



**ORDINARY MEETING OF COUNCIL
MONDAY, 14 NOVEMBER 2016**

MINUTES

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CITY OF ARMADALE

MINUTES

OF ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 14
NOVEMBER 2016 AT 7.00PM.

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Mayor, Cr Zelones, declared the meeting open at 7.00 pm.

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

PRESENT:

Mayor, Cr H A Zelones OAM JP presided over	River Ward
Deputy Mayor, Cr R Butterfield	River Ward
Cr J A Stewart	Heron Ward
Cr D M Shaw	Heron Ward
Cr C M Wielinga	Jarraah Ward
Cr C Frost	Lake Ward
Cr M Silver	Lake Ward (7.07-7.17pm)
Cr M H Norman	Minnawarra Ward
Cr G A Best	Neerigen Ward
Cr M Geary	Neerigen Ward
Cr L Sargeson	Palomino Ward
Cr C A Campbell JP	Palomino Ward

IN ATTENDANCE:

Mr K Ketterer	A/Chief Executive Officer
Mr A F Maxwell	Executive Director Corporate Services
Mr P Sanders	Executive Director Development Services
Mr G Davies	A/Executive Director Technical Services
Ms Y Loveland	Executive Director Community Services
Mrs S D'Souza	CEO's Executive Assistant

Public: Nil Press: 1

LEAVE OF ABSENCE:

Leave of Absence previously granted to Cr G Nixon

APOLOGIES:

Apology received from Cr K Busby

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

The following question was taken on notice at Council's Meeting on 24 October 2016 and response was forwarded in a letter dated 27 October 2016.

Q-1 Re. Proposed Upgrade to Armadale District Hall – Have recently read all the submissions regarding the Town Hall Upgrade and having difficulty figuring out which submissions have been classified as:

- a. Generally for the proposed upgrade
- b. Generally against the proposed upgrade, or
- c. Which would be just classified as comments

Could I please have a copy of all the submissions which have been categorised as generally supportive of the proposed upgrade or a list identifying those supportive submissions by referring to the document numbers of the FOI Report I have received.

Response

I refer to your question taken on notice at the Ordinary meeting of Council on Monday 24 October 2016 regarding the proposed upgrade to the Armadale District Hall noting that you have asked for a copy of all of the submissions which have been categorised as supportive of the proposed upgrade or a list identifying those supportive submissions by referring to the document numbers of the FOI Report you have received.

You have already been provided with each individual submission received during the two public comment periods as part of the FOI report you have received. These, when read in conjunction with the publicly available Council reports on the District Hall will enable you to determine which are generally positive and which are generally negative.

It is noted that the design for the upgrade has gone through many iterations, in the main driven by the public comments received as part of the feedback process. As a result, submissions that may have been generally opposed to an early iteration of the design based on specific design elements which may have been modified in subsequent designs, become less relevant as submissions opposed to the upgrade as the specific concerns have been addressed.

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 PETITIONS

Nil

7 CONFIRMATION OF MINUTES

**7.1 PREVIOUS ORDINARY COUNCIL MEETING
HELD ON 24 OCTOBER 2016.**

MOVED Cr J A Stewart that the Minutes of the Ordinary Council Meeting held on 24 October 2016 be confirmed as a true and accurate record.

MOTION not opposed, DECLARED CARRIED (11/0)

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

1 Consultation and Communication

- On Monday 31 October 2016 attended a function to mark the anniversary of the establishment of the Armadale YouthCare's Chaplaincy program at the Groveland's Primary School.

