	LTFP Y18	LTFP Y19	LTFP Y20
	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
Asset Renewal	85,544,971	91,698,371	102,105,071	105,330,071	114,125,371	120,606,071	124,749,371	138,962,971	151,040,171	162,387,271
Contributions	3,311,704	3,460,704	3,616,404	3,779,104	3,949,204	4,126,904	4,312,604	4,506,704	4,709,504	4,921,404
DCP	47,838,699	48,960,534	50,095,611	51,243,160	52,402,259	53,572,033	54,751,350	55,939,123	57,134,105	58,334,786
Employee Provisions	14,791,111	15,456,711	16,152,311	16,879,211	17,638,811	18,432,511	19,262,011	20,128,811	21,034,611	21,981,211
Future Operational Works	4,494,379	4,696,579	4,907,679	5,128,779	5,359,579	5,600,779	5,852,779	6,116,179	6,391,379	6,678,979
Future Projects & Works	40,702,267	43,033,867	45,470,367	48,016,567	50,677,267	53,457,767	56,363,367	59,399,767	62,572,767	65,888,567
Future Projects & Works (Waste Services)	15,374,531	13,542,131	11,320,219	8,672,115	5,558,462	1,937,186	(2,236,757)	(7,011,724)	(12,439,141)	(18,574,253)
Total Cash Reserves	212,057,662	220,848,896	233,667,862	239,049,007	249,710,954	257,733,250	263,054,725	278,041,831	290,443,396	301,617,965

Rates

Rate revenue which is indexed to the LGCI and includes growth from new rateable properties increases around \$3M to \$4M per annum in the first half of the LTFP and \$4.5M to \$5.5M in the second half. The indexing applied is 3% for all of the years from FY29 onwards. Growth in new rateable properties is 700, 700, 500, 500 and then 600 thereafter, totalling 12,000 new rateable properties over the duration of the plan.

TABLE 17 - Rate Revenue	LTFP Y1	LTFP Y2	LTFP Y3	LTFP Y4	LTFP Y5	LTFP Y6	LTFP Y7	LTFP Y8	LTFP Y9	LTFP Y10
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
General Rates (indexed)	(84,711,800)	(88,271,500)	(91,979,400)	(95,667,900)	(99,602,339)	(103,669,774)	(107,859,232)	(112,174,374)	(116,618,970)	(121,196,904)
Rates Growth	(1,417,500)	(1,610,800)	(1,022,900)	(1,033,400)	(1,200,465)	(1,236,479)	(1,273,573)	(1,311,781)	(1,351,134)	(1,391,668)
Totals Rates	(86,129,300)	(89,882,300)	(93,002,300)	(96,701,300)	(100,802,804)	(104,906,253)	(109,132,805)	(113,486,154)	(117,970,104)	(122,588,572)

TABLE 17 - Rate Revenue	LTFP Y11	LTFP Y12	LTFP Y13	LTFP Y14	LTFP Y15	LTFP Y16	LTFP Y17	LTFP Y18	LTFP Y19	LTFP Y20
	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044
General Rates (indexed)	(125,789,188)	(130,642,229)	(135,640,860)	(140,789,451)	(146,092,499)	(151,554,639)	(157,180,643)	(162,975,427)	(168,944,055)	(175,091,741)
Rates Growth	(1,433,418)	(1,476,421)	(1,520,713)	(1,566,335)	(1,613,325)	(1,661,724)	(1,711,576)	(1,762,923)	(1,815,811)	(1,870,285)
Totals Rates	(127,222,606)	(132,118,649)	(137,161,574)	(142,355,786)	(147,705,824)	(153,216,363)	(158,892,219)	(164,738,351)	(170,759,866)	(176,962,027)

ANALYSIS

Assumptions/Uncertainties:

The LTFP and in particular the Capital Investment Program is premised on a number of assumptions and uncertainties. The economic forecast (indexing) and growth assumptions were outlined earlier in this report. Underpinning the program is also an assumption that the City will be successful in its advocacy for grant funded projects. Without the support of Federal and State Government, a number of the key projects would simply not be able to be delivered.

Importantly, this report will assist the City in its advocacy approach to grant funding bodies for funding that will support projects that deliver a greater public value to the district.

The program (scheduling)

Establishing the program for delivery of the Capital Investment Program key projects is based on grant funding commitments and opportunities, project delivery capacity and financial capacity. Council considered the project management capacity and financial sustainability through workshops and at the December Corporate Services Committee Meeting and Council Meeting. The program is reflective of Council's decision with the capacity factors taken into account.

Financial Capacity

There are a number of key projects, both listed or under consideration that will align to the Strategic direction of the City. For example, projects associated with the Armadale Strategic Metropolitan Centre Investment Framework and Advocacy Priorities Strategy.

To that end, the LTFP through the previous decisions of Council has preserved \$14M in the Future Projects Reserve funds to *fund future capital works projects considered in excess of the City's normal funding capacity*.

This is important as the conservative borrowing capacity established by Council is trending towards the Council's self-imposed borrowings cap. Later in the plan, the capacity is increased, suggesting the opportunity of utilising reserve funds now and borrowings later to deliver key strategic projects.

Delivery Capacity

The City's program delivery capability currently delivers around \$35M of capital investment projects per annum. This includes both asset renewal works and new capital projects. On average, new project delivery totals around \$11M.

As previously mentioned, the program has been established around the current program delivery capability, with the exception of the Armadale Regional Recreation Stage 1 project. Embedded in the \$76M business case for the project, is an uplift in capacity to deliver the project.

Capital Investment Program Risks

The review of the Capital Investment Program requires consideration of Program risks. Below are some of the more significant risks that have been considered, and actions taken.

