

**8.5 INFORMATION BULLETIN**

**TRIM Ref:** D23/224129

- Attachments:**
1. Minutes of the Catalina Regional Council Meeting held on 15 February 2024
  2. Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 29 February 2024
  3. Unconfirmed Minutes of Sustainability and Transport Advisory Group 8 February 2024
  4. Unrecoverable Parking Infringements Write-Off
  5. Update on the Innovate Reconciliation Action Plan 2022/24, the Access & Inclusion Plan 2022/27 and the Youth Action Plan 2020/26
  6. Statistics for Development Services Applications as at the end of February 2024
  7. Register of Legal Action and Prosecutions Monthly - Confidential
  8. Register of Legal Action - Orders and Notices Quarterly - Confidential
  9. Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 27 February 2024
  10. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current
  11. Register of Applications Referred to the Design Review Panel - Current
  12. Nature Play in the Park program outcome
  13. Register of Petitions - Progress Report - March 2024
  14. Register of Notices of Motion - Progress Report - March 2024
  15. Register of Reports to be Actioned - Progress Report - March 2024
  16. Council Workshop Items since 22 November 2023
  17. Council Briefing Notes - February 2024

**RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated March 2024.



# Ordinary Meeting of Council

Thursday 15 February 2024

# MINUTES

**City of Stirling**  
**25 Cedric Street, Stirling WA, 6021**

**These Minutes were confirmed as a true and correct record of proceedings at a meeting held on 18 April 2024.**

**Signature:** .....  
**Chair**

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

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## MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Jane Cutler	Cr Michael Le Page
City of Joondalup	Cr John Chester Cr Lewis Hutton	Cr Phillip Vinciullo Cr Adrian Hill
City of Perth	Cr Brent Fleeton	Cr Viktor Ko
City of Stirling	Cr Tony Krsticevic Cr Suzanne Migdale Cr David Lagan Cr Karlo Perkov	Cr Teresa Olow Cr Rob Paparde
Town of Victoria Park	Cr Claire Anderson	Cr Bronwyn Ife
City of Vincent	Cr Ashley Wallace	Cr Suzanne Worner
City of Wanneroo	Cr Helen Berry Cr Sonet Coetzee	Cr Phil Bedworth Cr Vinh Nguyen

## PRESENT

<b>Councillors</b>	Cr Helen Berry Cr John Chester Cr Sonet Coetzee Cr Jane Cutler Cr Brent Fleeton Cr Tony Krsticevic (Chair) Cr Suzanne Migdale Cr Karlo Perkov Cr Ashley Wallace
<b>Alternate Members</b>	Cr Phillip Vinciullo
<b>Staff</b>	Mr Chris Adams (Chief Executive Officer) Mr Simon O’Sullivan (Manager Project Coordination) Mr Daniel Govus (Senior Governance Advisor – City of Stirling)
<b>Apologies Councillors</b>	Cr Claire Anderson Cr Lewis Hutton Cr David Lagan
<b>Leave of Absence</b>	Nil
<b>Consultants</b>	Mr Drew Tomkins (Satterley Property Group)
<b>Apologies Participant Councils’ Advisers</b>	Mr Mark Dickson (City of Wanneroo) Mr David MacLennan (City of Vincent) Mr Bill Parker (City of Wanneroo) Mr James Pearson (City of Joondalup) Ms Michelle Reynolds (City of Perth) Mr Gary Tuffin (Town of Cambridge) Mr Anthony Vuleta (Town of Victoria Park)
<b>In Attendance Participant Councils’ Advisers</b>	Mr Stevan Rodic (City of Stirling)
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

## 1. OFFICIAL OPENING

The Chair declared the meeting open at 6:02pm.

## 2. APOLOGIES AND LEAVE OF ABSENCE

**Apologies:** Cr Claire Anderson  
Cr Lewis Hutton (*Cr Phillip Vinciullo present as Alternate Member*)  
Cr David Lagan

## 3. DISCLOSURE OF INTERESTS

Nil

## 4. PUBLIC STATEMENT/QUESTION TIME

Nil

## 5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

Nil

## 6. PETITIONS

Nil

## 7. CONFIRMATION OF MINUTES

Moved Cr Migdale, Seconded Cr Perkov.

**That the Council CONFIRMS and the Chair signs the minutes from the Ordinary Meeting of Council held 7 December 2023 and the Special Meeting of Council held 20 December 2023 as true and accurate records of proceedings.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

## 8. BUSINESS ARISING FROM MINUTES

Nil.

## 9. ADMINISTRATION REPORTS AS PRESENTED

### **9.1 BUSINESS REPORT – AS AT 31 JANUARY 2024**

Moved Cr Migdale, Seconded Cr Cutler.

**That the Council RECEIVES the Business Report as at 31 January 2024.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

### **9.2 STATEMENT OF FINANCIAL ACTIVITY – DECEMBER 2023**

Moved Cr Migdale, Seconded Cr Cutler.

**That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 December 2023.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

### **9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED - DECEMBER 2023**

Moved Cr Migdale, Seconded Cr Cutler.

**That the Council:**

- 1. RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for December 2023 - \$17,823,681.24**
- 2. APPROVES the CRC Credit Card Statement for December 2023.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

### **9.4 SALES AND SETTLEMENT REPORT – PERIOD ENDING 31 OCTOBER 2023**

Moved Cr Chester, Seconded Cr Fleeton.

**That the Council RECEIVES the Sales and Settlement Report for the period ending 31 October 2023.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

## **9.5 PROJECT FINANCIAL REPORT – OCTOBER 2023**

Moved Cr Migdale, Seconded Cr Cutler.

**That the Council RECEIVES the Project Financial Report (October 2023) submitted by the Satterley Property Group.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

## **9.6 PROJECT FINANCIAL REPORT – NOVEMBER 2023**

Moved Cr Migdale, Seconded Cr Cutler.

**That the Council RECEIVES the Project Financial Report (November 2023) submitted by the Satterley Property Group.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

## **9.7 PROJECT FINANCIAL REPORT – DECEMBER 2023**

Moved Cr Migdale, Seconded Cr Cutler.

**That the Council RECEIVES the Project Financial Report (December 2023) submitted by the Satterley Property Group.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.



## 9.8 STATEMENT OF FINANCIAL ACTIVITY FOR JANUARY 2024

Moved Cr Migdale, Seconded Cr Cutler.

**That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 January 2024.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

## 9.9 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR JANUARY 2024

Moved Cr Migdale, Seconded Cr Cutler.

**That the Council**

**1. RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for January 2024:**

**January 2024 - \$1,467,271.83**

**2. APPROVES the Credit Card Statement for January 2024.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

## 10. COMMITTEE REPORTS

### AUDIT AND RISK COMMITTEE (8 FEBRUARY 2024)

#### 10.1 CRC FYE 2024 BUDGET REVIEW

Moved Cr Migdale, Seconded Cr Cutler.

**That the Council ADOPTS the Budget Review with the variations for the period 1 July 2023 to 30 June 2024, as detailed in the Budget Analysis Worksheet attached.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

## 10.2 COMPLIANCE AUDIT RETURN 2023

Moved Cr Cutler, Seconded Cr Wallace.

**That the Council recommends the Compliance Audit Return for the Catalina Regional Council for the year ended 31 December 2023 be ADOPTED, RECORDED in the minutes, CERTIFIED and SENT to the Director General of the Department of Local Government, Sport and Cultural Industries, in accordance with the *Local Government Act and Regulations*.**

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

## 11. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

## 12. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

## 13. URGENT BUSINESS APPROVED BY THE CHAIR

Nil

## 14. GENERAL BUSINESS

Nil

## 15. DECISION TO MOVE INTO CONFIDENTIAL SESSION

Moved Cr Migdale, Seconded Cr Cutler.

**That:**

1. **Item 15.1 – CATALINA CENTRAL COMMERCIAL SITE (LOT 800 AVIATOR BOULEVARD) - DEVELOPMENT UPDATE be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(C) and (e) 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 CRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c));***  
***and***
  - e) ***a matter if disclosed would reveal –***

*i. Information that has a 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 CRC (section 5.23(2)(e)).*

2. **Item 15.2 – EXPRESSION OF INTEREST - DESIGN AND CONSTRUCTION OF THE CATALINA GREEN SUSTAINABILITY DEMONSTRATION HOME (EOI01/2024) be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) 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 CRC 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 a 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 CRC (section 5.23(2)(e)).*

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

At 6:12pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 15.1.

## **15.1 CATALINA CENTRAL COMMERCIAL SITE (LOT 800 AVIATOR BOULEVARD) - DEVELOPMENT UPDATE**

Moved Cr Chester, Seconded Cr Wallace.

**That the Council:**

1. **PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**

2. **RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995*.**

The Motion was put and declared CARRIED (8/2).

**For:** Councillors Chester, Coetzee, Cutler, Fleeton, Krsticevic, Perkov, Vinciullo and Wallace.

**Against:** Councillors Berry and Migdale.

## **15.2 EXPRESSION OF INTEREST - DESIGN AND CONSTRUCTION OF THE CATALINA GREEN SUSTAINABILITY DEMONSTRATION HOME (EOI01/2024)**

Moved Cr Chester, Seconded Cr Fleeton.

**That the Council:**

- 1. PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**
- 2. RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995*.**

The Motion was put and declared CARRIED (8/2).

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Vinciullo and Wallace.

**Against:** Councillors Migdale and Perkov.

Moved Cr Cutler, Seconded Cr Fleeton.

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

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

**For:** Councillors Berry, Chester, Coetzee, Cutler, Fleeton, Krsticevic, Migdale, Perkov, Vinciullo and Wallace.

**Against:** Nil.

At 6:42pm the meeting was reopened to the public.

## **16. FORMAL CLOSURE OF MEETING**

The Chair declared the meeting closed at 6:43pm.



# MINUTES

ORDINARY COUNCIL MEETING

TIME: 6.30 PM

29 FEBRUARY 2024  
CITY OF JOONDALUP

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



City of  
Joondalup



**S**  
City of Stirling  
City of Choice



TOWN OF  
VICTORIA PARK



CITY OF VINCENT



City of  
Wanneroo

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**MINDARIE REGIONAL COUNCIL  
NOTICE OF MEETING**

22 FEBRUARY 2024

Councillors of the Mindarie Regional Council are advised that an Ordinary Meeting of the Council will be held at the City of Joondalup at 6.30 pm on 29 February 2024.

The agenda pertaining to the meeting follows.

Your attendance is respectfully requested.



**SCOTT CAIRNS  
CHIEF EXECUTIVE OFFICER**

**MINDARIE REGIONAL COUNCIL - MEMBERSHIP**

Cr P Miles (Paul) - Chair	City of Wanneroo
Cr S Proud, JP (Stephanie) - Deputy Chair	City of Stirling
Cr A Jacob, JP (Albert)	City of Joondalup
Cr C May (Christopher)	City of Joondalup
Cr L Gobbert, JP (Liam)	City of Perth
Cr A Creado (Andrea)	City of Stirling
Cr J Ferrante (Joe)	City of Stirling
Cr C Hatton (Chris)	City of Stirling
Cr A Castle (Alex)	City of Vincent
Cr J Wright (Jordan)	City of Wanneroo
Cr G Mack (Gary)	Town of Cambridge
Cr K Vernon (Karen)	Town of Victoria Park

NB: Although some Councils have nominated alternate members, it is a requirement that a Council carries a specific resolution for each occasion that the alternate member is to act.

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

The Chair declared the meeting open at 6.30 pm.

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

**MRC COUNCILLORS**

Cr P Miles (Paul) - Chair	City of Wanneroo
Cr S Proud, JP (Stephanie) - Deputy Chair	City of Stirling
Cr A Jacob, JP (Albert)	City of Joondalup
Cr C May (Christopher)	City of Joondalup
Cr A Creado (Andrea)	City of Stirling
Cr J Ferrante (Joe)	City of Stirling
Cr C Hatton (Chris)	City of Stirling
Cr A Castle (Alex)	City of Vincent
Cr J Wright (Jordan)	City of Wanneroo
Cr J Cutler (Jane)	Town of Cambridge

**Apologies**

Cr L Gobbert (Liam)	City of Perth
Cr G Mack (Gary)	Town of Cambridge
Cr K Vernon (Karen)	Town of Victoria Park

**MRC Officers**

Mr S Cairns (Chief Executive Officer)  
Ms A Arapovic (Executive Manager Corporate Services)  
Mr M Hattingh (Executive Manager Operations)  
Ms S Cherico (Human Resources Manager)  
Ms D Toward (Executive Assistant)

**Approved leave of absence**

Nil

**Member Council Observers**

Mr N Claassen	City of Joondalup
Mr M Pennington	City of Joondalup
Mr A Murphy	City of Stirling
Ms Y Plimbley	City of Stirling
Mr P Varris	City of Vincent
Mr H Singh	City of Wanneroo
Mr J Gault	City of Wanneroo
Mr K Hincks	Town of Cambridge
Mr J Wong	Town of Victoria Park

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**3 DECLARATION OF INTERESTS**

Interest Type	Interest that may affect impartiality
Name and Position of Person	Councillor Andrea Creado
Report No and Topic	<b>14.2</b> - Tender for landfill capping works – Tamala Park Stage 2 West
Name of Interest	The GM Finance for Ertech is a close friend.

**4 PUBLIC QUESTION TIME**

Nil

**5 ANNOUNCEMENT BY THE PRESIDING PERSON**

Nil

**6 APPLICATION FOR LEAVE OF ABSENCE**

Nil

**7 PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**8.1 ORDINARY COUNCIL MEETING – 14 December 2023**

The Minutes of the Ordinary Council Meeting held on 14 December 2023 have been printed and circulated to members of the Council.

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Minutes of the Ordinary Meeting of Council held on 14 December 2023 be confirmed as a true record of the proceedings.**

**Moved Cr May, seconded Cr Ferrante  
RESOLVED**

**That the recommendation be adopted  
(CARRIED UNANIMOUSLY 10/0)**

*For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright  
Against: Nil*

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<b>9</b>	<b>CHIEF EXECUTIVE OFFICER REPORTS</b>
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<b>9.1</b>	<b>FINANCIAL STATEMENTS FOR THE PERIODS ENDED 31 DECEMBER 2023 AND 31 JANUARY 2024</b>
<b>Reference:</b>	<b>GF-23-000000019</b>
<b>Appendix(s):</b>	<b>Appendix No. 1</b>
<b>Date:</b>	<b>16 February 2024</b>
<b>Responsible Officer:</b>	<b>Executive Manager Corporate Services</b>

### **SUMMARY**

The purpose of this report is to provide Council with a set of financial reports in line with statutory requirements, which provides information on the financial performance of the Mindarie Regional Council (MRC).

### **BACKGROUND**

Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996 defines reporting requirements.

The financial statements presented for each month consist of:

- Statement by Comprehensive Income by Nature and Type
- Operating Income Statement by Program
- Statement of Financial Position
- Statement of Cashflows
- Statement of Financial Activity
- Statement of Reserves
- Statement of Investing Activity
- Cash and Cash Equivalents and Schedule of Investments
- Tonnage Report

### **DETAIL**

The attached reports provide an overview of the MRC's financial performance for the periods ending 31 December 2023 and 31 January 2024, and have been prepared in accordance with the Local Government Act 1995, the Local Government (Financial Management) Regulations 1996 and the Australian Accounting Standards. The report fairly represent, in all material respects, the results of the MRC's operations for the months being reported.

The Financial Reports for the periods ended 31 December 2023 and 31 January 2024 are contained in Appendix **No. 1**. The Schedule of Investments and Tonnage Report up to 31 January 2024 are also contained within Appendix No.1.

