



**ORDINARY MEETING OF COUNCIL
MONDAY, 8 AUGUST 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, 8
AUGUST 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 G Nixon	Jarraah Ward
Cr C M Wielinga	Jarraah 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 R S Tame	Chief Executive Officer
Mr P Sanders	Executive Director Development Services
Mr K Ketterer	Executive Director Technical Services
Ms Y Loveland	Executive Director Community Services
Mrs S D'Souza	CEO's Executive Assistant

Public: Nil

LEAVE OF ABSENCE:

Leave of Absence previously granted to Cr C Frost

APOLOGIES:

Apologies received from Cr M Silver, Cr K Busby and Cr M H Norman.

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

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

**5.1 Request for Leave of Absence – Cr Busby, Cr Norman and Cr
 Campbell**

Request for leave of absence received from Cr K Busby for the period:

- Thursday 8th to Thursday 15th September 2016 inclusive (this is for business interstate); and
- Friday 14th to Sunday 30th October 2016 inclusive (Overseas business conference)

Request for leave of absence received from Cr M H Norman for the period Monday 22 August to Sunday 28 August 2016 inclusive

Request for leave of absence received from Cr C A Campbell for the period Tuesday 23 August to Sunday 28 August 2016 inclusive

MOVED Cr G Nixon

That Council grant leave of absence to:

- 1. Cr K Busby for the period:**
 - **Thursday 8 to Thursday 15 September 2016 inclusive (includes 1 Ordinary Council meeting – 12 September 2016); and**
 - **Friday 14 to Sunday 30 October 2016 inclusive (includes 1 Ordinary Council meeting – 24 October 2016)**
- 2. Cr M H Norman for the period Monday 22 August to Sunday 28 August 2016 inclusive (includes 1 Ordinary Council meeting – 22 August 2016)**
- 3. Cr C A Campbell for the period Tuesday 23 August to Sunday 28 August 2016 inclusive (does not include an Ordinary Council meeting).**

6 PETITIONS

Nil

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS ORDINARY COUNCIL MEETING
HELD ON 25 JULY 2016.

MOVED Cr J A Stewart that the Minutes of the Ordinary Council Meeting held on 25 July 2016 be confirmed as a true and accurate record.

251/8/16 **MOTION not opposed, DECLARED CARRIED (10/0)**

8 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

1 Consultation & Communication

- On Thursday 28 July, along with Cr Nixon, attended a meeting of residents of Butcher Rd Roleystone.
- On Friday 29 July met with representatives from the Armadale City Concert Band to discuss future accommodation options for the storage of band equipment and rehearsal facilities in the City of Armadale.
- Later that afternoon had a meeting with the Byford BMX Club (mostly made up of residents in the City of Armadale) in relation to a new proposed facility being considered for the Armadale Regional Open Space site off Armadale Rd.
- On Monday along with Mr Bart Boelen from the Armadale Office of the MRA met with representatives of the Fox and Hound in Jull St to discuss redevelopment options for the hotel.
- Later that morning the Mayor and CEO, Mr Tame met with the Brad Sorrell from the South East Metropolitan Police in response to media attention being focused on Armadale in relation to law and order issues.

2 Marketing & Public Relations

- On Wednesday 27 July undertook a series of media interviews expressing disappointment with the lack of improvement in regard to the recent release of crime statistics focused on the Armadale district.
- On Saturday 30 July along with Cr Ruth Butterfield attended the “Plant a Tree Day” at Fancote Park, Kelmscott.
- On Sunday 31 July the much anticipated opening of the Stockland built Robo Park in Piara Waters was cancelled just prior to the opening at 9:30

Sunday morning due to high winds and rains. A rescheduled opening is planned.

- On Monday 1 August, along with Crs Nixon and Busby, attended the Donations Afternoon tea hosted by the CoA for recipients of donations to local youth who have represented the State or Nation in an interstate or overseas competition in a sport, recreational, educational or arts activity. 42 local youth were recipients and were greatly appreciated by their parents for the assistance given.
- On Thursday 4 August hosted a visit of Chinese Students (aged between 7 and 12) and their parents to the City of Armadale. These students are participating in a program devised by a local resident to teach common everyday use of English. The program employs local former primary school teachers using Skype to conduct lessons from their homes. A film was made of the visit which will be shown on TV in China. A copy of the finished program has been requested for our records. Guests were provided with a tour of the Chambers and the Mayor gave a short presentation on the City. The City presented the children with a gift obtained from the local Tourist Centre. Mr Tame was also able to drop in for a short visit with our guests.

