



CITY OF VINCENT

NOTES

Council Briefing

9 February 2021

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**NOTES OF CITY OF VINCENT
COUNCIL BRIEFING
HELD AS E-MEETING AND ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 9 FEBRUARY 2021 AT 6.30PM**

PRESENT:	Mayor Emma Cole Cr Susan Gontaszewski Cr Jonathan Hallett Cr Sally Smith Cr Dan Loden Cr Ashley Wallace Cr Joshua Topelberg	Presiding Member South Ward South Ward North Ward North Ward South Ward North Ward
IN ATTENDANCE:	David MacLennan Virginia Miltrup John Corbellini Meluka Bancroft Governance Wendy Barnard Jay Naidoo Tara Gloster	Chief Executive Officer Executive Director Community & Business Executive Director Strategy & Development Executive Manager Corporate Strategy & Council Liaison Officer Manager Development & Design Manager Policy & Place
Public:	Approximately 2 members of the public.	

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Emma Cole, declared the meeting open at 7.53pm and read the following Acknowledgement of Country statement:

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

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Cr Alex Castle requested leave from 9 -16 February 2021 for personal reasons.

Cr Joshua Topelberg requested leave from June 21-July 26 (inclusive) for personal reasons.

Cr Joanne Fotakis was an apology for this meeting.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

No questions or submissions were received before or at the meeting.

There being no further speakers, Public Question Time closed at approximately 7.55pm.

4 DECLARATIONS OF INTEREST

- 4.1 Cr Dan Loden declared an impartiality interest in Item 8.3 Council Recess Period 2020-2021 - Receiving of items dealt with under Delegated Authority between 16 December 2020 and 2 February 2021. The extent of his interest was that one of Tools N Things Library Inc's organising committee members is a family member and other members of the committee supported his local government election campaign.
- 4.2 Mayor Emma Cole declared an impartiality interest in Item 5.1 Nos. 201-203 (Lot: 1; D/P: 1239) Oxford Street, Leederville - Change Of Use From Shop With Ancillary Roof Terrace To Shop And Club Premises. The extent of her interest is that the applicant is a residential neighbour. She has not spoken to them about this item.
- 4.3 Cr Joshua Topelberg declared a proximity interest in Item 6.1 Proposed Parking Restriction - Broome And Wright Streets, Highgate. The extent of his interest is that his parents own and occupy a property within the proposed restriction area. He is not seeking approval to participate in debate or remain in Chambers or vote in the matter.

5 STRATEGY & DEVELOPMENT

5.1 NOS. 201-203 (LOT: 1; D/P: 1239) OXFORD STREET, LEEDERVILLE - CHANGE OF USE FROM SHOP WITH ANCILLARY ROOF TERRACE TO SHOP AND CLUB PREMISES

Ward: South

- Attachments:
1. Consultation and Location Map
 2. Development Plans
 3. Venue Management Plan and Code of Conduct
 4. Car Parking Management Plan
 5. Acoustic Report
 6. Applicant's Planning Report
 7. Summary of Submissions - Administration Response
 8. Previous Development Approvals
 9. Site Context Images
 10. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for a proposed Change of Use from a Shop with Ancillary Roof Terrace to a Shop and Club Premises at No. 201-203 (Lot: 1; D/P: 1239) Oxford Street, Leederville in accordance with the plans provided in Attachment 2, subject to the following Conditions, with the associated determination advice notes in Attachment 10:

1. Use of Premises

- 1.1 This approval only relates to the Change of Use from Shop and Ancillary Roof Terrace to Shop and Club Premises as shown on the plans dated 30 October 2020. It does not relate to any other development on the site;
- 1.2 A maximum of 50 patrons are permitted in the Club Premises at any one time;
- 1.3 The Club Premises shall at all times operate in accordance with the Venue Management Plan and Code of Conduct dated 19 January 2020. The terms and conditions outlined in the Venue Management Plan and Code of Conduct shall be provided to all members and guests of the facility and displayed in a prominent location within the entrance area of the venue;
- 1.4 Any amendments to the operation of the venue, as specified within the Venue Management Plan and Code of Conduct, are to be submitted to the City in the form of a revised Venue Management Plan and Code of Conduct for approval prior to any changes to the venue taking effect; and
- 1.5 The hours of operation for the Club Premises shall be limited to the following:
 - Monday to Sunday: 7.00am to 10.00pm;

2. Noise Mitigation

- 2.1 The measures outlined in the 'Operational Scenarios' of the approved acoustic report (Herring Storer Acoustics, December 2020) shall be implemented prior to the commencement of the Club Premises use and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;
- 2.2 No amplified music is to be played on the roof terrace level which exceeds 77db (A) as specified within the Acoustic Report (Herring Storer Acoustics, December 2020); and
- 2.3 No live music or performances are permitted from the premises;

3. Bicycle Parking

A minimum of five short-term bicycle bays shall be provided on-site and designed in accordance with AS2890.3 prior to the Club Premises use commencing;

4. Car Parking

All off-street parking is to be available during business hours for all customers and staff. The parking bays are not to be used for storage purposes or the like; and

5. Signage

All signage is to be in strict accordance with the City's Policy No. 7.5.2 – Signs and Advertising, unless further development approval is obtained.

CR GONTASZEWSKI:

How do smoking restrictions work in this venue?

MANAGER DEVELOPMENT & DESIGN:

Smoking would not be permitted anywhere on the roof terrace area. This is pursuant to the *Tobacco Products Control Regulations 2006* (Tobacco Regulations) that prohibits smoking within an enclosed public place or within 5 metres of the entrance to an enclosed public place.