Risk title	Risk Description	Risk Response
Operational impacts	The operating impacts of the Capital Investment require a greater portion of Municipal funds to operate the service, maintain and renew the assets	<ul style="list-style-type: none"> • Ensure provision in LTFFP for operating impacts. • Provide detailed assessment as projects move from concept to design. • Apply the Project Management Framework. • Ensure Project Planning and Asset Planning includes whole of life costs.
Opportunity costs	Limited financial resources are invested in current projects, restricting available funds over the medium term for other projects in development. Investment is not optimised. A lower community value is returned on the investment.	<ul style="list-style-type: none"> • Model scenarios. • Adopt a contingent approach to Capital Investment planning.
Capacity to deliver	The timing and scheduling of the program is beyond the organisation's capacity to deliver. Projects are delayed, grant funding is jeopardised, costs escalate through project overruns.	<ul style="list-style-type: none"> • Understand the organisation's capacity to deliver and align the Capital Investment Program. • Develop a scale up model for peak capital investment.
Reputational risks (community/grant funding bodies)	Expectations of Grant Funding bodies and/or the community are not met due to delays in delivery of the program.	<ul style="list-style-type: none"> • Engage with funding bodies and community groups guided by an engagement plan. • Report on engagement activities.
Economic risks	Cost escalations jeopardise project delivery; market supply issues delay project delivery, adding to costs.	<ul style="list-style-type: none"> • Ensure clarity in estimate accuracy and build in provisional sums in cost estimates based on degree of confidence and design stages. • Take a contingent approach to capital investment funding
Political risks	The City does not maximise the potential to secure grant funding from other tiers of government. Grant funding opportunities are foregone.	<ul style="list-style-type: none"> • Pursue advocacy in line with the Council's Advocacy Strategy in the lead up to the Federal and State Government elections.

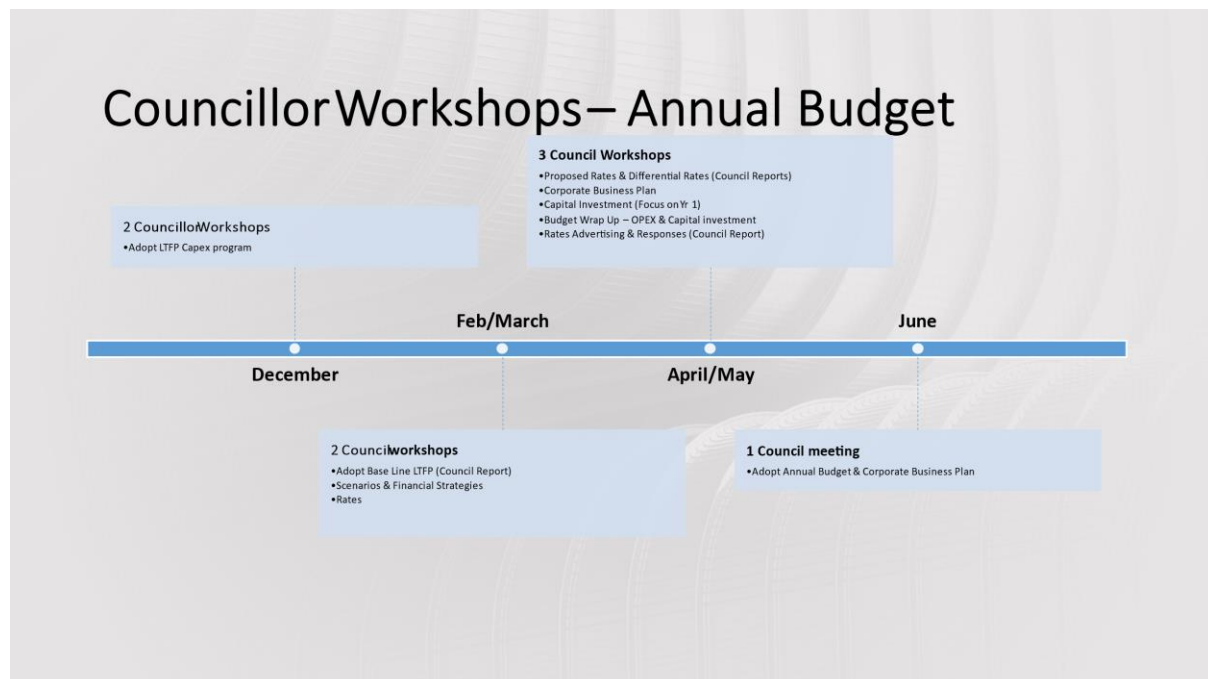
What is not included

This report has made reference to other projects under consideration for future investment, but not yet funded. Some of these projects fall within the 10 to 20 year period. A list of some of those projects follows.

- The Armadale Regional Recreation Reserve Stages 2 onwards, which includes development of ovals and playing fields.
- The Armadale and Kelmscott Public Realm projects.
- Eighth Road upgrade, which will be subject to a Council report.
- Civic Precinct Projects, including a mixed use development and Civic building.
- Viaduct Projects outside of the Central Park project.
- Other City Centre Investment Framework projects
- Armadale Bowling and Tennis Club redevelopment
- Kelmscott Agricultural Society Multipurpose Building.

Process

Following the LTFP endorsement this February, the Financial Planning program moves into scenario development ahead of budget workshops between March and May. Further workshops on scenarios, rates, capital investment and operational budgets will follow, leading to the adoption of the Annual Budget in June.

**CONCLUSION**

The LTFP is presented as a baseline to establish an initial position to model various scenarios and assumptions around growth, investment and strategy. In conjunction with other informing plans and strategies, it assists the Council with important decisions on resource allocation and investment, that ultimately deliver on the outcomes set out in the Strategic Community Plan.

The FY25 to FY44 LTFP:

- Indicates an operating position that has been severely impacted by the recent revaluation of Infrastructure Assets
- Illustrates some capacity for investment in transformational projects
- Highlights that Council can leverage its borrowing capacity in the medium term
- Sets out a capital investment program matched to the capacity to deliver
- Takes a conservative approach to growth.

