



**ORDINARY MEETING OF COUNCIL  
MONDAY, 10 NOVEMBER 2025**

**AGENDA**

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**AGENDA**

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**REPORTS**

**TECHNICAL SERVICES COMMITTEE MEETING  
HELD ON 3 NOVEMBER 2025**

**COMMUNITY SERVICES COMMITTEE MEETING  
HELD ON 4 NOVEMBER 2025**

**CHIEF EXECUTIVE OFFICER'S REPORT**

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# NOTICE OF MEETING AND AGENDA

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

**MONDAY, 10 NOVEMBER 2025**

**JOANNE ABBISS  
CHIEF EXECUTIVE OFFICER**

**6 November 2025**

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**1                    DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

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**2                    RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

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

Nil

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**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)*

*A Public Question Time Policy has been adopted by Council outlining the procedures to ensure the orderly conduct of Public Question time and a copy of these procedures can be found at*

*<https://my.armadale.wa.gov.au/service/about-council/publications-and-governance/delegations-and-council-policies>*

*It is also available in the public gallery.*

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

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**5 APPLICATIONS FOR LEAVE OF ABSENCE**

**5.1 Request for Leave of Absence – Cr S J Mosey**

Request for leave of absence received from Cr Mosey for the period Friday 5 December to Thursday 18 December 2025, inclusive.

**RECOMMEND**

**That Council grant leave of absence to Cr Mosey for the period Friday 5 December to Thursday 18 December 2025, inclusive (includes 1 Ordinary Meeting of Council – 15 December 2025).**

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**7 CONFIRMATION OF MINUTES**

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7.2 PREVIOUS SPECIAL COUNCIL MEETING  
HELD ON 22 OCTOBER 2025. .... (ATTACHED)

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Nil

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# CITY OF ARMADALE

## MINUTES

OF TECHNICAL SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,  
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON **MONDAY, 3  
NOVEMBER 2025 AT 7.00PM.**

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### OFFICIAL OPENING & ACKNOWLEDGEMENT OF COUNTRY

Read by Cr P A Hetherington

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 Stoneham (Deputy Chair)  
Mayor R Butterfield  
Cr P A Hetherington  
Cr J Keogh  
Cr D Newman JP  
Cr S Peter JP  
Cr A Singh

#### APOLOGIES:

Nil

#### OBSERVERS:

Cr J Jorgensen  
Cr S J Mosey  
Cr L Sargeson  
Cr M Silver (*via Teams*)  
Cr G Smith

#### IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr M Southern	Executive Director Technical Services
Mrs S van Aswegen	Executive Director Community Services ( <i>via Teams</i> )
Mr J Lyon	Executive Director Corporate Services ( <i>via Teams</i> )
Mr M Khosravi	Head of Design
Mr G Taylor	Head of Environment & Sustainability
Mr J Singh	Acting Coordinator Engineering Design
Mr N Burbridge	Sustainability Project Manager
Ms A Lazaroo	Executive Assistant Technical Services
Ms S Peake	Senior Administrative Officer Technical Services

#### PUBLIC:

Nil

## **DISCLAIMER**

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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**

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Nil

## **QUESTION TIME**

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Nil

## **DEPUTATION**

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Nil

## **CONFIRMATION OF MINUTES**

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## **RECOMMEND**

**Minutes of the Technical Services Committee Meeting held on 1 October 2025 be confirmed.**

**Moved Cr R Butterfield**  
**MOTION CARRIED**

**8/0**

## **ITEMS REFERRED FROM INFORMATION BULLETIN**

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### **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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3 NOVEMBER 2025

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### ***1.1 - COMMUNITY BATTERY PROJECT***

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WARD : ALL

FILE No. : M/632/25

DATE : 27 October 2025

REF : NB/GT/DH

RESPONSIBLE : Executive Director  
MANAGER Technical Services

#### **In Brief:**

- The City has been approached by Western Power to provide support for the installation of a community battery system within an area of public open space. This will assist with securing the electricity supply to the community.
- Several locations were assessed as viable from a network operations perspective, and an evaluation was conducted by staff to determine the community impact of each proposal.
- The recommended location is within Ashworth Park in Brookdale, and support has been requested by Western Power in applying for a Deed of Easement with the Department of Planning, Lands and Heritage (DPLH).

#### **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**

#### City of Armadale Strategic Community Plan 2026-2035

- 2.6.1 Implement and support sustainability initiatives.
- 2.6.2 Minimise corporate and community carbon footprints.

#### Corporate Business Plan 2025/26-2028/29

- 2.1.1 Sustainability initiatives are supported and implemented throughout the City.
- 2.6.1.2 Encourage the installation of micro grids, community batteries, managed aquifer recharge and third pipe systems in developments throughout the City.

### **Legal Implications**

- *Land Administration Act 1997*

Under section 144 of the *Land Administration Act 1997* the Minister may grant an easement with the consent of every management body of the relevant Crown land.

### **Council Policy/Local Law Implications**

- ENG21 Strategic Environmental Commitment

### **Budget/Financial Implications**

The adoption of the recommendation contained in this report has no direct financial implication.

### **Consultation**

- Intra Directorate
- Inter Directorate
- Western Power

## **BACKGROUND**

Western Power is in the process of implementing “Project Jupiter”, which aims to secure locations across Perth for the installation of community batteries. This program was launched in January 2025 and is a collaboration between Western Power, Synergy, the Australian Energy Market Operator and Energy Policy WA. The project, building on the success of its earlier incarnation “Project Symphony”, is designed to accelerate the integration of rooftop solar, and home and community batteries, into WA’s main energy system through Virtual Power Plants.

This approach will play a critical role in WA's transition to a more sustainable energy future, with the intent to provide a more resilient and sustainable energy system. The project will facilitate an increase in customer owned rooftop solar systems and assist in minimising the difference between low and peak demand, enabling reliable operation of the electricity network and system. This is the result of the Western Australian Government's *Distributed Energy Resources Roadmap* (DERP). This seeks to integrate all distributed energy resources, including solar panels, battery storage and electric vehicles, to ensure the benefits are shared across the whole community. The DERP is a deliverable of the State Government's Energy Transformation Strategy.

Community batteries have previously been implemented across Perth, with several examples in adjacent local governments. City residents have also previously benefitted from the installation of a 1.34MW community battery system at the Harrisdale Playing Field, which was achieved through the excision of a 220m<sup>2</sup> piece of public open space.

At the Ordinary Meeting of Council on 13 September 2021, Council approved the *2020/21 to 2029/30 Corporate Greenhouse Action Plan*. This included the action to recommend implementation projects in the City of Armadale for the progression of energy sharing initiatives within the community.

This is reinforced through the actions of the Corporate Business Plan and Strategic Environmental Commitment:

- 2.6.1.2 *Encourage the installation of micro grids, community batteries, managed aquifer recharge and third pipe systems in developments throughout the City.*  
*The City of Armadale will promote environmental sustainability in accordance with section 3.1(1A) of the Local Government Act 1995 (WA). This includes the need to plan for, and to plan for mitigating, risks associated with climate change.*

In accordance with this direction, staff have received and evaluated a proposal from Western Power regarding the installation of a community battery to assist the community in meeting these energy sharing objectives.

## DETAILS OF PROPOSAL

Western Power (WP) has been successful under Round 2 of the ARENA Community Batteries Funding Initiative, enabling the installation of community batteries in targeted locations across the Perth metropolitan area. The ARENA program is a federally funded initiative (\$200M) to support the installation of 400 community batteries across Australia.

The City has been approached to support the granting of an easement, in favour of WP, within Ashworth Park (Lot 4037 Ashworth Way/Lot 4037 Harber Drive) for the placement of a community battery. The City of Armadale currently holds the management order for this reserve for the purposes of public recreation. The attachments outline the proposed location of the system within the reserve, which sits 2-3 metres from an existing transformer with a design capacity of 100kW/400kWh.

The required easement area will be 84m<sup>2</sup> (12m x 7m) however, the battery size will be much smaller, utilising a footprint of 8 x 3 x 2.8m. It will be sited on eight plinths each 0.5m (length) x 0.5m (width) x 0.2m (depth), on a crushed limestone base. The potential location and design approach has been selected to pose minimum disruption to existing vegetation and services in the oval, with no fencing required.

In line with the objectives of Project Jupiter, the community will be able to access renewable energy stored in the battery, through Synergy's retail products.

The *Land Administration Act 1997* requires that the State Government, through DPLH, execute the granting of any easement. Section 144 of this Act states "*the Minister may:*

- a) *With the consent of every management body of the relevant Crown land and of every person having any interest, right, title or power in respect of that land, grant to any person an easement in, on, over, through or under that Crown land for a specified purpose or any other purpose the Minister thinks fit; and*
- b) *In that grant express that easement to be subject to specified conditions and the payment of specified consideration.*

In addition, Section 14 states:

- 1) *Before exercising in relation to Crown land any power conferred by this Act, the Minister must, unless it is impractical to do so, consult the local government of the district in which the Crown land is situated concerning the proposed exercise of the power.*
- 2) *For the purposes of subsection (1), the Minister consults the local government if the Minister –*
  - a) *Gives written notice of the proposed exercise of power to the local government.*
  - b) *In the notice invites the local government to provide comments on the proposed exercise of power within 42 days after the date of the notice; and*
  - c) *Considers any comments received within the 42-day period referred to in paragraph (b) or any long period allowed under subsection (3).*
- 3) *The Minister may, on application by the local government, allow a longer period for comments in response to a notice given under subsection (2).*

In alignment with the legislation, the easement is granted "*subject to the covenants and conditions contained in the Deed of Easement with the consent of every management body and every person having an interest, right, title or power in respect of the Easement Area.*"

Western Power are seeking a letter of support from the City of Armadale to demonstrate appropriate consultation for the project. This will enable them to proceed with the detailed planning and installation of the battery equipment. During the execution of the Deed of Easement, the Minister is required to consult with the City, so a Council resolution will provide direction to staff to appropriately respond.

The broad criteria used by Western Power for the location of a battery system are:

- Sufficient space for the battery (ideally open and level).
- Minimal, if any, clearing required.
- Avoidance of high value environmental sites.
- Proximity to main electrical feeder lines.
- Balance of technical need (alleviation of infrastructure constraints - the grid), land availability and community value (solar).
- A preference for no underground and overhead services (third party) at the site.
- Sufficient ability to provide earthing requirements.

During the investigation phase, the following locations were identified as potentially meeting these requirements:

- Seminole Reserve, Seville Grove
- Wattledale Park, Haynes
- Chateau Park, Mount Richon
- Ashworth Park, Brookdale

The viability of these sites was workshopped between City staff and Western Power officers, and it was determined that Ashworth Park, Brookdale, best meets the needs of all stakeholders.

Western Power's project timescales indicate a completion date of November 2026, with the value of the installation between \$500,000 to \$650,000. The delivery schedule allows for community consultation, conducted by Western Power, as soon as Council approvals are obtained. As project delivery agents, Western Power will be responsible for all aspects of community consultation, including adjacent property owners.

Western Power have committed to working closely with the City of Armadale to create a design that reflects the character of each community. A creative brief is in the process of being developed to outline key requirements, to provide City officers with the ability to review the battery designs prior to installation.

## ANALYSIS

This proposal aligns with the City's *Strategic Community Plan 2026-2035*, *Corporate Business Plan 2025/26-2028/29*, and *Corporate Greenhouse Action Plan 2020/21-2029/30*, allowing excess residential solar to be distributed to the grid for the benefit of the community. This improves the viability of rooftop solar systems, encouraging the further installation of these systems on properties within the City of Armadale.

Initially, four sites were presented by Western Power that met the local grid-management needs for their community batteries, for consideration by staff. These were evaluated, as outlined in the table below, with Ashworth Park being identified as the preferred location. Further negotiation occurred around the proposed positioning of the battery within the park to limit community and functional impact, with the goal to ensure that no vegetation loss was proposed.

Location	Suitable	Consideration
Ashworth Park, Brookdale - Lot 4037 Ashworth Way, Lot 4037 Harber Drive	Yes	<ul style="list-style-type: none"> <li>Several other parks within the local catchment area, so a lower priority for future upgrade.</li> <li>City officers negotiated an alternative proposed location in the reserve to minimise impact to vegetation and any future potential Urban Forest Canopy planting sites.</li> </ul>
Seminole Reserve, Seville Grove - Lot 3857 Seminole Gardens	No	<ul style="list-style-type: none"> <li>Planned future Urban Forest Canopy planting site.</li> <li>Playground replacement works and possible park improvement works in the medium term.</li> <li>The nearby area is currently underserved with public open space.</li> </ul>
Wattledale Park, Haynes - Lot 8021 Kingshurst Chase	No	<ul style="list-style-type: none"> <li>Adjacent to the Wungong River - visual amenity and environmental values could be compromised.</li> <li>The local catchment is currently underserved with public open space.</li> <li>A possible site for park improvements or Urban Forest Canopy plantings.</li> <li>Higher potential for vandalism due to the proposed placement and site layout.</li> </ul>
Chateau Park, Mount Richon - Lot 4034 Chateau Court, Lot 4034 Richon Heights	No	<ul style="list-style-type: none"> <li>Local Nature Park - Passive and active recreation with Rail Crescent Bridle trail running through the site.</li> <li>The local catchment is currently underserved with public open space.</li> <li>A possible site for park improvements or Urban Forest Canopy plantings.</li> </ul>

Whilst the preferred site infringes upon public open space, there are no long-term plans for the area proposed for the battery, with the proposed location having negligible environmental impact. Nevertheless, as a precautionary measure, an arboricultural study has been requested by City officers as part of the detailed design process. The purpose of this is to ensure that the battery is placed at a precise location to eliminate any impact to adjacent trees. Western Power propose to provide this study for comment to City officers as the project progresses.

