

CITY OF ARMADALE

MINUTES

**OF TECHNICAL SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 4
AUGUST 2025 AT 7.00PM.**

OFFICIAL OPENING & ACKNOWLEDGEMENT OF COUNTRY

Read by Cr J Mosey

The City respectfully acknowledges the past and present traditional custodians of this land on which we are meeting, the Wadjuk people of the Noongar nation. The City pays its respects to the Aboriginal Elders past, present and always, and to extend that respect to any Aboriginal people in the room.

PRESENT:

Cr K Busby (Chair)
Cr S S Virk (Deputy Chair)
Mayor R Butterfield
Cr P A Hetherington
Cr J Joy JP
Cr S J Mosey
Cr S Peter (deputy to Cr K Kamdar)

APOLOGIES:

Cr C M Wielinga (Leave of Absence)
Cr M J Hancock (Leave of Absence)
Cr K Kamdar

OBSERVERS:

Cr J Keogh
Cr L Sargeson
Cr G Smith

IN ATTENDANCE:

Mr M Southern	Executive Director Technical Service
Mr J Lyon	Executive Director Corporate Services
Mrs S van Aswegen	Executive Director Community Services (via Teams)
Ms A Luobikis	Head of Service Delivery
Ms Michelle Bell	Head City Legal
Ms A Lazaroo	Executive Assistant Technical Services

PUBLIC:

Nil

DISCLAIMER

The Disclaimer for protecting Councillors and staff from liability of information and advice given at Committee meetings was not read as no members of the public were present.

DECLARATION OF MEMBERS' INTERESTS

Nil

QUESTION TIME

Nil

DEPUTATION

Nil

CONFIRMATION OF MINUTES

RECOMMEND

Minutes of the Technical Services Committee Meeting held on 4 June 2025 be confirmed.

Moved Cr S J Mosey
MOTION CARRIED

7/0

ITEMS REFERRED FROM INFORMATION BULLETIN

Outstanding Matters and Information Items

Various Items

Monthly Departmental Reports

Technical Services Works Programme

No items were raised for clarification or report.

.

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TECHNICAL SERVICES COMMITTEE

4 AUGUST 2025

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1.1 - PARKING CONTROLS ASSOCIATED WITH ELECTRIC VEHICLE CHARGING BAYS

WARD : ALL
FILE No. : M/408/25
DATE : 2 July 2025
REF : AL/DC
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- Ten Electric Vehicle (EV) charging parking bays in total were installed at two separate locations in the City in November 2024. Six parking bays are within the City's carpark along Jull Street and four parking bays at Armadale Fitness and Aquatic Centre (AFAC).
- Recommend that Council approve the parking control signage that has been installed as indicated on the attached plans.

Tabled Items

Decision Type

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

Officer Interest Declaration

Nil

Strategic Implications

- 1.2 Improve Community Wellbeing
- 1.2.1 Advocate for the delivery of services and programs as well as increased resources to contribute to improvements in community safety

Legal Implications

Assessment of legislation indicates that the following apply:

- *Local Government Act 1995 – Part 3, Division 3, Subdivision 1*

Council Policy/Local Law Implications

General assessment indicates that the following provisions of the *City of Armadale Parking and Parking Facilities Local Law* are applicable in establishing the proposed parking control signage:

1.8 Powers of the local government

The local government may, by resolution, prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region but must do so consistently with the provisions of this Local Law.

2.1 Determination of parking stalls and parking stations

The local government may by resolution constitute, determine and vary and also indicate by signs:

- (a) parking stalls;
- (b) parking stations;
- (c) permitted time and conditions of parking in parking stalls and parking stations which may vary with the locality;
- (d) permitted classes of vehicles which may park in parking stalls and parking stations;
- (e) permitted classes of persons who may park in specified parking stalls or parking stations; and
- (f) the manner of parking in parking stalls and parking stations.

Budget/Financial Implications

The costs associated with the installation of the EV charging bays were grant funded from the ARENA Future Fuels Program.

Consultation

1. Intra Directorate
2. Executive Leadership Team

BACKGROUND

The City through its Corporate Greenhouse Action Plan 2020/21 to 2029/30 – Recommendation 15 and Corporate Business Plan – Aspiration 2 – Outcome 2.1.4.4. is committed to develop options to transition its vehicle fleet to electric and / or non-hydrocarbon vehicles to align with the State and Federal Government’s target to achieve net-zero greenhouse gas emissions by 2050.