The LTFP FY25-FY44 discussed and attached to this report reflects the Council's strategic intent to deliver on the Strategic Community Plan. It demonstrates a commitment to the Council's Advocacy Strategy projects and ultimately will enable the City to deliver projects that will improve or enhance community outcomes for generations.

The political landscape presents unique opportunities to secure Federal and State Government funding in the short-term that will be instrumental in delivering the key projects.

The LTFP is a strategic financial planning document, which informs the annual budget preparation. It is reviewed annually, with the next review due to be presented to Council in December 2024.

OPTIONS

The Council can:

1. Adopt the LTFP presented in this report;
2. Amend the LTFP presented in this report, cognisant of the points above; or
3. Not Adopt the LTFP, noting that this will affect the budget program for the FY25 year.

The recommendation is for the Council to adopt the *draft* Long Term Financial Plan FY25-FY44 as attached.

ATTACHMENTS

1. Draft LTFP Book 2025-2044

Officer Recommendation

That Council adopt the draft Long Term Financial Plan FY25-FY44.

Committee Recommendation

That Council adopt the LTFP FY25-FY44 with the following changes:

- i) the Gwynne Park construction project of \$7,433,000 being brought forward from FY27 to FY26 in the Capital Investment (key projects) program, with associated funding sources*
- ii) the Forrestdale Hall construction project of \$6,532,700 being brought forward from FY29 to FY26 with associated funding sources*
- iii) the Hilbert District Hall construction project of \$10,400,000 be moved from FY26 to FY27 with associated funding sources.*

RECOMMEND**CS3/2/24**

That Council adopt the Long Term Financial Plan FY25-FY44 with the following changes:

- i) the Gwynne Park construction project of \$7,433,000 being brought forward from FY27 to FY26 in the Capital Investment (key projects) program, with associated funding sources;**
- ii) the Forrestdale Hall construction project of \$6,532,700 being brought forward from FY29 to FY26 with associated funding sources; and**
- iii) the Hilbert District Hall construction project of \$10,400,000 be moved from FY26 to FY27 with associated funding sources.**

Moved Cr C Wielinga, Seconded Cr G J Smith

Opposed Cr S Peter

MOTION CARRIED

(4/3)

2.1 - REVIEW OF CODE OF CONDUCT BEHAVIOUR COMPLAINTS HANDLING POLICY

WARD : ALL
FILE No. : M/714/23
DATE : 6 December 2023
REF : DB
RESPONSIBLE : Manager City
MANAGER Governance

In Brief:

- Council at its OCM of 8 May 2023 dealt with a complaint made under the City's Code of Conduct for Council Members, Committee Members and Candidates, against a then-serving council member.
- One of the outcomes of that process was that a Councillor referral was made to review the City's policy for Code of Conduct Behaviour Complaints Handling.
- The results of the review are presented for Council's consideration.

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 4.1: Strategic Leadership and Effective Management from the City's adopted Strategic Community Plan 2020-2030 refers:

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

4.1.5 Establish comprehensive governance policies and processes.

Legal Implications

The *Local Government (Model Code of Conduct) Regulations 2021* (Regulations) require a local government to maintain a Code of Conduct for Council Members, Committee Members and Candidates.

Council Policy/Local Law Implications

The Code of Conduct Behaviour Complaints Handling Policy as it currently is will be amended should Council adopt the recommended changes.

Budget/Financial Implications

Nil.

Consultation

- External legal service provider
- Internal counsel
- Executive Leadership Team.

BACKGROUND

Council adopted the policy “Code of Conduct Behaviour Complaints Handling Policy” at a Special Council Meeting held on 3 May 2021 (CEO/1/5/21) along with the City’s current Code of Conduct for Council Members, Committee Members and Candidates.

This followed legislative changes in the form of the new Regulations that prescribed standards of behaviour for council members as well as candidates, and a basic process as to how a complaint is to be dealt with by the local government.

The City’s adopted policy is based on a WALGA template for behaviour complaints management that was released in 2021 after the Regulations were gazetted. As the policy has been in operation for over 2 years and has had the opportunity to be put into practice, it is appropriate that a review of the policy be conducted.

At the Ordinary Council Meeting of 8 May 2023, Council dealt with a complaint made pursuant to the City’s Code of Conduct for Council Members, Committee Members and Candidates. The complaint was made against a Council member who is no longer a member of Council. This complaint was the first of its kind dealt with by Council.

In accordance with the process prescribed by the adopted Code of Conduct Behaviour Complaints Handling Policy, it was referred to the City’s external legal service provider for assessment and recommendation to Council. At the time, the external legal service provider also made some suggestions for improvements to the City around the operation of the policy in practice.

The external legal service provider also recommended the City review clause 5.4 of the Code of Conduct for Council Members, Committee Members and Candidates for relevance insofar as it relates to expected behaviours of council members. This review is detailed in a separate report.

As a consequence of the advice and Council's dealing with the complaint, a referral item was made at the 8 May 2023 OCM directing a review of the policy to be performed and reported to the Corporate Services Committee by December 2023:

“Code of Conduct Behaviour Complaints Handling Policy - Review (Cr John Keogh)

That the matter of a review of the Code of Conduct – Behaviour Complaints Handling Policy before the end of the 2023 calendar year be referred to the Corporate Services Committee.”

The report required further review when presented in the draft Corporate Services agenda for December. Given the matter affects elected members, and the already sizeable December agenda, it was decided to put the matter to the first Corporate Services meeting of the new year, rather than progress the matter directly to the CEO's Report in December.

DETAILS OF PROPOSAL

In accordance with the referral request, officers have reviewed the policy against the advice of the external legal service provider that was provided at the time of Council's dealing with the earlier complaint. Research was also conducted to compare the policy with equivalent policies of other local governments.

Some amendments to the policy are proposed to improve its practical operation and provide clarity regarding its scope.