Western Power have confirmed that there will no ongoing operational requirements imposed upon the City as a result of the installation of this battery system. Western Power will be required to give two weeks' notice of the commencement and cessation of works, and to make good any damage to City managed public open space through the installation process or as a result of their maintenance activities.

Following the letter of support from the City, Western Power will promptly be able to move towards obtaining the easement for the battery and commence construction by November 2026. As:

- *The Public Works Act 1902, Schedule 1, Item 24 includes the following as a public work: “production, generation, transmission, distribution or storage of electricity, gas or any other form or source of energy”.*
- *Western Power is considered by the Western Australian Planning Commission (WAPC) to be a ‘Section 6 Body’ (i.e. public authority), as it is a corporation authorised by an act to carry out works for a public utility for the benefit of the state.*
- *The works do not need approval under the City’s TPS No.4. However, Western Power must consult with the City prior to exercising public works exemption rights. Western Power must comply with the requirements of Section 6 of the Planning and Development Act 2005 in that due regard must be paid to:*
  - *The purpose and intent of any planning scheme that has effect in the locality where, and at the time when, the right is exercised; and*
  - *The orderly and proper planning, and the preservation of the amenity, of that locality at that time; and*
  - *Any advice provided by the responsible authority in the course of the consultation required under subsection (3) in respect of the exercise of the right.*
- *The works are highly unlikely to require approval under the MRS, as:*
  - *If the land is reserved under the MRS, the WAPC may form the view that the works are so minor that they are below the threshold requiring development approval under a Region scheme (‘de minimis’ legal principle).*
  - *If the land is zoned under the MRS, the works are likely to be exempt as the WAPC’s MRS Clause 28 Notice (specifying works requiring development approval) states that public works development approval is only required for non-residential public works with an estimated development cost of \$15 million or greater.*

Western Power have also advised that, as a result of the WAPC Clause 28 Notice, they are not required to submit development applications for non-residential public works under \$15 million. Hence, there are no approvals required under the *Planning and Development Act 2005*.

## OPTIONS

### Option 1

That Council authorise the CEO to provide a letter of support for the installation of a community to Western Power, and a response to the Minister during the consultation process, enabling a Deed of Easement to be enacted by the Department of Planning, Lands and Heritage for the purpose of installing a community battery system at Ashworth Park.

## **Option 2**

That Council do not authorise the CEO to provide a letter of support to Western Power, or a response to the Minister during the consultation process that would enable the execution of a Deed of Easement by the Department of Planning, Lands and Heritage for the purpose of installing a community battery system at Ashworth Park.

## **CONCLUSION**

Providing a letter of support for the installation of a community battery in Ashworth Park allows residents to access battery storage from surplus power from their rooftop solar systems. This project will be able to occur at no financial cost to the City of Armadale, however will improve the viability of green energy systems for local residents. A thorough evaluation of alternative sites proposed has been undertaken, with the proposed site limiting community impacts, whilst providing a viable connection to the local electricity grid.

## **ATTACHMENTS**

1. [↓](#) Attachment 1 - Proposed Battery Locations
2. Attachment 2 - General Battery Location
3. Attachment 3 - Detailed Battery Location

## **RECOMMEND**

T1/11/25

### **That Council:**

**Authorise the CEO to provide a Letter of Support to Western Power, and correspondence during the Ministerial consultation period, to enable a Deed of Easement to be enacted by the Department of Planning, Lands and Heritage for the purpose of installing a community battery system at Ashworth Park.**

**Moved Cr R Butterfield**  
**MOTION CARRIED**

**8/0**

***2.1 - APPOINTMENT OF COUNCILORS TO OCCASIONAL ADVISORY GROUPS,  
REFERENCE/WORKING GROUPS AND EXTERNAL ORGANISATIONS***

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WARD : ALL

FILE No. : M/655/25

DATE : 27 October 2025

REF : MA

RESPONSIBLE : Executive Director  
MANAGER Technical Services

**In Brief:**

- Following the local government elections on 18 October 2025 consideration is required to be given to the appointment of Councillors to:
  - Occasional Advisory Groups, Reference/Working Groups
  - External/Local Committees, Reference and Working Groups.
- This report recommends that Council appoint nominated Councillors to Occasional Advisory Groups, Reference/Working Groups and External/Local organisations, for the period November 2025 – October 2027.

**Tabled Items**

Nil.

**Decision Type**

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

**Officer Interest Declaration**

Nil.

**Strategic Implications**

- 1.1 Foster and strengthen community spirit
- 1.1.3 Support the development and sustainability of a diverse range of community groups.

### **Legal Implications**

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

### **Council Policy/Local Law Implications**

General assessment has not revealed any applicable Policies/Local Laws.

### **Budget/Financial Implications**

The adoption of the recommendation contained in this report has no direct financial implication.

### **Consultation**

- Intra Directorate
- Relevant groups

## **BACKGROUND**

In addition to the formation of Council established Committees, Council also nominates representatives to occasional advisory groups, reference/working groups and external local organisations. Council may nominate representatives to such committees/organisations by a simple majority resolution of Council and unless otherwise explained, the appointments are optional.

At its Special Meeting of Wednesday 22 October 2025, Council resolved that the matter of Council representation on a number of advisory, reference and working groups established by Council, be referred to the Technical Services Committee.

For reference, those groups include:

- Armadale Gosnells Landcare Group
- Armadale Settlers Common Working Group
- Bushcare & Environmental Working Group
- Jandakot Regional Park Community Advisory Committee
- Metropolitan Regional Road Sub-Group
- Parks Darling Range Community Advisory Committee
- South East Regional Energy Group
- South East Regional Centre for Urban Landcare
- Wirra Willa Working Group

Unless otherwise determined by Council, the tenure of a Councillor's membership on a Council established Committee or as a delegate to such a Committee continues until the:

- Councillor no longer holds the office by virtue of which the Councillor became a member.
- Councillor resigns from membership of the Committee.
- Committee is disbanded.
- Next ordinary election day - whichever happens first.

## DETAILS OF PROPOSAL

Committee is requested to consider and recommend appointments from its membership to the various committees and groups for the period November 2025 – October 2027.

The following gives a brief explanation of each to assist Committee with nominations. In this instance that is the Technical Services Committee.

### **Armadale/Gosnells Landcare Group**

The Armadale/Gosnells Landcare Group (*the Landcare Group*) is an incorporated, not for profit, community organisation whose focus is river restoration, bushland management, and environmental education in the catchment of the Upper Canning, Southern and Wungong Rivers.

The Landcare Group attracts significant grant funding, relies heavily on volunteer participation and is financially supported by Council. Consequently, it is considered beneficial to have Councillor representation.

The Council representative is a liaison role only (no voting rights).

Council/Representation Required	Prior Appointments	Meeting Details
1 Delegate 1 Deputy (Optional)	Cr G Smith Cr S Stoneham (Deputy)	Meets bi-monthly. Venue alternates between CoA and CoG

### **Armadale Settlers Common Working Group**

The Armadale Settlers' Common Working Group (*the Working Group*) assists in the conservation and management of Armadale Settlers' Common as a conservation reserve, and encourages recreation and education of the natural bushland environment.

Armadale Settlers' Common is a large 'A' Class reserve vested in the City of Armadale, managed by the City in partnership with community volunteers. Management actions are implemented by the Working Group in conjunction with the City's Environmental Services Department.

The Working Group attracts significant annual grant funding. One member of this Working Group also sits on the "Bushcare and Environmental Working Group". The Working Group relies heavily on volunteer participation, and as with other groups, it is considered beneficial to have Councillor representation.

The Council representative is a liaison role only (no voting rights).

Council/Representation Required	Prior Appointments	Meeting Details
1 Delegate 1 Deputy (Optional)	Cr S Mosey Cr C Wielinga (Deputy)	Meets Monthly at Settlers Common

### **Bushcare & Environmental Working Group**

The Bushcare and Environmental Working Group (*the Working Group*) provides the primary formal link between Council and the community in regard to protection and rehabilitation of the natural environment. The Working Group also oversees and coordinates the efforts of other ‘working’ and ‘friends’ groups.

The Working Group comprises twelve members from the community, one Councillor, a City Environmental Officer, and the City’s Bushcare Supervisor. The role of the Working Group is to advise the City on policy matters associated with environment, to coordinate conservation groups, and to provide support to the various volunteer environmental groups.

The Working Group relies heavily on volunteer participation, and it is considered important to have Councillor representation. The Working Group meets on the second Wednesday of every second month.

The Council representative votes in accordance with Council policy/position where it exists.

<b>Council/Representation Required</b>	<b>Prior Appointments</b>	<b>Meeting Details</b>
1 Delegate 1 Deputy (Optional)	Cr S Stoneham Cr J Joy (Deputy)	Bi-monthly at the City’s Administration office

### **Jandakot Regional Park Community Advisory Committee**

The Jandakot Regional Park Community Advisory Committee (*the Committee*) was established by the Department of Parks and Wildlife (DPAW) to provide a regular forum to hear public opinion and exchange advice on management issues affecting regional parks.

The Committee consists of community representatives, DPAW Officers, Local Government Officers, and invites a Councillor representative from each Local Government to attend. The Committee meets quarterly on a Tuesday, usually beginning in February.

The Council representative is a liaison role only (no voting rights).

<b>Council/Representation Required</b>	<b>Prior Appointments</b>	<b>Meeting Details</b>
1 Delegate 1 Deputy (Optional)	Cr S S Virk Cr M Silver (Deputy)	Quarterly at Cockburn Wetlands Education Centre, Bibra Lake

### **Metropolitan Regional Road Sub-Group**

The Metropolitan Regional Road Group (MRRG) manages and administers State allocated funding for Road Projects and Black Spot Programs on the local road network of the Metropolitan Region. Metropolitan Local Governments are divided into 6 Sub-Groups with membership being an Elected Member and Technical Representative from each Local Government. Each Sub-Group appoints one representative Elected Member and Technical representative to the MRRG.

The South East Metropolitan Regional Road Sub-Group assists in informing the decisions of the MRRG and comprises of members from the Town of Victoria Park, the City of Gosnells, City of Armadale, City of Belmont, City of Canning, City of South Perth, and the Shire of Serpentine Jarrahdale as well as representatives from the West Australian Local Government Association (WALGA) and Main Roads Western Australia. (MRWA).

Councillor representation is considered important and the Group influences policy with significant funding implications for the City, as well as assisting in ensuring that the outcomes of the Regional Road Group and the funds expended under the State Roads Funds to Local Government Agreement are in line with the City's priorities.

The Council representative votes in accordance with Council policy/position where it exists.

<b>Council/Representation Required</b>	<b>Prior Appointments</b>	<b>Meeting Details</b>
1 Delegate 1 Deputy (Optional)	Cr S Peter Cr J Keogh (Deputy)	Bi-annually at MRWA Offices in East Perth, or rotated through Member Councils.

### **Parks Darling Range Community Advisory Group**

The Parks Darling Range Community Advisory Committee (*the Committee*) was established by the Department of Parks and Wildlife (DPAW) to provide a regular forum to hear public opinion and exchange advice on management issues affecting regional parks. The Committee meets quarterly on a Thursday, and consists of community representatives, DPAW Officers, Local Government Officers, and invites a Councillor Representative from each Local Government.

<b>Council/Representation Required</b>	<b>Prior Appointments</b>	<b>Meeting Details</b>
1 Delegate 1 Deputy (Optional)	Cr S Mosey Cr S Stoneham (Deputy)	Quarterly with alternating hosts.

**South East Regional Centre for Urban Landcare (SERCUL)**

The South East Regional Centre for Urban Landcare (SERCUL) was formed in 2003 as an independent ‘Natural Resource Management’ body in Perth. SERCUL brings together the community, business, and government, to develop and implement projects that improve the health of our waterways and other ecosystems. One of five sub-regional bodies, the area SERCUL covers takes in the Canning, Southern and Wungong Rivers and their tributaries, and parts of the Swan River.

The SERCUL Committee is made up of community members from local environmental groups, Local Government Officers and Councillors, and officers from State Agencies, including the Swan River Trust.

SERCUL attracts significant grant funding and relies heavily on the work of volunteer and land care groups. The SERCUL Committee meets quarterly on the second Thursday of the month.

<b>Council/Representation Required</b>	<b>Prior Appointments</b>	<b>Meeting Details</b>
1 Delegate 1 Deputy (Optional)	Cr G Smith Cr S J Mosey (Deputy)	Bi-monthly and venue alternates between Member Councils

**South East Regional Energy Group (SEREG)**

The South East Regional Energy Group comprises of representatives of the Cities of Armadale, Gosnells, and the Shire of Serpentine Jarrahdale, working in partnership to reduce regional greenhouse gas emissions through the implementation and review of the Switch your thinking Business Plan, and Partner Councils’ Corporate Greenhouse Action Plan. The Group meets bi-monthly and meetings are attended by Officers of the City of Armadale. The Council representative votes in accordance with Council policy/position where it exists.