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Summary of results for the year to date period ended 31 January 2024

	YTD Budget	YTD Actual	Variance
	t	t	t
Tonnes – Members	106,234	105,231	(1,003)
Tonnes – Others	16,983	14,325	(2,658)
<b>TOTAL TONNES</b>	<b>123,217</b>	<b>119,556</b>	<b>(3,661)</b>
	\$	\$	\$
Revenue – Fees & Charges	19,431,653	18,865,812	(565,841)
Revenue – Other	3,845,703	4,463,642	617,939
<b>TOTAL REVENUE</b>	<b>23,277,356</b>	<b>23,329,454</b>	<b>52,098</b>
Expenses	(19,622,890)	(19,045,600)	577,290
<b>Net profit</b>	<b>3,654,466</b>	<b>4,283,854</b>	<b>(525,192)</b>
Net profit/(loss) on sales of assets	1,000	287,682	286,682
<b>NET SURPLUS</b>	<b>3,655,466</b>	<b>4,571,536</b>	<b>916,070</b>

**Variances Year to Date**

Mindarie Regional Council financial result for the period ending 31 January 2024 reflects its performance from 1 July 2023 to 31 January 2024. Council's operations have been conducted in line with the adopted budget. As per the MRC's 2023/2024 budget approved at the OCM 13 July 2023 and in line with materiality adopted by the Council, variances below \$50k do not attract comments.

MRC recorded net profit of \$4.6m for the period ended 31 January 2024 against a budgeted profit of \$3.6m resulting in a favourable variance of 25% or \$916k.

This overall positive position was driven by multiple favourable factors being offset mainly by negative variances of \$566k within fees and charges.

## REVENUE

### Fees and Charges

The revenue from Fees and Charges resulted in an unfavourable variance of \$566k for the period ended 31 January 2024.

A \$169k negative variance primarily due to City of Wanneroo delivering 1,839 tonnages lower than budgeted. This is considered timing variance.

In terms of total tonnage delivery of all member councils, total actual tonnage delivery is aligned closely to budget at 1%, 1,003 tonnes behind budget year to date. Actual tonnage of 105,231 tonnes is slightly higher than the tonnage at the same time last year of 104,468 tonnes.

Casual and Trade revenue continue to show a negative variance of \$248k resulting from 2,658 lower tonnes delivered to date. This is a permanent variance and will be addressed at mid-year budget review.

### Gas power generation sales

Revenue from gas power generation sales to date is \$162k lower than budgeted. Income from sale of Renewable Energy Certificates is expected to be received in the following month.

### Interest Earnings

Interest earning continues to outperform current budget. Interest earning for the period ended 31 January 2024 closed at \$583k higher than budgeted, which is mainly attributed to raising RBA interest rate. The RBA cash rate has moved from 4.10% to 4.35%. Expected weighted average interest rate of the current investment portfolio is 5%. As term deposits mature, MRC has and will continue to secure improved rates on new term deposits, improving interest returns.

### Profit on sale of asset

A positive variance of \$287k, which is a direct result of profit arising from disposal of assets for the period up to 31 January 2024.

## EXPENDITURE

### Materials and Contracts

Materials and Contracts expenditure shows a positive variance of \$442k compared to the budget. This variance is driven by a combination of several factors. However, lower-than-anticipated costs in DWER landfill levy (\$265k lower) being the major reason. DWER landfill levy is payable to the Department of Water and Environment Regulation and has a direct relationship to tonnage collected. Due to the same reasons mentioned under fees and charges, the tonnage is lower and therefore so is the levy paid. These positive variances were partially offset by unexpected increases (\$54k) in building maintenance expenses being repairs to wind-damaged cladding at the RRF.

### Utilities

Utilities recorded a positive variance of \$69k due to the fact that Synergy incorrectly recorded lower consumption and invoiced lower fees. This will be rectified in February 2024.

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### **Depreciation**

Depreciation is \$78k lower compared to the budget mainly due to an increase in the depreciation of leased land.

### **Other expenses**

Other expenses are \$98k lower than budgeted reflecting Elected Members expenses timing variance of \$71k.

### **STATEMENT OF FINANCIAL POSITION**

End of January 2024 the MRC's cash position is solid due to collection of fees and charges and positive earnings from the investments. Capital expenditure timing and increases to the RBA rate have improved both the rate of investments and the amount reinvested.

### **Current Liabilities**

Current Liabilities as of 31 January 2024 is \$2.3m lower compared to the previous month. Trade payables (Mainly DWER levy payable) contributed towards this decline.

### **Capital Expenditure**

During the period ended 31 January 2024, the following significant events / activities have taken place with respect to MRC's capital expenditure;

\$3.5m installation of Piggy Back liner project: investigative works awarded and is now proceeding to final design and works approval.

\$3.5m capping and revegetation design project: the tender phase completed in January 2024, and submissions have been evaluated. A report on this matter is included in the February OCM agenda.

Three building projects totalling \$310k are to commence in the first half of 2024.

### **Reserve Accounts**

Increase in the reserve accounts for the period ended 31 January 2024 is \$1.76m. This reflects the proportionate transfers to reserves including interest earned on the investments.

### **STATUTORY IMPLICATIONS**

Section 6.4 of the Local Government Act 1995 and regulation 34(1) of the Local Government (Financial Management) Regulations 1996.

### **VOTING REQUIREMENT**

Simple Majority

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## **RESPONSIBLE OFFICER RECOMMENDATION**

**That Council:**

**Receive the Financial Statements set out in Appendix No. 1 for the month ended 31 December 2023 and 31 January 2024.**

**Moved Cr Wright, seconded Cr Hatton**

**RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 10/0)**

*For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright*

*Against: Nil*

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<b>9.2 LIST OF ACCOUNTS PAID – FOR THE PERIODS ENDED 31 DECEMBER 2023 AND 31 JANUARY 2024</b>	
<b>File No:</b>	<b>GF-23-000019</b>
<b>Appendix(s):</b>	<b>Appendix No. 2 and 3</b>
<b>Date:</b>	<b>16 February 2024</b>
<b>Responsible Officer:</b>	<b>Executive Manager Corporate Services</b>

**SUMMARY**

The purpose of these reports is to provide details of payments made during the period identified above. 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.

**DETAILS**

In accordance with section 13(1) of the Local Government Financial Management Regulations 1996, Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from its Municipal and Trust Funds. A list of accounts paid by the CEO is to be prepared each month (Fin Reg 13(2)) and be presented to the next Ordinary Council Meeting following such payments (Fin Reg 13(3)). The lists of accounts paid for the months ended 31 December 2023 and 31 January 2024 are contained in **Appendices 2 and 3**

A new regulation 13A has been added to the Local Government Financial Management Regulations 1996 to increase transparency and accountability in local government through greater oversight of incidental spending. Regulation covers purchasing cards such as Bunnings and Fuel cards issued by local government to their employees. Under the new regulation, a transaction listing is included for the MRC’s fuel cards and Bunnings Power Pass cards.

<b>Month Ended</b>	<b>Account</b>	<b>Vouchers</b>	<b>Amount</b>
31 December 2023	General Municipal	Cheques	\$1,537.65
		EFT	\$1,090,363.78
		DP	\$5,593,098.94
		Inter account transfers	-
		<b>Total</b>	<b>\$6,685,000.37</b>
31 January 2024	General Municipal	Cheques	\$1,573.44
		EFT	\$4,179,773.43
		DP	\$539,344.81
		Inter account transfers	-
		<b>Total</b>	<b>\$4,720,691.68</b>

**STATUTORY IMPLICATIONS**

Regulation 13 of the Local Government (Financial Management) Regulations 1996

**FINANCIAL IMPLICATIONS**

Nil

**VOTING REQUIREMENT**

Simple Majority

## RESPONSIBLE OFFICER RECOMMENDATION

**That Council:**

**Note the list of accounts paid under delegated authority to the Chief Executive Officer for the months ended 31 December 2023 and 31 January 2024, in accordance with regulation 13(1) of the Local Government (Financial Management) Regulation 1996.**

**Moved Cr Jacob, Seconded Cr Cutler**

**RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 10/0)**

*For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright*

*Against: Nil*

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<b>9.3</b>	<b>2023/24 MID YEAR BUDGET REVIEW</b>
<b>File No:</b>	<b>GF-23-0000139</b>
<b>Appendix(s):</b>	<b>Appendix No. 4 and 4a</b>
<b>Date:</b>	<b>20 February 2024</b>
<b>Responsible Officer:</b>	<b>Executive Manager Corporate Services</b>

### **PURPOSE**

To consider the Mindarie Regional Council's financial position as at 31 December 2023 and performance for the period 1 July 2023 to 31 December 2023 in relation to the revised budget and projections estimated for the remainder of the financial year.

### **BACKGROUND**

The budget review has been prepared to include information required by the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996

Financial Management Regulations (FMR) r.33A (1) requires that between 1 January and 31 March in each financial year, a Local Government is to carry out a review of its annual budget for the year.

FMR r.33 (2A) requires the review of an annual budget for a financial year to:  
Consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and  
Consider the local government's position as at the date of the review; and  
Review the outcomes for the end of the financial year to be part of the review

FMR r.33A (2) and (3) require the results of the budget review to be presented to Council within 30 days of the review being completed. Council is then to consider the review submitted to it and resolve (by absolute majority) to adopt the review or not and any recommendations associated with the review.

FRM r.33A (4) requires that after the Council has dealt with the review a copy of the review and determination (Council minutes) is to be provided to the Department within 14 days.

### **DETAILS**

Council operations have been conducted in line with the Adopted Budget for 2023/24.

The budget review statements that form part of this report have been based on the statements of financial activity on the actual expenditure and variations from the revised budget, at 31 December revised budget reflects the same position as original adopted budget as no budget adjustments have been presented during the six months period.

This report provides information based on the six-month period from 1 July to 31 December 2023.

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The budget review reflects a view on the full year financial position of the Mindarie Regional Council and highlights those items that reflect significant predicted variances to budgeted allocations, and the anticipated revised financial projections to 30 June 2024.

The tonnes have marginally changed from the adopted budget tonnage, the projections are summarised in the table below, based on estimates received from member councils. A 6000 tonne reduction to Trade Discount is due to delay in commencement of trade discount contract with an external party.

The Members' gate fee will remain at \$151.00 per tonne for the remainder of the financial year, with also no change to the non-members gate fee.

	Original Budget 2023/2024	Projections 30-Jun-24	Budget Tonnage	Variance
City of Perth	12,482	13,540		1,058
City of Stirling	52,808	55,500		2,692
City of Wanneroo	58,000	58,000		-
Town of Cambridge	5,216	5,870		654
City of Vincent	5,500	5,500		-
Town of Victoria Park	8,400	10,620		2,220
City of Joondalup	33,600	33,600		-
<b>Total Members Charges</b>	<b>176,006</b>	<b>182,630</b>		<b>6,624</b>
Casuals	13,000	13,000		-
Trade	3,400	3,400		-
Trade Discount	15,000	9,000		(6,000)
<b>Total Casuals</b>	<b>31,400</b>	<b>25,400</b>		<b>(6,000)</b>
<b>Total Tonnage</b>	<b>207,406</b>	<b>208,030</b>		<b>624</b>

The Statement of Financial Activity reflecting the Adopted Budget, Revised Budget (currently the same as original) Actual Expenditure to 31 December 2023, Projected expenditure to 30 June 2024, variances to the revised budget as well as the projected capital expenditure are enclosed in the appendices to this report.

The materiality threshold for 2023/24 mid-year budget variances is in line with the Council's adopted variances. This report provides comments only on those items that have a projected variance of greater than \$50k. In some instances, although the variance is outside of these parameters due to the significance of the item, comments may still be provided. This report to Council will also address the budget adjustments identified in this review.

## OPERATING REVENUE

### **FEES AND CHARGES**

The overall fees and charges revenue is projected to increase slightly by \$269k from \$32.8m to \$33.1m. Projected \$978k increase in member user charges has offset \$709k decrease in casual fees. The decrease in casual fees is within trade discount because of delay in commencement of a trade discount customer contract. Budget adjustment is proposed to recognise variances expected at year end.

### **INTEREST EARNINGS**

Since May 2022, the Reserve Bank has raised the cash rate on nine consecutive occasions, taking it from a record low 0.1 per cent to 4.35 per cent currently. Projection to end of June 2024 now reflects the expected revenue at \$2.69m, up from budgeted \$1.65m. This is a permanent variance and proposed in the budget adjustment list.

### **OTHER REVENUE**

There is a projected \$186k revenue increase from the adopted budget, \$170k attributed for waste audit, 50% expected to occur by 30 June 2024 and 50% in the next financial year budget. MRC will recover these audit costs from member councils. Additionally, there is a projected \$16k in additional revenue from the LGIS insurance rebate.

## OPERATING EXPENDITURE

### **EMPLOYEE COSTS**

Projected increase of \$74k is proposed mainly to fund a communications/marketing function required for the MRC in its day to day operations and in support of Corporate Business Plan actions 1.4.2 and 2.2.3.

### **MATERIAL AND CONTRACTS**

This area overall is projected to be \$197k higher than budget, the net increase in the project space is expected at \$130k, largely attributed to 50% waste audits costs to occur by 30 June 2024 (50% in the next year budget). Additionally, projected \$50k in additional expenditure for an IT system review, due to be completed by 30 June 2024.

### **UTILITIES**

Projected increase of \$82k, mainly driven by increase to RRF electricity network charge.

### **DEPRECIATION & AMORTISATION**

Projected increase of \$443k. The revaluation of land, building and infrastructure performed as part of the 2023 year end audit changed the opening balance of MRC's assets, directly affecting depreciation expense against budget adopted for 2023/24. Budget adjustment is proposed to recognise expected variances and position at 30 June 2024. Amortisation \$2.8m projected reduction against revised budget. As part of the 2022/23 audit landfill cell / landfill capping was revalued and consequently amortisation updated.

### **PROFIT AND LOSS ON SALE**

Projected improvement of \$602k. Changing market conditions leading to low stock resulted in higher sale proceeds for a CAT Compactor. The compactor was sold for \$287k profit versus budgeted loss of \$323k.

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### **CAPITAL EXPENDITURE**

Projected increase to capital expenditure is \$297k of which \$107k is replacement of end of life IT equipment and increased CCTV installation costs in operational areas. The replacement of two vehicles is proposed a few months earlier than scheduled due to allow an opportunity benefit from current high resale prices, year-end sale discounts and reduced delivery periods. The net cash outflow overall is expected to be approximately \$75,000.

### **TRANSFER TO/FROM RESERVES (RESTRICTED ASSETS)**

Capital Reserve balance at year end was originally set to be \$2.4m. That is, however, insufficient level for what is required by MRC operations in the longer term. Proposal is to add \$3m from budget surplus into the capital reserve, bringing the balance to \$4.8m, to meet future requirements. This forms a part of the budget adjustments with balance to be funded in future years.

### **FUNDING SURPLUS (DEFICIT)**

In considering the variances and projections within the attached budget review, the closing position is estimated to improve projections from \$39.3m to \$41.6m. It is projected that the MRC will move from an adopted budget balance profit of \$1.45m to a projected profit of \$5.46m. \$3m of this is proposed to become restricted, as funds will be utilised to improve capital reserve.

Following completion of the budget review and to consider the impact of estimated projections at 30 June 2024, some items have been identified as requiring a budget amendment. The budget amendments have been included in the officer recommendation.

### **CONSULTATION**

Member Councils in relation to tonnage forecast for the remainder of the 2023/24 financial year.

### **STATUTORY ENVIRONMENT**

This review is required to comply with regulation 33A of Local Government (Financial Management) Regulations 1996. The Budget Review is to be lodged with the Department of Local Government, Sport and Cultural Industries within 14 days of adoption.

Section 6.8(1) (b) of the Local Government Act 1995 sets out a local government is not to incur expenditure for an additional purpose (where no estimate has been included in the annual budget) prior to being authorised in advance by an absolute majority of Council. For compliance with LGA S6.8, a separate resolution to the budget review should be passed for amendments to the budget.

### **STRATEGIC IMPLICATIONS**

The 2023/24 mid-year budget review has been developed having regard for the objectives and actions outlined in the MRC's integrated planning and reporting documents adopted by Council.