It should be noted that the Department of Local Government, Sport and Cultural Industries have foreshadowed changes to the current code of conduct and regulatory regime around council member conduct, in the form of the 'Local Government Inspectorate' model, which is proposed to be introduced to the sector in 2024 as part of the Tranche 2 amendments to the *Local Government Act 1995*. Consultation is yet to occur for this.

Depending on the outcome of this process, there may be a requirement to review the policy again in the near term to account for any regulatory changes that are made.

OPTIONS

Council can adopt the recommended amendments to the policy, or can choose to refer the policy to SOHAG for more detailed consideration of the changes.

CONCLUSION

It is recommended that the amendments to the Policy are accepted.

ATTACHMENTS

1. Draft amended policy - Code of Conduct Behaviour Complaints Handling

RECOMMEND

CS4/2/24

That Council accept the amendments to the policy ‘Code of Conduct Behaviour Complaints Handling’ as detailed in the attachment.

**Moved Cr L Sargeson
MOTION CARRIED**

(7/0)

****2.2 - AMENDMENT TO CODE OF CONDUCT FOR COUNCIL MEMBERS,
COMMITTEE MEMBERS AND CANDIDATES**

WARD : ALL
FILE No. : M/20/24
DATE : 19 January 2024
REF : DB
RESPONSIBLE : Manager City
MANAGER : Governance

In Brief:

- Council's dealing with a Code of Conduct complaint in May 2023 highlighted the opportunity for policy improvements to be made.
- This includes a clause of the City's adopted Code of Conduct for Council Members, Committee Members and Candidates.
- Recommend that Council adopt the recommended amendment to the Code of Conduct for Council Members, Committee Members and Candidates.

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

Community Strategic Plan 2020 - 2030

Outcome 4.1: Strategic Leadership and Effective Management
4.1.5 Establish comprehensive governance policies and processes.

Legal Implications

The City is required by section 5.104 of the *Local Government Act 1995* to adopt and maintain a Code of Conduct.

Any Code of Conduct adopted pursuant to s. 5.104 must be consistent with the Model Code of Conduct set out in the *Local Government (Model Code of Conduct) Regulations 2021*.

Council Policy/Local Law Implications

The report recommends an amendment to the Code of Conduct for Council Members, Committee Members and Candidates.

Budget/Financial Implications

Nil.

Consultation

- External legal service provider
- Internal counsel
- Executive Leadership Team.

BACKGROUND

At the Ordinary Council Meeting of 8 May 2023, Council dealt with a complaint made pursuant to the City's Code of Conduct for Council Members, Committee Members and Candidates (Code). The complaint was made against a Council member who is no longer a member of Council. This complaint was the first of its kind dealt with by Council.

In accordance with the process prescribed by the adopted Code of Conduct Behaviour Complaints Handling Policy, it was referred to the City's external legal service provider for assessment and recommendation to Council. At the time, the external legal service provider also made some suggestions for improvements to the City around the operation of the Policy in practice.

Following on from that process and the advice obtained, amendments are proposed to the Policy; these are detailed in a separate report.

The external legal service provider also recommended the City review clause 5.4 of the Code as the reference to using the City's EEO Principles (which only apply to staff, contractors and volunteers) as a guide for elected members created ambiguity as to whether it operated as a behavioral requirement. This report deals with the advice from the external legal service provider and recommends an amendment is made to the Code.

DETAILS OF PROPOSAL

It is proposed to amend the Code by deleting clause 5.4 in its entirety. Pursuant to section 5.104(1) of the Act, this requires an absolute majority decision of Council.

ANALYSIS

As noted previously the advice raised an issue around clause 5.4(1) of the Code. The reference within clause 5.4 to using the City's EEO Principles (which only apply to staff, contractors and volunteer) as a guide for elected members created ambiguity as to whether or not it operated as a behavioural requirement.

Clause 5.4 is not one of the behavioural requirements of the *Local Government (Model Code of Conduct) Regulations 2021* and is one of the additional requirements the City made to its Code.

Clause 5.4(1) and clause 5.4(2) are adequately captured in State Government anti-discrimination legislation in the form of the *Equal Opportunity Act 1984*. It is therefore recommended that Clause 5.4 be removed.

OPTIONS

The most straightforward option to resolve this issue is to simply delete clause 5.4 in its entirety. Given that anti-discrimination legislation applies equally across the State, clause 5.4 is redundant as a guiding principle.

As the Code was adopted by Council in 2021 and has not yet been reviewed, it is recommended that Council further commit to a full review of the instrument.

CONCLUSION

Council has a sound basis to make the proposed amendment, however, whilst it is recommended that this amendment be made without delay to remove any ambiguity, it is recommended that Council commit to a full review of the Code in 2024 as the Code has been in effect for three years.

ATTACHMENTS

1. Extract from the Code of Conduct for Council Members, Committee Members and Candidates (clause 5.4)

RECOMMEND

CS5/2/24

That Council:

1. **Amend the Code of Conduct for Council Members, Committee Members and Candidates by deleting clause 5.4.**
2. **Renumber all subsequent clauses of Part 5 of the Code as a consequence of the deletion of clause 5.4.**
3. **Request a full review of the Code by December 2024.**

ABSOLUTE MAJORITY RESOLUTION REQUIRED

Moved Cr S Peter
MOTION CARRIED

(7/0)

3.1 - COMMITTEE MEETINGS VENUE (REFERRAL ITEM)

At the Council meeting held on Monday, 13 November 2023, Cr L Sargeson referred the following matter to the Corporate Services Committee:

That the matter of Committee Meetings Venue be referred to the Corporate Services Committee.

Comment from Cr L Sargeson

I request consideration we move committee meetings from the established Committee Room to the larger Function Room.

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

Officer Comment

For a number of years committee meetings were held in the Committee Room with a small area available for Officers and members of the public. In response to the Covid pandemic, the committee meetings were moved to the Function Room, primarily to allow a greater area for social distancing. The Committee Room is 68m² and the Function Room is 157m².