<b>Council/Representation Required</b>	<b>Prior Appointments</b>	<b>Meeting Details</b>
1 Delegate 1 Deputy (Optional)	Mayor Butterfield Cr J Keogh (Deputy)	Bi-monthly and venue alternates between Member Councils

### **Wirra Willa Working Group**

The Wirra Willa Working Group is progressing towards restoring and preserving the heritage listed gardens back to its former glory for the community to enjoy.

Wirra Willa is a heritage listed garden that celebrates its unique history. The vision for Wirra Willa is to deliver garden rooms for visitors to explore, it will be a place of reflection, small gatherings, and learning about culture, heritage and horticulture. Wirra Willa will become a destination site for locals and garden tourists around the world.

NOTE: Council representation is the Mayor, and Chair of Technical Services Committee. The Council representative is a liaison role only (no voting rights).

Council/Representation Required	Prior Appointments	Meeting Details
2 Delegates 1 Deputy (Optional)	Mayor Butterfield Cr K Busby Cr M Silver (Deputy)	Bi-monthly at the City's Administration Centre

### ***Explanatory Notes***

*The following procedural notes are provided to assist Committee in making recommendations on the above appointments.*

- 1. Appointments to any of the above committees/groups would preferably (but not essentially) be restricted to members of the Technical Services Committee.*
- 2. Nominations for appointment can be verbal or in writing - past practice, which has operated without problem, has been on a verbal basis.*
- 3. In the event of no nominations being received, the matter be referred to full Council for nomination and subsequent appointment.*

### **ATTACHMENTS**

There are no attachments for this report.

**RECOMMEND**

T2/11/25

**That Council:**

**Appoint nominated Councillors to Occasional Advisory Groups, Reference/Working Groups and External/Local organisations, for the period November 2025 to October 2027 as follows:**

<b>Group Name</b>	<b>Member / Delegate</b>	<b>Deputy</b>
<b>Armadales Gosnells Landcare Group</b>	<b>Cr G Smith</b>	<b>Cr S Peter</b>
<b>Armadales Settlers Common Working Group</b>	<b>Cr S Stoneham</b>	<b>Cr S J Mosey</b>
<b>Bushcare &amp; Environmental Working Group</b>	<b>Cr G Smith</b>	
<b>Jandakot Regional Park Community Advisory Committee</b>	<b>Cr A Singh</b>	<b>Cr S Peter</b>
<b>Metropolitan Regional Road Sub-Group</b>	<b>Cr S Stoneham</b>	<b>Cr J Keogh</b>
<b>Parks Darling Range Community Advisory Committee</b>	<b>Cr A Singh</b>	
<b>South East Regional Centre for Urban Landcare</b>	<b>Cr G Smith</b>	<b>Cr S Peter</b>
<b>South East Regional Energy Group</b>	<b>Mayor Butterfield</b>	<b>Cr Keogh</b>
<b>Wirra Willa Working Group</b>	<b>Mayor Butterfield Cr K Busby</b>	<b>Cr J Keogh Cr S Stoneham</b>

**Moved Cr S Peter  
MOTION CARRIED**

**8/0**

***COUNCILLORS' ITEMS***

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Nil

***EXECUTIVE DIRECTOR TECHNICAL SERVICES REPORT***

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**1Forrestdale Pavilion Construction Delay**

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The Executive Director Technical Services provided an update on the progress of the Forrestdale Pavilion Construction to Councillors.

**MEETING DECLARED CLOSED AT 7.16 PM**

TECHNICAL SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
3 NOVEMBER 2025		
ATT NO.	SUBJECT	
<b>1.1 COMMUNITY BATTERY PROJECT</b>		
1.1.1	Attachment 1 - Proposed Battery Locations	
1.1.2	Attachment 2 - General Battery Location	
1.1.3	Attachment 3 - Detailed Battery Location	

*The above attachments can be accessed from the Minutes of the Technical Services Committee meeting of 3 November available on the City's website*

# CITY OF ARMADALE

## MINUTES

**OF COMMUNITY SERVICES COMMITTEE HELD IN THE COMMITTEE ROOM,  
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON TUESDAY, 4  
NOVEMBER 2025 AT 7:00PM.**

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*Cr Hetherington declared the meeting open at 7:00pm*

*The City of Armadale acknowledge the Traditional Owners and the Custodians of the land upon which we stand, work and play. We acknowledge Aboriginal people as the First Peoples of this land and their connection to the lands and the waters, as they are part of them spiritually and culturally. We acknowledge their ancestors, the Elders past and present, who had led the way for us to follow in their footsteps and the emerging leaders of today and tomorrow.*

**PRESENT:**

Cr P A Hetherington (Chair)  
Cr K Busby (Deputy Chair)  
Cr K Jorgensen  
Cr D Newman (Deputy to Dr Wielinga)  
Cr M Silver  
Cr S Stoneham  
Cr T Thomas

**APOLOGIES:**

Dr C M Wielinga

**OBSERVERS:**

Cr J Keogh  
Cr S Peter JP  
Cr L Sargeson  
Cr G J Smith

**IN ATTENDANCE:**

Ms J Abbiss	Chief Executive Officer
Mrs S van Aswegen	Executive Director Community Services
Mr M Southern	Executive Director Technical Services ( <i>via Teams</i> )
Mr R Porter	Manager Ranger & Emergency Services
Mrs R Milnes	Manager Community Development
Mrs A Highman	Community Development Lead
Mrs N Jory	Emergency Management Lead
Mr D Whitford	Bushfire Mitigation Advisor
Ms J Cranston	Executive Assistant Community Services

**PUBLIC:**

Nil

## **DISCLAIMER**

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

## **DECLARATION OF MEMBERS' INTERESTS**

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## **QUESTION TIME**

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## **DEPUTATION**

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## **CONFIRMATION OF MINUTES**

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## **RECOMMEND**

**Minutes of the Community Services Committee Meeting held on 30 September 2025 be confirmed.**

**Moved Cr S Stoneham**

**MOTION CARRIED**

**7/0**

## **ITEMS REFERRED FROM INFORMATION BULLETIN**

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Report on Outstanding Matters – Community Services Committee

Items referred from the Information Bulletin – Issue 16 – October 2025

*None of the items from the Community Services Information Bulletin required clarification or a report for a decision of Council.*

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## COMMUNITY SERVICES COMMITTEE

4 NOVEMBER 2025

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***1.1 - APPOINTMENT OF COUNCILLORS TO OCCASIONAL ADVISORY GROUPS,  
REFERENCE/WORKING GROUPS AND EXTERNAL ORGANISATIONS***

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WARD : ALL

FILE No. : M/659/25

DATE : 20 October 2025

REF : JC

RESPONSIBLE : Executive Director  
MANAGER : Community Services

**In Brief:**

- Following the local government elections on 18 October 2025 consideration is required to be given to the appointment of Councillors to:
  - Occasional Advisory Groups, Reference/Working Groups
  - External/Local Committees, Reference and Working Groups.
- This report recommends that Council appoint nominated Councillors to Occasional Advisory Groups, Reference/Working Groups and External/Local organisations, for the period November 2025 – October 2027.

**Tabled Items**

Nil

**Decision Type**

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

**Officer Interest Declaration**

Nil

**Strategic Implications**

- 1.1 Foster and strengthen community spirit
- 1.1.3 Support the development and sustainability of a diverse range of community groups.

### **Legal Implications**

General Assessment of relevant legislation (eg. *Local Government Act 1995*) has not revealed any restrictions.

### **Council Policy/Local Law Implications**

General assessment has not revealed any applicable Policies/Local Laws.

### **Budget/Financial Implications**

The adoption of the recommendation contained in this report has no direct financial implication.

### **Consultation**

Intra-Directorate and relevant groups

## **BACKGROUND**

In addition to the formation of Council established Committees, Council also nominates representatives to occasional advisory groups, reference/working groups and external local organisations. Council may nominate representatives to such committees/organisations by a simple majority resolution of Council and unless otherwise explained, the appointments are optional.

At its Special Meeting of Wednesday, 22 October 2025, Council resolved that the matter of Council representation on a number of advisory, reference and working groups established by Council, be referred to the Community Services Committee.

For reference, those groups include:

- City of Armadale Highland Gathering Reference Group
- Access and Inclusion Reference Group
- History Reference Group
- Homelessness Working Group
- Neighbourhood Watch Committee (CoA)
- Reconciliation Action Plan Working Group

Unless otherwise determined by Council, the tenure of a Councillor's membership on a Council established Committee or as a delegate to such a Committee continues until the:

- Councillor no longer holds the office by virtue of which the Councillor became a member.
- Councillor resigns from membership of the Committee.
- Committee is disbanded.
- Next ordinary election day - whichever happens first.

## **DETAILS OF PROPOSAL**

Committee is requested to consider and recommend appointments from its membership to the various committees and groups for the period November 2025 – October 2027.

The following gives a brief explanation of each to assist Committee with nominations. In this instance that is the Community Services Committee.

### **City of Armadale Highland Gathering Reference Group**

The purpose of the group is to assist with the Armadale Highland Gathering and has a membership that includes organisations that participate in the event. The Council representative is a liaison role only.

<b>Council/Representation Required</b>	<b>Prior Appointments</b>	<b>Meeting Details</b>
1 Member 1 Deputy (Optional)	Cr G J Smith Cr P A Hetherington	Monthly on the 1 <sup>st</sup> Wednesday of each month at 5:00pm (April onwards)

### **Access and Inclusion Reference Group**

The purpose of the Group is to provide a forum on access and inclusion issues, information sharing and advocacy. It provides feedback on the City's Access and Inclusion Plan and has membership of officers from different Directorates in addition to community members and government and non-government agencies. The Council representative will be the Chair of the group, as per the Terms of Reference.

<b>Council/Representation Required</b>	<b>Prior Appointments</b>	<b>Meeting Details</b>
1 Member 1 Deputy (Optional)	Cr G J Smith Nil	Bi-monthly – Tuesday at 10:00am

### **History Reference Group**

This Group advises and makes recommendations to Council, (via the Community Services Committee), on a range of issues associated with the City's historical collections, its Museums, Local Studies Library and historic precincts and any other matters related to preserving the history of the district. Its membership comprises community members and representatives from relevant organisations. The Group was established pre-2009 and endorsed as part of the review of Advisory Committees on August 24 2009 - CS85/8/09 refers. The Terms of Reference for the group were updated in February 2017. The Council representative is a liaison role only.

<b>Council/Representation Required</b>	<b>Prior Appointments</b>	<b>Meeting Details</b>
1 Member 1 Deputy (Optional)	Cr J Keogh Mayor Butterfield	Quarterly, 1 <sup>st</sup> Thursday, 5:30pm at the Armadale Library

### **Homelessness Working Group**

The purpose of the Homelessness Working Group is to explore options and make recommendations to Council on the implementation of options available to the City of Armadale to help homeless people and address their needs.

The City representative is a liaison role only (no voting rights).

Council/Representation Required	Prior Appointments	Meeting Details
3 Members	Cr P A Hetherington (Chair) Cr J Joy JP Cr K Busby	Bi-monthly prior to the Community Services Committee meeting at the City's Administration Office at 5:30pm

#### **Neighbourhood Watch Committee (City of Armadale)**

Neighbourhood Watch is a community self-help program that aims to prevent crime and protect the safety, security and quality of life for everyone in our community. The Council representative to this group is a liaison role only.

Council/Representation Required	Prior Appointments	Meeting Details
2 Delegates (liaison only) 1 Deputy (Optional)	Cr J Joy JP Cr G J Smith Cr K Kamdar	3 <sup>rd</sup> Wednesday of every month at 11:00am

#### **Reconciliation Action Plan Working Group**

The purpose of the Reconciliation Action Plan Group is to provide feedback and guidance on the delivery of the City's Reconciliation Action Plan. Membership comprises Aboriginal Development staff, Executive Directors, community members and Councillors.

Council/Representation Required	Prior Appointments	Meeting Details
	Cr S Stoneham Cr S J Mosey Cr P A Hetherington Cr J Keogh	Quarterly, Wednesday at 5.30pm

#### ***Explanatory Notes***

*The following procedural notes are provided to assist Committee in making recommendations on the above appointments.*

- 1. Appointments to any of the above committees/groups would preferably (but not essentially) be restricted to members of the Community Services Committee.*
- 2. Nominations for appointment can be verbal or in writing - past practice, which has operated without problem, has been on a verbal basis.*
- 3. In the event of no nominations being received, the matter be referred to full Council for nomination and subsequent appointment.*

#### **ATTACHMENTS**

There are no attachments for this report.

**RECOMMEND**

**C1/11/25**

**That Council appoint nominated Councillors to Occasional Advisory Groups, Reference/Working Groups and External/Local organisations, for the period November 2025 to October 2027 as follows:**

<b>Group Name</b>	<b>Member / Delegate</b>	<b>Deputy</b>
<b>City of Armadale Highland Gathering Reference Group</b>	Cr G J Smith	Cr P Hetherington
<b>Access &amp; Inclusion Reference Group</b>	Cr G J Smith	Cr K Jorgensen
<b>History Reference Group</b>	Cr J Keogh	
<b>Homelessness Working Group</b>	Cr K Busby Cr P Hetherington Cr L Sargeson	
<b>Neighbourhood Watch Committee (CoA)</b>	Cr G J Smith Cr S Peter	Cr K Jorgensen Cr T Thomas
<b>Reconciliation Action Plan Working Group</b>	Cr J Keogh Cr P Hetherington Cr M Silver Cr S Stoneham Dr C Wielinga	

**Moved Cr K Busby  
MOTION CARRIED**

**7/0**

## **2.1 - APPROVAL OF BUSHFIRE RISK MANAGEMENT PLAN**

WARD : ALL  
FILE No. : M/648/25  
DATE : 16 October 2025  
REF : NJ/RP  
RESPONSIBLE : Executive Director  
MANAGER : Community Services

### **In Brief:**

- A Bushfire Risk Management Plan ('**BRM Plan**') is one of a number of key Emergency Services documents that outlines the bushfire risk for a local government area and sets out an approach for managing that risk.
- Recommend that Council approve the Bushfire Risk Management Plan as presented with this report.

