

**8.9 INFORMATION BULLETIN**

- Attachments:**
1. Minutes of the Mindarie Regional Council Meeting held on 24 March 2022
  2. Minutes of the Tamala Park Regional Council Meeting held on 21 April 2022
  3. Minutes of the Children and Young People Advisory Group (CYPAG) held on 16 March 2022
  4. Minutes of the Reconciliation Action Plan Working Group (RAPWG) held on 14 March 2022
  5. Minutes of the Sustainability and Transport Advisory Group held on 24 March 2022
  6. Statistics for Development Services Applications as at the end of April 2022
  7. Register of Legal Action and Prosecutions Monthly - Confidential
  8. Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 28 April 2022
  9. Register of Applications Referred to the MetroWest Development Assessment Panel - Current
  10. Register of Applications Referred to the Design Review Panel - Current
  11. Register of Petitions - Progress Report - April 2022
  12. Register of Notices of Motion - Progress Report - April 2022
  13. Register of Reports to be Actioned - Progress Report - April 2022
  14. Council Workshop Items since 5 April 2022
  15. Council Meeting Statistics
  16. Council Briefing Notes - 29 March 2022

**RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated May 2022.



## MINUTES

ORDINARY COUNCIL MEETING

TIME: 6.30 PM

24 MARCH 2022

ELECTRONIC MEETING BY ZOOM

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*Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo  
Towns of Cambridge and Victoria Park*



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*Prior to the commencement of this meeting Council Members had their Zoom connections confirmed.*

### 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair welcomed Council Members, staff, and officers to the meeting which was conducted by electronic means in accordance with the Local Government (Administrations) Regulations 1996.

The Chair declared the meeting open at 6.30 pm.

### 2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

#### Councillor Attendance

Cr K Vernon (Chair)	Town of Victoria Park
Cr F Cvitan, JP (Deputy Chair)	City of Wanneroo
Cr A Jacob, JP	City of Joondalup
Cr C May	City of Joondalup
Cr L Gobbert, JP	City of Perth
Cr C Hatton ( <i>connected 6.38 pm</i> )	City of Stirling
Cr E Re	City of Stirling
Cr K Sargent	City of Stirling
Cr L Thornton	City of Stirling
Cr A Castle	City of Vincent
Cr P Miles	City of Wanneroo
Cr K Shannon	Town of Cambridge

#### Apologies

Nil

### 3 DECLARATION OF INTERESTS

Nil

### 4 PUBLIC QUESTION TIME

Due to health-related concerns with COVID-19 the public gallery was closed and public questions were invited by email.

No public questions were received.

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**5 ANNOUNCEMENTS BY THE PRESIDING PERSON**

The Chair congratulated Mr. Michael Littleton from the City of Stirling on his appointment to CEO of the City of Canning.

*Cr Hatton connected to the meeting at 6.38 pm*

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7 PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

**8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**8.1 ORDINARY COUNCIL MEETING – 27 January 2022**

The Minutes of the Ordinary Council Meeting held on 27 January 2022 have been printed and circulated to members of the Council.

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Minutes of the Ordinary Meeting of Council held on 27 January 2022 be confirmed as a true record of the proceedings.**

**Moved Cr Cvitan, seconded Cr Sargent  
RESOLVED  
That the recommendation be adopted  
(CARRIED UNANIMOUSLY 12/0)**

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## 9.1 CHIEF EXECUTIVE OFFICER REPORTS

<b>9.1</b>	<b>FINANCIAL STATEMENTS FOR THE MONTH ENDED 31 JANUARY 2022 AND 28 FEBRUARY 2022</b>
<b>Reference:</b>	<b>GF-21-0000196</b>
<b>Appendix(s):</b>	<b>Appendix No. 1 Appendix No. 2</b>
<b>Date:</b>	<b>10 March 2022</b>
<b>Responsible Officer:</b>	<b>DIRECTOR CORPORATE SERVICES</b>

### SUMMARY

The purpose of this report is to provide financial reporting in line with statutory requirements which provides useful information to stakeholders of the Council.

### BACKGROUND

Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

The financial statements presented for each month consist of:

- Operating Statement by Nature – Combined
- Operating Statement by Function
- Statement of Financial Activity
- Statement of Reserves
- Statement of Investing Activities
- Tonnage Report

### DETAIL

The Financial Statements for the month ended 31 January 2022 and 28 February 2022 are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the 8 months to 28 February 2022 is attached at **Appendix No. 3**.

The complete suite of Financial Statements which includes the Operating Statements, Statement of Financial Position, Statement of Financial Activity and other related information are reported on a monthly basis.

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on actual tonnages on a survey carried out to assess the "air space" remaining and other relevant information.

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Summary of results for the year to date period ended 28 February 2022

	Actual	Budget	Variance
	t	t	t
Tonnes – Members	133,362	130,636	2,726
Tonnes – Others	22,230	21,548	682
<b>TOTAL TONNES</b>	<b>155,592</b>	<b>152,184</b>	<b>3,408</b>
	\$	\$	\$
Revenue – Members	22,689,317	21,841,847	847,470
Revenue – Other	7,585,772	6,368,531	1,217,241
<b>TOTAL REVENUE</b>	<b>30,275,089</b>	<b>28,210,378</b>	<b>2,064,711</b>
Expenses	30,448,120	29,566,917	(881,203)
Profit on sale of assets	9,846	12,308	(2,462)
Loss on sale of assets	-	-	-
Impairment of assets	-	-	-
<b>NET SURPLUS/(DEFICIT)</b>	<b>(163,185)</b>	<b>(1,344,231)</b>	<b>1,181,046</b>

Members

Members tonnages for the financial period ended 28 February 2022 were 2,726 tonnes in excess of budget.

RRF

The Resource Recovery Facility residue tonnes delivered 15,938 tonnes in total to Tamala Park year to date as they have now completed the empty, clean and make safe (ECMS) of the facility.

Trade & Casuals

The Casual and Trade tonnages are 682 tonnes higher than forecast for the financial year to date. 11,250 tonnes delivered through the discounted rate waste tender.

Overall tonnages for the financial period ended 28 February 2022 were 3,408 tonnes more than budgeted.

The net result variance against budget of \$1,181,046 is mainly attributable to increased tonnages above budgeted forecast.

**VOTING REQUIREMENT**

Simple Majority

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**RESPONSIBLE OFFICER RECOMMENDATION**

**That Council:**

**Receive the Financial Statements set out in Appendix No. 1 and 2 for the months ended 31 January 2022 and 28 February 2022.**

**Moved Cr Re, seconded Cr Jacob**

**RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 12/0)**

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<b>9.2</b>	<b>LIST OF PAYMENTS MADE FOR THE MONTH ENDED 31 JANUARY 2022 AND 28 FEBRUARY 2022</b>
<b>File No:</b>	<b>GF-21-0000196</b>
<b>Appendix(s):</b>	<b>Appendix No. 4 and 5</b>
<b>Date:</b>	<b>15 March 2022</b>
<b>Responsible Officer:</b>	<b>Director Corporate Services</b>

#### SUMMARY

The purpose of this report is to provide details of payments made during the periods identified. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

#### COMMENT

The lists of payments for the months ended 31 January 2022 and 28 February 2022 are at **Appendix 4 and 5** to this Item and are presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 16 September 2021, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and the Mindarie Regional Council is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

<b>Months Ended</b>	<b>Account</b>	<b>Vouchers</b>	<b>Amount</b>
31 January 2022	General Municipal	Cheques	\$1,226.70
		EFT	\$5,132,072.40
		DP	\$387,814.12
		Inter account transfers	\$3,000,000.00
		<b>Total</b>	<b>\$8,521,113.22</b>
28 February 2022	General Municipal	Cheques	\$810.00
		EFT	\$1,154,019.61
		DP	\$333,076.22
		Inter account transfers	\$0.00
		<b>Total</b>	<b>\$1,487,905.83</b>

#### VOTING REQUIREMENT

Simple Majority

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**RESPONSIBLE OFFICER RECOMMENDATION**

**That Council:**

**Note the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 31 January 2022 and 28 February 2022.**

**Moved Cr May, seconded Cr Hatton  
RESOLVED  
That the recommendation be adopted  
(CARRIED UNANIMOUSLY 12/0)**

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<b>9.3</b>	<b>REVOKING A DECISION OF COUNCIL</b>
<b>File No:</b>	<b>GF-22-000130</b>
<b>Appendix(s):</b>	<b>Nil</b>
<b>Date:</b>	<b>29 February 2022</b>
<b>Responsible Officer:</b>	<b>Chief Executive Officer</b>

### SUMMARY

The purpose of this report is for Council to consider a revocation of the decision of Council made on 6 July 2017.

### BACKGROUND

At the Ordinary Meeting of Council held on 06 July 2017 Councillor Fishwick moved a notice of motion as follows:

*In accordance with clause 3.13(2) of the Mindarie Regional Council Standing Orders Local Law 2010 I hereby give notice of my intention to move the following motion as the meeting of the Council to be held on 6 July 2017.*

*That the Chief Executive Officer be requested to conduct a review of the Mindarie Regional Council's (MRC) band classification as determined by the Salaries and Allowance Tribunal (SAT) to ascertain if there is a justification for the MRC in making a submission to the SAT to be reclassified from a band 3 Regional Council to a band 2 Regional Council.*

#### Reason for Motion

*The purpose of this Notice of Motion is to request the Chief Executive Officer (CEO) of the Mindarie Regional Council (MRC) to submit a report to the Council on reviewing the Band classification of the MRC as determined by the Salaries and Allowances Tribunal (SAT) to ascertain if there is justification in forwarding a submission to the SAT to reclassify the MRC from Band 3 to Band 2.*

*The SAT has determined that the band classification for all local governments in Western Australia and a total reward package arrange for the CEO's which includes regional local governments.*

*The current local government classification for regional councils and the subsequent total reward package range is shown in table 1 and table 2 below respectively:*

Table 1: Regional Local Government band classification

<b>Regional Local Government</b>	<b>Band</b>
<i>Bunbury-Harvey Regional Council</i>	4
<i>Eastern Metropolitan Regional Council</i>	2
<i>Mindarie Regional Council</i>	3
<i>Murchison Regional Vermin Control</i>	4
<i>Pilbara Regional Council</i>	4

<i>Rivers Regional Council</i>	3
<i>Southern Metropolitan Regional Council</i>	2
<i>Tamala Park Regional Council</i>	2
<i>Western Metropolitan Regional Council</i>	4

Table 2: Local Government band classification - Total Reward Package range

<b>Band</b>	<b>Total Reward Package</b>
1	\$247,896 - \$375,774
2	\$204,455 - \$316,586
3	\$156,356 - \$256,711
4	\$126,956 - \$198,210

In reviewing the data in Table 1 above there is no parity between the MRC and Tamala Park Regional Council (TPRC) as MRC is a Band 3 classification and TPRC is a Band 2 classification. The operations and assets owned and or managed by the MRC are far in excess of those undertaken by the TPRC.

Similarly, when reviewing the Southern Metropolitan Regional Council (SMRC) and MRC, the SMRC which performs similar services to MRC is a Band 2 classification.

The Rivers Regional Council (RRC) which is a band 3 classification only provides a management service with limited staff and assets to manage whereas MRC has a larger number of staff and considerable assets to manage such as the landfill site at Tamala Park and the Resource Recovery Facility at Neerabup.

The State Government has recently advised that it will direct the SAT to freeze all increases to salaries for a period of four (4) years for its senior State Government employees and politicians and also local government elected members and their CEO's. Local governments may increase CEO's salaries where they are not at the maximum of their band range.

Giving consideration to staff retention and succession planning and taking cognisance of proposed changes to alternate waste management infrastructure it is considered that a review of the MRC's band classification should be undertaken.

At this meeting, the Council resolved:

*That the Chief Executive Officer be requested to conduct a review of the Mindarie Regional Council's (MRC) band classification as determined by the Salaries and Allowances Tribunal (SAT) to ascertain if there is justification for the MRC in making a submission to the SAT to be reclassified from a band 3 Regional Council to a band 2 Regional Council.*

The MRC has not taken any action in relation to the Council resolution. The MRC has kept Council informed that a review had not been undertaken. The reason for no action was due to the MRC going through a period of change and the Administration's view was that the timing was not right for such a review.

Where a decision of Council has been made any motion to revoke that decision must be supported by at least one-third of Council in accordance with the *Local Government (Administration) Regulations 1996 clause 10 (1)(a)*. On 2 March 2022, the MRC canvassed

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MRC Councillors to gauge their support for the proposal to revoke the Council decision of 06 July 2017.

More than one-third of MRC Councillors responded, by email, indicating their support to revoke the Council decision of 06 July 2017.

In accordance with Clause 10 (1a), a notice of motion to revoke a decision is to be signed by at least one-third of the members of the Council. On 16 March 2022, the MRC circulated the notice of motion to Councillors for signature.

#### **CONSULTATION**

Nil

#### **STATUTORY ENVIRONMENT**

Local Government (Administration) Regulations 1996

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

Nil

#### **COMMENT**

It is noted that a review of the MRC band classification has not been conducted as per the previous decision. Due to the period of time that has lapsed between July 2017 to March 2022, the Administration's view is that the most appropriate way to deal with the outstanding matter is to revoke the previous decision.

The MRC will consider its long-term strategic direction in the coming months; if Council felt that the banding review is still necessary, Administration would advocate for the review to take place in 12 months' time.

#### **VOTING REQUIREMENT**

Absolute Majority

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#### **RESPONSIBLE OFFICER RECOMMENDATION**

##### **That Council:**

Resolve to revoke the following decision made at the Ordinary Council meeting held on 6 July 2017:

*That the Chief Executive Officer be requested to conduct a review of the Mindarie Regional Council's (MRC) band classification as determined by the Salaries and Allowances Tribunal (SAT) to ascertain if there is justification for the MRC in making a submission to the SAT to be reclassified from a band 3 Regional Council to a band 2 Regional Council.*

*(Absolute Majority Required)*

##### **Moved Cr Vernon**

**Seconded 1. Cr Cvitan, 2. Cr Jacob, and 3. Cr Miles**

##### **RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 12/0)**

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9.4 ADOPTION OF 2021 COMPLIANCE AUDIT RETURN	
File No:	GF-22-307
Appendix(s):	Appendix 6
Date:	3 MARCH 2022
Responsible Officer:	Chief Executive Officer

#### SUMMARY

The purpose of this report is to provide Council with information on the completed Compliance Audit Return (1 January 2021 – 31 December 2021).

#### BACKGROUND

The 2021 Local Government Compliance Audit Return (CAR) covers the calendar year from 1 January to 31 December 2021.

The 2021 Compliance Audit Return is mandatory pursuant to the *Local Government (Audit) Regulations 1996* which requires all local governments to complete a Compliance Audit Return annually.

Local governments not only have to explain or qualify cases of non-compliance, but also provide details of any remedial action taken or proposed to be taken in regard to instances of non-compliance. The Administration has completed the Return.

The Return was placed on the agenda for the Audit Committee meeting on 9 March 2022 for consideration. The Return should be lodged with the Department of Local Government before 31<sup>st</sup> March, 2022.

#### DETAIL

The Compliance Audit covers a range of matters that require specific actions to be completed by Local Government authorities in performing their functions.

The Compliance Audit Return requires the responsible officer to indicate against each item whether the required action is relevant to Mindarie Regional Council (MRC) and if it has been completed by either answering;

- (a) Yes; or
- (b) No; or
- (c) N/A – Not applicable

Local Governments are required to provide feedback or comments on areas of non-compliance. This assists the Department of Local Government to have a better understanding of any problems or issues relating to a Local Government's inability to achieve full compliance in a particular area.

The Compliance Audit Return for calendar year 2021 is at **Appendix 6**.

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The Local Government is to submit the Compliance Audit Return to its Audit Committee for consideration so that it has the opportunity to examine the Return and report to council the results of that review.

A joint certification is also required to be completed by the Chairperson and Chief Executive Officer to the effect that the information contained in the Return is true and correct to the best of their knowledge. Several other requirements must be met in the Return process and these include: -

- The particulars of all matters of concern raised by Council should be recorded in the minutes of the meeting and a copy of the relevant page(s) attached to the Compliance Audit Return as an appendix; and
- The completed Compliance Audit Return and appendices should be forwarded to the Director General of the Department of Local Government by 31 March 2022.

The Section dealing with the Joint Certification by the Chairperson and Chief Executive Officer requires inter alia that:

- each Councillor has had the opportunity to review the return and to make comment to the Council;
- particulars of any matters of concern relating to the return have been recorded in the minutes of the meeting; and
- a true and correct copy of the relevant sections of the minutes covering Council's consideration of the return must be attached to it.

The Audit Committee, at its meeting on 9 March 2022, considered the Return and resolved the following:

*"That the Audit Committee recommends that Council endorse the Compliance Audit Return for the 2021 calendar year, as presented.*

#### **CONSULTATION**

Nil

#### **STATUTORY ENVIRONMENT**

Regional Councils are required to carry out a Return in accordance with the Local Government (Audit) Regulations 1996. The requirements set for the Return are contained in s.14 and 15 of the Regulations, which read as follows:

***"14. Compliance audits by local governments***

- (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
  - (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
  - (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
-



- 
- (3) *After the audit committee has reported to the council under sub regulation (3A), the compliance audit return is to be —*
- (a) *presented to the council at a meeting of the council; and*
  - (b) *adopted by the council; and*
  - (c) *recorded in the minutes of the meeting at which it is adopted.*

**15. *Certified copy of compliance audit return and other documents to be given to Departmental CEO***

- (1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*
- (a) *a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
  - (b) *any additional information explaining or qualifying the compliance audit,*
- is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.*
- (2) *In this regulation —*
- certified*** *in relation to a compliance audit return means signed by —*
- (a) *the mayor or president; and*
  - (b) *the CEO.*

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Nil

**COMMENT**

In order to comply with Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* it is necessary for the MRC to complete the Local Government Compliance Audit Return in the form approved by the Minister.

The results contained in the Compliance Audit Return required by the Department of Local Government for the period 1 January to 31 December 2020 indicates that the Council is continuing to operate within the Local Government Legislative requirements.

The Audit Committee, at its meeting held on 9 March 2022, recommended that the Council adopts the Compliance Audit Return.

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It is recommended that the Return be adopted by the Council and that the component comprising the form approved by the Minister be certified by the Chairperson and Chief Executive Officer and be forwarded to the Director General, Department of Local Government.

**VOTING REQUIREMENT**

Simple Majority

**RESPONSIBLE OFFICER RECOMMENDATION**

**That Council:**

1. **adopt the Local Government Compliance Audit Return in the form approved by the Minister for the period 1 January to 31 December 2021 as contained within the Appendices in accordance with the provisions of Regulation 14(3) of the Local Government (Audit) Regulations 1996 and in line with the recommendation from the Audit Committee;**
2. **authorise the Chairperson and the Chief Executive Officer to complete the Joint Certification contained in the adopted Return detailed in (1) above; and**
3. **authorise the Chief Executive Officer to submit the adopted Return detailed in (1) to the Director General, Department of Local Government.**

**Moved Cr Vernon, seconded Cr Hatton**

**RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 12/0)**

*7.15 Cr May left the meeting*

*7.16 Cr May re-entered the meeting*

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<b>9.5 GENERAL INSURANCE RENEWAL 2022/23</b>	
<b>File No:</b>	<b>GF-21-0000495</b>
<b>Appendix(s):</b>	<b>Appendix 7 - Australian Insurance Market Insights 2021</b>
<b>Date:</b>	<b>15 February 2022</b>
<b>Responsible Officer:</b>	<b>Chief Executive Officer</b>

#### **SUMMARY**

This report highlights the results of a review undertaken by the MRC on the experiences of other Western Australian local governments with respect to accessing adequate insurance provision in the current market, and seeks endorsement of the recommendation to renew general insurances for 2022/23.

#### **BACKGROUND**

At the 30 July 2020 Audit Committee Meeting, a query was raised to why the Mindarie Regional Council (MRC) had not gone out to tender for its general insurance renewals.

At that time, the MRC sought advice from WALGA, which held the view that local governments do not need to go out to tender for insurance services purchased from LGIS.

Accordingly, the MRC continued to access general insurance services through LGIS. These practices have continued since.

Further investigation of the insurance arrangements in Western Australia has been undertaken to assess whether accessing the general insurance market in preference to utilising the services of LGIS is likely to provide the MRC with tangible benefits at this time.

The insurance portfolio for the MRC consists of three main policies; liability, property and workers' compensation. Premiums paid for the past three years are as follows:

	<b>Annual Premiums</b>		
	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
<b>Liability</b>	\$97,967	\$103,129	\$113,052
<b>Property</b>	\$111,101	\$118,349	\$125,975
<b>Workcover</b>	\$111,287	\$105,000	\$75,720
<b>Total</b>	<b>\$320,355</b>	<b>\$326,478</b>	<b>\$314,747</b>

LGIS has managed the key risks for the MRC since mid-1990 and in addition to member benefits has provided scheme credits each year, for the past three years they have totalled \$57,666.74; a 6% 'rebate' on premium costs.

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#### DETAIL

The MRC recently commenced an investigation into the benefits of tendering for the general insurance renewals for 2022/23.

#### The Current Market

Due to 2019/20 bushfires, the COVID-19 pandemic, and recent large insurance losses in global insurance markets, insurers are currently reporting a 'hard market'. During 2020 and 2021, insurers have increased prices, reducing coverage, excluding certain types of risks and lowering policy limits.

A member of the National Insurance Brokers Association, AON, states in their 2021 report titled "Australian Insurance Market Insights 2021" (see **Attachment 1**) that insurers are looking for stability and are driven by a need to reduce volatility, stating, "This makes some industries and product lines hugely attractive to insurers whilst others are borderline uninsurable", with waste recyclers specifically highlighted in page 4 of the report.

#### Responses from the MRC member council administrations

Administration contacted member council officers to ascertain their experiences with the procurement of insurances services; responses in summary, as follows:

- Three member councils have tested the market in the past 5 years.
    - Two of the three members that tested the market remained with LGIS, whilst the third member remained for all classes with the exception of workers compensation insurance.
    - After utilising the alternative insurer for workers compensation cover for a period of two years, the member then returned to utilising LGIS fully in the third year due to their experience of a lack of claim support and increasing premiums from the industry provider.
  - One member used an external Risk Advisor to develop a scope of works and assist in the evaluation of the responses. That member reported the process gave them confidence in remaining with LGIS.
  - Member officers reported the following when testing the market:
    - Limited responses were received through the process
    - Premiums were competitive but the level of cover and exclusions did not meet their risk appetite.
  - The four members that have never tested the market commented as follows:
    - No requirement due to LGIS being a mutual and the perceived member scheme benefits are valued.
    - Confidence in the scheme and the relevant professional advice to public liability claims was more valuable than a cheaper premium.
    - They appreciated the value proposition of being self-insured.
    - Not convinced there is added value in doing so as their understanding is that all members which have gone out of the scheme have later returned due to increasing premiums, policy exclusions and the inferior quality of general advice and support received.
  - Councils that have gone out to tender have had limited responses from the market, the value of public liability insurance accessible was assessed as being much less and inadequate for councils needs and risk models.
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#### Other Local Governments

In 2014, the City of Nedlands departed the LGIS scheme for a period of 3 years, following advice of significant increases in cover premiums from LGIS.