Presently, the Function Room provides a better Teams experience for elected members who are not committee members (of a particular committee) to Teams into committee meetings.

ATTACHMENTS

There are no attachments for this report.

Alternate Motion

That Council conduct Committee Meetings in the Function Room in the City's Administration Building.

*Moved Cr Sargeson, Seconded Cr S Peter
Opposed Cr S Mosey
Motion Lost 1/6*

RECOMMEND

CS6/2/24

That Council note the Officer's Comment.

**Moved Cr S Peter
MOTION CARRIED**

(7/0)

3.2 - DIPLOMA TRAINING FOR COUNCILLORS (REFERRAL ITEM)

At the Council meeting held on Monday, 13 November 2023, Cr L Sargeson referred the following matter to the Corporate Services Committee:

That the matter of Diploma Training for Councillors be referred to the Corporate Services Committee.

Comment from Cr L Sargeson

The City of Armadale ensures WALGA compulsory essential training is undertaken and completed in the first year of the Councillor term.

The WALGA diploma is the highest qualification in local government, through the learnings it provides the knowledge for Councillors to understand official reports needing expertise.

Full details of Cr. Sargeson's referral regarding making the WALGA diploma compulsory for elected members in certain positions, or on reaching a specific length of term, has been distributed to councillors by separate memo.

Officer Comment

Councillor training is available and is supported by the City; and all Councillors are encouraged to attend any required training.

Councillors have been advised to reach out to the CEO or the CEO's Executive Assistant for further information.

Any decision of the Council to designate training as compulsory would be ultra vires as the council does not have the power to compel elected members. Compulsory training is provisioned in the *Local Government Act 1995 (the Act)* and the *Local Government (Administration) Regulations 1996*, within a period of twelve months beginning on the day on which the Elected Member commences their term of office and the obligation under the Act is placed on the individual elected member(s).

ATTACHMENTS

There are no attachments for this report.

Alternate Motion

That Council recommends that Councillors complete the WALGA Local Government Diploma as a matter of industry best practice.

Moved Cr Sargeson

Opposed Cr Mosey

Motion Lapsed for want of a seconder

RECOMMEND

CS7/2/24

That Council note the Officer's Comment.

Moved Cr S J Mosey

MOTION CARRIED

(7/0)

3.3 - PRAYER BEFORE MEETINGS (REFERRAL ITEM)

At the Council meeting held on Monday, 13 November 2023, Cr J Joy referred the following matter to the Corporate Services Committee:

That the matter of all meetings beginning with a 1 minute silent prayer be referred to the Corporate Services Committee.

Comment from Cr J Joy

I propose that we begin our meetings with a minute of silent prayer and/or reflection with all Elected Members standing.

I believe that setting some time aside before every Council meeting for silent prayer/reflection will help us to remain focussed on our duties as elected representatives and help achieve our goals in meetings.

Full details of Cr Joy's referral regarding the rationale for the introduction of a silent prayer/reflection has been distributed to Councillors by separate memo.

Officer Comment

The order of business of the meeting is prescribed by the Standing Orders Local Law. Clause 3.2 of the Standing Orders sets out the Order of Business for an Ordinary Council Meeting. Clause 3.2 of the Standing Orders makes no reference to prayer, reflection or other reasons of pausing the meeting for a contemplative purpose.

Council could embark on a local law amendment process to include such a provision in the Standing Orders Local Law, however, this would need to be done in accordance with the local law making/amending process set out in the *Local Government Act 1995* and takes considerable time to conclude.

As part of the Local Government Reform, Model Standing Orders are proposed to be introduced, however the timing is not confirmed at this stage. Once the Model Standing Orders have been introduced, it is understood they will apply to all local governments replacing existing Standing Orders and it is not known whether local governments will have the ability to alter them.

ATTACHMENTS

There are no attachments for this report.

Alternate Motion

That the City initiates an amendment to the City's Standing Orders Local Law to incorporate a one minute silent prayer at the commencement of Ordinary Council and Committee Meetings.

Moved Cr Joy

Opposed Cr Wielinga

Motion Lapsed for want of a seconder.

RECOMMEND

CS8/2/24

That Council note the officer's comment.

Moved Cr C Wielinga

MOTION CARRIED

(7/0)

3.4 - COUNCILLOR COMMITTEE ATTENDANCE RECORDS (REFERRAL ITEM)

At the Council meeting held on 27 November 2023, Cr L Sargeson referred the following matter to the Corporate Services Committee.

That the matter of Councillor attendance records for Committee meetings to be referred to the Corporate Services Committee.

Comment from Cr L Sargeson

Full details of Cr Sargeson's referral for a running total of:

- Committee meeting attendance
- Elected member training
- Register of Electoral gifts
- Register of gifts disclosed
- Fees, expenses, and allowances for the financial year

Has been provided to Councillors under separate cover.

Officer Comment

Elected member training

Qualification and training requirements for council members are prescribed by the *Local Government Act 1995* (section 2.19 and 5.126 respectively).

The Elected Members Training Report highlighting mandatory training that is required to be undertaken by elected members under the *Local Government Act 1995* as well as any training and development provided under the City's *Elected Members' Professional Development Policy* is available on the City's website.

Register of Electoral gifts

The register of electoral gifts is displayed on the City's website in accordance with the requirements of legislation. As there have been no disclosures, it contains no entries.

Register of gifts disclosed

Registers of gifts disclosed by council members and employees are maintained on the City's website in accordance with the requirements of legislation. The register contains entries of gift disclosures up until 31 December 2023. There have been no gifts disclosed since that date.

Fees, expenses, and allowances for the financial year

The Register of Fees, Expenses and Allowances paid to council members for the financial years 20/21, 21/22 and 22/23 are hosted on the City's website in accordance with the requirements of legislation. This information is also contained in the City's adopted Annual Reports for these periods.

Committee Attendance

The City's Annual Report records the attendance of all Councillors at the various Council and Committee meetings held throughout the year.

