

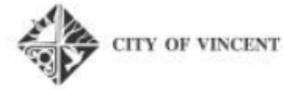
12.3 INFORMATION BULLETIN

- Attachments:**
1. Unconfirmed Minutes of the Arts Advisory Group 24 August 2022
 2. Unconfirmed Minutes of the Children and Young Peoples Advisory Group (CYPAG) 17 August 2022
 3. Unconfirmed Minutes of Mindarie Regional Council Meeting held on 29 September 2022
 4. Unconfirmed Minutes of the Tamala Park Regional Council - Special Meeting held on 29 September 2022
 5. Statistics for Development Services Applications as at the end of September 2022
 6. Register of Legal Action and Prosecutions Monthly - Confidential
 7. Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 3 October 2022
 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 - September 2022
 11. Register of Notices of Motion - Progress Report - September 2022
 12. Register of Reports to be Actioned - Progress Report - September 2022
 13. Council Workshop Items since September 2022
 14. Council Meeting Statistics
 15. Council Briefing Notes - 13 September 2022

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated October 2022.

MINUTES



ARTS ADVISORY GROUP

Wednesday 24 August 2022
5:30pm – 6:30pm

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

Attendees:

City of Vincent Councillors

Cr Suzanne Worner (Chairperson) (SW)
Cr Alex Castle (AC)

Community Representatives

Claudia Alessi (CA)
Paula Hart (PH)
Marisa Santosa (MS)

City of Vincent Officers

Tara Gloster, Manager Policy & Place (TG)
Lauren Formentin, Place Planner – Pickle District (Arts) (LF)

Apologies

Carolyn Karnovsky (CK)
Sue-Lyn Moyle (SM)
Jo Malone (JM)

1. Welcome/Declaration of Opening – Acknowledgement to Country (SW)

5:45pm SW opened meeting

2. Apologies

Carolyn Karnovsky, Jo Malone, Sue-Lyn Moyle

3. Previous Minutes

SW accepted the minutes.

4. Business

4.1 Hyde Park Meeting Place Kiosk Mural Proposal (LF)

10 mins

Original application proposed mural to be located on roller door. RAPWG feedback was that whilst there is no issue with the proposed artist or artwork design, roller door location not supported as it won't be visible during kiosk's opening hours and an alternative location on the exterior of the building is desired.

Administration to suggest applicant consider applying mural artwork to northern or southern façade of the building. Northern façade would be more directly linked to the business, whilst southern wall faces the playground area. AAG members agreed to put these two options to the applicant, pending approval from RAPWG and Bridya Elders Group.

4.2 Murals (LF)

10 mins

Newly renovated toilet block at Hyde Park has fresh, clean surface on southern wall which faces the playground and would be a great location for a mural artwork. Noting this is a vandalism hotspot and often reports of unsocial behaviour here after hours, with people feeling unsafe. AAG members agreed to make this location available to the Meeting Place Kiosk (item above) for their mural artwork first, and if they do not go ahead with this location then the City will look at initiating a mural project here.

Potential to consider refresh or replacement of Bruno Booth mural at the western end of Leederville Arcade, near Tsuke Ba. Some local businesses brought it to the Leederville Place Planner's attention as the mural is looking tired and there is often unsocial behaviour after hours or homeless people sleeping on the platform. Mural was initially commissioned by City of Vincent in 2016 and a section has since been substantially damaged by paste up posters. AAG members discussed that because this is private property and there are future plans for revitalisation of the area, it is not advisable to put much resourcing towards it. Decision to encourage immediate businesses to consider pooling funds if they agree on a way forward, with potential to apply for co-funding contribution from the City if required.

4.3 Percent for art application – 40 Frame Court, Leederville (LF) 30 mins

In October 2021 Council approved a portion of the percent for art contribution for this development to be expended on the curation and management of an art gallery or cultural production space – details of which will be heavily reliant on guidance from the Arts Advisory Group. The Development Application has now been lodged which includes building plans and a preliminary management plan for the space(s).

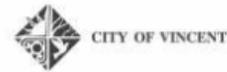
AAG members decided that because this is a complex matter and the first of its kind (percent for art contribution going towards arts infrastructure), more time and discussion is required so a special meeting will be scheduled to workshop the proposal.

4.4 AAG Membership – nominations open (LF) 5 mins

Nominations now open, LF to send email to members that they can forward to friends/acquaintances who might be interested. Nominations close Friday 9 September 2022.