In 2017, 16 other local governments tendered their protection and risk services to the general insurance market. Only three of the 16 made the decision to leave the LGIS scheme. All three returned within 18-24 months citing significant premium increases within 12 months and complaining about the quality of the service.

In 2019, the City of Nedlands published another tender, which resulted in a council resolution to return to the scheme. Amongst other comments in the council report, it is stated that, "...LGIS is, based on the responses, now the most competitive provider in the market place at present".

#### LGIS

LGIS is a WA Local Government group self-insurance scheme, supplemented by a niche brokering service for the WA local government sector, which all WALGA member councils have chosen to be part of at this time. The Scheme exists to provide protection of the WA local government sector.

Membership of the Scheme now includes cyber liability; management liability; motor vehicle; personal accident; and travel protection under the existing portfolios of Combined Liability, Property and Workcare

LGISWA state that they provide:

- Covers specifically designed for WA local government that accurately and adequately reflects risks exposures that cannot be replicated.
- Mitigating price volatility driven by cyclical hard or soft insurance market conditions across the globe.
- Quick claims resolution. Delegated local authority on scheme claims to provide timely outcomes with claims assessed, adjusted and determined within LGIS, by specialist local government staff.
- Complimentary specialist risk management services, which align with the priorities of modern, sophisticated local governments, assisting councils in mitigating and preventing the impact of claims for the long-term benefit for the member and broader sector.
- Working together with the sector to make sure that emerging risks are considered for coverage and risk management.
- Funding covers that are too cost prohibitive or complex for your local government to acquire independently, for example pollution exposures; community based risks; and employee benefits.
- Surplus Funds are returned to participating members.

#### LGIS Market Update for 2022

Each year LGIS provides its customers with an assessment of market conditions. Details of the most recent assessment can be found below:

*"Our previous guidance indicated the current market conditions to flow into 2023. The current cycle is known as a "hard market" where insurers tend to withdraw capacity or increase rates and limit covers.*

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According to the Marsh Global Insurance Market Index, which measures its global commercial insurance premium pricing change at renewal and represents the world's major insurance markets, the following trends have occurred:

- global commercial insurance prices rose 15% p.a in the third quarter of 2021, the sixteenth consecutive quarter of price increases, and
- geographically, the UK, with a composite pricing increase of 27%, and the Pacific region, with a 17% increase, drove the global composite rate.

It is important to note that reported pricing changes are averages and that the data used to estimate the changes cover a wide range of clients in terms of size, industry, location, claims history, and other parameters.

- Property insurance pricing increased by a further 10% on average but pressure remains for assets in catastrophe risk zones (earthquake, cyclone, bushfire, flood etc.)
- Liability insurance pricing rose by a further 15%.
- Financial and professional classes rose 25% with 17 consecutive quarters of double digit increases and capacity continued to tighten.
- Cyber premiums increased dramatically, capacity shrunk and many programs were unable to purchase historical limits. In some instances, premiums increased between +20% to +80%.

Moving into 2022 we are impacted by the increased frequency of large catastrophic claims that have pushed increases in annual average losses. Results for 2020 have nearly closed and it's predicted to be the fourth year since 2011 that has seen significant insured losses in excess of \$USD 100 Billion. In these conditions, there is a demand for proactive risk management and data.

LGIS continues to respond proactively through the risk services team and regional risk program in assisting our members address risk and mitigation strategies.

*In a hardening insurance market, it is a timely reminder of the benefit of belonging to a mutual as it continues to provide the WA local government sector with stable contributions, delivering outstanding value for money and financial stability."*

#### **CONSULTATION**

Consultation undertaken with LGIS, MRC member council administrations and a small number of other Local Governments that tested the market in the past five years.

#### **STATUTORY ENVIRONMENT**

Nil

#### **POLICY IMPLICATIONS**

Nil

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24 MARCH 2022

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#### **FINANCIAL IMPLICATIONS**

The MRC gross insurance premium contributions for 2021/22 are \$314,747, rebates received for the period total \$11,577, reducing premiums to \$303,171. Rebates are based on the premium contributions made each year, adjusted for the scheme performance and the MRC's insurance performance.

It is unlikely that rebates of this type would be available through non-scheme or commercial insurance options.

Premiums are likely to rise by at least 10% in 2022/23 due to the hard market.

#### **VOTING REQUIREMENT**

Absolute majority

#### **COMMENTS**

The following options have been assessed by the MRC through this review:

1. The MRC could consider tendering in the general insurance market for the three main insurances outlined in the report.
2. The MRC continues with the current insurance arrangement through the LGIS Scheme.

From a financial perspective it is unclear whether the MRC would benefit from lower insurance premiums were it to access the general insurance market given the experiences of the City of Nedlands. Whilst it is possible that other insurance providers could offer significant discounts in the short term, the general experiences from those local governments who chose to leave the LGIS scheme is that these discounts were not sustainable and resulted in increased premiums in the following years. Also, the rebates received by the MRC are unlikely to be replicated in another commercial insurance arrangement.

Comments around poorer levels of customer service and a lack of knowledge of the local government sector by other insurance providers has also been raised by other local governments. This appears to contrast with the LGIS Scheme which is specifically tailored to the sector and which, according to those local governments that chose to contract with general insurance providers, provides a higher level of service.

It would appear that the LGIS Scheme offers both financial and service benefits to the MRC. Option 2 is the preferred option of the MRC.

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MINDARIE REGIONAL COUNCIL  
ORDINARY COUNCIL MEETING MINUTES  
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#### **RESPONSIBLE OFFICER RECOMMENDATION**

That the Council:

1. Notes the information contained in this report.
2. Recommends that the MRC does not undertake a public tender process for the provision of insurance services, and continues to remain within the LGIS WA local government group self-insurance scheme.

**Moved Cr Miles, seconded Cr Cvitan**

#### **AMENDMENT**

**Moved Cr Vernon, seconded Cr Gobbert**

Insert an additional point 3 as follows:

3. requests the CEO to investigate the advantages and disadvantages of undertaking a regular cyclic process for undertaking a public tender process for insurance services, and if necessary to seek independent expert advice, and bring a report back to Council by December 2022, including a recommendation for the procurement of insurances services in 2023.

Rationale:

It is prudent to test the market regularly to ensure that the MRC is getting good value.

(CARRIED UNANIMOUSLY 12/0)

#### **SUBSTANTIVE RECOMMENDATION AS AMENDED**

That the Council:

1. Notes the information contained in this report.
2. Recommends that the MRC does not undertake a public tender process for the provision of insurance services, and continues to remain within the LGIS WA local government group self-insurance scheme.
3. Requests the CEO to investigate the advantages and disadvantages of undertaking a regular cyclic process for undertaking a public tender process for insurance services, and if necessary to seek independent expert advice, and bring a report back to Council by December 2022, including a recommendation for the procurement of insurances services in 2023.

(CARRIED UNANIMOUSLY 12/0)

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**10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 67**

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Members Information Bulletin Issue No. 67 be received.**

**Moved Cr Re, seconded Cr Cvitan**

**RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 12/0)**

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

Nil

**12 URGENT BUSINESS**

Nil

**13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**Moved Cr Vernon, seconded Cr May**

**To close the meeting to the public**

**(CARRIED UNANIMOUSLY 12/0)**

Doors closed at 8.00 pm. The public gallery was closed and therefore no members of the public were present. MRC officers remained online observing the meeting for item 14.1. Member Council Officers observing the meeting went into a 'ZOOM breakout room' and were unable to observe the meeting.

*Cr Miles left the meeting at 8.00pm*

*Cr Miles re-entered the meeting at 8.01 pm*

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**14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

This Report is Confidential And Dealt With In A Confidential Session, Under Section 5.23 (2) (f)(ii) Of The *Local Government Act 1995* As The Report Deals With A Matter that if disclosed , could be reasonably expected to endanger the security of the local governments property.

14.1 AUDIT COMMITTEE CONFIDENTIAL DOCUMENTS	
File No:	GF-22-0000070
Attachment(s):	Attachment 1 – High Risk Register Attachment 2 – Risk Tables
Date:	18 March 2022
Responsible Officer:	Chief Executive Officer

The Chief Executive Officer has not released the report for item 14.1 for public viewing.

**RESPONSIBLE OFFICER RECOMMENDATION**

That Council:

1. Note the Full Risk Register presented to the Audit Committee at the meeting held on 09 March 2022.
2. Note the Risk Tables presented to the Audit Committee at the meeting held on 09 March 2022.

**Moved Cr Vernon, seconded Cr Gobbert  
RESOLVED**

**That the recommendation be adopted  
(CARRIED UNANIMOUSLY 12/0)**

**Moved Cr Vernon, seconded Cr Cvitan  
To reopen the meeting to the public  
(CARRIED UNANIMOUSLY 12/0)**

Doors reopened at 8.02 pm and the Chair declared the meeting reopened.

Member Council Officers reconnected with the meeting and the Chair noted the resolution passed behind closed doors.

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**15 NEXT MEETING**

The next Ordinary Council meeting will be held on Thursday 26 May 2022 at the City of Stirling commencing at 6.30 pm.

**16 CLOSURE**

The Chair closed the meeting at 8.03 pm and thanked Councillors for their participation.

These minutes were confirmed by the Council as a true and accurate record of the Ordinary Meeting of Council held on 24 March 2022.

Signed.....Chair

Dated ..... day of ..... 2022



## Ordinary Meeting of Council

Thursday 21 April 2022

# MINUTES

### Online Zoom Meeting

**These Minutes were confirmed as a true and correct record of proceedings at a meeting held on 16 June 2022.**

Signature: .....  
Chair

*Constituent Members:  
Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo  
Towns of Cambridge and Victoria Park*

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 Minutes TPRC Ordinary Meeting of Council – 21 April 2022
 

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## Minutes TPRC Ordinary Meeting of Council – 21 April 2022

**MEMBERSHIP**

<b>OWNER COUNCIL</b>	<b>MEMBER</b>	<b>ALTERNATE MEMBER</b>
Town of Cambridge	Cr Jane Cutler	
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Russ Fishwick Cr John Raftis
City of Perth	Cr Brent Fleeton	Cr Clyde Bevan
City of Stirling	Cr Tony Krsticevic Cr Suzanne Migdale Cr Bianca Sandri Cr Karlo Perkov	Cr David Lagan
Town of Victoria Park	Cr Bronwyn Ife	Cr Claire Anderson
City of Vincent	Cr Ashley Wallace	Cr Jonathan Hallett
City of Wanneroo	Cr Brett Treby Cr Glynis Parker	Cr Linda Aitken Cr Vinh Nguyen

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 Minutes TPRC Ordinary Meeting of Council – 21 April 2022
 

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**PRESENT**

<b>Chair</b>	Cr Bianca Sandri
<b>Councillors</b>	Cr John Chester Cr Jane Cutler Cr Brent Fleeton Cr Bronwyn Ife Cr Nige Jones Cr Tony Krsticevic Cr Glynis Parker ( <i>until 6:30pm</i> ) Cr Karlo Perkov Cr Brett Treby
<b>Alternate Members</b>	Nil
<b>Staff</b>	Mr Jon Morellini (Chief Executive Officer) Mr Simon O'Sullivan (Manager Project Coordination) Mr Daniel Govus (Senior Governance Advisor – City of Stirling)
<b>Apologies Councillors</b>	Cr Suzanne Migdale
<b>Leave of Absence</b>	Nil
<b>Absent</b>	Cr Ashley Wallace
<b>Consultants</b>	Mr Carl Buckley (Satterley Property Group) Mr John Silas (Satterley Property Group)
<b>Apologies Participant Councils' Advisers</b>	Mr David MacLennan (City of Vincent) Mr James Pearson (City of Joondalup) Mr Karl Heiden (Town of Cambridge) Ms Michelle Reynolds (City of Perth) Mr Daniel Simms (City of Wanneroo) Mr Anthony Vuleta (Town of Victoria Park) Mr Stuart Jardine (City of Stirling)
<b>In Attendance Participant Councils' Advisers</b>	Ms Noelene Jennings (City of Wanneroo) Mr Stevan Rodic (City of Stirling)
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

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Minutes TPRC Ordinary Meeting of Council – 21 April 2022

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### 1. OFFICIAL OPENING

The Chair declared the meeting open at 6:00pm.

The Chair informed the Council that Cr Jane Cutler had been elected the representative of the Town of Cambridge on Tamala Park Regional Council, after the resignation of Andres Timmermanis.

A formal declaration was verbally made by Cr Jane Cutler, and a declaration form was signed to indicate that she agreed to abide by the *Local Government (Model Code of Conduct) Regulations (2021)*.

### DISCLOSURE OF INTERESTS

Nil.

### 2. PUBLIC STATEMENT/QUESTION TIME

Nil

### 3. APOLOGIES AND LEAVE OF ABSENCE

**Apologies:** Cr Suzanne Migdale

**Absent:** Cr Ashley Wallace

### 4. PETITIONS

Nil

### 5. CONFIRMATION OF MINUTES

Moved Cr Jones, Seconded Cr Treby.

**That the minutes of the Ordinary Meeting of Council of 17 February 2022 be CONFIRMED as a true and accurate record of proceedings.**

The Motion was put and declared CARRIED (10/0).

### 5A. BUSINESS ARISING FROM MINUTES

Nil

### 6. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

Nil.



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Minutes TPRC Ordinary Meeting of Council – 21 April 2022

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## 7. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 7.1 – 7.8)

### 7.1 BUSINESS REPORT – PERIOD ENDING 14 APRIL 2022

Moved Cr Chester, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council RECEIVES the Business Report to 14 April 2022.**

The Motion was put and declared CARRIED (10/0).

### 7.2 STATEMENT OF FINANCIAL ACTIVITY FOR FEBRUARY 2022

Moved Cr Krsticevic, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 28 February 2022.**

The Motion was put and declared CARRIED (10/0) by exception resolution.

### 7.3 STATEMENT OF FINANCIAL ACTIVITY FOR MARCH 2022

Moved Cr Krsticevic, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 28 February 2022.**

The Motion was put and declared CARRIED (10/0) by exception resolution.

### 7.4 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR FEBRUARY and MARCH 2022

Moved Cr Chester, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council:**

**1. RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for February and March 2022:**

**February 2022 - \$1,772,393.59**

**March 2022 - \$1,252,737.81**

**Total Paid - \$3,025,131.40**

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Minutes TPRC Ordinary Meeting of Council – 21 April 2022

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**2. APPROVES the CEO Credit Card Statement for February and March 2022.**

The Motion was put and declared CARRIED (10/0).

**7.5 PROJECT FINANCIAL REPORT – FEBRUARY 2022**

Moved Cr Chester, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council RECEIVES the Project Financial Report (February 2022) submitted by the Satterley Property Group.**

The Motion was put and declared CARRIED (10/0).

**7.6 SALES AND SETTLEMENT REPORT – PERIOD ENDING 14 APRIL 2022**

Moved Cr Krsticevic, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council RECEIVES the Sales and Settlement Report to 14 April 2022.**

The Motion was put and declared CARRIED (10/0) by exception resolution.

**7.7 ELECTED MEMBER ALLOWANCES**

Moved Cr Krsticevic, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council APPROVES:**

- 1. An Annual Allowance for the Chair of the Council to be \$20,565 per annum.**
- 2. An Annual Attendance fee for the Chair of the Council to be \$16,235 per annum.**
- 3. An Annual Allowance for the Deputy Chair of the Council to be 25% of the amount paid to the Chair per annum.**
- 4. An Annual Attendance fee for Council members to be an amount of \$10,824 per annum.**
- 5. Council members not being entitled to claim separate telecommunications, IT allowances or travelling allowance to meetings.**
- 6. Elected member allowances being made quarterly in arrears.**

The Motion was put and declared CARRIED (10/0) by an Absolute Majority.

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Minutes TPRC Ordinary Meeting of Council – 21 April 2022

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**7.8 CATALINA SALES INCENTIVES – EXTENSION OF REDEMPTION VALIDITY PERIOD**

Moved Cr Krsticevic, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council AUTHORISES the Chief Executive Officer to approve an extension of up to six months to the eligibility period for the redemption of sales incentive packages on Catalina lots that settled between 1 October 2020 and 31 August 2021 and have been the subject of delayed completion of home construction due to high levels of demand on home builders.**

The Motion was put and declared CARRIED (10/0).

**8. COMMITTEE REPORTS**

Consideration of Item 8.1 was deferred until after Item 13.1.

**9. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

**10. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAVE BEEN GIVEN**

Nil

**11. URGENT BUSINESS APPROVED BY THE CHAIR**

Nil

**12. GENERAL BUSINESS**

Nil

**13. DECISION TO MOVE TO CONFIDENTIAL SESSION**

Moved Cr Treby, Seconded Cr Perkov.

**That**

- 1. Item 8.1 – DEVELOPMENT MANAGEMENT AGREEMENT STAGE 3 BOUNDARY AMENDMENTS be CONSIDERED Behind Closed Doors in accordance with Section 5.23(2)(c) of the Local Government Act 1995, which permits the meeting to be closed to the public for business relating to the following:**

## Minutes TPRC Ordinary Meeting of Council – 21 April 2022

- c) *A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and*
- e) *A matter that if disclosed would reveal –*
- i) information that has commercial value to a person; or*
  - ii) information about the business, professional, commercial or financial affairs of a person.*
- Where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).*
2. **Item 13.1 – EXTENSION OF CIVIL CONSTRUCTION RATES CONTRACT be CONSIDERED Behind Closed Doors** in accordance with Section 5.23(2)(c) of the Local Government Act 1995, which permits the meeting to be closed to the public for business relating to the following:
- c) *A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and*
- e) *A matter that if disclosed would reveal –*
- i) information that has commercial value to a person; or*
  - ii) information about the business, professional, commercial or financial affairs of a person.*

The Motion was put and declared CARRIED (10/0).

At 6:28pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 13.1.

Cr Parker left the meeting at 6:30pm.

### 13.1 EXTENSION OF CIVIL CONSTRUCTION RATES CONTRACT

Moved Cr Krsticevic, Seconded Cr Cutler.

**That the Council APPROVES an extension to the contract with RJ Vincent to 30 June 2023 and rates schedule (dated 4 April 2022) in accordance with the terms of Tender 04/2019 (Earthworks and Subdivision Works).**

The Motion was put and declared CARRIED (10/0).

### 8.1 DEVELOPMENT MANAGEMENT AGREEMENT STAGE 3 BOUNDARY AMENDMENTS

Moved Cr Krsticevic, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council APPROVES the minor boundary amendments of the Development Management Agreement Stage 3 as shown on the Staging Plan Amendment 2022 and gives written notice in accordance with the Development Management Agreement (2010).**

The Motion was put and declared CARRIED (10/0).

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Minutes TPRC Ordinary Meeting of Council – 21 April 2022

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Moved Cr Treby, Seconded Cr Jones.

**That the meeting be REOPENED to the public.**

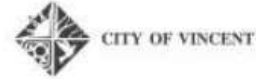
The Motion was put and declared CARRIED (10/0).

At 6:39pm the meeting was reopened to the public.

**14. FORMAL CLOSURE OF MEETING**

The Chair declared the meeting closed at 6:40pm.

# MINUTES



## CHILDREN AND YOUNG PEOPLE ADVISORY GROUP

Wednesday 16 March 2022 at 6pm

Venue: Online via Zoom

City of Vincent Councillors:

Cr Alex Castle (Chair)  
Cr Ron Alexander (RA)

Community Representatives:

Daniel Langlands (DL)  
Fiona Buswell-Smith (FBS)  
Laura Dunlop (LD)  
Maria Daniele (MD)  
Nicci Salley (NS)  
Shari Stockdale (SS)  
Suzanne Lawrence (SL)

City of Vincent Officers:

Gemma Carter- Manager Marketing and Partnerships (GC)  
Courtney Aylett – Community Development Advisor – Children, Young People & Community Funding (CA)

**1. Welcome/Declaration of Opening**

The Chairperson opened the meeting at 6.04pm and delivered the Acknowledgement of Country.

**2. Apologies**

Fiona Buswell-Smith  
Maria Daniele

**3. Confirmation of Previous Minutes**

Confirmed minutes from 19 January 2022.

**4. Business**

4.1 Update on recent youth programs and initiatives

Dance In Heels Workshop

CA advised that the City partnered with Foyer Oxford to offer a four-week Dance in Heels workshop to young people age 16-25. The workshop was delayed one week due to COVID-19, however commenced March 22. The workshop had 16 registrations and 12 attendees.

Drag and Stage Makeup Workshop

CA advised that a second Stage and Drag Makeup workshop was planned (again in partnership with Foyer) to commence March 29, however had been delayed until June due to COVID. The workshop is for young people aged 16-25 and had already received 12 registrations prior to its delay.

RA asked how the City promotes. CA advised that information is sent to a community stakeholder contact list and promoted via social media and the website.

AC noted that it is a difficult age group to attract and that it is great to see events targeted toward a particular cohort.

GC noted paid social and promotion are an option.

DL noted it was a pleasure to work with the City to put on events.

#### 4.2 Youth Week 2022

CA advised that Youth Week 2022 is running from the 8-16 April and given the community climate of COVID 19 administration will be proceeding with an outdoor / online suite of activities for this year. Activities include;

- Skateboarding Workshops – 4 x sessions to be held at Leederville Skatepark. Sessions are targeted at specific cohorts.
- Nature Craft at Woodville Reserve – participants will be making dream catchers and creating cards and bookmarks through nature printing.
- Superhero Strengths Workshop (online) - participants will explore some famous superheroes whilst creating a character that represents themselves. They will develop sketching, drawing and perspective skills whilst reflecting on personal skills that give them strength in everyday life.
- Moorditj Mural Masters – the City has partnered with Propel Youth Arts WA to offer this workshop for First Nations Artists. The workshop, led by Jade Dolman, will involve 3 full days of teaching participants about the mural arts process whilst they plan and paint their own mini-mural on a wall located at 201 Beaufort Street. A closed exhibition event is scheduled for April 22 at 4:30pm.
- Agility and Pop-Up Play Workshop – Young people who live in the area surrounding Edinboro Street Reserve will be invited to attend a workshop to run through the draft pop-up play design and suggest tweaks. The workshop will involve a fun fitness and agility session followed by a walk through of the planned obstacle course mapped out in the reserve.
- Vincent Young Achievers – the City has accepted nominations for 'Vincent Young Achievers' and plans to promote the positive contributions of young people within our community via social media throughout Youth Week. All nominees will receive a certificate and prize pack as a thank you for their contribution to the community. The City has only received 1 nomination and requested CYPAG nominate young people and share this opportunity. DL noted that there may be an issue with the nomination link.