ATTACHMENTS

There are no attachments for this report.

Alternate Motion

That Council require the following registers and records to be updated and published to the City's website within 10 working days of the data becoming available:

- *Council and Committee meeting attendance*
- *Elected member training*
- *Register of Electoral gifts*
- *Register of gifts disclosed*
- *Fees, expenses, and allowances for the financial year.*

*Moved Cr Sargeson, Seconded Cr Peter
Opposed Cr Wielinga*

Motion lost 1/6

RECOMMEND

CS9/2/24

That Council note the Officer Comment.

**Moved Cr S Peter
Opposed Cr Sargeson
MOTION CARRIED**

(6/1)

3.5 - USE OF SOCIAL MEDIA BY COUNCILLORS (REFERRAL ITEM)

At the Council meeting held on 18 December 2023, Cr Scott Mosey referred the following matter to the Corporate Services Committee.

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

Comment from Cr S Mosey

I would like to see SOHAG consider the introduction of a Councillor Code of Conduct or Social Contract around the use of Social Media, including consideration for the introduction of appropriate penalties for any breach of any Social Media Code of Conduct introduced.

Full details of Cr Mosey's referral on the introduction and proposed contents of a Social Media Code of Conduct have been provided to Councillors under separate cover.

Officer Comment

The City's Communications and Engagement team is currently drafting an updated Social Media Usage Policy which includes information about how and when Councillors may use social media in relation to their roles as Elected Members of the City of Armadale. The points raised by Cr Mosey will be taken into consideration in the drafting of the updated Social Media Policy. This policy will be presented to the Standing Order House Advisory Group (SOHAG) for their review and comments.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

CS10/2/24

That Council note the Officer's Comment that the updated policy will be presented to SOHAG.

**Moved Cr S J Mosey
MOTION CARRIED**

(7/0)

3.6 - PROPOSED STRATEGY FOR EMPLOYEES (REFERRAL ITEM)

At the Council meeting held on Monday, 27 November 2023, Cr L Sargeson referred the following matter to the Corporate Services Committee:

That the matter of a proposed strategy to benefit employees and the City be referred to the Corporate Services Committee.

Comment from Cr L Sargeson

Given that our City is not a training organisation and all qualifications within the City have been sourced through employment hiring or specific training. I propose as strategy to offer full-time employees opportunity to do the WALGA staff diploma.

Full details of the proposed rationale for Cr Sargeson's referral on full time staff completing the WALGA Diploma has been circulated to Councillors under separate cover.

Officer Comment

Employee matters are the responsibility of the CEO as outlined in the *Local Government Act 1995*. Section 5.41, clause (g) states that the CEO is responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees).

The City has comprehensive training opportunities for all employees.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

CS11/2/24

That Council note the Officer Comment.

**Moved Cr S Peter
Opposed Cr L Sargeson
MOTION CARRIED**

(6/1)

COUNCILLORS' ITEMS

Nil.

CHIEF EXECUTIVE OFFICER'S REPORT

Nil.

EXECUTIVE DIRECTOR'S REPORT

1. Presentations after Corporate Services Committee Meeting

The Executive Director Corporate Services (EDCS) advised that the two presentations that were scheduled to be presented to Councillors after the meeting would be rescheduled for a later date due to the meeting running over time. The EDCS gave a brief outline of each presentation.

Smart LED Street Lighting Project

- Update on the project business case
- Western Power will be releasing their public lighting strategy in late March/April 2024

Civic Precinct

- WA Police have vacated level 2 Orchard House
- TAFE will be vacating Lower 145

The City's options and opportunities for these premises moving forward will be presented.

MEETING DECLARED CLOSED AT 9.08PM

CORPORATE SERVICES COMMITTEE SUMMARY OF ATTACHMENTS 20 FEBRUARY 2024		
ATT NO.	SUBJECT	
1.1 LIST OF ACCOUNTS PAID - DECEMBER 2023		
1.1.1	Monthly Cheque and Credit Card Report - December 2023	
1.1.2	Monthly Fuel Card Transactions - Period Ending 15 December 2023	
1.2 STATEMENT OF FINANCIAL ACTIVITY - DECEMBER 2023		
1.2.1	Monthly Financial Report - December 2023	
1.2.2	Carry Forward Balances for the Monthly Financial Statements - December 2023	
1.3 LONG TERM FINANCIAL PLAN (LTFP): 2025-2044		
1.3.1	Draft LTFP Book 2025-2044	
2.1 REVIEW OF CODE OF CONDUCT BEHAVIOUR COMPLAINTS HANDLING POLICY		
2.1.1	Draft amended policy - Code of Conduct Behaviour Complaints Handling	
2.2 AMENDMENT TO CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES		
2.2.1	Extract from the Code of Conduct for Council Members, Committee Members and Candidates (clause 5.4)	

The above attachments can be accessed from the Minutes of the Corporate Services Committee meeting of 20 February available on the City's website

CHIEF EXECUTIVE OFFICER’S REPORT

26 FEBRUARY 2024

INDEX

1.	REPORTS	
1.1	COUNCILLORS INFORMATION BULLETIN - ISSUE NO 2/2024	57

1.1 - COUNCILLORS INFORMATION BULLETIN - ISSUE NO 2/2024

WARD : ALL

FILE No. : M/68/24

DATE : 13 February 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. 2/2024 to be received by Council

Strategic Implications

The following general information and memorandums were circulated in Issue No 2/2024 on 22 February 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