3

Governance & Economic Development

- On Tuesday 26 July attended the monthly WAPC Commission meeting.
- On Wednesday 27 July the City of Armadale hosted the Local Government Series Quarterly meeting with the Minister Mr Tony Simpson. In attendance were; the Department of Local Government Director General, Jennifer Matthews, the WALGA State President, Lynn Craigie, WALGA CEO, Ricky Burgess and the Mayors and CEOs from the Cities of Belmont, Gosnells, Cockburn, Canning, Kwinana, Mandurah, Swan, the Town of Victoria Park and the Shire of Serpentine Jarrahdale.
- On Thursday 28 July, along with Crs Butterfield, Nixon, Sargeson and Frost, hosted a Public Citizenship Ceremony at the Kelmscott Hall which welcomed more than 100 new citizens to Armadale.
- On Tuesday 2 August attended a Local Government networking function followed by the WALGA Planning Policy Forum. A little later that afternoon attended the Mayors and Presidents Policy Forum. All meetings were held at the Perth Convention and Exhibition Centre. The principal subject of the Mayors and Presidents Forum was the controversial issue of Governance Bulletin 11 interpretations of Gifts and Travel by the Local Government Department.
- On Wednesday 3 August attended the 2016 State and Local Government Forum at the Perth Convention and Exhibition Centre. In the morning session the Mayor and CEO attended a presentation by both the Opposition and Government representatives on future directions for the State following the March 2017 elections. The CEO will give a

brief outline of the discussions and questions raised in his report at the next City Strategy meeting.

- Also that morning, the Mayor and CEO met with the Department of Transport to discuss current and future infrastructure needs of the City.
- In the afternoon, the Mayor and Cr Butterfield attended, as voting delegates, the Annual General Meeting of WALGA. Of note were 2 debates on Development Assessment Panels. A motion of a complete review was successful and will be further developed by State Council. A motion calling for WALGA to support abolishing DAPs failed to be passed by a very large majority of delegates opposed to the motion.
- On Thursday 4 August the Mayor, CEO and Executive Director Development Services met with the new Minister for Planning, the Honourable Donna Faragher MP MLC who met with the City to discuss and gain a greater understanding of the critical planning issues, both strategic and local, facing the City in the short and longer term.
- Following this meeting then attended a reception hosted by the Lord Mayor of Perth at the City of Perth's Council House. The reception was attended by 100 representatives of local government.
- On Friday 5 August attended the 2016 State and Local Government Conference and Trade Display at the Perth Convention and Exhibition Centre networking with many of our local government colleagues.
- On Monday 8 August attended a WAPC Hearing Panel in the City.

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 1 August 2016.

MOVED Cr G Nixon that the report be received.

252/8/16 **MOTION not opposed, DECLARED CARRIED**

(10/0)

BUSINESS ARISING FROM REPORT

Recommendation T44/8/16 - Tender No 10/16 - Supply of Concrete Drainage Products (Excluding Concrete Pipes)

MOVED Cr G Nixon

That with Tender No 10/16 - Supply of Concrete Products (Excluding Concrete Pipes), that Council:

- 1. Accept the tender from Humes for an initial period of twelve (12) months, commencing from the date of signing the contract, in accordance with the 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 2019, subject to satisfactory performance by the contractor and price adjustments as specified in the Request for Tender document, Clause 4.1.**

253/8/16

MOTION not opposed, DECLARED CARRIED

(10/0)

Recommendation T45/8/16 - Tender No 12/16 - Supply of Hired Plant: Wet Hire of Skid Steer Loader with Blade Attachment

MOVED Cr G Nixon

That with Tender No 12/16 Supply of Hired Plant - Wet Hire of Rubber Tracked Skid Steer Loader with Grader Blade, Council:

