

8.4 INFORMATION BULLETIN

- Attachments:**
1. Minutes of the Mindarie Regional Council - Special Meeting of Council held on 4 March 2021
 2. Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 25 March 2021
 3. Minutes Children and Young People's Advisory Group (CYPAG) 17 February 2021
 4. Unconfirmed Minutes of the Sustainability and Transport Advisory Group held on 18 March 2021
 5. Statistics for Development Services Applications as at March 2021
 6. Quarterly Street Tree Removal Information
 7. Register of Legal Action and Prosecutions Monthly - Confidential
 8. Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 8 April 2021
 9. Register of Applications Referred to the MetroWest Development Assessment Panel - Current
 10. Register of Applications Referred to the Design Review Panel - Current
 11. Register of Petitions - Progress Report - March 2021
 12. Register of Notices of Motion - Progress Report - March 2021
 13. Register of Reports to be Actioned - Progress Report - March 2021

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated April 2021.



MINUTES

SPECIAL COUNCIL MEETING

TIME: 6.30 PM

04 MARCH 2021

CITY OF STIRLING

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



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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting opened 6.31 pm

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

Cr D Boothman, JP (Chair)	City of Stirling
Cr K Vernon (Deputy Chair)	Town of Victoria Park
Cr R Gordon	City of Perth
Cr J Ferrante	City of Stirling
Cr S Proud, JP	City of Stirling
Cr K Sargent	City of Stirling
Cr F Cvitan, JP	City of Wanneroo
Cr D Newton, JP	City of Wanneroo
Cr K Shannon	Town of Cambridge

Apologies

Cr A Jacob JP	City of Joondalup
Cr R Fishwick JP	City of Joondalup
Cr E Cole	City of Vincent

Leave of Absence

Nil

Absent

Nil

MRC Officers

Mr G Hoppe (Chief Executive Officer)
Ms A Slater (Director Corporate Services)
Ms S Cherico (Manager Human Resources)
Ms D Toward (Executive Support)

Member Council Observers

Mr M Foley (City of Perth)

MRC Observers

Mr A Griffiths
Mr B Twine

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3 DECLARATION OF INTERESTS

Nil

4 PUBLIC QUESTION TIME

Nil

5 ANNOUNCEMENTS BY THE PRESIDING PERSON

Nil

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6 CHIEF EXECUTIVE OFFICER'S REPORTS

6.1	CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE - UPDATE OF THE TERMS OF REFERENCE
File No:	GF - 20 – 0001615
Appendix(s)	Appendix 1: Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination
Date:	23 February 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report is to consider the proposed amendments to the Mindarie Regional Council Chief Executive Officer Recruitment and Performance Review Committee terms of reference to comply with recent changes to legislation.

BACKGROUND

The MRC Chief Executive Officer Recruitment and Performance Review Committee ("the Committee") has been established in accordance with the LG Act. This committee was established in 2017 to combine recruitment and performance into one single committee consisting of a minimum of 4 Councillors.

The Chief Executive Officer's (CEO) performance is reviewed annually. The committee is supported in the performance review process by an independent consultant who undertakes a survey of all the Councillors and assists in the review of the CEO's performance in the previous year against pre-set performance measures and the setting of performance measures for the next year. The consultant provides a performance report to assist the Councillors in assessing the performance of the CEO.

Recruitment activities are conducted as required and should be supported by an independent recruitment consultant.

The Committee Terms of Reference endorsed at the OCM 20 August 2020 as follows:

TITLE

Chief Executive Officer Recruitment and Performance Review Committee

MEMBERSHIP / SUPPORT CONSULTANT

Minimum of four Councillors
Support HR Consultant

MEETING FREQUENCY

The Committee shall meet as frequently as is required each year for the CEO Performance Review process and as required for the CEO Recruitment Process.

DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this committee are as follows:

CEO Performance Review

- a) Set Key Performance Indicators (KPIs) annually in discussion with the CEO and HR Consultant and assess the CEO's remuneration;
- b) Review the outcome of the:
 - Consultant report on the CEO's Performance based on:
 - the responses received by the Councillors on the survey prepared by the HR Consultant;
 - the report prepared by the CEO addressing performance against the KPI's set the previous year and addressing any other material issues affecting the performance of the CEO over the year; and
 - Assessment of the remuneration of the CEO.
- c) Periodically review the performance of the HR Consultant assisting the Committee; and
- d) Based on the Committee's review make recommendations to council on;
 - The level of performance of the CEO; and
 - The level of remuneration paid to the CEO, giving consideration to the Salaries and Allowances Tribunal (SAT) annual review of financial increases for CEO's and where the CEO sits on the Salary Band set by the SAT.

CEO Recruitment Process

- a) Review submissions from recruitment agencies (obtained by the MRC's HR Officer to assist the Committee in the recruitment process);
- b) Make recommendations to council to the preferred recruitment agency;
- c) Work with the preferred recruitment agency, with respect to content and timing, to advertise the CEO position;
- d) Assess applications received for the CEO position (shortlisted by the successful recruitment agency);
- e) Interview the shortlisted applicants together with a representative of the successful recruitment agency; and
- f) Make a recommendation to council on the preferred candidate.

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At the Ordinary Council Meeting on 21 November 2019, Council resolved to appoint Cr Boothman, Cr Newton, Cr Cole, Cr Cvitan and Cr Shannon onto the committee. On 20 August 2020 Council resolved to accept Cr Cole's withdrawal and to appoint Cr Vernon.

DETAIL

On 2 February 2021 an amendment to the *Local Government (Administration) Regulation 1996* ("the regulation") was passed. The regulation includes requirements for model standards covering the recruitment and selection, performance review and termination of employment of local government CEO's. The accompanying guidelines the "*Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*" (Appendix 1) will assist local governments to meet the model standards.

In summary the regulation requires changes to the CEO recruitment process as follows:

1. State-wide public notice provisions, if the position of the CEO becomes vacant the local government must give State-wide public notice of the position in accordance with the requirements of the LG Act sections 5.36(4) and 5.37(3).
2. State-wide public notice must include a website address where the job description form (JDF) for the position can be accessed.
3. The local government is required to determine the selection criteria for the position of the CEO prior to a recruitment process being undertaken. The local government must approve by a resolution of an absolute majority of council, a JDF which sets out the duties and responsibilities of the position and details the selection criteria.
4. The JDF must also be made available on the local government's official website.
5. The selection panel must be made up of council members and at least one independent person, this is separate to the independent recruitment consultant.
6. A final decision to make an offer of appointment to the position of the CEO must be made by absolute majority of council. The resolution must also approve the proposed terms of the contract.
7. The recruitment process is to be undertaken if a CEO has held the position for a period of 10 or more consecutive years upon expiry of the CEO's contract.

The following proposed changes to the terms of reference will assist the Committee comply with amended regulations:

1. Membership / Support Consultant, insert:

"Independent Person".

2. Duties and Responsibilities, CEO Recruitment Process, insert:

"g) Review the Chief Executive Officer job description form, selection criteria and the responsibilities of the position and make recommendation to Council";

"h) Make recommendation to council as to the preferred independent person".

3. Duties and Responsibilities, insert paragraph:

"The CEO Recruitment Process and the CEO Performance Review is to comply with the minimum standards as outlined in the Department of Local Government, Sport and Cultural Industries, *Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*".

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Extract from the Local Government Act 1995

"5.36. *Local government employees*

- (1) *A local government is to employ —*
 - (a) *a person to be the CEO of the local government; and*
 - (b) *such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed."*

Local Government (Administration) Regulations 1996

18A. *Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))*

- (1) *If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government must give Statewide public notice of the position unless it is proposed that the position be filled by —*
 - (a) *a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or*
 - (b) *a person who will be acting in the position for a term not exceeding one year.*
 - (2) *The Statewide public notice must contain —*
 - (a) *the details of the remuneration and benefits offered; and*
 - (b) *details of the place where applications for the position are to be submitted; and*
 - (c) *the date and time for the closing of applications for the position; and*
 - (d) *the duration of the proposed contract; and*
 - (da) *a website address where the job description form for the position can be accessed; and*
 - (e) *contact details for a person who can provide further information about the position; and*
-

(f) any other information that the local government considers is relevant.

18B. *Contracts of CEOs and senior employees, content of (Act s. 5.39(3)(c))*

For the purposes of section 5.39(3)(c), a contract governing the employment of a person who is a CEO, or a senior employee, of a local government is to provide for a maximum amount of money (or a method of calculating such an amount) to which the person is to be entitled if the contract is terminated before the expiry date, which amount is not to exceed whichever is the lesser of —

- (a) *the value of one year's remuneration under the contract; or*
- (b) *the value of the remuneration that the person would have been entitled to had the contract not been terminated.*

18FA. *Model standards for CEO recruitment, performance and termination (Act s. 5.39A(1))*

Schedule 2 sets out model standards for local governments in relation to the following —

- (a) *the recruitment of CEOs;*
- (b) *the review of the performance of CEOs;*
- (c) *the termination of the employment of CEOs.*

18FB. *Certification of compliance with adopted standards for CEO recruitment (Act s. 5.39B(7))*

(1) *In this regulation —*

adopted standards means —

- (a) *the standards adopted by a local government under section 5.39B; or*
- (b) *if the local government has not adopted standards under that section, the standards taken under section 5.39B(5) to be the local government's adopted standards.*

(2) *This regulation applies if —*

- (a) *a local government employs a person in the position of CEO of the local government; and*
- (b) *the local government's adopted standards in relation to the recruitment of CEOs apply to the employment.*

(3) *As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.*

** Absolute majority required.*

(4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*

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18FC. *Certification of compliance with adopted standards for CEO termination*
(Act s. 5.39B(7))

- (1) *In this regulation —*
adopted standards has the meaning given in regulation 18FB(1).
- (2) *This regulation applies if a local government terminates the employment of the CEO of the local government.*
- (3) *As soon as practicable after the CEO's employment is terminated, the local government must, by resolution*, certify that the CEO's employment was terminated in accordance with the local government's adopted standards in relation to the termination of the employment of CEOs.*

** Absolute majority required.*
- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government."*

STRATEGIC/COMMUNITY AND CORPORATE/BUSINESS PLAN IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

COMMENT

Nil

VOTING REQUIREMENT

Simple majority

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RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Endorse the change to the Chief Executive Officer Recruitment and Performance Review Committee Terms of Reference and after:

- a) **Membership / Support Consultant insert: "Independent Person"; and**
- b) **Duties and Responsibilities, insert**
 - i. **"g) Review the Chief Executive Officer job description form, selection criteria and the responsibilities of the position and make recommendation to Council";**
 - ii. **"h) Make recommendation to council as to the preferred independent person"; and**
 - iii. **"The CEO Recruitment Process and the CEO Performance Review to comply with the minimum standards as outlined in the Department of Local Government, Sport and Cultural Industries, *Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*".**
(Simple majority)

Moved Cr Ferrante, seconded Cr Newton

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 9/0)

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6.2	APPOINTMENT OF AN INDEPENDENT PERSON ON TO THE CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE
File No:	GF - 21 – 0001615
Appendix(s)	Appendix 1: Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination
Date:	23 February 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report to seek the appointment of an Independent Person to the Mindarie Regional Council Chief Executive Officer Recruitment and Performance Review Committee.

BACKGROUND

The MRC Chief Executive Officer (CEO) Recruitment and Performance Review Committee (“the Committee”) has been established in accordance with the LG Act. This committee was established in 2017 to combine recruitment and performance into one single committee consisting of a minimum of 4 Councillors.

At the Ordinary Council Meeting on 21 November 2019, Council resolved to appoint Cr Boothman, Cr Newton, Cr Cole, Cr Cvitan and Cr Shannon onto the committee. On 20 August 2020 Council resolved to accept Cr Cole’s withdrawal and to appoint Cr Vernon.

DETAIL

On 2 February 2021 an amendment to the *Local Government (Administration) Regulation 1996* (“the regulation”) was passed. The regulation includes requirements for model standards covering the recruitment and selection, performance review and termination of employment of local government CEO’s. The accompanying guidelines the “*Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*” (Appendix 1) will assist local governments to meet the model standards.

The regulation requires the Committee to be made up of council members and at least one independent person.

On 18 February 2021 the Committee met electronically by Zoom to discuss the Independent Person appointment. Given the CEO recruitment process has commenced an appointment is required swiftly to comply with the regulations. The Committee nominated three (3) persons for consideration for the role as follows:

1. Dr Genevieve Armson (Leadership Consultant)
2. Mr Phillip Draber (Current Independent Member of the MRC Audit Committee)
3. Mr Geoff Glass (Retired CEO of the City of South Perth)

On 19 February 2021, the MRC Administration contacted all nominees to seek acceptance of the role, their responses were as follows:

1. Dr Genevieve Armson responded by respectfully declining and wished to thank the Committee for the offer.

-
2. Mr Phillip Draber accepted the nomination to assist the Committee pending Council approval of appointment.
 3. Mr Geoff Glass accepted the nomination to assist the Committee pending Council approval of appointment.

The Committee recommends the Council appoints one of the accepting nominees.