CA noted that in discussions with other LG's and youth sector stakeholders it was recognised that it is difficult to engage with young people online. The City has planned one online event to ensure access and inclusion for all young people.

LD recommended narrower age groupings on some activities as some young people will not engage when they see broad age demographic attending.

**ACTION: CA to distribute Youth Week information to CYPAG members.**

#### 4.3 Upcoming / Ongoing Key Priorities

##### Neighbour Day

CA advised that Neighbour Day is coming up on 27 March 2022. Administration is supporting this initiative through the promotion of methods that encourage neighbours to create safe and welcoming communities for families with children and young people.

##### Online Resume Writing Workshops

CA advised that the City has partnered with North Metropolitan TAFE Perth to offer two online resume writing workshops;

- 28 March 2022 workshop for Aboriginal and Torres Strait Islander People
- 31 March 2022 workshop open to all young people

AC noted that the flyer does not specifically mention youth and wondered if this was intentional.

**ACTION: CA to review promotional material.**

##### School Holiday Activities

CA advised that the Vincent Library is offering school holiday activities targeted towards younger children. A Lego Mazes session (ages 4+) will be held on Tuesday April 12, and a sensory nature collage session (ages 4+) will be held on Tuesday April 19.

##### YMCA HQ Leederville Partnership

CA advised that at Council meeting on 08 February 2022 Council approved a 3-year funding agreement with the Y WA in the amount of \$50,000 (ex GST) per year, commencing July 2022.

AC mentioned that the long-term partnership approval was great news and highlighted the importance of The Y in connecting with young people within the City. LD advised that this was integral in planning more long-term partnership outcomes.

#### Vincent Youth Network (The VYN)

Discussions evolved as part of The Y's partnership agreement included funding towards activities hosted by their Youth Squad. CA advised that a meeting took place with LD to discuss the Youth Squad and connection to the VYN / City.

The Y's Youth Squad is for young people age 16-25. The group organise events and workshops and are willing to provide feedback on major plans and strategies.

CA advised that the current VYN is open to young people age 12-25 and there is concern that given the broad age bracket, young people may be hesitant to become involved or young people may not be satisfied with the discussions and purpose of the group. CA advised that the City would be facilitating the transition of older VYN members into the Y's Youth Squad, and ensuring a stronger level of support and communication is maintained with the coordinator of the Youth Squad.

NS asked about demographic of the current VYN. CA advised there are currently 3 members with quite similar interests and that the City is conducting the review of its current structure prior to promotion to target a greater level of diversity and better retention of members.

**ACTION: CA to update VYN flyer and coordinate distribution to CYPAG and Youth Stakeholders.**

#### 4.4 Terms of Reference

Discussions of the proposed Terms of Reference took place.

NS noted the language was great and reflected comments made by the group at the previous meeting. NS advised that there was one typo where the document outlines '6' community members when it should read '7'.

DL noted that the changes read well, and AC noted that the changes are reflective of the groups evolution and where it stands now from where it started.

**ACTION: CA to send revised Terms of Reference through for Council endorsement.**

#### 4.5 Proposed meeting dates for 2022

CYPAG reviewed the proposed dates for future meetings. AC noted that there may not be enough meetings scheduled in.

It was agreed that the group would proceed with these dates, and should another meeting be required it could be scheduled between those proposed.

#### 4.6 Other Business

LD advised that COVID has led to lower numbers and reduced referrals from schools. Schools are spending time and resources reacting to COVID requirements and this reduces the ability for them to focus on students.

LD advised that The Y have gigs and programs planned, and they are trying not to move to operating online.

LD advised that the Y has a new Youth Worker who is indigenous and would like to know what the City is doing in this space to connect in.

**ACTION: LD to share gigs and programs so that CYPAG can promote.**

**ACTION: CA to contact LD to discuss how the City and Y can link with employment / training opportunities.**

DL advised that Foyer Oxford is looking for more volunteers to help young people with the RYDE, learner drivers program. DL advised he would contact CA to discuss how the City can promote and support this initiative.

NS commented that it is great to see how much is happening, even in the last few weeks and that activities and programs have not been cancelled. AC also advised that she was impressed that opportunities were taking place together with the coordination of Youth Week.

Further to this, the promotion and awareness of these opportunities within CYPAG was discussed with some members not aware of opportunities taking place. AC asked if there was a dynamic calendar which could be



shared with CYPAG. CA mentioned that there was a 'What's On' calendar on the City of Vincent website that details some upcoming activities.

CA advised that there may be potential for a monthly stakeholder newsletter down the track, however advised that she would include all CYPAG in her mail outs advising of upcoming opportunities.

**ACTION: CA to investigate the potential for a monthly stakeholder newsletter.**

**ACTION: CA to add CYPAG to stakeholder mailing list for notifications of upcoming opportunities.**

#### 5. Close/Next Meeting

The meeting was closed at 7.10pm. The next meeting is scheduled for 8 June 2022.

Signed \_\_\_\_\_

**Councillor (Chairperson)**

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

#### ACTIONS

Summary of Actions	Date	Status
CA and AC to bring Mt Hawthorn Skate Park information to CYPAG meeting for discussion and feedback when available.	January	In progress
CA to distribute Youth Week information to CYPAG members.	March	Completed
CA to review online resume workshops promotional material.	March	Completed
CA to update VYN flyer and coordinate distribution to CYPAG and Youth Stakeholders.	March	In progress
CA to send revised Terms of Reference through for Council endorsement.	March	Not started
LD to share gigs and programs so that CYPAG can promote.	March	Completed
CA to contact LD to discuss how the City and Y can link with employment / training opportunities.	March	Not started
CA to investigate the potential for a monthly stakeholder newsletter.	March	In progress
CA to add CYPAG to stakeholder mailing list for notifications of upcoming opportunities.	March	Completed



## CITY OF VINCENT

### RECONCILIATION ACTION PLAN WORKING GROUP (RAPWG)

Monday 14 March 2022  
Venue: Online via Zoom

#### UNCONFIRMED MINUTES

##### Attendees:

###### City of Vincent Councillors

Cr Dan Loden (Acting Chairperson)  
Cr Jonathan Hallett  
Cr Suzanne Worner

###### City of Vincent Officers

Virginia Miltrup – Executive Director Community & Business  
Gemma Carter – Manager Marketing & Partnerships  
Gaya Surendorff – Community Development Advisor

###### Community Representatives

Maxine Braham  
Roslyn Harley

#### 1. **Welcome / Declaration of Opening** – Acknowledgement of Country

Councillor Loden opened the meeting at 5.30pm and delivered Acknowledgement of Country on behalf of the Working Group.

#### 2. **Apologies**

Gordon Cole  
Mikayla King

#### 3. **Confirmation of Previous Minutes** – 24 January 2022

The previous Minutes were unanimously accepted as a true and correct record.

#### 3.1 Action Items – Update

#### 4. **Items for Discussion**

##### 4.1 Review of Terms of Reference

Roles and Responsibilities of the Chairperson have been updated in the Terms of Reference made available to RAPWG members.

RAPWG members cannot be absent for more than three consecutive meetings as outlined in the Advisory Groups Policy unless a leave of absence has been granted and approved by the Working Group.

Reconciliation Australia has approved the RAPWG Vision for the second Innovate RAP.

The City will look to review the current Welcome to Country Policy, and at that time request changes to the wording in an Acknowledgement of Country. In the interim, the City has followed the guidance of the RAPWG and made changes to the Acknowledgement of Country in staff email signatures, and made it known in a staff forum that changes have been made.

#### 4.2 Noongar Elders Group and Kambarang Services

The City will work with Kambarang Services over the coming 12 months to further their relationship with Noongar Elders. Kambarang will facilitate all communication and workshops with Noongar Elders.

The City will look to hold its second Noongar Elders Group workshop in the coming weeks and will seek feedback from the Group regarding the City's Draft Innovate RAP.

#### 4.3 Noongar Heritage, Noongar Place Naming and Moodjar Consultancy

The City engaged Len Collard of Moodjar Consultancy to hold a Noongar Place Naming Workshop. Ten places of significance within the City were discussed with the Elders and Traditional Owners attending the workshop agreeing on the Noongar names for these places.

The City will seek feedback from the Noongar Elders Group in the future regarding the use of these names, and potential for revitalising these names through signage, parks and heritage trails.

Moodjar Consultancy have also worked with the City to further develop documentation relating to Noongar culture and heritage in a report that will be kept at the Vincent Local History Centre.

#### 4.4 Aboriginal Employment

The City is continuing to build its relationship with the Koolark centre that is based at North Metro TAFE. In partnership, the City and North Metro TAFE are hosting a Resume Writing Workshop for Aboriginal people on 28 March 2022. Aranmore College students have been invited to attend the workshop.

The City has closed its EOI for an Aboriginal Employment Consultant and recently engaged Christine Coin to undertake this consultancy work over a ten-week period. Christine will work closely with the Human Resources and Community Development teams to review the City's policies and procedures that will result in recommendations being made regarding Aboriginal employment and retention along with the development of an Aboriginal Employment Strategy.

#### 4.5 Aranmore Traineeship Program

Two Aranmore College students will commence their traineeships at the City on 23 March 2022.

GS discussed the City's intentions to provide opportunities of employment at the City after the completion of traineeships.

RH questioned if the City would consider offering traineeships to people who are not Aranmore students. GS responded that the City would investigate this whilst working with Christine Coin over the coming months.

**Action: Investigate expanding traineeship program for Aboriginal people.**

#### 4.6 Close the Gap Day

The City will host two workshops for staff to attend for Close the Gap Day 2022. All staff are invited to attend a Noongar language class with Sharon Gregory, and an Acknowledge This! workshop. The Acknowledge This! workshop will be recorded and available to all staff for three months. This workshop aims to ensure staff feel confident to do an Acknowledgement of Country at meetings and events.

The City will acknowledge Close the Gap Day through social media posts and include links to the Human Rights Commission and Lowitja Institute websites.

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#### 4.7 Event and Workshop Update

Planning for Reconciliation and NAIDOC Weeks has commenced. The City plans to hold its annual NAIDOC Festival in the Pickle District this year and will host several workshops for community members to attend.

Several workshops outside of NAIDOC and Reconciliation Weeks have been organised for community members including online Six Seasons workshops with Marissa Verma and a live stream of Kobi Morrison playing an acoustic set in Noongar language.

The City has also partnered with Propel Arts and Jade Dolman to host Moorditj Murals during Youth Week 2022. Jade will facilitate a three-day workshop with young Aboriginal artists where she will guide them through the process of painting a wall mural. The City is providing the wall for the artists, catering during the workshops, and is hosting the launch event of the artwork on 22 April.

The City will work alongside Sharon Gregory to name meeting rooms across the City in Noongar.

The City is progressing in its investigation to establish a Noongar bush garden. Cr Loden mentioned that Transition Town Vincent may be a group to engage with during this process.

**Action: Contact Transition Town Vincent regarding the establishment of a Noongar bush food garden.**

Cr Loden queried if the City could work with local primary schools in the lead up to NAIDOC Week on an Aboriginal led project. GS said they would discuss this with the Community Development Coordinator and Community Development Advisor – Children and Young People.

**Action: Investigate opportunities to work with local primary schools on NAIDOC related projects.**

Cr Worner mentioned the events taking place during NAIDOC Week at Revelation Film Festival including live music, and screening of Moorditj Footprints. The City will cross-promote these events in support of NAIDOC Week celebrations taking place within the Council.

#### Summary of Actions

Summary of Actions	Date	Status
Roles and responsibilities of the Chairperson clarified and relayed to Working Group members.	2 May 2022	Commenced
Provide policy regarding requirements for RAPWG members to attend meetings.	14 March 2022	Completed
Amendments to the Terms of Reference to be drafted by the City and brought back to the RAPWG.	2 May 2022	Commenced
Investigate expanding traineeship program for Aboriginal people.	June 2022	Commenced
Contact Transition Town Vincent regarding the establishment of a Noongar bush food garden.	2 May 2023	Commenced
Investigate opportunities to work with local primary schools on NAIDOC related projects.	2 May 2022	Commenced

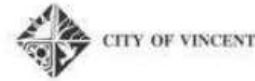
#### 5. Close / Next Meeting

The Acting Chairperson closed the meeting at 6.30pm. Next meeting to be held on 2 May 2022.

Signed \_\_\_\_\_  
Councillor Dan Loden (Acting Chairperson)

Date this \_\_\_\_\_ day of \_\_\_\_\_ 2017

# MINUTES



## SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Thursday 24 March 2022 at 6.00pm

Via: Zoom  
 City of Vincent  
 Administration and Civic Centre  
 244 Vincent Street Leederville  
 UNCONFIRMED MINUTES

### Attendees:

City of Vincent Councillors  
 Cr Loden (Chairperson), Cr Hallett

Community Representatives  
 Chris Cutress, Chris Wilson, Jacinta Key, Helen Griffiths, Katherine Celenza, Ian Kininmonth, Adam Wilmot  
 Georgia Scott (guest), David Harries (guest)

City of Vincent Officers  
 Chief Executive Officer, David McLennan  
 Manager Engineering, Craig Wilson  
 Co-ordinator Sustainability and Innovation, Aline Brion  
 Sustainability and Innovation Advisor, Sara Orsi  
 Active Transport Officer, Tim Burns

### 1. Welcome/Declaration of Opening

Councillor Loden opened the meeting at 6.05pm and delivered the Acknowledgement of Country.

### 2. Apologies

- Andrew Murphy, Executive Director Infrastructure & Environment
- Community representative Julian Ledger has resigned from the group due to an interstate move

### 3. Confirmation of the Minutes

The Minutes of the meeting held on Thursday 7 October 2021 were received and confirmed as true and correct record.

### 4. Business

#### 4.1 Climate Projections

- The group received a presentation from Professor David Harries relating to the West Australian Government's Climate Projections Summary Report.
- It was noted that the report provides some solid information that the City can work with and have relative confidence in for planning purposes. Up until now, there has been significant uncertainties as to what can be expected in terms of increased temperatures and increased or decreased rainfall due to climate change. The City of Vincent is already doing many things to manage the likely impacts of climate change and this report should be referenced when City planning and strategy documents are reviewed.

#### 4.2 Residents or businesses wanting to install EV charging stations on crown land

- The group received an update from the Sustainability and Innovation Co-ordinator and Advisor relating to several community member and a business request to install EV charge stations on

verges.

- It was noted that the main barrier is Western Power regulations that prevent transfer of power between separately owned properties and WALGA is aware of this issue.
- It was noted that Council is considering options to install EV charging stations in a car park within a town centre.

**4.3 Verbal update:**

- Safe active street for North Perth
  - Currently starting the community consultation and concept design stage. A consultant has been appointed and a detailed plan is being developed. The proposed route runs through the middle of the neighbourhood bounded by William Street, Fitzgerald Street, Vincent Street and Walcott Street. An extra section south of Vincent Street to connect to Palmerston Street is also included.
  - The first stage will present a range of ideas to improve the streets along the proposed route with the aim to reduce motor vehicle traffic speed and volume. Ideas include; cul-de-sacs with pocket parks, diagonal diversions with garden beds and trees, one-way slow points with additional trees, plus seating. These elements have potential to improve the public realm in addition to reducing the impact of motor vehicles.
  - In early April the consultation will feature on the Imagine Vincent webpage, with a letter distribution to households and postcards to businesses.
- Forrest St speed bumps
  - The speed humps and parking changes were implemented in December 2021 (as promised), with Main Roads installing the 'piano' key line-marking in February 2022.
- Next Steps for Alma Rd and Leake St petition on traffic management
  - There is a report going to the Council meeting in April recommending raised intersection plateaus in-lieu of single lane slow points and consulting with residents about a 12 month trial of a 'diagonal diversion' at the intersection of Alma Road and Leake Street.

**4.4 WALGA Road Safety Update – Katherine Celenza**

- It was noted that there is an Easter road safety campaign coming up soon and an opportunity for the City to make a submission in the Local Government Road Safety Awards 2022.

**4.5 Status Update of Previous Agenda Items**

Item	Current Status	Next Step
Future Climate Technology Review	Discussed at 29 October 2020 STAG.	Circulate relevant sections as they are completed, to inform decision making by council on relevant matters.

**5. Close/Next Meeting**

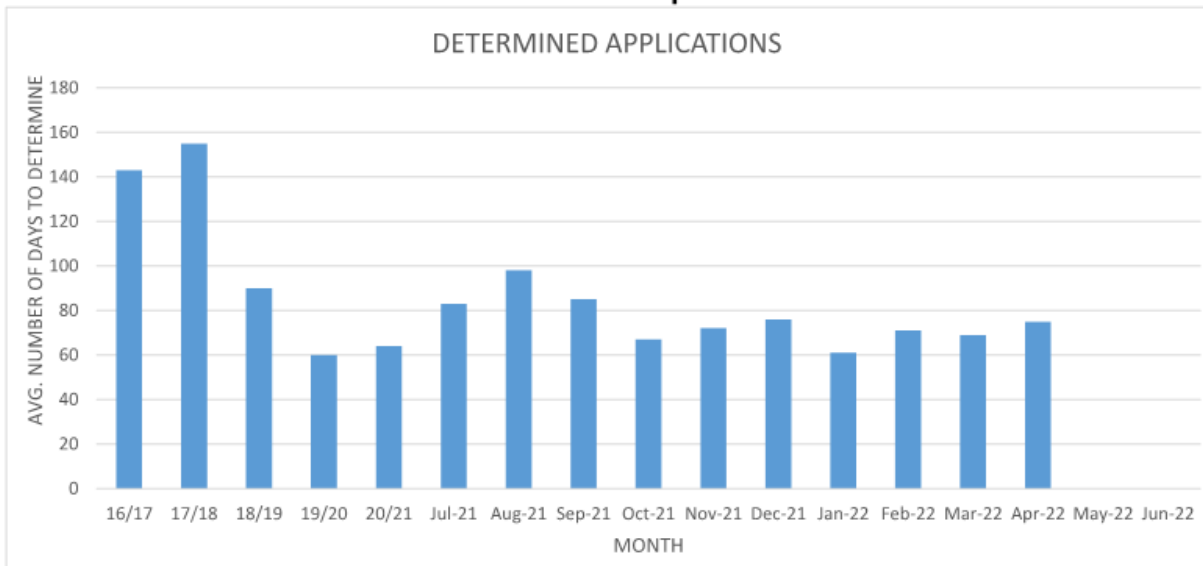
The Chairperson closed the meeting at 7.31pm. Proposed future meeting dates were noted and these dates will be circulated to the group. It was noted by the Chair that this was Craig Wilson’s last meeting with the group prior to retirement. Craig was acknowledged and thanked for his support and expertise.

Signed

\_\_\_\_\_  
Councillor (Chairperson)

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

### Statistics for Development Applications As at the end of April 2022

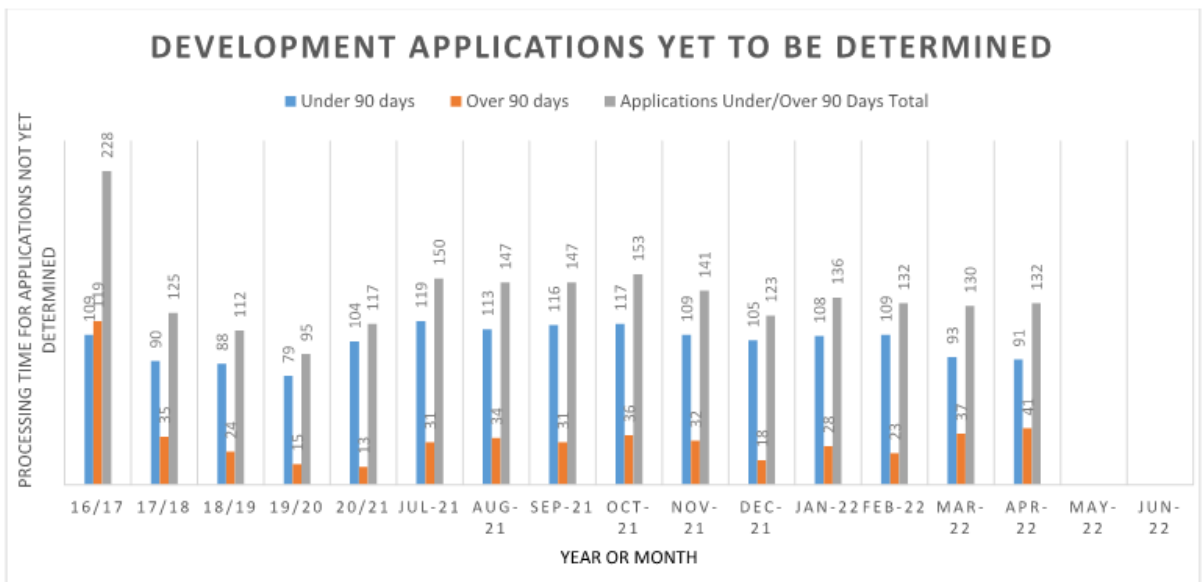


**Table 1:** Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2021. (includes applications exempt from requiring approval)

Processing Days	16/17	17/18	18/19	19/20	20/21	Jul-21	Aug-21	Sept-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
Minimum	7	1	0	0	0	1	19	26	8	2	32	9	9	1	23		
Average	143	155	85	60	64	83	98	85	67	72	76	61	71	69	75		
Maximum	924	1008	787	499	268	234	159	298	171	159	166	119	124	193	170		

	Jul-21	Aug-21	Sept-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
DA's Determined	27	33	34	33	38	51	19	30	31	27		
Value of Determined DA's (in millions)	11.9	12.3	9.5	9.8	15.2	18.1	8.5	7.4	9.3	21.1		



**Table 2:** No. of DA's to be determined

	Jul-21	Aug-21	Sept-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
DA's lodged	34	29	34	44	29	37	30	29	27	29		
DA's to be Determined	150	147	147	153	141	123	136	132	130	132		
Value of DA's to be Determined (in millions)	49.4	47.6	51.7	56.3	60.7	56.4	74.4	75.8	70.7	69.5		



**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 4 MAY 2022**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	No. 374 Newcastle Street, Perth (DR 204 of 2021)	1 October 2021	S&K Investments Pty Ltd	<p>Application for review of Council decision to conditionally approve Billboard signage on 14 September 2021. Application seeks to review a condition of development approval.</p> <p>Directions Hearing listed for 15 October 2021 and matter referred directly to mediation scheduled for 27 October 2021. Following mediation the applicant was required to provide additional information by 15 November 2021. Council invited to reconsider its decision at 14 December 2021 Meeting. Application for reconsideration approved by Council for a period of three years. Following Directions Hearing on 14 January 2022, the matter has been listed for a further Directions Hearing on 22 April 2022 to schedule Hearing on the matter.</p> <p>Applicant withdrew their application for review on 15 March 2022. <b>Withdrawn.</b> <i>Representation by: Allering and Associates</i></p>
2.	Nos. 212-214 Lake Street, Perth (DR 223 of 2021)	19 October 2021	Hanoze Park Pty Ltd	<p>Application for review of notice issued in accordance with the <i>Health (Miscellaneous Provisions) Act 1911</i> to address odour nuisance at 7 Grams Chicken Café. Hanoze Park Pty Ltd believes the notice to be invalid.</p> <p>The applicant sought a determination that a <i>Health Act</i> Notice cannot be issued for nuisances not listed in Section 182 of the <i>Health Act</i>. On <a href="#">20 April 2022 SAT dismissed this application</a>.</p> <p>A further directions hearing was scheduled for 6 May 2022 to determine how to proceed, however this has been adjourned until approximately 20 May 2022 (date subject to SAT availability) so the business can appoint an expert to explore practical solutions to the odour nuisance. The business may also investigate further appeal options.</p> <p><i>Representation by: McLeods</i></p>
3.	Nos. 636-640 Newcastle Street, Leederville (DR 61 of 2022)	4 April 2022	Megara	<p>Application for review of JDAP decision to refuse an application for Mixed Use Development (Amendment to Approved) on 17 March 2022.</p> <p>Directions Hearing listed for 29 April 2022 was vacated with the intention of referring the matter directly to mediation. The applicant and the JDAP are currently liaising to confirm a date for mediation.</p> <p><i>Representation by: JDAP</i></p>

**METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)  
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT  
AS AT 28 APRIL 2022**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 46C Joel Terrace, East Perth	Doepel March Architects and Planners	Form 1 – Multiple Dwellings	3 November 2021	Not yet scheduled	Currently under assessment.  Responsible Authority Report currently due 10 May 2022.
2.	No. 357 Oxford Street, Mount Hawthorn	Peter Simpson Town Planning	Form 1 – Commercial Development	25 November 2021	22 April 2022	Application approved unanimously as recommended by the City.  Meeting minutes are available <a href="#">here</a> .
3.	Nos. 170-180 Brisbane Street, Perth	Urbanista Town Planning	Form 1 – 10 Grouped Dwellings	13 January 2022	Not yet scheduled	Currently under assessment.  Responsible Authority Report currently due 12 May 2022.
4.	Nos. 17-39 Robinson Avenue, Perth	Stewart Urban Planning	Form 1 – Alterations and Additions to Hotel	19 January 2022	Not yet scheduled	Currently under assessment.  Responsible Authority Report due 3 May 2022.
5.	No. 391 Lord Street, Mount Lawley	Urbanista Town Planning	Form 1 – Mixed Use Development	22 February 2022	Not yet scheduled	Currently under assessment.  Responsible Authority Report due date not yet confirmed due to a current request for further information.