5 Close/Next Meeting

Scheduled for 5:30pm Wednesday 2 November 2022

MINUTES**CHILDREN AND YOUNG PEOPLE ADVISORY GROUP**

Wednesday 17 August 2022 at 6pm

Venue: Online via Zoom

City of Vincent Councillors:

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

Community Representatives:

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

City of Vincent Officers:

Virginia Miltrup – Executive Director Community & Business Services (VM)
Courtney Aylett – Community Development Advisor – Children, Young People & Community Funding (CA)

Guest

Sal Cleveray – YMCA HQ (SC)
Ryan Gray – City of Vincent Place Planner – Mount Hawthorn Policy and Place (RG)

1. Welcome / Declaration of Opening

The Chairperson opened the meeting at 6.03pm and delivered the Acknowledgement of Country.

2. Apologies

Cr Ron Alexander
Nicci Salley
Shari Stockdale
Virginia Miltrup

3. Confirmation of Previous Minutes

AC confirmed the minutes from the 8 June 2022 meeting.

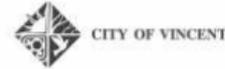
4. Business

4.1 Mount Hawthorn Skate Space – Ryan Gray

RG provided background information on project, advising it is on the 2019 Mount Hawthorn Plan. AC advised that the project was also on the Mount Hawthorn Hub's Action Plan in 2016/2017.

RG advised in 2021 John Carey committed \$200k funding towards the construction of a skate or scooter facility. Following site analysis, it is proposed to co-locate it with the pump track at

MINUTES



Britannia Reserve. Anticipating a 300m² skate space targeted at beginner / intermediate level skaters. The City has appointed Skate Sculpture to do the concept design based on preliminary consultation.

Next stage: The concept design and preliminary consultation feedback will be presented to Council, requesting approval to go out to community consultation which will focus on the skatepark design itself.

DL asked if there would be a drinking fountain. RG advised has been discussions surrounding features such as shade structures, seating, water fountains and toilets at the location, however these facilities are dependent on funding.

ACTION 1): RG to send the Mount Hawthorn Skate Space concept design to CA.
ACTION 2): CA to distribute Mount Hawthorn Skate Space concept design to CYPAG for comment.

4.2 Update of Recent Youth Programs and Initiatives

Youth at Risk Network (YARN) – Our Path II Event

CA advised that the City partnered with YARN to deliver the Our Path II event for young people. The event was held on Friday the 12th of August from 4pm-7pm at The Y. Service providers set up information stalls, there was a youth art exhibition, music competition, pop shop, food stalls, free haircuts and even a pop-up vaccination clinic.

SC advised that the coffee van and vaccination clinic were very popular. Estimate from 130-150 attended and there were no reports of any issues.

AC requested we showcase these collaborations and service providers to the community.

4.3 Draft Actions and Deliverables – Youth Action Plan 2023 – 2026

CA thanked CYPAG members for reviewing the draft actions and deliverables and providing their comments.

CA made comment on final amendments to draft actions and deliverables and advised that the draft 2023 – 2026 Youth Action Plan would be presented to Council Workshop in September, then progressing to October Council meeting where we will request approval for community consultation on the draft Plan.

The draft Plan has been delayed by one month due to staff changes and a delay in receiving survey data from the Youth Affairs Council of WA.

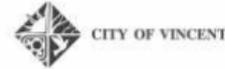
4.4 Upcoming Opportunities and Priorities

2022 Interschool Debating Competition

CA advised that the Interschool Debating Competition was taking place on the 15th of September. The City had engaged the WA Debating League to facilitate the day. There were five teams from four schools registered to participate in the day. Participants will receive a certificate and small prize, and winners will receive trophies. CA asked for CYPAG's feedback on topics for the day.

AC suggested there was an opportunity to provide the participants with an interesting and rewarding topic whilst gathering information on YAP priorities. Some stand out themes include environment and education, which could be provided to WADL who will be able to develop the debate topics.

MINUTES



AC asked how many schools are taking part. CA advised that four schools have registered (out of six local primary schools). Mount Hawthorn Primary advised that they were not able to participate this year due to significant staffing changes that have impacted resourcing, and Aranmore Primary did not provide a reason for non-participation.

ACTION: CA to contact schools that did not participate in the Interschool Debating Competition and see if there were any ways that we could accommodate their participation in future.

Spirit of Christmas Banners Project

CA advised that the Expression of Interest and information has been distributed to schools. Five schools have returned their EOI information so far.

Young Makers Market

CA advised that the Young Makers Market Expression of Interest for stallholders are now open. The stallholder applications will be promoted over September, closing mid-October. The Market will be held at North Perth Town Hall and the Multicultural Gardens on Sunday 13 November 2022 from 8am-11am.

DL asked if it is targeted to a certain age range. CA advised that the age range last year was diverse ranging from 12-25. AC advised that some of the older kids are at that next level where they do sell their items elsewhere too. They have a higher level of organisation and product quality. AC suggested to group stalls of a similar age bracket in similar location.

CA advised that previously the City had not captured the postcodes or ages of participants on registration, however this year we have an online form that will capture this information.