There is no mandated period for the Independent person, it would be appropriate for the period to be the duration of the current recruitment process. A letter of appointment will be provided to the appointed Independent Person which will include the primary functions of the committee and the period of appointment.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Extract from the Local Government Act 1995

"5.36. Local government employees

- (1) A local government is to employ —*
 - (a) a person to be the CEO of the local government; and*
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed."*

Local Government (Administration) Regulations 1996

18A. Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))

- (1) If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government must give Statewide public notice of the position unless it is proposed that the position be filled by —*
 - (a) a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or*
 - (b) a person who will be acting in the position for a term not exceeding one year.*
 - (2) The Statewide public notice must contain —*
 - (a) the details of the remuneration and benefits offered; and*
 - (b) details of the place where applications for the position are to be submitted; and*
 - (c) the date and time for the closing of applications for the position; and*
 - (d) the duration of the proposed contract; and*
 - (da) a website address where the job description form for the position can be accessed; and*
-

-
- (e) *contact details for a person who can provide further information about the position; and*
 - (f) *any other information that the local government considers is relevant.*

18B. *Contracts of CEOs and senior employees, content of (Act s. 5.39(3)(c))*

For the purposes of section 5.39(3)(c), a contract governing the employment of a person who is a CEO, or a senior employee, of a local government is to provide for a maximum amount of money (or a method of calculating such an amount) to which the person is to be entitled if the contract is terminated before the expiry date, which amount is not to exceed whichever is the lesser of —

- (a) *the value of one year's remuneration under the contract; or*
- (b) *the value of the remuneration that the person would have been entitled to had the contract not been terminated.*

18FA. *Model standards for CEO recruitment, performance and termination (Act s. 5.39A(1))*

Schedule 2 sets out model standards for local governments in relation to the following —

- (a) *the recruitment of CEOs;*
- (b) *the review of the performance of CEOs;*
- (c) *the termination of the employment of CEOs.*

18FB. *Certification of compliance with adopted standards for CEO recruitment (Act s. 5.39B(7))*

- (1) *In this regulation —*
adopted standards means —
 - (a) *the standards adopted by a local government under section 5.39B; or*
 - (b) *if the local government has not adopted standards under that section, the standards taken under section 5.39B(5) to be the local government's adopted standards.*
 - (2) *This regulation applies if —*
 - (a) *a local government employs a person in the position of CEO of the local government; and*
 - (b) *the local government's adopted standards in relation to the recruitment of CEOs apply to the employment.*
 - (3) *As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.*
- * Absolute majority required.*
- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*
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*18FC. Certification of compliance with adopted standards for CEO termination
(Act s. 5.39B(7))*

- (1) In this regulation —
adopted standards has the meaning given in regulation 18FB(1).*
 - (2) This regulation applies if a local government terminates the employment of the CEO
of the local government.*
 - (3) As soon as practicable after the CEO's employment is terminated, the local
government must, by resolution*, certify that the CEO's employment was terminated
in accordance with the local government's adopted standards in relation to the
termination of the employment of CEOs.*
- * Absolute majority required.*
- (4) The local government must give a copy of the resolution to the Departmental CEO
within 14 days after the resolution is passed by the local government."*

FINANCIAL IMPLICATIONS

There is no remuneration attached to the position.

COMMENT

Nil

VOTING REQUIREMENT

Absolute

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Appoint _____ as the Independent Person to the Chief Executive Officer
Recruitment and Performance Review Committee.

(Absolute majority)

Moved Cr Proud, seconded Cr Cvitan

That Council:

**Appoint Mr Draber as the Independent Person to the Chief Executive Officer
Recruitment and Performance Review Committee.**

LOST 6/3 – an absolute majority was not reached

For: Cr's Boothman, Cvitan, Ferrante, Newton, Proud and Sargent

Against: Cr's Gordon, Shannon and Vernon

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ALTERNATIVE MOTION

Moved Cr Vernon, Seconded Cr Shannon

That Council:

Appoint Mr Glass as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

PROCEDURAL MOTION

Moved Cr Sargent, seconded Cr Ferrante

To hold the item over to the Ordinary Council Meeting to be held on 25 March 2021 so that the Council can review the qualifications of the 2 nominees.

(CARRIED 6/3)

For: Cr's Boothman, Cvitan, Ferrante, Gordon, Newton, Sargent

Against: Cr's Proud, Shannon and Vernon

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6.3 CHIEF EXECUTIVE OFFICER JOB DESCRIPTION FORM AND SELECTION CRITERIA	
File No:	GF - 21 – 0001615
Appendix(s):	Appendix 1 - Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination Appendix 2 – Chief Executive Officer – Job Description
Date:	25 February 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report to seek the approval of the Mindarie Regional Council Chief Executive Officer job description form and selection criteria.

BACKGROUND

The MRC Chief Executive Officer (CEO) Recruitment and Performance Review Committee (“the Committee”) has been established in accordance with the LG Act. This committee was established in 2017 to combine recruitment and performance into one single committee consisting of a minimum of 4 Councillors.

At the Ordinary Council Meeting on 21 November 2019, Council resolved to appoint Cr Boothman, Cr Newton, Cr Cole, Cr Cvitan and Cr Shannon onto the committee. On 20 August 2020 Council resolved to accept Cr Cole’s withdrawal and to appoint Cr Vernon.

DETAIL

On 2 February 2021 an amendment to the *Local Government (Administration) Regulation 1996* (“the regulation”) was passed. The regulation includes requirements for model standards covering the recruitment and selection, performance review and termination of employment of local government CEO’s. The accompanying guidelines the “*Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*” (Appendix 1) will assist local governments to meet the model standards.

The regulation requires the Council, to approve, by absolute majority, the CEO Job Description Form (JDF) which clearly outlines the qualifications, selection criteria and responsibilities of the position.

On 18 February 2021 the Committee met electronically by Zoom to discuss the JDF, the following amendments have been proposed:

- a. Essential Skills, insert “Sound financial literacy”
- b. Essential Knowledge, insert “Demonstrated knowledge of local government governance including report to and liaising with governing bodies”.
- c. Insert “Highly Desirable Experience, Demonstrated change management experience and the ability to lead in new directions as endorsed by the Council”.

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- d. Qualifications and/or Training, Highly Desirable remove, "Knowledge of the waste management industry".

The complete CEO JDF and selection criteria with tracked changes is included at Appendix 2.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Extract from the Local Government Act 1995

"5.36. Local government employees

- (1) A local government is to employ —*
- (a) a person to be the CEO of the local government; and*
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed."*

Local Government (Administration) Regulations 1996

18A. Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))

- (1) If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government must give Statewide public notice of the position unless it is proposed that the position be filled by —*
- (a) a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or*
 - (b) a person who will be acting in the position for a term not exceeding one year.*
- (2) The Statewide public notice must contain —*
- (a) the details of the remuneration and benefits offered; and*
 - (b) details of the place where applications for the position are to be submitted; and*
 - (c) the date and time for the closing of applications for the position; and*
 - (d) the duration of the proposed contract; and*
 - (da) a website address where the job description form for the position can be accessed; and*
 - (e) contact details for a person who can provide further information about the position; and*
 - (f) any other information that the local government considers is relevant.*
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18B. *Contracts of CEOs and senior employees, content of (Act s. 5.39(3)(c))*

For the purposes of section 5.39(3)(c), a contract governing the employment of a person who is a CEO, or a senior employee, of a local government is to provide for a maximum amount of money (or a method of calculating such an amount) to which the person is to be entitled if the contract is terminated before the expiry date, which amount is not to exceed whichever is the lesser of —

- (a) the value of one year's remuneration under the contract; or*
- (b) the value of the remuneration that the person would have been entitled to had the contract not been terminated.*

18FA. *Model standards for CEO recruitment, performance and termination (Act s. 5.39A(1))*

Schedule 2 sets out model standards for local governments in relation to the following —

- (a) the recruitment of CEOs;*
- (b) the review of the performance of CEOs;*
- (c) the termination of the employment of CEOs.*

18FB. *Certification of compliance with adopted standards for CEO recruitment (Act s. 5.39B(7))*

- (1) *In this regulation —*

adopted standards means —

- (a) the standards adopted by a local government under section 5.39B; or*
- (b) if the local government has not adopted standards under that section, the standards taken under section 5.39B(5) to be the local government's adopted standards.*

- (2) *This regulation applies if —*

- (a) a local government employs a person in the position of CEO of the local government; and*
- (b) the local government's adopted standards in relation to the recruitment of CEOs apply to the employment.*

- (3) *As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.*

** Absolute majority required.*

- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*

18FC. *Certification of compliance with adopted standards for CEO termination (Act s. 5.39B(7))*

- (1) *In this regulation —*

adopted standards has the meaning given in regulation 18FB(1).

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- (2) *This regulation applies if a local government terminates the employment of the CEO of the local government.*
- (3) *As soon as practicable after the CEO's employment is terminated, the local government must, by resolution*, certify that the CEO's employment was terminated in accordance with the local government's adopted standards in relation to the termination of the employment of CEOs.*
- * Absolute majority required.*
- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*

FINANCIAL IMPLICATIONS

Nil

COMMENT

Nil

VOTING REQUIREMENT

Absolute majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Approve the amendments to the Chief Executive Officer Job Description Form and selection criteria, and after:

- a. **Essential Skills**, insert "Sound financial literacy";
- b. **Essential Knowledge**, insert "Demonstrated knowledge of local government Governance including report to and liaising with governing bodies";
- c. Insert "Highly Desirable Experience, Demonstrated change management experience and the ability to lead in new directions as endorse by the Council";
and
- d. **Qualifications and/or Training**, Highly Desirable remove, "Knowledge of the waste management industry".

(Absolute majority)

Moved Cr Newton, seconded Cr Cvitan

RESOLVED

That the recommendation be adopted
(CARRIED UNANIMOUSLY 9/0)

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7 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

The Chair requested that in accordance with clause 10.1(h) of the Mindarie Regional Council Meeting Procedures Local Law 2020 and s5.23 of the Local Government Act 1995, Council proceed to meet "behind closed doors" to allow the Council to consider item 7.1 as the item is of a confidential nature.

The Chair invited MRC Officers and Member Council Officers seated in the public gallery to remain in the gallery.

The Chair noted that there were no members of the public present in the gallery.

Moved Cr Boothman, seconded Cr Proud

RESOLVED

To close the meeting to the public.

(CARRIED UNANIMOUSLY 9/0)

Doors closed at 6.50 pm

Moved Cr Boothman, seconded Cr Proud

RESOLVED

Under clause 16.1 suspend the operation of clause 7.9, Speaking Twice, for the duration of the meeting behind closed doors

(CARRIED 8/1)

For: Cr's Boothman, Cvitan, Ferrante, Newton, Proud, Sargent, Shannon and Vernon

Against: Cr Gordon

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This report is Confidential in accordance with Section 5.23 (2)(c) of the <i>Local Government Act 1995</i> as the report deals with a contract which may be entered into.	
7.1	CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE RECOMMENDED CONSULTANT TO ASSIST IN THE CEO RECRUITMENT PROCESS
File No:	GF – 21 - 0001615
Appendix(s):	Appendix 3 Appendix 4 Appendix 5 Appendix 6 Appendix 7 Appendix 8
Date:	23 February 2021
Responsible Officer:	Chief Executive Officer

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Appoint Ms Sylvana Caranna, Executive Recruitment Consultant of Lo-go Appointments to assist the CEO Recruitment Committee in the recruitment of a new CEO at the cost outlined in the report.

(Simple majority)

Moved Cr Newton, seconded Cr Vernon

6.52 pm Cr Newton left the Council Chambers prior to voting on the item

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 8/0)

Moved Cr Boothman, seconded Cr Cvitan

RESOLVED

That the meeting be reopened

(CARRIED UNANIMOUSLY 8/0)

Doors were reopened at 6.57 pm and the Chair declared the meeting reopened.
No members of the public entered the public gallery.

The Chair noted the resolutions passed behind closed doors.

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8 NEXT MEETING

The next meeting will be an Ordinary Council Meeting to be held on Thursday 25 March 2021 at the City of Wanneroo commencing at 6.30 pm.

9 CLOSURE

The Chair closed the meeting at 7.00 pm and thanked the City of Stirling for their hospitality and use of their meeting facilities.

Signed Chair

Dated day of2021



MINUTES

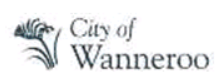
ORDINARY COUNCIL MEETING

TIME: 6.30 PM

25 MARCH 2021

CITY OF WANNEROO

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



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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.32 pm.

2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Councillor Attendance

Cr D Boothman, JP (Chair)	City of Stirling
Cr K Vernon (Deputy Chair) <i>entered at 6.42 pm</i>	Town of Victoria Park
Cr A Jacob, JP	City of Joondalup
Cr R Gordon	City of Perth
Cr J Ferrante	City of Stirling
Cr S Proud, JP	City of Stirling
Cr K Sargent	City of Stirling
Cr E Cole <i>entered at 6.34 pm</i>	City of Vincent
Cr F Cvitan, JP	City of Wanneroo
Cr D Newton, JP	City of Wanneroo
Cr K Shannon	Town of Cambridge

Apologies

Cr R Fishwick, JP	City of Joondalup
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Leave of Absence

Nil

Absent

Nil

MRC Officers

Mr G Hoppe (Chief Executive Officer)
Ms A Slater (Director Corporate Services)
Ms S Cherico (Manager Human Resources)
Ms D Toward (Executive Support)

Member Council Observers

Mr M MacPherson (City of Joondalup)
Mr R Bryant (City of Stirling)
Mr A Murphy (City of Vincent)
Ms Y Plimbley (City of Vincent)
Mr D Simms (City of Wanneroo)
Mr G Chettleburgh (City of Wanneroo)
Mr S Cairns (City of Wanneroo)
Mr M Foley (City of Perth)
Mr K Hincks (Town of Cambridge)
Mr J Wong (Town of Victoria Park)

MRC Observers

Mr B Twine
Mr A Griffiths

Visitors

Ms Rosalind Casey

3 DECLARATION OF INTERESTS

6.34 pm Councillor Emma Cole entered the meeting

Nil

4 PUBLIC QUESTION TIME

The following public questions from Ms Rosalind Casey of Merriwa WA, were submitted to the MRC at the meeting.