### **Tabled Items**

Nil

### **Decision Type**

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

### **Officer Interest Declaration**

Nil

### **Strategic Implications**

#### ***Aspiration 1 – Community***

Outcome 1.2: Improve Community Wellbeing

Objective 1.2.1: Advocate for the delivery of services and programs as well as increased resources to contribute to improvements in community safety.

#### ***Aspiration 2 – Environment***

Outcome 2.1: Protection and Restoration of the Natural Environment, and the Reduction of Environmental Impacts

Objective 2.1.6: Facilitate the creation of partnerships and support strategies for the maintenance and enrichment of the natural environment, and recognise the connection that members of the local Aboriginal community share with City-managed land, through the implementation of on-ground initiatives.

Objective 2.1.7: Ensure that the health of the City's natural environment is regularly monitored and the effectiveness of environmental programs are periodically assessed.

***Aspiration 4 – Leadership***

Outcome 4.4: Effective Community Engagement and Communications

Objective 4.4.2: Integrate the City's Communications, Marketing and Community Engagement Strategies to provide direction and support for strategic planning.

**Legal Implications**

The Bushfire Risk Management Planning ('**BRMP**') program is a Statewide initiative led by the Department of Fire and Emergency Services ('**DFES**') to assist local governments in systematically identifying, assessing, and treating bushfire risks. The program aims to reduce the impact of bushfires on communities, infrastructure, and the environment by promoting coordinated, risk-based planning across all land tenures.

Under clause 2.2.1 of the State Emergency Management Committee ('**SEMC**') *State Hazard Plan – Fire*, local governments identified as having high or extreme bushfire risk are required to maintain a Bushfire Risk Management Plan ('**BRM Plan**') endorsed by the DFES Office of Bushfire Risk Management ('**OBRM**'). These plans must cover the entire local government area and outline strategic treatment measures to mitigate bushfire-related risks.

The *Guidelines for Preparing a Bushfire Risk Management Plan* ('**Guidelines**') provide the standardised framework for BRM Plan development. The 2024 edition enhances the strategic focus of the program and introduces a revised endorsement process, replacing the previous five-year cycle with a dynamic model that ensures plans and associated data within the Bushfire Risk Management System ('**BRMS**') remain accurate and up to date.

*State Emergency Management Policy 2.9 – Management of Emergency Risks* provides the foundation for BRMP in Western Australia by mandating a consistent, risk-based approach to emergency hazard management. It requires local governments and agencies to systematically assess bushfire risks and implement mitigation strategies.

Within the BRMP framework, Policy 2.9 reinforces bushfire risk as a shared responsibility across government and community stakeholders. It aligns with national standards such as *AS/NZS ISO 31000:2018 Risk Management – Principles and Guidelines*, promoting collaboration and supporting the development of locally tailored plans that protect lives, property, and the environment.

The *AS/NZS ISO 31000:2018* standard provides the foundational framework for bushfire risk management planning in Western Australia, guiding local governments through a structured process of identifying, assessing, and mitigating risks.

It promotes principles such as integration, inclusivity, and continuous improvement, ensuring decisions are evidence-based and involve stakeholder collaboration. In this context, bushfire risk is defined by the likelihood and severity of potential impacts on valued community assets, influenced by factors like vegetation type, asset design, population characteristics, and infrastructure resilience.

**Council Policy/Local Law Implications**

Nil

**Budget/Financial Implications**

Ongoing and additional long-term operational funding requests will be required for the implementation of various methods of bushfire mitigation.

**Consultation**

- Councillors
- Executive Leadership Team (ELT)
- City of Armadale Environmental Services
- City of Armadale Volunteer Bush Fire Brigades
- DFES, Bushfire Mitigation Branch
- DFES, Office of Bushfire Risk Management (OBRM)
- Public Awareness and Feedback Events: Roleystone Karragullen Bush Fire Brigade Open Day (21 September 2025) & Kelmscott Agricultural Show (17 & 18 October 2025)

Following the Councillor workshop, the draft BRM Plan was published on the City's *Engage Armadale* webpage on Tuesday, 7 October 2025 to seek public comment, raise community awareness, and invite questions from residents. As at 29 October 2025, the page had received 38 visits, with no comments or questions submitted.

OBRM has confirmed that community consultation is not a mandatory requirement for developing or gaining endorsement of a BRM Plan, as outlined in the Guidelines.

However, if a local government chooses to undertake community consultation, OBRM recommends doing so within its capacity, following internal procedures and recognised best practices. The City of Armadale applies the AIP2 community engagement model and has been informing the community about the draft BRM Plan.

While formal consultation is not required, ongoing stakeholder engagement and awareness-raising will continue throughout the life of the BRM Plan. This ensures the plan reflects comprehensive information and aligns with community values and objectives.

To support this, the City's Community Education Officer will continue delivering targeted bushfire education and engagement initiatives, focusing on risk awareness, household preparedness, and fire safety.

A Communication Table outlining stakeholder engagement at each stage is included within the BRM Plan.

**BACKGROUND**

OBRM was established in May 2012 as part of the State Government's response to the findings of the Keelty Report '*Appreciating the Risk - Margaret River Bushfire Special Inquiry January 2012*'.

OBRM is an independent office within the DFES, reporting directly to the Fire and Emergency Services ('FES') Commissioner. OBRM's role is to oversee policy support and risk assurance for prescribed burning and bushfire related risk management in Western Australia.

In November 2015, OBRM released its initial Guidelines to support the development of BRM Plans. These were updated in 2024, introducing new requirements that local governments were required to meet by 31 May 2025 in order to maintain BRM Plan endorsement and remain eligible for the Mitigation Activity Fund Grants Program ('MAFGP').

Key requirements include reviewing and updating the written BRM Plan to align with the revised guidelines, ensuring all local assets are mapped and risk assessed in the BRMS, and confirming that assets with high, very high, or extreme risk ratings have been reassessed within the past two years.

On the 3 February 2025 DFES sent correspondence to the City indicating that the BRM Plan was due for its five-year review and re-endorsement by May 2025. In response, the City requested an extension from OBRM on 5 March 2025, which was subsequently approved, extending the deadline to 30 November 2025. City officers maintained close communication with the DFES Bushfire Mitigation Branch and OBRM throughout the review period to ensure the BRM Plan was developed in accordance with the updated 2024 Guidelines.

Between April and October 2025, targeted stakeholder engagement was undertaken to support the development of the revised BRM Plan.

Councillors received the draft BRM Plan on 21 August 2025 for review, followed by a workshop on 2 September 2025 that included a presentation from the Bushfire Mitigation Advisor on the BRMS.

Feedback and recommendations from Councillors were considered and incorporated into the revised draft. Additional follow-up materials, including responses to queries and summary notes, were distributed on 30 September 2025 and made available via the LGHub

## **DETAILS OF PROPOSAL**

The draft BRM Plan has been reviewed and prepared in accordance with the legislative requirements. The risk management approach taken is consistent with the processes of the State Emergency Management Policy 2.9 and the key principles of *AS/NZS ISO 31000:2018*.

The City, in consultation with OBRM and DFES commenced the review of a draft BRM Plan in April 2025. This original draft contained the context for bushfire risk in the City and an assessment of that risk. The BRM Plan is a strategic document that:

- Identifies bushfire related risk at the strategic level and prioritises areas of the City for further risk assessment.
- Identifies assets of value that are at risk from bushfire, including communities, the built environment, infrastructure and economic, cultural and environmental assets.
- Details the risk ratings assigned to assets identified and assessed in the BRM Plan and their priority for treatment.

- Details broad treatment strategies to be implemented to reduce risk to an acceptable level.

The draft BRM Plan has been developed through a collaborative process involving key stakeholders. City officers worked closely with both the DFES Bushfire Mitigation Branch and the OBRM to ensure the plan aligns with the updated 2024 Guidelines.

In addition, significant input was provided by Councillors, who reviewed the draft, participated in a workshop, and contributed feedback that was incorporated into the revised version. This consultative approach has helped ensure the BRM Plan is both technically sound and reflective of local priorities.

The draft BRM Plan, as presented in this report, was formally endorsed by OBRM on the 13 October 2025 (refer to **Attachment 2.1.2 – BRM Plan Approval Letter**).

## ANALYSIS

The BRM Plan outlines strategic level planning across all land in the City regardless of ownership. Under the Emergency Management cycle, the City has responsibility in the areas of Prevention, Preparedness, Response and Recovery. The development of a BRM Plan falls within the area of Prevention, also referred to as Mitigation.

Prevention aims to decrease or eliminate the negative consequences of an emergency whilst Mitigation seeks to minimise the impact and therefore reduce the consequences of an emergency.

The BRMP process enhances collaboration among relevant agencies and organisations, promoting a more coordinated approach to bushfire mitigation. It also supports the integration of best practices into the planning and execution of prescribed burning programs within the City of Armadale, ensuring these activities are both effective and aligned with broader safety, environmental, and community objectives

The bushfire risk assessment process identified 1,013 assets, both individual and grouped, within the BRMS as being at risk from bushfires. Of these, the City is responsible only for implementing mitigation works on land, parks, and reserves that fall under its direct care and control, with responsibility for other assets resting with the relevant landowners or managers.

Similarly, landowners, such as the Department of Biodiversity, Conservation and Attractions ('**DBCA**'), Water Corporation, Public Transport Authority, Department of Education and Main Roads are responsible for bushfire risk mitigation works on land under their care and control.

The Department of Planning, Lands and Heritage ('**DPLH**') holds direct responsibility for managing Unallocated Crown Land ('**UCL**') and Unmanaged Reserves ('**UMR**'). However, under a Memorandum of Understanding with DPLH, DFES is tasked with mitigating bushfire risk on parcels of UCL and UMR within the Perth metropolitan area and gazetted town sites. Outside these areas, DBCA is responsible for managing bushfire risk on broader-scale UCL and UMR land.

City of Armadale managed land that falls within the extreme or very high categories will be prioritised to have fuel management works undertaken via prescribed burning, manual fuel removal, mulching and spraying completed by the City's Volunteer Bush Fire Brigades, contractors and City departments.

Oversight of the BRMP process is led by the City's Emergency Services team. However, responsibility for implementing the specific components that fall under the City's jurisdiction, rather than those assigned to other landowners or managers, is distributed across relevant business units within the organisation.

To support effective communication and coordination across the organisation during the implementation of the BRMP process, the City has established an internal, cross-directorate ***Bushfire Mitigation Group***. This group includes representatives from Ranger and Emergency Services, Environmental Services, Civil Works, and Parks & Reserves. Other departments, such as Strategic Planning (GIS) and Property Services, contribute to the group as needed, ensuring a collaborative and integrated approach to bushfire mitigation activities.

In addition to fostering effective internal communication, the ***Bushfire Mitigation Group*** plays a key role in ensuring that the planning and implementation of bushfire risk management activities reflect a balanced, practical, and informed approach. This includes aligning Council's commitment to community safety with the preservation of environmental and social values.

The ***Bushfire Mitigation Group***, together with the City's Emergency Services team and in collaboration with Environmental and Sustainability and Service Delivery, will develop and deliver an annual mitigation program to manage treatment strategies across the City.

In addition to its internal responsibilities, the City's Ranger and Emergency Services team will actively engage with external land managers and private landowners to provide guidance on appropriate bushfire risk treatment strategies.

The City recognises that bushfire mitigation is an ongoing responsibility and has committed to a permanent, annual schedule of works. This program will incorporate a range of complementary treatments, such as slashing, spraying, mulching, pruning, and community education initiatives, to effectively manage bushfire risk.

The BRMP process also highlights that landowners and occupiers are responsible for the cost of treatment works implemented on their own land under the principle that "*those who own or occupy the land, own the risk*". This also includes costs associated with obtaining any relevant approvals, permits or licences in order to undertake a particular treatment activity.

Fundamental to the concept of disaster resilience, is that individuals and communities become more self-reliant and prepared to take responsibility for the risks in which they live.

The Keelty Report '*A Shared Responsibility*', commissioned after the 2011 Perth Hills bushfire, noted that "*the shared responsibility between government agencies both at the State and Local levels needs to be matched by a shared responsibility embraced by the community*". This report additionally referenced the National Strategy for Disaster Resilience definition of a disaster resilient community as one where people have taken steps to anticipate disasters and to protect themselves.

The City will continue to actively pursue funding opportunities through the MAFGP to support the implementation of bushfire risk treatment strategies. As part of its annual planning and reporting cycle, a comprehensive report will be prepared and submitted to Council each year. This report will outline the proposed mitigation treatments to be undertaken on City-managed land and provide an update on the status of the BRMS, ensuring transparency, accountability, and alignment with strategic bushfire risk management objectives.

Ongoing funding, both municipal and externally sourced, will be essential to support the implementation of the City's bushfire mitigation programs. These programs involve a range of treatment methods aimed at reducing bushfire risk across City-managed land. The financial requirements for these activities will be considered as part of the City's annual budget process to ensure adequate resourcing and long-term sustainability of mitigation efforts.