In support of the above the City during 2022 applied for a grant from the ARENA Future Fuels Program for the installation of electric vehicle chargers at the main administration precinct and AFAC. Approval was received in February 2023 to proceed with the installation of 1 dual DC and 2 dual AC chargers at the main administration precinct and 2 dual AC chargers at the city’s AFAC.

The installation took place in November 2024, inclusive of parking control signage indicating a two-hour parking provision for electric vehicles only. Council approval for the parking control signage was not obtained at the time.

Since installation the City has received ongoing complaints of non-electric vehicles parking in these bays, the most reported being for the parking bays located at AFAC. The City's Ranger Services are unable to enforce the parking control within these bays without the signage being approved by Council as per the City's *Parking and Parking Facilities Local Law*.

COMMENT

Council approval is required for the installed parking control signage associated with the EV charging bays in order for the signage to be enforceable.

CONCLUSION

It is recommended to approve the parking control signage as shown in Attachment 1 and Attachment 2.

ATTACHMENTS

1. Attachment 1 - E23-111-01 Jull St Armadale
2. Attachment 2 - E23-111-02 AFAC

RECOMMEND

T1/8/25

That Council:

1. Approve the installed parking control signage as identified in Attachment 1 and Attachment 2.

Moved Cr S J Mosey
MOTION CARRIED

7/0

2.1 - TENDER 40 OF 2024 - ELECTRICAL MAINTENANCE SERVICES

MEETING CLOSED TO THE PUBLIC

Moved Cr S Peter that that the meeting be closed to members of the public as the matter to be discussed, if disclosed, would reveal information that has a commercial value to a person.

(Section 5.23(2)(c) of the *Local Government Act 1995*)

Motion Carried (7/0)

Meeting declared closed to the public at 7.04pm.

WARD : ALL
FILE No. : M/427/25
DATE : 9 July 2025
REF : AL
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- A confidential report is presented at Attachment B-1 to this Agenda.

Strategic Implications

2.2 Attractive, inclusive and functional Public Places

2.3.3 Assets are to be effectively maintained in order to meet service levels throughout their life cycle.

Legal Implications

Assessment of legislation indicates that the following apply:

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

Council Policy/Local Law Implications

- Procurement Policy

Budget/Financial Implications

The proposed expenditure can be accommodated in the 2025/2026 Budget and Long Term Financial Plan estimates commensurate with the successful tenderer recommended in this report.

Consultation

- Intra Directorate

A Confidential Report is presented at Attachment B-1 to this Agenda. The matter is considered confidential under S5.23(2)(c) of the Local Government Act 1995 as the matter relates to a contract entered into or which maybe entered into, by the City of Armadale.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

T2/8/25

That Council adopt the recommendation as detailed in the Confidential Report.

**Moved Cr S Peter
MOTION CARRIED**

7/0

MEETING OPENED TO THE PUBLIC

MOVED Mayor Butterfield that the meeting be opened to members of the public.
Motion Carried (7/0)

Meeting declared open to the public at 7.19 pm.

2.2 - TENDER 33 OF 2024 - CLEANING ANCILLIARY SERVICES

MEETING CLOSED TO PUBLIC

Moved Mayor Butterfield that that the meeting be closed to members of the public as the matter to be discussed, if disclosed, would reveal information that has a commercial value to a person. (Section 5.23(2)(c) of the *Local Government Act 1995*)

Motion Carried (7/0)

Meeting declared closed to the public at 7.19 pm.

WARD : ALL
FILE No. : M/456/25
DATE : 23 July 2025
REF : GM
RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- A confidential report is presented at Attachment B-1 to this Agenda.

Tabled Items

Nil.

Decision Type

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

Officer Interest Declaration

Nil.

Strategic Implications

- 2.3.12 Ensure that the City's assets are appropriately maintained, functional, affordable, safe and sustainable for current and future generations

Legal Implications

Assessment of legislation indicates that the following apply:

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

Council Policy/Local Law Implications

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

- Procurement Policy

Budget/Financial Implications

The proposed expenditure can be accommodated in the 2025/2026 Budget and Long Term Financial Plan estimates commensurate with the successful respondent recommended in this report.

Consultation

- Intra Directorate

A Confidential Report is presented separately to this Agenda. The matter is considered confidential under S5.23(2)(c) of the Local Government Act 1995 as the matter relates to a contract entered into or which maybe entered into, by the City of Armadale.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

T3/8/25

That Council adopt the recommendation as detailed in the Confidential Report.