**CITY OF VINCENT DESIGN REVIEW PANEL  
REGISTER OF APPLICATIONS CONSIDERED BY DESIGN REVIEW PANEL  
AS AT 28 APRIL 2022**

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
Nos. 107-109 Summers Street, Perth	Urbanista Town Planning	Six Grouped Dwellings	23 March 2022	Lodged DA – Previously Referred To consider amendments to the proposal made in response to the comments of the Design Review Panel on 15 December 2021.
No. 391 Lord Street, Mount Lawley	Urbanista Town Planning	Mixed Use Development – 8 Apartments and 1 Café Tenancy	6 April 2022	Lodged DA – Previously Referred To consider amendments to the proposal made in response to the comments of the Design Review Panel on 28 April 2021.
Nos. 170-180 Brisbane Street, Perth	Urbanista Town Planning	10 Grouped Dwellings	20 April 2022	Lodged DA – Previously Referred The proposal would benefit from referral to the Design Review Panel to consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 9 February 2022.
No. 357 Lord Street, Highgate	Arconic Design	Mixed Use Development – Four Multiple Dwellings and One Café	20 April 2022	Lodged DA – Previously Referred To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 29 September 2021.
Nos. 367-373 Fitzgerald Street and No. 103 Alma Road, North Perth	Celsius Developments + TRCB + Space Collective Architects	Mixed Use Development	20 April 2022	Prelodgement Application The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and Residential Design Codes (R Codes), and the appropriateness of the development within its setting. The applicant has refined their previous development concepts which were presented to the DRP on 16 March 2022.



# INFORMATION BULLETIN

<b>TITLE:</b>	<b>Register of Petitions – Progress Report – April 2022</b>
<b>DIRECTORATE:</b>	<b>Chief Executive Officer</b>

**DETAILS:**

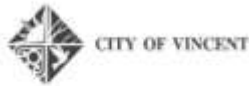
Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

<b>Key Index:</b>	
CEO:	Chief Executive Officer
EDCBS:	Executive Director Community & Business Services
EDIE:	Executive Director Infrastructure & Environment
EDSD:	Executive Director Strategy & Development

Date Rcd	Subject	Action Officer	Action Taken
30/3/2022	Petition with thirty six (36) signatures requesting that Council prohibit Western Diagnostic Pathology from operating a COVID testing drive through clinic at 391 Oxford Street, Mt Hawthorn.	EDIE	City of Vincent and Western Diagnostics are working collaboratively to relocate the COVID testing clinic to an alternate site within City of Vincent. Residents will be updated with information as it becomes available.
15/3/2022	Petition with four (4) signatures requesting residents only parking on Prospect Place, West Perth	EDIE	The Rangers have recently completed the necessary occupancy survey for this street, and are now in the process of going through all of the data to ascertain what the best outcome is. Once we have analysed the data, we can then make a decision whether it is viable or necessary to make this resident only parking.



# INFORMATION BULLETIN

<b>TITLE:</b>	<b>Register of Notices of Motion – Progress Report – April 2022</b>
<b>DIRECTORATE:</b>	<b>Chief Executive Officer</b>

## DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following Notices of Motion still require action or are in the process of being actioned.

<b>Key Index:</b>	
CEO:	Office of the CEO
EDCBS:	Executive Director Community & Business Services
EDIE:	Executive Director Infrastructure & Environment
EDSD:	Executive Director Strategy & Development

Details	Action Officer	Comment
<b>18 May 2021 – Submitted by Cr Hallett</b>		
Local Planning Scheme No 2 – Amendment Regarding Tobacco Outlets	EDSD	Policy to be created to address provisions relating to Restricted Premises and businesses whose trade is the sale and consumption of tobacco products. Consider the definition of 'Restricted Premises', and the use permissibility for this land use as part of the next Scheme Review. To be completed in 2022.
<b>27 April 2021 – Submitted by Cr Hallett</b>		
Community Engagement For Ecozoning	EDIE	Chief Executive Officer to ensure that future eco-zoning initiatives in public parks/reserves will involve prior public engagement with the local community and park users on the design and implementation, as outlined in the Community Engagement Strategy.
<b>20 October 2020 – Submitted by Cr Topelberg</b>		
Review of Local Planning Policy No. 7.5.2 - Signs and Advertising	EDSD	Draft Policy including reference to prohibited third party advertising signs (previously known as billboards) authorised for advertising at 14 December OMC. Advertising commenced 19 February 2022. Advertising results and updated Policy will be presented back to Council mid-year.



# INFORMATION BULLETIN

<b>TITLE:</b>	<b>Register of Reports to be Actioned – Progress Report – April 2022</b>
<b>DIRECTORATE:</b>	<b>Chief Executive Officer</b>

## DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following reports still require action or are in the process of being actioned:

<b>Key Index:</b>
CEO: Office of the CEO
EDCBS: Executive Director Community & Business Services
EDSD: Executive Director Strategy & Development
EDIE: Executive Director Infrastructure & Environment

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
<b>5 April 2022</b>				
9.1	No. 128A (Lot: 2; STR: 80812) Harold Street, Mount Lawley - Proposed Alterations and Additions to Grouped Dwelling	EDSD	Applicant is considering their options for the development.	Application anticipated to be presented back to Council by mid 2022.
9.3	Proposed Amendment No. 9 to Local Planning Scheme No. 2 - No. 21 (Lot: 373; D/P: 1939) Eucla Street, Mount Hawthorn	EDSD	Referrals to State Government progressing.	Referral comments expected to be received by mid 2022.
10.4	North Perth Traffic Calming - Public Consultation Results	EDIE	Receive further report on the consultation in August 2022	Report will be presented to Council in August 2022
12.1	Advertising of Amended Policy - CEO Annual Performance Review	EDSD	Advertising of Policy No. 7.5.3 – CEO Annual Performance Review to be arranged.	Summary of consultation and updated Policy will be presented back to Council in mid 2022.
12.5	Responses to motions carried at the Annual Meeting of Electors held on 2 February 2022			
<b>Motion 2</b>	DIRECTS the CEO to provide the Tree Selection Tool publicly on the City website. Council RECEIVE a further report on the review of the Street Tree and other relevant policies to reflect the requirement for at least 75% of street trees planting going forward being native.	EDIE	Further report advising feasibility will be presented to Council in September 2022.	Parks will liaise with ICT to see feasibility of having the Tree Selection Tool made public. We will also have a review of the Street Tree Policy. After investigations, a report advising feasibility will be presented to Council by September 2022.
<b>Motion 4</b>	Colvin Lane Signage: REQUESTS that Administration undertake further investigation into additional signage, repainting of the carriageway and the addition of a safety mirror. To be reported to Council no later than June 2022 REQUESTS that Administration contact Main Roads regarding the suitability of a reduced enforceable	EDIE	Report back to Council in June 2022.	Will investigate additional signage, speed limit and repainting requirements and bring a report back to Council no later than June 2022.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
	limit in the laneway. To be reported to Council no later than June 2022.			
<b>Motion 6</b>	<p>4. REQUESTS that:</p> <ol style="list-style-type: none"> <li>The CEO investigates the scope and cost of a suitably qualified consultant to assess and model the capacity of the City's existing drainage network to cope with increasing major rain events and the need to assess climate mitigation;</li> <li>Includes a scope of works is inclusive of cost estimates, a risk-based assessment and a program of prioritised works and recommendations over a 10-year period; and</li> <li>Provides a report back to Council by December 2022.</li> </ol>	<b>EDIE</b>	Budget allocation and engaging of contractors underway.	Engaging contractors to have the construction of the retaining wall are underway. Budget to be allocated for the works, and a report will be presented back to Council no later than December 2022.
<b>Motion 9</b>	<p>That Beatty Park Reserve be reclassified from District Open Space to Neighbourhood Open Space. 2. That sporting teams are stopped from using Beatty Park Reserve and return the park to community use. 2. That a plan is developed for Beatty Park based on recreational zoning.</p> <p><u>Administration will correct the error in Table 11 within the Public Open Space Strategy and modify the existing area size of the reserve to encompass both the Beatty Park Leisure Centre and the green space.</u></p>	<b>EDSD</b>	Strategy being amended to correct the error in Table 11 and modify the existing area size of the reserve to encompass both the Beatty Park Leisure Centre and the green space.	Updated Strategy will be uploaded to the website in May 2022.
<b>8 March 2022</b>				
<b>9.4</b>	Sale of No. 26 Brentham Street, Leederville	<b>EDSD</b>	Investigations/consultation on playground and landscape plan to commence. Subject to rezoning amendment. EOI's from adjoining landowners to be prepared closer to amendment outcome. Prework to be commenced on potential POS locations and road reserve enhancement.	Early 2023
<b>9.5</b>	Amendment 8 to Local Planning Scheme No. 2 (No. 26 Brentham Street, Leederville)	<b>EDSD</b>	A notice has been sent to relevant public authorities to reclassify the subject site from Public Open Space reserve to Residential zone with density code of R60. Advertising of amendment to close on 20 May 2022.	Summary of consultation will be presented back to Council in mid-2022.
<b>9.7</b>	Advertising of Amended Policy - Policy No. 7.5.3 - Education and Care Services	<b>EDSD</b>	Advertising of Policy No. 7.5.3 – Education and Care Services closed 10 April 2022.	Summary of consultation and updated Policy will be presented back to Council in mid 2022.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
9.9	Advertising of New Policy - Draft Vibrant Public Spaces Policy	EDSD	Advertising of Draft Vibrant Public Spaces Policy closed 29 April 2022.	Summary of consultation and updated Policy will be presented back to Council in mid 2022.
<b>12.6</b>	<b>Undertakings Relating to the Local Government Property Local Law 2021</b>	EDSD	Response to JSCDL. Legal advice sought.	Amendment to Local Law to be completed Sept 2022.
<b>8 February 2022</b>				
9.1	Advertising of amended Character Areas and Heritage Areas policy - Wilberforce and Kalgoorlie Streets	EDSD	Advertising of Character Areas and Heritage Areas Policy relating to Wilberforce and Kalgoorlie Streets close 21 March 2022.	Summary of consultation and updated Policy will be presented back to Council following advertising period in mid 2022.
9.3	Public Open Space Strategy - Implementation Progress Update	EDSD	Council received the first implementation progress update relating to the actions within the Public Open Space Strategy. These actions will continue to be progressed. Council will receive this update annually.	February 2023.
9.4	Draft Smoke Free Areas and Smoke Free Areas - Education and Enforcement Policy	EDSD	Public consultation to commence in early 2022. Summary of consultation and updated smoke free areas and Policy will be presented back to Council following advertising period.	Mid Late 2022 Joint Standing Committee has expressed concerns about Property Local Law 2021, which has led to this project being delayed.
9.6	Extension of Lease and Deed of Contract to Belgravia Health & Leisure Group Pty Ltd - Loftus Recreation Centre - Portion Lot 501 (99) Loftus Street, Leederville	EDSD	Drafting of documents progressing.	March Mid 2022.
9.7	Advertising of New Policy - Temporary Employment or Appointment of CEO Policy	EDSD	Public consultation to commence in early 2022. Summary of consultation and updated Policy will be presented back to Council following advertising period.	Mid 2022
9.8	Outcome of Advertising and Adoption of New Election Signs Policy	EDSD	Council Policy adopted. Review implementation after Federal Election April/May 2022. Conditions of policy to be incorporated into Property Local Law per JSCDL undertaking	Mid 2022
9.9	Advertising of Amended Policy - Elected Members Continuing Professional Development	EDSD	Public consultation to commence in early 2022. Summary of consultation and updated Policy will be presented back to Council following advertising period.	Mid 2022
9.10	Advertising of Amended Policy - Council Members – Allowances, Fees and Reimbursement of Expenses Policy	EDSD	Public consultation to commence in early 2022. Summary of consultation and updated Policy will be presented back to Council following advertising period.	Mid 2022
11.7	3 Year Funding Agreement – Y WA	EDCBS	Following the endorsement by Council, Administration has	March-2022 June 2022



Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			been liaising with Y WA and will enter into a 3 year Agreement from July 2022 to June 2025.	
<b>14 December 2021</b>				
9.9	Commencement of Expressions of Interest process inviting redevelopment concepts for the Avenue and Frame Court Car Parks	EDSD	Commercial consultant engaged. Initial planning commenced.	Presenting draft EO1 materials to Council workshop in mid-2022.
9.12	Amendment to Local Planning Policy No. 7.5.2 - Signs and Advertising	EDSD	Draft Policy including reference to prohibited third party advertising signs (previously known as billboards) authorised for advertising at 14 December OMC. Advertising commenced 19 February 2022 and concluded on 19 March 2022.	Advertising results and updated Policy will be presented back to Council mid-2022.
9.15	Complaints Management Framework - Code of Conduct for Elected Members, Committee Members and Candidates	EDSD	Draft Policy to be advertised for consultation.	<b>Completed</b> Ordinary Meeting of Council April 2022.
9.16	Proposed Lease of Hyde Park Kiosk to Veggie Mama Pty Ltd	EDSD	Proposed Lessee advised - Discussions commenced in respect to fit-out requirements and works program.	Early 2022
<b>16 November 2021</b>				
9.3	Creation of City of Vincent Animal Local Law	EDSD	Animal Local Law advertised.	Report back to Council in early mid-2022.
9.7	Response to Notice of Motion - Local Planning Scheme No. 2 Amendment Regarding Tobacco Outlets	EDSD	Policy to be created to address provisions relating to Restricted Premises and businesses whose trade is the sale and consumption of tobacco products. Consider the definition of 'Restricted Premises', and the use permissibility for this land use as part of the next Scheme Review.	To be completed in 2022.
9.8	Extension of Lease - North Perth Special Needs (Shalom Coleman) Dental Clinic, 31 Sydney Street, North Perth	EDSD	CEO to approve and execute lease. Administration to prepare for expeditious conversion to POS following end of lease on 30 June 2022. Neighbours to be informed of change to transition plan.	<b>Late-2022</b> Awaiting return of lease from NPSNDC. Car park land report 2022.
9.9	Car Parking Licence for Minister for Education (School of Isolated and Distance Education)	EDSD	CEO to approve and execute licence.	<b>Late-2022</b> Early 2022
<b>14 September 2021</b>				
9.7	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan - Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2	EDSD	LPSP referred to WAPC for comment and endorsement.	Comments not expected until Mid 2022.
10.1	Advertising of amended policy - Parking Permits		A report will be presented to Council after the conclusion of public notice period.	<b>Completed.</b> April 2022.
10.6	North Perth Traffic Calming - Public Consultation Results		Report withdrawn from September OMC to allow administration time to liaise with	<b>Completed April 2022 OCM</b>

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			MRWA on the potential to access funding from the Urban Road Safety Program. Will be presented to Council in March April 2022.	
10.7	Forrest Street Traffic Petition - Response to Petition	EDIE		Community Consultation to be carried out and Administration will review once completed.
<b>17 August 2021</b>				
10.1	E-Permits Implementation Progress Report.	EDIE	A report will be prepared for the August Audit Committee Meeting and will brought back to council for further review no later than October 2021.  As a consequence of issues raised with the implementation of the permits in respect to the collection management and retention of privacy data, a review of the City's Privacy policy is being undertaken. A report will be submitted to Audit Committee early 2022 on the Privacy Policy.	October-2021-Early 2022
<b>22 June 2021</b>				
12.1	Results of Consultation - Barlee Street Car Park Options for Future Use	EMCSG	A further report is required to Council on potential public or shared spaces within Beaufort Street including the potential for trialling pedestrian spaces at Grosvenor Road or Barlee Street. Submitters notified of Council decision. Fee modified and signs updated. New 5 year lease for car park approved.	Report on public/shared spaces within Beaufort Street Town Centre 2022. Relocation costs to be reviewed and valuation of sign footprint on private land to be undertaken early 2022. Lease of car park for further 5 years defers need to relocate sign. Further work to be done as part of reviewing car park need in four years.
<b>23 March 2021</b>				
10.2	Waste Strategy Project - 2 Bulk Hard Waste Options Appraisal	EDIE	Carry out one final scheduled collection in July 2021.  Implement an 18 month trial of the WMRC Verge Valet from January 2022.  Further report will be provide to council on the progress and the community feedback.	Carry out one final scheduled collection in July 2021.  Implement an 18 month trial of the WMRC Verge Valet from January 2022.  Report to be presented to Council in March 2023
<b>15 December 2020</b>				
9.9	Review of Policy No. 4.1.22 - Prosecution and Enforcement	EDSD	Review presented to August Council Workshop.	Draft policy proposed to be presented to Council for community consultation in early 2022.
10.3	North Perth Traffic Report	EDIE	Implement a 12 month trial by extending the Fitzgerald street median island through the intersection.  Undertake consultation with the businesses and residents in the area bounded by Angove, Charles, Vincent and Fitzgerald Streets on the installation of	<b>Completed OCM April 2022</b> Public consultation in February March-April with report March-May-July-2021 OCM. 27-August-September 2021 OCM.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			<p>mid-block traffic calming measures.</p> <p>Present a further report at the conclusion of public consultation in <del>March</del> May 2021</p> <p>Inform the petitioners of the Council's decision.</p> <p>Undertake traffic, speed and volume and data collection on Alma Road and present to council in <del>March</del> July-August 2021.</p>	<p>Report delayed following public meeting requested by residents.</p> <p>Report withdrawn from September OMC to allow administration time to liaise with MRWA on the potential to access funding from the Urban Road Safety Program.</p> <p>The report will be revised and re-presented to Council by <del>March</del> April 2022 following advice from MRWA.</p>
<b>20 October 2020</b>				
12.2	Request to the Minister for Lands to Acquire Six Rights of Way as Crown Land and Reserve as Public Rights of Way - Perth Precinct	CEO	Request submitted to the Minister for Lands in February 2021 Assessment expected to take 6 – 12 months. Five RoWs completed. One pending.	<p>Expected completion 31 December 2021.</p> <p>End of 2021/22 financial year.</p> <p>September 2021 Late 2021 During 2022</p>
<b>15 September 2020</b>				
9.4	City of Vincent Rebound Plan	EDSD	The Rebound Plan is a living document that will constantly update and evolve to meet the changing needs of businesses and the community. The plan will be updated and reported monthly to the Rebound Roundtable and quarterly to Council.	The final quarterly update will be provided to Council at its meeting in June 2022.
10.1	Waste Strategy Project - 8 Commercial Waste Collections (Update Report)	EDIE	Administration currently preparing next steps for ending commercial services as per council approved Communications Strategy. Administration is visiting all commercial premises.	<p>Implementation review report to Council on the discontinuation of the commercial waste service will be provided six months after implementation.</p> <p>Estimated <del>March</del> April 2022</p>
12.2	Repeal of the City of Vincent Parking and Parking Facilities Amendment Local Law 2020	EDSD	<p>The Joint Standing Committee has been advised of Council's decision.</p> <p>Public notice of the repeal of the amendment local law occurred in January 2021. The public comments proposed to be provided to Council in mid-late 2021-early 2022.</p>	A new local law is being drafted for Council's review in mid <del>September late</del> 2021-early 2022.
<b>Council Meeting – 7 April 2020</b>				
12.3	Sale of miscellaneous portions of City Freehold Land	CEO	Community consultation in respect to Brentham Street conducted September 2021. Discussions to occur with Rosewood and Aranmore regarding future sale/lease of Brentham Street parcel.	<p>202 Vincent Street – <b>Completed.</b></p> <p>150 Charles Street - <b>Completed.</b></p> <p>10 Monmouth Street – <b>Complete</b> sale not proceeding.</p> <p><b>Completed</b> – Barlee Street carpark – 22 June 2021 – not proceeding at this time.</p> <p><b>Completed</b> (Superseded with new resolution) - Brentham Street - Council <del>December</del> 2021, early 2022</p>