The covered roof terrace area is defined as an enclosed public place and the uncovered roof terrace area is within 5 metres of entry to the enclosed public place (adjoining the covered roof terrace area). The covered roof terrace area is enclosed by walls on two sides and has full height alfresco blinds on its other two sides that can be closed. The Tobacco Regulations sets out that these types of closable openings must be treated as enclosed sides regardless of whether they are opened or closed. A public place includes a space open to the public including by payment of money, membership or by invitation – all of which applies to the proposed Club Premises.

An advice note (advice note 6) has been included in Attachment 10 (Determination Advice Notes) stating that smoking would not be permitted on the roof terrace area under the Tobacco Regulations.

The applicant has confirmed that the venue will be strictly no-smoking and that there will be no dedicated smokers area on the roof terrace either under the covered portion or in the uncovered portion. No-smoking signage will be displayed throughout the venue and members will be advised of this upon signing up.

CR TOPELBERG:

For Condition 2.3 that relates to no live performances – does that mean a school band could not practice during daylight hours? The venue may lend itself to these during daylight hours. If so, foreshadow an amendment. Would it be a valid condition if it said live performances are not permitted after 'x' o'clock and would need to comply with the Noise Regulations?

MANAGER DEVELOPMENT & DESIGN:

The applicant has confirmed that they have no intention of hosting live music or performances on the roof terrace and have provided their consent to Condition 2.3 being imposed.

Condition 2.3 results from the recommendations of the Acoustic Report that specifies if any music is to be played through the existing speaker system it is to be played at background levels only (no louder than 77db). No acoustic modelling was undertaken to consider the impacts of live music or performances. There have also been previous history of noise complaints received resulting from activity on the premises.

A condition specifying the hours when live performances are permitted could be a valid planning condition to impose in order to protect the amenity of nearby properties. However, the following is observed by Administration and would be problematic in imposing such a condition:

1. There has been no noise modelling undertaken that would factor the layout of the premises and the nearby sensitive noise receivers to confirm the parameters of live performances and the hours that it would be appropriate (if at all).
2. Specifying times when live performances are permitted has not been acoustically assessed. Therefore

noise generated during these specified times may not be able to comply with assigned noise limits. This could result in a detrimental amenity impact on adjoining residential properties by way of unreasonable levels of noise emitted from the site.

3. Significant physical alterations to the rooftop terrace may be required to enable live performances to occur within assigned noise limits. This has not been accounted for in such a condition if imposed and could also be cost prohibitive for the applicant.

In the absence of acoustic modelling being undertaken for the appropriateness of live music or performances from the roof terrace and given the consent of the applicant for the imposition of Condition 2.3, Administration has retained the condition to prohibit live performances in its recommendation. This would ensure that the development would not unduly impact the amenity of the adjacent residential properties.

If Elected Members are of the mind to approve live music or performances from the rooftop terrace, Administration recommends it should be subject to being supported and evidenced by acoustic modelling. Condition 2.3 could be amended in this case to read as follows:

“2.3 No live music or performances are permitted from the premises, unless a revised Acoustic Report is first prepared and submitted to the City that demonstrates the activity would be within assigned noise levels, and recommendations of the revised Acoustic Report being implemented and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;”

ADDITIONAL INFORMATION:

- Minor text changes in the Proposal and Acoustic Report sections of the officer report to confirm that the proposed solid barrier on the roof terrace required as a recommendation of the Acoustic Report is comprised of a brick wall to 1.0 metre in height and glazing above to the underside of the roof.
- Confirming in the Previous Approvals section of the officer report that payment for a cash-in-lieu contribution of \$864 for a shortfall of 0.16 car bays associated with the previous 2016 approval for the site has been paid to the City.

Two pages in Attachment 2 (Development Plans) have been deleted as these were duplicate copies included in error.

5.2 NO. 526 (LOT: 88; D/P: 89649) FITZGERALD STREET, NORTH PERTH - CHANGE OF USE FROM SINGLE HOUSE TO CONSULTING ROOMS (AMENDMENT TO APPROVED)**Ward: South**

- Attachments:**
1. Location Map
 2. Previous Approval and Plans
 3. Development Plans
 4. Summary of Submissions - Administration's Response
 5. Summary of Submissions - Applicant Response
 6. Parking Management Plan

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for Change of Use from Single House to Consulting Rooms (Amendment to Approved) at No. 526 (Lot: 88; D/P: 89649) Fitzgerald Street, North Perth, in accordance with the plans shown in Attachment 3 dated 18 November 2020, subject to the following:

1. All conditions and advice notes detailed on development approval 5.2014.690.1 granted on 22 September 2015 continue to apply to this approval, except as follows:
 - 1.1 Condition 1.1 is amended to read as follows:
 - 1.1 A maximum of two consulting rooms are permitted to operate at any one time;
 - 1.2 Condition 2.1 is amended to read as follows:
 - 2.1 A minimum of six car bays shall be provided on-site
 - 1.3 Condition 5 is amended to read as follows:
 5. A minimum of three long term bicycle parking bays, and two short term bicycle bays provided in a location convenient to the entrance and publicly accessible shall be provided on site prior to commencement of the use of the two consulting rooms. The bicycle facilities shall be designed in accordance with AS2890.3 to the City's satisfaction; and
 - 1.4 A new Condition 7 to read as follows:
 7. The two easternmost parking bays in the tandem parking configuration, in addition to the parking bay identified as 'staff only parking bay' on the approved plans, shall be clearly marked and set aside for staff parking only prior to commencement of the use of the two consulting rooms, to the City's satisfaction.