### **FINANCIAL IMPLICATIONS**

The significant financial implications have been detailed in the body of this report. Authorisation of expenditure through budget amendments recommended.

### **VOTING REQUIREMENT**

Absolute Majority

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## RESPONSIBLE OFFICER RECOMMENDATION

### That Council:

1. Adopt the 2023/24 mid-year budget review as detailed in Appendix 4.
2. Approve the adjustments to the 2023/2024 MRC Budget as detailed in this report and Appendix 4a, in accordance with section 6.8(1) of the *Local Government Act 1995*.

**Moved Cr Creado, seconded Cr Proud**

**RESOLVED**

**That the recommendation be adopted**

(CARRIED UNANIMOUSLY 10/0)

*For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright*

*Against: Nil*

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**10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 81**

**RESPONSIBLE OFFICER RECOMMENDATION**

**That the Members Information Bulletin Issue No. 81 be received.**

**Moved Cr Wright, seconded Cr Cutler**

**RESOLVED**

**That the recommendation be adopted**

(CARRIED UNANIMOUSLY 10/0)

*For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright*

*Against: Nil*

**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

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

Moved Cr Miles, seconded Cr Hatton

Procedural motion:

That Council:

1. Closes the meeting to the members of the public at 6.45 pm to consider items 14.1 and 14.2 in accordance with section 5.23(2)(c) of the Local Government Act 1995.
2. Permits the MRC Chief Executive Officer, MRC staff and Member Council Officers to remain in the chamber during discussion for item 14.1 and 14.2.

Doors closed at 6.45 pm.

There were no members of the public present in the gallery.

MRC Officers and Member Council Officers remained observing the meeting.

The CEO has not released the reports for items 14.1 and 14.2 for public viewing.

(CARRIED UNANIMOUSLY 10/0)

*For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright*

*Against: Nil*

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<b>This Report is Confidential and dealt with in a Confidential Session, under section 5.23 (2)(c) of the Local Government Act 1995 as the report deals with matters where a contract may be entered into.</b>	
<b>14.1</b>	<b>APPROVAL FOR MEMBER COUNCIL WASTE AUDIT</b>
<b>File No:</b>	<b>GF-23-0000344</b>
<b>Attachment(s):</b>	<b>Nil</b>
<b>Date:</b>	<b>20 February 2024</b>
<b>Responsible Officer:</b>	<b>Chief Executive Officer</b>

#### **RESPONSIBLE OFFICER RECOMMENDATION**

##### **THAT COUNCIL:**

**Approve the MRC entering into a contract with Resource Recovery Group to undertake summer and winter waste audits of member council kerbside bins as per the details stated within the Financial Implications section of the confidential report.**

**Moved Cr Proud, Seconded Cr Hatton**

##### **RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 10/0)**

*For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright*

*Against: Nil*

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<b>This Report is Confidential and dealt with in a Confidential Session, under section 5.23 (2) (c) of the Local Government Act 1995 as the report deals with a matter where a contract may be entered into.</b>	
<b>14.2</b>	<b>TENDER FOR LANDFILL CAPPING WORKS – TAMALA PARK STAGE 2 WEST</b>
<b>File No:</b>	<b>GF-23-000416</b>
<b>Attachment(s):</b>	<b>Attachment 1 – Evaluation Report</b>
<b>Date:</b>	<b>22 February 2024</b>
<b>Responsible Officer:</b>	<b>Executive Manager Operations</b>

#### **RESPONSIBLE OFFICER RECOMMENDATION**

**That Council:**

- 1. Authorise the CEO to award the tender for landfill capping as per the details in the confidential report.**
- 2. Authorise the CEO to advise the tenderers of the outcome of the tender process.**

**Moved Cr Proud, seconded Cr Hatton**

**RESOLVED**

**That the recommendation be adopted**

**(CARRIED UNANIMOUSLY 10/0)**

*For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright*

*Against: Nil*

**Moved Cr Proud, seconded Cr Wright**

**Procedural Motion:**

**That Council:**

- Reopen the meeting to members of the public at 6.57pm

To re-open the meeting to the public.

**(CARRIED UNANIMOUSLY 10/0)**

*For: Crs Castle, Creado, Cutler, Ferrante, Hatton, Jacob, May, Miles, Proud, Wright*

*Against: Nil*

*Doors re-opened at 6.57PM, the Chair declared the meeting re-opened. There were no members of the public present. The Chair read out the resolutions behind closed doors.*

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<b>15 NEXT MEETING</b>
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The next Ordinary Council meeting is to be held on Thursday 28 March 2024 at the City of Wanneroo commencing at 6.30 pm.

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<b>16 CLOSURE</b>
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The Chair closed the meeting at 7.00 pm and thanked the City of Joondalup for their hospitality and use of their meeting facilities.

Signed.....Chair

Dated.....day of .....2024

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## SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Thursday 8 February 2024, at 6pm

Venue:  
City of Vincent  
Administration and Civic Centre  
244 Vincent Street Leederville  
**UNCONFIRMED MINUTES**

### Attendees:

#### City of Vincent Councillors

Cr Ashley Wallace (AW) - Chair  
Cr La Fontaine (ALF)

#### Community Representatives

Barbara Pedersen (BP)                      Chris Cutress (CC)  
Helen Griffiths (HG)                      Ian Kininmonth (IK)  
Kathryn Longden (K)

#### City of Vincent Officers

Peter Varris (PV) - Executive Director Infrastructure and Environment  
Mitchell Hoad (MH) – A/Manager Strategic Planning & Specialist Planner  
Sarah Hill (SH) – Manager Parks  
Sara Orsi (SO) – Sustainability and Innovation Advisor  
Jenaya Shepherd (JS) – Senior Strategic Planner

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### 1. Welcome/Declaration of Opening

Cr Wallace opened the meeting at 6:04pm and delivered the Acknowledgement of Country.

### 2. Apologies

Emma McCallum

### 3. Confirmation of the Minutes

The Minutes of the meeting held on 17 August 2023 were received and confirmed as a true and correct record.

### 4. New business

#### 4.1 Discussion of Terms of Reference

- MH provided overview of Terms of Reference and meeting schedule. The meeting schedule will be aligned with the Enhanced Environment Strategy (EES). The current planned meetings are 14 March 2024, mid-June, and mid-September. These dates will be confirmed closer to the time.
- ALF tabled adding an 'active transport' objective to the Terms of Reference specifically:
  - The development and implementation of safe active transport;
  - Implementation of the bike plan; and
  - Reducing the adverse impacts of vehicle traffic.
- CC supported a transport focus noting the group is still called Sustainability and Transport.
- CC enquired as to who on the group has a transport background.

- HG flagged active transport additions where too specific but supported a general addition.
- IK seconded HG view and noted other topics like liveability should be considered as used to be a part of the 'old' strategy.
- BP tabled a preference for the group to continue to support the City, rather than have an end date of the adoption of the EES.
- BP suggested referencing the SCP pillars as a way of capturing the groups remit without being too specific.
- The suggested changes to the objectives of the Terms of Reference agreed were:
  - To add more detail to one of the Terms of Reference Objectives: *Support the City in the development and implementation of the EES and its pillars (by specifying the pillars)*.
  - The term of members would best coincide with the election cycle, being for a period of two years.
  - The term 'liveable' to be part of the Terms of Reference; *achieving a more 'liveable' city*.

#### **RECOMMENDED ACTION:**

Points above to be incorporated and updated terms of reference to be presented to the next meeting of the STAG before being presented to Council for adoption.

#### **4.2 Sustainable Environment Strategy 2022-23 progress update**

- JS gave an overview of the 2022-23 Sustainable Environment Strategy which was established in 2019 and which is reported on annually to Council. The 5 key areas are: Energy; Transport; Waste; Water and Urban Greening and Biodiversity.
- The group noted the successful work of the City in meeting many of its targets, including those which were seen as 'stretch' targets and during difficult circumstances including the COVID-19 Pandemic.
- There was a general discussion amongst the group about each of the areas and what these may look like in the future.

#### **RECOMMENDED ACTION:**

STAG members to note the update.

#### **4.3 City Strategies Presentation**

- JS gave a presentation of the City's strategies and their alignment to the Strategic Community Plan (SCP) was provided.
  - The City is commencing a sustainability review this year, the terms of reference (TOR) have been focused on informing the review and developing the Strategic Community Plan priority area Enhanced Environment Strategy (EES).
  - This means, unlike previous STAG arrangements to meet quarterly, the meeting schedule will be aligned with the EES project program to ensure STAG collaboration at key stages of the project delivery.
- There was a general discussion amongst the group about the strategic priorities and how the EES sits within this framework.

#### **RECOMMENDED ACTION:**

STAG members to note the update.

#### **4.4 Current/emerging Urban Greening & Biodiversity challenges**

- SH gave an overview of the Polyphagous shot-hole borer that is affecting many trees in WA and the impacts of underground power works on tree canopy.
  - The City is working with the Department of Primary Industries and Regional Development (DPIRD) to help stop the spread of this invasive pest. Many of the City's parks and reserve are infected and have been identified for ongoing treatment.
  - The City has completed mapping of all our street trees. Our parks will be next.
  - Identifying and managing pests is a risk issue for the City, the City has a risk management framework.

- Undergrounding power works are not expected to have a significant impact on existing street tree canopy as City has been working closely with Western Power throughout process.
- There was general discussion amongst the group about the impacts of PHSB on tree canopy within the City.
- BP noted need for the City to consider strategic risk around emergency response and biosecurity.

**RECOMMENDED ACTION:**

STAG members to note the update.

**6. Next Meeting**

The next meeting will be held on 14 March 2024.

**7. Closure**

The meeting closed at 7:56pm

Signed

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

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

<b>SUBJECT:</b>	<b>Unrecoverable Parking Infringements Write-off for 2nd Quarter 2023/2024</b>
<b>DATE:</b>	<b>12 March 2024</b>
<b>AUTHOR:</b>	<b>Chris Dixon, Senior Projects &amp; Strategy Officer, Ranger Services</b>
<b>AUTHORISER:</b>	<b>Peter Varris, Executive Director Infrastructure &amp; Environment</b>

**PURPOSE:**

To advise Council of the write-off of Parking Infringement Notices that the Fines Enforcement Registry have advised are unrecoverable for the second quarter of the 2023/2024 financial year.

**BACKGROUND:**

At the Ordinary Council Meeting of 14 November 2023, a report was presented on the total write-offs of parking infringements advised by the Fines Enforcement Registry for the first quarter of the 2023/2024 financial year. That report also noted that future reports would be provided on a quarterly basis.

For the second quarter of the 2023/2024 financial year, there were a total of 231 Parking Infringement Notices, valued at \$39,130.30 withdrawn as advised by the Fines Enforcement Registry that these infringements are unrecoverable, and they will no longer be pursuing payment.

While these infringements have been deemed unrecoverable and subsequently withdrawn by the Fines Enforcement Registry, it should be noted that a total infringement value of \$157,672.91 has been recovered and paid through the Fines Enforcement Registry for the period 1 October 2023 to 30 December 2023.

The unrecoverable infringements have been written off under delegated authority.

**COMMENTS:**

Future reports will be provided on a quarterly basis.

Please find below listing of written off infringements for the period 1 October 2023 to 30 December 2023.



Infringement No	FER Comment	Infringement Write-Off
19266324	Case reg over 8 years ago	207.55
19309831	Case reg over 8 years ago	214.1
19304379	Case reg over 8 years ago	174.1
19306486	Case reg over 8 years ago	174.1
19306633	Case reg over 8 years ago	139.1
19289374	Case reg over 8 years ago	174.1
19290568	Case reg over 8 years ago	174.1
19297253	Case reg over 8 years ago	174.1
19308454	Case reg over 8 years ago	139.1
19305639	Case reg over 8 years ago	149.1
19302505	Case reg over 8 years ago	174.1
19308790	Case reg over 8 years ago	149.1
19305703	Case reg over 8 years ago	174.1
19310166	Case reg over 8 years ago	149.1
19310167	Case reg over 8 years ago	149.1
19311070	Case reg over 8 years ago	139.1
19306616	Case reg over 8 years ago	174.1
19311403	Case reg over 8 years ago	139.1
19312174	Case reg over 8 years ago	174.1
19313080	Case reg over 8 years ago	174.1
19314818	Case reg over 8 years ago	149.1
19313907	Case reg over 8 years ago	174.1
19281059	Case reg over 8 years ago	139.1
19305742	Case reg over 8 years ago	174.1
19308942	Case reg over 8 years ago	174.1
19311116	Case reg over 8 years ago	174.1
19311644	Case reg over 8 years ago	174.1
19292071	Case reg over 8 years ago	208.7
19292752	Case reg over 8 years ago	208.7
19288352	Case reg over 8 years ago	168.7
19275083	Case reg over 8 years ago	208.7
19289543	Case reg over 8 years ago	143.7
19292466	Case reg over 8 years ago	143.7
19293436	Case reg over 8 years ago	143.7
19308261	Case reg over 8 years ago	168.7
19295368	Case reg over 8 years ago	373.7
19305474	Case reg over 8 years ago	208.7
19308042	Case reg over 8 years ago	168.7
19302440	Case reg over 8 years ago	168.7
19301935	Case reg over 8 years ago	133.7
19301952	Case reg over 8 years ago	133.7
19303307	Case reg over 8 years ago	133.7
19307787	Case reg over 8 years ago	177.35
19307791	Case reg over 8 years ago	177.35
19312330	Case reg over 8 years ago	150.6



19309571	Case reg over 8 years ago	150.6
19309215	Case reg over 8 years ago	177.35
19310964	Case reg over 8 years ago	150.6
19312694	Case reg over 8 years ago	150.6
19309506	Case reg over 8 years ago	175.6
19313124	Case reg over 8 years ago	150.6
19309593	Case reg over 8 years ago	175.6
19309596	Case reg over 8 years ago	175.6
19309653	Case reg over 8 years ago	177.35
19311729	Case reg over 8 years ago	140.6
19309477	Case reg over 8 years ago	150.6
19311730	Case reg over 8 years ago	140.6
19311507	Case reg over 8 years ago	150.6
19314189	Case reg over 8 years ago	150.6
19312366	Case reg over 8 years ago	140.6
19315568	Case reg over 8 years ago	152.35
19315768	Case reg over 8 years ago	152.35
19317322	Case reg over 8 years ago	152.35
19312620	Case reg over 8 years ago	140.6
19318262	Case reg over 8 years ago	152.35
19310287	Case reg over 8 years ago	177.35
19314222	Case reg over 8 years ago	152.35
19314943	Case reg over 8 years ago	150.6
19310944	Case reg over 8 years ago	175.6
19314106	Case reg over 8 years ago	140.6
19315520	Case reg over 8 years ago	152.35
19314314	Case reg over 8 years ago	140.6
19315683	Case reg over 8 years ago	150.6
19311747	Case reg over 8 years ago	175.6
19315756	Case reg over 8 years ago	152.35
19311750	Case reg over 8 years ago	175.6
19311763	Case reg over 8 years ago	175.6
19314291	Case reg over 8 years ago	215.6
19314922	Case reg over 8 years ago	140.6
19314343	Case reg over 8 years ago	215.6
19316492	Case reg over 8 years ago	152.35
19315412	Case reg over 8 years ago	215.6
19315359	Case reg over 8 years ago	142.35
19315363	Case reg over 8 years ago	142.35
19315811	Case reg over 8 years ago	28.95
19316529	Case reg over 8 years ago	152.35
19315367	Case reg over 8 years ago	142.35
19317486	Case reg over 8 years ago	215.6
19313165	Case reg over 8 years ago	175.6
19315370	Case reg over 8 years ago	142.35
19313174	Case reg over 8 years ago	175.6