Ms Casey was seated in the public gallery and invited by the Chair to read out her questions. The Chair asked the Chief Executive Officer to respond to the questions. The Chief Executive Officer responded to the questions during the meeting, the questions and answers are as follows:

- Q1: Why are MRC member councils so badly lagging behind with FOGO?
A1: The MRC owns the Resource Recovery Facility (RRF) at Neerabup which has been operating for 10 years, diverting organics waste from landfill by producing a soil conditioner.
It takes time to transition from existing waste systems and contract to FOGO. A number of MRC Member Councils have already committed to implementing FOGO and are on track for the 2025 timeframe, in line with the State Waste Strategy.
Whilst it is acknowledged that some other smaller councils have already implemented FOGO, they are dealing with smaller waste volumes that the MRC.
- Q2: Why has valuable time been wasted looking for a third party to set up a FOGO plant on a for-profit basis when waste management is a key area of responsibility of local authorities as outlined in the WARR Act?
A2: The MRC already has an existing organics facility in place in the RRF which is diverting organics away from landfill.
Councils regularly use third party contractors to provide a variety of services to ratepayers. Each council will make these decisions based on what they believe will provide the best outcomes for their ratepayers.
- Q3: Could MRC member councils combine forces and resources to establish and operate a FOGO recycling plant, similar to that run by the City of Launceston, Tasmania?
A3: The MRC is not familiar with the site at Launceston. However, the MRC is similar in that its member councils have created a combined entity to carry out waste management activities on their behalf and the RRF is an example of this collaborative approach.
- Q4: Is there a suitable site available in Neerabup to build a FOGO recycling plant?
A4: The City of Wanneroo would be best placed to answer this question. The MRC does have a parcel of land adjacent to the RRF on Pederick road. The site's suitability or not would depend on the specific technology chosen and the DWER licence conditions imposed.
-

6.42pm Councillor Karen Vernon entered the meeting

- Q5: Can MRC obtain copies of State approved FOGO recycling plant plans to fast-forward planning approval?
- A5: The MRC is not aware that there is a blueprint available that the State Government has produced for any off-the-shelf plants.
- Q6: Approximately how long would it take to build a FOGO plant and for it to become operational?
- A6: The MRC has not investigated this. It would require a suitable parcel of land and appropriate DWER licencing. Assuming there is an available waste stream, a suitable parcel of land which is appropriately zoned and licenced exists, an estimated construction and commissioning timeframe could be 3 years. There would also need to be a transition period where existing waste contracts roll off and come to an end.
- Q7: Has any member council of MRC approached the State government regarding establishing a market for high volumes of FOGO produced compost for landscaping the new Mitchell Freeway extension, and for refurbishment of other main road verges, roundabouts and new or debilitated State owned sites?
- A7: A FOGO reference group exists which looks at the implementation, and the barriers to implementation at a State level with Local Government collaboration. The State Government is leading the consultation through DWER. It should be noted that soil conditioner produced at the RRF was successfully used for the recent Freeway extension to Hester Avenue.
- Q8: Has Wesfarmers/Bunnings been approached re a market for FOGO composts?
- A8: The MRC is not aware if any other local government or the State Government has done this, but the MRC has not.
- Q9: Will MRC ensure that when a FOGO system is introduced it will accept dog poo (as the aforementioned cities do), as dog poo is a particularly contentious issue for many residents and some members of council?
- A9: The acceptable inputs into a potential FOGO waste stream is one of the matters that the FOGO reference group is considering. This takes into account the views of local governments, as well as those of organics producers. The MRC is able to provide input into those discussions but is not able to mandate what the outcome will be.

6.48 pm Ms Rosalind Casey left the meeting

5 ANNOUNCEMENTS BY THE PRESIDING PERSON
--

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE
--

Nil

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7 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**8.1 ORDINARY COUNCIL MEETING – 28 January 2021**

The Minutes of the Ordinary Council Meeting held on 28 January 2021 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of Council held on 28 January 2021 be confirmed as a true record of the proceedings.

8.2 SPECIAL COUNCIL MEETING – 4 March 2021

The Minutes of the Special Council Meeting held on 04 March 2021 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of Council held on 4 March 2021 be confirmed as a true record of the proceedings.

Moved Cr Sargent, seconded Cr Gordon

RESOLVED

That the recommendations for items 8.1 and 8.2 be adopted.
(CARRIED UNANIMOUSLY 11/0)

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9.1 CHIEF EXECUTIVE OFFICER REPORTS

9.1	FINANCIAL STATEMENTS FOR THE MONTHS ENDED 31 DECEMBER 2020 AND 31 JANUARY 2021
File No:	GF-21-00000008
Appendix(s):	Appendix No. 1 Appendix No. 2 Appendix No. 3
Date:	9 March 2021
Responsible Officer:	DIRECTOR CORPORATE SERVICES

SUMMARY

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

BACKGROUND

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

The financial statements presented for each month consist of:

- Operating Statement by Nature – Combined
- Operating Statement by Nature – RRF Only
- Operating Statement by Function
- Statement of Financial Activity
- Statement of Reserves
- Statement of Financial Position
- Statement of Investing Activities
- Information on Borrowings
- Tonnage Report

DETAIL

The Financial Statements for the months ended 31 December 2020 and 31 January 2021 are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the 7 months to 31 January 2021 is attached at **Appendix No. 3**.

The financial statements are pending external auditor approval of the 2019/2020 final accounts.

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

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

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Summary of results for the year to date period ended 31 January 2021

	Actual	Budget	Variance
	t	t	t
Tonnes – Members	143,437	144,902	(1,465)
Tonnes – Others	9,767	7,577	2,190
TOTAL TONNES	153,204	152,479	725
	\$	\$	\$
Revenue – Members	29,440,586	29,704,947	(264,361)
Revenue – Other	2,725,054	2,326,187	398,867
TOTAL REVENUE	32,165,640	32,031,134	134,506
Expenses	32,234,214	33,089,545	(1,144,670)
Profit on sale of assets	56,441	-	56,441
Loss on sale of assets	-	(7,963)	7,963
Impairment of assets	-	-	-
NET DEFICIT	(2,012,134)	(1,066,374)	(945,760)

Commentary

Overall tonnages for the financial period ended 31 January 2021 were 725 tonnes more than budgeted, member councils bringing in more processable waste and less non processable waste than anticipated.

The net deficit result variance against budget of \$945,760 is mainly attributable to RRF expenditures, which is 3,546 tonnes ahead of budget, abated marginally by unbudgeted income received.

RRF

The Resource Recovery Facility residue tonnes have delivered 34,041 tonnes in total to Tamala Park year to date.

Trade & Casuals

The Casual and Trade tonnages are 2,190 tonnes higher than forecast for the financial year to date, 951 tonnes attributable to the discounted rate waste tender.

VOTING REQUIREMENT

Simple Majority

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RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Receive the Financial Statements set out in Appendix No. 1 and Appendix No. 2 for the months ended 31 December 2020 and 31 January 2021.

Moved Cr Vernon, seconded Cr Cvitan

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.2	LIST OF PAYMENTS MADE FOR THE MONTHS ENDED DECEMBER 2020 AND JANUARY 2021
File No:	GF-21-00000008
Appendix(s):	Appendix No. 4 and 5
Date:	9 March 2021
Responsible Officer:	Director Corporate Services

SUMMARY

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

COMMENT

The lists of payments for the month ended 31 December 2020 and 31 January 2021 are at **Appendix 4 and 5** to this Item and is presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 24 September 2020, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

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

Months Ended	Account	Vouchers	Amount
31 December 2020	General Municipal	Cheques	\$14,168.12
		EFT	\$3,671,802.79
		DP	\$146,170.70
		Inter account transfers	\$0.00
		Total	\$3,832,141.61
31 January 2021	General Municipal	Cheques	\$440.00
		EFT	\$6,356,847.85
		DP	\$152,369.69
		Inter account transfers	\$0.00
		Total	\$6,509,657.54

VOTING REQUIREMENT

Simple Majority

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RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Note the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 31 December 2020 and 31 January 2021.

Moved Cr Sargent, seconded Cr Ferrante

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.3	ADOPTION OF THE 2020 ANNUAL REPORT
File No:	GF-20-000119
Appendix(s):	Appendix No. 6
Date:	2 March 2021
Responsible Officer:	DIRECTOR CORPORATE SERVICES

BACKGROUND

The Mindarie Regional Council (MRC) is required to prepare an annual report in accordance with Section 5.53 of the Local Government Act 1995.

The annual audit of the Financial Statements for the financial year ended 30 June 2020 has been completed and the Financial Report has been considered by the Audit Committee.

The Annual Report, which includes the Financial Statements, is presented for consideration by Council.

The Annual Report for a Financial Year is to be accepted by the Local Government no later than 31 December after that Financial Year. If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

DETAIL

The Annual Report includes the audited Financial Report for the financial year. The Auditor, in accordance with the Local Government (Audit) Regulations 1996 Sections 10.2 and 10.3 is required to issue an audit report after the completion of the annual audit that expresses an opinion on the financial position and results of the operations of the local government for each financial year. Under S7.9 of the Local Government Act 1995, the auditor must prepare and sign a report on the financial audit and present the report to the Chairperson, the CEO and the Minister.

The Auditor has completed the financial audit of the MRC and has issued an unqualified audit opinion in respect of the year ended 30 June 2020.

In addition, the Auditor has prepared an interim management letter and an audit completion letter which outline their observations in relation to the MRC's internal controls. These observations have been tabled with the Audit Committee for discussion.

The Audit Committee met on 25 February 2021 to consider the Financial Statements for the year ended 30 June 2020 and have recommended that these be adopted by the Council. The unconfirmed minutes of this meeting are included in the Members' Information Bulletin.

A copy of the Annual Report, including the Financial Statements, is included at **Appendix 6**.

The MRC, in accordance with the Local Government (Financial Management) Regulations 1996 Section 51.1, is required to include in the annual Financial Statements a signed Statement of

Declaration by the Chief Executive Officer after this report has been audited in accordance with the Local Government Act 1995. This declaration is included in the Annual Report.

STATUTORY ENVIRONMENT

Relevant Extracts from the Local Government Act 1995

5.53. Annual reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
 - (a) *a report from the mayor or president; and*
 - (b) *a report from the CEO; and*
 - [(c), (d) *deleted*]
 - (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
 - (f) *the financial report for the financial year; and*
 - (g) *such information as may be prescribed in relation to the payments made to employees; and*
 - (h) *the auditor's report prepared under section 7.9(1) or s7.12AD(1) for the financial year; and*
 - (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
 - (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
 - (i) *the number of complaints recorded in the register of complaints; and*
 - (ii) *how the recorded complaints were dealt with; and*
 - (iii) *any other details that the regulations may require;**and*
 - (i) *such other information as may be prescribed.*

[Section 5.53 amended by No. 44 of 1999 s. 28(3); No. 49 of 2004 s. 42(4) and (5); No. 1 of 2007 s. 6.]

5.54. Acceptance of annual reports

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.*

** Absolute majority required.*
- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

5.55. Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

5.55A *Publication of annual reports*

The CEO is to publish the annual report on the local government's official website within 14 days after the report has been accepted by the local government.

7.9. *Audit to be conducted*

- (1) *An auditor is required to examine the accounts and annual financial report submitted for audit and, by the 31 December next following the financial year to which the accounts and report relate or such later date as may be prescribed, to prepare a report thereon and forward a copy of that report to —*
- (a) *the mayor or president; and*
 - (b) *the CEO of the local government; and*
 - (c) *the Minister.”*

Relevant Extracts from the Local Government (Audit) Regulations 1996

“10. *Report by auditor*

- (1) *An auditor's report is to be forwarded to the persons specified in section 7.9(1) within 30 days of completing the audit.*
- (2) *The report is to give the auditor's opinion on —*
- (a) *the financial position of the local government; and*
 - (b) *the results of the operations of the local government.*
- (3) *The report is to include —*
- (a) *any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government; and*
 - (b) *any matters indicating non-compliance with Part 6 of the Act, the Local Government (Financial Management) Regulations 1996 or applicable financial controls in any other written law; and*
 - (c) *details of whether information and explanations were obtained by the auditor; and*
 - (d) *a report on the conduct of the audit; and*
 - (e) *the opinion of the auditor as to whether or not the following financial ratios included in the annual financial report are supported by verifiable information and reasonable assumptions —*
 - (i) *the asset consumption ratio; and*
 - (ii) *the asset renewal funding ratio.*

(4A) *In sub regulation (3)(e) —*

asset consumption ratio *has the meaning given in the Local Government (Financial Management) Regulations 1996 regulation 50(2);*

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asset renewal funding ratio has the meaning given in the Local Government (Financial Management) Regulations 1996 regulation 50(2).

- (4) *Where it is considered by the auditor to be appropriate to do so, the auditor is to prepare a management report to accompany the auditor's report and to forward a copy of the management report to the persons specified in section 7.9(1) with the auditor's report."*

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

The MRC has a deficit from operations of \$2.3 million for the 2019/20 financial year, which will reduce retained earnings.

COMMENT

The Annual Report for the MRC has been prepared in accordance with the requirements of Local Government Act 1995 and applicable Australian Accounting Standards.

AMENDMENTS

There have been no amendments made to the Financial Statements presented to the Audit Committee.

VOTING REQUIREMENT

Absolute Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

1. notes the recommendation of the Audit Committee meeting held on 25 February 2021 to adopt the Financial Report for the year ended 30 June 2020;
2. adopts the Annual Report for the year ended 30 June 2020, which includes the Financial Report detailed in 1. above.