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
<b>Council Meeting – 23 July 2019</b>				
9.8	Beaufort Street Change of Use Exemption and Amendment to Policy No. 7.5.1 - Minor Nature Development	EDSD	The trial has been implemented along with a number of additional exemptions implemented through the State Government in response to COVID and presented back to Council for consideration.	The revised draft Policy will be presented to Council for consideration in the 2020/21 financial year. 2021: 2022
<b>Council Meeting – 30 April 2019</b>				
11.4	Transfer and dedication of lots as road - Charles Street, North Perth	CEO	Main Roads to organise State Solicitors Office to prepare have prepared transfer documents. Awaiting signing by both parties. Acquisition of Lot 66 on hold due to adverse possession claim. Resolution of adverse possession claim waiting on Landgate decision.	To be signed by 30 October 2020. Waiting on Landgate decision
<b>Council Meeting – 2 April 2019</b>				
11.4	Amendments to the Trading in Public Places Local Law 2008 and Local Government Property Local Law 2008	CEO	Local Government Property Local Laws and new Election Signs Policy report provided to Council 28 July 2020 for approval to advertise. Trading in Public Places Amendment Local Law will be redrafted.	Local Government Property Local Law <b>completed</b> (Item 12.7 28 July 2020). Trading in Public Places Local Law will be redrafted mid-in June late 2021. early 2022
<b>Council Meeting – 27 June 2017</b>				
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	EDSD	Administration has forwarded the submission to WALGA. The Minister for Planning and the Attorney General were not advised of Council's position in relation to Third Party Appeal Rights.	Administration will prepare advice to the Minister for Planning and the Attorney General on Third Party Appeal Rights in 2022 in the context of reforms to Development Assessment Panels and the intended introduction of a Special Matters Development Assessment Panel.
<b>Council Meeting – 30 May 2017</b>				
12.5	Perth Parking Levy	EDIE	Awaiting outcomes of the Perth CBD Transport Plan and specific recommendations regarding the Perth Parking Levy. State Government yet to release results of consultation.	Update scheduled to be provided in late 2021-2022
<b>Council Meeting – 27 May 2014</b>				
9.3.4	East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	CEO	Further discussions ongoing as part of broader discussions with Football Clubs.	September 2020. November 2020 Mid-Late 2021. Early 2022

**COUNCIL WORKSHOPS**

**Two workshops have been held since 5 April 2022.**

**12 April 2022**

**The topics discussed were:**

Vincent Pedestrian Streets - Grosvenor Road Trial

Tamala Park Regional Council – Landholding

Precinct and City-Wide Planning

**19 April 2022**

Proposed Communications & Social Media Policy, replacing Social Media Protocol and Media Policy

Review of Council Member Contact with Developers Policy

Annual Review of Council Delegations

Workforce Plan 2022/2023

Leederville Oval Floodlights

Waste Project Update - Cessation of Commercial Services

Advocacy Agenda - Q1 2022 Update

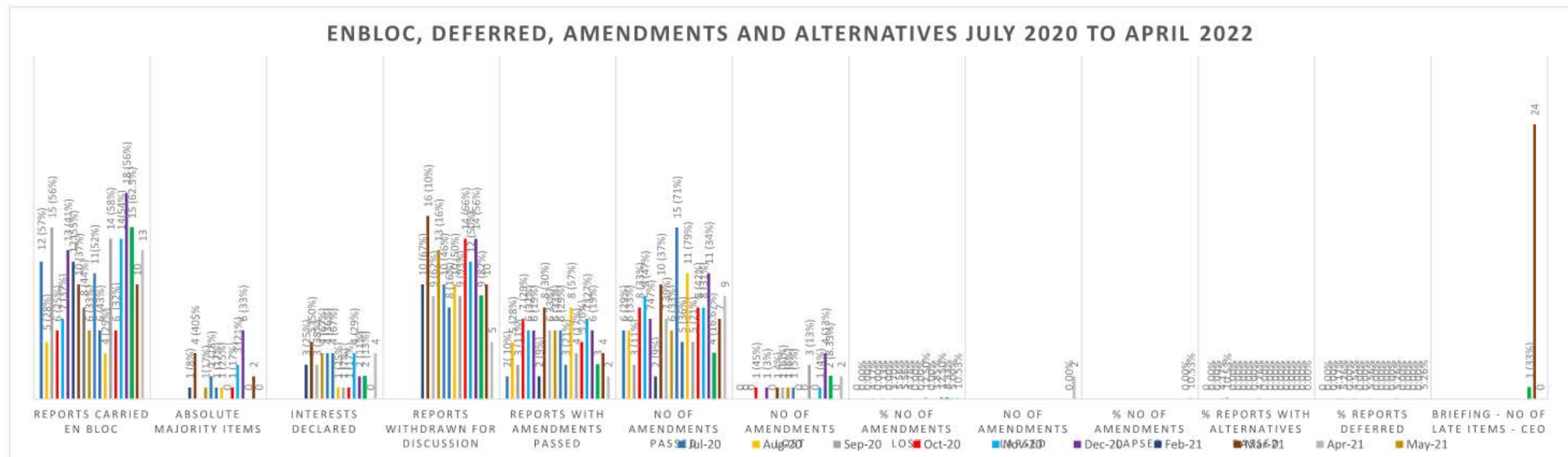
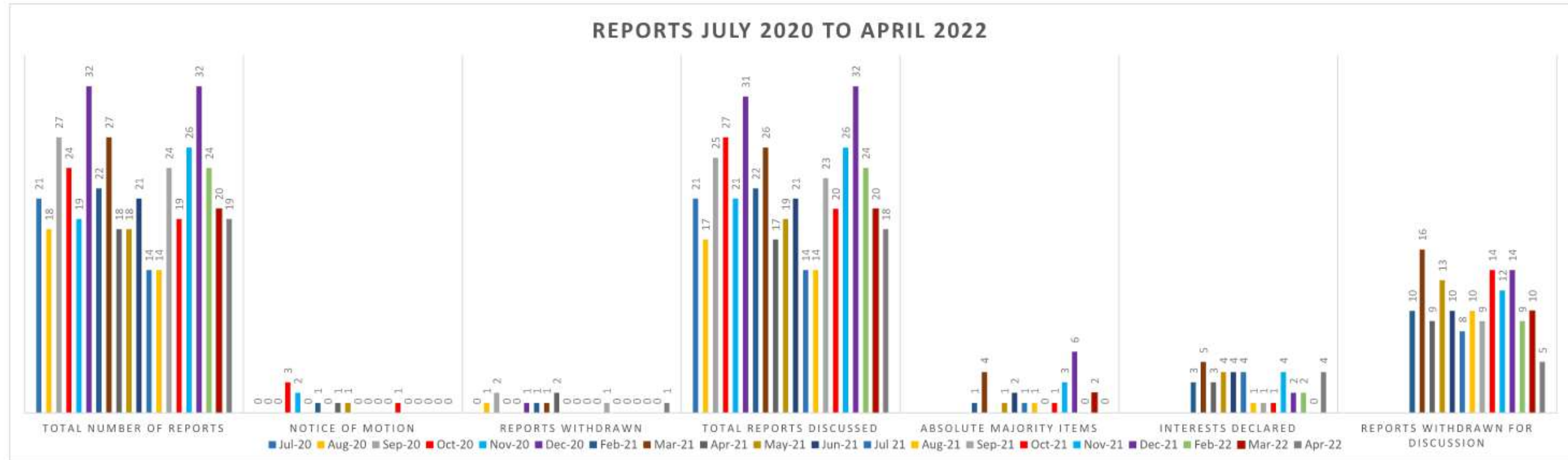
Asset Prioritisation for Buildings and Level of Service Review

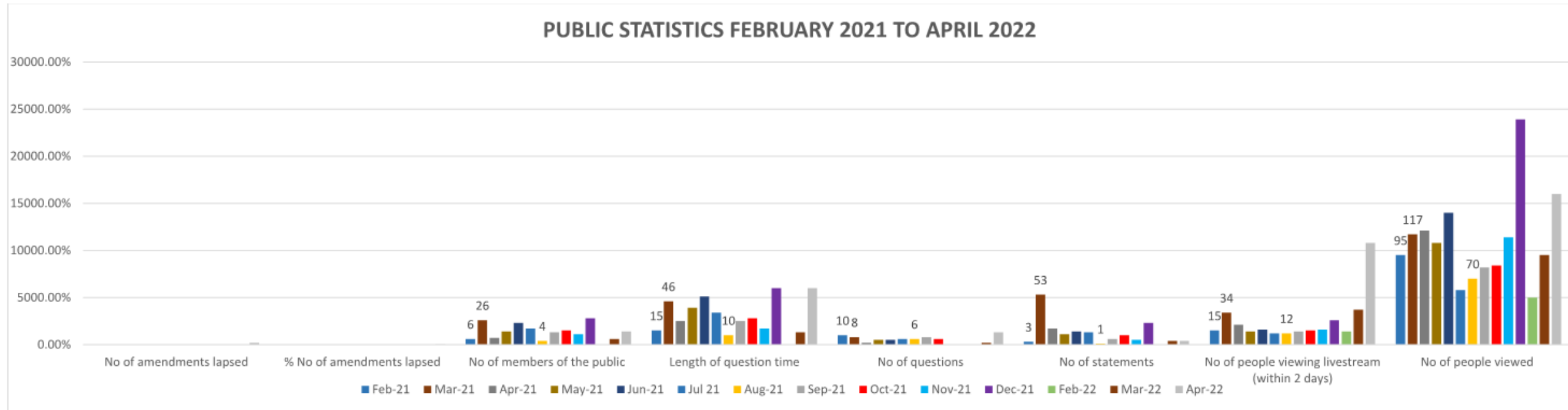
Local History Awards 2022

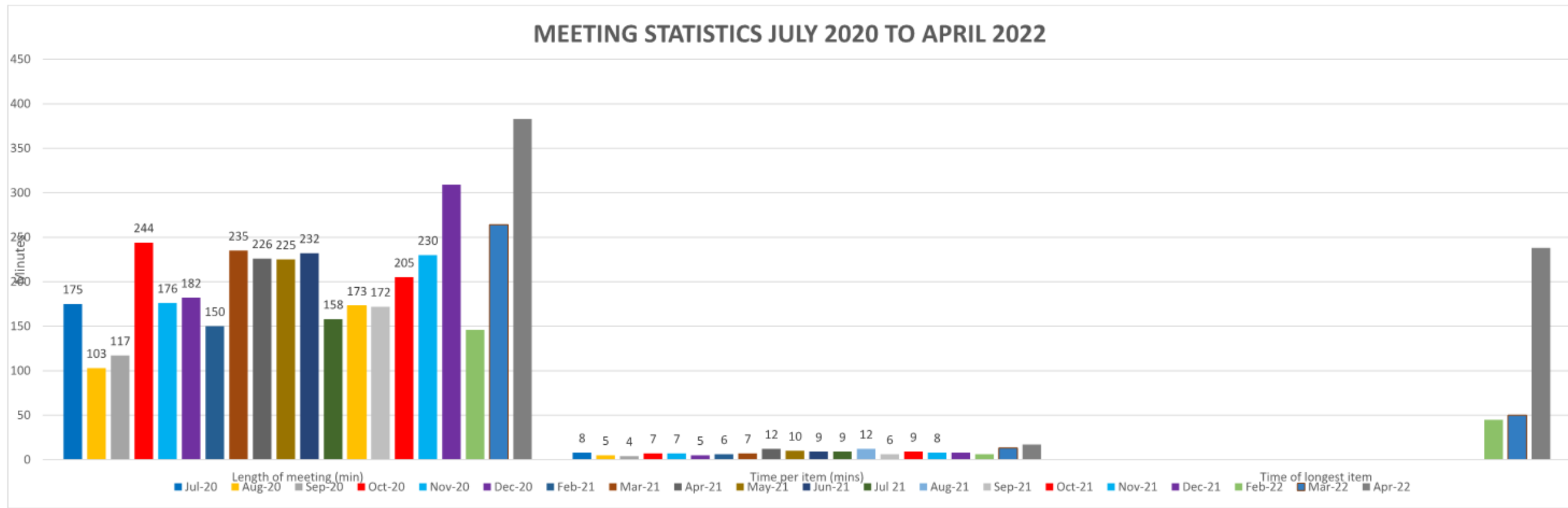
Consideration of New Policy – Sportsground Allocation, Use and Hire Policy

Improving Council Meeting Decision Making Processes

COUNCIL MEETING STATISTICS AS AT 5 APRIL 2022











**CITY OF VINCENT**

# **NOTES**

## **Council Briefing**

### **29 March 2022**

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**NOTES OF CITY OF VINCENT  
COUNCIL BRIEFING  
HELD AS E-MEETING AND AT THE  
ADMINISTRATION AND CIVIC CENTRE,  
244 VINCENT STREET, LEEDERVILLE  
ON TUESDAY, 29 MARCH 2022 AT 6.00PM**

<b>PRESENT:</b>	<p>Mayor Emma Cole Cr Susan Gontaszewski Cr Alex Castle Cr Jonathan Hallett Cr Dan Loden Cr Ashley Wallace Cr Suzanne Worner Cr Ron Alexander Cr Ross Ioppolo</p>	<p>Presiding Member South Ward (electronically) North Ward South Ward (electronically) North Ward (electronically) South Ward (electronically) North Ward (electronically) North Ward (left at South Ward (electronically)</p>
<b>IN ATTENDANCE:</b>	<p>David MacLennan Andrew Murphy  Peter Varris  Virginia Miltrup  Jay Naidoo  Rhys Taylor  Craig Wilson  Paul Morrice Tara Gloster  Wendy Barnard</p>	<p>Chief Executive Officer Executive Director Infrastructure &amp; Environment (electronically) A/Executive Director Strategy &amp; Development Executive Director Community &amp; Business (electronically) Manager Development &amp; Design (electronically) (left at 8.40pm, after Item 5.3) Manager Financial Services (left at 8.42pm after Item 7.4) Manager Engineering(electronically) (left at 7.53pm, after Item 8.5) Manager Ranger Services (electronically) Manager Policy &amp; Place (electronically) (left at 8.40pm after Item 5.4) Council Liaison Officer</p>
<b>Public:</b>	Approximately eleven members of the public.	

## 1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Emma Cole, declared the meeting open at 6.00pm and read the following Acknowledgement of Country statement:

"The City of Vincent would like to acknowledge the Traditional Owners of the land, the Whadjuk people of the Noongar nation and pay our respects to Elders past, present and emerging."

## 2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Nil

## 3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

The following is a summary of questions and submissions received and responses provided at the meeting. This is not a verbatim record of comments made at the meeting.

### 3.1 Geraldine Box of North Perth - Item 6.4

- Spoke in support of the recommendation
- Thanked Administration and Council for listening to the residents

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**COUNCIL BRIEFING NOTES****29 MARCH 2022**

- Recommendation 3.1 is a really useful approval to traffic calming, as it will improve pedestrian amenity, as long as they are at grade where the plateau and footpath meet to ensure that people in wheelchairs and prams etc can access
- Requested a plateau at Claverton and Leake Streets, this would make it clear that these streets are not suitable for rat running
- Requested that a timeline for completion is advised
- Supports a 12 month trial of the diagonal diversion
- Thanked Council for addressing these issues

*The Presiding Member, Mayor Emma Cole, thanked Ms Box for her comments and advised that Main Roads are keen to expend this funding before the end of the financial year, which is one of the reasons that Council has to rely on previous consultation.*

**3.2 Andrew Main of North Perth – Item 6.4**

- Spoke in support of recommendation
- Requested details on the impact that specific treatments on each street would be
- Recommended a couple of community workshops with representatives from each street
- Suggested that the closure of View Street at Fitzgerald Street would cause major impacts
- View Street was not closed when this process started, so traffic that would have used that street is now using Alma Street, could modelling be done around what traffic would look like if View Street was opened again.

*The Presiding Member, Mayor Emma Cole, thanked Mr Main for his comments and advised that the City is not planning to close View Street.*

**3.3 Barbara Abbott of North Perth – Item 8.4**

- Submitted a written statement, listed below, and spoke to it
- Mentioned that while there may be constraints set out in the Model of Code of Conduct, it is in the best interests of Council to provide the best possible process for resolving behaviour issues
- Mentioned that lack of resolution of behaviour issues breeds discontent
- Stated that the complaints process should be fair, demonstrate respect for all parties and be founded on the principles of natural justice

*The Presiding Member, Mayor Emma Cole, thanked Ms Abbott for her comments and for taking the time to prepare this feedback.*

**3.4 Marie Slyth of West Perth – Item 8.5**

- Spoke to motion 4 and 5
- Stated that she feels she has the right to be safe entering and leaving her garage, there is no visibility in either direction when exiting the garage
- Reiterated her call for a large sign at the entrance of Colvin Lane from Strathcona Street and at the unnamed laneway that adjoins Colvin Lane
- Mentioned that when the wind blow strongly, the trees almost touch the tops of the houses

*The Presiding Member, Mayor Emma Cole, thanked Ms Slyth for her comments and advised that the recommendation notes that the trees in Carr Street require minor management. Mayor Cole also queried the condition of the pavement markings from 2011? Marie Slyth advised they are still clear, but they are not observed.*

**3.5 Suzanne Burke of North Perth – Item 8.5**

- Spoke to motions 6 and 9
- Mentioned that when the pavilion was demolished the field is no longer suitable for sports
- Stated the reserve is too small to shared use.

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**COUNCIL BRIEFING NOTES****29 MARCH 2022**

- Stated that the limestone wall and fence on the north side of Beatty Park needs to be extended, or their houses will be flooded.
- Mentioned that the removal of the pavilion removed a physical barrier to the water
- Stated that protection is required from the Charles Street side of the reserve, the Council did agree to this and allocated money towards it, which was then cancelled for an unknown reason

*The Presiding Member, Mayor Emma Cole, thanked Ms Burke for her comments.*

**3.6 Lynda Quinn of North Perth – Item 8.5**

- Spoke to Motion 9
- Mentioned there is not sufficient space for concurrent use
- Queried how the neighbourhood can use this space with the sporting teams, when there are approximately 80 people at the sporting events
- Stated that there is no reference in the report to the lack of changerooms or toilet facilities, which are required for hiring the field to sporting teams
- Requested that the teams are relocated to a more suitable venue

*The Presiding Member, Mayor Emma Cole, thanked Ms Quinn for her comments.*

**3.7 Ray Stevenson of North Perth – Item 8.5**

- Spoke to motion 6
- The Emerge report cost \$25,000, option 5 was the preferred option, but it did not proceed
- Money was allocated but subsequently cancelled with no explanation or communication
- Spoke about the history of this issue

*The Presiding Member, Mayor Emma Cole, thanked Mr Stevenson for his comments.*

**3.8 Steve Burke of North Perth – Item 8.5**

- Spoke to motions 6 and 9
- Without the pavilion there are no facilities for the sporting teams and the neighbouring houses are flooding from the Charles Street side.
- Stated that the leaves block the drains, which causes flooding.
- The extension of the wall and the fence will slow the water and stop the leaves

*The Presiding Member, Mayor Emma Cole, thanked Mr Burke for his comments.*

**3.9 Greg Nolan of North Perth - Item 8.5**

- Spoke to motion 6
- The City's response is that significant drainage improvement works have been carried out, the total cost of mitigation works exceed \$260,000. Most of the drainage works precede the Emerge report.
- Can the City provide details of the additional works undertaken after the Emerge report and explain why option 5 of the report was not actioned? Option 5 was to increase the barrier within Beatty Park and connection to the downstream leisure centre drainage system.
- As the City cannot guarantee that inundation will not occur in the future, why not build the wall

*The Presiding Member, Mayor Emma Cole, thanked Mr Nolan for his comments.*

**3.10 Dean Campbell of North Perth- Item 5.2**

- Spoke against the recommendation
- Made a presentation which highlighted how the development will allow full view into the backyard and rear windows of his house
- Requested that Council reject this proposal and suggested some alternatives

## COUNCIL BRIEFING NOTES

29 MARCH 2022

*The Presiding Member, Mayor Emma Cole, thanked Mr Campbell for his comments. Mayor Cole asked about Mr Campbell's plan for access from the ROW. Mr Campbell advised he would like to add a garage on the corner facing the unit, entering from Raglan Street. Mayor Cole asked which direction is it looking from backyard to the frontage of the development. Mr Campbell advised it is West, so that they can get the light. Mayor Cole queried if he had considered a boundary wall? Mr Campbell advised that he would like to have a garage there, and then possibly a tree would help with shade.*

**3.11 Ian Merker of North Perth – Item 5.2**

- Stated that the requirement is to look at overshadowing at one moment of the year, but he has looked at the effects on other days. The result is that for 4 – 5 months of the year multiple neighbours are completely overshadowed
- In summer it will cause a heat trap in the backyard
- Queried if Council would like to have no sunshine in their backyard

*The Presiding Member, Mayor Emma Cole, thanked Mr Merker for his comments.*

The following questions and statements were received prior to the Briefing.

**3.12 Thomas Corbett of North Perth - Item 6.4**

I support recommendation 4 of the briefing agenda on North Perth traffic calming to consult on a diagonal diversion at the intersection of Leake St and Alma Rd. My question is can the council - in this consultation - consider making the diversion a more substantial size that incorporates the adjacent park area to the east of Leake St - extending it north to fully block the east approach of Alma Rd to Leake St, and giving a greater overall park green space to the area as part of the diversion measure? A sketch is included below.

This would have the following benefits:

- Create a cul-de-sac of the northern section of Leake St - reducing traffic in the area of the St Ritas nursing home and North Perth Town Hall
- Gives a quieter area for parking and safe access to families of North Perth Primary school, via the existing school crossing at the North end of Leake St
- Not disrupt overall traffic flow as traffic from View St heading to Alma Rd and vice versa could take the nearby Glebe St in lieu of the north section of Leake St - extending use of the View St as the designated higher traffic street
- Provide an extension of the Leake St green space to the benefit of all residents in the area

I would ask for this proposal to be considered by the council in the consultation - as I see it for the above reasons creating more benefit to the users of the surrounding area.

Figure of proposal:



**3.13 Barbara Abbott of North Perth – Item 8.4 – attended the meeting and spoke to the below statement**

It is my view the document, in its current form, should not be endorsed. I consider there are some necessary changes required.

My background is in complaints management and conciliation. I am a licenced Investigator and have conducted investigations into conduct issues in State and Federal Government organisations, private sector corporations and Local Government authorities over more than 20 years. In recent times I have conducted investigations of complaints, made in WA Local Government authorities, raised under the Model Code of Conduct. I have had no involvement in any matters within the City of Vincent.

**ISSUE 1** The Complaints Assessor role is insufficiently defined. It is a requirement in WA that persons making inquiries, into the conduct of others, do so with some authority. Lawyers, sworn officers and licenced investigators meet these requirements. There are significant risks in contracting a Complaints Assessor who is not qualified to make inquiries into the conduct of others.

**ISSUE 2** [3.1 Making a complaint] Best practice is to address issues, as soon as possible, after an event as is possible. The policy allows a one month window. If the complaint is a one-off event this may be considered reasonable and qualify as best practice. Unfortunately, complaints are often regarding a series of interactions or events that occur over time. In this case a one month window in which to raise a complaint would be unreasonable. For example: if a Councillor were to be dismissive of a resident's concerns and in doing so made disparaging comments regarding their character, the one-off issue would probably not result in a complaint.