NO QUESTIONS:

5.3 NO. 50 (LOT: 412 D/P: 415381) BARLEE STREET, MOUNT LAWLEY - PROPOSED SINGLE HOUSE S.31 RECONSIDERATION**Ward:** South

- Attachments:**
1. Consultation and Location Map
 2. Development Plans
 3. 16 June 2020 Council Minutes and Previously Refused Plans
 4. 3D Perspectives
 5. Applicant's Urban Design Study & Schedule of Colours and Materials
 6. Applicant's Environmentally Sustainable Design Study
 7. Administration's Detailed Streetscape Analysis
 8. Determination Advice Notes

RECOMMENDATION:

That Council, in accordance with Section 31 of the *State Administrative Tribunal Act 2004*, the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for a Single House at No. 50 (Lot: 412; D/P: 415381) Barlee Street, Mount Lawley, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 8:

1. Development Plans

This approval is for a Single House as shown on the approved plans dated 21 January 2021. No other development forms part of this approval;

2. Boundary Walls

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

3. External Fixtures

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

4. Visual Privacy

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

5. Colours and Materials

The colours, materials and finishes of the development shall be in accordance with the approved schedule of finishes which forms part of this approval;

6. Street Walls and Fences

The gate and/or fencing infill panels above the approved solid portions of wall shall be visually permeable in accordance with the Residential Design Codes, to the satisfaction of the City;

7. Landscaping

7.1 A detailed landscape and reticulation plan for the development site and adjoining road

verge, to the satisfaction of the City, shall be lodged with and approved by the City prior to lodgement of a Building Permit. The plan shall be drawn to a scale of 1:100 and show the following:

- The location and type of existing and proposed trees and plants;
- Areas to be irrigated or reticulated;
- The provision of a minimum of 12 percent deep soil area, 3 percent planting areas and 19.2 percent canopy cover at maturity, as defined by the City's Policy No. 7.1.1 – Built Form;

- The provision of plantings within the planter areas located on the first and second floors of the dwelling that would be visible from Barlee Street, such as trailing or climbing species. The species shall be to the City's satisfaction; and

- The provision of trees contributing towards canopy coverage within deep soil areas provided and within the front setback area. The tree species are to be in accordance with the City's recommended tree species list;

7.2 All works shown in the plans as identified in Condition 7.1 above shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

8. Stormwater

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

9. Sight Lines

No walls, letterboxes or fences above 0.75 metres in height to be constructed within 1.0 metre of where the driveway meets the right of way, unless the further approval of the City is obtained; and

10. Car Parking and Access

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

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

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

10.4 Prior to the first occupation of the development, the redundant or "blind" crossover on the corner of Barlee Street and Kaata Lane shall be removed and the verge and kerb made good to the satisfaction of the City, at the applicant/owner's full expense.

ADDITIONAL INFORMATION:

- The deep soil and planting area figures in Condition 7.1 (Landscaping) have been updated to accurately reflect the amount proposed on the development plans and as detailed in the Comments section of the officer report. This is a change to the condition wording only, there have been no changes to the plans or body of the report relating to landscaping.
 - Minor spelling errors rectified in the Site Context section of the officer report.
- Attachment 5 (Urban Design Study) has been updated following minor edits by the applicant for greater

accuracy. These minor edits do not result in any changes to the recommendation or body of the officer report.

5.4 AMENDMENT NO. 4 TO LOCAL PLANNING POLICY NO. 7.5.15 - CHARACTER RETENTION AND HERITAGE AREAS. RELATING TO GUIDELINES FOR THE BOULEVARDE, KALGOORLIE STREET, MATLOCK STREET AND BUXTON STREET – WITHDRAWN BY ADMINISTRATION

- Attachments:**
1. **Summary of Submissions**
 2. **Amendment No. 4 to Local Planning Policy No. 7.5.15 - Character Retention Areas and Heritage Areas (Tracked Changes from Advertised Version)**
 3. **Table of Modifications**
 4. **Amendment No. 4 to Local Planning Policy No. 7.5.15 - Character Retention Areas and Heritage Areas**

THIS ITEM WAS WITHDRAWN BY ADMINISTRATION TO ALLOW NOMINATORS AND OWNERS TO BE INFORMED THAT THE MATTER IS BEING PRESENTED TO COUNCIL.

Can they have the nominations for each street and date
Information of attendees at workshop at Mt Hawthorn Lesser Hall
Suggesting holding a meeting at Anzac Cottage to discuss these issues

MANAGER POLICY & PLACE:

Noted. These activities will occur and details included within the report for the March Council Briefing.

5.5 AMENDMENT NO. 6 TO LOCAL PLANNING SCHEME NO. 2 AND AMENDMENT NO. 1 TO LOCAL PLANNING POLICY NO. 7.4.5 - TEMPORARY ACCOMMODATION

- Attachments:**
1. Amendment No. 6 to Local Planning Scheme No. 2
 2. Summary of Submissions
 3. Amendment No. 1 to Local Planning Policy No. 7.4.5 - Temporary Accommodation (Tracked Changes from Advertised Version)
 4. Amendment No. 1 to Local Planning Policy No. 7.4.5 – Temporary Accommodation (Modified from Advertised Version)

RECOMMENDATION:**That Council:**

1. **ENDORSES** the Administration response to submissions, included at Attachment 3, received during advertising of Amendment No. 6 to Local Planning Scheme No. 2 and Amendment No. 1 to Local Planning Policy No. 7.4.5 – Temporary Accommodation;
2. **SUPPORTS** Standard Amendment No. 6 to Local Planning Scheme No. 2 without modification, pursuant to Regulation 50(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, included at Attachment 1;
3. **FORWARDS** Standard Amendment No. 6 to Local Planning Scheme No. 2 included as Attachment 1 and any required documentation to the Western Australian Planning Commission pursuant to Regulation 53 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
4. **PROCEEDS** with Amendment No. 1 to Local Planning Policy No. 7.4.5 – Temporary Accommodation with modifications pursuant to Clause 5 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, included at Attachment 4; and
5. **NOTES** that Administration will notify submitters of Council's decision but will not publish notices of adoption until after the Western Australian Planning Commission has determined Amendment No. 6 to Local Planning Scheme No. 2.