Ranger & Emergency Services

Information from Corporate Services

Nil

Information from Development Services

Nil

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

CEO5/2/24

That Council acknowledge receipt of Issue 2/2024 of the Information Bulletin



ORDINARY MEETING OF COUNCIL
MONDAY, 12 FEBRUARY 2024

MINUTES

CONTENTS

1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS.....	3
2	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE.....	3
3	ADVICE OF RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	4
	RESPONSE TO QUESTIONS TAKEN ON NOTICE	4
4	PUBLIC QUESTION TIME	5
	NIL	5
5	APPLICATIONS FOR LEAVE OF ABSENCE	5
	5.1 REQUEST FOR LEAVE OF ABSENCE – CR SILVER AND CR PETER.....	5
6	PETITIONS	6
	NIL	6
7	CONFIRMATION OF MINUTES	6
	MINUTES OF SPECIAL COUNCIL MEETING HELD ON 26 OCTOBER 2023	6
	MINUTES OF ORDINARY COUNCIL MEETING HELD ON 18 DECEMBER 2023	6
8	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION.....	7
	1 MAYORS ANNOUNCEMENTS.....	7
9	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN – WITHOUT DISCUSSION	8
10	REPORTS.....	8
	10.1 TECHNICAL SERVICES COMMITTEE MEETING - 5 FEBRUARY 2024	8
	10.1.1 PETITION - SURFACING CARPARK AREA AT ARMADALE GOLF COURSE (1.1)..	8
	10.1.2 NOTIFICATIONS - BLACKSPOT ROADWORKS & FOOTPATH WORKS (REFERRAL ITEM) (3.1).....	9
	10.1.3 WALGA SUSTAINABILITY ENERGY PROJECT - PHASE 2 (2.1).....	9
	10.2 COMMUNITY SERVICES COMMITTEE MEETING - 6 FEBRUARY 2024	9
	10.2.1 CONFIDENTIAL REPORT COVER PAGE - NAMING OF FACILITIES - WILLIAM SKEET AND FORRESTDAL SPORTING PRECINCT (1.1)	9
	10.2.2 ARMADALE CREST AT THE ARMADALE HALL (REFERRAL MATTER) (2.1).....	10
	10.2.3 BUSINESS DEVELOPMENT MENTORSHIP AND COMPETITION FOR THE PRODUCTION OF ABORIGINAL ART MERCHANDISE FOR NAIDOC WEEK 2024 (2.2).....	10

10.3	CITY AUDIT COMMITTEE MEETING - 7 FEBRUARY 2024	10
10.3.1	2022/23 FINANCIAL REPORT AND AUDITORS REPORT (1.1)	10
10.4	CHIEF EXECUTIVE OFFICER'S REPORT - 12 FEBRUARY 2024	11
10.4.1	ANNUAL GENERAL MEETING OF ELECTORS 2022/2023 AND ANNUAL REPORT 2022/2023 (1.1).....	11
10.4.2	COUNCILLORS INFORMATION BULLETIN - ISSUE NO 1/2024 (1.2).....	11
11	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	11
12	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION	11
	NIL	11
13	MATTERS FOR REFERRAL TO STANDING COMMITTEES – WITHOUT DISCUSSION	12
1	CANOPY COVER WORKING GROUP	12
2	USE OF COMMUNITY FACILITIES	12
14	MATTERS REQUIRING CONFIDENTIAL CONSIDERATION	12
	NIL	12
15	CLOSURE.....	12

CITY OF ARMADALE

MINUTES

OF ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 12
FEBRUARY 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

Deputy Mayor, Cr J Keogh

Cr J Joy

Cr K Kamdar

Cr S Peter JP

Cr L Sargeson

Cr P A Hetherington

Cr M J Hancock

Cr C M Wielinga

Cr K Busby

Cr G J Smith

Cr M Silver

Cr S J Mosey

Cr S Stoneham

River Ward

River Ward

Ranford Ward

Ranford Ward

Palomino Ward

Palomino Ward

Heron Ward

Heron Ward

Minnawarra Ward

Minnawarra Ward

Lake Ward

Hills Ward

Hills Ward

IN ATTENDANCE:

Ms J Abbiss

Mr J Lyon

Mr P Sanders

Mr M Andrews

Mrs S Van Aswegen

Mrs S D'Souza

Chief Executive Officer

Executive Director Corporate Services

Executive Director Development Services

Executive Director Technical Services

Executive Director Community Services

CEO's Executive Assistant

Public: 6

LEAVE OF ABSENCE:

Nil

APOLOGIES:

Apology received from Cr Virk.

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

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

Mr Phil Davey, 12 Lenore St Roleystone

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

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

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

Response

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

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

Mr Steve Walker, 22 Farnham Street Bentley 6102

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

Response:

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

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

Response:

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

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

Response:

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

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

5.1 Request for Leave of Absence – Cr M Silver and Cr S Peter

Request for leave of absence received from:

- Cr M Silver for the period Wednesday 6 March 2024 until Sunday 31 March 2024 inclusive.
- Cr S Peter from Wednesday 20 March to Sunday 14 April 2024 inclusive
-

MOVED Cr M J Hancock

That Council grant leave of absence to:

- **Cr M Silver for the period Wednesday 6 March 2024 until Sunday 31 March 2024 inclusive (includes 2 Ordinary Council Meetings - 11 March 2024 and 25 March 2024).**
- **Cr S Peter from Wednesday 20 March to Sunday 14 April 2024 inclusive (includes 1 Ordinary Council Meeting – 25 March 2024).**

MOTION not opposed, DECLARED CARRIED

(14/0)

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

6 PETITIONS

Nil

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS SPECIAL COUNCIL MEETING HELD ON 26 OCTOBER 2023.

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

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

MOVED Cr K Busby

SECONDED Crs Peter, Hancock, Hetherington and Stoneham

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

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

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

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

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

7.2 PREVIOUS ORDINARY COUNCIL MEETING HELD ON 18 DECEMBER 2023.

MOVED Cr K Busby that the Minutes of the Ordinary Council Meeting held on 18 December 2023 be confirmed as a true and accurate record.

MOTION not opposed, DECLARED CARRIED (14/0)

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

8 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

1 Mayors Announcements

Tuesday 19 December 2023

- Had photo taken in Don Simmons Reserve with the President of WALGA and some trees planted/ funded by previous rounds of the State Government's Urban Greening Grants. The promotion was to encourage other local governments to take the opportunity to increase their urban canopy.