ACTION 3): CA to group Young Makers Market stallholders of similar age in the same area at the market.

ACTION 4): CA to send Young Makers Market stallholder EOI information through to CYPAG.

YMCA Agreement

CA advised that at Council meeting on 08 February 2022 Council approved a three-year funding agreement with The Y WA for the amount of \$50,000 (ex GST) per year, commencing July 2022. The City and staff team at The Y are currently finalising the agreement, and we hope to have this complete prior to SC's departure from The Y.

Constable Care Opportunity

CA advised that the City has an annual membership with Constable Care. As part of the membership, they offer 'After Dark' workshops for young people and school workshops for children. Safety was a common theme that was brought up in Youth Action Plan consultation, so investigating this opportunity further is a priority.

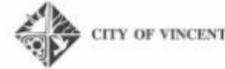
AC commented that this sounded like an incredibly valuable opportunity.

SL advised that her three younger children had done the 'Night Walk in the City' with Constable Care and highly recommended the session. SL advised that the session focused on raising awareness of what is happening within their environment and encouraged the young people to really look after each other when they are in those situations.

ACTION 5): CA to meet with Community Safety and investigate potential to utilise the Constable Care 'After Dark' sessions.

ACTION 6): CA to investigate partnership opportunities for delivering the Constable Care workshops.

MINUTES



Author Talk with Rebecca Laffar-Smith

CA advised that we are collaborating with Library services staff to schedule an author session with Rebecca-Laffar-Smith on Thursday 20 October from 6-7pm. The session is targeted toward young adults who struggle with mental health and neurodiversity challenges. Rebecca had mental health issues as a teen and remembers feeling alone, unseen and helpless. Now that she is an adult she tries to help teens know they are not alone by writing books representing young adult characters who struggle with mental health and neurodiversity challenges. The event will coincide with Mental Health Week.

4.5 Other Business

YACWA Funding Program Available

CA advised that YACWA has recently released a funding program for projects which provide support and inclusion services for LGBTQAI+ young people. CA mentioned that if any of our service providers were wanting to commence an initiative that targeted this funding, the City is here to support them through the application process or potentially partner for the initiative.

RYDE

DL mentioned that Foyer Oxford is needing more volunteer drivers for their RYDE program and requested CYPAG to promote through their networks. Foyer have a car that they use for the program, however they really need more volunteers on board.

CA advised the City has promoted this through posters and liaising with Foyer to do a social media post which the City could share.

AC suggested CA connect Foyer to Cara, the City's Community Safety Officer. AC commented that Cara may be able to provide connections with other providers in the homelessness sector who may be able to benefit from the RYDE program too.

ACTION 7): All CYPAG members to promote the need for Volunteer Drivers for the RYDE program to their networks.

ACTION 8): CA to connect Foyer with Cara from Community Safety.

YMCA Update

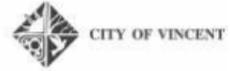
SC advised that the life skills workshops have commenced with first aid complete and RSA course running on Thursday 9 September. Youth Squad is going really well, there are Clash of Bands and Demo Days coming up and the Drip and Walls program are continuing. The Y is about to run an online postcard art competition surrounding the Act, Belong, Commit messaging.

ACTION 9): SC to send upcoming workshops and opportunities through to CA to promote.

SC Departure

SC advised that they would love to stay on CYPAG as a representative of their new organisation, Freedom Centre.

MINUTES



AC mentioned that we would love to have SC stay in the group. We would just need to formally appoint this through Council.

ACTION 10): CA to review Terms of Reference, membership numbers and commence report to Council regarding formal inclusion of SC as a member.

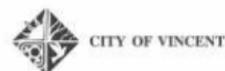
5. Close / Next Meeting

The meeting was closed at 7.30pm. The next meeting will be on 12 October.

Signed _____
Councillor (Chairperson)

Dated this _____ day of _____ 20__

MINUTES



ACTIONS

Summary of Actions	Date	Status
SC to share gigs and programs so that CYPAG can promote.	June	Ongoing
CA to investigate how the City can support the Y and Foyer with employment / training opportunities.	June	In progress
RG to send the Mount Hawthorn Skate Space concept design to CA.	August	Not Complete
CA to distribute Mount Hawthorn Skate Space concept design to CYPAG for comment.	August	Not Complete
CA to contact schools that did not participate in the Interschool Debating Competition and see if there were any ways that we could accommodate their participation in future.	August	Not Complete
CA to group Young Makers Market stallholders of similar age in the same area at the market.	August	Not Complete
CA to send Young Makers Market stallholder EOI information through to CYPAG.	August	Not Complete
CA to meet with Community Safety and investigate potential to utilise the Constable Care 'After Dark' sessions.	August	Not Complete
CA to investigate partnership opportunities for delivering the Constable Care workshops.	August	Not Complete
All members to promote the need for Volunteer Drivers for the RYDE program to their networks.	August	Not Complete
CA to connect Foyer with Cara from Community Safety.	August	Not Complete
SC to send upcoming YMCA workshops and opportunities through to CA to promote.	August	Not Complete
CA to review Terms of Reference, membership numbers and commence report to Council regarding formal inclusion of SC as a member.	August	Not Complete