(Absolute Majority Required)

Moved Cr Newton, seconded Cr Cvitan

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.4 LEASE AT TAMALA PARK – MARKET RENT REVIEW	
File No:	GF-20-0000170
Appendix(s):	Appendix 7
Date:	15 February 2021
Responsible Officer:	DIRECTOR CORPORATE SERVICES

SUMMARY

The purpose of this report is to brief the Council on the findings of the Market Rent Review on the Tamala Park lease, conducted by Landgate in line with the terms of the Lease Agreement between Mindarie Regional Council and the seven participating Member Councils.

BACKGROUND

The land on which the Tamala Park Landfill Facility resides, is owned by the seven participating member Councils namely; Cities of Joondalup, Perth, Stirling, Wanneroo and Vincent and Towns of Cambridge and Victoria Park. The land was leased to Mindarie Regional Council (MRC) for an initial term from 1 July 1990 to 30 June 2011 with an option for extension of the term to 30 June 2032.

The option to extend the lease was exercised and the lease was extended by a Deed of Variation dated 25 September 2006, from 1 January 2006 to 30 June 2032.

Under this Deed of Variation, a Market Rent Review need to be conducted every five years with the first review to be conducted on 1 January 2011.

Landgate was appointed in November 2020 to conduct a market review of the leased area and the findings can be found in the report at **Appendix 7**.

DETAIL

The Report has placed an annual Market Rental Value of \$816,000 on the lease of the land for the Tamala Park Landfill Facility. The lease rental, in accordance with the Deed of Variation, will be adjusted from 1 January 2021.

Financial Implications.

The Financial impact of the increase in rental of the land for the Tamala Park Facility, in line with this Market Rent Review, relating to the period 1 January 2021 to 30 June 2021 is summarised below:

Finance Interest Charges (1 January 2021 to 30 June 2021)	\$995.20
Depreciation Charges (1 January 2021 to June 2021)	\$44,542.57
	<u>\$45,537.77</u>

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CONSULTATION

Consultation was carried out with the following:

- Landgate

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The shortfall in funding of approximately \$45,538 arising from the revision of the lease rental as a result of the Market Rental Review was reflected in the mid-year review.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Receive the Landgate Report, pertaining to the Market Value Review in respect of the land leased to the Tamala Park Landfill Facility.
2. Approve the adoption of the revised Lease Rental, as recommended in the Landgate Report, effective from 1 January 2021, in accordance with the Deed of Variation for the lease dated 25 September 2006.

Moved Cr Cole, seconded Cr Jacob

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.5 ADOPTION OF 2020 ANNUAL COMPLIANCE RETURN	
File No:	GF-20-1460
Appendix(s):	Appendix 8
Date:	19 February 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report is to provide Council with information on the completed Compliance Audit Return (1 January 2020 – 31 December 2020).

BACKGROUND

The 2020 Local Government Compliance Audit Return (CAR) covers the calendar year from 1 January to 31 December 2020.

The 2020 Compliance Audit Return is mandatory pursuant to the *Local Government (Audit) Regulations 1996* which requires all local governments to complete a Compliance Audit Return annually.

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

The Return was placed on the agenda for the Audit Committee meeting on 25 February 2021 for consideration. The Return should be lodged with the Department of Local Government before 31st March, 2021.

DETAIL

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

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

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

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

The following table summarises the MRC's performance in each of the relevant categories and a comparison with the 2019 Return is also provided.

The Compliance Audit Return for calendar year 2020 is at **Appendix 8**.

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Table of CAR Comparison & Compliance

Category ^A	2020 Audit Questions	Compliant	2019 Audit Questions	Compliant
Commercial Enterprises by Local Governments	5	100%	5	100%
Delegation of Power / Duty	13	100%	13	100%
Disclosure of Interest	21	100%	19	100%
Disposal of Property	2	100%	2	100%
Finance	11	100%	14	100%
Integrated Planning and Reporting	3	100%	7	100%
Local Government Employees	6	100%	5	100%
Official Conduct	4	100%	6	100%
Optional Questions	10	100%	4	100%
Tenders for Providing Goods and Services	24	100%	27	100%
TOTAL	99	100%	102	100%

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

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

- The particulars of all matters of concern raised by Council should be recorded in the minutes of the meeting and a copy of the relevant page(s) attached to the Compliance Audit Return as an appendix; and
- The completed Compliance Audit Return and appendices should be forwarded to the Director General of the Department of Local Government by 31 March 2021.

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

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

The Audit Committee, at its meeting on 25 February 2021, considered the Return and resolved the following:

“That the Audit Committee recommends that Council endorse the Compliance Audit Return for the 2020 calendar year, as presented.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

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

14. Compliance audits by local governments

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3A) *The local government’s audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) *After the audit committee has reported to the council under sub regulation (3A), the compliance audit return is to be —*
 - (a) *presented to the council at a meeting of the council; and*
 - (b) *adopted by the council; and*
 - (c) *recorded in the minutes of the meeting at which it is adopted.*

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

- (1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*
 - (a) *a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
 - (b) *any additional information explaining or qualifying the compliance audit,*

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is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

- (2) *In this regulation —*
- certified in relation to a compliance audit return means signed by —*
- (a) the mayor or president; and*
 - (b) the CEO.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

COMMENT

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

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

The Audit Committee, at its meeting held on 25 February 2021, recommended that the Council adopts the Compliance Audit Return.

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

VOTING REQUIREMENT

Simple Majority

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RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. adopt the Local Government Compliance Audit Return in the form approved by the Minister for the period 1 January to 31 December 2020 as contained within the Appendices in accordance with the provisions of *Regulation 14(3) of the Local Government (Audit) Regulations 1996* and in line with the recommendation from the Audit Committee;
2. authorise the Chairperson and the Chief Executive Officer to complete the Joint Certification contained in the adopted Return detailed in (1) above; and
3. authorise the Chief Executive Officer to submit the adopted Return detailed in (1) to the Director General, Department of Local Government.

Moved Cr Vernon, seconded Cr Proud

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.6	MODEL CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES
File No:	GF-21-0000117
Appendix(s):	Appendix 9 Appendix 10
Date:	10 March 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The report seeks endorsement of the Model Code of Conduct for Council Members, Committee Members and Candidates, the Code of Conduct Alleged Breach Form and the appointment of a Complaints Officer.

BACKGROUND

Section 5.103 of the *Local Government Act 1995* (the Act) requires every local government to prepare and adopt a code of conduct to be observed by council members, committee members and candidates that incorporates the mandatory Model Code of Conduct (the Model Code).

The Mindarie Regional Council's (MRC) Code of Conduct Employees, Elected Members and Committee Members was prepared in 2017 and has been review annually to meet legislative changes.

DETAIL

On 3 February 2021, the Local Government (Model Code of Conduct) Regulations 2021 (included at **Appendix 9**) introduced the mandatory Model Code for council members, committee members and candidates.

The purpose of the Model Code is to guide decisions, actions and behaviours. It also recognises that there is a need for a separate code of conduct for council members, committee members and candidates to clearly reflect community expectations of behaviour and ensure consistency between local governments.

Each local government was previously required to develop their own code of conduct and manage behaviour in accordance with that code. These regulations replace those individual codes by introducing a Model Code that applies to all members and candidates. It also provides for a high-level process to deal with complaints to ensure a more consistent approach between local governments and across the sector. The intent of the Model Code is to address behaviour through education rather than sanctions.

If a Council Member does not comply with any action required by the local government following a breach of the Model Code, the local government may refer the matter to the Standards Panel as an alleged contravention of a rule of conduct. The Standards Panel has the authority to make binding decisions to resolve minor breaches.

Local governments will be required to prepare and adopt the Model Code within three months of these regulations coming into effect (by 3 May 2021). In adopting the Model Code, local

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governments can include additional behaviours under Division 3 provided these are consistent with the Model Code.

As a result, the current MRC Code of Conduct Elected Members and Committee Members will be superseded by the new Model Code.

The Model Code, as drafted, provides a template for local governments to adopt the code as their own by inserting their local government name. To adopt the code, a resolution needs to be passed by an absolute majority. Once the code is adopted, it must be published on the local government's website.

Clause 11 of the Regulations requires the local governments to approve the Model Code of Conduct Alleged Breach Form (**Appendix 10**), which must then be published on the local government's website for access by complainants.

Clause 11 (3) of the Regulations requires the local governments, in writing, to authorise 1 or more persons to receive complaints and withdrawals of complaints regarding members and candidates.

Clause 12 of the Regulations outlines the process for dealing with complaints and leaves it open for local governments to determine the most appropriate and effective process for this to be undertaken. The MRC administration will be seeking assistance from the Department of Local Government in developing a process and will seek the approval of the process by Council at a later date.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Extract from the Local Government Act

5.103. *Model code of conduct for council members, committee members and candidates*

(1) *Regulations must prescribe a model code of conduct for council members, committee members and candidates.*

(2) *The model code of conduct must include —*

- (a) general principles to guide behaviour; and*
- (b) requirements relating to behaviour; and*
- (c) provisions specified to be rules of conduct.*

(3) *The model code of conduct may include provisions about how the following are to be dealt with —*

- (a) alleged breaches of the requirements referred to in subsection (2)(b);*
- (b) alleged breaches of the rules of conduct by committee members.*

(4) *The model code of conduct cannot include a rule of conduct if contravention of the rule would, in addition to being a minor breach under section 5.105(1)(a), also be a serious breach under section 5.105(3).*

(5) Regulations may amend the model code of conduct.

5.104. Adoption of model code of conduct

(1) Within 3 months after the day on which regulations prescribing the model code come into operation, a local government must prepare and adopt a code of conduct to be observed by council members, committee members and candidates that incorporates the model code.*

** Absolute majority required.*

(2) Within 3 months after the day on which regulations amending the model code come into operation, the local government must amend the adopted code of conduct to incorporate the amendments made to the model code.*

** Absolute majority required.*

(3) A local government may include in the adopted code of conduct requirements in addition to the requirements referred to in section 5.103(2)(b), but any additional requirements —

(a) can only be expressed to apply to council members or committee members;

and

(b) are of no effect to the extent that they are inconsistent with the model code.

(4) A local government cannot include in the adopted code of conduct provisions in addition to the principles referred to in section 5.103(2)(a) or the rules of conduct.

(5) The model code is taken to be a local government's adopted code of conduct until the local government adopts a code of conduct.

(6) An alleged breach of a local government's adopted code of conduct by a candidate cannot be dealt with under this Division or the adopted code of conduct unless the candidate has been elected as a council member.

(7) The CEO must publish an up-to-date version of a local government's adopted code of conduct on the local government's official website.

5.105. Breaches by council members

(1) A council member commits a minor breach if the council member —

(a) contravenes a rule of conduct; or

(b) contravenes a local law under this Act, contravention of which the regulations specify to be a minor breach.

(1A) Subsection (1) extends to the contravention of a rule of conduct that occurred when the council member was a candidate.

(1B) Regulations cannot specify that contravention of a local law under this Act is a minor breach if contravention of the local law would, in addition to being a minor breach under subsection (1), also be a serious breach under subsection (3).

(2) A minor breach is a recurrent breach if it occurs after the council member has been found under this Division to have committed 2 or more other minor breaches.

(3) A council member who commits any offence under a written law, other than a

local law made under this Act, of which it is an element that the offender is a council member or is a person of a description that specifically includes a council member commits a serious breach.

Extract from the Local Government (Model Code of Conduct) Regulations 2021

Clause 11. Complaint about alleged breach

(1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.

(2) A complaint must be made —

- (a) in writing in the form approved by the local government; and*
- (b) to a person authorised under subclause (3); and*
- (c) within 1 month after the occurrence of the alleged breach.*

(3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

Clause 12. Dealing with complaint

(1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.

(2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.

(3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.

(4) If the local government makes a finding that the alleged breach has occurred, the local government may —

- (a) take no further action; or*
- (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.*

(5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.

(6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —

- (a) engage in mediation;*
 - (b) undertake counselling;*
 - (c) undertake training;*
 - (d) take other action the local government considers appropriate.*
-

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(7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of

(a) its finding and the reasons for its finding; and

(b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

STRATEGIC/COMMUNITY AND CORPORATE/BUSINESS PLAN IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

COMMENT

Nil

VOTING REQUIREMENT

Absolute/Simple majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. **Endorse the adoption of the Local Government (Model Code of Conduct) Regulations 2021 at Schedule 1 of Appendix 1, as the Mindarie Regional Council's Model Code of Conduct for Elected Members and Committee Members.**
(Absolute majority)

2. **Endorse the Model Code of Conduct Alleged Breach Form at Appendix 2.**

(Simple Majority)

3. **Appoint the Mindarie Regional Council Chief Executive Officer to be the Complaints Officer to receive complaints and withdrawals of complaints.**

(Simple Majority)

Moved Cr Newton, seconded Cr Gordon

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.7	APPOINTMENT OF AN INDEPENDENT PERSON ON TO THE CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE
File No:	GF - 21 – 0001615
Appendix(s)	Appendix 11: Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination
Date:	23 February 2021
Responsible Officer:	Chief Executive Officer

At the Special Council Meeting held on 4 March 2021, a procedural motion was carried to hold this item over to the Ordinary Council meeting on 25 March 2021.

SUMMARY

The purpose of this report to seek the appointment of an Independent Person to the Mindarie Regional Council Chief Executive Officer Recruitment and Performance Review Committee.

BACKGROUND

The MRC Chief Executive Officer (CEO) Recruitment and Performance Review Committee (“the Committee”) has been established in accordance with the LG Act. This committee was established in 2017 to combine recruitment and performance into one single committee consisting of a minimum of 4 Councillors.