MAYOR COLE:

Consider where the State Government is at and when a document may become available.

EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT:

The City met with the Department of Planning Lands and Heritage last year regarding the draft Amendment to LPP 7.4.5 and Scheme Amendment. The Department expressed support for the proposals, including exemptions for low scale and hosted short term accommodation.

We contacted the Department of Planning, Lands and Heritage this week who have advised that they are continuing to work on guidance around short term accommodation, but that this should not jeopardise the success of the City's proposed policy or Scheme amendments.

MAYOR COLE:

The exemption table descriptors – for Holiday House and Holiday Accommodation no mention of a maximum 2 guests on single occasion for up to 3 months in a 12 month period, that was part of the original advertised version.

EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT:

The advertised exemption for Holiday House and Holiday Accommodation in the Residential and Mixed Use zones remains the same as advertised, i.e. a maximum of 2 guests (or one family) on one occasion in any 12 month period for a maximum of 3 consecutive months. Reference to 'a maximum of 3 consecutive months' has been removed from the exemption table as this timeframe is covered in the definition of Short Term Accommodation which allows a maximum of three months. The City will develop information sheets and webpages for the community that clearly and simply sets out all of the requirements (planning, building and health) associated with different types of short term accommodation. This would ensure that the community

has one place to go to find all of the City's requirements.

CR GONTASZEWSKI:

Foreshadow an amendment in relation to the provisions changed since it went out for advertising.

EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT:

A proposed amendment will be prepared.

ADDITIONAL INFORMATION:

The Local Planning Policy attachment has been amended to remove reference to Lodging House in the 'Scope' and Clause 3.2 relating to car parking. Lodging House is undefined and unlisted in the Scheme so should not be included in Local Planning Policy. Reference to Lodging House is replaced with 'any Residential Building that involves short term accommodation or any unlisted use that involves short term accommodation', which are terms used and defined by the City's Local Planning Scheme.

6 INFRASTRUCTURE & ENVIRONMENT

6.1 PROPOSED PARKING RESTRICTION - BROOME AND WRIGHT STREETS, HIGHGATE

- Attachments:
1. Broome Street Consultation
 2. Broome Street Responses
 3. Wright Street Consultation
 4. Wright Street Responses

RECOMMENDATION:

That Council:

1. **RECEIVES** the report on the proposed parking restrictions in Broome and Wright Streets, Highgate.
2. **APPROVES;**
 - 2.1 the installation of 3P parking restrictions in the unrestricted sections of Broome Street, between Lord and Smith Streets, Highgate, from 8.00am to 5.30pm Monday to Friday, and
 - 2.2 the installation of 3P parking restrictions in the unrestricted sections of Wright Street, between Lincoln and Harold Streets, Highgate, from 8.00am to 5.30pm Monday to Friday.
3. **NOTES** that residents will be eligible for parking permits other than those excluded as a condition of a development approval.
4. **ADVISES** the respondents of Council's decision.

CR HALLETT:

There were comments from community consultation around parking at Woolworths, has Administration considered changes required from that process, can you comment on the public health exposure chosen.

EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:

The Woolworths development, corner Bulwer and Stirling Streets, will have the greatest impact upon parking in the abutting streets. These streets have existing times restrictions, typically 8.00am to 5.30pm Monday to Friday and Saturday mornings, the same as being recommended for Wright and Broome Streets. Given that the development is 500m+ to the closest part of the (currently) unrestricted portion of Wright Street (and 700m to the intersection of Broome Street) there is no reason for the patrons or employees of the shops to park in either street. Further, the proposed restrictions will discourage employees, of the centre, parking in either street as they would be required move their vehicle every two hours.

The Public Health Implications section within the report template has been reviewed and "nil" has been inserted as the most appropriate alignment to the City's Public Health Plan.

6.2 DRAFT WASTE PLAN - DEPARTMENT OF WATER AND ENVIRONMENT REGULATION (DWER)

- Attachments:**
1. **Draft Waste Plan**
 2. **Waste Strategy 2018-2023**

RECOMMENDATION:

That Council ENDORSES the attached Draft Waste Plan.

CR HALLETT:

When did the CEO of the Department communicated about the submission date?

Template form attached there seems to be missing numbers and error codes – table 11. Are these reporting improvements required or an error in the document?

EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:

1. The initial DWER CEO notice was received in November 2019, with the request to submit an adopted and endorsed Waste Plan by 30 September 2020. In April 2020, DWER extended the submission date to March 2021 (due to COVID-19 issues and its flow on effects).
2. The excel formatting/data error messages highlighted in the recovery rate column of Table 10 have been corrected (Note: error message resulting from a comment in a number field).

Table 11 is an optional field, which allows LGA's to include data from waste compositional audits which may have been undertaken (non-statutory requirement). A general waste composition audit was undertaken (via the MRC) in the 2017/18 census year. This explanation has been added to the "additional comments" for clarity.