- 1. Accept the tender from Aussie Earthworks for an initial period of twelve (12) months commencing from the date of signing the Contract with the successful tenderer, 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 2019, subject to satisfactory performance by the contractor, and price adjustments as specified in the Request for Tender document, Clause 4.1.**

254/8/16

MOTION not opposed, DECLARED CARRIED

(10/0)

Recommendation T46/8/16 - Tender No 9/16 - Provision of Footpath and Car Park Sweeping Services

MOVED Cr G Nixon

That with Tender No 9/16 - Provision of Footpath and Car Park Sweeping Services, Council:

- 1. Accept the tender from Brown's Sweeping Services for an initial period of twelve (12) months commencing from the date of signing the contract, for the approximate consideration of \$250,000 annually (inclusive of 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 2019, subject to satisfactory performance by the contractor and price adjustments as specified in the Request for Tender document, Clause 4.1.**

255/8/16

MOTION not opposed, DECLARED CARRIED

(10/0)

Recommendation T47/8/16 - Tender No 13/16 - Provision of Road Sweeping Services

MOVED Cr G Nixon

That with tender 13/16 – Provision of Roads Sweeping Services, Council:

- 1. Accept the tender from Drain Flow Services Sweeping for a period of twelve (12) months commencing from the date of signing the contract, for the consideration of approximately \$350,000 per year (inclusive of 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 2019, subject to satisfactory performance by the contractor and price adjustments as specified in the Request for Tender document, Clause 4.1.**

256/8/16

MOTION not opposed, DECLARED CARRIED

(10/0)

Recommendation T48/8/16 - Tender 14/16 - Construction of Concrete Footpaths

MOVED Cr G Nixon

That with Tender No 14/16 – Construction of Concrete Footpaths, Council:

- 1. Accept the tender from Stone Perfect Concrete for a period of twelve (12) months commencing from the date of signing the contract, for the approximate consideration of \$600,000 annually (inclusive of GST) in accordance with the 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 2019, subject to satisfactory performance by the contractor and price adjustments as specified in the Request for Tender document, Clause 4.1.**

257/8/16 **MOTION not opposed, DECLARED CARRIED** (10/0)

Recommendation T49/8/16 - Conference Attendance - Parks and Leisure Australia National Conference 2016

MOVED Cr G Nixon

That Council:

- 1. Nominate Councillor J A Stewart as a delegate to the Parks and Leisure Australia National Conference 2016, titled “A Tool Kit for Change” to be held in Adelaide South Australia from 23-25 October, 2016.**
- 2. Note the attendance of the City’s Manager Parks as a delegate to the Parks and Leisure Australia National Conference 2016, titled “A Tool Kit for Change” to be held in Adelaide South Australia from 23-25 October, 2016.**

258/8/16 **MOTION not opposed, DECLARED CARRIED** (10/0)

10.2 COMMUNITY SERVICES COMMITTEE MEETING
Report of the Community Services Committee held on 2 August 2016.

CORRECTION:

- Page 96 The Executive Director has confirmed that there is an error in the table in that:
1. 2015/16 correctly showed actuals for expenditure (costs) and income (fees).
 2. 2016/17 and subsequent years correctly detailed expenditure (costs) for existing facilities and excluded new facilities.
 3. 2016/17 and subsequent years incorrectly added in revenue (fees) for new facilities and should be reduced to show revenue (fees) from existing facilities only.

Therefore the table provided was not correctly balanced and should be replaced with the following table showing corrected fee recovery figures.

	2015/16 (actual) (4%/15%)		2016/17 budget (4%/15%)		2017/18 (4.5%/16%)		2018/19 (5%/17%)		2019/20 (5.5%/18%)	
	Total costs	Fee recovery	Total costs	Fee recovery	Total costs	Fee recovery	Total costs	Fee recovery	Total costs	Fee recovery
Active Reserves	2,002,000	80,000	2,032,000	80,000	2,063,000	91,000	2,094,000	103,000	2,215,000	115,000
Facilities	1,450,000	223,000	1,471,000	220,000	1,494,000	235,000	1,516,000	254,000	1,539,000	273,000