Securing external funding, such as through the MAFGP, will remain a priority to complement municipal investment and maximise the effectiveness of the City's bushfire risk management strategy.

## OPTIONS

1. Approve the Bushfire Risk Management Plan as presented in this report, confirming its alignment with the current Guidelines and stakeholder input.
2. Decline to approve the Bushfire Risk Management Plan at this stage and refer it back to the responsible officer for further review, with a revised draft to be brought back to Council upon completion of that review. **Note: Selecting this option will likely result in failure to meet the approved deadline extension provided by OBRM.**

Option 1 is recommended.

## CONCLUSION

Endorsing the BRM Plan is a strategically important action that enables the City to continue delivering its annual bushfire mitigation program in a coordinated and effective manner. This program encompasses a suite of targeted treatment activities, including slashing, spraying, mulching, and community education, designed to proactively reduce bushfire risk across City-managed land and safeguard community assets.

Furthermore, approval of the BRM Plan ensures the City remains eligible for funding through the MAFGP, thereby supporting the sustainable resourcing of mitigation initiatives and reinforcing the City's commitment to community safety and environmental resilience.

## ATTACHMENTS

1. [DRAFT - Bushfire Risk Management Plan 2025 - 2027](#)
2. BRM Plan Approval Letter

**RECOMMEND**

**C2/11/25**

**That Council:**

- 1. Approve the draft Bushfire Risk Management Plan ('BRM Plan') as per the attachment to this report.**
- 2. Requests that the CEO notifies the Department of Fire and Emergency Services (DFES) Office of Bushfire Risk Management (OBRM) that the City's BRM Plan has been formally approved by Council.**

**Moved Cr Silver**

**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 COMMUNITY SERVICES REPORT***

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Nil

**MEETING DECLARED CLOSED AT 7:20PM**

COMMUNITY SERVICES COMMITTEE		
SUMMARY OF ATTACHMENTS		
4 NOVEMBER 2025		
ATT NO.	SUBJECT	
<b>2.1 APPROVAL OF BUSHFIRE RISK MANAGEMENT PLAN</b>		
2.1.1	DRAFT - Bushfire Risk Management Plan 2025 - 2027	
2.1.2	BRM Plan Approval Letter	

*The above attachments can be accessed from the Minutes of the Community Services Committee meeting of 4 November available on the City's website*

# **CHIEF EXECUTIVE OFFICER’S REPORT**

**10 NOVEMBER 2025**

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***1.1 - APPOINTMENT OF COUNCILLORS TO OCCASIONAL ADVISORY GROUPS,  
REFERENCE / WORKING GROUPS AND EXTERNAL ORGANISATIONS***

WARD : ALL

FILE No. : M/657/25

DATE : 27 October 2025

REF : SD

RESPONSIBLE : Chief Executive  
MANAGER Officer

**In Brief:**

- At the Special Council Meeting on 22 October 2025 Council referred the appointment of Councillors to the Standing Order & House Advisory Group to the next Ordinary meeting of Council.

**Tabled Items**

Nil

**Decision Type**

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

**Officer Interest Declaration**

Nil

**Strategic Implications**

- 1.1 Foster and strengthen community spirit.
- 1.1.3 Support the development and sustainability of a diverse range of community groups.

### **Legal Implications**

General Assessment of relevant legislation (eg. *Local Government Act 1995*) has not revealed any restrictions.

### **Council Policy/Local Law Implications**

General assessment has not revealed any applicable Policies/Local Laws.

### **Budget/Financial Implications**

The adoption of the recommendation contained in this report has no direct financial implication.

### **Consultation**

- Intra-Directorate and relevant groups.

## **BACKGROUND**

In addition to the formation of Council established Committees, Council also nominates representatives to occasional advisory groups, reference / working groups, and external local organisations. Council may nominate representatives to such committees/organisations by a simple majority resolution of Council and unless otherwise explained, the appointments are optional.

At its Special Meeting on 22 October 2025, Council resolved that the matter of Council representation on the Standing Order & House Advisory Group (SOHAG) be referred to the next Ordinary Meeting of Council to enable the holding of the November meeting.

Unless otherwise determined by Council, the tenure of a Councillor's membership on an external group or as a delegate to such a group continues until the:

- Councillor no longer holds the office by virtue of which the Councillor became a member.
- Councillor resigns from membership of the external group
- The group is disbanded.
- Next ordinary election day - whichever happens first.

## **DETAILS OF PROPOSAL**

Council is requested to consider and recommend appointments to SOHAG for the period November 2025 – October 2027.

The following gives a brief explanation of the Group to assist with nominations.

### **Standing Order & House Advisory Group**

This Group considers and makes a recommendation (via Corporate Services Committee) to Council on governance, policy and member house matters such as civic functions and receptions.

Recommendations are generally made by consensus or where consensus cannot be reached by majority.

NOTE: *Membership to include Mayor + 3/4 Councillors*

<b>Council/Representation Required</b>	<b>Prior Appointments – 2023-2025</b>	<b>Meeting Details</b>
5 Members	Mayor R Butterfield Cr J Keogh (Dy. Mayor) Cr S Mosey Cr S Peter Cr S Stoneham	As and when required, usually once per month

### **ATTACHMENTS**

There are no attachments for this report.

### **RECOMMEND**

CE01/11/25

**That Council appoint nominated Councillors to the Standing Order & House Advisory Group for the period November 2025 to October 2027 as follows:**

	<b>Member</b>	<b>Deputy</b>
<b>Occasional Advisory Groups &amp; Reference/Working Groups Established by Council</b>		
<b>Standing Order and House Advisory Group</b>	<b>Mayor R Butterfield</b> Cr ..... Cr ..... Cr ..... Cr .....	

---

***1.2 - COUNCILLORS INFORMATION BULLETIN - ISSUE NO 17/2025***

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WARD : ALL

FILE No. : M/93/25

DATE : 6 November 2025

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. 17/2025 to be received by Council

The following general information and memorandums were circulated in Issue No 17/2025 on 06 November 2025.

**Correspondence & Papers**

NIL

**Information from CEO Office**

Employee Movements

**Information from Technical Services**

NIL

**Information from Community Services**

NIL

**Information from Corporate Services**

**Outstanding Matters & Information Items**

Report on Outstanding Matters – Corporate Services Committee

**Economic Development**

Tourism & Visitor Centre Report

**Report of the Common Seal**

Nil

**Information from Development Services**

**Outstanding Matters & Information Items**

Report on Outstanding Matters - Development Services Committee

Review before the State Administrative Tribunal (SAT)

**Health**

Health Services Manager's Report – October 2025

**Planning**

Planning Applications Report – October 2025

Schedule of current Town Planning Scheme No.4 Amendments

Subdivision Applications - WAPC Approvals/Refusals - October 2025

Subdivision Applications - Report on Lots Registered 2025/2026

Compliance Officer's Report – October 2025

**Building**

Building Services Manager's Report - October 2025

Building Health/Compliance Officer's Report – October 2025

Building Services – Reviews before SAT – October 2025

**ATTACHMENTS**

There are no attachments for this report.

**RECOMMEND**

CEO2/11/25

**That Council acknowledge receipt of Issue 17/2025 of the Information Bulletin**

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**ORDINARY MEETING OF COUNCIL**  
**MONDAY, 13 OCTOBER 2025**

**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, 13  
OCTOBER 2025 AT 7.00PM.

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### 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

*Mayor Butterfield, declared the meeting open at 7.01 pm.*

#### Acknowledgement to Country

*To begin I would like to pay my respects to the traditional custodians of this land, the Whadjuk people of the Noongar nation. The City pays its respects to the Aboriginal Elders past, present and always and extend that respect to any Aboriginal people in the room.*

---

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

#### PRESENT:

Her Worship, Mayor R Butterfield presided over

Deputy Mayor, Cr J Keogh	River Ward
Cr J Joy JP	River Ward
Cr K Kamdar	Ranford Ward
Cr S Peter JP	Ranford Ward
Cr L Sargeson	Palomino Ward
Cr P A Hetherington	Palomino Ward
Cr M J Hancock	Heron Ward
Cr K Busby	Minnawarra Ward
Cr G J Smith	Minnawarra Ward
Cr M Silver	Lake Ward (7.02pm)
Cr S S Virk	Lake Ward
Cr S J Mosey	Hills Ward
Cr S Stoneham	Hills Ward

#### IN ATTENDANCE:

Ms J Abbiss	Chief Executive Officer
Mr J Lyon	Executive Director Corporate Services
Mr P Sanders	Executive Director Development Services
Mr M Southern	Executive Director Technical Services
Mrs S Van Aswegen	Executive Director Community Services
Mrs S D'Souza	CEO's Executive Assistant

Public: 13

**LEAVE OF ABSENCE:**

Nil

**APOLOGIES:**

Apology received from Dr C M Wielinga

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

Nil

*Cr Silver joined the meeting at 7.02pm*

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**4                   PUBLIC QUESTION TIME**

**1 Ms Veronica Hansen - Protector Grove, Roleystone**

---

Q1   Are Councillors aware of the item on Technical Services Committee agenda for 1<sup>st</sup> October relating to the proposed ANZAC Memorial within the Churchman's Brook Community Centre and the references within the item regarding the Strategic Community Plan, Legal and Policy Implications?

Mayor:   All Councillors were provided with the Technical Services Agenda for that meeting and have also got this on the agenda tonight for when the item will be considered later during the meeting.

*Question time closed at 7.05pm*

---

**1 DEPUTATION - Re. Churchman Brook Anzac Memorial**

---

In attendance:

Penny Stapleton – Bedfordale CWA President at 7.05pm

The President of the Bedfordale CWA took the opportunity to present to Council further information following a few queries raised in the Technical Services meeting of Wednesday 1 October. These comments are presented in point form for clarity and ease of future reference.

Point 1 - Location of the memorial –

- The location the Memorial for each of the 2024 and 2025 Anzac Day events has been Position 1. This position has been determined to be the best location to allow access to all, and best aspect for viewing of the ceremony. Position 1 allows us to cordon off the area parallel to the playground space for entry of the Catafalque party. It also means that the audio-visual setup can be tucked between the playground and the memorial.
- We agree that moving the memorial back slightly to Position 4 shown on the plan, would still allow for the smooth running of the event, while respecting those concerns others have voiced about the impact on other potential users of the oval at Position 1.
- Position 4 would maintain the good site lines for the general public and maintain the backdrop to the city skyline which proves so impactful

Point 2 - Height of memorial

- The finished height of memorial of between 1.5 and 1.7 metres seems reasonable, achievable and in keeping with this being a local memorial.

Point 3 – Plaques

- Questions were also raised in the Oct 1<sup>st</sup> Meeting regarding protocol for plaques on the memorial.
- Since that time, I have sought feedback from both the State RSL and the Armadale subbranch of the RSL. Both the COO of the State RSL and the Armadale sub-branch have responded saying they have no issue with the plaques as is.
- This information has been forwarded to the city officers for their information and records.
- This is a small respectful, local memorial, that will sit well in the natural environment.
- We have no plans to add further plaques to the memorial.

In conclusion, I would like to say that we have received a lot of community support and positive feedback to the running of the Anzac Day Dawn Service over the last 2 years. It has demonstrated to us that such an event is wanted, and that such a memorial is welcomed as part of that. The Anzac Day event only acts to strengthen our community and foster better communication and understanding between all ages.

We look forward to having the permanent memorial in place for the running of the 2026 event.

The Mayor thanked Ms Stapleton for her comments and following a few queries from the Mayor and Councillors, the deputation concluded at 7.14pm

---

**5 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

---

**6 PETITIONS**

Nil

---

**7 CONFIRMATION OF MINUTES**

**7.1 PREVIOUS ORDINARY COUNCIL MEETING  
HELD ON 22 SEPTEMBER 2025.**

MOVED Cr L Sargeson that the Minutes of the Ordinary Council Meeting held on 22 September 2025 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 Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, Cr Stoneham

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

### **1. Mayor's Announcements**

---

#### **Tuesday 9 September 2025**

Spoke at the Works Commencement Ceremony for the new Toyota dealership in Forrestdale. Investments like this new Toyota facility demonstrate confidence in the City's future, while creating jobs, strengthening the local economy, and enhancing services to support our growth.

#### **Thursday 11 September 2025**

Opened the Disability and Inclusion Emergency Planning Forum at the Armadale District Hall. This face-to-face community workshop was facilitated by the University of Sydney and designed to make emergency planning in Armadale safer and more inclusive for everyone especially people with disability and those who support them. Councillor Smith was also in attendance as Chair of the Access and Inclusion Reference group.

#### **Thursday 18 September 2025**

Hosted the Public Citizenship Ceremony at Kelmscott Hall where we celebrated 95 new Australian citizens who reside in the City of Armadale. VIPS on the evening included Hon Matt Keogh MP, Minister for Defence Personnel, Minister for Veterans' Affairs, and Member for Burt, and Hon Dr Tony Buti, Member for Armadale, who was also our guest speaker on the evening. Deputy Mayor John Keogh and Councillors Silver, Sargeson, Peter, Smith, Hetherington and Mosey were in attendance on the evening.

#### **Monday 22 September 2025**

I later attended the WALGA Mayors and President's Forum where I was able to engage with fellow Mayors and Presidents, discuss challenges and opportunities

Attended the Welcome Networking Event where there were close to 400 delegates from across all corners of WA to connect, share and network.

Thank you to Deputy Mayor John Keogh for Chairing the Ordinary Council Meeting.