**Moved Cr S S Virk
MOTION CARRIED**

7/0

MEETING OPENED TO PUBLIC

MOVED Mayor Butterfield that the meeting be opened to members of the public.
Motion Carried (7/0)

Meeting declared open to the public at 7.23 pm.

2.3 - TENDER 2 OF 2025 - LIVING STREAMS AND DRAINAGE

MEETING CLOSED TO PUBLIC

Moved Mayor Butterfield that that the meeting be closed to members of the public as the matter to be discussed, if disclosed, would reveal information that has a commercial value to a person. (Section 5.23(2)(c) of the *Local Government Act 1995*)

Motion Carried (7/0)

Meeting declared closed to the public at 7.23 pm.

WARD : ALL

FILE No. : M/464/25

DATE : 23 July 2025

REF : AL/GM

RESPONSIBLE : Executive Director
MANAGER : Technical Services

In Brief:

- A confidential report is presented at Attachment B-1 to this Agenda.

Strategic Implications

- 2.3.2 - Protect and enhance natural environments and biodiversity
- 2.3.3 - Promote and implement water-sensitive urban design principles across the City
- 2.4.1 - Ensure effective and safe stormwater drainage infrastructure that supports community safety and environmental health
- 2.4.3 - Maintain and improve stormwater infrastructure to reduce flooding and improve water quality
- 4.4.2 - Enhance the City's operational efficiency and asset management through proactive maintenance and long-term sustainability planning.

Legal Implications

Assessment of legislation indicates that the following apply:

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

Council Policy/Local Law Implications

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

- Procurement Policy

Budget/Financial Implications

The proposed expenditure can be accommodated in the Budget and Long Term Financial Plan estimates commensurate with the successful respondent recommended in this report.

Consultation

- Intra Directorate

A Confidential Report is presented at Attachment B-1 to this Agenda. The matter is considered confidential under S5.23(2)(c) of the Local Government Act 1995 as the matter relates to a contract entered into or which maybe entered into, by the City of Armadale.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

T4/8/25

That Council adopt the recommendation as detailed in the Confidential Report.

Moved Cr R Butterfield

MOTION CARRIED

7/0

MEETING OPENED TO PUBLIC

MOVED Cr S Peter that the meeting be opened to members of the public.

Motion Carried (7/0)

Meeting declared open to the public at 7.24 pm.

3.1 - BROOKTON HIGHWAY/HILL STREET INTERSECTION (REFERRAL ITEM)

At the Council meeting held on 28 April 2025, Cr S Mosey referred the following matter to Technical Services Committee.

That the matter of Brookton Highway/Hill Street intersection be referred to the Technical Services Committee.

Comment from Cr S Mosey

I raise this Councillor Item as I have real concerns and questions I believe need to be answered, in particular so that we can learn lessons so that we can do better going forward.

Full details of the referral by Cr Mosey have been provided to Councillors under separate cover.

Officer Comment

Subsequently to the referral item, information was provided in a memo to Councillors on 26 May 2025 as well as the Corporate Services Committees on 18 March and 20 May 2025. The advice provided responds to the matters raised in the referral. It is therefore suggested a further report is not required.

ATTACHMENTS

There are no attachments for this report.

RECOMMEND

T5/8/25

That Council:

- 1. Note the contents of the memo dated 26 May 2025 as a response to the Councillor referral item.**