However, if the behaviour was repeated, it is more likely to require resolution through the complaint process. It is unlikely repeated incidents would happen within the month that is provided for in the procedure. An opportunity to resolve an issue of behaviour could be denied and the opportunity for resolution lost. The matter may then escalate to proceedings outside of CoV procedures which is not desirable.

**ISSUE 3** Code of Conduct Behaviour Complaints Management Policy – Alternative Dispute Resolution. There is no place for disputes in the coverage of behaviour complaints. The documentation clearly states it is behaviour complaints to be addressed not disputes. This is out of place. It is critical that claimants and respondents have an opportunity to resolve the behaviour complaint. This is an important part of a process and should be highlighted and encouraged. Effective resolution would usually

## COUNCIL BRIEFING NOTES

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require a conciliation process. Conciliation is an expedient process that has a high success rate. Some authorities use mediation. My experience is that mediation is less effective than conciliation as it tends to focus on how people feel rather than an agreement as to how they will both conduct themselves in the future.

**ISSUE 4** The role of the Complaints Assessor is to; collect evidence relevant to the complaint, analyse the evidence into findings, consider mitigating circumstances, consider opportunities for resolution and conclusion of the complaint. The Report provided by the Complaint Assessor should then be considered by the Complaints Committee as to its quality and completeness. The Complaints Committee needs to make a decision based upon their assessment of the report and not bring their own biases to the decision making. 4.4 encourages the Complaints Committee to consider things outside of the independent Complaints Assessor's report. This threatens the perception of a fairness and natural justice. This section (4.4) needs to be rewritten. In my view it is the greatest risk to the success of this process.

*These issues were raised during discussion on the item, and Administration has provided a response to each of the issues at Item 8.4 of these Notes.*

### 3.14 Dudley Maier of Highgate – Item 6.3 and 8.6

1. Item 8.6 identifies three areas for underground power and indicates that this covers 5,336 service meters, plus that the preliminary estimated cost is \$17,600,000. What is the preliminary cost for each of the areas, and how many service meters are in each area (i.e. what is the split up of the 5,336 and \$17,600,000 by area)
2. Item 6.3 indicates that the combined cost of toilet block refurbishment and kiosk 'fit-out' is \$263,896. How much will the toilet block cost, and how much will the kiosk cost? Why didn't the report provide this information given that separate budget components are known to be \$220,000 and \$55,000 respectively, and the tenderers were requested to provide separate figures for each?

### Rob Goulding of North Perth – Item 6.4

With reference to ongoing heightened levels of traffic on Alma Road (including ongoing Cole's HGV delivery trucks) in addition to the expected increase of traffic attributable to the Fitzgerald Street development, we would like the Council to respond to the following questions:

- Further to previous correspondence from the Council, when will a trial period to block access to Alma Road commence and for how long?
- Will the Council consider a local traffic management system identical to the one in Mt Lawley that also has traffic management on the **same** streets around a busy retail district similar to the North Perth Shopping Plaza (Alma Road, Raglan Road and Grosvenor Road)?
- Will the council publicly share the data collected for traffic (quantity of vehicles) recorded on Alma Road, Claverton Street, Leake Street and View Street?
- Where variances in data sets exist between Alma Road and Claverton Street (a street parallel to Alma Road not typically used as a short cut between Charles Street and North Perth Shopping Plaza), what are the Council's conclusions to the variances in traffic volume between Alma Road and Claverton Street?
- Does the council consider the volume in Alma Road traffic (heavy goods and regular vehicles) a health and safety risk managed to ALARP (As Low as Reasonably Practicable) for local residents and their children?

There being no further speakers, Public Question Time closed at approximately 6.48pm.

## 4 DECLARATIONS OF INTEREST

Cr Ron Alexander declared a proximity interest in Item 6.3 Proposed Lease of Hyde Park Kiosk to Veggie Mama Pty Ltd and Item 8.5 Responses to motions carried at the Annual Meeting of Electors 2 February 2022 (specifically motion 12). The extent of his interest is that he lives opposite Hyde Park. He is seeking approval to participate in the debate as he feels his interest is trivial and insignificant.



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**COUNCIL BRIEFING NOTES**

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At 6:49 pm, Cr Ron Alexander left the meeting.

**COUNCIL DECISION****Moved: Cr Ioppolo, Seconded: Cr Worner**

That Council **APPROVE** Cr Ron Alexander's request to participate in the debate on Item 6.3 Proposed Lease of Hyde Park Kiosk to Veggie Mama Pty Ltd and Item 8.5 Responses to motions carried at the Annual Meeting of Electors 2 February 2022 (specifically motion 13).

**LOST (1-7)**

(Cr Alexander was absent from the Council Chamber and did not vote.)

**For:** Cr Ioppolo

**Against:** Mayor Cole, Cr Gontaszewski, Cr Castle, Cr Hallett, Cr Loden, Cr Wallace and Cr Worner

(Cr Alexander was absent from the Council Chamber and did not vote.)

At 7.15 pm, Cr Ron Alexander returned to the meeting.

## 5 STRATEGY & DEVELOPMENT

### 5.1 NO. 128A (LOT: 2; STR: 80812) HAROLD STREET, MOUNT LAWLEY - PROPOSED ALTERATIONS AND ADDITIONS TO GROUPED DWELLING

Ward: South

- Attachments:
1. Location Plan
  2. Final Development Plans
  3. Superseded Plans - Plans Originally Submitted
  4. Summary of Submissions - Administration's Response
  5. Summary of Submissions - Applicant's Response
  6. Determination Advice Notes

#### RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the development application for alterations and additions to grouped dwelling at No. 128A (Lot: 2; S/P: 80812) Harold Street, Mount Lawley in accordance with the plans in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 6:

#### 1. Development Plans

This approval is for alterations and additions as shown on the approved plans dated 22 February 2022. No other development forms part of this approval;

#### 2. Boundary Walls

The surface finish of boundary walls facing an adjoining property shall be of a good and clean condition, prior to the use of the terrace, and thereafter maintained, to the satisfaction of the City. The finish of boundary walls is to be fully rendered or face brick, or material as otherwise approved, to the satisfaction of the City;

#### 3. External Fixtures

All external fixtures, such as television antennas (of a non-standard type), radio and other antennae, satellite dishes, solar panels, external hot water heaters, air conditioners, and the like, shall not be visible from the street(s), are designed integrally with the building, and be located so as not to be visually obtrusive to the satisfaction of the City;

#### 4. Visual Privacy

Prior to use of the terrace, all privacy screening shown on the approved plans shall be installed and shall be visually impermeable and is to comply in all respects with the requirements of Clause 5.4.1 of the Residential Design Codes (Visual Privacy) deemed to comply provisions, to the satisfaction of the City;

#### 5. Colours and Materials

Prior to the lodgement of a building permit, a schedule detailing the colour and texture of the building materials, including privacy screening, must be submitted to and approved by the City. The development must be finished, and thereafter maintained, in accordance with the schedule provided to and approved by the City, prior to use of the terrace; and

#### 6. Stormwater

Stormwater from all roofed and paved areas shall be collected and contained on site. Stormwater must not affect or be allowed to flow onto or into any other property or road reserve.

<b>NO QUESTIONS</b>
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**5.2 NO. 4 (LOT: 235; D/P: 1237) ETHEL STREET, NORTH PERTH - PROPOSED TWO GROUPED DWELLINGS**

**Ward:** South

- Attachments:**
1. Consultation and Location Map
  2. Lodged Development Plans
  3. Final Development Plans
  4. Administration Streetscape Analysis
  5. Administration Shadow Diagram
  6. Urban Design Study
  7. Environmentally Sustainable Design Report and Template
  8. Summary of Submissions - Administration's Response
  9. Summary of Submissions - Applicant's Response
  10. Determination Advice Notes

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for Two Grouped Dwellings at No. 4 (Lot: 235; D/P: 1237) Ethel Street, North Perth in accordance with the plans shown in Attachment 3, subject to the following conditions, with the associated determination advice notes in Attachment 10:

**1. Development Plans**

This approval is for Two Grouped Dwellings as shown on the approved plans dated 21 February 2022 and 10 March 2022. No other development forms part of this approval;

**2. Boundary Walls**

The surface finish of boundary walls facing an adjoining property shall be of a good and clean condition, prior to the occupation or use of the development, and thereafter maintained, to the satisfaction of the City. The finish of boundary walls is to be fully rendered or face brick, or material as otherwise approved, to the satisfaction of the City;

**3. External Fixtures**

All external fixtures, such as television antennas (of a non-standard type), radio and other antennae, satellite dishes, solar panels, external hot water heaters, air conditioners, and the like, shall not be visible from the street(s), are designed integrally with the building, and be located so as not to be visually obtrusive to the satisfaction of the City;

**4. Visual Privacy**

Prior to occupancy or use of the development, all privacy screening shown on the approved plans shall be installed and shall be visually impermeable and is to comply in all respects with the requirements of Clause 5.4.1 of the Residential Design Codes (Visual Privacy) deemed-to-comply provisions, to the satisfaction of the City;

**5. Colours and Materials**

**5.1** Prior to first occupation or use of the development, the colours, materials and finishes of the development shall be in accordance with the details and annotations as indicated on the approved plans which forms part of this approval, and thereafter maintained, to the satisfaction of the City; and

**5.2** The metre boxes are to be painted the same colour as the wall they are attached to so as to not be visually obtrusive, to the satisfaction of the City;

**6. Landscaping**

All landscaping works shall be undertaken in accordance with the approved plans dated 21 February 2022 and 10 March 2022;

7. **Stormwater**

Stormwater from all roofed and paved areas shall be collected and contained on site. Stormwater must not affect or be allowed to flow onto or into any other property or road reserve;

8. **Sight Lines**

Walls, fences and other structures truncated or reduced to no higher than 0.75 metres within 1.5 metres of where walls, fences, other structures adjoin vehicle access points where a driveway meets a public street and where two streets intersect, with the exception of:

- One pier at max width of 0.4 metres x 0.4 metres and height of 1.8 metres, with decorative capping permitted to 2.0 metres;
- Infill that provides a clear sight line; and
- If a gate is proposed:
  - When closed: a minimum of 50 percent unobstructed view;
  - When open: a clear sightline;

Unless otherwise approved by the City of Vincent; and

9. **Car Parking and Access**

9.1 The layout and dimensions of all driveway(s) and parking area(s) shall be in accordance with AS2890.1;

9.2 All driveways, car parking and manoeuvring area(s) which form part of this approval shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first occupation of the development and maintained thereafter by the owner/occupier to the satisfaction of the City; and

9.3 No goods or materials shall be stored, either temporarily or permanently, in the parking or landscape areas or within the access driveways. All goods and materials are to be stored within the buildings or storage areas, where provided.

**MAYOR COLE:**

If the ROW remains at 4 metres is there still space within the land to provide some additional planting? Given the orientation of the Unit 2 development to other properties and backyards on the ROW, is there the ability to soften this façade through landscaping or other means?

**MANAGER DEVELOPMENT & DESIGN:**

*The ground floor of Unit 2 is proposed to be setback 1.0 metre from the ROW. Should the ROW remain as 4 metres in width, it would be possible for landscaping to be provided within this setback area.*

*The applicant has amended the landscaping proposed for the site and two Cottonwood Hibiscus trees are now proposed within the 1.0 metre ROW setback to Unit 2. The tree has a canopy of 5 metres width and can grow to a height of 8 metres at maturity. The tree is a recommended species which is evergreen and would be effective for both screening and additional canopy, and is supported by the City's Parks team.*

*The applicant has also proposed 1.6 metres of obscured glass balustrading to the living/ dining opening on the upper floor of Unit 2, facing the ROW. Although this opening is setback 6.0 metres from the property at No. 158 Grosvenor Road across the ROW in accordance with the visual privacy deemed-to-comply standards of the R Codes, the provision of this screening would further assist to mitigate any actual or perceived loss of privacy to this adjacent property.*

**CR GONTASZEWSKI:**

What are they contemplating for the subdivision, and what would the impacts be?

**MANAGER DEVELOPMENT & DESIGN:**

*The indicative subdivision layout plan for the proposed development shows two lots with a common property area being the pedestrian access leg from Ethel Street. This plan is included in the development plans. The common property serves as the pedestrian access for Units 1 and 2 from Ethel Street. By providing common property, the type of subdivision would be survey strata. This would result in the development remaining as two grouped dwellings.*

*The implication for grouped dwellings development type is that store rooms are required to be provided for each dwelling under the R Codes and residential parking permits would not be available under the City's Policy No. 3.9.3 – Parking Permits.*

*The development proposal would provide for approximately 1 square metre of storage within the garage for future occupants to use and this is detailed in the officer report.*

*Advice note 11 of Administration's recommendation confirms that sufficient parking can be provided on the subject site and as such the City of Vincent will not issue a residential or visitor car parking permit to any owner or occupier of the grouped dwellings.*

*There is no subdivision application for the site that has been lodged with the Western Australian Planning Commission (WAPC) at this stage.*

**CR HALLETT:**

*Administration's report notes the overshadowing is deemed to comply at the winter solstice. Seeking clarity around what avenues there are to look at, such as setbacks, height to address this issue. Are there any provisions in local policy documents around increasing requirements specifically for this type of orientation of buildings to avoid this in the future?*

**MANAGER DEVELOPMENT & DESIGN:**

*Overshadowing to adjoining southern properties from east-west orientated lots is a common issue throughout the City.*

*Administration could investigate options to provide greater guidance on this issue as part of a review of the City's Policy No. 7.1.1 – Built Form (Built Form Policy) which is scheduled for next financial year.*

*These options could include providing additional deemed-to-comply standards relating overshadowing of adjoining properties. This would provide greater design guidance to better respond to preserving the amenity of neighbouring properties from overshadowing impacts for lots due to this orientation.*

*The inclusion of any additional deemed-to-comply standard for overshadowing through the Built Form Policy would require the approval of the WAPC.*

**CR LODEN:**

*There is a large space on the boundary of No. 164 Grosvenor Road and No. 4 Ethel Street in the verge. Could an additional tree be planted to address the landscaping challenges and bulk and scale of the development?*

**MANAGER DEVELOPMENT & DESIGN:**

*Administration has investigated planting a street tree in this verge location between No. 4 Ethel Street and No. 164 Grosvenor Road. It would not be possible to plant a tree in the verge in this locations for the following reasons:*

- *Administration has confirmed with the owner of No. 164 Grosvenor Road that the outbuilding structure on the boundary is used to park vehicles with vehicle access provided from Ethel Street. There is no formalised and constructed crossover in the verge. A new verge tree planted in this location would obstruct access to the outbuilding on No. 164 Grosvenor Road.*
- *Crossovers to Ethel Street would not be able to accommodate the minimum 1 metre clearance of verge trees from vehicle access points required under the City's Policy No. 2.1.2 – Street Trees, should a new verge tree be installed within this area.*
- *The City's Parks team has confirmed that an additional verge tree adjacent to the boundary of No. 164 Grosvenor Road and No. 4 Ethel Street would be limited by an overhead power line in this location. The overhead power line together with crossover and vehicle access locations would limit another verge tree to be successfully installed and that could grow to maturity.*

The applicant has proposed an additional Capital Pear tree within the front setback area of Unit 1 since Council's Briefing Session. This tree has a maturity canopy width of 4 metres. The City's Parks team has confirmed that this is consistent with the City's recommended species, and it is fast growing and can be pruned to remain clear any buildings or upper floor structures. This would assist in mitigating bulk and scale of the development as viewed from the street.

**CR LODEN:**

If Council's view was that the bulk and scale of Unit 2 was dominant, could planting additional trees within the right of way (ROW) assist to reduce these impacts? How wide does the ROW need to be to maintain access? Could trees be planted on one side or another of the ROW, reducing this width to 3 metres while still facilitating ingress and egress?

**MANAGER DEVELOPMENT & DESIGN:**

The Australian Standards require a 3 metre aisle width for vehicles moving in a straight direction. This width does not account for larger vehicles or turning movements required within the ROW. Additional tree planting in the ROW would limit vehicle egress within the right of way, introduce additional obstructions in truncation zones from rear garages and impede vehicle movements within the ROW. Future development of lots that have a right of access to the ROW may be restricted in development potential due to the inability to place garages and crossovers in locations that would otherwise be available, and a 1 metre clearance required of garages and crossovers from any obstructions placed within the ROW.

Administration would not be supportive of the planting of trees within the ROW as this would provide limitations on the access and the 6 metres of manoeuvring required for vehicles under the Australian Standards (AS2890.1) for the subject and neighbouring lots.

The City has previously planted trees in ROW's in accordance with the City's Greening Plan. These ROW's have been 6 metres in width and free of any underground or overhead service infrastructure. The subject ROW is 4 metres in width and has sewer lines and hatch to access sewer lines which run through the ROW that also restricts the ability to install trees.

Notwithstanding this, 1 metre wide tree planting areas proposed to portions of the ROW would require separate approval to be obtained that is outside of the planning approval process. The installation of a tree within the ROW would be classed as an obstruction to a public road on Crown Land. The City's Local Government Property Local Law 2008 does not allow for obstructions within thoroughfares and would require a permit to be obtained for such works issued by the City.

A copy of the swept path analysis for the vehicle manoeuvring for Unit 2 to the ROW that was prepared by the City is included below and demonstrates the required turning circle required for safe and sufficient ingress and egress to the lot.



**CR LODEN:**

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Is the southern portion of the ROW required for any purposes or can it be re-purposed for screening vegetation? If possible, foreshadow an amendment

**MANAGER DEVELOPMENT & DESIGN:**

*The southern portion of the ROW is required for the manoeuvring of vehicles in and out of the garage of Unit 2. This is shown on the swept path diagram included above.*

*Administration does not support planting in this section portion of the ROW on this basis.*

*Notwithstanding this, the re-purposing and closing a portion of a ROW for planting would be subject to a separate process outside of the planning approval process. The process that would need to be followed is below.*

- *City provide notice to owners, occupiers of the abutting properties with right of access to the right of way, and any suppliers of public utility to the land.*
- *Council to endorse advertising of the works to the community.*
- *The City seek feedback from the community and consider any comments received.*
- *With landowner support of the closure, the City can request the Minister for Lands to close the access way in accordance section 58 of the Land Administration Act 1997.*
- *Administration's recommendation presented to Council for decision.*
- *If approved, the request is sent to the Minister for final closure.*

*Works to the ROW could not commence before approval is granted by the Minister and the process would take approximately 10 months to complete. The City would also become responsible for the ongoing maintenance of this landscaping.*

**CR HALLETT:**

Administration's report notes the overshadowing is deemed to comply at the winter solstice. Seeking clarity around what avenues there are to look at, such as setbacks, height to address this issue. Are there any provisions in local policy documents around increasing requirements specifically for this type of orientation of buildings to avoid this in the future?

**MANAGER DEVELOPMENT & DESIGN:**

*Overshadowing to adjoining southern properties from east-west orientated lots is a common issue throughout the City.*

*Administration could investigate options to provide greater guidance on this issue as part of a review of the City's Policy No. 7.1.1 – Built Form (Built Form Policy) which is scheduled for next financial year.*

*These options could include providing additional deemed-to-comply standards relating overshadowing of adjoining properties. This would provide greater design guidance to better respond to preserving the amenity of neighbouring properties from overshadowing impacts for lots due to this orientation.*

*The inclusion of any additional deemed-to-comply standard for overshadowing through the Built Form Policy would require the approval of the WAPC.*

**CR WALLACE:**

How was the sight lines assessment assessed by the City? Specifically the manoeuvrability of vehicles in and out of the rear proposed dwelling. Has the City's Engineering team performed that analysis or additional information including a swept path analysis was provided by the applicant in support? Is there room for the vehicle to enter and exit the lot in forward gear or reversing out of the garage?

**MANAGER DEVELOPMENT & DESIGN:**

*The vehicle access and manoeuvring from Unit 2 garage to the ROW was reviewed by the City's Technical Services team.*

*This review included the preparation of a swept path diagram by the City to confirm that there is adequate manoeuvring for vehicles to enter in forward gear and exit by reversing out from the garage through the setback and truncations of the development.*

*A copy of the swept path analysis undertaken is provided above.*

## COUNCIL BRIEFING NOTES

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**OTHER MATTERS:**Development Plans Date

There was a question raised during public question time at Council's Briefing Session querying the date of the development plans, specifically that there appeared to be no plans dated 10 March 2022 as referenced in the officer report.

There was one plan showing elevations of Unit 1 (plan ref. A003) dated 10 March 2022 in the set of development plans attached to the officer report. All other plans were dated 21 February 2022.

Due to changes made to the proposed plans following Council's Briefing Session, the date of development plans have been updated.

Changes Made Following Council's Briefing Session

The applicant has submitted amended plans following Council's Briefing Session to make changes to the proposal based on comments made at the meeting.

These changes relate to the following:

- An additional tree (Capital Pear) proposed within the front setback area of Unit 1 to assist with softening the development as viewed from the street.
- Two additional trees (Cottonwood Hibiscus) are proposed to the rear of Unit 2 in the setback area to the ROW to address perceived overlooking.
- Obscure window treatments to a height of 1.6 metres have been incorporated to the upper floor opening of the living/dining room of Unit 2 to address perceived overlooking.

The officer report has been updated to reflect this in the Proposal and Comments sections.

Late Submission of Support

Just prior to Council's Briefing Session, the City received a late submission of support from a neighbour to the north of the development site. The officer report has been updated to reflect this in the Consultation/Advertising section.

At 8.04 pm, Cr Ross Ioppolo returned to the meeting

At 8.11pm David MacLennan left the meeting

At 8.18pm David MacLennan returned to the meeting.



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**5.3 PROPOSED AMENDMENT NO. 9 TO LOCAL PLANNING SCHEME NO. 2 - NO. 21 (LOT: 373; D/P: 1939) EUCLA STREET, MOUNT HAWTHORN****Ward:** North

**Attachments:**

1. Location Map
2. Proposed Scheme Amendment Map
3. Applicant's Scheme Amendment Report and Justification

**RECOMMENDATION:****That Council:**

1. **ADOPTS** Amendment No. 9 to Local Planning Scheme No. 2, included as Attachment 2, pursuant to Section 75 of the *Planning and Development Act 2005*;
2. **ADVISES** the Western Australian Planning Commission that Amendment No. 9 to Local Planning Scheme No. 2 is considered a standard amendment pursuant to Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* as the amendment:
  - Is consistent with the City's Local Planning Strategy on the basis that it does not represent an expansion of the commercial area into the residential area given that it provides consistent zoning over the entire landholding and better reflects the long-standing approved commercial use of the subject site;
  - Is consistent with the intent of the Urban zone under the Metropolitan Region Scheme to provide for a range of commercial and residential activities;
  - Would have minimal impact on land in the scheme area that is not the subject of the amendment as a future commercial development would be assessed against the relevant planning framework to ensure that it responds to the surrounding context appropriately;
  - Does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and
  - Is not a complex or basic amendment;
3. **REFERS** Amendment No. 9 to Local Planning Scheme No. 2 to the Environmental Protection Authority, pursuant to Section 81 of the *Planning and Development Act 2005*; and
4. **Subject to the approval of the Environmental Protection Authority, ADVERTISES** Amendment No. 9 to Local Planning Scheme No. 2 for public comment for a period of 42 days, pursuant to Regulation 47(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*

<b>NO QUESTIONS:</b>
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At 8.40pm Jay Naidoo left the meeting and did not return.