19313204	Case reg over 8 years ago	177.35
19317445	Case reg over 8 years ago	150.6
19315701	Case reg over 8 years ago	140.6
19315702	Case reg over 8 years ago	140.6
19314242	Case reg over 8 years ago	175.6
19314381	Case reg over 8 years ago	175.6
19318421	Case reg over 8 years ago	152.35
19316087	Case reg over 8 years ago	142.35
19316089	Case reg over 8 years ago	142.35
19314631	Case reg over 8 years ago	175.6
19318238	Case reg over 8 years ago	152.35
19314650	Case reg over 8 years ago	175.6
19314677	Case reg over 8 years ago	177.35
19319233	Case reg over 8 years ago	152.35
19313317	Case reg over 8 years ago	217.35
19315596	Case reg over 8 years ago	217.35
19315740	Case reg over 8 years ago	217.35
19315306	Case reg over 8 years ago	177.35
19317049	Case reg over 8 years ago	140.6
19306544	Case reg over 8 years ago	140.6
19315557	Case reg over 8 years ago	177.35
19320200	Case reg over 8 years ago	152.35
19272150	Case reg over 8 years ago	175.6
19317439	Case reg over 8 years ago	140.6
19319103	Case reg over 8 years ago	152.35
19319104	Case reg over 8 years ago	152.35
19322423	Case reg over 8 years ago	152.35
19284755	Case reg over 8 years ago	177.35
19317476	Case reg over 8 years ago	140.6
19319304	Case reg over 8 years ago	152.35
19302554	Case reg over 8 years ago	352.35
19295455	Case reg over 8 years ago	175.6
19317375	Case reg over 8 years ago	177.35
19317539	Case reg over 8 years ago	142.35
19309435	Case reg over 8 years ago	350.6
19317417	Case reg over 8 years ago	175.6
19314652	Case reg over 8 years ago	175.6
19319943	Case reg over 8 years ago	152.35
19317580	Case reg over 8 years ago	142.35
19310449	Case reg over 8 years ago	350.6
19316480	Case reg over 8 years ago	177.35
19317223	Case reg over 8 years ago	177.35
19312267	Case reg over 8 years ago	350.6
19317589	Case reg over 8 years ago	142.35
19319846	Case reg over 8 years ago	177.35
19294359	Case reg over 8 years ago	177.35





19312415	Case reg over 8 years ago	190.6
19295690	Case reg over 8 years ago	177.35
19295801	Case reg over 8 years ago	177.35
19299958	Case reg over 8 years ago	175.6
19320088	Case reg over 8 years ago	177.35
19317304	Case reg over 8 years ago	192.35
19310227	Case reg over 8 years ago	175.6
19302578	Case reg over 8 years ago	177.35
19318551	Case reg over 8 years ago	142.35
19303781	Case reg over 8 years ago	175.6
19312425	Case reg over 8 years ago	175.6
19318557	Case reg over 8 years ago	142.35
19294050	Case reg over 8 years ago	152.35
19295649	Case reg over 8 years ago	142.35
19319123	Case reg over 8 years ago	142.35
19306545	Case reg over 8 years ago	140.6
19305749	Case reg over 8 years ago	177.35
19319475	Case reg over 8 years ago	142.35
19319477	Case reg over 8 years ago	142.35
19319481	Case reg over 8 years ago	142.35
19319482	Case reg over 8 years ago	142.35
19319490	Case reg over 8 years ago	142.35
19309443	Case reg over 8 years ago	150.6
19306693	Case reg over 8 years ago	175.6
19319808	Case reg over 8 years ago	142.35
19319828	Case reg over 8 years ago	142.35
19309798	Case reg over 8 years ago	152.35
19315804	Case reg over 8 years ago	217.35
19297573	Case reg over 8 years ago	150.6
19298417	Case reg over 8 years ago	150.6
19319936	Case reg over 8 years ago	142.35
19300422	Case reg over 8 years ago	150.6
19307670	Case reg over 8 years ago	175.6
19311504	Case reg over 8 years ago	150.6
19307672	Case reg over 8 years ago	175.6
19311563	Case reg over 8 years ago	152.35
19320002	Case reg over 8 years ago	142.35
19311586	Case reg over 8 years ago	152.35
19307776	Case reg over 8 years ago	177.35
19296366	Case reg over 8 years ago	143.7
19296619	Case reg over 8 years ago	208.7
19300554	Case reg over 8 years ago	143.7
19296413	Case reg over 8 years ago	168.7
19298109	Case reg over 8 years ago	208.7
19302006	Case reg over 8 years ago	143.7
19302010	Case reg over 8 years ago	143.7



19302275	Case reg over 8 years ago	143.7
19302017	Case reg over 8 years ago	143.7
19291667	Case reg over 8 years ago	143.7
19301734	Case reg over 8 years ago	133.7
19293937	Case reg over 8 years ago	143.7
19291510	Case reg over 8 years ago	133.7
19284952	Case reg over 8 years ago	207.55
19259593	Case reg over 8 years ago	128
19260332	Case reg over 8 years ago	128
19225482	Case reg over 8 years ago	118
19219088	Case reg over 8 years ago	128
19225080	Case reg over 8 years ago	128
19263081	Case reg over 8 years ago	128
19246403	Case reg over 8 years ago	128
19256917	Case reg over 8 years ago	153
19262504	Case reg over 8 years ago	163
19245797	Case reg over 8 years ago	118
1611204	Case reg over 8 years ago	165
19259986	Case reg over 8 years ago	128
19262925	Case reg over 8 years ago	128
19339232	Insufficient details to enf	186.7
19366525	Insufficient details to enf	228.25
19521009	Insufficient details to enf	216.6
19371488	Company no longer registered	188.25
19316830	Insufficient details to enf	177.35
19326481	Company no longer registered	142.35
19821439	Insufficient details to enf	219.7
19970440	Insufficient details to enf	197.3
20090608	Insufficient details to enf	222.3
19751876	Insufficient details to enf	191.6
19359529	Insufficient details to enf	228.25
200012	Insufficient details to enf	371.6
19465002	Insufficient details to enf	178.55
19296670	Company no longer registered	208.7
19883344	Insufficient details to enf	259.7
19416160	Insufficient details to enf	180.55
19333681	Company no longer registered	177.35
19347671	Insufficient details to enf	161.7
19337412	Insufficient details to enf	186.7
19356024	Insufficient details to enf	152.95
20070497	Uneconomical to Enforce	0
100102	Insufficient details to enf	339.9
20093352	Offender deceased	197.8
19369823	Insufficient details to enf	188.25
19355501	Insufficient details to enf	152.95
19321007	Insufficient details to enf	152.35



19341050	Insufficient details to enf	161.7
200011	Insufficient details to enf	371.6



<b>DATE:</b>	<b>Tuesday 12 March 2024</b>
<b>TITLE:</b>	<b>Update on the Innovate Reconciliation Action Plan 2022/24, the Access &amp; Inclusion Plan 2022/27, and the Youth Action Plan 2020/26.</b>
<b>DIRECTORATE:</b>	<b>Community and Business Services</b>

## PURPOSE OF REPORT:

The purpose of this report is to provide an update on the progress of the Innovate Reconciliation Action Plan 2022/24, the Access & Inclusion Plan 2022/27, and the Youth Action Plan 2020/26.

## DETAILS:

### Innovate Reconciliation Action Plan 2022-2024

Vincent began its reconciliation journey in 2017 with a [Reflect Reconciliation Action Plan](#), completing our first [Innovate Reconciliation Action Plan](#) in September 2022 and commencing the second [Innovate Reconciliation Action Plan 2022/24](#) in October 2022.

Through the delivery of our RAP, we have strengthened our relationships with our Aboriginal Elders and community and celebrated Noongar culture and tradition through numerous events, activities, and workshops.

The City's current Innovate Reconciliation Action Plan (RAP) will continue through September 2024 when it is anticipated that we will transition across to a Stretch RAP where we will maintain our commitment to reconciliation by drawing on culture and shared experiences.

### **Our key deliverables achieved to date are:**

- Progression of the reviving of Warndoolier, the traditional Noongar name for Banks Reserve.
- Development of:
  - Aboriginal and Torres Strait Islander Engagement Guidelines.
  - Aboriginal and Torres Strait Islander Attraction and Retention Strategy.
  - Communications Plan: Innovate Reconciliation Action Plan 2022/24.
  - Cultural Awareness and Engagement Plan for new starters and existing employees.
- Reviewed onboarding and induction processes to remove any potential barriers for Aboriginal and Torres Strait Islander peoples currently employed or future applicants.
- Promoted the City's commitment to Reconciliation with the engagement of Aboriginal facilitators to deliver events throughout Reconciliation & NAIDOC Weeks.
- Organised videos of Aboriginal Elders, Uncle Albert & Aunty Irene for Reconciliation Week.
- Provided two traineeships to Aboriginal students from Aranmore Catholic College.
- Developed a new Purchasing Policy that was adopted by Council in June 2023 which prioritises purchasing from Aboriginal and Torres Strait Islander businesses.
- Commenced development of our fourth RAP, the Stretch RAP 2024/27.

### Access & Inclusion Plan 2022-2027

In accordance with the *Western Australian Disability Services Act 1993*, the City is required to develop, maintain, and action an [Access and Inclusion Plan 2022/27](#) (AIP) and to provide an annual progress report to the Department of Communities.

Our AIP aims to make our buildings, services, and events more accessible and to help everyone in our community feel included.

We prioritise accessibility when we upgrade our public spaces, parks and playgrounds and increasing access to our events, we also focus on considering both physical and non-physical barriers to getting involved. In addition, we want to make sure that all our staff have the support, guidance, and development they need to improve access and inclusion when undertaking their roles.

## **Our key deliverables achieved to date are:**

- Refurbishment of the customer service area and downstairs accessible toilet in February 2024.
- Staff Wheelchair Basketball workshop hosted in late November 2023 (co-hosted with Water Corporation) for International Day of People with Disability (IDPWD).
- Promoted IDPWD on social media on 3 December 2023 to raise awareness of the situation of persons with disabilities in all aspects of political, social, economic, and cultural life.
- Delivered an eight week 'Introduction to Auslan' community workshop between October and November 2023.
- Completed a footpath audit in December 2023.
- Rolled out the new CRM software in December 2023 that allows Rangers in the field to attend to requests more efficiently in the community.
- Held an All Abilities Pool Party at Beatty Park in January 2024.

## **Youth Action Plan 2020-2026**

Our [Youth Action Plan 2020/26](#) (YAP) was developed to align with, and actively contribute to, the City's Strategic Community Plan 2018-2028. The YAP supports our key priorities of Connected Community, Thriving Places and Innovative and Accountable by providing a roadmap for delivering relevant and meaningful services and support for our youth. It guides our actions in the youth space to ensure we continue working towards a thriving and positive experience for all youth in our community.

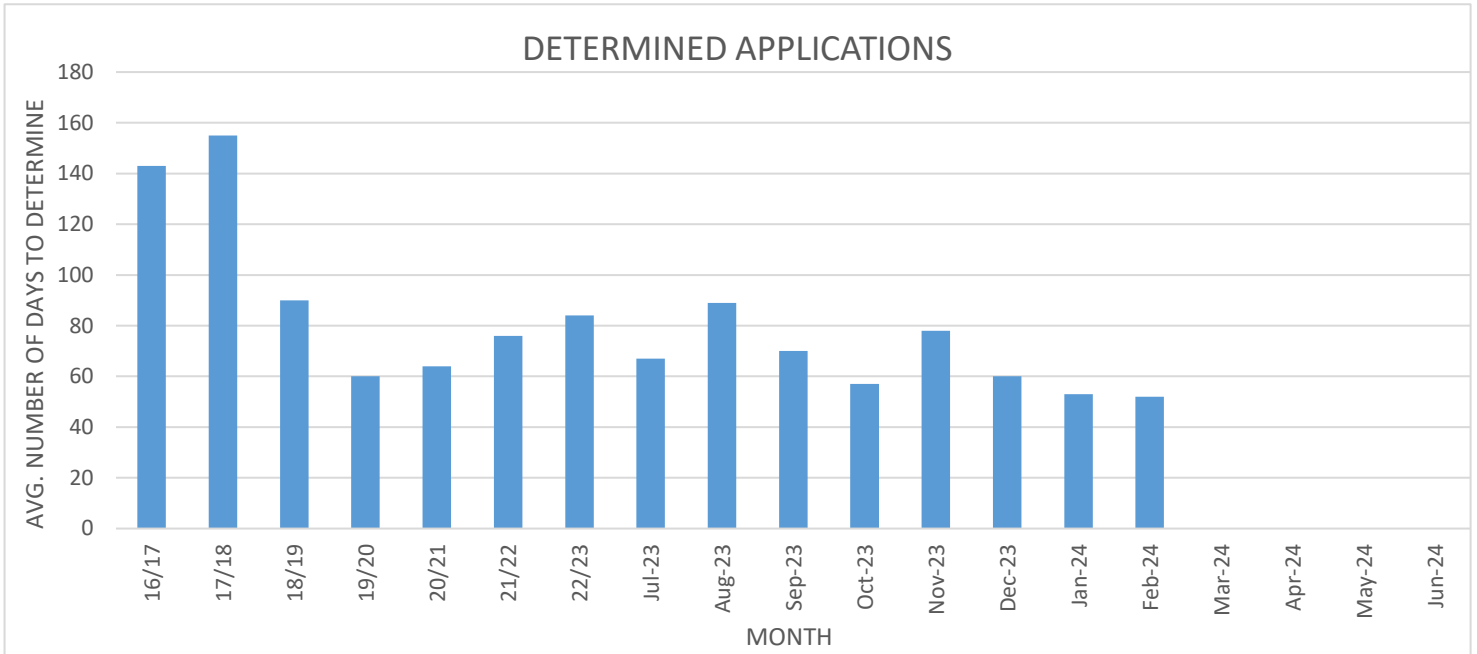
With 12–25 years of age being such a formative time in a person's life, it is important that our YAP stays current and relevant in an environment that changes so rapidly in terms of technologies, trends, and topical issues.

The YAP five-year plan includes two components, a two-year plan with deliverables referring to the previous year's (2020 – 2022) and the three-year plan for the current 2023 – 2026 deliverables. This later period focuses on strengthening our understanding of the needs and priorities of our young people and identifying the key focus areas, current gaps, and actions to address these.

## **Our key deliverables achieved to date are:**

- Developed a communications plan to promote the deliverables of the YAP and the engagement of young people with the City.
- Successful delivery of Young Makers Christmas Markets at North Perth Town Hall and Multicultural Gardens.
- Engaged eight local schools for the Spirit of Christmas Banners that were displayed in North Perth and Mount Hawthorn during December.
- Engaged eight local schools for Student Citizenship Awards throughout November and December in line with the City's Community Funding Policy.
- Aranmore Catholic College music students performed at the City's Seniors Week Melodies Morning Tea event on 13 November 2023.
- YHQ delivered workshops that were supported by the City's Collaborative funding agreement.
- Attendance at relevant industry training and networking meetings.
- Successful funding application by Perth STEM Association through the City's Youth Development Grants to host Newton's Playground Event on 16 December 2023.
- Aranmore Catholic College trainee program engagement with two students concluded in-line with the School year.