6.3 E-PERMIT IMPLEMENTATION UPDATE

- Attachments:**
1. E-Permits 3rd Letter to Residents
 2. E-Permits Survey Results for Questions 1-7

RECOMMENDATION:

That Council **NOTES** the feedback received from the community on the implementation of the E-Permits system.

MAYOR COLE:

16 people saying they wanted an app instead of web based – what would an app involved and how expensive it would be?

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

This is under investigation with the supplier and information will be included in the report if available in time.

MAYOR COLE:

Would it be useful to consider operational efficiency of rangers? What coverage do they have to patrol streets and how would that improve?

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

This efficiency gain has not been calculated as a dollar figure nor included in the financial implications of this or previous reports as there are so many variables in the day of a Ranger. However, we know from trialling the system that the introduction of the E-Permit system will reduce the time it takes to for a Ranger to inspect a vehicle by up to 50%.

MAYOR COLE:

Could we get an update on the current uptake rate at the meeting next week?

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

The current total number of accounts that have been created is 2,916 (a further update will be provided on the day of the Council meeting). Of the 779 follow up emails that was sent Monday 8 February, there has been 64 new accounts created and there has been 88 confirmations that they no longer reside at that particular property.

The current number that are yet to create an account is now approximately 1,314 noting that we are now into a data purging exercise as it appears a number of these existing permit holders are likely to no longer reside in Vincent or at the address related to the paper permit previously issued.

CR GONTASZEWSKI:

Can I request detail on security assessment against Australian privacy principles

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

This information has been added to the risk section of the report.

CR HALLETT:

Report referred to 9 residents who needed help as didn't have internet access, how would they access internet at home for permits?

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

The nine residents who did not have internet access have either chosen to manage their account by telephoning administration as necessary or allowed relatives/friends to manage their account on their behalf.

CR HALLETT:

Can qualitative comments included in report?

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

These will be emailed to Council separately for information.

How were the survey questions developed, does Administration have any survey development expertise?

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

The survey questions were developed by Ranger Services, in collaboration with Marketing and Community Partnerships.

7 COMMUNITY & BUSINESS SERVICES

7.1 INVESTMENT REPORT AS AT 30 NOVEMBER 2020

Attachments: 1. Investment Statistics as at 30 November 2020

RECOMMENDATION:

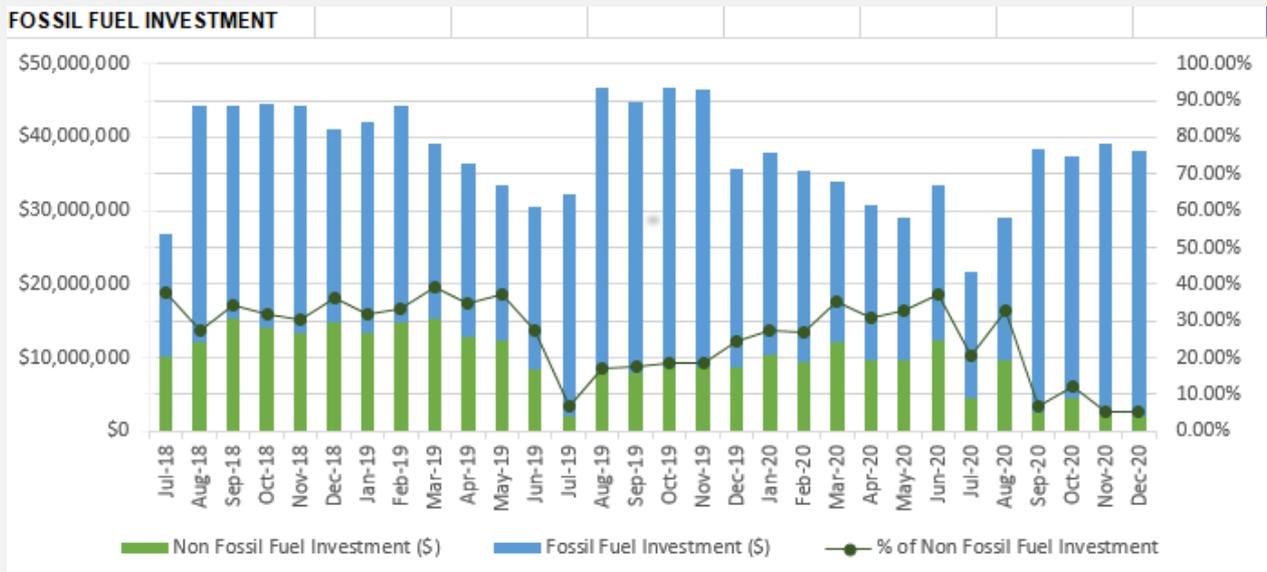
That Council NOTES the Investment Statistics for the month ended 30 November 2020 as detailed in Attachment 1.

MAYOR COLE:

What is the highest % level we have achieved in these investments? Can we do a broader sweep of financial institutions to invest with? Could we have a graph?

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES:

The graph below outlines the fossil fuel vs non-fossil fuel investment trends since July 2018. The highest % the City has achieved in non-fossil fuel investments since July 2018 is 39% which was in March 2019. Subsequently, there was an upward trend from Jun 2019 up to June 2020. Thereafter the impact of COVID-19 on the economy resulted in banks offering record low interest rates particularly the banks divested in fossil fuel activities resulting in a decline in the City’s portfolio exposure to non-fossil fuel institutions.



The City's investment policy requires that in the first instance, the City considers rate of return of the fund. All things being equal, the City then prioritises funds with no current record of funding fossil fuels. If Council wishes to increase the number of non-fossil fuel lenders this can be achieved if the City is prepared to accept a lower rate of return."