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

259/8/16 **MOTION not opposed, DECLARED CARRIED (10/0)**

BUSINESS ARISING FROM REPORT

Recommendation C27/8/16 - DRAFT Disability Access and Inclusion Plan 2016 - 2021

MOVED Cr C M Wielinga

That Council:

1. **Endorse the City of Armadale Draft Disability Access and Inclusion Plan 2016 – 2021.**
2. **Seek public comment on the strategy through a four week public comment period.**
3. **Receive a final strategy report at a subsequent Community Services Committee meeting that considers any additional community input.**

260/8/16 **MOTION not opposed, DECLARED CARRIED (10/0)**

Recommendation C28/8/16 - Annual Contributions 2016/17

Committee Recommendation

That Council:

1. Endorse the annual contributions as listed below for 2016/17 and distribute funds accordingly.

Organisation	Approved
Anchor Home Help	7,500
Armadale Community Men's Shed	0
Armadale Neighbourhood Watch	6,500
Armadale Society of Artists	7,500
Cecil Andrews Armadale Police Rangers	0
Chung Wah Association Inc	0
Constable Care Child Safety Foundation Inc.	15,000
Crossways Community Services*	18,000
Dale Sports Club Inc	0
Darling Range Wildlife Shelter Inc	0
Gosnells Community Legal Centre Inc	0
Headspace Armadale	3,000
Heritage FM Inc	5,000
MADI Works Inc	8,000
Parkerville Children & Youth Care	15,000
Save the Children	17,000
YouthCARE	23,000
Starick House	5,000
	130,500

*Crossways:

\$18,000 for the first year, \$17,000 for the second year and \$15,000 for the third year.

2. The City communicates with all future applicants the opportunity for regular recipients to enter into 3 year funding agreements with the City (inclusive of a financial sustainability clause) and encourage new start up community projects to apply for seeding funds.

MOVED Cr M Geary

That Recommendation C28/8/16 be amended by deleting part (2).

261/8/16

AMENDMENT not opposed, DECLARED CARRIED

(10/0)

MOVED Cr C M Wielinga

That Recommendation C28/8/16 be amended by adding a new part (2) a follows:

2. Refer the matter of future applicants entering into 3 year funding agreements and applying for seed funds for consideration as part of a

review of Policy COMD1 and associated Management Practice. The review to be conducted prior to the next round of the Annual Contributions Program.

262/8/16 **AMENDMENT not opposed, DECLARED CARRIED (10/0)**

MOVED Cr C M Wielinga that Recommendation C28/8/16, as amended, be adopted.

That Council:

- 1. Endorse the annual contributions as listed below for 2016/17 and distribute funds accordingly.**

Organisation	Approved
Anchor Home Help	7,500
Armadale Community Men's Shed	0
Armadale Neighbourhood Watch	6,500
Armadale Society of Artists	7,500
Cecil Andrews Armadale Police Rangers	0
Chung Wah Association Inc	0
Constable Care Child Safety Foundation Inc.	15,000
Crossways Community Services*	18,000
Dale Sports Club Inc	0
Darling Range Wildlife Shelter Inc	0
Gosnells Community Legal Centre Inc	0
Headspace Armadale	3,000
Heritage FM Inc	5,000
MADI Works Inc	8,000
Parkerville Children & Youth Care	15,000
Save the Children	17,000
YouthCARE	23,000
Starick House	5,000
	130,500

***Crossways:
\$18,000 for the first year, \$17,000 for the second year and \$15,000 for the third year.**

- 2. Refer the matter of future applicants entering into 3 year funding agreements and applying for seed funds for consideration as part of a review of Policy COMD1 and associated Management Practice. The review to be conducted prior to the next round of the Annual Contributions Program.**

263/8/16 **MOTION not opposed, DECLARED CARRIED (10/0)**

Recommendation C29/8/16 - Public Art Future Locations

MOVED Cr C M Wielinga

That Council:

- 1. Endorse the City to advertise an artwork brief to be incorporated within an entry statement on the intersection of Armadale Road, Albany Highway and South West Highway.**
- 2. Investigate opportunities to provide public artwork within the Kelmscott Town Centre in 2019/20.**

264/8/16 MOTION not opposed, DECLARED CARRIED (10/0)

Recommendation C30/8/16 - Fees and Charges Review - guiding principles

MOVED Cr C M Wielinga SECONDED Cr M Geary
OPPOSED Cr C A Campbell

That Recommendation C30/8/16 be amended by deleting part (b)(i) and part (b)(ii) become part (b) (i).