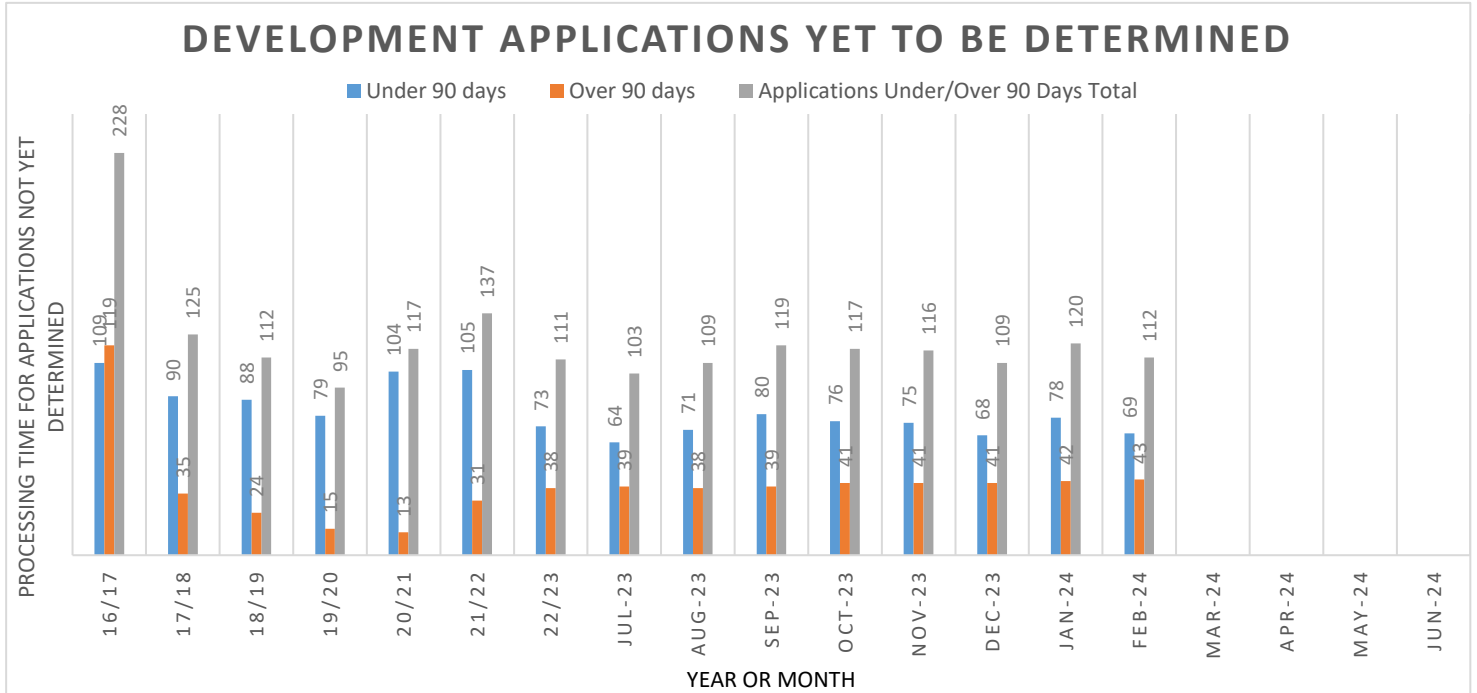
# Statistics for Development Applications As at the end of February 2024



**Table 1:** Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2022.

Processing Days	16/17	17/18	18/19	19/20	20/21	21/22	22/23	Jul-23	Aug-23	Sept-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Minimum	7	1	0	0	0	1	0	8	14	31	7	14	7	5	6				
Average	143	155	85	60	64	76	84	67	89	70	57	78	60	53	52				
Maximum	924	1008	787	499	268	298	280	301	362	89	89	159	89	89	165				

	20/21	21/22	22/23	Jul-23	Aug-23	Sept-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
DA's Determined <i>(excludes exempt from approval or cancelled)</i>	403	385	281	37	18	15	28	18	31	15	29				
Value of Determined DA's <i>(in millions)</i>	217	143	417	12.1	66.42	3.43	10.3	237.3	9.85	6.2	7.8				



	Jul-23	Aug-23	Sept-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
DA's lodged	16	30	33	27	24	27	25	22				
DA's to be Determined	103	109	119	117	116	109	120	112				
Value of DA's to be Determined <i>(in millions)</i>	268.68	252.92	257.1	260.5	78.1	76.2	78.5	78.1				

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 27 FEBRUARY 2024**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	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>*****</p> <p>SAT Directions Hearings were held on 5 and 11 November 2021, and a further directions hearing held 1 March 2022. The presiding member heard submissions from the City and from the Applicant. On 20 April 2022, the Tribunal handed down their decision, affirming the decision of the City that a Notice can be given under S.184 of the <i>Health (Miscellaneous Provisions) Act 1911</i> (for a nuisance not specifically mentioned in Section 182 of that Act). The matter proceeded to confidential mediation on 5 July 2022. The session centred on a practical solution proposed by the business. The business agreed to present plans for this solution to the City to review by 2 August 2022 with a further mediation hearing scheduled for 9 August 2022. SAT agreed to further adjournment to 21 September 2022. Applicant required to submit mechanical drawings prior to the next SAT Hearing. Matter further adjourned to 17 November 2022 as the consultant contracted by Hanoze Park Pty Ltd passed away. Mechanical drawings have been submitted and it has been identified that a development application and building application would be required. Mediation listed for 17 November 2022 was vacated, and matter is listed for hearing on 3 March 2023. A development approval has been issued for external fixtures, and the City is awaiting submission of a building application for solution.</p> <p>The SAT mediation hearing that was schedule for 3 March 2023, was adjourned, with the matter relisted for a Directions Hearing on 14 April 2023. The City is advised the installation of the new exhaust system at the premises is imminent.</p> <p>The SAT hearing that as schedule for 14 April 2023, was adjourned, with the matter relisted for 12 May 2023. The City is advised the installation of the new exhaust system will be completed by 2 May 2023.</p> <p>The two parties will return to SAT on 23 June 2023. At this time, the matter will either be resolved to the satisfaction of both parties, adjourned to a later mediation or programmed for a Hearing by the SAT Member.</p> <p>29 June 2023. The SAT Directions hearing set for 23 June was adjourned and relisted for 21 July 2023. At this time, the matter will either be resolved to the satisfaction of both parties, or it will likely be programmed for a Hearing by the SAT Member.</p> <p>The matter was heard by the Senior Member at SAT on 21 July 2023. The matter was listed for a directions hearing on 29 September 2023. Within the timeframe specified by the Order, the City and the Applicant lodged their statements of issues, facts and contentions.</p> <p>As at 30 October 2023 – matter has been listed for a final hearing, commencing 18 March 2024. <i>Representation by: McLeods</i></p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 27 FEBRUARY 2024**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
2.	Nos. 41-43 & 45 Angove Street, North Perth (DR 81 of 2023)	1 June 2023	Hidding Urban Planning/Lavan	<p>Application for review of a Joint Development Assessment Panel decision to refuse an application for a Service Station on 3 May 2023. *****</p> <p>Directions hearing held on 16 June 2023. Mediation held on 4 July 2023, with Mayor Cole and interested community members in attendance to make a presentation. A second mediation was scheduled for 14 August 2023 and was vacated. Mediation was rescheduled to 10 October 2023 and was subsequently vacated. The matter was listed for a directions hearing on 10 November 2023 to schedule a new date for mediation. This was vacated. The matter has been listed for a directions hearing on 2 February 2024 with the applicant to provide additional information by 11 January 2024. The applicant has yet to provide any additional information and the matter is still proceeding to the directions hearing on 2 February 2024. The directions hearing has been vacated and the matter has been listed to a further mediation on 27 February 2024. This mediation has been vacated and will be rescheduled, with a new date to be confirmed in due course. <i>Representation by: JDAP Presiding Member</i></p>
3.	Nos. 334-336 Beaufort Street, Perth (DR 87 of 2023)	9 June 2023	Dark Knight Retail Pty Ltd t/as Evolution Bikes Australia	<p>Application for review of Council decision to refuse an application for Proposed Alterations and Additions to Shop (Roller Shutters) (Unauthorised Existing Development) on 16 May 2023. *****</p> <p>Directions hearing held on 23 June 2023. Mediation held on 13 July 2023 and 3 November 2023. Further Directions hearings held on 17 November 2023, 24 November 2023 and 11 December 2023 to program the matter for a final hearing. The SAT issued Orders on 11 December 2023 with the following key dates for final hearing:</p> <ul style="list-style-type: none"> <li>• 12 January 2024 – Respondent Statement of Issues, Facts and Contentions due to SAT.</li> <li>• 2 February 2024 – Applicant Statement of Issues, Facts and Contentions due to SAT.</li> <li>• 23 February 2024 – Applicant and Respondent witness statement's due to SAT.</li> <li>• 8 March 2024 – Respondent without prejudice draft conditions due to SAT.</li> <li>• 15 March 2024 – Applicant response to without prejudice conditions due to SAT.</li> <li>• 3 April 2024 – SAT final hearing.</li> </ul> <p><i>Representation by: Altus Planning and Appeals</i></p>
4.	Nos. 37-43 Stuart Street, Perth (DR184 of 2023)	20 December 2023	Planning Solutions/Lavan	<p>Application for review of conditions of a Joint Development Assessment Panel decision to approve an application for an Unlisted Use (Community Purpose) and Alterations and Additions on 10 November 2023. *****</p> <p>Directions hearing vacated and mediation scheduled for 14 February 2024. Mediation held on 14 February 2024. Matter listed for a further mediation on 19 April 2024 with the applicant to provide further information by 27 March 2024. <i>Representation by: JDAP Presiding Member</i></p>



**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 27 FEBRUARY 2024**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
5.	Nos. 12-414 Fitzgerald Street, North Perth (DR24 of 2024)	15 February 2024	Lavan	Application for review of a deemed refusal for an application to amend an approval for signage. ***** Directions hearing scheduled for 1 March 2024 has been vacated and the matter listed for mediation on 25 March 2024. <i>Representation by: Administration</i>

**METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)  
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT  
AS AT 27 FEBRUARY 2024**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 168 Scarborough Beach Road, Mount Hawthorn	Rowe Group	Form 1 – Mixed Use Development	22 August 2023	Not yet scheduled	<p>The application has been granted an extension of time to allow the applicant to prepare additional information and for the City to finalise its assessment.</p> <p>Responsible Authority Report is currently due on 19 March 2024.</p>
2.	No. 299 Charles Street, North Perth	Space Collective	Form 1 – Mixed Use Development	29 November 2023	Not yet scheduled	<p>The application is on stop-the-clock as the City has requested further information.</p> <p>A due date for the Responsible Authority Report has not yet been confirmed and will be updated upon receipt of the information requested by the City.</p>
3.	No. 141 West Parade, Mount Lawley	Planning Solutions	Form 2 – Amendment to Mixed Use Development	6 December 2023	Not yet scheduled	<p>The application is currently under assessment. The City has requested further information.</p> <p>Responsible Authority Report is currently due on 21 March 2024.</p>
4.	Nos. 289-295 Vincent Street, Leederville	PTS Town Planning	Form 2 – Amendment to Mixed Use Development	11 December 2023	Not yet scheduled	<p>The application is on stop-the-clock as the City has requested further information.</p> <p>A due date for the Responsible Authority Report has not yet been confirmed and will be updated upon receipt of the further information requested by the City.</p>
5.	No. 195 Beaufort Street, Perth	Lateral Planning	Form 1 – Mixed Use Development	5 January 2024	Not yet scheduled	<p>The application is on stop-the-clock as the City has requested further information.</p> <p>A due date for the Responsible Authority Report has not yet been confirmed and will be updated upon receipt of the further information requested by the City.</p>

**METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)  
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT  
AS AT 27 FEBRUARY 2024**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
6.	No. 538 Fitzgerald Street, North Perth	Planning Solutions	Form 2 – Amendment to Mixed Use Development	29 January 2024	Not yet scheduled	The application is currently under assessment.  Responsible Authority Report is currently due on 29 April 2024.

**DAP Process Improvements:**

*The City's Administration has changed the process for DAP matters. This will include early confirmation of the availability of Elected Members that are DAP Members to attend DAP meetings. This will also include the circulation of the Responsible Authority Report to all Elected Members on contentious DAP items.*

**CITY OF VINCENT DESIGN REVIEW PANEL  
REGISTER OF APPLICATIONS CONSIDERED BY DESIGN REVIEW PANEL  
AS AT 27 FEBRUARY 2024**

<b>ADDRESS</b>	<b>APPLICANT</b>	<b>PROPOSAL</b>	<b>DRP MEETING DATE</b>	<b>REASON FOR REFERRAL</b>
Nos. 150, 152 and 158 Claisebrook Road, East Perth	Planning Solutions	Mixed Use Development (Amendment to Approved)	14 February 2024	Lodged DA - The proposal would benefit from referral to the Design Review Panel to establish the level of DRP support for the existing design and consider the application in the context of the introduction of the Residential Design Codes Volume 2 (R Codes).
Nos. 289-295 Vincent Street	PTS Town Planning	Mixed Use Development (Amendment to Approved)	14 February 2024	Lodged DA - The proposal would benefit from referral to the Design Review Panel to establish the level of DRP support for the existing design and consider the application in the context of the introduction of the Residential Design Codes Volume 2 (R Codes).



<b>DATE:</b>	<b>Wednesday 24 January 2024</b>
<b>TITLE:</b>	<b>Nature Play in the Park program report October – December 2023</b>
<b>DIRECTORATE:</b>	<b>Community and Business Services</b>

## PURPOSE OF REPORT:

The purpose of this report is to provide an update on Nature Play in the Park program outcome, a new initiative facilitated by Nature Play WA and sponsored by the City.

## DETAILS:

The program was held between October – December 2023 at Hyde Park.

Nature Play WA received funding for the value of \$11,600 + GST through the City's Collaborative Grants to facilitate an 8-week nature play program. Sixty families attended the weekly sessions that were held every Wednesday (9am, 10am and 11am).

The City assisted with advertising the program and administrating the expression of interest registrations, with preference given to Vincent residents. Each timeslot achieved the 20-family capacity, with an additional 40 families being placed on the waitlist.

The funding supported Nature Play educators in conducting outdoor group sessions that emphasised children's healthy lifestyle, connection to nature, and development of social and language skills. Additionally, the funding enabled the creation of online resources for parents to further support their child's cognitive and emotional skills.

The outdoor group sessions featured sustainable, structured experiences, including:

Date	Topic	Outdoor group experiences
Week 1	Every child can thrive by five	Welcome and establish community Nature boats Adventure walk
Week 2	Importance of children being active for overall health and wellbeing	Bubble blowing Balls and running games Sensory walk
Week 3	Importance of healthy eating and building immunity and good gut health by playing outside	Mud play Water and nature play Rainbow fruit kebabs
Week 4	Developing a growth mindset and other positive dispositions for learning	Wand-wrapping/DIY costumes Scavenger hunt Cubbies building
Week 5	Healthy eating and developing an adventurous attitude towards play and movement	Playground adventure play Movement challenges Salad pita pockets
Week 6	Outdoor environments as settings for imaginative play and managing self	Potion making Going on a Bear Hunt dramatisation Teddybear picnic singalong
Week 7	Play as a vehicle for children to develop their own strengths, interests and social skills	Sand play Savoury pinwheels and milo/milk drink
Week 8	The benefits of outdoor play for strengthening health and wellbeing. What sort of childhood do you want for your child?	Group signing and dancing Playground exploration Herb salt dough nests

## OUTCOMES:

Following the 8-week program conclusion, parents participated in a survey, and the results were compiled into Nature Play's evaluation report. Our evaluation observations below aim to inform Council of the program's accomplishments:

<b>City of Vincent residents</b>	92% program participants were City of Vincent residents
<b>Program attendance</b>	An average of 70% program attendance was recorded, with the 9am timeslot being the most consistent. Illness or pre-planned commitments were noted for the absences.
<b>Revisiting Hyde Park</b>	83% of the families reported that they have returned to play at Hyde Park after the program
<b>Health and wellbeing</b>	87% of respondents reported that they and their child felt an increase in overall health and wellbeing
<b>Skill building</b>	92% of respondents indicated they have repeated an activity in their own time
<b>Child's development</b>	Improvement in the children's positive habits and impact on skill development were rated average 3.85 out of 5 as a result of participating in the program.

Should the opportunity arise to support Nature Play in the Park within Vincent again, we recommend:

- Specifying our required outcomes prior to formalising the grant agreement
- A breakdown of participants in terms of gender be included in the survey
- City of Vincent branded banners to be placed on site during the program.

The Nature in the Park initiative proved successful, and positivity contributing to the City's Strategic Plan priorities of a 'Connected & Healthy Community' and 'Thriving Places'. Participants expressed a high likelihood of recommending the program to others and intending to spend more time outdoors with their children in the future.