Wednesday 17 January 2024

- Attended a briefing prior to South East Regional Energy Group meeting.

Thursday 18 January 2024

- Met with the Mayor of Gosnells and President of Serpentine Jarrahdale to promote Switch Your Thinking's 'Rewards for Residents' and 'Rewards for Businesses' programs by showing off a selection of sustainable living products and have photos taken for the Examiner Newspaper.

Saturday 20 January 2024

- Cr Keogh attended the Kelmscott Senior High School Year 12 Presentation on my behalf, at the Perth Concert Hall.
- Attended a regular HFM radio interview with James Wray, to talk about upcoming events in the City.

Tuesday 23 January 2024

- Attended the funeral of well known local volunteer and community member, Gordon Carruthers.

Wednesday 24 January 2024

- Attended a meeting with the CEO and Matt Swinbourn MLA, Member for East Metro to discuss local issues.

Friday 26 January 2024

- Hosted a public citizenship ceremony on Australia Day for approximately 130 new citizens.
- Jeff Munn CMC, was recognised with the awarding of Honorary Freeman of the City for his 36 years as a Councillor for the City of Armadale, including 14 years as Deputy Mayor. Jeff worked extremely hard for his community and played a significant role in provisioning for improved sporting facilities throughout the City.
- Community Citizen of the Year Awards for 2023, were presented which showcased some wonderful individuals doing some very special things in our community. I congratulate all the nominees for their efforts and thank them for their selfless commitment.
- Community Citizen of the Year Awards Winners:
 - Community Citizen of the Year* – Ash Botheras.
 - Community Citizen of the Year (Youth)* – Chien Foo
 - Community Citizen of the Year (Senior)* – Karen Stocker
 - Community Citizen of the Year (Group or Event)* – Roleystone Family Centre
- Promoted the entertainment and encouraged families to come to enjoy the pre fireworks kids activities in at Memorial Park, in an interview live from Minnawarra Park.

- Attended the main event at Minnawarra Park for the Australia Day fireworks, which was very well attended.

Mondy 29 January 2024

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

Saturday 3 February 2024

- Attended the Children's Storytime, Toy, Game and Book Swap at the Armadale District Hall and helped library staff read the Mem Fox classic, Possum Magic.

Wednesday 7 February 2024

- Spoke at the Switched on Business Award presentation to Entire Tech in Myaree, along with other SERREG Councillors.
- Attended a meeting with the CEO and the President of the Roleystone Theatre Group Inc.

Friday 9 February 2024

- Attended the Kelmscott Senior High School to present the City of Armadale Scholar award.

Monday 12 February 2024

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

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

Nil

10 REPORTS

10.1 TECHNICAL SERVICES COMMITTEE MEETING

Report of the Technical Services Committee held on 5 February 2024.

MOVED Cr K Busby that the report be received.

MOTION not opposed, DECLARED CARRIED

(14/0)

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

BUSINESS ARISING FROM REPORT

Recommendation T1/2/24 - Petition - Surfacing Carpark area at Armadale Golf Course

MOVED Cr K Busby

That Council:

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

MOTION not opposed, DECLARED CARRIED

(14/0)

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

Recommendation T2/2/24 - Notifications - Blackspot Roadworks & Footpath Works
(Referral Item)

MOVED Cr K Busby

That Council:

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

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation T3/2/24 - WALGA Sustainability Energy Project - Phase 2

MOVED Cr K Busby

That Council:

Adopt the recommendation as outlined within the Confidential Attachment.

MOTION not opposed, DECLARED CARRIED (14/0)

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

10.2 COMMUNITY SERVICES COMMITTEE MEETING

Report of the Community Services Committee held on 6 February 2024.

MOVED Cr Silver that the report be received.

MOTION not opposed, DECLARED CARRIED (14/0)

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

BUSINESS ARISING FROM REPORT

Recommendation C1/2/24 - Confidential Report Cover Page - Naming of Facilities - William
Skeet and Forrestdale Sporting Precinct

MOVED Cr Silver

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

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation C2/2/24 - Armadale Crest at the Armadale Hall (Referral Matter)

MOVED Cr Silver

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

MOTION not opposed, DECLARED CARRIED (14/0)

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

Recommendation C3/2/24 - Business Development Mentorship and Competition for the Production of Aboriginal Art Merchandise for NAIDOC Week 2024

MOVED Cr Silver

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

MOTION not opposed, DECLARED CARRIED (14/0)

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

10.3 CITY AUDIT COMMITTEE MEETING

Report of the City Audit Committee held on 7 February 2024.

MOVED Cr S Peter that the report be received.

MOTION not opposed, DECLARED CARRIED (14/0)

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

BUSINESS ARISING FROM REPORT

Recommendation CA1/2/24 - 2022/23 Financial Report and Auditors Report

MOVED Cr S Peter, SECONDED Cr J Keogh

That Council:

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

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

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

10.4 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 (14/0)

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

BUSINESS ARISING FROM REPORT

Recommendation CEO3/2/24 - Annual General Meeting of Electors 2022/2023 and Annual Report 2022/2023

MOVED Cr K Busby SECONDED Cr S Stoneham

That Council:

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

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

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

Recommendation CEO4/2/24 - Councillors Information Bulletin - Issue No 1/2024

MOVED Cr S Peter

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

MOTION not opposed, DECLARED CARRIED (14/0)

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

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

1 Canopy Cover Working Group (Cr Caroline Wielinga)

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

2 Use of Community Facilities (Cr Keyur Kamdar)

That the matter of a review of the terms and conditions for the use of community facilities for birthday parties between the ages of 16 and 21 be referred to the Community Services Committee.

14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION

Nil

15 CLOSURE

Mayor Butterfield declared the meeting closed at 7.15pm

MINUTES CONFIRMED THIS 26 FEBRUARY 2024

MAYOR