**Moved Cr S J Mosey
MOTION CARRIED**

7/0

COUNCILLORS' ITEMS

Nil

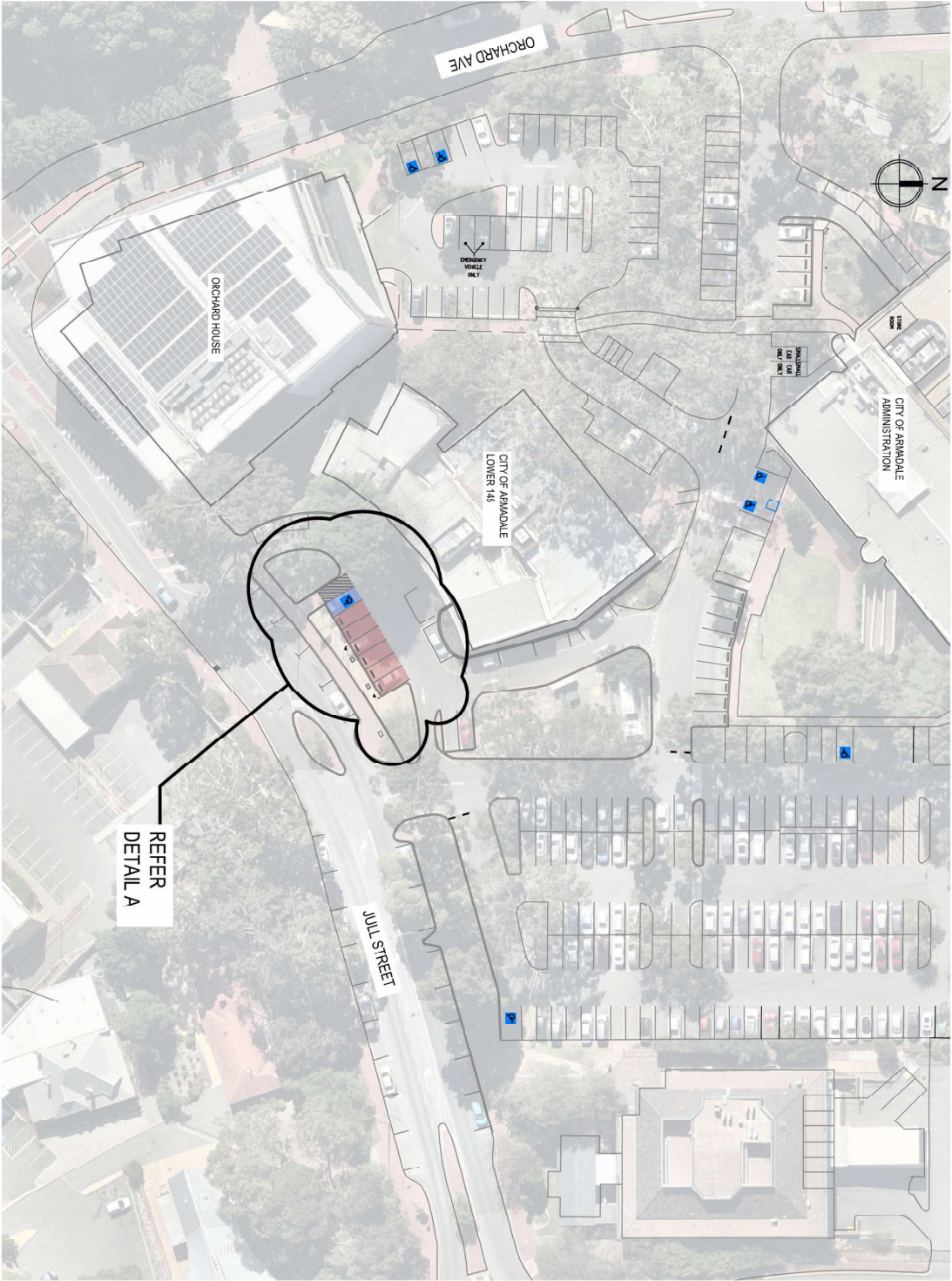
This refers to any brief updates from Councillors from their attendance at Working Group or Advisory Group meetings on which they represent Council.

EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT

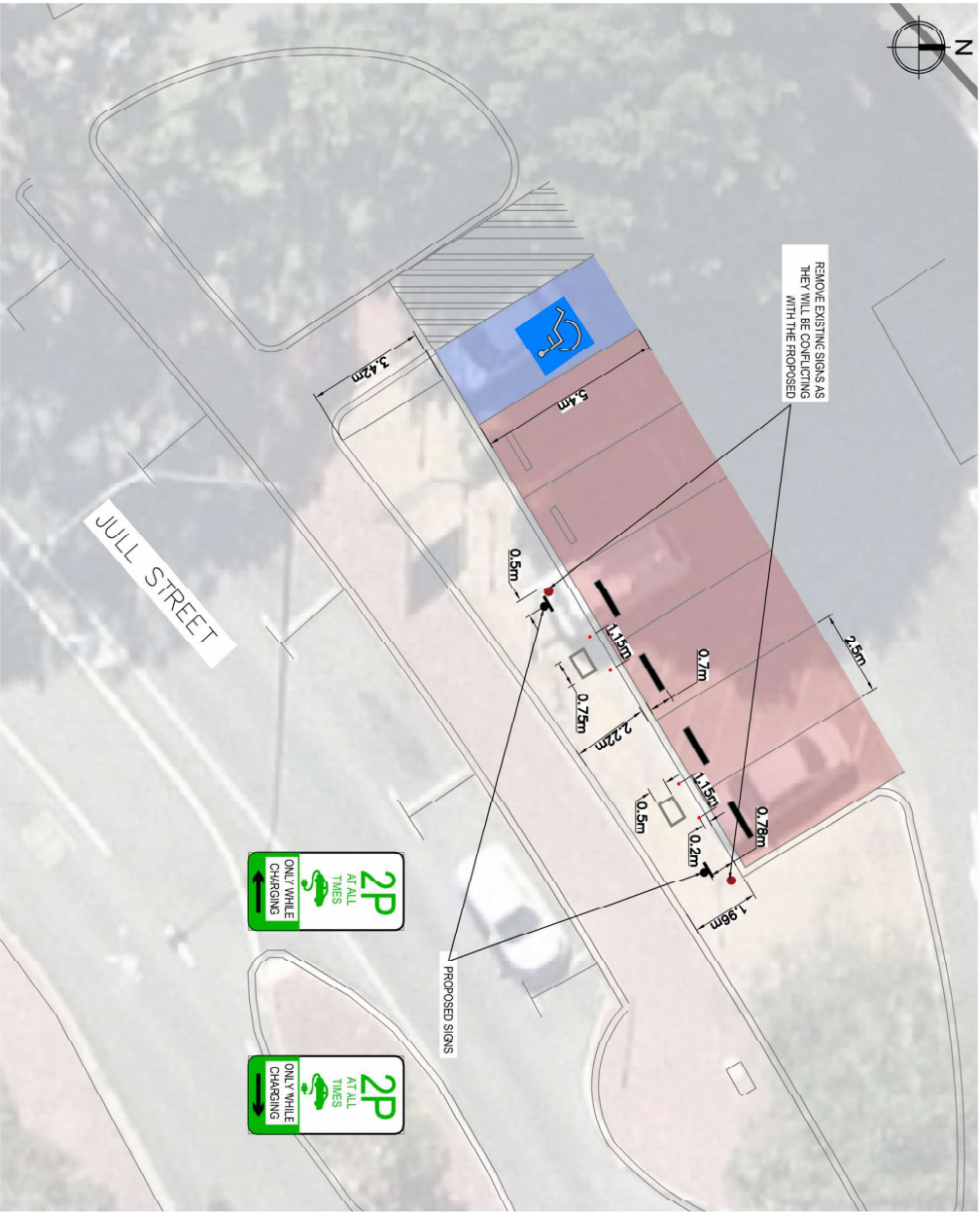
Nil

MEETING DECLARED CLOSED AT 7.28 PM

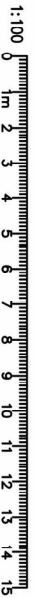
TECHNICAL SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
4 AUGUST 2025		
ATT NO.	SUBJECT	PAGE
1.1	PARKING CONTROLS ASSOCIATED WITH ELECTRIC VEHICLE CHARGING BAYS	
1.1.1	Attachment 1 - E23-111-01 Jull St Armadale	16
1.1.2	Attachment 2 - E23-111-02 AFAC	17



LOCATION PLAN
SCALE 1:500



DETAIL A
SCALE 1:100



LEGEND

PROPOSED BY CHARGING BAYS



Revision				Scale				Project			
No.	Date	By	Approved	Drawn	Checked	Scale	Project	No.	Date	By	Approved
0	11/11/24	ISSUED FOR CONSTRUCTION		DC	DC	1:500	ARMADALE	0	09/11/24	Signet	
1	14/02/24	REVIEW/REVISION		JS	JS	DC	ARMADALE	1	09/11/24	Signet	
2	01/02/24	ADDITIONAL PARKING BAY REVISION		JS	JS	DC	ARMADALE	2	09/11/23	Signet	
3	03/01/24	ISSUED FOR REVIEW & COMMENTS		JS	JS	DC	ARMADALE	3	14/02/24	Signet	

7 NORVALDEN ALLENIE ARMADALE VIC 3207

CITY OF Armadale

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Manager Engineering & Design:

PROPOSED CHARGING BAY LOCATIONS

PROPOSED EV CHARGING BAYS

JULL ST - ARMADALE

Revision No.