<b>TITLE:</b>	<b>Register of Petitions – Progress Report – March 2024</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

**No outstanding petitions as at 27 February 2024**



<b>TITLE:</b>	<b>Register of Notices of Motion – Progress Report – March 2024</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

<b>Details</b>	<b>Action Officer</b>	<b>Comment</b>
<b>No outstanding Notices of Motion</b>		



## ACTION REGISTER

Item	Meeting	Date	Agenda Report Item	Resolution Action Item	Council Decision	Officer 2	Comments	Time frame for Completion
12.2	OCM	13/02/2024	12.2 Advertising of New Policy - Property Investment and Disposal Policy	That Council APPROVES the proposed Property Investment and Disposal Policy, at Attachment 1, for the purpose of community consultation.	carried en bloc	EDSD		Forecast to return to Council mid 2024
9.6	OCM	13/02/2024	Advertising of New Policy - Healthy Food and Drink Policy	That Council APPROVES the proposed 'Healthy Food and Drink Policy', at Attachment 1, for the purpose of community consultation.	carried 8-0	EDSD	Advertising to commence 28 February 2024.	Forecast return to Council in May 2024
10.2	OCM	12/12/2023	Response to Petition - Ellesmere Street, North Perth Parking	RECEIVES a further report at the conclusion of the collection of traffic data and public consultation.	Carried 7/0	EDIE	LM - 20.01.2023 Traffic Data to be obtained in February 2024.	
10.1	OCM	12/12/2023	Response To Petition - Corner Scarborough Beach Road and Killarney Street - Maintenance and Infrastructure	REQUESTS administration to complete a review of the location of Scarborough Beach Road and Killarney Street for improved and additional signage and if warranted, provide a concept design on road infrastructure improvements to address road safety concerns which will be included in the wider precinct wide traffic modelling for the Mount Hawthorn area.	Carried 7/0	EDIE	LM - 20.01.2024 Traffic data and concept design to be issued for community consultation with residents and school in March 2024.	
17.1	OCM	21/11/2023	Undertakings relating to the Parking Local Law 2023	NOTES that any submissions received as a result of the public notice provided as set out in recommendation 2 above will be presented to Council for consideration; and	Carried 8/0	EDIE	Amendment process commenced.	Amendment to Council by April 2024
10.1	OCM	21/11/2023	Advertising of amended policy - Street Trees	That Council APPROVES the proposed amendments to the Street Tree Policy, at Attachment 1, for the purpose of community consultation.	Carried en bloc	EDIE	public consultation initiated.	March 2024
9.2	OCM	17/10/2023	Amendment to the Municipal Heritage Inventory: 40 Guildford Road, Mount Lawley	That the motion be deferred to seek further advice from the Department of Planning, Lands and Heritage and Main Roads WA regarding the justification for widening in this particular location, supported by traffic studies, applicable standards and potentially requesting some level of detailed design around what is proposed in this area that would necessitate demolition of this structure. An updated report is to be provided to Council by March 2024.	Deferred 7-1	EDSD	Applicant is considering Council's deferral reasons and request for additional information.	March 2024.
9.3	OCM	17/10/2023	Advertising of Proposed Revocation - Local Planning Policy No. 7.4.9 - Encroachments Over Crown Lands	1. PREPARES a notice of revocation of Local Planning Policy No. 7.4.9 – Encroachments Over Crown Lands, included in Attachment 1, for the purpose of community consultation, pursuant to Schedule 2, Part 3, Clause 6(b)(i) of the Planning and Development (Local Planning Schemes) Regulations 2015; 2. AUTHORISES the Chief Executive Officer to carry out community consultation on the proposed revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the Planning and Development (Local Planning Schemes) Regulations 2015; 3. PUBLISHES the notice of revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the Planning and Development (Local Planning Schemes) Regulations 2015, if no submissions are received during the community consultation period; and 4. NOTES that if any submissions are received during the community consultation period, that these would be presented to Council for consideration.	Carried en bloc	EDSD	Advertising of revocation published in October 2023. No submissions received. Notice published in November 2023 that Policy revoked.	End of 2023
11.4	OCM	17/10/2023	Advertising of amended policy – Diversity, Access and Inclusion	That Council APPROVES the proposed amendments to the Diversity, Access and Inclusion Policy, at Attachment 1, for the purpose of community consultation.	Carried en bloc	EMC&E	October 2023. Outcome of advertising report will be presented to Council in early	Early 2024

9.3	OCM	19/09/2023	Community Sporting and Recreation Facilities Fund - Annual and Forward Planning Round Application	That Council ENDORSES the Community Sporting and Recreation Facilities Fund – 2024/25 Forward Planning Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows: Priority 1 – Robertson Park Tennis Precinct – Stage 1B Implementation	Carried as recommended 6/0	EDIE	Tennis Precinct Stage 1B Implementation as priority for application to CSRFF 2024/25 forward planning grants round. Submitted 29 September 2023.	Grants to be awarded February 2024.
9.4	OCM	19/09/2023	Advertising of Proposed Revocation - Local Planning Policy No. 7.4.2 - Aged or Dependent Persons' Dwellings	That Council: 1. PREPARES a notice of revocation of Local Planning Policy No. 7.4.2 – Aged or Dependent Persons' Dwellings, included in Attachment 1, for the purpose of community consultation, pursuant to Schedule 2, Part 3, Clause 6(b)(i) of the Planning and Development (Local Planning Schemes) Regulations 2015; 2. AUTHORISES the Chief Executive Officer to carry out community consultation on the proposed revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the Planning and Development (Local Planning Schemes) Regulations 2015; 3. PUBLISHES the notice of revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the Planning and Development (Local Planning Schemes) Regulations 2015, if no submissions are received during the community consultation period; and 4. NOTES that if any submissions are received during the community consultation period, that these would be presented to Council for consideration.	Carried en bloc	EDSD	Advertising of revocation published in October 2023. No submissions received. Public notice published in November 2023 that Policy revoked.	End of 2023
11.4	OCM	19/09/2023	Advertising of New Policy – Child Safe Awareness	That Council APPROVES the proposed Child Safe Awareness Policy, at Attachment 1, for the purpose of community consultation.	Carried en bloc	EMC&E	Advertising commenced 26 October 2023.	Outcome of advertising report will be presented to Council in early 2024.
9.9	OCM	22/08/2023	Community Sporting and Recreation Facilities Fund - July Small Grants Round Application	That Council ENDORSES the: 1. Community Sporting and Recreation Facilities Fund – 2023/24 July Small Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows: 1.1 Priority 1 – Robertson Park Development Plan – Tennis Precinct – Multi Sports Courts conversion; and 2. Club Night Lights Program – 2023/24 July Small Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows: 2.1 Priority 1 – Robertson Park Development Plan – Tennis Precinct – Multi Sports Courts flood lighting.	Carried en bloc	EDSD	Council approved the grant application for submission to the Department of Local Government, Sport and Cultural Industries.	Elected Members will be notified once the results of the grant application are released in late 2023.
9.11	OCM	22/08/2023	Lease to Association for Services to Torture and Trauma Survivors Inc (ASeTTS) - No. 286 Beaufort Street, Perth		Carried en bloc	EDSD	five year lease. CEO to finalise negotiation on key terms and execution of lease.	November 2023

				2. REQUEST the CEO prepare a report on options to slow vehicle speed and increase pedestrian, cyclist and vehicle safety on Beaufort Street, including engagement with stakeholders such as the Town Team, the Beaufort Street Network Place Management and Main Roads by March 2024; and 3. REQUEST the CEO consult with residents, schools and surrounding businesses on the proposal to make Harold Street west of Beaufort Street a one way street and present a report to Council with the results of this consultation by March 2024	Carried with alternative	EDIE	MRWA contacted in regards City return of prepaid black spot funds. Project investigations initiated.	March 2024
10.2	OCM	22/08/2023	Harold Street - Black Spot Project					
							BEAM engaged for the 12-month trial. Report to be issued to council on the trial in August 2024.	
							Launch of EES achieved 12 November 2023. One provider (Bird) has withdrawn from trial. Initial report of first week of operations to Council Workshop November 2023.	
10.4	OCM	22/08/2023	Tender - Scooter Shared Scheme Trial	REQUESTS the CEO to provide a report to Council within nine months of practical operation of the trial assessing its impacts and whether an extension of the permit will be issued.	Carried with amendment 7/1	EDIE		August 2024
11.4	OCM	22/08/2023	Advertising of amended policy - Customer Service Complaints Policy		Carried en bloc	EMC&E	Policy adopted at October 2023 Council meeting.	Completed.
11.5	OCM	22/08/2023	Dual Naming of Warndoolier / Banks Reserve		Carried 8-0 with amendment	EMC&E	Community consultation to commence after LG elections.	Estimated to be reported back to Council Feb 2024
9.10	OCM	25/07/2023	Request for Proposals for Redevelopment of Leederville Carparks		Carried 8/0	EDSD	Business Plan approved for state-wide consultation.	presented to Council at November 2023 meeting. Business Plan and Major Land Transaction approved by Council.
9.1	OCM	20/06/2023	No. 80 (Lot: 102; D/P: 413590) Auckland Street, North Perth - Proposed Single House		Deferred	EDSD	consider Council's reasons for deferral and changes to the proposal. Applicant has sort review by the State Administrative Tribunal of the deemed refusal. Mediation listed for 29 August 2023.	Application presented to Council at its November 2023 Ordinary Meeting and Refused.
5.5	Audit Com	4/05/2023	Review of Audit Committee Terms of Reference		Deferred	EDSD	completed. Deferred to the December Meeting.	Audit Committe and Minutes adopted December OMC.

9.2	OCM	4/04/2023	Review of Design Guidelines	Carried in two sections – 7/0 and 6/0	EDSD	- Lacey Street Design Guidelines and revocation of Appendix 3, 12, 14, 15, 16 and 18 following consultation at the 25 July 2023 Council Meeting  - Brookman & Moir Street Design Guidelines and Heritage Area and Highgate Design Guidelines adopted following consultation at the 22 August 2023 Council Meeting  No submissions received on amendment to Local Planning Policy No. 7.1.1 – Built Form to align building height requirements with the heights outlined in Appendix 18 – Design Guidelines for William Street. An	Completed
9.5	OCM	14/03/2023	Minor Amendment to Metropolitan Region Scheme - Leederville Parade Primary Regional Road Reserve	Carried as Recommended	EDSD	proceed with a Minor Amendment to the Metropolitan Region Scheme to remove the Primary Regional Road reservation.	Advertising carried out by the WAPC. To be determined by the Minister.
10.3	OCM	14/03/2023	Waste Strategy Project – Verge Valet Vincent Trial Update	Carried En bloc	EDIE	Extend trial 12 months (July 2023- June 2024).	community consultation feedback) to Council on progress of trial in March 2024.
12.4-4	AGM	14/03/2023	Development Green Space - That Council REQUEST the CEO to present a review of the landscaping requirements in the City's Built Form Policy to Council by December 2023.	Carried En bloc	EDSD	review of the City's Built Form Policy against the State's Medium Density Code. Commencement of this Code has now been deferred by the State Government to enable them to make changes to their approach to medium density	this review and the impact to the Built Form Policy to Council once the approach to the approach to medium density development is determined by the State
Motio	AGM	14/03/2023	"Pedestrian Safety (Newcastle / Fitzgerald):  "4.5.1 That the City of Vincent-addresses the safety issues for pedestrians at the corner of Fitzgerald Street and Newcastle Street in this financial year 2022/23."  "4.5.2 That the City of Vincent places a bollard or visual deterrent to offer a pedestrian refuge and protection of the Heritage listed building on the corner Newcastle Street and Fitzgerald Street. (similar to what exists on the City of Perth side of the fore mentioned intersection)."	Carried 8/0	EDIE	Improvements / modifications to the intersection of Newcastle and Fitzgerald Streets requires the collaboration of several stakeholders and is expected to take over eighteen months to achieve. The interim solution has the support of the proposer of the motion.	

12.4-4 AGM	14/03/2023	"Speed Humps  That Council REQUESTS that Administration undertakes a road condition assessment to underpin a program of maintenance and needs assessment for speed humps and other traffic interventions in local areas, and report to Council Workshop on the findings of these assessments by end of 2023."	Workshop item 29/11/2024. Info Bulletin Item for OCM December 2023	Carried unanimously	EDIE	December 2023
12.4-4 AGM	14/03/2023	"E-Waste  That Council NOTES the various e-waste disposal options already available to residents and REQUESTS Administration to advertise these disposal options to increase community awareness; and REQUESTS:"	Investigation to be commenced.  Proposal to Council Workshop for information.	Carried with amendments	EDIE	To be presented to Council at the end of the trial. First trial drop-off day highly successful. Second drop-off day being scheduled.
10.1 OCM	13/12/2022	Stormwater Drainage  Full Median Strip for Angove Street and Woodville Street Intersection	Hawthorn precinct; Hydraulic modelling to be undertaken in 2023 – 2024 financial year (estimated cost of \$80,000 - \$160,000). Initial works undertaken to address flooding in William Street. Designs finalised for works in	Unanimous 9/0	EDIE	Anticipated be undertaken during the 2023 - 2024 financial year (funded through the above modelling project); and 2023 - 2024 Annual Budget preparations.
10.4 OCM	13/12/2022	Beaufort Street and Grosvenor Road Pedestrian Improvement Projects	Workshop item 29/11/2024. Info Bulletin Item for OCM December 2023	Carried En bloc	EDIE	December 2023
9.7 OCM	26/07/2022	Proposed Amendment No. 9 to Local Planning Scheme No. 2 - No. 21 (Lot: 373; D/P: 1939) Eucla Street, Mount Hawthorn	are being developed, including investigating the feasibility of reconfiguring or integrating the car parks with key consideration given to the key movement issues identified during the trial. A road safety audit would be completed on these plans.	Carried 5/2	EDSD	Presented to November Workshop.
9.3 OCM	5/04/2022	Sale of No. 26 Brentham Street, Leederville	determined by Council at the 22 October Council Meeting. Amendment has been forwarded to the WAPC and approved by the Minister for Planning.	Carried en bloc	EDSD	Completed 22/10/2023
9.4 OCM	8/03/2022	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan – Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2	Liaising with potential purchaser. Confirmation with adjoining landowner, interested in making offer for purchase.	Carried with Amendments from Mayor Cole and Cr Loden – 9/0	EDSD	June 2024
9.7 OCM	14/09/2021		comment and endorsement. Previous comments: Final comments not expected until mid late 2022 early mid late 2023. Statutory Planning Committee anticipated to consider before the end of 2023.	Carried with Amendment	EDSD	Late 2023

12.5 OCM 30/05/2017 Perth Parking Levy

Carried Unanimously  
with an Amendment  
(8-0)

EDIE

Workshop September 2023 noting  
affected CoV car parking, cost of  
levy, income from parking, etc.  
Change of use of levy fund opens  
opportunity for CoV to access for  
projects within CoV levy area. Completed

## COUNCIL WORKSHOPS

Three workshops have been held since 22 November. The dates and their items are listed below:

28 November 2023

- Main Roads Western Australia – Scarborough Beach Road, Green Street and Brady Street – Blackspot Roundabout Project
- Governance Scorecard
- Grosvenor Road Trial Outcomes - Options Analysis
- Children & Young People Advisory Group
- Update on Innovate Reconciliation Action Plan, Reconciliation Action Plan Working Group and Stretch Reconciliation Action Plan
- Advisory Groups - Transport & Sustainability
- Speed Hump Condition Assessment
- Traffic Calming Project Update
- Community Facilities Unfunded Priorities
- Update of the Strategic Projects in the Corporate Business Plan 2023/24 - 2026/27
- Update on Vincent Underground Power Program (VUPP)
- Update on North Perth Planning Framework (NPPF)
- Council Capacity Building Program and Decision Making Forward Agenda 2024
- Council Capacity Building Schedule 2024
- Administration Foyer - Disability Access Upgrades and Additional Meeting Spaces
- Neuron Mobility