Administration utilises 'Market Forces' to ascertain the level of exposure banks have in fossil fuel activities and utilises a platform called 'Yield Hub' to determine interest rates provided by banks that are published on a daily basis.

In terms of a broader sweep of investment opportunities, the City is currently limited to investing in banks with the following credit ratings:

Long Term Rating*	Short Term Rating*
AAA Category	A1+
AA Category	A1+
A Category	A1
BBB Category	A2

Yield Hub provides interest rates from approximately 25 banks. Within this range there are almost 10 banks that are divested in fossil fuel activities (40%).

A further challenge Administration has experienced is that the majority of the smaller banks that are divested in fossil fuel have capped the amount the City can invest with them. This limitation has arisen due to the surplus cash these banks are carrying due to the record low cash rate offerings of 0.1% by the RBA. Furthermore, the RBA has recently announced that these rates will be maintained for the next four years unless conditions in the economy warrant otherwise.

CR HALLETT:

Fossil fuel free investments – percentages have dropped over time, could there be more scrutiny on this investment? Number of banks assessed for comparison of rates, can we get more detail and the whole list of banks?

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES:

Partly answered above.

In terms of the listing, we have attached a sample quotation sheet (10/2/2021 rates) outlining interest rates from various banks that are reviewed when undertaking an investment. The banks with the 'green leaf' symbol against their name represent fossil fuel free institutions. The banks with a status 'RoR' i.e. rate on request signify that these banks do not have the capacity to take on additional term deposits or have limits on the amount of monies they can accept. Hence Administration will always endeavour to validate this with the bank before the making the most optimal investment decision for the City.

The November 2020 report has been rectified to reflect the correct position of Macquarie Bank.

7.2 FINANCIAL STATEMENTS AS AT 30 NOVEMBER 2020

Attachments: 1. Financial Statements as at 30 November 2020

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 30 November 2020 as shown in Attachment 1.

NO QUESTIONS

7.3 INVESTMENT REPORT AS AT 31 DECEMBER 2020

Attachments: 1. Investment Statistics as at 31 December 2020

RECOMMENDATION:

That Council **NOTES** the Investment Statistics for the month ended 31 December 2020 as detailed in Attachment 1.

MAYOR COLE:

The municipal interest is considerably up compared to budget. Why is that?

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES

This is due to a budget phasing variance. This will normalise in January 2021.

7.4 FINANCIAL STATEMENTS AS AT 31 DECEMBER 2020**Attachments: 1. Financial statements as at 31 December 2020****RECOMMENDATION:****That Council RECEIVES the Financial Statements for the month ended 31 December 2020 as shown in Attachment 1.****MAYOR COLE:**

Could the HBF depreciation be highlighted?

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES

In 2012 the City leased HBF Park (formerly NIB stadium) to Venue West for 25 years which undertook significant improvements to the facility in 2013/2014, valued in excess of \$80million. The lessee has full control of the asset and the City receives minimum benefit from this asset. In 2017, the City in agreement with their auditors Moore Stephens, stopped the depreciation for NIB stadium and also brought the fair value of NIB stadium into the financial statements. Further, Venuewest has also confirmed that they have capitalised the capital improvements in their financials and are also depreciating the improvements annually.

However, it appears that the approach take in 2017 is incorrect. Given that the City owns the asset, depreciation should have been considered and therefore AASB 116 is applicable. In response to the adverse audit finding by OAG during the 2019/20 Audit, Administration has reinstated the depreciation going back to 2018.

The restatement has resulted in a significant impact on the City's financial performance as depreciation for HBF Park amounts to approximately \$2 million per annum. The City's financial ratios, primarily the asset sustainability and operating surplus ratios, will be negatively impacted as a result of the restatement.

The City is developing a strategy regarding the future of HBF park. This will be further explored during the budget workshop sessions. HBF Park depreciation up to 31 December 2020 is \$1,014,405.

7.5 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 NOVEMBER 2020 TO 30 NOVEMBER 2020

- Attachments:
1. Payments by EFT and Payroll November 20
 2. Payments by Cheque November 20
 3. Payments by Direct Debit November 20

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 November 2020 to 30 November 2020 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including BPAY and payroll	\$4,578,413.99
Cheques	\$1,140.48
Direct debits, including credit cards	\$130,546.89
Total payments for November 2020	\$4,710,101.36

MAYOR COLE:

Can the expenditure report specify if an expense is a tender/contract or other additional works?

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES

The City implemented the contracts management module in our financial system toward the latter part of last year. As our maturity grows with this module and more contracts are captured in the system, Administration will be in a position to provide the information requested.

MAYOR COLE:

Market Force cost of \$18,100 for advertising, what is this for?

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES:

The November spend can be broken down broadly into the following two categories:

Newspaper advertising – \$9,376.64

Video production (explanatory e-permit video for ratepayers) – \$9,449.00

Total - \$18825.64

MAYOR COLE:

Devco payment analysis is an outstanding item from last year - requested an update.

EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT

Whilst the overall payment figures to DEVCO are known the split between works within the maintenance contract and other work outside of the contract are not easy to identify within the financial system. This will take additional time and resource to establish.

7.6 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 DECEMBER 2020 TO 31 DECEMBER 2020

- Attachments:
1. Payments by EFT and Payroll December 20
 2. Payments by Cheque December 20
 3. Payments by Direct Debit December 20

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 December 2020 to 31 December 2020 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including BPAY and payroll	\$5,968,155.06
Cheques	\$886.40
Direct debits, including credit cards	\$197,820.85
Total payments for December 2020	\$6,166,862.31

MAYOR COLE:

Looking behind the mask donation – what was it for?