2 Marketing and Public Relations

- On Wednesday 26 October 2016 presented a cheque to a young couple of the "Pay Your Rates in full" competition.
- On Thursday 27 October 2016 attended the Armadale 2016 Golf Cup at the Araluen Golf Course to present prizes and Cup awards to the successful competitors.
- On Friday 28 October 2016 attended the first of the Jull St Mall Twilight Markets. After which attended the Armadale Society of Artists Exhibition and presented awards to the winning artists. Also attending were Crs Busby, Best and Stewart.
- On Saturday 29 October 2016, along with Crs Stewart, Frost and Busby, attended the Spring into Armadale Fashion Show at the Araluen Golf Course. Cr Butterfield attended the Swan Festival of Lights – Deepavali Celebration.
- On Thursday 3 November 2016, along with the Mayor of the City of Gosnells, Cr Olwen Searle, formally opened the Positive Ageing Expo in the Jull St. Mall. Given the large number of stalls and members of the public, this year's Expo has exceeded expectations.
- On Friday 4 November 2016, along with Crs Busby, Best, Geary and Silver, attended the annual Armadale Business Awards at the Armadale District Hall.
- From 7 November to 11 November along with Crs Silver and Best attended an ICTC conference held in the City of Launceston, Tasmania. A report on the conference will follow shortly.
- On Tuesday 11 November 2016 Cr Butterfield attended the Seniors Lunch in Kelmscott

- On Friday 11 November 2016 Cr Butterfield and Campbell laid wreaths on behalf of the City for Remembrance Day Services at Armadale, Kelmscott and Araluen.

3 Governance and Economic Development

- On Tuesday 25 October 2016 attended a WAPC Monthly meeting in Perth.
- On Wednesday 2 November 2016 along with Crs Butterfield, Frost and Nixon and Sargeson attended an information briefing with the City's Auditors on issues arising out of the inquirer into the Shire of Dowerin.

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

Nil

10 REPORTS

10.1 CITY AUDIT COMMITTEE MEETING

Report of the City Audit Committee held on 2 November 2016.

MOVED Cr C Frost that the report be received.

MOTION not opposed, DECLARED CARRIED (11/0)

BUSINESS ARISING FROM REPORT

Recommendation CA4/11/16 - Auditor's Interim Audit Report - 2015/16 Financial Year

MOVED Cr C Frost ,

That Council:

- 1. Notes the matters raised by the Auditor in his Interim Audit Report for the 2015/16 financial year, and the Management responses to those matters, as presented in this Report;**
- 2. Be provided with a Corporate Credit Card Use Council Policy and Management Practice for its consideration and approval prior to the next scheduled meeting of the City Audit Committee meeting in February/March 2017; and**
- 3. Prior to the next Interim Audit, invite the Auditor to meet with the City Audit Committee to discuss the proposed scope of that next interim audit.**

MOTION not opposed, DECLARED CARRIED (11/0)

Recommendation CA5/11/16 - 2015/16 Financial Report and Auditor's Report

MOVED Cr C Frost, SECONDED Cr R Butterfield

That Council in accordance with section 5.54 of the *Local Government Act 1995*, accepts* for inclusion in the City's 2015/16 Annual Report, the Annual Financial Report and Auditor's Independent Audit Report for the financial year ended 30 June 2016 as presented.

**MOTION DECLARED CARRIED BY AN ABSOLUTE MAJORITY
RESOLUTION OF COUNCIL (11/0)**

10.2 TECHNICAL SERVICES COMMITTEE MEETING
Report of the Technical Services Committee held on 7 November 2016.

CORRECTION

- Page 92 – Total Contract Cost in the table to read “(4 years)” instead of (2 years)
-

MOVED Cr C Frost that the report, subject to the above correction, be received.

MOTION not opposed, DECLARED CARRIED (11/0)

Cr Silver joined the meeting at 7.07 pm

BUSINESS ARISING FROM REPORT

Recommendation T62/11/16 - Master Planning Project Reports

MOVED Cr C Frost, SECONDED Cr D M Shaw
OPPOSED Cr M Geary

That Council:

- 1. Endorse the list of projects for consideration of inclusion in the capital works programmes of the respective Technical Services Directorate operational Departments' LTFP as detailed in Attachment 1 - “Master Planning Initiative - Works for Inclusion in Renewal and Upgrade Programme”, (with modifications).**
- 2 Pursuant to Section 6.8 of the Local Government Act 1995:**

Approve the expenditure on the Dog Agility and Training Space with associated parking area to a value of \$156,800.