20 February 2024

- Hyde Park Reference Group
- Community Budget & Priorities Workshop
- Birdwood Square Improvements

05 March 2024

- Robertson Park Project Update
- Governance Framework Review 2024
- Service Delivery Review Program – Annual Review of Team Strategy Houses and Services on a Page
- Review of Attendance at Events Policy and Gift Disclosure Practice and Requirements



**CITY OF VINCENT**

# **NOTES**

**Council Briefing**

**6 February 2024**



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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, 6 FEBRUARY 2024 AT 6.00PM**

<b>PRESENT:</b>	<b>Mayor Alison Xamon</b>	<b>Presiding Member</b>
	<b>Cr Alex Castle</b>	<b>North Ward</b>
	<b>Cr Ron Alexander</b>	<b>North Ward</b>
	<b>Cr Suzanne Worner</b>	<b>North Ward</b>
	<b>Cr Nicole Woolf</b>	<b>North Ward</b>
	<b>Cr Jonathan Hallett</b>	<b>South Ward</b>
	<b>Cr Ashley Wallace</b>	<b>South Ward</b>
	<b>Cr Sophie Greer</b>	<b>South Ward (electronically)</b>
	<b>Cr Ashlee La Fontaine</b>	<b>South Ward</b>
<b>IN ATTENDANCE:</b>	<b>David MacLennan</b>	<b>Chief Executive Officer</b>
	<b>Peter Varris</b>	<b>Executive Director Infrastructure &amp; Environment</b>
	<b>Jay Naidoo</b>	<b>A/Executive Director Strategy &amp; Development</b>
	<b>Rhys Taylor</b>	<b>Chief Financial Officer</b>
	<b>Karsen Reynolds</b>	<b>A/Manager Development &amp; Design (left at 6:08pm after Item 5.7)</b>
	<b>Joslin Colli</b>	<b>Executive Manager Corporate Strategy &amp; Governance</b>
	<b>Lisa Williams</b>	<b>Executive Manager Communications &amp; Engagement</b>
	<b>Mitchell Hoad</b>	<b>A/Manager Strategic Planning &amp; Specialist Planner (left at 6:09pm after Item 5.7)</b>
	<b>Wendy Barnard</b>	<b>Council Liaison Officer</b>

**Public:** There were no members of the public present.

## **1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY**

The Presiding Member, Alison Xamon, 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 and present.”

## **2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE**

Nil

## **3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS**

There being no speakers or written public questions, Public Question Time closed at approximately 6:00pm.

## **4 DECLARATIONS OF INTEREST**

Cr Ashley Wallace declared a financial interest in relation to Item 5.5 Review of Local Planning Policies – Policy Nos. 7.6.1 – 7.6.9 – Heritage Management. The extent of his interest is that his residential home is included on the City’s Heritage List and this decision may impact the value of his property. He is not seeking approval to participate in the debate or to remain in Chambers or vote on the matter.

Cr Ashley Wallace declared a impartiality interest on Item 6.1 License to Minister for Education – Use of Birdwood Square by Highgate Primary School as he lives on Grant Street which is directly between Highgate Primary School and Birdwood Square.

## **REPORTS**

**The Presiding Member, Mayor Alison Xamon, requested Council Members to indicate which items they wish to discuss and the following was advised:**

<b>COUNCIL MEMBER</b>	<b>ITEMS TO BE DISCUSSED</b>
Cr Wallace	5.4, 5.7, 6.1 and 8.2
Cr Alexander	7.7
Cr Woolf	5.6

**ITEMS WITH DISCUSSION****5.4 NO. 25 (LOTS: 26 AND 122; PLAN: 4576) MOIR STREET, PERTH - ALTERATIONS AND ADDITIONS TO SINGLE HOUSE (UNAUTHORISED EXISTING DEVELOPMENT)****Ward:** South**Attachments:**

1. Consultation and Location Plan
2. Development Plans
3. Heritage Impact Statement
4. 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 Alterations and Additions to Single House relating to Proposed Fence, and Existing Unauthorised Development including Demolition of Outbuilding and Front Fence; Relocation of Meter Box; and Removal of Tiles to Verandah and Replacement with Decking at No. 25 Moir Street, Mount Lawley (Lots: 26 and 122; Plan: 4576), as shown in Attachment 2, subject to the following conditions and advice notes included in Attachment 4:

1. This approval is for Alterations and Additions to Single House as shown on the approved plans dated 3 August 2023, 28 September 2023 and 8 November 2023 as follows:

1.1 Existing Unauthorised Development consisting of the following:

- a) Demolition of the painted sheet metal, timber and masonry outbuilding to the western lot boundary northwest boundary of the subject site and the right of way;
- b) Demolition of the existing masonry and timber front fence to the Moir Street elevation of the subject site;
- c) Relocation of the power meter box from the Moir Street façade to the south western elevation of the dwelling; and
- d) Removal of tiles from the front stairs and front verandah to the Moir Street elevation, and replacement with timber decking; and

1.2 Proposed Alterations and Additions to Single House consisting of the following:

- a) Front fence and landscaping to the Moir Street elevation of the subject site;

No other development forms part of this approval;

2. The fence to Moir Street shall not exceed a maximum height of 1.2 metres above the footpath level of Moir Street, as annotated on the approved plans, to the satisfaction of the City;
3. The planter box component of the fence to the Moir Street elevation of the subject site shall not exceed a height of 0.5 metres above the footpath level of Moir Street, as annotated on the approved plans, to the satisfaction of the City;
4. Prior to the lodgement of a building permit, a schedule providing detailed specifications of the colours of the fence to Moir Street, consistent with the annotations on the approved plans, must be submitted to, and approved by the City. The front fence shall be constructed in accordance with the approved schedule, to the satisfaction of the City; and
5. Within 28 days of the date of this determination, the meter box to the southwest elevation of the house shall be painted the same colour as the wall it is attached to so as to not be visually obtrusive, to the satisfaction of the City.

**CR WALLACE:**

Was a demolition permit issued for the removal of the outbuilding at the rear of the subject site?

**A/MANAGER DEVELOPMENT & DESIGN:**

*A Demolition Permit was not issued for the demolition of the outbuilding at the rear of the subject site. Upon review of the Building Regulations 2012 it has been determined that in accordance with Regulation 42 a Demolition Permit was not required for these outbuilding was a free-standing structure less than 40 square metres.*

**CR WALLACE:**

Do we usually undertake enforcement for demolition without a permit, and would we be seeking to do so in this instance?

**A/MANAGER DEVELOPMENT & DESIGN:**

*Although a Demolition Permit would not be required under the Building Act 2011, Development Approval under the Planning and Development Act 2005 is still required for the unauthorised works due to the subject sites heritage listing.*

*Where unauthorised works, including demolition, have been undertaken without Development Approval, Administration considers enforcement action in accordance with Section 2 the City's Development Compliance Enforcement Policy. Each matter is considered on its own merits.*

*The principles that guide the enforcement approach include but are not limited to:*

- *Providing a graduated and proportionate response, based on the severity of the alleged breach and any aggravating or mitigating circumstances;*
- *The prospects for the unauthorised development to be approved; and*
- *The prospects of conviction including availability of evidence.*

*In considering these principles, in this instance Administration has not undertaken enforcement for the demolition without an approval. This is because the applicant submitted an updated development application to include the unauthorised works and the landowners have been penalised by way of the Development Application fee being three-times the standard fee. This is in accordance with the Planning and Development Regulations 2009.*

*Further, the demolition undertaken as unauthorised works did not include structures that contribute to the cultural heritage significance of the place as outlined in the Statement of Significance. The unauthorised works were assessed by Administration as supportable under the planning framework, as detailed in the Officer report.*

**5.6 ADVERTISING OF NEW POLICY - HEALTHY FOOD AND DRINK POLICY**

- Attachments:
1. Draft Healthy Food and Drink Policy
  2. Policy Implementation Guide (Supporting Document)

**RECOMMENDATION:**

That Council **APPROVES** the proposed '*Healthy Food and Drink Policy*', at Attachment 1, for the purpose of community consultation.

**ADDITIONAL INFORMATION:**

*Specific examples have been removed from the 'unhealthy food and drink' definition in the draft Policy. The definition description does not change.*

*The unhealthy food and drink examples are best included in supporting documentation (guide and FAQs) to assist for Administration in implementing the Policy and that can be updated readily.*

**5.7 REQUEST TO EXCISE, SELL AND AMALGAMATE PORTION OF RESERVE 25675  
(ADJACENT TO NO. 404 BULWER STREET, WEST PERTH)**

- Attachments:**
1. Aerial and Indicative location of encroachment
  2. Site survey including area of encroachment

**RECOMMENDATION:**

That Council advises Department of Planning Lands and Heritage that it **SUPPORTS:**

1. The excise, sale and amalgamation of a portion of Reserve 25675 identified as Lot 802 on Deposited Plan 166938, Certificate of Title Volume LR3155 Folio 624 and known as Lot 802 Vincent Street, West Perth with the adjacent property known as No.404 (Lot 20) Bulwer Street, West Perth to the extent of encroachment; and
2. Relinquish of the existing management order and grant of a new management order over Reserve 25675 following the boundary realignment.

**CR WALLACE:**

What is the process to lift the management order if the Local Government does not support? Can DPLH proceed without the City's consent?

**EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

*The City has a management order over the reserve, the first step to consider the acquisition of the land requires the lifting of the management order. The DPLH requires confirmation from the Local Government as to its support or objection to the lifting of the management order. Should the local government not support the lifting of the management order, powers exist under S.50 of the Land Administration Act 1997 which would allow the Minister to intervene and withdraw a Management Order. It is unlikely that these would be used in this circumstance.*

**CR WALLACE:**

Information on how payment from resident to the City could occur as part of this process and what would be the appropriate payment?

**EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

*DPLH have advised that any proceeds from the sale of the encroached land would be returned to the Treasury.*

**CR WALLACE:**

Consequences if the Council did not agree to the request. What is the process if they want to install a new fence?

**EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

*Should the Council not grant consent to the lifting of the management order and the proponent wanted to proceed with installation of a new dividing fence this would need to be in line with the current property boundaries. For the reasons outlined in the report and with reference to **Attachment 2** site survey, due to the location of the dwelling and external fixtures installation of a fence on the current boundary alignment would present a number of challenges. These would need to be discussed in further detail with the applicant depending on the outcome of this matter.*

At 6:08pm A/Manager Development & Design left the meeting and did not return.

At 6:09pm A/Manager Strategic Planning & Specialist Planner left the meeting and did not return.

## 6.1 LICENCE TO MINISTER FOR EDUCATION – USE OF BIRDWOOD SQUARE BY HIGHGATE PRIMARY SCHOOL

- Attachments:
1. License Area – Birdwood Square
  2. Birdwood Square Licence – Annual Fee

### RECOMMENDATION:

#### That Council:

1. **APPROVES** the City granting a licence to Minister for Education for the use of Lot 123 on Diagram 12063 and known as 301 Beaufort Street, Perth by Highgate Primary School, as shown in Attachment 1, on the following key terms:
  - 1.1 **Term:** 10 years
  - 1.2 **Licence Area:** 19,249 m<sup>2</sup>
  - 1.3 **Licence fee:** \$19,013 per annum plus GST, indexed by CPI annually on 1 July
  - 1.4 **Permitted use:** Non-exclusive priority use for Highgate Primary School to use the Licence Area for sporting and recreational use
  - 1.5 **Authorised times of use:** Between 8.00 am to 4.00 pm on school days or such other times as agreed between the City and the Minister (or their representative)
  - 1.6 **Insurance:** Public liability insurance to a minimum value of \$20,000,000 (per claim)
  - 1.7 **Maintenance:** Highgate Primary School must ensure that the Licence Area is kept clean and free from rubbish after each use
  - 1.8 **Access** The City and public utilities may access the Licence Area at any time in connection with its respective services
2. **AUTHORISES** the Chief Executive Officer to negotiate the Licence Agreement with the Minister for Education and **NOTES** that the agreement will be executed in accordance with the Execution of Documents Policy.

#### **CR WALLACE:**

Declared that he has an impartiality interest as he lives on Grant Street which is directly between Highgate Primary School and Birdwood Square.

#### **CR WALLACE:**

What are the future plans for the school in regards to the development of the school land?

#### **EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*The Department is considering interim options for the site until a new primary school provides relief.*

#### **CR LA FONTAINE:**

In relation to the cost allocation for cleaning of the toilet cubicles with new licence agreement, What is the current cost incurred by the City?

#### **EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*Confirmed no existing facility on the site. Detailed cleaning costs allocated to school during school hours is provided in attachment as well as cost of toilet consumables.*



**CR LA FONTAINE:**

Concerns have been raised about parking on Baker Ave, if there is a school carnival on the reserve can we look into a parking management plan being required?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*School carnivals already occur on Birdwood. Parking is available in Brisbane St and other residential streets. As school carnivals are held during the school day more parking is available as residents are at work. Rangers Services note no feedback on issues from parking during school carnivals has been received recently. No other schools are required to provide parking management plans for carnivals.*

**CR GREER:**

In relation to the design of the Facilities – bathrooms and changerooms – has there been any consideration in the plans for use by young children?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*The facility is not a dedicated school facility for younger children. It been designed to meet Australian standards and cater for the community. The school was consulted on the design and is satisfied with it.*

**CR GREER:**

Has the school given any indication as to how the children will cross the road? Any upgrades/amendments required at Bulwer Street?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*There is a crossing guard before and after school. During school hours it is the school's responsibility and duty of care to effectively supervise school children accessing Birdwood for school activities. The City has asked for clarification on how the school plans to manage this. The City will continue to assess the need for a dedicated crossing on Bulwer Street based on traffic and pedestrian flow in the area.*

**CR WALLACE:**

The lease length is 10 years can you confirm what the department's plans are for the development of a new school and the impact on the current site?

Can you confirm if the Dept of Education have a masterplan for the future development and use of the site

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*The Department of Education has advised that it is considering interim options for the site until a new primary school provides relief. It has further advised that the State Government has announced the preferred location for a new primary school is in East Perth. This school will provide relief to Highgate PS. No timeframes have been provided to date.*

**CR CASTLE:**

I am aware we have had similar agreements in place with other primary schools could these be included in the briefing notes as background?