0

1 of 1

Drawn By

DC

Checked By

JS

Scale

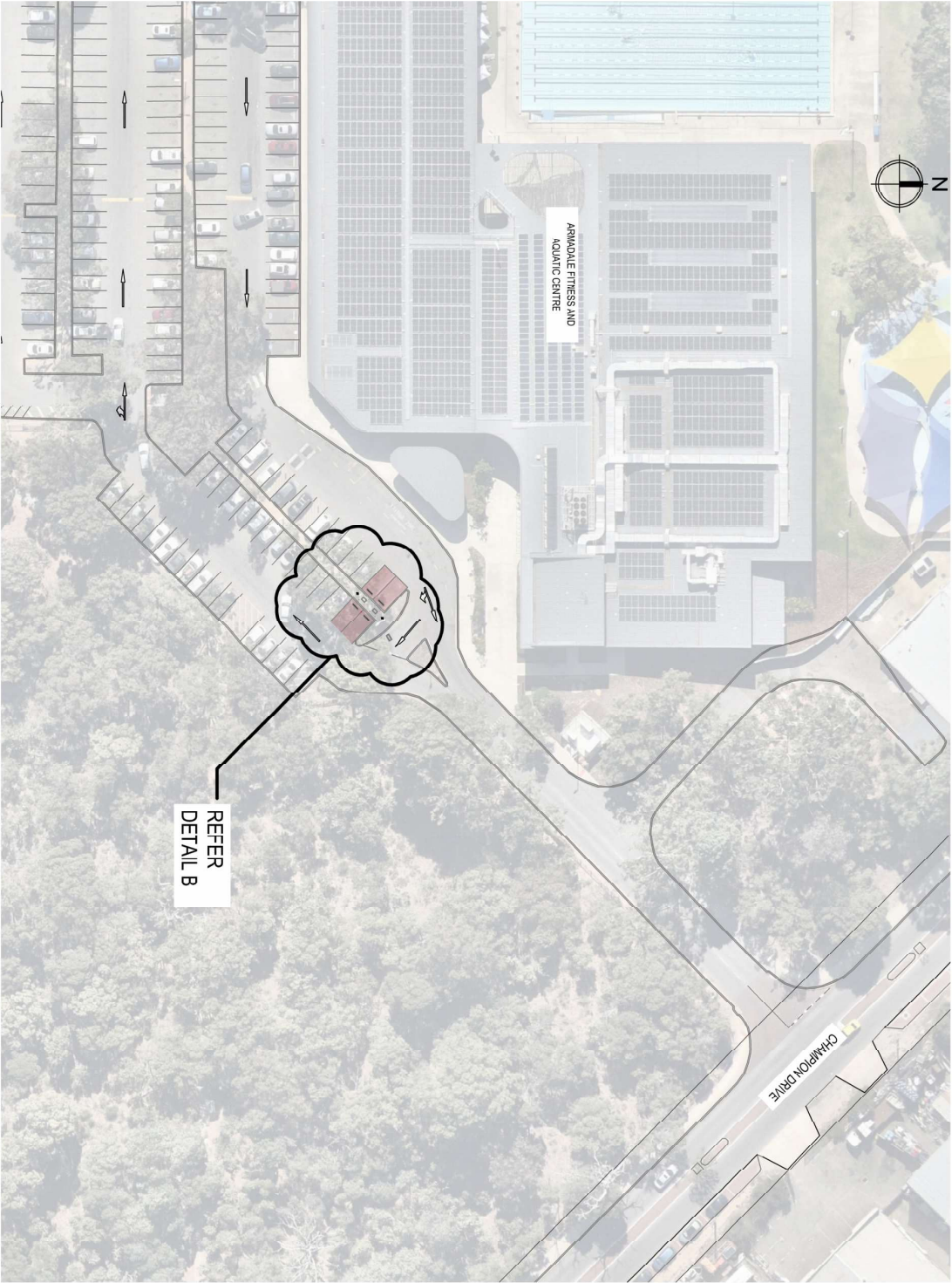
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Project