Approve the following budget amendment:

Expenditure Increase	John Dunn Reserve Dog Agility and Training Space and associated parking area	\$156,800
Income Increase:	Category 59 Trust ID #1 John Dunn Reserve Upgrades	\$156,800

**MOTION DECLARED CARRIED BY AN ABSOLUTE MAJORITY
RESOLUTION OF COUNCIL (11/1)**

Recommendation T63/11/16 - Departmental Activity Report - Environmental Services

MOVED Cr C Frost

That Council note the content of the report.

MOTION not opposed, DECLARED CARRIED (12/0)

Recommendation T64/11/16 - Entry Statements

MOVED Cr C Frost

That Council:

1. **Endorse the final design of Entry Statements for Kelmscott, Forrestdale, Roleystone and Armadale as prescribed in Attachments 2, 3, 4 and 5 respectively.**
2. **Endorse the implementation programme for installation of Entry Statements at each of the four (4) locations as follows:**
 - **Kelmscott 2016/17**
 - **Roleystone 2016/17**
 - **Forrestdale 2017/18 (subject to budget provisions)**
 - **Armadale 2018/19 (subject to budget provisions)**

MOTION not opposed, DECLARED CARRIED (12/0)

Recommendation T65/11/16 - Plastic Bag Ban

MOVED Cr C Frost

That Council:

1. **Supports the WALGA position for a ban on plastic bags, on condition that the ban be initiated by State Government, throughout Western Australia.**
2. **That Council provides the feedback outlined in this report to WALGA in response to the Position Paper gauging local government support for banning single use plastic bags.**

MOTION not opposed, DECLARED CARRIED (12/0)

Recommendation T66/11/16 - Tender 17/16 - Provision of Glazing Services

MOVED Cr C Frost

That with Tender 17/16 – Glazing Services that Council:

1. **Accepts the tender from Byford Glass for a period of two (2) years commencing from 1 December 2016 for the consideration of approximately \$60,000.00 per annum excluding GST with an option to extend for a further twelve (12) months in accordance with the submitted tender, Council contract documentation and Budget allocation.**
2. **Authorise the Chief Executive Officer to extend the contract for one (1) period of twelve (12) months up to 30 November 2019, subject to satisfactory performance**

by the contractor and price adjustments specified in the Request for Tender documentation, Clause 4.1.

MOTION not opposed, DECLARED CARRIED (12/0)

Recommendation T67/11/16 - Tender 21/16 - Verge Collection Services

MOVED Cr C Frost

That with Tender 18/16 Provision of Bulk Verge Collection Services, that Council:

- 1. Accepts the tender from TC Waste (WA) Pty Ltd trading as D & M Waste Management for a period of two (2) years, commencing 1 January 2017, for the submitted rates for collection of junk and green waste an approximate annual cost of \$700,000 (plus GST) in accordance with their submitted tender, Council contract documentation and Budget allocation.**
- 2. Authorise the Chief Executive Officer to extend the contract for two (2) periods of twelve (12) months each, up to 31 December 2020, subject to satisfactory performance by the contractor and price adjustments specified in the Request for Tender documentation, Clause 4.1.**

MOTION not opposed, DECLARED CARRIED (12/0)

Recommendation T68/11/16 - Tender 16/16 - Maintenance of Citywide Streetscape Gardens

MOVED Cr C Frost

That with Tender 16/16 Maintenance of Citywide Streetscape Gardens, that Council:

- 1. Accepts the tender from Skyline Landscape Services (WA) for a period of twelve (12) months commencing 1 December 2016 for the annual cost of approximately \$60,000 (excluding GST) in accordance with their submitted tender, Council contract documentation and Budget allocation.**
- 2. Authorise the Chief Executive Officer to extend the contract for two (2) periods of twelve (12) months up to 30 November 2019, subject to satisfactory performance by the contractor and price adjustments specified in the Request for Tender documentation, Clause 4.1.**