#### **Tuesday 23 September 2025**

Attended the WALGA Annual General Meeting with Councillor Michelle Silver.

#### **Tuesday 30 September 2025**

Spoke at the Royal Justice of the Peace's Annual General meeting at the Armadale Public Library as an invited guest speaker. There were approximately 10 JPs present and I had the opportunity to discuss how fast our City is growing. I explained the growth in the value of building approvals, the activities of ranger services, our new community infrastructure, and future advocacy projects.

#### **Sunday 5 October 2025**

Attended the annual Armadale Highland Gathering and Perth Kilt Run, one of Armadale's most well-loved community event celebrating Scottish culture. This year's Perth Kilt Run saw approximately 400 registrations with part proceeds going to The Amanda Young Foundation, Dogs' Refuge Home and Street Aid Social WA. As Mayor, I marched with Deputy Mayor John Keogh, and my fellow Councillors Paul Hetherington, Gary Smith, Scott Mosey and Shanavas Peter along with and Hon Matt Keogh MP, Federal Member for Burt in the Mayor's Procession. The event this year was back at Minnawarra Park which worked very well despite the overcast skies.

### **Thursday 9 October 2025**

Deputy Mayor John Keogh attended and spoke on my behalf at the Communities for Children's 20<sup>th</sup> Anniversary event in Thornlie. For two decades, Communities for Children has been supporting families across the City of Armadale, the City of Gosnells, and the Shire of Serpentine Jarrahdale – assisting parents, carers and children from before birth through to their teenage years.

### **Friday 10 October 2025**

Met with Dr Tony Buti to discuss local matters including thanking him for the State's contribution of \$4.5 million to the Central Park project via a Lotteries West grant. We also discussed the next steps in lobbying the Federal Government to commit funding to the central park project.

### **Sunday 12 October 2025**

Attended the opening of the new Armadale Train Station and then was lucky enough to be on the first train to the new Byford Station. The Byford Rail Extension Community Opening at the new Byford train station was very well attended as was the train when it opened free to the public. Members of the public explored the Armadale Station and made the most of the free activities and give aways provided.

At the opening of the Armadale Station press conference, Federal Minister for Transport, the Hon Catherine King MP made the announcement that the federal government will be supporting the Armadale Central Park project with a \$5 million contribution. Premier Roger Cook, Deputy Premier Hon Rita Saffioti, Hon Dr Tony Buti MLA, Member for Armadale, Matt Keogh Member for Burt, Minister for Defence Personnel; Minister for Veterans' Affairs, and Ms Trish Cook MP, Member for Bullwinkel, Deputy Mayor John Keogh and CEO Joanne Abbiss were also present at this media announcement.

Later, at Armadale Station, Deputy Mayor John Keogh and Councillors Sarah Stoneham, Scott Mosey, Gary Smith, Paul Hetherington, Laurie Sargeson, Shanavas Peter, Michelle Silver and I took the opportunity to get together and take a Council photo of the re-opened Armadale Station, and to commemorate the Central Park funding announcement. This funding will ensure that there will be more exciting and activated space available for the community.

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

Nil

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## **10 REPORTS**

### **10.1 COMMUNITY SERVICES COMMITTEE MEETING**

Report of the Community Services Committee held on 30 September 2025.

MOVED Cr M 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 Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, Cr Stoneham

**BUSINESS ARISING FROM REPORT**

Recommendation C1/9/25 - Annual Progress Report of Suburb-level Social Priorities

MOVED Cr M Silver

**That Council note the update on strategies to address endorsed suburb-level Social Priorities detailed in this report.**

**MOTION not opposed, DECLARED CARRIED**

**14/0**

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

Recommendation C2/9/25 - Conference Attendance - 2025 Parks and Leisure Conference

MOVED Cr M Silver

**That Council:**

- 1. Nominate Mayor R Butterfield and Cr M Silver as delegates to the 2025 Parks and Leisure Conference to be held on 9-11 November 2025 at the Grand Chancellor Hotel, Hobart, Tasmania.**
- 2. Note the attendance of officers as delegates to the 2025 Parks and Leisure Conference.**

**MOTION not opposed, DECLARED CARRIED**

**14/0**

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

**10.2 TECHNICAL SERVICES COMMITTEE MEETING**

Report of the Technical Services Committee held on 1 October 2025.

**Correction:**

Item 2.1 In the Committee Discussion for this item - the diagram “Churchman Brook Memorial location” and the words “*Several alternative locations were discussed and have been added to the location map to provide clarity*” be deleted from the Minutes Report

MOVED Cr K Busby that the report, subject to the above correction, 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 Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, Cr Stoneham

## **BUSINESS ARISING FROM REPORT**

### Recommendation T1/10/25 - Proposed Design and Location for the Churchman Brook ANZAC Memorial

#### Committee Recommendation

That Council decline the proposed design and location as shown in Attachment 1 Churchman Brook Memorial – Options and seek amendments to final design and location.

MOVED Cr Stoneham, SECONDED Cr M Silver

OPPOSED Cr K Busby

**That Council approve the proposed memorial design and location within Churchman Brook Community Centre Park and progress the installation of the memorial based on the design shown in Attachment 1 Churchman Brook Memorial at a location between the two trees to the west of Position 1 with the following conditions:**

- 1. That the height of monument to be within 1.5m - 1.7m.**
- 2. That no addition of plaques to the memorial be made without prior Council approval.**

### **MOTION DECLARED CARRIED**

**10/4**

FOR: Cr Joy, Cr Kamdar, Cr Peter, Cr Sargeson, Cr Hetherington, Cr Hancock, Cr Smith, Cr Silver, Cr Virk, Cr Stoneham

AGAINST: Cr Busby, Mayor Butterfield, Cr Keogh, Cr Mosey

### Recommendation T2/10/25 - RSL Delivery Access - Proposed Loading Zone on Commerce Avenue

*Cr Sargeson declared an interest of impartiality in Recommendation T2/10/25 as he holds a paid RSL membership. As a consequence, there may be a perception that his impartiality on the matter may be affected, but declared that he would set aside this association, consider the matter on its merits and vote accordingly.*

MOVED Cr K Busby

**That Council:**

**Endorse the provision of a loading bay to replace the taxi rank outside the Jull Street Mall.**

### **MOTION not opposed, DECLARED CARRIED**

**14/0**

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

Recommendation T3/10/25 - Traffic Management Improvements - Harrisdale

MOVED Cr K Busby

**That Council:**

**Receive a report on the Local Area Traffic Management (LATM) process, including review, assessment, prioritisation, and consideration of community safety concerns.**

**MOTION not opposed, DECLARED CARRIED**

**14/0**

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

Recommendation T4/10/25 - Road Cleaning and Suburb Maintenance - Ranford Road, Harrisdale

MOVED Cr K Kamdar, SECONDED Cr J Keogh

OPPOSED Cr K Busby

**That Council:**

1. Receive a memo with the planned street sweeping schedule for the City of Armadale.
2. Receive a memo of the boundary road agreement for road maintenance between the City of Armadale and City of Gosnells.
3. Prioritise interim street cleaning and verge restoration, focusing on the removal of general debris, litter, and leaves that have accumulated along roadsides and footpaths. Replenish affected areas with mulch and topsoil that have been blown away over time, without any additional budget approval, as contingency funds can be used for minor or urgent works.

**MOTION LOST**

**4/10**

FOR: Cr Joy, Cr Kamdar, Cr Silver, Cr Virk

AGAINST: Mayor Butterfield, Cr Keogh, Cr Peter, Cr Sargeson, Cr Hetherington, Cr Hancock, Cr Smith,  
Cr Busby, Cr Mosey, Cr Stoneham

MOVED Cr S Peter, SECONDED Cr K Busby

OPPOSED Cr K Kamdar

**That Council:**

1. **Receive a memo with the planned street sweeping schedule for the City of Armadale.**
2. **Receive a memo of the boundary road agreement for road maintenance between the City of Armadale and City of Gosnells.**

**MOTION DECLARED CARRIED**

**13/1**

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

AGAINST: Cr Kamdar

### 10.3 DEVELOPMENT SERVICES COMMITTEE MEETING

Report of the Development Services Committee held on 6 October 2025.

MOVED Cr M 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 Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, Cr Stoneham

### BUSINESS ARISING FROM REPORT

Recommendation D1/10/25 - Proposed Permanent Closure of the Portion of Napier Street,  
Between Broome Street and Leake Street, Forrestdale

MOVED Cr M Silver

**That Council:**

1. Authorises a request to be made to the Minister for Lands pursuant to Section 58 of the *Land Administration Act 1997* for the permanent closure of the northern portion of Napier Street, between Broome Street and Leake Street, Forrestdale, as identified in red on the attached Location Plan, and request the land to be included as a Crown Reserve for Recreation and Conservation purposes and a management order granted to the City of Armadale.
2. Advise the Minister for Lands that the City of Armadale will accept the indemnification against all claims for compensation in an amount equal to all costs and expenses reasonably incurred by the Minister for Lands in considering and granting the above request pursuant to the *Land Administration Act 1997*.
3. Accept a Management Order for the new Crown Reserve for Recreation and Conservation.
4. Advise all submitters of the final decision once made by the Minister for Lands.

#### MOTION not opposed, DECLARED CARRIED

14/0

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

Recommendation D2/10/25 - 2025 State Election Commitments on Council-Owned Assets

*Cr G Smith declared an impartial interest in Recommendation D2/10/25 as he is a social member and volunteer at the Armadale District Bowling Club. As a consequence, there may be a perception that his impartiality on the matter may be affected, but declared that he would set aside this association, consider the matter on its merits and vote accordingly.*

MOVED Cr M Silver

**That Council:**

1. Support the following projects to be included in the Long-Term Financial Plan, commencing from the 2026/2027 Financial year:

- **The Forrestdale Sporting Association and Kelmscott Junior Football Club – Scoreboard projects and scope being delivered within the funding amount provided and the City’s Budget/proposed Carry Forward allocations, subject to the City receiving the funding agreement to deliver the works or should the Kelmscott Junior Football Club be successful in negotiating with the Department of Cultural Industries, Tourism and Sport for the funding to be reallocated to the purchase of equipment, then the City support the club coordinating the expenditure of the funds on equipment.**
- **Armadale Regional Recreation Reserve Stage 1A election commitment and the City signing the funding agreement when received to deliver the works and continue to advocate for additional funding for the Project.**
- **Armadale Soccer Club’s air conditioner upgrade project and the City liaising with the Armadale Soccer Club on a scope to deliver fencing in identified priority areas within the remaining funding amount and the City receiving the funding agreement to deliver the works.**
- **Dale Little Athletics - Install jump pit run up project and the City receiving the funding agreement to deliver the works.**
- **Kitchen upgrade scope at the Roleystone Senior Football Club being delivered within the funding amount provided and the City receiving the funding agreement to deliver the works.**
- **The Piara Waters Oval Lighting project and the Rossiter Pavilion storage project being accepted, subject to the City progressing with a lighting design to apply for Department of Creative Industries, Tourism and Sport - Club Night Lights Application and the City receiving the funding agreement to deliver the works.**
- **Kelmscott Baseball Club – Equipment (replacement of batting cage netting) project and the City receiving the funding agreement to deliver the works.**
- **The provision of support for the Armadale Bowling Club to deliver the works and obtain alternative funding for their greens replacement, subject to the City’s approval of the design, specification and works for the project.**

- 2. Authorise the Chief Executive Officer to execute the funding agreements as specified in No.1 above.**

**MOTION not opposed, DECLARED CARRIED**

**14/0**

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

#### **10.4 CORPORATE SERVICES COMMITTEE MEETING**

Report of the Corporate Services Committee held on 7 October 2025.

##### **Corrections:**

Page 1 Delete Cr Sargeson’s name from Observers as he is correctly recorded as a member of the Committee.