At the Ordinary Council Meeting on 21 November 2019, Council resolved to appoint Cr Boothman, Cr Newton, Cr Cole, Cr Cvitan and Cr Shannon onto the committee. On 20 August 2020 Council resolved to accept Cr Cole’s withdrawal and to appoint Cr Vernon.

DETAIL

On 2 February 2021 an amendment to the *Local Government (Administration) Regulation 1996* (“the regulation”) was passed. The regulation includes requirements for model standards covering the recruitment and selection, performance review and termination of employment of local government CEO’s. The accompanying guidelines the “*Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*” (Appendix 1) will assist local governments to meet the model standards.

The regulation requires the Committee to be made up of council members and at least one independent person.

On 18 February 2021 the Committee met electronically by Zoom to discuss the Independent Person appointment. Given the CEO recruitment process has commenced an appointment is required swiftly to comply with the regulations. The Committee nominated three (3) persons for consideration for the role as follows:

1. Dr Genevieve Armson (Leadership Consultant)
2. Mr Phillip Draber (Current Independent Member of the MRC Audit Committee)
3. Mr Geoff Glass (Retired CEO of the City of South Perth)

On 19 February 2021, the MRC Administration contacted all nominees to seek acceptance of the role, their responses were as follows:

1. Dr Genevieve Armson responded by respectfully declining and wished to thank the Committee for the offer.
2. Mr Phillip Draber accepted the nomination to assist the Committee pending Council approval of appointment.
3. Mr Geoff Glass accepted the nomination to assist the Committee pending Council approval of appointment.

The Committee recommends the Council appoints one of the accepting nominees.

There is no mandated period for the Independent person, it would be appropriate for the period to be the duration of the current recruitment process. A letter of appointment will be provided to the appointed Independent Person which will include the primary functions of the committee and the period of appointment.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Extract from the Local Government Act 1995

“5.36. Local government employees

(1) A local government is to employ —

- (a) a person to be the CEO of the local government; and*
- (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.”*

Local Government (Administration) Regulations 1996

18A. Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))

- (1) If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government must give Statewide public notice of the position unless it is proposed that the position be filled by —*
 - (a) a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or*
 - (b) a person who will be acting in the position for a term not exceeding one year.*
 - (2) The Statewide public notice must contain —*
 - (a) the details of the remuneration and benefits offered; and*
 - (b) details of the place where applications for the position are to be submitted; and*
-

-
- (c) *the date and time for the closing of applications for the position; and*
 - (d) *the duration of the proposed contract; and*
 - (da) *a website address where the job description form for the position can be accessed; and*
 - (e) *contact details for a person who can provide further information about the position; and*
 - (f) *any other information that the local government considers is relevant.*

18B. Contracts of CEOs and senior employees, content of (Act s. 5.39(3)(c))

For the purposes of section 5.39(3)(c), a contract governing the employment of a person who is a CEO, or a senior employee, of a local government is to provide for a maximum amount of money (or a method of calculating such an amount) to which the person is to be entitled if the contract is terminated before the expiry date, which amount is not to exceed whichever is the lesser of —

- (a) *the value of one year's remuneration under the contract; or*
- (b) *the value of the remuneration that the person would have been entitled to had the contract not been terminated.*

18FA. Model standards for CEO recruitment, performance and termination (Act s. 5.39A(1))

Schedule 2 sets out model standards for local governments in relation to the following —

- (a) *the recruitment of CEOs;*
- (b) *the review of the performance of CEOs;*
- (c) *the termination of the employment of CEOs.*

18FB. Certification of compliance with adopted standards for CEO recruitment (Act s. 5.39B(7))

- (1) *In this regulation —
adopted standards means —*
 - (a) *the standards adopted by a local government under section 5.39B; or*
 - (b) *if the local government has not adopted standards under that section, the standards taken under section 5.39B(5) to be the local government's adopted standards.*
 - (2) *This regulation applies if —*
 - (a) *a local government employs a person in the position of CEO of the local government; and*
 - (b) *the local government's adopted standards in relation to the recruitment of CEOs apply to the employment.*
 - (3) *As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.*
-

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** Absolute majority required.*

- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*

18FC. Certification of compliance with adopted standards for CEO termination (Act s. 5.39B(7))

- (1) *In this regulation —
adopted standards has the meaning given in regulation 18FB(1).*
- (2) *This regulation applies if a local government terminates the employment of the CEO of the local government.*
- (3) *As soon as practicable after the CEO's employment is terminated, the local government must, by resolution*, certify that the CEO's employment was terminated in accordance with the local government's adopted standards in relation to the termination of the employment of CEOs.*

** Absolute majority required.*

- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government."*

FINANCIAL IMPLICATIONS

There is no remuneration attached to the position.

COMMENT

Nil

VOTING REQUIREMENT

Absolute

ORIGINAL RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Appoint _____ as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

(Absolute majority)

Moved Cr Proud, seconded Cr Cvitan

That Council:

Appoint Mr Draber as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

LOST 6/3 – an absolute majority was not reached

For: Cr's Boothman, Cvitan, Ferrante, Newton, Proud and Sargent

Against: Cr's Gordon, Shannon and Vernon

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ALTERNANATIVE MOTION
Moved Cr Vernon, Seconded Cr Shannon

That Council:
Appoint Mr Glass as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

PROCEDURAL MOTION
Moved Cr Sargent, seconded Cr Ferrante

To hold the item over to the Ordinary Council Meeting to be held on 25 March 2021 so that the Council can review the qualifications of the 2 nominees.

(CARRIED 6/3)

For: Cr's Boothman, Cvitan, Ferrante, Gordon, Newton, Proud, Sargent
Against: Cr's Proud, Shannon and Vernon

Continuation of debate - Council meeting of 25 March 2021

The qualifications of each of the candidates has been sent to Member Council Councillors by confidential email.

At the Ordinary Council meeting on 25 March 2021, Council voted on the alternate motion from the Special Council meeting held on 04 March 2021.

That Council:
Appoint Mr Glass as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

(LOST 5/6)

For: Cr's Cole, Gordon, Sargent, Shannon, Vernon
Against: Cr's Boothman, Cvitan Jacob, Ferrante, Newton, Proud

ALTERNATIVE MOTION
Moved Cr Proud, Seconded Cr Cvitan

That Council:
Appoint Mr Draber as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

(CARRIED 8/3)

For: Cr's Boothman, Cvitan, Ferrante, Newton, Gordon, Jacob, Proud, Sargent
Against: Cr's Cole, Shannon, Vernon

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10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 59

RESPONSIBLE OFFICER RECOMMENDATION

That the Members Information Bulletin Issue No. 59 be received.

Moved Cr Sargent, seconded Cr Proud

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 URGENT BUSINESS

Nil

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

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

The Chair requested that in accordance with clause 10.1(h) of the Mindarie Regional Council Meeting Procedures Local Law 2020 and s5.23 of the Local Government Act 1995, Council proceed to meet “behind closed doors” to allow the Council to consider item 14.1 as the item is of a confidential nature.

The Chair invited MRC Officers and Member Council Officers seated in the public gallery to remain in the gallery.

The Chair noted that there were no members of the public present in the gallery.

Moved Cr Boothman, seconded Cr Proud

RESOLVED

To close the meeting to the public.

(CARRIED UNANIMOUSLY 11/0)

Doors closed at 7.24 pm

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This report is Confidential and dealt with in a confidential session, under Section 5.23 (2) (c) of the <i>Local Government Act 1995</i> as the report deals with a matter where a contract is entered into.	
14.1	TENDER TO LANDFILL CAPACITY FINANCIAL YEAR 2021/22
File No:	GF-21-0000127
Attachment(s):	
Date:	22 March 2021
Responsible Officer:	Chief Executive Officer

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

Authorise the CEO to undertake a public tender process for the supply of up to 150,000 tonnes of complying waste to Tamala Park landfill for the 2021/22 financial years at the nominated price detailed within the report.

(Simple majority)

Moved Cr Cole, seconded Cr Proud

RESOLVED

(CARRIED UNANIMOUSLY 11/0)

Cr Boothman moved, Cr Proud seconded

RESOLVED

To re-open the meeting

(CARRIED UNANIMOUSLY 11/0)

Doors were reopened at 7.30 pm and the Chair declared the meeting reopened.

No persons entered the meeting after the doors were reopened and no members of the public were present.

The Chair noted the resolution passed behind closed doors.

15 NEXT MEETING

The next Ordinary Council meeting to be held on Thursday 27 May 2021 at the City of Stirling commencing at 8.30 pm.

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16 CLOSURE

The Chair closed the meeting at 7.31 pm and thanked the City of Wanneroo for their hospitality and use of their meeting facilities.

SignedChair

Dated day of2021

MINUTES



CHILDREN AND YOUNG PEOPLE ADVISORY GROUP

Wednesday 17 February 2021 at 6pm

Venue: Committee Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

City of Vincent Councillors
Cr Alex Castle (Chairperson)
Cr Sally Smith (Cr Smith)

Community Representatives
Laura Dunlop – o/b David Reid (LD)
Shari Stockdale (SS)
Abid Imam (AI)
Suzanne Lawrence (SL)
Daniel Langlands (DL)

City of Vincent Officers
Virginia Miltrup – Executive Director Community & Business Services (VM)
Kate Allen – Community Partner (KA)

1. Welcome/Declaration of Opening

The Chairperson opened the meeting at 6.08pm and delivered the Acknowledgement of Country.

2. Apologies

Nil

3. Confirmation of Previous Minutes

Noted.

4. Business

4.1 Implementation of Youth Action Plan

KA shared that she will be changing portfolios to Diversity, Access and Inclusion and will no longer be responsible for the Children and Young People portfolio. A new officer has been recruited and will commence next month.

KA advised of several upcoming events that are part of the Youth Action Plan implementation.

'Chill Inc' will be on Friday 26 February at the basketball court next to YMCA HQ. This event will feature a basketball clinic run by Perth Lynx as well as a DJ set by DJ Mondii and a free barbeque.

The Vincent Youth Network (VYN) are assisting with running the event. The Chairperson noted that the event was on the VYN Instagram but not on the City's main Instagram – KA to get marketing to add this. The group asked about where and how this was being promoted. KA advised that posters and flyers had been handed out at the library, YMCA HQ. More posters and flyers would be handed out this week at the Loftus Recreation Centre, North Perth Town Centre, The Mezz, around Leederville and at Beatty Park. VYN members at Churchlands will be promoting this. KA will promote in person to Aranmore at a visit/

presentation next week and is also requesting this be promoted via their newsletter and to send to all primary schools for year 6 students.

The group discussed that a marketing plan would be good for youth events to help the information get out to the target audience. It was noted that there is an action in the YAP to investigate a social media strategy – this could possibly include Snapchat and TikTok accounts.

The next event will be 'Shady Sounds', a concert featuring local acts The Washing Line Economy, Farraday's Cage and Churchlands Senior High School students who are looking for performance experience. The event will be 'all ages' targeted at 12-25's. The group asked about whether there would be other elements to the event e.g. Food Trucks and KA advised that this would depend on budget. The group suggested finding out whether the food trucks who commonly visit Hyde Park would be interested in being there for the event.

KA shared that the 'Youth Forum,' which was first held in 2019 (and was not held in 2020 due to COVID), would go ahead again this year in May. A date was currently being sorted out with Aranmore College, Churchlands Senior High and Mt Lawley Senior High, who are the main organisations that will send participants. Young people from Foyer Oxford and YMCA HQ will also be invited to attend. Facilitators and keynote speakers were being looked into. Discussed getting invites to Bob Hawke College students also – KA advised that contact attempts have been made with the College but with no responses as yet. Several members of the group suggested possible contacts.

KA advised that the Headspace mental health presentations were scheduled to start next week and YMCA HQ Youth Workers would also attend and undertake engagement during recess.

ACTION: 1) KA to request marketing add Chill Inc event to main Instagram page

2) KA to obtain contact details for Hyde Park food trucks and gauge their interest in attending Shady Sounds event.

3) KA to follow up various leads for contacts at Bob Hawke College

4.2 Vincent Youth Network Update

The VYN assisted this week with the City's Random Acts of Kindness campaign. This campaign aimed to spread awareness of the movement and encourage the community to take part. KA assisted the VYN to hand out flowers and Random Acts of Kindness information cards within the Town Centres.

The VYN have lost a few members as they have moved on to new jobs, study and even moved states. KA advised that they are attempting to recruit new members through the schools and our events. The group discussed various methods to get young people on board including making it informal, offering food, events targeted at different interests etc. It was also discussed that engaging the kids in primary school could assist with making them more interested in VYN and events as they get older.

KA advised she has been unable to get resolution from Churchlands about whether VYN volunteering would count towards students community service hours and will continue to follow up on this. It was noted that the requirements vary greatly across schools.

The Young Makers Christmas Market was successful and KA advised that the VYN did a fantastic job on the day dealing with stallholders and customers and assisting with set up and pack down.

ACTION: 1) KA to continue to liaise with Churchlands Senior High School about community service hours

4.3 Youth Week 2021

The Youth Heroes idea, that CYPAG had previously suggested, is being implemented. Nominations have been sought from youth organisations and schools and one nomination from Foyer Oxford has been submitted so far, with several schools and organisations indicating they would send through nominations in the coming weeks.

The Chairperson suggested discussing the social media campaign with the Marketing team to understand lessons learned from previous '12 Heroes of Christmas' campaign.

KA advised that a budgeting and finance workshop has also been planned for youth week and the VYN will be consulted on the specific topic to be covered. Other workshops and events will be scheduled in the coming weeks.