Are the facilities on site at Highgate primary school available for public use outside of school hours?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*The City is aware that schools use our green space in an ad hoc and casual approach. No formal agreements are in place for either government or private schools. Shared use agreements are commonplace with Department of Education on local government land especially in new suburbs or where public open space is at a premium.*

*The facilities at Highgate Primary School are not currently available for community use outside school hours, as what available space is limited, and consequently the reason for the request for a share use agreement.*

**CR WALLACE:**

Is there potential for reciprocal arrangement for the community to access the school site in recognition of our providing access to the reserve?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*The Department has a Community Use of Public School Facilities policy. Refer to attached link <https://www.education.wa.edu.au/web/policies/-/community-use-of-public-school-facilities-policy> Interest from the community to access school facilities should be directed to the school.*

**CR WALLACE:**

In relation to the turf maintenance schedule and this being every 2 years, how far into the period is the City and what is the view of the current condition and whether we should adjust the frequency and incorporate this in the license?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*The maintenance schedule has been based on current condition assessment and anticipated intensity of use. The schedule will be reviewed over time based on the actual impact of activating the reserve through increased use of space by community sporting groups and the school.*

**CR WALLACE:**

Information on where the grant came from, status of design and procurement and a picture of the design?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*The new facility is partially funded by the State Government, through an election commitment from the Hon. John Carey MLA and more recently the City is formalising a funding contribution from the Department of Education WA. This project was captured in the CBP at line no.22*

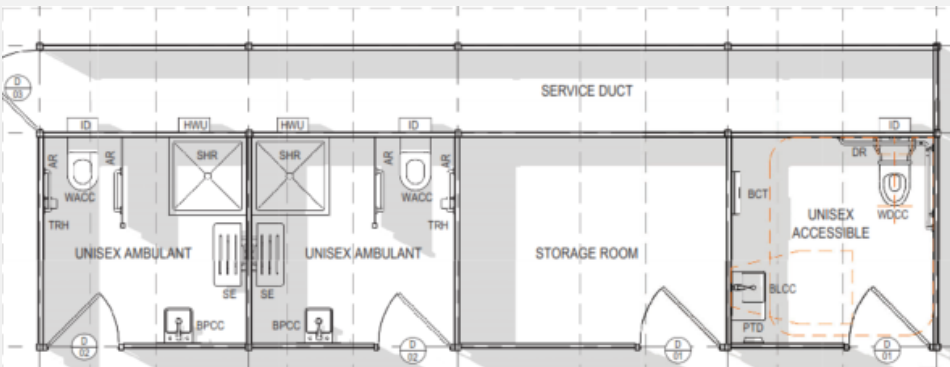
22	Public Open Space Strategy Implementation Plan	Birdwood Square – public toilets	Perth	Enhanced Environment	Renewal/ Upgrade	294,000				294,000
		Public Open Space Strategy Implementation	All	Enhanced Environment	New	30,000	30,600	31,200	31,800	123,600

*The public toilets were not referred to the City’s Design Review Panel. The site planning for the project has been internally designed by the City’s Landscape Architect with the facility planning based on similar recent developments (Banks Reserve) and in response to the requirements of the site users and available budget. The design is based on standard form and function to align with the Australian Standards and the scale of facility required to service passive users and lower-level sporting activities on the reserve.*

*The City has undertaken a Request for Tender process for the construction of the changerooms and toilets through the WALGA preferred supplier panel. As this was below the \$250,000 tender threshold the outcome of the tender was determined under Delegation. Cost for toilet block is \$201,245 and is due for delivery In April 2024 and installation by EOFY 2024.*

*The new facility includes;*

- 1 x unisex accessible toilet (UAT)
- 2 x unisex changeroom cubicles
- 1 x storage room



**CR WALLACE:**

Is it necessary to grant a license for the entire reserve or could we consider reducing to allow the remainder of the reserve to be available for the community? Could it be reduced?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*The Department is seeking to use the whole of the reserve. The licence is non-exclusive, and the public will be able to use it, reflecting the existing arrangements when sporting clubs access the City’s reserves.*

**CR HALLETT :**

Can we get some context around the policy setting that allows development on our land not requiring a decision of Council? Has it been through the DRP?

**EXECUTIVE MANAGER STRATEGY AND DEVELOPMENT**

*Public works on local government land are exempt from development approval. Appropriate design and procurement processes were followed to gain maximum benefit given financial and site constraints.*

*Broad information is provided to Council through Monthly Financial and Capital Works Program updates.*

**CR WALLACE:**

Additional annual cost of \$2000 for in-servicing– what frequency of collection, what volume does that provide for and how often are the bins collected?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*Currently serviced twice weekly. Will be increased to 3 times per week and additional cost is included in attachment 2.*

**CR GREER:**

With reference to the term of the licence being 10 years, is it a standard length of time?

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

*Dept of Education is a Category 4 tenant according to the Property Management Framework. Accordingly, as Category 4 tenants, they are entitled to an initial term of 10 years.*

*We are seeking clarification from the Department if this is a standard-length term for them and will advise prior to the meeting.*

**7.7 OUTCOME OF COMMUNITY CONSULTATION ON NAMING OF BANKS RESERVE**

- Attachments:**
- 1. Community Consultation on Naming of Banks Reserve - Summary of Submissions**
  - 2. Consultation timeline for Banks Reserve naming**

**RECOMMENDATION:**

That subject to the endorsement of the Boordiya Reference Group Council **APPROVES** the submission of an application to Landgate to rename Banks Reserve to Warndoolier.

**NO QUESTIONS**

**MAYOR XAMON:**

Noted that a workshop on community consultation would be beneficial.

**8.2 ADVERTISING OF NEW POLICY - PROPERTY INVESTMENT AND DISPOSAL POLICY**

Attachments: 1. Draft Policy Investment and Disposal Policy

**RECOMMENDATION**

That Council **APPROVES** the proposed Property Investment and Disposal Policy, at Attachment 1, for the purpose of community consultation.

**ADDITIONAL INFORMATION:**

Attachment 1 has been updated to remove the following, under 2.1 – *sale would not result in net loss of public open space*, which was included in error.

**CR WALLACE:**

The POS strategy includes the following action: prepare a POS land Acquisition strategy to provide POS in strategic locations where gaps have been identified within the network, can this policy include provisions around the acquisition of POS for this purpose?

**EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

*This policy is not intended to address the stated POS strategy action. This policy has been developed to provide general guidance on how to acquire and divest land within the City's property portfolio. The POS strategy prepared in 2018 is approaching review and the current actions will need to be considered in the context of strategies that have since been developed such as the Asset Management Strategy.*

**11.1 APPOINTMENT OF SUSTAINABILITY DESIGN REVIEW PANEL MEMBER**

- Attachments:**
- 1. Applications**
  - 2. Summary of Applicants**
  - 3. Interview Results**

**RECOMMENDATION:**

**That Council:**

- 3. APPOINTS Rhianna Waugh – Sustainability Specialist to the City’s Design Review Panel until 17 May 2024; and**
- 4. NOTES that:**
  - 4.1 The City’s Design Review Panel term expires on 17 May 2024; and**
  - 4.2 Administration will notify all applicants of the Design Review Panel appointment and induct the successful applicant onto the Design Review Panel.**

Confidential item was discussed behind closed doors.

**ITEMS WITH NO DISCUSSION****5.1 NO. 476 (LOT: 50; D/P: 29193) BEAUFORT STREET, HIGHGATE - PROPOSED ALTERATIONS TO COMMERCIAL DEVELOPMENT (PARTIAL DEMOLITION - HERITAGE)****Ward: South****Attachments:**

1. Location Plan
2. Demolition Plans
3. Heritage Impact Statement
4. Structural Inspection Report
5. 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 Proposed Alterations to Commercial Development (Partial Demolition – Heritage) at No. 476 (Lot: 50; D/P: 29193) Beaufort Street, Highgate, in accordance with the plans shown in Attachment 2 and the Heritage Impact Statement in Attachment 3, subject to the following conditions, with the associated determination advice notes in Attachment 5:

**1. Demolition Plans**

This approval is for Partial Demolition (Heritage) as shown on the approved demolition plans dated 1 November 2023 and 6 November 2023. No other development forms part of this approval; and

**2. Heritage Impact Statement**

The demolition works shall be undertaken in accordance with the approved Heritage Impact Statement, dated 1 November 2023. This includes the manual separation of the lean-to and outhouse from the retained portion of the existing heritage building to ensure the protection of the retained building, to the satisfaction of the City.

<b>NO QUESTIONS</b>
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**5.2 NO. 193 (LOT: 153; D/P 98699) LAKE STREET, PERTH - PROPOSED ALTERATIONS AND ADDITIONS TO SINGLE HOUSE****Ward:** South**Attachments:**

1. Location and Consultation Plan
2. Development Plans
3. 1996 Building Licence Plan
4. 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 Alterations and Additions to Single House at No. 193 (Lot: 153; D/P 98699) Lake Street, Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 4:

**1. Development Plans**

This approval is for Alterations and Additions to Single House as shown on the approved plans dated 14 November 2023. No other development forms part of this approval;

**2. 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;

**3. Colours and Materials**

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, to the satisfaction of the City;

**4. Boundary Walls**

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

**5. 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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**5.3 NO. 139 (LOT: 8; D/P: 56031) BUXTON STREET, MOUNT HAWTHORN - ALTERATIONS AND ADDITIONS TO COMMERCIAL DEVELOPMENT (OUTBUILDING)****Ward:** North**Attachments:**

1. Consultation and Location Plan
2. Development Plans
3. Summary of Submissions - Administration Response
4. 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 and Alterations and Additions to Commercial Development (Outbuilding) at No. 139 (Lot: 8; D/P: 56031) Buxton Street, Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 4:

**1. Development Plans**

This approval is for Alterations and Additions to Commercial Development (Outbuilding) as shown on the approved plans dated 17 November 2023. No other development forms part of this approval;

**2. Use of Outbuilding**

The outbuilding shall only be used for storage purposes associated with the property and not for human habitation or for the parking of vehicles, unless further approval is received, 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. Colours and Materials**

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, to the satisfaction of the City; and

**5. 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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**5.5 REVIEW OF LOCAL PLANNING POLICIES - POLICY NOS. 7.6.1 - 7.6.9 - HERITAGE MANAGEMENT**

- Attachments:
1. Draft Local Planning Policy: Development Guidelines for Heritage Places
  2. Draft Local Planning Policy: Assessing Cultural Heritage Significance
  3. Draft Local Planning Policy: Interpretive Signage for Heritage Places and Places of Interest
  4. Draft Local Planning Policy: Amending the Local Heritage Survey, Heritage List and Designating Heritage Areas
  5. Schedule of Modifications - Heritage Policies

**RECOMMENDATION:**

That Council:

1. **PREPARE and PUBLISH a notice of amendments to the following local planning policies for the purpose of advertising, pursuant to Schedule 2, Part 2, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*:**
  - 1.1 **Policy No. 7.6.1 – Heritage Management - Development Guidelines for Heritage and Adjacent Properties;**
  - 1.2 **Policy No. 7.6.2 – Heritage Management – Assessment;**
  - 1.3 **Policy No. 7.6.4 – Heritage Management – Interpretive Signage; and**
  - 1.4 **Policy No. 7.6.5 – Heritage Management – Amendments to the Municipal Heritage Inventory (MHI); and**
2. **PREPARE and PUBLISH a notice of revocation for the following policies, for the purpose of advertising, pursuant to Schedule 2, Part 2, Clause 6 of of the *Planning and Development (Local Planning Schemes) Regulations 2015*:**
  - 2.1 **Policy No. 7.6.6 – Heritage Management – The Heritage List (Municipal Heritage Inventory);**
  - 2.2 **Policy No. 7.6.7 – Heritage Management – Municipal Heritage Inventory Incentives and Development Bonuses;**
  - 2.3 **Policy No. 7.6.8 – Heritage Management – Dealing with Enquiries Regarding the Heritage Status of Properties; and**
  - 2.4 **Policy No. 7.6.9 – Heritage Assistance Fund; and**
3. **NOTES that any submissions received during the community consultation period would be presented to Council for consideration.**

<b>NO QUESTIONS</b>
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**7.1 FINANCIAL STATEMENTS AS AT 30 NOVEMBER 2023**

**Attachments: 1. Financial Statements as at 30 November 2023**

**RECOMMENDATION:**

**That Council RECEIVES the Financial Statements for the month ended 30 November 2023 as shown in Attachment 1.**

<b>NO QUESTIONS</b>
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**7.2 FINANCIAL STATEMENTS AS AT 31 DECEMBER 2023**

**Attachments: 1. Financial Statements as at 31 December 2023**

**RECOMMENDATION:**

**That Council RECEIVES the Financial Statements for the month ended 31 December 2023 as shown in Attachment 1.**

**NO QUESTIONS**

**7.3 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 NOVEMBER 2023 TO 30 NOVEMBER 2023**

- Attachments:
1. November 2023 Payment by EFT and Payroll
  2. November 2023 Payments Listing by Direct Debit
  3. November 2023 Payments Listing by Cheques

**RECOMMENDATION:**

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 November 2023 to 30 November 2023 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$6,334,852.48
Cheques	\$68.93
Direct debits, including credit cards	\$110,498.64
<b>Total payments for November 2023</b>	<b>\$6,445,420.05</b>

<b>NO QUESTIONS</b>
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**7.4 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 DECEMBER 2023 TO 31 DECEMBER 2023**

- Attachments:
1. December 2023 Payment by EFT and Payroll
  2. December 2023 Payments Listing by Direct Debit
  3. December 2023 Payments Listing by Cheques

**RECOMMENDATION:**

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 December 2023 to 31 December 2023 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$8,574,401.14
Cheques	\$194.20
Direct debits, including credit cards	\$161,836.85
<b>Total payments for December 2023</b>	<b>\$8,736,432.19</b>

<b>NO QUESTIONS</b>
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**7.5 INVESTMENT REPORT AS AT 30 NOVEMBER 2023**

**Attachments: 1. Investment Statistics as at 30 November 2023**

**RECOMMENDATION:**

**That Council NOTES the Investment Statistics for the month ended 30 November 2023 as detailed in Attachment 1.**

<b>NO QUESTIONS</b>
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**7.6 INVESTMENT REPORT AS AT 31 DECEMBER 2023**

**Attachments: 1. Investment Statistics as at 31 December 2023**

**RECOMMENDATION:**

**That Council NOTES the Investment Statistics for the month ended 31 December 2023 as detailed in Attachment 1.**

<b>NO QUESTIONS</b>
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**8.1 COUNCIL RECESS PERIOD 2023-2024 - RECEIVING OF ITEMS DEALT WITH UNDER DELEGATED AUTHORITY BETWEEN 13 DECEMBER 2023 AND 5 FEBRUARY 2024**

- Attachments:
1. RFT272/2023 Robertson Park Redevelopment Stage 1 - Separable Portion A Construction
  2. RFT272/2023 Robertson Park Redevelopment Stage 1 - Separable Portion A Construction - Attachment 1 - Confidential
  3. Tender RFT IE216/2022 Traffic Management Services
  4. Tender RFT IE216/2022 Traffic Management Services - Attachment 1 - Confidential

**RECOMMENDATION:**

That Council RECEIVES the report on the items of business dealt with under delegated authority during the over the Council recess period, 13 December 2023 and 5 February 2024:

1. RFT 272/2023 Robertson Park Redevelopment Stage 1 – Separable Portion A Construction; and
2. Tender No. IE216/2022 Traffic Management Services.

<b>NO QUESTIONS</b>
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**8.3 INFORMATION BULLETIN**

- Attachments:**
1. **Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 30 November 2023**
  2. **Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 14 December 2023**
  3. **Minutes of the Catalina Regional Council Meeting held on 7 December 2023**
  4. **Minutes of the Catalina Regional Council - Special Meeting held on 20 December 2023**
  5. **Statistics for Development Services Applications as at the end of December 2023**
  6. **Register of Legal Action and Prosecutions Monthly - Confidential**
  7. **Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 25 January 2024**
  8. **Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current**
  9. **Register of Applications Referred to the Design Review Panel - Current**
  10. **Street Tree Quarterly Report**
  11. **Register of Petitions - Progress Report - February 2024**
  12. **Register of Notices of Motion - Progress Report - February 2024**
  13. **Register of Reports to be Actioned - Progress Report - February 2024**
  14. **Council Statistics December 2023**
  15. **Council Workshop Items since 22 November 2023**
  16. **Council Briefing Notes - 5 December 2023**

**RECOMMENDATION:**

That Council **RECEIVES** the Information Bulletin dated February 2024.

**ADDITIONAL INFORMATION:**

*Statistics for January 2024 Development Services Applications included as Attachment 6 and remaining attachments renumbered.*

*State Administrative Tribunal Register:*

*Updates have been made to the Register of SAT appeals, summarised as follows:*

- *No. 129 Loftus Street Leederville (DR 76 of 2023) – On 31 January 2024 the SAT issued the scheduled mediation was vacated and the matter has been withdrawn by the applicant.*
- *Nos. 41-43 & 45 Angove Street, North Perth (DR 81 of 2023) – On 1 February 2024 the SAT advised that the directions hearing scheduled for 2 February 2024 had been vacated and the matter has been listed for a further mediation on 27 February 2024.*

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

Nil

**6 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES**

Nil

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

Item 11.1 went behind closed doors to discuss.

**8 CLOSURE**

There being no further business, the meeting closed at 6:46pm.