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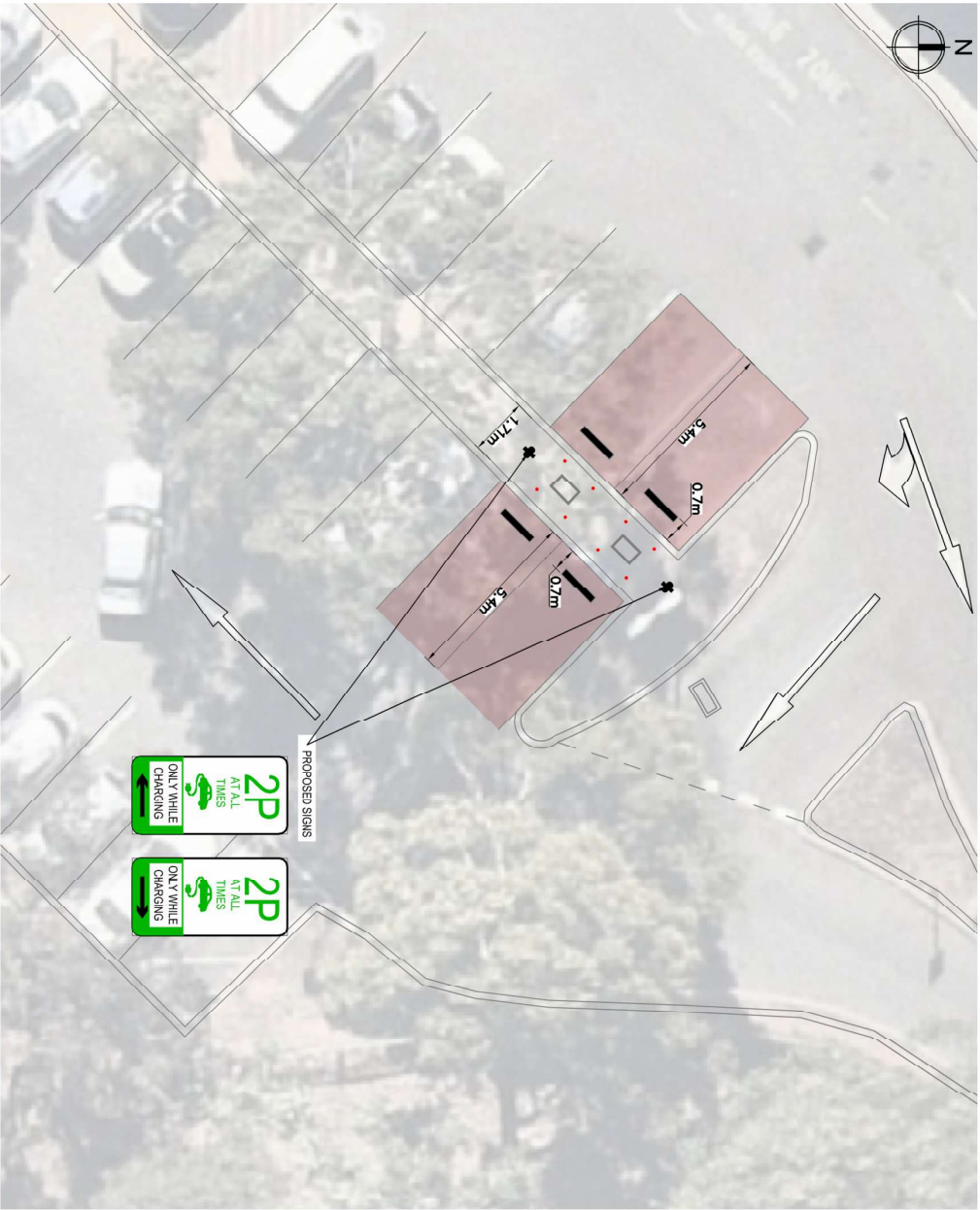
Don't Be Care You Dig

www.1100.com.au



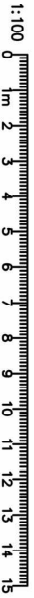
LOCATION PLAN

SCALE 1:500

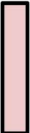


DETAIL B

SCALE 1:100



LEGEND



PROPOSED EV CHARGING BAYS



Scale		Paper		Project		Revision	
0	1:11/12	ISSUED FOR CONSTRUCTION	DC	DC	A1		
1	6/09/24	AMENDMENTS TO AFAC CHARGING BAYS	JS	DC			
2	14/02/24	REVIEW REVISION	JS	DC	PG 14		
3	1/02/24	ADDITIONAL PARKING BAY REVISION	JS	DC			
4	03/01/24	ISSUED FOR REVIEW & COMMENTS	JS	DC			
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