The group asked about whether the City could engage local businesses in youth week by asking if they wanted to offer a special deal to under 25's for the week or participate in some other way e.g. offering a day of work experience.

KA mentioned that a local café had expressed interest in offering barista training sessions and that she was going to meet with them to discuss further.

ACTION: 1) KA to meet with marketing to plan social media campaign for Youth Heroes and ask about engaging local businesses for youth week.

2) KA to send out request for nominations to sports clubs, Beatty Park and TAFE.

4.4 Other Business

The Chairperson asked whether the City would be running the Interschool Debating Competition again this year. KA advised that this was being investigated for Term 3 and they would look to engage WADL again for this. The group also discussed having school groups come to the City for tours to see how Local Government works and participate in mock Council meetings etc.

The group discussed further ideas for getting children and young people involved and interested in government such as 'kid cities' or opportunities for kids and young people to 'takeover' a City function such as Beatty Park, the Library etc for a day. It was suggested that the City could offer to sponsor a local young person to participate in Youth Parliament.

KA advised that RSA courses for young people had been looked into and there were several options that appeared to be suitable and cost effective. As these are online courses, the intention is to create an event with a speaker from a local hospitality business answering questions about working in the industry and then the option to either complete the RSA with assistance from staff after the talk or to complete this online at home.

AI asked about whether the coaching/ refereeing courses that were discussed at a previous meeting were being considered. KA advised that these would be investigated after RSA training had been looked into, and that the City would continue looking at training and employment offerings under the YAP.

ACTION: 1) KA to investigate youth parliament sponsorship.

5. Close/Next Meeting

The meeting was closed at 7.40pm.

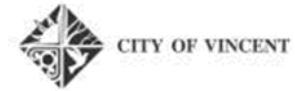
Next meeting is scheduled for Wednesday 21 April 2021

Signed

Councillor (Chairperson)

Dated this _____ day of _____ 20__

Summary of Actions	Date	Status
KA to request marketing add Chill Inc event to main Instagram page	18/2/21	Completed
KA to obtain contact details for Hyde Park food trucks and gauge their interest in attending Shady Sounds event.	5/3/21	In progress
KA to follow up various leads for contacts at Bob Hawke College.	7/4/21	In progress
KA to continue to liaise with Churchlands Senior High School about community service hours	7/4/21	In progress
KA to meet with marketing to plan social media campaign for Youth Heroes and ask about engaging local businesses for youth week.	26/2/21	Completed
KA to send out request for nominations to sports clubs, Beatty Park and TAFE.	26/2/21	Completed
KA to investigate youth parliament sponsorship.	7/4/21	In progress



SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Thursday 18 March, 2021 at 6pm

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

Attendees:

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

Community Representatives
Chris Cutress, Chris Wilson, Helen Griffiths, Ian Kininmonth, Jacinta Key, Julian Ledger, Adam Wilmot, Catrina Wold, Suzannah Randle

City of Vincent Officers
Chief Executive Officer, Sustainability & Innovation Advisors, Active Transport Officer, A/Project Officer Parks & Environment

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1. Welcome/Declaration of Opening

Councillor Loden opened the meeting at 6:04pm and delivered the Acknowledgement of Country.

2. Apologies

Executive Director Infrastructure & Environment, Manager Engineering, Katherine Celenza

3. Confirmation of the Minutes

That the Minutes of the meeting held on 29 October, 2020 be received and confirmed as true and correct record.

4. Business

4.1 Review of Sustainable Environment Strategy 2019-2024 Targets

The Senior Sustainability & Innovation Advisor provided an update on progress towards Sustainable Environment Strategy (SES) Targets and advised that the target for installed solar capacity by Vincent households was not in fact exceeded in 2019/20 as originally reported. Growth in installed capacity is tracking as expected and no revision of this target was sought.

Comments were sought from STAG members on the revision of targets that had been met or exceeded:

- Tree canopy cover on public land (percentage): and
- Total number of street trees.

A/Project Officer Parks & Environment provided an update on the challenges associated with increasing tree planting targets, including running out of appropriate planting spaces due to engineering constraints and maintenance issues. Acknowledged targets could be revised to reflect anticipated tree planting numbers leading up to 2023 and revise canopy percentage reflective of past years' increase trends.

STAG members provided advice relating to:

- Further reduction of barriers to the installation of domestic solar PV systems; and
- Potential mechanisms for overcoming barriers to further street tree planting.

RECOMMENDED ACTION: Administration will follow up and investigate information and advice provided by STAG members at this Meeting and use the findings to inform community education and revised targets. These will be presented at the next STAG meeting for support.

4.2 Power Purchase Agreement update

The Senior Sustainability & Innovation Advisor provided an update on a Western Australian Local Government Association (WALGA) led process to secure renewable energy at a competitive price for local government. The City is participating in this process, which if successful, will result in the City's operations transitioning to 100% renewable electricity as early as 1 April, 2021.

RECOMMENDED ACTION: STAG members to note update.

4.3 WALGA Road Safety Update – Katherine Celenza

Katherine Celenza was an apology for this meeting so was not able to provide a verbal update.

RECOMMENDED ACTION: STAG members to note the WALGA Road Safety report attachment provided with the meeting agenda.

4.4 Status Update of Previous Agenda Items

Item	Current Status	Next Step
Accessible City Strategy	Advertising for Public Comment.	To be presented to Council for approval pending changes following Public Consultation.
Future Climate Technology Review	Discussed at 29 October 2020 STAG.	To be presented to Council to note.

5. Close/Next Meeting

The Chairperson closed the meeting at 7:41pm. The next meeting will be held on Thursday 27 May at 6pm.

Signed _____
Councillor (Chairperson)

Dated this _____ day of _____ 20__

Statistics for Development Applications As at the end of December 2020

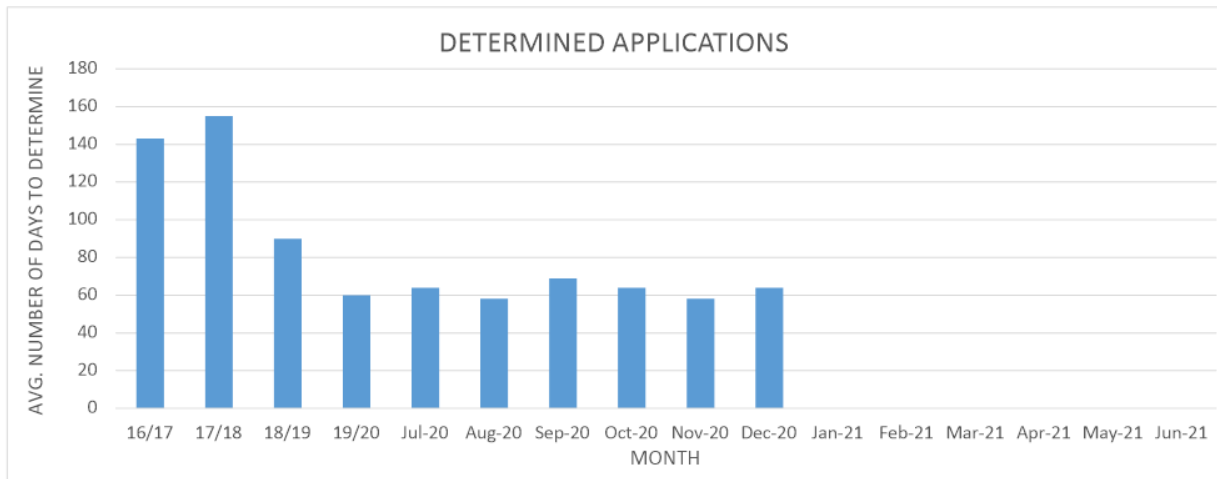


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2020.

Processing Days	16/17	17/18	18/19	19/20	Jul-20	Aug-20	Sept-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Minimum	7	1	0	0	14	0	23	20	20	0						
Average	143	155	85	60	64	58	69	64	58	64						
Maximum	924	1008	787	499	113	132	191	110	141	268						

	Jul-20	Aug-20	Sept-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
DA's Determined	31	35	28	36	49	41						
Value of Determined DA's (in millions)	10.2	23.20	18.89	33.8	27.6	19.2						

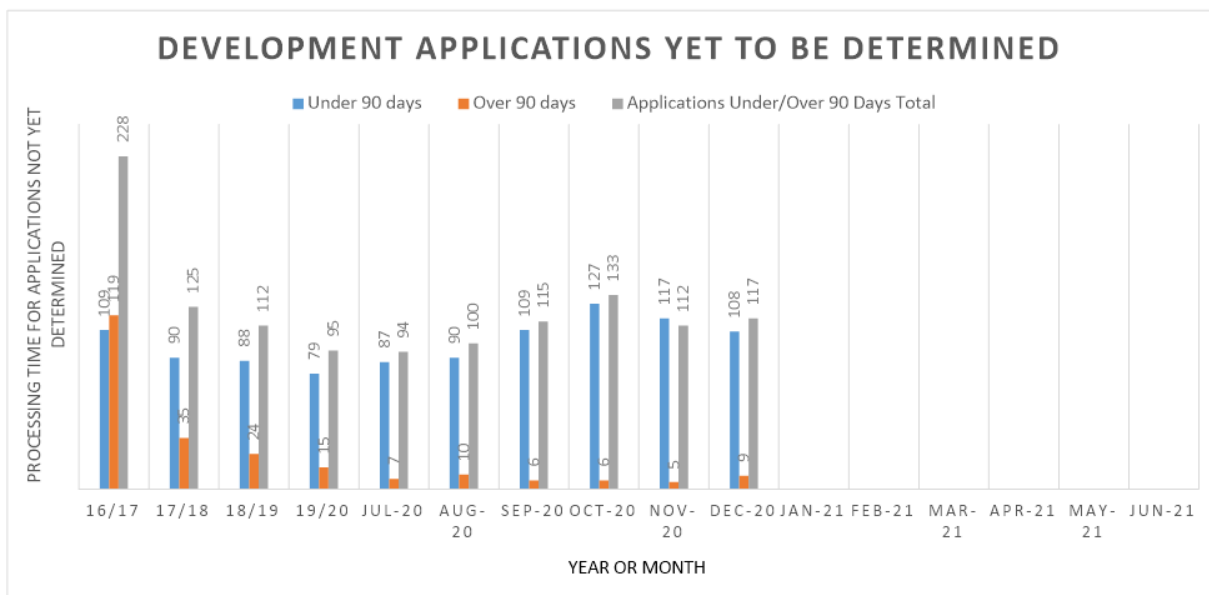


Table 2: No. of DA's to be determined

	Jul-20	Aug-20	Sept-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
DA's lodged	26	42	47	57	38	33						
DA's to be Determined	94	100	115	133	117	117						
Value of DA's to be Determined (in millions)	36.73	35.17	42.58	57.68	35.25	61.10						



CITY OF VINCENT

INFORMATION BULLETIN

SUBJECT:	Quarterly Street Tree Removal Request Report
DATE:	11 January 2021
AUTHOR:	Tracy Bilyk, Executive Assistant John Gourdis, Supervisor Parks Services
AUTHORISER:	Yvette Plimbley, Acting Executive Director Infrastructure & Environment

PURPOSE:

To present Council with a quarterly update on street tree removal requests within the City of Vincent.

BACKGROUND:

At the Ordinary Meeting of Council on the 5 December 2017, a Notice of Motion was presented requesting Administration provide a monthly Information Bulletin to Council summarising all requests for street tree removal within the City and the outcome of each.

This decision was subsequently altered to require the report be provided on a quarterly basis at the 3 December 2019 Ordinary Meeting of Council.

COMMENTS:

Please find below listing for the period 1 October 2020 to 5 January 2021.