MOTION not opposed, DECLARED CARRIED (12/0)

Recommendation T69/11/16 - Tender 23/16 for the Maintenance of Concrete Footpaths and Brick Paving

MOVED Cr C Frost

That with Tender 23/16 for Maintenance of Concrete Footpaths and Brick Paving, Council:

- 1. Awards the tender for the Maintenance of Concrete Footpaths to Dean Kalia for a period of one year commencing on 1 December 2016, for an approximate annual cost of \$600,000 in accordance with their submitted tenders, Council contract documentation, and Budget allocation.**

2. **Awards the tender for the Maintenance of Brick Paving to Associated Paving and Landscaping for a period of one year commencing on 1 December 2016 for an approximate annual cost of \$400,000 in accordance with their submitted tenders, Council contract documentation, and Budget allocation.**
3. **Authorise the Chief Executive Officer to extend the contracts for two (2) periods of twelve (12) months to 30 November 2019, subject to satisfactory performance by the contractors, and price adjustments as specified in the Request for Tender document Clause 4.1.**

MOTION not opposed, DECLARED CARRIED (12/0)

Recommendation T70/11/16 - Consideration of Men's Shed and Community Gardens for Inclusion in the Parks Facilities Strategy

MOVED Cr C Frost

That the item be referred to a future review of the Parks Facilities Strategy.

MOTION not opposed, DECLARED CARRIED (12/0)

Recommendation T71/11/16 - Lighting at Cross Park

MOVED Cr C Frost

That the item be referred to Technical Services for investigation and a report submitted to a future Technical Services Committee meeting.

MOTION not opposed, DECLARED CARRIED (12/0)

10.3 COMMUNITY SERVICES COMMITTEE MEETING

Report of the Community Services Committee held on 8 November 2016.

CORRECTION:

Page 1 – Cr Silver's apology to be recorded as Conference attendance

Page 198 - the dot point under Elements to be replaced with the following:

- Pavilion upgrade comprising additional external public viewing/seating deck and associated internal/external reconfiguration

MOVED Cr C M Wielinga that the report, subject to the above corrections, be received.

MOTION not opposed, DECLARED CARRIED (12/0)

BUSINESS ARISING FROM REPORT

Recommendation C42/11/16 - Master Planning Initiative - Assessment and Implementation of new projects

Cr Butterfield disclosed an impartial interest in Recommendation C42/11/16 on the basis that Cross Park Courts are used by the Roleystone Netball Club of which her children have been members and are likely to continue their membership for 2017.

MOVED Cr C M Wielinga

That Council:

- 1. Adopt the preliminary assessment and prioritisation on the 12 Master Plan projects as follows;**

MASTER PLAN ASSESSMENT CRITERIA WEIGHTED SCORES										
Indicative timeframe	Weighted Scores				TOTAL	PRIORITY RANKING				
	Need	Multi Use	Availability of Funding	Fit for purpose						
	40%	20%	20%	20%	100%					
	8. Low	4. Low	4. Nil	4. Fully						
	16. Minor	8. Minor	8. up to 25%	8. Mostly						
	24. Average	12. Average	12. 26% to 50%	12. Average						
	32. Above Average	16. Above Average	16. 51% to 75%	16. Somewhat						
	40. Significant	20. Significant	20. 76% to 100%	20. Not at all						
PROJECT NAME	1-5 years	6-10 years	11-15 years	beyond 15 years	WEIGHTED SCORES				TOTAL WEIGHTED SCORE	PRIORITY RANKING
Champion Centre/Seville Grove Library Upgrade		✓			32	16	12	12	72.00	4
Creyk Park Pavilion Upgrade	✓				32	16	8	12	68.00	6
Creyk Park New Pavilion				✓	8	20	8	16	52.00	9
Cross Park Cricket/Netball Pavilion	✓				32	12	16	16	76.00	1
Refurbished Forrestdale Hall		✓			24	12	8	16	60.00	7
Forrestdale Hub - Potential co-location of sporting facilities		✓			32	20	8	16	76.00	1
Gwynne Park (Phase 1) Integrated Recreation Facility			✓		24	12	8	12	56.00	8
Gwynne Park (Phase 2) Expanded and New Facilities				✓	32	20	8	12	72.00	4
John Dunn Reserve New Community use building			✓		8	4	8	20	40.00	12
John Dunn Reserve BMX Facility			✓		8	8	8	20	44.00	11
Morgan Park Community/Sporting Facility				✓	32	20	8	16	76.00	1
Springdale Park - New Playing Field and Community Sporting Facility				✓	8	12	8	20	48.00	10