Item 2.1 For the voting on Recommendation CS4/10/25 add “Opposed Cr M Silver”

Item 2.2 In Recommendation CS5/10/25 the March Council dates to read 9/03/26 and 23/03/26

The Chair’s acknowledgement to Committee to be added prior to closure of the meeting

MOVED Cr S J Mosey that the report, subject to the above corrections, 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 Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, Cr Stoneham

**BUSINESS ARISING FROM REPORT**

Recommendation CS1/10/25 - List of Accounts Paid - August 2025

*Cr Hetherington declared a financial interest in Recommendation CS1/10/25 on the basis that the Monthly Payment Listing includes a community grant payment made to his place of employment – the Fathering Project - Trans No. 033641 dated 13/08/25 for \$2673 refers.*

*Cr Hetherington left the meeting at 8.10pm.*

MOVED Cr S J Mosey

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

**Municipal Fund**

**Accounts and direct debits paid totalling \$11,024,292.38, cheque numbers 504 to 509, transactions 33383 to 34142 and Payrolls dated 3 August and 17 August 2025.**

**Credit Cards**

**Accounts paid totalling \$4,010.35 for the period ended 26 August 2025.**

**Fuel Cards**

**Accounts paid totalling \$15,998.70 for the month ended 31 August 2025.**

**MOTION not opposed, DECLARED CARRIED**

**13/0**

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

*Cr Hetherington returned 8.11pm*

Recommendation CS2/10/25 - Statement of Financial Activity - August 2025

MOVED Cr S J Mosey

**That Council:**

- 1. Pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996* accept the Statement of Financial Activity for the second (2) month period ended 31 August 2025.**
- 2. Note that there are reportable actual to budget material variances for the year-to-date period ending 31 August 2025 and note that the opening balances provided are still subject to audit confirmation and sign-off.**

**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 Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, Cr Stoneham

Recommendation CS3/10/25 - Financial Year 2025/26 - Carry Forwards

MOVED Cr S J Mosey

**That Council:**

1. Pursuant to Section 6.8 of the Local Government Act 1995, AMENDS\* the 2025/26 capital budget for the works in progress items listed under capital programs and projects schedule in the Attachment, and summarised as follows:

**(i) Capital Projects**

Works in Progress – Buildings	\$15,662,200
Works in Progress – Roads	\$5,537,500
Works in Progress - Parks & Reserves	\$5,549,600
Works in Progress - Landfill & Waste	\$202,600
Works in Progress – Pathways	\$253,700
Works in Progress – Furniture & Equipment	\$102,300
Purchases in Progress – Land	\$143,800
Purchases in Progress – Plant & Machinery	\$1,108,800
<b>TOTAL</b>	<b>\$28,560,500</b>

**(ii) Capital funding**

DCP Contributions/DCP Reserve Fund	\$5,760,100
Reserve Funds (Other)	\$6,107,200
POS/Trust Funds	\$286,800
Loan Funds	\$3,571,600
Grant Funds	\$4,031,300
Sale Proceeds	\$223,000
Municipal Funds	\$8,580,500
<b>TOTAL</b>	<b>\$28,560,500</b>

2. Pursuant to Section 6.8 of the Local Government Act 1995, amends\* the 2025/26 Operating Expenditure budget for programs and projects in progress, listed in the operating programs and projects schedule of the Attachment and summarised as follows:

**(i) Operating Projects & Programs**

Projects/Programs in Progress – CEOs Directorate	\$15,800
Projects/Programs in Progress – Community Services	\$637,800
Projects/Programs in Progress – Corporate Services	\$3,473,600
Projects/Programs in Progress – Development Services	\$2,004,500
Projects/Programs in Progress – Technical Services	\$2,839,200
<b>TOTAL</b>	<b>\$8,953,300</b>

**(ii) Operating Projects/Program funding**

Reserve Funds	\$2,051,400
Grant Funds	\$508,500
Loan Funds	\$1,007,400
Municipal Funds	\$5,386,000
<b>TOTAL</b>	<b>\$8,953,300</b>

**3. Approves the transfers to the Rolled Over Projects Reserve at 30 June 2025, as follows:**

<b>Corfield Wetland Improvements stage 4/5</b>	<b>\$153,700</b>
<b>Streetscape Strategy Gateway Landscape</b>	<b>\$75,000</b>
<b>Fancote Park</b>	<b>\$96,100</b>
<b>TOTAL</b>	<b>\$324,800</b>

**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 Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, Cr Stoneham

Recommendation CS4/10/25 - Elected Members Entitlements Policy

MOVED Cr S J Mosey

**That Council:**

**1. Adopt the draft Elected Members Entitlements Policy with the following amendment:**

- Replace “The ICT Allowance will be paid in arrears and on a monthly basis” with “the ICT Allowance will be paid annually in advance”.

**2. Revoke the following policies:**

- (e) Reimbursement of Councillor’s Expenses (EM1)
- (f) Councillor’s Use of Council Facilities (EM2)
- (g) Councillor Communications (EM9)
- (h) Provision and Use of Mayoral Vehicle Policy (EM13).

**MOTION not opposed, DECLARED CARRIED**

**14/0**

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

Recommendation CS5/10/25 - Calendar of Council and Committee Meetings for 2026

MOVED Cr S J Mosey

**In accordance with section 5.25(1)(g) of the *Local Government Act 1995* and Regulation 12(1) of the *Local Government (Administration) Regulations 1996*, Council endorse for local public notice purposes, the following Council and Committee meeting dates, times and places for the period 1 January 2026 to 31 December 2026 inclusive.**

**1. MEETING DATES**

<b>MONTH</b>	<b>Council</b>	<b>Technical Services Committee</b>	<b>Community Services Committee</b>	<b>Development Services Committee</b>	<b>Corporate Services Committee</b>	<b>City Audit</b>
<b>2026</b>						
<b>Jan</b>	-	-	-	-	-	-
<b>Feb</b>	9/02/26 23/02/26	02/02/26	03/02/26	16/02/26	17/02/26	-
<b>Mar</b>	9/03/26 23/03/26	04/03/26	03/03/26	16/03/26	17/03/26	11/03/26
<b>Apr</b>	28/04/26	13/04/26	14/04/26	20/04/26	21/04/26	-
<b>May</b>	11/05/26 25/05/26	04/05/26	05/05/26	18/05/26	19/05/26	-
<b>Jun</b>	08/06/26 22/06/26	03/06/26	02/06/26	15/06/26	16/06/26	10/06/26
<b>Jul</b>	13/07/26 27/07/26	06/07/26	07/07/26	20/07/26	21/07/26	-
<b>Aug</b>	10/08/26 24/08/26	03/08/26	04/08/26	17/08/26	18/08/26	-
<b>Sep</b>	14/09/26 29/09/26	07/09/26	08/09/26	21/09/26	22/09/26	16/09/26
<b>Oct</b>	12/10/26 26/10/26	05/10/26	06/10/26	19/10/26	20/10/26	-
<b>Nov</b>	9/11/26 23/11/26	02/11/26	03/11/26	16/11/26	17/11/26	-
<b>Dec</b>	21/12/26	07/12/26	08/12/26	14/12/26	15/12/26	16/12/26

**2. MEETING TIMES AND PLACES**

- a. All Ordinary and Special Council Meetings to be held in the Council Chambers, Administration Centre, 7 Orchard Ave, Armadale, and commence at 7.00pm, unless otherwise specified.
- b. All Committee meetings to be held in the Committee Room, Administration Centre, 7 Orchard Ave, Armadale, and commence at 7.00pm unless otherwise specified.
- c. All Council and Standing Committee meetings unless otherwise specifically resolved, are open to the public.
- d. All meetings of the City Audit Committee, unless otherwise specified by Council, are closed to the public.

3. Any variation to this 2026 calendar of meetings will be advised by notice on the City's website and social media channels.

**MOTION not opposed, DECLARED CARRIED****14/0**

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

## **10.5 CITY AUDIT COMMITTEE MEETING**

Report of the City Audit Committee held on 8 October 2025.

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 Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, Cr Stoneham

## **BUSINESS ARISING FROM REPORT**

### Recommendation CA1/10/25 - Internal Audit Plan

MOVED Cr S Peter

**That Council approve the:**

- 1. Strategic Internal Audit Plan 2025/26 to 2027/28**
- 2. Annual Internal Audit Plan 2025/26.**

### **MOTION not opposed, DECLARED CARRIED**

**14/0**

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

### Recommendation CA2/10/25 - Audit Recommendation Follow Up Report - September 2025

MOVED Cr S Peter

**That Council note the Audit Recommendation Follow Up Report – September 2025.**

### **MOTION not opposed, DECLARED CARRIED**

**14/0**

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

### Recommendation CA3/10/25 - Misconduct, Fraud & Corruption Policy

MOVED Cr S Peter

**That Council:**

- 1. Endorse the draft Misconduct, Fraud & Corruption Policy with the following amendment:**
  - **The addition of a new point 5 called ‘Related Codes or Policies’ to include the following dot points:**
    - **Code of Conduct for Council Members, Committee Members and Candidates**
    - **Code of Conduct for Employees and Volunteers.**
  - **And re-number existing point 5 to point 6.**

**2. Request a review of the Misconduct Fraud and Corruption Policy following the completion of the CEO's review of the Code of Conduct for Employees and Volunteers.**

**3. Revoke the current Misconduct, Fraud & Corruption Policy (ADM23).**

**MOTION not opposed, DECLARED CARRIED**

**14/0**

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

## **10.6 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 Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, Cr Stoneham

## **BUSINESS ARISING FROM REPORT**

Recommendation CEO1/10/25 - Councillors Information Bulletin - Issue No 16/2025

MOVED Cr S Stoneham

**That Council acknowledge receipt of Issue 16/2025 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 Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Virk, Cr Mosey, Cr Stoneham

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

Nil

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

Nil

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

### **1 Street Sweeping (Cr Shanavas Peter)**

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That the matter of street sweeping across the City be referred to the Technical Services Committee.

**14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION**

Nil

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**15 ACKNOWLEDGEMENTS AND CLOSURE**

*Acknowledgements*

*The Mayor expressed her thanks to the retiring members of Council for their contribution and participation during their term of office. The knowledge, expertise, compassion and cultural aspect brought by each of them has been invaluable and for the benefit of the Armadale community. She wished Crs Joy, Kamdar and Hancock the very best for the future.*

*Congratulations was extended to Cr Smith on being elected unopposed. To the Councillors facing elections on 18<sup>th</sup> October (C Mosey, Cr Hetherington and Cr Virk), the Mayor extended her best wishes and thanks for representing the community during their last 4 year term.*

*Mayor Butterfield, declared the meeting closed at 8.21pm*

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MINUTES CONFIRMED THIS 10 NOVEMBER 2025

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MAYOR

**SPECIAL COUNCIL MEETING  
WEDNESDAY, 22 OCTOBER 2025**

**MINUTES**

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# CITY OF ARMADALE

## MINUTES

OF SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS,  
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON  
WEDNESDAY, 22 OCTOBER 2025 AT 7.18PM.

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### INTRODUCTORY PROCEEDINGS

#### 1 WELCOME TO COUNTRY, DECLARATION OF NEWLY ELECTED COUNCILLORS PRIOR TO OPENING OF MEETING

##### **Welcome to Country**

The Mayor extended a welcome to the Elders present and invited Kandice Hansen to do a Welcome to Country.

Mayor thanked Kandice Hansen for delivering the Welcome to Country and invited her to remain on the dais for the next part of the proceedings which was the Declaration of Office by the Newly Elected Councillors.

##### **Declaration of Newly Elected Councillors**

The Mayor then invited the newly Elected Members of the Council to individually take the **DECLARATION OF OFFICE** in accordance with Section 2.29 of the *Local Government Act 1995*. Cr Daniel Newman had made his declaration prior to commencement of the proceedings.

The following Members were sworn in as Councillors for a (4) year term from October 2025 to October 2029.

CR KRIS JORGENSEN	(River Ward)
CR TONY THOMAS	(Ranford Ward)
CR PAUL HETHERINGTON	(Palomino Ward)
CR GARY SMITH	(Minnawarra Ward)
CR AMIT SINGH	(Lake Ward)
CR SCOTT MOSEY	(Hills Ward)

##### **Declaration of Opening**

*Mayor Butterfield, declared the meeting open at 7.18 pm.*

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

**PRESENT:**

Her Worship, Mayor R Butterfield presided over	
Deputy Mayor, Cr J Keogh	River Ward
Cr K Jorgensen	River Ward
Cr T Thomas	Ranford Ward
Cr S Peter JP	Ranford Ward
Cr L Sargeson	Palomino Ward
Cr P A Hetherington	Palomino Ward
Cr D Newman JP	Heron Ward
Dr C M Wielinga	Heron Ward (joined at 7.55pm)
Cr K Busby	Minnawarra Ward
Cr G J Smith	Minnawarra Ward
Cr M Silver	Lake Ward
Cr A Singh	Lake Ward
Cr S J Mosey	Hills Ward
Cr S Stoneham	Hills Ward

**IN ATTENDANCE:**

Ms J Abbiss	Chief Executive Officer
Mr M Hnatojko	A/Executive Director Corporate Services
Mr P Sanders	Executive Director Development Services
Mr M Southern	Executive Director Technical Services
Mrs S Van Aswegen	Executive Director Community Services
Ms M Bell	Head of City Legal
Mr A Kish	Senior Legal Adviser
Mrs S D'Souza	CEO's Executive Assistant

Public: 25

**LEAVE OF ABSENCE:**

Nil

**APOLOGIES:**

Nil

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**3 ELECTION OF DEPUTY MAYOR**

The Election of Deputy Mayor was conducted in accordance with Schedule 2.3 Division 1 and Schedule 4.1 of the *Local Government Act 1995*.

At 7.19pm the Chief Executive Officer (CEO) invited nominations for the office of Deputy Mayor for the period 2025-2027.

The following written nominations were received.

1. Cr John Keogh
2. Cr Kerry Busby
3. Cr Paul Hetherington
4. Cr Michelle Silver

The CEO closed the nominations at 7.21pm.

Each of the candidates were given an opportunity to make a brief 2-minute presentation to the meeting. Candidate names were drawn from a box to determine the order in which they appear on the ballot papers and the order of speeches.

The CEO then conducted the Election. Ballot papers were authenticated and a ballot was conducted. The count was done using the “optional preferential voting” method.

The first preference votes received as follows:

Cr Keogh	-	7 votes
Cr Silver	-	3 votes
Cr Busby	-	2 votes
Cr Hetherington	-	2 votes

As there was no majority, the count proceeded to a second and third count using the preferences of the eliminated candidates.

The result at the end of the third count was as follows:

Cr Keogh	-	7 votes
Cr Silver	-	7 votes

Due to an equality of votes between the two remaining candidates, the CEO advised the Mayor that the count is to be discontinued and the meeting could be adjourned for a later time that day or for a later date but for not more than 7 days. [Subclause 9(1) Schedule 2.3 *Local Government Act 1995* refers]

*Dr Wielinga joined the meeting at 7.55pm*

MOVED Mayor Butterfield that the meeting be adjourned at 7.56pm for a period of 10 minutes. Motion Carried (15/0)

MOVED Mayor Butterfield that the meeting be reconvened at 8.08pm.  
Motion Carried (15/0)

CEO advised that nominations for the office of Deputy Mayor may be withdrawn and further nominations may be made.