265/8/16 AMENDMENT DECLARED CARRIED (8/2)

MOVED Cr C M Wielinga that Recommendation C30/8/16, as amended, be adopted.

That Council:

Supports the principles listed below as the basis for setting facility fees and charges:

Fee Recovery %

- a) **Fee recovery for community groups should remain at the current average levels of cost recovery of operating costs for 2016/17 - 4% for active reserves and 15% for facilities;**
- b) **Fee recovery of operating costs for community groups should increase gradually over the next 5 years commencing in 2017/18;**
 - ~~i. **Facilities – an additional 1% of cost recovery per year to a maximum of 20%;**~~
 - i. **Active reserves - an additional 0.5% of cost recovery per year to a maximum of 6.5%;**

Junior Use

- c) **Use of both active reserves and facilities by Juniors (under 18) will be subsidised to 100% of the fee commencing in 2017/18 with the following restrictions**
 - i. **Facilities – 5 hours per week and one meeting month per club;**

- ii. **Active reserves – 2 training sessions and 1 match play booking per week and one meeting month per club;**
- d) **Any use by Juniors (under 18) above the restrictions outlined in c) above will be charged at the community rate;**

Standard Fees

- e) **Fees for standard bookings (private, commercial and government) use will be revised to recoup more than the current full rate over the next 5 years, commencing in 2017/18, before a further review**
 - i. **Facilities - 30% higher than the community rate, increasing by 2% per year to a maximum of 40%;**
 - ii. **Active reserves – negotiated to reflect the extent of use and anticipated impact on the reserve and other users;**

Other Considerations

- f) **Non-resident groups will not be charged more than resident groups at this time;**
- g) **Leases and management licenses will be considered on a case by case basis where groups can demonstrate capacity to sustainably manage facilities without disadvantage to other potential users**
- h) **Resident/Community Associations will continue to receive one free meeting per month at a local hall only on establishment of a Memorandum of Understanding.**

Requires a revised policy to be presented for consideration no later than October 2016;

Supports the implementation of new fees and charges under this policy from 1 July 2017;

Supports the implementation of information sessions with community groups and users about the new policy and fees prior to implementation.

266/8/16

MOTION not opposed, DECLARED CARRIED

(10/0)

Recommendation C31/8/16 - CSRFF Small Grant Application - Installation of Springdale Oval Batting Cages

MOVED Cr C M Wielinga

That Council:

1. **Support the DSR CSRFF Small Funding grant application to install batting cages at Springdale Oval, Roleystone, based on the following funding model:**

Contributor	Amount
City of Armadale	\$17,000
DSR CSRFF Small Grant	\$12,000
Roleystone Tee-Ball and Baseball Club Inc.	\$7,000
Total Project	\$36,000

2. In the event that the application is successful, the Council contribution of \$17,000 be funded from the 2016-2017 budget allocation for CSRFF small projects.

267/8/16 MOTION not opposed, DECLARED CARRIED (10/0)

10.3 CHIEF EXECUTIVE OFFICER'S REPORT

Report of the Chief Executive Officer .

MOVED Cr G A Best that the report be received.

268/8/16 MOTION not opposed, DECLARED CARRIED (10/0)

BUSINESS ARISING FROM REPORT

Recommendation - Councillors' Information Bulletin - Issue No. 14/2016

MOVED Cr R Butterfield

That Council acknowledge receipt of Issue No 14/2016 of the Information Bulletin.

269/8/16 MOTION not opposed, DECLARED CARRIED (10/0)

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**

Nil

14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION

Nil

15 CLOSURE

The Mayor, Cr Zelones, declared the meeting closed at 7.40pm

MINUTES CONFIRMED THIS 22nd DAY OF AUGUST 2016

MAYOR