- 2. Endorse further feasibility analysis on the Cross Park Pavilion project, Forrestdale Sporting Facilities project, Creyk Park project, John Dunn BMX project and report back to Council on the results of that work.**

- 3. Refer the Master Plan projects for Council's consideration in the next review of the City's Long Term Financial Plan.**

MOTION not opposed, DECLARED CARRIED

(12/0)

Recommendation C43/11/16 - RECN6 Policy, Community Facility and Reserve Fees and Charges

MOVED Cr C M Wielinga

That Council:

Pursuant to Section 2.7(2)(b) of the Local Government Act 1995:

Affirm the continued application and operation of RECN6 Community Facilities and Reserves Fees and Charges with identified changes for a further three (3) years or such earlier date as Council may determine from time to time.

MOTION not opposed, DECLARED CARRIED (12/0)

Recommendation C44/11/16 - Authorised Officers

MOVED Cr C M Wielinga

That the following persons be appointed as “Authorised Person” in accordance with the provisions of Section 29 (1) of the Dog Act 1976, and Section 48 (1) of the Cat Act 2011 for the purpose of effecting registrations only.

- **Katherine Barclay**
- **Trudi Taylor**

This authorisation will be withdrawn automatically when the person herein named as an “Authorised Person” ceases employment with the City.

MOTION not opposed, DECLARED CARRIED (12/0)

Recommendation C45/11/16 - 1000 Books Before School Initiative

MOVED Cr C M Wielinga

That Council:

Note the information in the report and request a presentation on the Australian Early Development Census results, trends and influencing factors.

MOTION not opposed, DECLARED CARRIED (12/0)

10.4 CHIEF EXECUTIVE OFFICER’S REPORT
Report of the Chief Executive Officer .

MOVED Cr G A Best that the report be received.

MOTION not opposed, DECLARED CARRIED (12/0)

BUSINESS ARISING FROM REPORT

Recommendation - Annual Report 2015/16

MOVED Cr R Butterfield, SECONDED Cr C Frost

That Council:

1. pursuant to section 5.54 of the *Local Government Act 1995**, accept the 2015/16 Annual Report for the year ending 30 June 2016, as presented in the attachment to this report.
2. pursuant to section 5.27 of the *Local Government Act 1995*, hold the Annual General Meeting of Electors on Thursday 8 December 2016 at 7:00p.m. in the Council Chambers at Council's Administration Centre, 7 Orchard Avenue, Armadale.

**MOTION DECLARED CARRIED by an ABSOLUTE MAJORITY
RESOLUTION OF COUNCIL (12/0)**

Recommendation - Councillors' Information Bulletin - Issue No. 20/2016

MOVED Cr D M Shaw

That Council acknowledge receipt of Issue No 20/2016 of the Information Bulletin.

MOTION not opposed, DECLARED CARRIED (12/0)

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 Committee Membership (Cr Laurie Sargeson)

That the matter of membership of all Standing Committees be referred to the City Strategy Committee.

14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION

Nil

15 CLOSURE

The Mayor, Cr Zelones, declared the meeting closed at 7.17pm

MINUTES CONFIRMED THIS 28 NOVEMBER 2016

MAYOR