At 8.09pm the CEO invited nominations again for the office of Deputy Mayor for the period 2025-2027 and nominations closed at 8.11pm. Three nominations were received from Cr Keogh, Cr Hetherington and Cr Silver.

The CEO then conducted the Election. Candidate names were drawn from a box to determine the order in which they appear on the ballot papers. Ballot papers were authenticated and a ballot was conducted. The count was done using the “optional preferential voting” method.

The first preference votes received as follows:

Cr Hetherington	-	3 votes
Cr Keogh	-	8 votes
Cr Silver	-	4 votes

As a result of the ballot, the CEO declared **Cr Keogh elected as Deputy Mayor of the City of Armadale** from 22 October 2025 until the start of the first meeting of the Council after the local government's next ordinary elections in October 2027 .

---

#### 4 DECLARATION OF OFFICE OF DEPUTY MAYOR

The Mayor requested the newly elected Deputy Mayor to make the **DECLARATION OF OFFICE** in accordance with Section 2.29 of the *Local Government Act* 1995, after which the Declaration document was signed.

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#### 5 PUBLIC QUESTION TIME

Nil

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#### 6 BUSINESS OF THE MEETING

##### **Recommendation CEO2/10/25 - Appointment of Councillors to Council Established Committees and Appointment of Chairs & Deputy Chairs**

##### **(A) APPOINTMENT OF COUNCILLORS TO COUNCIL ESTABLISHED COMMITTEES**

MOVED Cr S Peter

1. That Council appoints Councillors and their deputies to the [Corporate Services Committee](#) for the period October 2025 to October 2027:

Ward	Members	Deputies
River Ward	Cr K Jorgensen	Cr J Keogh
Ranford Ward	Cr S Peter	Cr T Thomas
Palomino Ward	Cr L Sargeson	Cr P A Hetherington
Heron Ward	Cr D Newman	Dr C M Wielinga
Minnawarra Ward	Cr G J Smith	Cr K Busby
Lake Ward	Cr M Silver	Cr A Singh
Hills Ward	Cr S J Mosey	Cr S Stoneham

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

MOVED Cr G J Smith

2. That Council appoints Councillors and their deputies to the [Community Services Committee](#) for the period October 2025 to October 2027:

Ward	Members	Deputies
River Ward	Cr K Jorgensen	Cr J Keogh
Ranford Ward	Cr T Thomas	Cr S Peter
Palomino Ward	Cr P A Hetherington	Cr L Sargeson
Heron Ward	Dr C M Wielinga	Cr D Newman
Minnawarra Ward	Cr K Busby	Cr G J Smith
Lake Ward	Cr M Silver	Cr A Singh
Hills Ward	Cr S Stoneham	Cr S J Mosey

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

MOVED Cr S J Mosey

**3. That Council appoints Councillors and their deputies to the [Development Services Committee](#) for the period October 2025 to October 2027:**

Ward	Members	Deputies
River Ward	Cr J Keogh	Cr K Jorgensen
Ranford Ward	Cr T Thomas	Cr S Peter
Palomino Ward	Cr L Sargeson	Cr P A Hetherington
Heron Ward	Dr C M Wielinga	Cr D Newman
Minnawarra Ward	Cr G J Smith	Cr K Busby
Lake Ward	Cr A Singh	Cr M Silver
Hills Ward	Cr S J Mosey	Cr S Stoneham
	Mayor R Butterfield	

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

MOVED Cr S Peter

**4. That Council appoints Councillors and their deputies to the [Technical Services Committee](#) for the period October 2025 to October 2027:**

Ward	Members	Deputies
River Ward	Cr J Keogh	Cr K Jorgensen
Ranford Ward	Cr S Peter	Cr T Thomas
Palomino Ward	Cr P A Hetherington	Cr L Sargeson
Heron Ward	Cr D Newman	Dr C M Wielinga
Minnawarra Ward	Cr K Busby	Cr G J Smith
Lake Ward	Cr A Singh	Cr M Silver
Hills Ward	Cr S Stoneham	Cr S J Mosey
	Mayor R Butterfield	

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

MOVED Cr D Newman

**5. That Council appoints Councillors and their deputies to the [City Audit Committee](#) for the period October 2025 to October 2027:**

<b>Members – City Audit</b>	<b>Deputy Members</b>
Mayor Butterfield	Cr K Jorgensen
Cr P A Hetherington	Cr A Singh
Cr S Peter	Cr T Thomas
Cr L Sargeson	Cr D Newman
Cr S J Mosey	Cr S Stoneham
Cr J Keogh	Cr G J Smith

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

**(B) APPOINTMENT OF CHAIRS AND DEPUTY CHAIRS TO COUNCIL ESTABLISHED COMMITTEES**

**1. [Corporate Services Committee](#)**

The following nominations were received for Chair and Deputy Chair of Corporate Services Committee and the order in which the nominations were put to the vote was determined by drawing names from a box.

Chair: Cr S J Mosey

Deputy Chair: (1) Cr K Jorgensen (2) Cr S Peter (3) Cr D Newman

**MOVED Mayor Butterfield that Council appoints [Cr S J Mosey](#) as [Chair of the Corporate Services Committee](#) for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

MOVED Mayor Butterfield that Council appoints Cr K Jorgensen as Deputy Chair of the Corporate Services Committee for the period October 2025 to October 2027.

SECONDED Cr J Keogh, OPPOSED Dr C M Wielinga

**MOTION LOST**

**5/10**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Silver, Cr Singh

AGST: Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Mosey, Cr Stoneham

**MOVED Mayor Butterfield that Council appoints Cr S Peter as Deputy Chair of the Corporate Services Committee for the period October 2025 to October 2027.**

SECONDED Cr S Stoneham, OPPOSED Cr D Newman

**MOTION DECLARED CARRIED**

**13/2**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

AGST: Dr Wielinga, Cr Newman

## **2. Community Services Committee**

The following nominations were received for Chair and Deputy Chair of Community Services Committee and the order in which the nominations were put to the vote was determined by drawing names from a box.

Chair: Cr P A Hetherington

Deputy Chair: (1) Cr K Busby (2) Cr K Jorgensen

**MOVED Mayor Butterfield that Council appoints Cr P A Hetherington as Chair of the Community Services Committee for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

**MOVED Mayor Butterfield that Council appoints Cr K Busby as Deputy Chair of the Community Services Committee for the period October 2025 to October 2027.**

SECONDED Cr P A Hetherington, OPPOSED Cr K Jorgensen

**MOTION DECLARED CARRIED**

**13/2**

FOR: Mayor Butterfield, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Cr Newman, Dr Wielinga, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

AGST: Cr Keogh, Cr Jorgensen

## **3. Development Services Committee**

The following nominations were received for Chair and Deputy Chair of Development Services Committee and the order in which the nominations were put to the vote was determined by drawing names from a box.

Chair: Dr C M Wielinga

Deputy Chair: (1) Cr L Sargeson (2) Cr A Singh

**MOVED Mayor Butterfield that Council appoints Dr C M Wielinga as Chair of the Development Services Committee for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

MOVED Mayor Butterfield that Council appoints Cr L Sargeson as Deputy Chair of the Development Services Committee for the period October 2025 to October 2027.

SECONDED Cr P A Hetherington, OPPOSED Cr M Silver

**MOTION LOST**

**3/12**

FOR: Cr Sargeson, Cr Hetherington, Cr Smith

AGST: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Dr Wielinga, Cr Newman, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

MOVED Mayor Butterfield that Council appoints Cr A Singh as Deputy Chair of the Development Services Committee for the period October 2025 to October 2027.

SECONDED Cr M Silver, OPPOSED Dr C M Wielinga

**MOTION LOST**

**3/12**

FOR: Cr Silver, Cr Singh, Cr Jorgensen

AGST: Mayor Butterfield, Cr Keogh, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Busby, Cr Smith, Cr Mosey, Cr Stoneham

**MOVED Dr Wielinga that Council appoints [Cr S J Mosey](#) as [Deputy Chair of the Development Services Committee](#) for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

#### **4. Technical Services Committee**

**MOVED Mayor Butterfield that Council appoints Cr K Busby as [Chair of the Technical Services Committee](#) for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

**MOVED Mayor Butterfield that Council appoints Cr Stoneham as [Deputy Chair of the Technical Services Committee](#) for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

## 5. City Audit Committee

**MOVED Mayor Butterfield that Council appoints Cr S Peter. as Chair of the City Audit Committee for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED 15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

**MOVED Mayor Butterfield that Council appoints Cr Hetherington as Deputy Chair of the City Audit Committee for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED 15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

## **Recommendation CEO3/10/25 - Appointment of Councillors to Occasional Advisory Groups, Reference/Working Groups and External Organisations**

MOVED Cr R Butterfield

### 1. Local Emergency Management Committee

**That Council appoint Mayor Butterfield as the Member and Cr J Keogh as the Deputy Member to the Local Emergency Management Committee for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED 15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

### 2. South East Metropolitan Zone (WALGA)

The following nominations were received for the (2) Member positions on the South East Metro Zone and the order in which the nominations were put to the vote was determined by drawing names from a box.

(1) Cr Silver (2) Cr Newman (3) Mayor Butterfield (4) Cr Keogh

**MOVED Mayor Butterfield that Council appoints Cr M Silver. as a member to the South East Metropolitan Zone (WALGA) for the period October 2025 to October 2027.**

**MOTION DECLARED CARRIED 12/3**

FOR: Mayor Butterfield, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga  
Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Stoneham  
AGST: Cr Keogh, Cr Newman, Cr Mosey

*At this juncture Cr Newman withdrew his nomination for the member position*

**MOVED Cr M Silver that Council appoints Mayor Butterfield. as a [member](#) to the [South East Metropolitan Zone \(WALGA\)](#) for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

**MOVED Mayor Butterfield that Council appoints Cr D Newman and Cr J Keogh. as [deputy members](#) to the [South East Metropolitan Zone \(WALGA\)](#) for the period October 2025 to October 2027.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

### **3. CEO Performance Review Panel**

**MOVED Mayor Butterfield that Council refer the appointments to the CEO Performance Review Panel to the Corporate Services Committee.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

### **4. Standing Order & House Advisory Group**

**MOVED Mayor Butterfield that Council refer the appointments to the Standing Order & House Advisory Group to the next Ordinary Meeting of Council.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

### **5. Pickering Brook & Surrounds Sustainability & Tourism Strategy Working Group**

**MOVED Mayor Butterfield that Council refer the appointment to the Pickering Brook & Surrounds Sustainability & Tourism Strategy Working Group for the period October 2025 to October 2027 to the Development Services Committee.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

**6. Canopy Cover Working Group**

**MOVED Mayor Butterfield that Council refer the following appointments to the Canopy Cover Working Group for the period October 2025 to October 2027 to the Development Services Committee.**

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

**7. Development Assessment Panel**

**MOVED Mayor Butterfield that Council make the following nominations to the Minister for consideration of appointment of the City's Members and Alternate Members for the Development Assessment Panel.**

Members (2)	Alternate Members (2)
1. Dr C M Wielinga	1. Cr S Stoneham
2. Cr S Peter	2. Cr J Keogh

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

**8. Development WA Land Redevelopment Committee**

**MOVED Mayor Butterfield that Council make the following three nominations to the Minister for consideration of appointment of a member to the DevelopmentWA Land Redevelopment Committee.**

- i. Dr C M Wielinga
- ii. Cr S Peter
- iii. Cr J Keogh

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

MOVED Dr C M Wielinga

9. That Council refer appointments as listed below to the respective Committees for recommendation to Council.

<b>Occasional Advisory Groups &amp; Reference/Working Groups Established by Council</b>	<b>Committees/Groups Established by External Entities</b>
<b>Community Services Committee</b>	
<b>City of Armadale Highland Gathering Reference Group</b>	<b>Neighbourhood Watch (CoA) Committee</b>
<b>Access &amp; Inclusion Reference Group</b>	
<b>History Reference Group</b>	
<b>Homelessness Working Group</b>	
<b>Reconciliation Action Plan Working Group</b>	
<b>Development Services Committee</b>	
<b>Community Heritage Advisory Group</b>	
<b>Technical Services Committee</b>	
<b>Armadale Settlers Common Working Group</b>	<b>Armadale Gosnells Landcare Group</b>
<b>Bushcare &amp; Environmental Working Group</b>	<b>Jandakot Regional Park Community Advisory Committee</b>
<b>Wirra Willa Working Group</b>	<b>Metropolitan Regional Road Sub-Group</b>
	<b>Parks Darling Range Community Advisory Committee</b>
	<b>South East Regional Energy Group</b>
	<b>South East Regional Centre for Urban Landcare</b>

**MOTION not opposed, DECLARED CARRIED**

**15/0**

FOR: Mayor Butterfield, Cr Keogh, Cr Jorgensen, Cr Thomas, Cr Peter, Cr Sargeson, Cr Hetherington, Dr Wielinga, Cr Newman, Cr Smith, Cr Busby, Cr Silver, Cr Singh, Cr Mosey, Cr Stoneham

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**CLOSURE**

*Mayor Butterfield, declared the meeting closed at 9.49pm*

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MINUTES CONFIRMED THIS 10 NOVEMBER 2025

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MAYOR