CITY OF VINCENT

INFORMATION BULLETIN

Date	Requested By	Location / Address	Reason for Removal	Tree Species	Inspection Comments	Number of Trees Removed	Approved for Removal (Y/N)	Replacement Tree (Y/N - species)
14/09/2020	Resident	108 Eton Street, North Perth	Resident request to remove 2 x Queensland Box trees due to fruit drop and crossover trip hazard.	<i>Lophostemon conferta</i>	Trees are in healthy condition with no disruption to paths nor walls	0	No	N/A
16/09/2020	Resident	109 Alma Road, North Perth	Trees were vandalised	<i>Jacaranda mimosaeifolia</i>	Tree vandalised - trunk snapped at base.	2	Yes	<i>Jacaranda mimosaeifolia</i> Note: resident request to match existing streetscape
16/09/2020	Supervisor Parks	201 Carr Place, Leederville	Resident request/dead tree	<i>Lophostemon conferta</i>	Tree is confirmed dead	1	Yes	<i>Jacaranda mimosaeifolia</i> Note: resident request to match existing streetscape
25/09/2020	Resident	105 Zebina Street, East Perth	Resident request/dead tree	<i>Jacaranda mimosaeifolia</i>	Tree is confirmed dead	1	Yes	<i>Jacaranda mimosaeifolia</i> Note: resident request to match existing streetscape
13/10/2020	Resident	115 Coogee Street, Mount Hawthorn	Tree is dead - stump remains	<i>Agonis flexuosa</i>	Only stump remains. Stump to be removed	1	Yes	<i>Agonis flexuosa</i>
21/10/2020	Resident	8 Forrest Street, Mount Lawley	Remove existing Tipuana and replace with WA native. Customer is tired of cleaning up leaves and flowers. Please call to advise if tree can/will be replaced.	<i>Tipuana tipu</i>	Tree is in perfect health	0	No	N/A
21/10/2020	Resident	100 Palmerston Street, Perth	Resident request/tree is dying	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
23/10/2020	Resident	49 Burt Street, North Perth	Resident request - tree will impede proposed crossover widening	<i>Olea europaea</i>	Waiting planning approval	3 (TBD)	TBD	TBD, currently liaising with resident
29/10/2020	Supervisor Parks	86 Edinboro Street, Mt Hawthorn	Resident requested/dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	119 Edinboro Street, Mt Hawthorn	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca linarifolia</i>
29/10/2020	Supervisor Parks	122 Edinboro Street, Mt Hawthorn	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca linarifolia</i>



CITY OF VINCENT

INFORMATION BULLETIN

29/10/2020	Supervisor Parks	109 London Street, Mt Hawthorn	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	125 London Street, Mt Hawthorn	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	137 London Street, Mt Hawthorn	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	104 Raglan Road, Mt Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	116 Chelmsford Road, North Perth	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Sapium sebiferum</i>
29/10/2020	Supervisor Parks	41 Joel Tce, Mt Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	122-124 Joel Tce, Mt Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	143 Joel Tce, Mt Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
16/11/2020	Acting Supervisor Parks	68 Shakespeare Street Mount Hawthorn	Dead tree	<i>Agonis flexuosa</i>	Tree is confirmed dead	1	Yes	<i>Agonis flexuosa</i>
16/11/2020	Acting Supervisor Parks	19 Raglan Road Mount Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
17/11/2020	Resident	5 Byron Street Leederville	Dead tree	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
19/11/2020	Resident	31 Albert Street North Perth (Vine St frontage)	Resident suspects tree is dying - tree is hollow in centre and rats are living in it.	<i>Agonis flexuosa</i>	Tree in serious decline	1	Yes	<i>Agonis flexuosa</i>
24/11/2020	Resident	17 Cliveden Street, North Perth	Tree leaning into street, causing issues for vehicles parking and passing. Please contact customer with outcome of request, he has safety concerns and has previously contacted us about this tree.	<i>Agonis flexuosa</i>	Tree is old and showing some signs of trunk opening with internal roots. Still looks sound and in reasonable health, despite having a slight lean to road side.	0	No	N/A
25/11/2020	Acting Supervisor Parks	66 Redfern Street North Perth	Tree has been damaged by vandalism	<i>Agonis flexuosa</i>	Tree sawn off at ground level	2	Yes	<i>Agonis flexuosa</i>
25/11/2020	Resident	116 Raglan Road Mount Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
25/11/2020	Resident	31 Camelia Street North Perth	Dead tree	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>



CITY OF VINCENT

INFORMATION BULLETIN

25/11/2020	Resident	34 Camelia Street North Perth	Dead tree	<i>Callistemon</i> <i>K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
25/11/2020	Resident	26 Camelia Street North Perth	Dead tree	<i>Callistemon</i> <i>K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
25/11/2020	Resident	35 Camelia Street North Perth	Dead tree	<i>Callistemon</i> <i>K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
26/11/2020	Resident	107 Zebina Street East Perth	Dead tree	<i>Jacaranda</i> <i>mimosaeifolia</i>	Tree is confirmed dead	1	Yes	<i>Jacaranda</i> <i>mimosaeifolia</i>
30/11/2020	Resident	23 Marian Street Leederville	Dead tree	<i>Lophostemon</i> <i>confertus</i>	Tree is confirmed dead	1	Yes	<i>Corymbia eximia</i>
04/12/2020	Resident	2A Haynes Street North Perth	Dead tree	<i>Callistemon</i> <i>K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
15/12/2020	Resident	119 Egina Street, Mount Hawthorn	Resident suspects tree is dying	<i>Agonis flexuosa</i>	Tree is confirmed dead	1	Yes	<i>Agonis flexuosa</i>
05/01/2021	Resident	6b, 236 Lake Street, Perth	Dead tree	<i>Agonis flexuosa</i>	Tree is confirmed dead	1	Yes	<i>Agonis flexuosa</i>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 8 APRIL 2021**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	No. 3 Bulwer Avenue, Perth (DR 202 of 2019)	2 September 2019	Justin Mortley	<p>Application for review of decision to give a direction under Section 214 of the <i>Planning and Development Act 2005</i> (Reinstatement of Façade).</p> <p>*****</p> <p>Directions Hearing held on 25 October 2019. Directions Hearing held on 28 February 2020. Directions Hearing held on 22 May 2020. Mediations held on 15 June 2020 and 7 July 2020. Directions Hearing held on 14 August 2020. SAT advised that it cannot reopen a withdrawn SAT matter and that a new Development Application may be submitted. Applicant advised that this could be lodged within 2-3 weeks (by 4 September 2020). New development application lodged with City on 11 September 2020. Currently under assessment by Administration. Directions Hearing held on 9 October 2020 matter adjourned to 4 December 2020 to await determination of the development application. Development application approved under delegated authority on 12 November 2020. Direction Hearing held on 4 December 2020 matter adjourned to 14 May 2021 to allow time to comply with the condition of development approval relating to the removal of render and painting of the façade.</p> <p><i>Representation by: McLeods</i></p>

**METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 8 APRIL 2021**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 379 Beaufort Street, Perth	Serneke	Form 1 – Mixed Use Development	15 September 2020	No date set	Application deferred by DAP 15 February 2021. RAR due to DAP 6 April 2021.
2.	No. 48 Cowle Street, West Perth	Element	Form 2 – 64 Multiple Dwellings (Amendment to Approved)	17 December 2020	22 March 2021	Application approved in accordance with officer recommendation. Minutes available here . Carried: 4/1 For: Ms Lee O'Donohue Ms Karen Hyde Mr John Syme Cr Joshua Topelberg Against: Cr Susan Gontaszewski
3.	No. 116 West Parade, East Perth	Urbis	Public Works – Transport Control Centre	4 January 2021	18 March 2021	Public Works proposal – City referral agency only. Application approved in accordance with officer recommendation. Minutes available here . Carried Unanimously.
4.	Nos. 521 – 525 Beaufort Street, Highgate	Studio Roam	Form 1 – Change of use from Shop to Tavern and associated Alterations and Additions	27 January 2021	No date set	RAR due to DAP 21 April 2021.

**CITY OF VINCENT DESIGN REVIEW PANEL (DRP)
REGISTER OF APPLICATIONS CONSIDERED BY DRP
AS AT 8 APRIL 2021**

NO.	ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
1.	Nos. 79 Paddington Street & 432-434 Charles Street, North Perth	CF Town Planning and Development	Child Car Premises	3/3/21	Pre-lodgment Application – Previously Referred. To consider amendments to the proposal made in response to the comments of the Design Review Panel on 9 December 2020. No development application lodged.
2.	No. 310 Oxford Street, Leederville	Urbanista Town Planning Pty Ltd	Four (4) Grouped Dwellings	3/3/21	The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and Residential Design Codes (R Codes), and the appropriateness of the development within its setting. Development application lodged.
3.	No. 380-382 William Street, Perth	Gordon Chong	Three Storey Commercial Development	3/3/21	This proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy), William Street Design Guidelines and the appropriateness of the development within its setting. No development application lodged
4.	No. 577 William Street, Mount Lawley	JA Constructions	Seven Multiple Dwellings	24/3/21	Pre-lodgment Application – Previously Referred To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 25 November 2020. No development application lodged.



INFORMATION BULLETIN

TITLE:	Register of Petitions – Progress Report – March 2021
DIRECTORATE:	Chief Executive Officer

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.

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

Date Rcd	Subject	Action Officer	Action Taken
26/2/2021	Petition with 387 signatures requesting that Council rescind the Council decision that the Special Needs Dental Clinic at 31 Sydney Street, North Perth be vacated by 30 June 2021 and instead extend the lease until 2025, to mirror that of Kidz Galore.	CEO	Administration is currently in negotiation with the Dental Health Services in respect to the extension of the lease to allow an alternative location to be secured by the Dental Health Services for the clinic. A report recommending a short term extension of the lease will be presented to Council at its 27 April 2021 Meeting.



INFORMATION BULLETIN

TITLE:	Register of Notices of Motion – Progress Report – March 2021
DIRECTORATE:	Chief Executive Officer

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.

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

Details	Action Officer	Comment
20 October 2020 – Submitted by Mayor Cole		
Review of Graffiti Removal Service in City Owned Rights of Way	EDIE	A report is being presented to the 13 April 2021 Council Workshop.
20 October 2020 – Submitted by Cr Topelberg		
Review of Local Planning Policy No. 7.5.2 - Signs and Advertising	EDSD	Notice of Motion was moved and with the timeframe amended to state the revised completion date of December 2021. Administration working on amending the policy to include the words “, excluding Clause 3(iii),” after the words “particular standard or provision of this Policy”, pursuant to clause 5(1) of Schedule 2 of <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> . Administration also investigating the suitability of Billboard Signs in the City of Vincent.



CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	Register of Reports to be Actioned – Progress Report – March 2021
DIRECTORATE:	Chief Executive Officer

DETAILS:

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

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

Key Index:

CEO:	Office of the CEO
EDCBS:	Executive Director Community & Business Services
EDSD:	Executive Director Strategy & Development
EDIE:	Executive Director Infrastructure & Environment

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
23 March 2021				
9.5	Community Sporting and Recreation Facilities Fund Small Grants Application – Forrest Park Croquet Club	EDSD	Grant application to be completed in March 2021.	The outcome of the grant application will be communicated to the City in June 2021.
9.6	Amendment No. 6 to Local Planning Scheme No. 2 and Amendment No. 1 to Local Planning Policy No. 7.4.5 - Temporary Accommodation	EDSD	The City will forward required documentation to the Western Australian Planning Commission pursuant to Regulation 53 of the Planning and Development (Local Planning Schemes) Regulations 2015. After the Western Australian Planning Commission has determined Amendment No. 6 to Local Planning Scheme No. 2, the City will publish notices of adoption.	Support by the Western Australian Planning Commission to be obtained in 2021. Following this both Amendment 6 to LPS2 and Amendment 1 to LPP 7.4.5 will be published simultaneously and come into effect together.
9.7	Amendment No. 4 to Local Planning Policy No. 7.5.15 - Character Retention and Heritage Areas. Relating to Guidelines for The Boulevard, Kalgoorlie Street, Matlock Street and Buxton Street	EDSD	A notice in the local newspaper will be published to inform the community of the adoption of Amendment No. 4.	The notice will be published in April 2021. Following this the City will adopt the associated Guidelines for the new Character Retention Area.
10.1	Tender no IE105/2020 Design, Supply and Install Solar Photovoltaic Systems at City of Vincent Sites	EDIE	Further information on how to recover costs of solar from leaseholders to be provided.	Report to be presented to 18 May 2021 Council Meeting.
10.2	Waste Strategy Project - 2 Bulk Hard Waste Options Appraisal	EDIE	Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Further report will be provide to council on the progress and the community feedback.	Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Report to be presented to Council in March 2023
10.3	E-Permit Implementation Update	EDIE	A monthly report on the progress of the implementation system is to be provided to Council.	Report to be presented to 27 April 2021 Council Meeting, monthly thereafter.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
11.1	Management Agreement - Leederville Toy Library - Portion of Lot 10927, 99 Loftus Street, Leederville	EDCBS	Administration is drafting the Management Agreement. Once signed, this will be forwarded to the Mayor & CEO for final approval	30 May 2021
12.2	Amendment of Fraud and Corruption Prevention Policy	CEO	Policy to be advertised in April, results proposed for the June meeting	June 2021
12.6	Results of community consultation - Future use of 10 Monmouth Street, Mount Lawley	EDIE	Sketch of the eco-zoning to be prepared in consultation with the community and presented to Council in early 2021/22.	Early 2021/22
12.7	Minutes and Motions from the Annual General Meeting of Electors held on 9 February 2021	CEO	Present a report to Council on affordable financial model and feasibility of underground power by November 2021	November 2021
16 February 2021				
9.5	Amendment No. 6 to Local Planning Scheme No. 2 and Amendment No. 1 to Local Planning Policy No. 7.4.5 - Temporary Accommodation	EDSD	The motion was deferred to return key provisions to the policy and to ensure that the policy set out is unambiguous of Council's intent.	Complete Report regarding the consultation findings and Officer recommendation was presented to OMC in March 2021.
10.1	Proposed Parking Restriction - Broome and Wright Streets, Highgate	EDIE	Installation of signage will be completed by end of March 2021.	Complete March 2021
15 December 2020				
9.1	Development Application and Licence to locate a fence in the Gregson Street road reserve adjacent to No. 76 (Lot: 1; D/P: 52824) Newcastle Street, Perth	CEO	Licence is with strata company for signing by the strata owners. Signing will depend on timing of next strata meeting.	Complete April 2021
9.9	Review of Policy No. 4.1.22 - Prosecution and Enforcement	EDSD	Listed for July 2021 in Policy Review Schedule.	July 2021
10.3	North Perth Traffic Report	EDIE	Implement a 12 month trial by extending the Fitzgerald street median island through the intersection. Undertake consultation with the businesses and residents in the area bounded by Angove, Charles, Vincent and Fitzgreal streets on the installation of mid-block traffic calming measures. Present a further report at the conclusion of public consultation in March 2021 Inform the petitioners of the Council's decision. Undertake traffic, speed and volume and data collection on Alma Road and present to council in March 2021.	Public consultation in February March-April with report March May 2021 OMC.
11.2	Surrender of North Perth Playgroup Lease - 15 Haynes Street, North Perth	EDCBS	Administration is drafting a memo for CEO to formalise the surrender.	Completed