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES

Looking Beyond the Mask donation was for the installation of 10 masks on the trees at Britannia Reserve. The masks were designed and decorated by two (2) local residents, Tricia Stedman and Di Kelly. They were installed in the beginning of January 2021 and will be removed in April 2021.

The mask faces create the illusion of 'tree people' or 'tree personalities' and are attached carefully to the trees with strong fishing line hidden beneath the bark. The masks were strategically placed to encourage visitors to explore an underutilised area of Britannia Reserve.

Administration is in the process of promoting this art project through social media.

7.7 LEEDERVILLE GARDENS TRUST - COVID-19 FUNDING - RUAH COMMUNITY SERVICES

Attachments: Nil

RECOMMENDATION:

That Council:

1. **NOTES funding provided to Ruah Community Services under the Leederville Gardens Trust COVID-19 Relief Grant Funding program;**
2. **APPROVES the request from Ruah Community Services for an extension and variation to the terms of their Leederville Gardens Trust COVID-19 Relief Grant Agreement from 17 February 2021 until 17 May 2021, to enable the remaining \$6513.74 of unspent grant funding to be acquitted; and**
3. **NOTES that the Executive Director, Community & Business Services will prepare and enter into a variation to the funding agreement for Ruah Community Services.**

MAYOR COLE:

Can I have clarification on the extension is it 3 months from November or 3 months from the meeting. If it is 3 months from November, is that enough time for them to spend the money as it is only 1 month away.

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES:

RUAH have advised that an extension up until 30 May 2021 would enable them sufficient time to expend the funds.

This information has been updated in the report and clarified in the Recommendation.

CR HALLETT:

Will we get a summary of the outcomes of the Leederville gardens funding arrangements?

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES:

Seven (7) local organisations have been provided with \$846,835.00 as detailed below:

Meeting Date	PBI	Amount	Grant Period	Acquittal Required
28 April 2020	St Vincent De Paul	\$200,000	June 2020 – November 2020	30 November 2020
28 April 2020	UnitingCare West	\$129,000	June 2020 - October 2020	20 November 2020
5 May 2020	RUAH	\$27,800	May 2020 – October 2020	30 November 2020
5 May 2020	People Who Care	\$105,000	May 2020 – June 2021	14 July 2021
12 May 2020	YMCA of WA	\$138,000	June 2020 – May 2021	30 June 2021
9 June 2020	Foodbank WA	\$178,476	July 2020 – March 2021	30 April 2021
30 June 2020	Derbarl Yerrigan Health Service	\$68,559	August 2020 – January 2021	30 February 2021

Administration is in the process of finalising the agreements with both UnitingCare West and St Vincent De Paul whose grant agreements ended in October and November respectively.

Administration will present a progress report to Council in April 2021.

7.8 EVENTS FUNDING - SUBIACO FOOTBALL CLUB, CITY OF VINCENT MATCH - FAMILY & FOOTY IN LEEDERVILLE AND SOUND SCAPES OF BEATTY PARK

- Attachments:
1. Event Sponsorship Application - Subiaco Football Club, City of Vincent Match - Family & Footy in Leederville
 2. Event Sponsorship Application - Sound Scapes of Beatty Park

RECOMMENDATION:**That Council:**

1. **APPROVES** Festival and Event Sponsorship totalling \$12,000, as follows:
 - 1.1 Subiaco Football Club to receive \$7,000 in sponsorship and in-kind support; and
 - 1.2 Sound Scapes of Beatty Park to receive \$5,000 in sponsorship and in-kind support, subject to:
 - 1.2.1 Approval, by Beatty Park Management, of event management plans and safety plans.
2. **WAIVES** the requirement of the Community Funding Policy to seek Arts Advisory Group on this occasion.

MAYOR COLE:

Notice that St Patricks day is not going ahead, will there be an adjustment in the financials. What is the timing of these events, in relation to COVID, etc. Will there be more discussion with Town Teams in the future?

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES:

The agenda paper has been updated to reflect current sponsorship commitments, and noting St Patrick's Day festival cancellation.

The football club event is being held on 2 April and the Sound Scapes at Beatty Park is proposed to be held on 27 March.

COVID-19 is unpredictable, however the event organisers will work with the City to ensure a COVID Safe event and be required to submit COVID Safety Plans as per the Department of Health. The Sound Scapes event at Beatty Park can be rescheduled as needed. The City has been in discussions with the Town Teams regarding major event sponsorship, and will be notified when the applications for this funding opens.

8 CHIEF EXECUTIVE OFFICER**8.1 CITY OF VINCENT ORDINARY ELECTION 16 OCTOBER 2021 - APPOINTMENT OF ELECTORAL COMMISSIONER TO CONDUCT THE ELECTION BY POSTAL VOTE**

Attachments: 1. Letter from WA Electoral Commissioner dated 16 December 2020 - conduct of City's 2021 ordinary election

RECOMMENDATION:

That Council:

1. **DECLARES BY ABSOLUTE MAJORITY**, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the City of Vincent 2021 ordinary election, together with any other elections or polls which may also be required at this time;
2. **DECIDES BY ABSOLUTE MAJORITY**, in accordance with section 4.61(2) of the *Local Government Act 1995*, that the method of conducting the 2021 ordinary election will be as a postal election; and
3. **NOTES** that the estimated cost of the Electoral Commissioner conducting the City's 2021 ordinary election by postal vote is \$108,000 (including GST).