**5.4 AMENDMENT TO THE CITY'S TREES OF SIGNIFICANCE INVENTORY TO INCLUDE THE JACARANDA TREE AT NO. 54 LINCOLN STREET, HIGHGATE**

**Attachments:** 1. No. 54 Lincoln Street, Highgate - Tree Photograph

**RECOMMENDATION:**

That Council **APPROVES** an amendment to the City's Trees of Significance Inventory to include the Jacaranda tree (*Jacaranda mimosifolia*) at No. 54 Lincoln Street, Highgate.

**NO QUESTIONS:**

At 8.40pm Tara Gloster left the meeting and did not return.

**6 INFRASTRUCTURE & ENVIRONMENT**

**6.1 OUTCOME OF ADVERTISING AND ADOPTION OF AMENDMENTS TO MEMORIALS IN PUBLIC PLACES AND RESERVES POLICY**

**Attachments:** 1. Memorials in Public Places and Reserves Policy (2.1.5)

**RECOMMENDATION:**

**That Council:**

1. **ADOPTS** the Memorials in Public Places and Reserves Policy as per Attachment 1.

<b>NO QUESTIONS:</b>
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**6.2 OUTCOME OF ADVERTISING AND ADOPTION OF AMENDMENTS TO PARKING PERMITS POLICY**

- Attachments:**
1. Attachment 1 - Summary of Submissions on Policies - Parking Permits Policy
  2. Attachment 2 - Parking Permits Policy - amended 2022 - clean copy
  3. Attachment 3 - Parking Permits Policy - amended 2022 - marked up

**RECOMMENDATION:**

That Council:

1. **NOTES** the submissions received in relation to the Parking Permits Policy at Attachment 1;
2. **ADOPTS** the Parking Permits Policy at Attachment 2.

<b>NO QUESTIONS</b>
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At 8.39 Paul Morrice left the meeting.

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For convenience of the briefing, the Mayor deferred questions on Item 6.3 to the end of the meeting as Cr Ron Alexander had declared a proximity interest. Cr Alexander left the meeting at 8.59pm and was not present for discussion on this item.

**6.3 TENDER IE179/2022 HYDE PARK WEST TOILET REFURBISHMENT AND CAFE KIOSK****Attachments:** 1. **Tender Evaluation Worksheet - Confidential****RECOMMENDATION:****That Council**

1. **NOTES** the outcome of the evaluation process for Tender IE179/2022 Hyde Park West Toilet Refurbishment and Cafe Fit-Out; and
2. **ACCEPTS** the tender submission of Devco Holdings for Tender IE179/2022 Hyde Park West Toilet Refurbishment and Cafe Fit-Out, for both Separable Portion 1 - Toilet Refurbishment and Separable Portion 2 - Cafe Fit-Out.

**CR WALLACE:**

Any drawings of what is being installed?

**EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:**

*Will be circulated to Council.*

**6.4 NORTH PERTH TRAFFIC CALMING - PUBLIC CONSULTATION RESULTS**

- Attachments:**
1. **Camelia Street Petition - Confidential**
  2. **North Perth Traffic Calming - Consultation Letter**
  3. **North Perth Common - View Street, Fitzgerald Closure - Consultation Input From Residents of North Perth - Confidential**
  4. **Plan 3484-CP-01B - Proposed Traffic Calming Measures - Alma Road, Alfonso & Leake Streets, North Perth**
  5. **North Perth Traffic Calming - Online Survey - Confidential**
  6. **Project Detailed Report - North Perth Traffic Calming**
  7. **Summary of Comments - Public Meeting Road Safety & Amenity Improvements in Relation to Petition**
  8. **Plan 3715-CP-0 – Proposed Location of Raised Intersection Plateaus and Diagonal Diversion**

**RECOMMENDATION:****That Council:**

1. **NOTES** the outcome of the North Perth Traffic Calming public consultation inclusive of the trial median closure at View and Fitzgerald Streets.
2. **RESCINDS** clause 3 of Council's decision for Item 10.4 of the Ordinary Meeting of 18 September 2018, and
3. **APPROVES**
  - 3.1 **The installation of a raised intersection plateaus at:**
    - 3.1.1 **Claverton and Alfonso Streets**
    - 3.1.2 **Claverton and Camelia Streets**
    - 3.1.3 **Alma Road and Vine Street**
    - 3.1.4 **Alma Road and Persimmon Street**
    - 3.1.5 **Alma Road and Camelia Street**
    - 3.1.6 **Leake Street and Raglan Road**
    - 3.1.7 **Leake Street and Grosvenor Road, and**
    - 3.1.8 **Leake Street and Chelmsford Road**
4. **CONSULTS** with the residents and businesses about 12 month trial of a 'diagonal diversion' at the intersection of Alma Road and Leake Street, as shown on Plan 3715-CP-0, Attachment 8.
5. **RECEIVES** a further report on the results of the consultation in August 2022.
6. **NOTES** that trial closure of the median strip in Fitzgerald Street, at View Street, will be discussed as part of a report to Council in May on possible changes and improvements in North Perth Common piazza.
7. **ADVISES** the respondents and petitioners of the Council decision.

**MAYOR COLE:**

40km per hour, can this be advertised for community comment in this section of North Perth? Flag an amendment if this is possible.

**MANAGER ENGINEERING:**

*Noted and will be prepared.*

**MAYOR COLE:**

Does this require Main Roads Approval and will they provide funding?

**MANAGER ENGINEERING:**

*Information included in report*

**CR CASTLE:**

Could the City consult on a few different options and how would this look?

**MANAGER ENGINEERING:**

*Options will be generated and shared with Council in preparation for the public consultation exercise.*

**CR LODEN:**

Could a heat map that shows vehicle movements and commentary on the direction of flow be provided?

**MANAGER ENGINEERING:**

*Heat map will be circulated Monday*

**CR LODEN:**

Alternative options- East of Alma Rd into a dead end, can previously discussed options be included in briefing notes?

**MANAGER ENGINEERING:**

*Information included in report.*

**7 COMMUNITY & BUSINESS SERVICES**

**7.1 REPEAL OF COUNCIL LOGO POLICY**

**Attachments:** 1. Attachment 1 - Council Logo Policy 4.1.11

**RECOMMENDATION**

**That Council:**

1. APPROVES the repeal of Council Logo Policy 4.1.11, at Attachment 1.

**NO QUESTIONS**



## COUNCIL BRIEFING NOTES

29 MARCH 2022

## 7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 FEBRUARY 2022 TO 28 FEBRUARY 2022

- Attachments:
1. Payments by EFT and Payroll February 22
  2. Payments by Cheque February 22
  3. Payments by Direct Debit February 22

## RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 February 2022 to 28 February 2022 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$4,630,613.38
Cheques	\$745.11
Direct debits, including credit cards	\$662,798.34
<b>Total payments for February 2022</b>	<b>\$5,294,156.83</b>

**CR GONTASZEWSKI:**

Sauna rental for Beatty Park, what period does that amount relate to?

**EXECUTIVE MANAGER FINANCIAL SERVICES:**

*Rental of 2 Saunas for \$1300 per month plus GST and includes rental, maintenance and repair. Sauna rental costs are for the month of February. These were acquired as a result of demand from customers and generate a net positive financial benefit to the City. Spa and sauna revenue from July to December 2021 was \$140,000.*

**CR GONTASZEWSKI:**

Which digital art work was purchased, \$1,500 from C Cole? Was it digital artwork or design services?

**EXECUTIVE MANAGER FINANCIAL SERVICES:**

*Purchase of 4 digital pieces for the Reconciliation Action Plan and other uses, from Aboriginal artist. Artworks are title Dumbung, Jeerjii, Berrung and Bushtucker*

**CR GONTASZEWSKI:**

Information on the 100k for kitchen caddies . Was it an annual amount or amount of rollout for FOGO's ?

**EXECUTIVE MANAGER FINANCIAL SERVICES:**

*These costs relate to the second allocation of bin liners to households included in the FOGO rollout. The total cost of bin liners for the year is circa \$200k (incl GST).*

**CR GONTASZEWSKI:**

Some information on the "special welfare grant for property repairs in Hobart Street"

**EXECUTIVE MANAGER FINANCIAL SERVICES:**

*The property at 39 Hobart Street required urgent remedial works under Sections 135 and 139 of the Health Act 1911. The owner required assistance and met criteria for support on welfare grounds.*

7.3 INVESTMENT REPORT AS AT 28 FEBRUARY 2022

Attachments: 1. Investment Statistics as at 28 February 2022

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 28 February 2022 as detailed in Attachment 1.

NO QUESTIONS

**7.4 FINANCIAL STATEMENTS AS AT 28 FEBRUARY 2022**

**Attachments: 1. Financial Statements as at 28 February 2022**

**RECOMMENDATION:**

**That Council RECEIVES the Financial Statements for the month ended 28 February 2022 as shown in Attachment 1.**

**NO QUESTIONS**

Rhys Taylor left the meeting at 8.42pm and did not return.

## 8 CHIEF EXECUTIVE OFFICER

### 8.1 ADVERTISING OF AMENDED POLICY - CEO ANNUAL PERFORMANCE REVIEW

**Attachments:** 1. CEO Annual Performance Review Policy (marked up)

#### RECOMMENDATION

**That Council APPROVES the proposed amendments to the Chief Executive Officer Annual Performance Review Policy, at Attachment 1, for the purpose of community consultation.**

#### **MAYOR COLE:**

Clause 2.4a of the proposed policy refers to the CEO's contractual performance criteria as "his". Could you please update this to ensure that the policy is gender neutral?

#### **EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

*This has been updated in the report.*

#### **MAYOR COLE:**

Clause 1.5 requires that all Council Members appointed to the CEO review panel are to undertake training within a six month period. Could you please update the wording to allow for flexibility in the event training cannot be sourced within the timeframe?

#### **EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

*Clause 1.5 has been updated to allow for CEO performance review training courses to be provided by WALGA or similar industry recognised training providers. This has been updated in the Council report.*

#### **CR CASTLE:**

Is WALGA the only option for CEO performance review training? Could you please update the wording to allow for other options and more flexibility.

#### **EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

*Clause 1.5 has been updated to allow for CEO performance review training courses to be provided by WALGA or similar industry recognised training providers. This will be updated in the Council report.*

#### **CR CASTLE:**

In relation to Clause 5.1, what would happen if Council did not reach an absolute majority to endorse the review?

#### **EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

*Clause 18, schedule 2 of the Local Government (Administration) Regulations 1996 requires local governments to endorse, by absolute majority, a CEO performance review.*

*Clause 5.1 has been included to ensure that the process aligns with this new legislative requirement.*

*All Council Members are involved in the performance appraisal process, providing feedback on performance and in some cases, as member of the appraisal committee. The process is facilitated by the human resource consultant with the objective of achieving a mutually acceptable outcome for all parties.*

*It would be anticipated that the consensus view would have been achieved prior to presentation to Council for final approval. Should an absolute majority decision not be reached the appropriate way forward would be for the matter to be deferred to enable the human resource consultant to liaise with Council members, the CEO and the Committee to work through matters of concern where the outcomes of the performance review can be endorsed with the appropriate majority.*

*Failure to do so would be a matter of non-compliance for Council and perhaps indicative of other issues having to be resolved.*

**8.2 ADVERTISING OF AMENDED POLICY - POLICY NO. 4.1.09 - FLYING AND DISPLAYING OF FLAGS AND BANNERS**

**Attachments:** 1. Flying and Displaying of Flags and Banners Policy (Marked Up)

**RECOMMENDATION**

That Council **APPROVES** the proposed amendments to the Flying and Displaying of Flags and Banners Policy, at Attachment 1, for the purpose of community consultation.

**MAYOR COLE:**

Approval to fly flags is something of significance but is not in the policy. What is the process e.g. the attacks in New Zealand.

**EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

*Clause 1 of the policy provides that applications for the flying and/or displaying of flags or banners are to be approved by the Chief Executive Officer. Consideration will be given to the promotion of a Significant Week or in conjunction with a significant event/occasion.*

**CR WALLACE:**

I am struggling to understand the third paragraph of the introduction of the draft policy. Could you please review it and update for clarity.

**EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

*The Policy has been reworded for clarity.*

**8.3 REPORT AND MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 16 MARCH 2022**

- Attachments:**
- 1. Audit Committee Minutes 16 March 2022**
  - 2. Attachments to Audit Committee Meeting 16 March 2022 - Confidential**

**RECOMMENDATION:**

That Council **RECEIVES** the minutes of the Audit Committee Meeting of 16 March 2022, as at Attachment 1, and **NOTES** the recommendations.

<b>NO QUESTIONS</b>
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#### 8.4 OUTCOME OF ADVERTISING AND ADOPTION OF CODE OF CONDUCT BEHAVIOUR COMPLAINTS MANAGEMENT POLICY AND APPOINTMENT OF COMPLAINTS OFFICER

Attachments: 1. Code of Conduct Behaviour Complaints Management Policy

#### RECOMMENDATION:

That Council:

1. **ADOPTS** the Code of Conduct Behaviour Complaints Management Policy at Attachment 1; and
2. **AUTHORISE** the appointment of the Executive Manager Corporate Strategy and Governance as a complaints officer for the purpose of Division 3 of the City of Vincent Code of Conduct for Council Members, Committee Members and Candidates.

#### CR GONTASZEWSKI:

Is administration open to making any of the proposed changes, or undertaking a review of the policy regarding the issues raised by Ms Abbott?

#### EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

*The proposed Code of Conduct Behaviour Complaints Management Policy needs to be read in relation to the legislative mandatory provisions of the Code of Conduct. The mandatory provision cannot be altered or changed and this underpins the manner in which complaint management will be addressed.*

*The policy outlines four key principles – procedural fairness, consistency, confidentiality and accessibility.*

*The issues raised by Ms Abbot are addressed as follows:*

#### **Issue 1– The Complaints assessor role is insufficiently defined.**

*Response – Clause 3.8 of the proposed policy provides that “.. the Behaviour Complaints Officer will appoint a suitably qualified and experienced Complaint Assessor...”. The Western Australian Local Government Association has arranged a panel of suitably qualified firms/people who can undertake complaint assessment, which can be accesses for City procurement purposes.*

#### **Issue 2 – Best Practice is to address issues, as soon as possible, after an event as is possible. The policy allows a one month window. In certain cases this may be unreasonable.**

*Response – the one month timeframe is a legislative requirement and therefore cannot be changed.*

#### **Issue 3 – Alternate Dispute Resolution – there is no place for disputes in the coverage of behaviour complaints.**

*Response – ‘Alternate Dispute Resolution’ is an early intervention measure to resolve a complaint to the mutual satisfaction of complainant and respondent resulting in the complaint being withdrawn. It can only proceed with the consent of both parties. The term ‘Alternate Dispute Resolution’ is used in the WALGA templates and its intent is defined in the policy. The retention of the terminology is recommended for consistence purposes.*

#### **Issue 4 – Clause 4.4 encourages the Complaints Committee to consider things outside the independent Complaint Assessor’s report. This threatens the perception of fairness and natural justice.**

*Clause 3.11 of the proposed policy requires the Compliant Assessor to prepare a Complaint Report that will:*

- *outline the process followed, including how the Respondent was provided with an opportunity to be heard;*
- *include the Complaint Documents, the Response Documents and any relevant Local Government Records as attachments;*
- *include recommendations on each decision that may be made by the Complaints Committee; and*
- *include reasons for each recommendation, with reference to Part 4 of this Policy.*

## COUNCIL BRIEFING NOTES

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*The report is presented to the complaints committee. In accordance with clause 3.12 the Behaviour Complaints Committee will consider the Complaint Report and attachments and give due regard to the recommendations.*

*Clause 4.4 is based on the WALGA template and provides that in deciding whether to take no further action, or prepare and implement a Plan, the committee may consider:*

- the nature and seriousness of the breach(es);*
- the Respondent's submission in relation to the contravention;*
- whether the Respondent has breached the Nominated Members Code knowingly or carelessly;*
- whether the Respondent has breached the Nominated Members Code on previous occasions;*
- likelihood or not of the Respondent committing further breaches of the Nominated Members Code;*
- personal circumstances at the time of conduct;*
- need to protect the public through general deterrence and maintain public confidence in Local Government; and*
- any other matters which may be regarded as contributing to or the conduct or mitigating its seriousness.*

*These are appropriate considerations for determining the outcomes of a complaint.*

*The Policy is recommended as is.*



## COUNCIL BRIEFING NOTES

29 MARCH 2022

For convenience of the briefing, the Mayor deferred questions on motion 13 to the end of the meeting due to Cr Ron Alexander declaring a proximity interest. Cr Alexander left the meeting at 8.59pm and was not present for discussion on motion 13.

#### 8.5 RESPONSES TO MOTIONS CARRIED AT THE ANNUAL MEETING OF ELECTORS HELD ON 2 FEBRUARY 2022

Attachments: Nil

#### RECOMMENDATION:

That Council **NOTES** and **ENDORSES** the responses provided by Administration to the General Business motions carried at the Annual Meeting of Electors held on Wednesday 2 February 2022 for the reasons outlined in the report.

#### QUESTIONS ON MOTION 9:

##### MAYOR COLE:

No of training hours per week, recent measures in relation to complaints  
Would we consider to provide toilets, would Admin advise this during budget.

##### CR GONTASZEWSKI:

Woodville reserve facilities and lighting?

##### CR CASTLE:

Provide a schedule of how much sport is being played and how many hours a week, how often multiple clubs at the same time?  
BP reserve – booking numbers, how many people does that involve? Can the bookings be moved, and if so to where?

#### COLLATED RESPONSES TO MOTION 9:

##### EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES:

*Bookings of Beatty Park Reserve:*

- *From January 2022 – February 2022 – 5.5 hours*
  - o *Tuesday 6.15pm-8.15pm Soccer training*
  - o *Thursday 6.15pm-8.15pm Soccer training*
  - o *Friday 5.30pm-7.00pm Junior Soccer training*
- *March 2022 – 7.5 hours*
  - o *Tuesday 6.15pm-8.15pm Soccer training*
  - o *Wednesday 5.00pm-7.00pm Junior Soccer training*
  - o *Thursday 6.15pm-8.15pm Soccer training*
  - o *Friday 5.30pm-7.00pm Junior Soccer training*
- *From April 2022 – September 2022 – 7.5 hours*
  - o *Tuesday – 6pm to 8pm*
  - o *Wednesday 5.00pm – 7.00pm (4 female junior teams, 10's, 12's, 14's and 16's)*
  - o *Thursday – 6pm to 8pm*
  - o *Friday 5.30pm – 7.00pm (Junior NPL teams 12's, 14's, 15's and 16's)*
- *Occasional adhoc requests last winter due to turf damage/issues at other reserves; as advised by the Parks team.*

*Audit of passive and active use at Beatty Park Reserve (two dates in February):*

COUNCIL BRIEFING NOTES

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Tuesday 22/02/2022	6.00pm-6.30pm	6.30pm-7.00pm	7.00pm-7.30pm	7.30pm-8.00pm
ADULT COMMUNITY	26	19	29	16
CHILD COMMUNITY	6	6	5	0
DOG WALKING	5	2	2	3
SOCCER PLAYERS	37	42	42	42
OTHER (eg CYCLIST)	6	4	2	3

COMMENTS Children playing, parents happy to sit and watch from bench  
Patrons of Leisure Centre used foot paths - walking, escooters, prams  
Exercise equipment used  
People running/walking on the outside of the soccer area - personal exercise

Thursday 24/02/2022	6.00pm-6.30pm	6.30pm-7.00pm	7.00pm-7.30pm	7.30pm-8.00pm
ADULT COMMUNITY	56	51	44	27
CHILD COMMUNITY	6	3	1	1
DOG WALKING	10	6	6	3
SOCCER PLAYERS	32	36	36	36
OTHER (eg PRAM WALKING)	2	2	0	0

COMMENTS Majority of all adults counted were using the paths or walking through/around the park  
After 7:30pm only 1 non-soccer player was using the park  
Children used the playground and paths  
All dog walkers used reserve on outskirts & paths

- Junior Soccer cannot be moved anywhere as we are at capacity at all grounds. This is mainly due to the lack of infrastructure.
- Britannia doesn't have lights for the whole area.
- If Woodville had floodlights, the usage would increase. The turf has been damaged by pests and is the strongest it has been, but ideally needs another year of recovery to be able to accommodate heavy use. The biggest issue with utilising Woodville more frequently for sports is the dog usage. We counted 45 dogs at 8am at the reserve last week and the public would need to be re-educated that it was a sporting facility. Currently the reserve is only booked on Sundays for soccer seasonal games April – September – 10am – 5pm. We also receive occasional casual bookings for Bouncy Castles/birthday parties etc as it is popular due to the enclosed fence.
- Birdwood has poor floodlights and no public facilities nearby (no toilets)
- Charles Veryard does not have floodlights on Barnet St side.