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
11.3	Advertising of Amendment to Community Funding Policy - Student Citizenship Awards	EDCBS	Report will be presented to OMC 23 March 20 for final endorsement. No comments were received.	Completed
11.4	Review of Library Collection Management Policy (3.11.1) and Local History Collection Management Policy (3.11.2)	EDCBS	Advertising of Policy ceased 15 February. Further item to be presented to OMC 27 April 2021	23 March 2021 27 April 2021
11.5	Support for the Uluru Statement from the Heart	EDCBS	Administration has drafted a letter to be sent to WALGA, the Prime Minister and Federal Leader of the Opposition showing Council's support for the Uluru Statement from the Heart.	15 February 2021 15 March 2021 Complete
17 November 2020				
9.2	No. 305 (Lot: 4, D/P: 1602) Fitzgerald Street, West Perth - Change of Use from Warehouse to Recreation Private (Amendment to Approved) (Unauthorised Existing Development)	EDSD	Deferral to allow the applicant to arrange for an Acoustic Report to be prepared and submitted prior to consideration of the item at a future Council Meeting. Applicant is currently considering their options in how to progress the matter, with this expected to be confirmed prior to commencement of 2021.	During 2021
12.5	Updated project plans for 5 strategic projects in the Corporate Business Plan 2020/21 - 2023/24	EDSD	Project plans approved and will be completed as per the detailed timeframes and milestones. With following updates each quarter.	Due to be presented back to Council for an update on progress at the February May 2021 Council Meeting.
12.6	Advertising of new policy – Attendance at Events Policy	CEO	The policy was advertised in early 2021. No community comments were received. The policy is being presented to Council for adoption at its 23 March Meeting.	Complete 23 March 2021
20 October 2020				
9.5	Adoption of Amendments to Mobile Food Vendor Policy and Consideration of a Commercial Kiosk Proposal at Hyde Park	EDSD/ CEO	Consultation will occur in early March 2021. Results proposed to be presented to Council at April May Council Meeting.	Mid 2021
9.6	Draft Haynes Street Reserve Development Plan	EDSD	Development plan complete. Implementation phase to commence in 2021.	Implementation phase to commence in 2021.
9.7	Accessible City Strategy	EDSD	Strategy approved for advertising with amendment. Advertising is open until February 2021. A report will be presented to Council following this.	A report will be presented to Council in mid April 2021.
10.1	Update on Manna Inc Meal Service at Weld Square	EDIE	Service ended 24 December 2020.	Further report to Council in October 2021.
11.5	Authorisation of Expenditure for the Period 1 August 2020 to 31 August 2020 (Amendment: REQUESTS that Council be provided with a report of expenditure against the Devco maintenance and repairs contract, that has been issued	EDIE	This information has been added to the expenditure report that was presented to OMC on 23 March 2021	Completed March 2021

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
	under the tender, and how this spend is compared to previous years.)			
12.2	Request to the Minister for Lands to Acquire Six Rights of Way as Crown Land and Reserve as Public Rights of Way - Perth Precinct	EDCBS	Request submitted to the Minister for Lands in February 2021 Assessment expected to take 6 – 12 months.	Expected completion 31 December 2021. End of 2021/22 financial year.
12.5	Transfer of ANZAC Cottage, 38 Kalgoorlie Street, Mount Hawthorn, to the National Trust of Western Australia	CEO	Transfer of land and surrender of lease drafted. Waiting on VVAAWA for signing. Settlement scheduled for April 2021.	Estimated to occur by early 2021.
12.6	Extension of Lease - Barlee Street Car Park, 596 (Lots 49 & 50) Beaufort Street, Mount Lawley	CEO	Public notice for extension of lease occurring, Extension of lease signed, to be drafted and finalised for signing. Consultation on the potential sale of Lot 48 and the town square concept proposed to commenced in early February 2021. A report proposed to be presented to Council in mid April 2021.	Extension of lease to be signed by February 2021. Complete April 2021
15 September 2020				
9.4	City of Vincent Rebound Plan	EDSD	The Rebound Plan is a living document that will constantly update and evolve to meet the changing needs of businesses and the community. The plan will be updated and reported monthly to the Rebound Roundtable and COVID-19 Relief and Recovery Committee, and quarterly to Council. First update to council due December. With following updates each quarter.	First quarterly update due to 15 December 2020 Council meeting. The next quarterly update will be provided to Council at its meeting in April 2021.
10.1	Waste Strategy Project - 8 Commercial Waste Collections (Update Report)	EDIE	Administration currently preparing next steps for ending commercial services as per council approved Communications Strategy	Implementation review report to Council on the discontinuation of the commercial waste service will be provided six months after implementation.
11.1	Lease of Community Building at Woodville Reserve, 10 Farmer Street, North Perth, Wadjak Northside Aboriginal Community Group	EDCBS	Administration are waiting on Wadjak Northside Aboriginal Community Group to affix the common seal on the lease documentation. Once affixed a memo will be presented to the Mayor & CEO for final approval.	18 April 2021
12.2	Repeal of the City of Vincent Parking and Parking Facilities Amendment Local Law 2020	CEO	The Joint Standing Committee has been advised of Council's decision. Public notice of the repeal of the amendment local law occurred in January 2021. No	Mid 2021. Complete 23 March OCM

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			public comments were received. A report is being presented to 23 March Council Meeting. A new local law is being drafted for Council's review in mid 2021.	
12.4	Outcome of advertising and adoption of Meeting Procedures policy	CEO	The Electronic Meeting Guidelines will be reviewed and updated in respect to the public question time process in early 2021.	15 December 2020 Early 2021
Council Meeting – 18 August 2020				
12.1	Progress update on the Sustainable Environment Strategy 2019-2024	CEO EDSD	Consider the C40 principles as part of SES and Public Health Plan implementation.	Report back to Council on SES and PHP by May-April March 2021. PHP implications to be included in CBP 26 Strategic Projects quarterly report in May 2021.
Council Meeting – 28 July 2020				
12.7	Advertising of new Local Government Property Local Law 2020 and new Election Signs	CEO	Public notice to be provided commenced in August 2020. Minister for Local Government to be provided with draft for comment. Minister's comments on draft local laws received, review ongoing. Report to Council on amendments proposed to draft local laws and present to Council in mid 2021.	Report to Council on amendments proposed to draft local laws and present to Council in Mid 2021. February 2021 on outcomes of public notice in November 2020.
12.9	Advertising of amended Development on City Owned and Managed Land Policy	CEO	Public notice to be provided in August 2020, extended to September to allow updated policy with diagrams to be provided to public. Public consultation complete, further internal revision and discussion with relevant stakeholders required due to comments received. Report to Council proposed for mid 2021.	Report to Council on outcomes of consultation by October 2020. Report to Council proposed for February/March Mid 2021.
Council Meeting – 19 May 2020				
9.1	Amendment No. 6 to Local Planning Scheme No. 2 and Amendment No. 1 to Local Planning Policy No. 7.4.5 - Temporary Accommodation	EDSD	Scheme and Policy has been advertised in accordance with Council's resolution. Advertising closed on 17 October with 9 responses. Scheduled to be presented to OMC in 2021.	Completed. Report regarding the consultation findings and Officer recommendation was presented to OMC in March 2021.
12.3	Grant of access easement over the City's Right of Way (Lot 303) for the benefit of Lot 49 (No 33) Scarborough Beach Road, North Perth and transfer of Lots 303 & 304 on Deposited Plan 28000 to the Crown	CEO	Land transfer with DPLH for registration. Expected to be completed by end February 2021. December 2020. The easement has been finalised.	December 2020. February 2021 Mid 2021
Council Meeting – 7 April 2020				
12.3	Sale of miscellaneous portions of City Freehold Land	CEO	Community consultation in respect to Brentham Street proposed for mid-2021.	202 Vincent Street – Complete (Item 12.7) 150 Charles Street - Complete (Item 12.3).

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			Consultation on Monmouth Street closed early 2021 and report to be presented to Council at 23 March Meeting. Administration liaising with adjacent owners regarding Barlee St car park lot. Barlee Street carpark lease extended and consultation on future use of lot occurring in March 2021.	Community consultation in regard to 10 Monmouth Street ongoing report will be presented to Council with outcome of consultation in February-March 2021. Barlee Street carpark – Complete (Item 12.6) Going to Council 27 April 23 March 2021
Council Meeting – 17 March 2020				
12.6	Reimbursing the external members of the City's Audit Committee	CEO	Administration to present a report to Council prior to inviting expressions of interest for new external Audit Committee members in September 2021.	No later than July 2021
Council Meeting – 11 February 2020				
9.5	Amendment No. 4 to Local Planning Policy No. 7.5.15 - Character Retention Areas and Heritage Areas to include Guidelines for The Boulevard, Kalgoorlie Street and Buxton Street	EDSD	The draft amendment has been advertised and a report will be presented to Council on the results of advertising in early 2021.	Completed. Report regarding the consultation findings and Officer recommendation was presented to OMC in March 2021.
12.2	Acquisition of Private Rights of Way - Lots 350 - 357 on Plan 2503, bounded by Scarborough Beach Road, Green, Fairfield and Mallock Streets, Mount Hawthorn as Crown Land, and vesting in the City as Public Rights of Way	CEO	Preparing public and utility provider notification documents, with public notice to be provided from end June 2020. Request will be made to Minister for Lands in August 2020. Advertising commenced, closing 1 October 2020. Request to Minister for Lands October 2020.	Minister for Lands estimated to make a decision by February March 2021
Council Meeting – 10 December 2019				
12.5	Acquisition of the right of way known as Lot 305, bounded by Charles, Walcott and Hilda Streets, North Perth as Crown land, and vesting in the City as a public right of way	CEO	Department of Planning, Lands and Heritage considering the request.	Minister for Lands estimated to make a decision by October 2020. Late 2021
Council Meeting – 15 October 2019				
9.1	No. 51 (Lot: 192; D/P: 56091) Albert Street, North Perth – Proposed Alterations and Additions to the Club Premises and Change of Use from Club Premises to Club Premises and Child Care Premises and Licence for Use of Car Park at No. 160 Albert Street, North Perth	CEO	Car parking licence has been drafted and sent to applicant for review. Waiting on start date of childcare centre to be determined, as that will be commencement date of licence.	Waiting on applicant.
12.2	Dedication of lots 889 and 890 as road – Corner Fitzgerald and Bulwer Streets, Perth and write-off of outstanding rates debt	CEO	Request made to Minister for Lands in March 2020.	Minister for Lands estimated to make a decision by October 2020-early 2021-
Council Meeting – 23 July 2019				
9.8	Beaufort Street Change of Use Exemption and Amendment to Policy No. 7.5.1 - Minor Nature Development	EDSD	The trial has been implemented along with a number of additional exemptions implemented through the State Government in response to the COVID-19	The revised draft Policy will be presented to Council for consideration in the 2020/21 financial year.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			pandemic. The draft Policy will be reviewed in the context of the current situation and will be advertised and presented back to Council for consideration.	
Council Meeting – 30 April 2019				
11.4	Transfer and dedication of lots as road - Charles Street, North Perth	CEO	Main Roads to organise State Solicitors Office to prepare have prepared transfer documents. Awaiting signing by both parties. Acquisition of Lot 66 on hold due to adverse possession claim. Resolution of adverse possession claim waiting on Landgate decision.	To be signed by 30 October 2020. Waiting on Landgate decision
Council Meeting – 2 April 2019				
11.4	Amendments to the Trading in Public Places Local Law 2008 and Local Government Property Local Law 2008	CEO	Local Government Property Local Laws and new Election Signs Policy report provided to Council 28 July 2020 for approval to advertise. Trading in Public Places Amendment Local Law will be redrafted in 20/21.	Local Government Property Local Law completed (Item 12.7 28 July 2020). Trading in Public Places Local Law will be redrafted mid in June 2021.
Council Meeting – 5 March 2019				
10.1	Business Case for the Adoption of a Three Bin Food Organic/Garden Organics System	EDIE	Report detailing implementation considerations and further financial modelling on the implications of the adoption of FOGO system will be presented to Council as it becomes available.	Report now to be presented into 2021, as a result of project postponement due to COVID-19. Implementation now scheduled from October 2021. RFQ outcome to be discussed at 2 February Budget Workshop.
Council Meeting – 27 June 2017				
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	EDSD	Administration has forwarded the submission to WALGA. The Minister for Planning and the Attorney General were not advised of Council's position in relation to Third Party Appeal Rights.	Administration is preparing advice to the Minister for Planning and the Attorney General on WALGA's revised preferred model for Third Party Appeal Rights. This is scheduled to be sent in early 2021 2020.
12.1	No. 34 (Lot 1) Cheriton Street, Perth – Progress Report No. 8	CEO	City is discussing tenure options and the feasibility of the community garden on this site with the Norwood Neighbourhood Association. An update will be provided to Council following the site meeting in March 2020.	September October 2020 Report to Council 27 April 2021
Council Meeting – 30 May 2017				
12.5	Perth Parking Levy	EDIE	Awaiting outcomes of the Perth CBD Transport Plan and specific recommendations regarding the Perth Parking Levy. State Government yet to release results of consultation.	Update scheduled to be provided in late 2021.
Council Meeting – 7 March 2017				

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
9.3.5	Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)	EDSD	Administration is reviewing the feedback received from the Department of Local Government, Sport and Cultural Industries in respect to the new Local Government Property Local Law. Drafting of the Animal Local Law will recommence, taking this into consideration. Administration expect to present the draft Animal Local Law to Council April 2021. In the interim, Administration is exercising its discretion in applying the poultry provisions of the current Health Local Law.	31 March 2021 Draft proposed to be presented mid 2021.
Council Meeting – 27 May 2014				
9.3.4	East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	CEO	Further discussions ongoing as part of broader discussions with Football Clubs.	September 2020 November 2020 Mid 2021