MAYOR COLE:

AEC will charge over \$5,500 for postage of electoral packages priority post but understand not more for just normal post. Is WAEC able to guarantee timeframe for when ballots sent out? Normal mail versus priority post timing lodgement, what days would look like? Priority post used in the past?

EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE

WAEC have confirmed that the \$108,000 cost estimate includes the regular delivery for the outgoing mail & priority post for the postal voting returns. Australia Post has advised that the delivery timeline for Perth Metro to Perth Metro is 2 days for priority & 3 days for regular post. However now that Australia Post is delivering every 2nd day then if the last day falls on a non delivery day the delivery timeframes would be 3 for Priority or 4 for Regular.

Australia Post guarantees 94% of items will be meet these deadlines.

On this basis Administration does not believe that the priority postage service is good value for money, and therefore recommends that the regular postage option (which includes priority post for postal voting returns) is selected. It is noted that the City used normal post for the 2019 election.

CR HALLETT:

Will we continue to have drop in ballots at the Administration Centre?

EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE

Yes, we will arrange for drop in ballots at the Administration Centre.

8.2 QUARTERLY UPDATE OF 26 STRATEGIC PROJECTS OUTLINED IN CORPORATE BUSINESS PLAN 2020/21 - 2023/24

Attachments: 1. 26 Strategic Projects Update - Corporate Business Plan 2020/21 - 2023/24

RECOMMENDATION:

That Council **NOTES** the updates to the 26 Strategic Projects outlined in the Corporate Business Plan 2020/21 – 2023/24 as at Attachment 1.

CR GONTASZEWSKI:

Update on page to understand on basis of approved project schedule what the current milestone is that is being worked on and when the project approved plan when that milestone (month) it was supposed to be completed.

MANAGER POLICY & PLACE:

The current milestones have been included in the attachment to reflect what is currently being worked on and when this will be achieved, this will be uploaded separately.

CR LODEN:

FOGO – do we know the technology that will be used to provide FOGO? How is carbon dioxide emissions considered in process? Carbon credit from generating waste approach, is tenderer considering this and who gets the carbon credits due waste methodology used?

Various masterplans – delay due to lack of funding, details on quantum of funding for each of those projects, where defined. What are the realistic funding opportunities for those projects?

EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:

Information will be provided at a later date as procurement process not yet complete and matter is confidential.

8.3 COUNCIL RECESS PERIOD 2020-2021 - RECEIVING OF ITEMS DEALT WITH UNDER DELEGATED AUTHORITY BETWEEN 16 DECEMBER 2020 AND 2 FEBRUARY 2021

- Attachments:**
1. Licence to Tools N Things Library Inc for tool library - turnstile building at Litis Stadium, 41 Britannia Road, Leederville
 2. Events Funding - Neon Picnic 2021, Hyde Park Fair and St Patrick's Day Parade and Family Fun Day

RECOMMENDATION:

That Council **RECEIVES** this report on the items of business dealt with under delegated authority during the over the Council recess period, 16 December 2020 to 2 February 2021, which are:

1. Licence to Tools N Things Library Inc for tool library - turnstile building at Litis Stadium, 41 Britannia Road, Leederville
2. Events Funding - Neon Picnic 2021, Hyde Park Fair and St Patrick's Day Parade and Family Fun Day

NO QUESTIONS

8.4 INFORMATION BULLETIN

- Attachments:**
1. **Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 17 December 2020**
 2. **Minutes Reconciliation Action Plan Working Group (RAPWG) 30 November 2020**
 3. **Minutes Arts Advisory Group (AAG) 25 November 2020**
 4. **Statistics for Development Services Applications as at December 2020**
 5. **Quarterly Street Tree Removal Information**
 6. **Register of Legal Action and Prosecutions Monthly - Confidential**
 7. **Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 28 January 2021**
 8. **Register of Applications Referred to the MetroWest Development Assessment Panel - Current**
 9. **Register of Applications Referred to the Design Review Panel - Current**
 10. **Register of Petitions - Progress Report - January 2021**
 11. **Register of Notices of Motion - Progress Report - January 2021**
 12. **Register of Reports to be Actioned - Progress Report - January 2021**

RECOMMENDATION:

That Council **RECEIVES** the Information Bulletin dated February 2021.

MAYOR COLE:

Notice of motion – closing date to be updated, it says February 2021. My NOM regarding demolition without DA? Does not feature here but question whether it has been concluded

EXECUTIVE MANAGER INFRASTRUCTURE AND ENVIRONMENT:

The matter is scheduled to be presented to the Council workshop in February.

CR GONTASZEWSKI:

Part of resolution re authorisation of expenditure related to information on Devco but does not appear in register of resolutions to be actioned. Progress report on register to include Devco expenditure.

EXECUTIVE MANAGER CORPORATE STRATEGY AND GOVERNANCE:

Due to an oversight by Administration this action from the 20 October 2020 Council Meeting (Item 11.5 – Authorisation of Expenditure) was not included in the Register of Council Resolutions to Action. The Register has now been updated to include this action and the timeframe for completion, which is the March 2021 Council Meeting. The updated Register is included in the 16 February 2021 Council Meeting Agenda.

8.5 APPOINTMENT OF COMPLAINTS OFFICER AND ADOPTION OF COMPLAINT FORM- MODEL CODE OF CONDUCT

RECOMMENDATION:

That:

Council AFFIRMS the appointment of the CEO as complaints officer; and

Council AUTHORISES the adoption of the complaint form at Attachment 1, for the purpose of the *Local Government (Model Code of Conduct) Regulations 2021*.

NO QUESTIONS

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

Nil

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

Nil