**Current Ground Allocations:**

## COUNCIL BRIEFING NOTES

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	Les Lilleyman		Menzies Park		Britannia Reserve		
	2022	2021	2022	2021	2022	2021	
Monday	5pm to 7.30pm	5pm to 7.30pm			5pm to 7pm	4.30pm to 7.30pm	
Tuesday	5pm to 7.30pm	5pm to 7.30pm	4.30pm to 7.30pm	3.30pm to 8.00pm	6.30pm to 8.30pm	5pm to 8.30pm	
Wednesday			4.30pm to 7.30pm	3.30pm to 8.00pm	5pm to 7pm	4.30pm to 7pm	
Thursday	5pm to 7.30pm	5pm to 7.30pm	4.30pm to 7.30pm	3.30pm to 8.00pm	6.30 to 8.30pm	5pm to 8.30pm	
Friday							
Saturday			8.00am to 3.30pm	7.30am to 3.30pm			
Sunday			8.00am to 12.30pm	occasional	7.30am to 5pm	7.00am to 5pm	
Comments						High dog use New floodlights planned	

	Charles Veryard		Birdwood		Forrest Park	
	2022	2021	2022	2021	2022	2021
Monday	4.30pm to 7.30pm	4.30pm to 8.30pm		4.45pm to 6pm	5pm to 7.30pm	5pm to 7.30pm
Tuesday	4.30pm to 8pm	3.30pm to 8pm			5pm to 7.30pm	5pm to 7.30pm
Wednesday	4.30pm to 8pm	3.30pm to 8pm	4pm to 6pm	5pm to 6.15pm	5pm to 7.30pm	5pm to 7.30pm
Thursday	4.30pm to 7.30pm	4.30pm to 7.00pm			5pm to 7.30pm	5pm to 7.30pm
Friday	4pm to 10pm	3.30pm to 8pm	4pm to 6pm	5pm to 6.15pm	5pm to 7.30pm	5pm to 7.30pm
Saturday	8.30am to 5.30pm	8am to 8pm				
Sunday	8am to 5pm	7.30am to 5.30pm			8am to 1pm	8am to 1pm
Comments	Heavier use in Winter		No floodlights		Note Resident feedback	
			No toilets		High demand for dog access after work	
					Hirers aware of dog park areas	

	Litis Stadium		Woodville Reserve		Beatty Park	
	2022	2021	2022	2021	2022	2021
Monday	4.30pm to 8pm					5.30pm to 7.30pm
Tuesday	4.30pm to 8.30pm	6.30pm to 8.30pm			6.15pm to 8.15pm	6.15pm to 8.15pm
Wednesday	4.30pm to 8pm	5pm to 6pm			5.30pm to 7pm	
Thursday	4.30pm to 8.30pm	6.30pm to 8.30pm			6.15pm to 8.15pm	6.15pm to 8.15pm
Friday	4.30pm to 8pm	4.30pm to 6.30pm			5.30pm to 7pm	5pm to 7.30pm
Saturday	8pm to 5pm	11am to 5pm				
Sunday	8pm to 3.30pm		10am to 4pm	8am to 5pm		
Comments	Public facilities located next door at Britannia		No floodlights		Hirers advised to attend Leisure Centre for Bathrooms	
			Ground repeatedly damaged due to dogs, trees, pests		Hirers advised of set up requirements (avoid Farr Ave and set up East/West)	
			Turf under remediation		Note Resident Feedback. BPLC Supervisor to respond to complaints	
					No toilets on site	

**MANAGER POLICY AND PLACE:**

Administration completed a public open space amenity gap review in 2020/21. This identified gaps in amenity in order to provide the minimum standard of provision across the City's public open spaces. Beatty Park Reserve did not identify any gaps to achieve the minimum standard, therefore other amenities across the City are of a higher priority.

The City is currently completing the Sport and Recreation Plan which will assess the provision further and will result in a program of works and upgrades that align with the findings, the City's Long Term Financial Plan and the City's Asset Management Sustainability Strategy.

This may result in either public toilets, a sporting pavilion or no further amenities required.

**MAYOR COLE:**

Which location would Admin recommend for toilets at Beatty Park Reserve

**EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:**

*If toilets were to be reinstalled a Beatty Park Reserve then the logical and most efficient location would be at the site of the old pavilion where existing services could be picked up without entailing excessive installation costs. We would estimate a cost of around \$60k to install a toilet at this location similar to that used in Banks Reserve.*

**MAYOR COLE:**

Motion 1 – items 4 and 6, more info in relation to how we deal with disruption to footpaths during construction, is there a time limit for the disruption?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*When a complaint is received, a site inspection is undertaken by the Engineering Technical Officer who then advises Admin what remediation works are required. Prior to the site inspection, Admin also confirms if an Infrastructure Protection Bond is held.*

*Following the site inspection, a letter is sent to the developer outlining the repairs to be undertaken, with 14 days given to do so. After the 14 days a further site inspection is undertaken. If remediation works are complete, no further action is taken and the complaint is closed.*

*If works are not complete, we liaise with the developer with regards to the delay. If an Infrastructure Protection Bond is held, discussions may begin with regards to using the bond towards the cost of remediation. Written authorisation/approval is required from the bond holder and works would be undertaken by the City's Engineering Department.*

*If no Infrastructure Protection Bond is held and all attempts to have the developer rectify the damaged area have been unsuccessful, the City would make the area temporarily safe.*

*Alternatively, if a damaged section of footpath is identified at the inspection conducted for the release of an Infrastructure Protection Bond (and not by customer complaint), a letter is sent to the bond holder advising that no refund will be given until the damage is repaired to the City's specifications. Discussions may also take place in this instance with regards to the City undertaking the work with bond monies.*

**MAYOR COLE:**

Snap Solve Send for parking – can it be used?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*Snap, send, solve is a feature that is currently available to the Vincent community for a range of issues, including parking. The City is also embarking on a Customer Experience project which will review the methods and channels by which customers access the City. It is anticipated that as well as enabling and promoting more online request options, the after-hours emergency line will still be an important offering for customers who require urgent assistance outside of business hours.*

**MAYOR COLE:**

Motion 2 on jacarandas – update on how this is working?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*Historically Jacarandas were used as the replacement species for Queensland Box trees as box trees are unpopular with the community and therefor no longer planted. As there are numerous streets with box trees, many streets have been planted using Jacarandas as replacements.*

*This was generally supported by the community and Council. As a consequence of some negative feedback, they are no longer used as the replacement species for box trees unless a large proportion of the trees in the street are already Jacarandas. This is in keeping with our street tree policy which states species will be chosen to be in keeping with the existing street tree theme.*

*We now no longer select Jacarandas for any new street tree themes. Wherever possible, natives are preference over exotics. It is important to note though that some people love Jacarandas and in streets where there is not theme, if a resident specifically requests one, we will likely grant this request.*

**MAYOR COLE:**

Sign in Strathcona – cost of sign and does the pavement marking need refreshing.

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:**

*The cost to refresh the speed humps and stencils painting is \$780 + GST, and currently is not warranted.*

*To install a large advisory sign as requested (i.e. 2000 X 1200) would be in the order of \$950 + GST (including anti-graffiti coating).*

*The resident suggested that the sign be located on the verge on the right hand side of the entrance to Colvin Lane. A sign of the size of the above would be visual obstruction for the adjacent residents (14 Strathcona Street) with whom it has not been discussed. In addition the suggested wording is too verbose and unlikely to lead to any meaningful behavioural change.*

*The most recent traffic data for Colvin Lane is as per below. While it is sign posted 8 kph technically as a gazetted road the speed limit is 40 kph\*. The data indicates that the 85% speed is 20 kph while the average speed is 16.2 kph. By any metric it is a low speed environment.*

*\*Colvin Lane is within the Cleaver Precinct 40 kph Local Area Traffic Zone (LATZ). LATZ's were no longer supported by Main Roads after the introduction of the 50 kph Urban Speed Limit in 2001 and hence the program was discontinued.*

*The daily volume is to be expected as, in addition to the residents, it provides access to the Department of Training and Work Force Development staff car park and the Greek Orthodox Church.*

ROAD	CLASS	DATE		AWT 5 day	Ave Speed	85% Speed	% Heavy (Class 3-12)	5 Day Peak Vehicle/hr	
		START	FINISH					AM	PM
COLVIN LANE	AR	11-Nov-20	18-Nov-20	185	16.2	20.0	2.6	24.0	23.8

*In regards the suggestion to paint the road surface as a point of difference to the road environment it is expensive to install and maintain and doesn't adhere well to the 'chip' seal. Further, constant vehicle movements (particularly on aggregate) quickly wears down the paint. Works well in a (predominately) pedestrian zone. Further, it would set an unsustainable precedence and if to be considered should form part of the 'love your laneway' project.*

**MAYOR COLE:**

Item 6 – which part of the 260k expenditure was expended before the Emerge report?

**MANAGER ENGINEERING:**

*In the order of \$228,000. A further \$22,000 was spent in 2018 (after the report was received) upgrading the pipe connection into the Claisebrook Main Drain (from 300dia to 600dia as per the report).*

*We've also in the past 6 months spent approx. another \$7,000 changing the manholes on the Beatty Park drainage line to Gatic covers (to address the residents' concerns about the lid's popping' during a storm surge).*

**MAYOR COLE:**

Drainage only working because of residents clearing and having to sandbag. How would the wall work if extended, especially without access drainage channel/

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

The wall would work by intersecting rain water preventing it from leaving the reserve and entering the car park. Regular maintenance is undertaken on the drainage infrastructure by the City.

**MAYOR COLE:**

Motion 10 – list of ways the AGME was promoted, please include in response

**EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT:**

Promotion for this year's meeting initiatives were –

## COUNCIL BRIEFING NOTES

29 MARCH 2022

1. **The City of Vincent Webpage**  
News story - 21 December 2021  
Added as an event to our events page - 19 January
2. **Facebook**  
Posts - 9 January and 14 January  
Posted promotion and added as an event - 19 January
3. **Public notice placed in both Community Newspapers**  
Perth Now 27 Jan  
The Voice 22 Jan
4. **Public notice on display**  
Display in the Library building - 19 January  
Display in the City Administration building - 19 January
5. **E-mail Invitation**  
Invite sent via email to all residents subscribed to our e-mailing list -19 January
6. **Newspaper Advertisement**  
Inclusion in the January monthly newspaper advert - 29 January
7. **Promotional screens**  
Screen at Beatty Park - 28 January  
Screen at the Library - 28 January
8. **Invite sent to list of key stakeholders including:**
  - Town Teams - 25 January
  - Community Engagement Panel - 25 January
  - Community Groups - 25 January

All of these materials contained information on how to contact the City for more information at [governance@vincent.wa.gov.au](mailto:governance@vincent.wa.gov.au)

This has been reflected in the report.

**CR GONTASZEWSKI:**

Motion 1 – safety and condition of footpaths, has there been a surge in reporting on this? If so, can we confirm if any action has been taken in respect to them?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*Damaged footpath report statistics:*

- *Repair requests received from the public since 1 January 2022 – 24*
- *Complaints related to building companies since 1 January 2022 – 2*
- *Complaints related to service authorities since 1 January 2022 - 4.*
- *Reports by City Staff since 1 January – 8*

*Procedure for dealing with complaints about damage by builders:*

*When a complaint is received, a site inspection is undertaken by the Engineering Technical Officer who then advises Admin what remediation works are required. Prior to the site inspection, Admin also confirms if an Infrastructure Protection Bond is held.*

*Following the site inspection, a letter is sent to the developer outlining the repairs to be undertaken, with 14 days given to do so.*

*After the 14 days a further site inspection is undertaken by ETO. If remediation works are complete, no*

*further action is taken and the complaint is closed.*

*If works are not complete, we liaise with the developer with regards to the delay. If an Infrastructure Protection Bond is held, discussions may begin with regards to using the bond towards the cost of remediation. Written authorisation/approval is required from the bond holder before any works would be undertaken by the City's Engineering Department.*

*If no Infrastructure Protection Bond is held and all attempts to have developer rectify the damaged area have been unsuccessful, the City would make the area temporarily safe and further discussions with senior management would be undertaken with regards to next steps.*

*Alternatively, if a damaged section of footpath is identified at the inspection conducted for the release of an Infrastructure Protection Bond (and not by customer complaint), a letter is sent to the bond holder advising that no refund will be given until the damage is repaired to the City's specifications. Discussions may also take place in this instance with regards to the City undertaking the work with bond monies.*

**CR GONTASZEWSKI:**

Cost of retrofitting the bus stops in areas with parking and footpaths?

**MANAGER ENGINEERING:**

*We have checked the most recent pricing and discussed with Devco so can advise the following:*

- *1 off is \$266 per recycled plastic kerb stop (\$150 install (2 man crew, collect materials from depot), \$80 per unit (yellow\*) and \$36 for three pins).*
- *10-20 kerb stops is \$176 per kerb stop.*
- *>20 kerb stops is \$166 per kerb stop.*

*\*Grey kerb stops, as used in Oxford Street north, are 20% cheaper, the other costs remain the same. Yellow kerb stops probably more advisable in on-road perpendicular spaces.*

*All-inclusive other than traffic management costs, the need for which is dictated by the location. In many locations the contractor will block off the bays from 6.00am and work within the closed area so that traffic management is not required.*

**CR GONTASZEWSKI:**

Motion 2 – Street Tree Selection Tool – Is this tool public, and are there any limitations that would stop us from making the tool available to the public for use?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:**

*The street tree selection is not currently public as it was designed for professional use by Administration only. Due to the interactive nature of the tool, Parks are seeking advice from ICT internally to determine how the tool could be made public on the City's website and if so, what this would involve.*

**CR GONTASZEWSKI:**

Native Plantings – Can you provide a general comment on the 75% goal of Native plantings for street? Confirmation that it would be the Street Tree Policy that would be required to be amended in order to affect a change like that. Request a reminder on when the policy review is due for consideration.

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:**

*Administration does not have a specific % goal for planting natives. Although natives are preferred, they may not always be the best choice for certain locations and therefore are not always selected.*

*Should Council wish to commit to a goal of 75% native tree plantings, the policy will likely need to be changed as it currently commits to maintaining existing tree themes as well as consultation with residents when new tree themes are to be selected.*

*Administration would require justification (in the form of a policy) to preference natives as it is anticipated that there would be negative feedback from the community.*

*The Street Tree Policy is due for review in 2023.*

**CR GONTASZEWSKI:**

## COUNCIL BRIEFING NOTES

29 MARCH 2022

Motion 3 – Whether City of Vincent staff have done any survey design training or survey instrument design training. There has been some IAP2 training that may break down into some of the areas.

**EXECUTIVE DIRECTOR COMMUNITY AND BUSINESS SERVICES:**

*IAP2 training is in progress for City staff as planned in the roll out of the Community and Stakeholder Engagement Framework.*

*City staff who have put their hand up to be Engagement champions received Engagement Essentials training late last year.*

*We increased the budget for staff training at mid-year budget review and plan to complete Engagement Design and Engagement Methods training for staff this financial year.*

*Those training courses are fairly intensive and best delivered in a face to face environment, so delivery has been delayed due to COVID restrictions.*

**CR GONTASZEWSKI:**

*POS Strategy Table*

**MANAGER POLICY AND PLACE:**

Administration can address this during the POS Strategy review. The review is proposed for the year 24/25. In the review, we will better define the classification of the hierarchy, primary purpose, and area size, and amend tables as required.

**CR CASTLE:**

*Motion 2 – report mentions the tree selection tool is used infrequently, more info about how often?*

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*The Tree Selection Tool is predominantly used when a new street tree theme is required. As the majority of streets within Vincent already have existing tree themes, its use can be limited.*

*Instances where the tool is utilised include:*

- *Greening Plan projects where an entire street (or part of) is to be planted and there is either no predominant tree theme or the number of new trees to be planted exceeds the number of existing trees warranting consideration of a new theme*
- *Individual residential requests in streets with no predominant tree theme*
- *Street with inappropriate tree themes (i.e., Queensland Box Trees) that require determination of a new theme to carry out infill planting and replacements of dead trees*

**CR CASTLE:**

Motion 4 – Colvin Lane signage – no legal standing, info on the status of ROW in relation to speed limits and can they be implemented and enforced and what would the cost of signage be and could we install if we chose to?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:**

*If gazetted, as Colvin Lane is, technically the speed limit it is 40 kph (see previous answer about LATZ's). However the road environment, such as the width of the Colvin Lane, the exiting speed humps, signage and stencilling, the operating speed is far lower (as would be expected) and as per the previous answer. Under the Road Traffic Act the default speed limit in this area is 40 kph unless sign posted otherwise (such as Strathcona Streets which is 30 kph as part of the Safe Active Street). If the City were to request Colvin Lane (or any other ROW) to have lower speed limit it would require an application to Main Roads who would then do a speed assessment. That said, the criteria is generally about pedestrian and cyclist numbers, attractions (i.e. entertainment precincts) and traffic volumes. Colvin Lane is unlikely to meet any of these criteria and would not progress to an assessment.*

**CR CASTLE:**

Motion 6 – Any estimate on cost of what is requested?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*High level estimate: \$30,000.*



## COUNCIL BRIEFING NOTES

29 MARCH 2022

**CR HALLETT:**

Drains at Beatty Park Reserve, how frequently are they cleared?

**MANAGER ENGINEERING:**

*Over the years City of Vincent has invested in the drainage improvements to address concerns of residents who live adjacent Beatty Park Reserve. These measures have included installation of numerous double soak wells within the Beatty Park Car Park to capture and store more water runoff created from the car park prior to it overflowing onto the reserve, a low point area was created within the reserve to capture additional water as well as a small retaining wall and cyclone fence adjacent the reserve car park to again reduce runoff and capture leaf matter created from the reserve and car park. A series of soak wells and drainage was designed and constructed within the Reserve Car Park to the rear of the properties to capture more runoff*

*In addition to these measures The City undertakes drainage cleaning of priority low points on a yearly basis. The area surrounding Beatty Park, including the numerous double soak wells located in the Beatty Park Car Park are identified as a priority for these works. As an extra to the scheduled routine cleaning of gullies and soak wells in low points, The City undertook systematic cleaning of all drainage located, on the city owned road network, within an area bounded by Leake Street, Bourke Street, Loftus Street and Vincent Street as part of measure to alleviate the potential for flooding. In addition the City's road sweeper is deployed to sweep low points prior forecasted storm events.*

*Should any resident/owner within The City identify a need to clean out a gully or soak well they can contact The City who will place the request on the maintenance list and schedule with a contractor to undertake the required works.*

*Unfortunately, as much as we wish we could The City, nor any other council, can ever guarantee that any resident or business will not flood due to the severity of weather events and any unforeseen issue arising. However, we take all reasonable steps to help alleviate the potential for this to occur.*

**CR WALLACE:**

Motion 6 – discussion about additional modelling for impacts of the rain event

**MANAGER ENGINEERING:**

*Addressed in Proposed Amendment put forward by Mayor Cole.*

**CR WORNER:**

Motion 4 – what is involved with redoing the painting that is on the ground? How much would it cost? BP reserve – booking numbers, how many people does that involve? Can the bookings be moved, and if so to where?

**EXECUTIVE DIRECTOR COMMUNITY AND BUSINESS SERVICES:****EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*Add to briefing notes – Provide details of the jigsaw effect of the allocations*

**CR ALEXANDER:**

Motion 6 – in the Emerge report when 150K was allocated, what was that for and why was it removed? Who decided it wasn't needed? Can a consolidated list of concerns with Administrations responses?

**EXECUTIVE DIRECTOR COMMUNITY AND BUSINESS SERVICES:**

*One of the mitigating strategies suggested at the time (2017) was to construct a landscaped compensating basin as per the attached. At the time the reserve was still being used for organised sport and the loss of area would have rendered it impractical to continue (with team sports) so that the basin option wasn't supported by the Administration (note: this was prior to the demolition of the Alfred Spencer Pavilion).*

*Some of the allocated funds were subsequently used to upgrade the downstream connection (choke point) of the Beatty Park drain into the Claisebrook Main Drain from 300 dia to 600 dia and the remainder of the funds returned to municipal funds as part of the budget process.*

At 7:52 pm, Cr Ross Ioppolo left the meeting.

At 7:53pm Craig Wilson left the meeting and did not return.

## COUNCIL BRIEFING NOTES

29 MARCH 2022

## 8.6 VINCENT UNDERGROUND POWER PROJECT (VUPP)

- Attachments:
1. Invitation to participate - Tranche 2 - NRUPP
  2. NRUPPT2 Presentation
  3. Memorandum of Understanding
  4. Project Summary

## RECOMMENDATION:

## That Council:

1. NOTES the invitation from Western Power for the City of Vincent to participate in Tranche 2 of the Network Renewal Underground Pilot Program (NRUPP) at Attachment 1.
2. NOTES the proposed project areas would underground power at 5,336 electricity service meters in 1) North Perth/Mount Lawley, 2) North Perth/Mount Hawthorn and 3) Perth/Highgate as per the boundaries identified in the maps contained in Attachment 2.
3. NOTES Western Power advice that the overhead network assets in these areas are coming to the end of their service life for replacement and renewal. The poles and wires would be replaced like for like with an expected serviceable life of 40-50 years in the event the City does not co-partner in an underground power project.
4. AUTHORISES the CEO to sign the Memorandum of Understanding at Attachment 3 to enable Western Power to commence detailed design of the project.
5. NOTES the project summary at Attachment 4 will be included as a new Strategic Project in the Corporate Business Plan 2023/24-2027/28.
6. REQUESTS Administration to prepare a preliminary business case on participation in NRUPP Tranche 2 as part of the preparation of the Annual Budget and update to the Corporate Business Plan (noting that the final business case would be finalised following 12 months of detailed design by Western Power which will confirm estimated costs for the project).
7. APPROVE utilisation of \$222,000 in the Underground Power Reserve to provide additional project management and community engagement resources to support this significant project.

**MAYOR COLE:**

Could more detailed maps and details on the funding be provided?

**CHIEF EXECUTIVE OFFICER:**

*More detailed maps were circulated to Councillors and added to the City's webpage. Detailed funding is not yet available.*

**CR LODEN:**

Proposal to release 220k for the underground power, is it possible to get details of what this would be for?

**CHIEF EXECUTIVE OFFICER:**

*There is \$222,000 in the City's Underground Power Reserve.*

*We estimate resourcing for this project could entail up to two FTE covering 1) project management and 2) community consultation and engagement requiring a budget of up to \$220,000 for the first 12 months.*

**CR WALLACE:**

Street lighting – overhead wires, what replacement is proposed? How would we pay for it?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*Western Power will install LED Streetlights with potential for "Smart" PE cells in the future.*

**8.7 INFORMATION BULLETIN**

- Attachments:**
1. Minutes of the Children and Young People Advisory Group (CYPAG) 19 January 2022
  2. Minutes of the Reconciliation Action Plan Working Group (RAPWG) 24 January 2022
  3. Minutes of the WALGA Central Metropolitan Zone Meeting held on 17 February 2022
  4. Minutes of the Tamala Park Regional Council Meeting held on 17 February 2022
  5. Unconfirmed Minutes of the Arts Advisory Group held on 23 February 2022
  6. Statistics for Development Services Applications as at the end of March 2022 - to follow
  7. Register of Legal Action and Prosecutions Monthly - Confidential
  8. Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 18 March 2022
  9. Register of Applications Referred to the MetroWest Development Assessment Panel - Current
  10. Register of Applications Referred to the Design Review Panel - Current
  11. Register of Petitions - Progress Report - March 2022
  12. Register of Notices of Motion - Progress Report - March 2022
  13. Register of Reports to be Actioned - Progress Report - March 2022
  14. Council Workshop Items since 16 February 2022
  15. Council Meeting Statistics - March 2022
  16. Council Briefing Notes - 1 March 2022

**RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated March 2022.

**NO QUESTIONS**

*Statistics of Development Services Applications now attached.*

At 8:59 pm, Cr Ron Alexander left the meeting due to his proximity interest and did not return.

**9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES**

Nil

**11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

**12 CLOSURE**

There being no further business the meeting closed at 9.02pm