MINUTES

ORDINARY COUNCIL MEETING

TIME: 6.30 PM

29 SEPTEMBER 2022

CITY OF VINCENT

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



CONTENTS

1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	3
2	ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	3
3	DECLARATION OF INTERESTS	4
4	PUBLIC QUESTION TIME	4
5	ANNOUNCEMENT BY THE PRESIDING PERSON	4
6	APPLICATION FOR LEAVE OF ABSENCE	4
7	PETITIONS/DEPUTATIONS/PRESENTATIONS	4
8	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	5
8.1	ORDINARY COUNCIL MEETING – 25 AUGUST 2022	5
9	CHIEF EXECUTIVE OFFICER REPORTS	6
9.1	ELECTION FOR DEPUTY CHAIRPERSON	6
9.2	APPOINTMENT TO FILL VACANCY ON CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE	8
9.3	FINANCIAL STATEMENTS FOR THE MONTHS ENDED	13
	31 JULY 2022 AND 31 AUGUST 2022	13
9.4	LIST OF PAYMENTS MADE FOR THE MONTHS ENDED	16
	31 JULY 2022 AND 31 AUGUST 2022	16
9.5	REVIEW OF COUNCIL POLICIES AND DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER	18
10	MEMBERS INFORMATION BULLETIN – ISSUE NO. 71	25
11	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	25
12	URGENT BUSINESS	25
13	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	25
14	MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC	27
14.1	NEERABUP RESOURCE RECOVERY FACILITY	27
14.2	UPDATE TO TENDER TO AUCTION LANDFILL CAPACITY FINANCIAL YEAR 2022-23	29
14.3	AUDIT & RISK COMMITTEE CONFIDENTIAL DOCUMENTS	30
14.4	CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE – CONSIDERATION OF COMMITTEE'S RECOMMENDATIONS	31
15	NEXT MEETING	32
16	CLOSURE	32

Prior to the meeting starting Cr Ferrante made the required declaration of office for the position of Councillor of the Mindarie Regional Council (MRC) in accordance with the Local Government Act 1995 (Schedule 9.3, clause 10) using s702 of the Local Government Act 1960 (repealed). Cr Proud also made the required declaration of office, as an alternate member.

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.35 pm

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillor Attendance

Cr K Vernon (Chair)	Town of Victoria Park
Cr A Jacob	City of Joondalup
Cr C May	City of Joondalup
Cr L Gobbert, JP	City of Perth
Cr C Hatton	City of Stirling
Cr S Proud, JP	City of Stirling
Cr J Ferrante	City of Stirling
Cr A Castle	City of Vincent
Cr F Cvitan, JP	City of Wanneroo
Cr P Miles	City of Wanneroo
Cr K Shannon	Town of Cambridge

MRC Officers

Mr S Cairns (Chief Executive Officer)
Ms A Arapovic (Finance Manager)
Mr B Twine (Operations Manager)
Ms S Cherico (Human Resources Officer)
Ms D Toward (Executive Support)

Apologies

Cr Lisa Thornton City of Stirling

Approved leave of absence

Cr E Re City of Stirling

Member Council Observers

Mr M MacPherson	City of Joondalup
Mr G Taylor	City of Perth
Mr A Murphy	City of Stirling
Mr N Stewart	City of Stirling
Mr P Varris	City of Vincent
Mr D Simms	City of Wanneroo
Mr A Kowero	City of Wanneroo
Mr J Wong	Town of Victoria Park

3 DECLARATION OF INTERESTS

Interest Type	Financial Interest
Name and Position of Person	Mr Scott Cairns – Chief Executive Officer
Report No and Topic	14.4 CEO Recruitment and Performance Review Committee – Consideration of Committee's recommendation
Name of Interest	I am the CEO and the report concerns my employment contract

4 PUBLIC QUESTION TIME

Public question time opened at 6.37pm
There were no members of the public present.
Public question time closed at 6.37 pm.

5 ANNOUNCEMENT BY THE PRESIDING PERSON

The Chair welcomed Cr Joe Ferrante as the newly appointed representative for the City of Stirling.
The Chair also welcomed the City of Stirling Deputy Mayor, Cr Stephanie Proud, to the meeting as the City's alternate member covering the approved leave of absence for Cr Elizabeth Re.

6 APPLICATION FOR LEAVE OF ABSENCE

Cr Elizabeth Re had previously submitted a request for Leave of Absence from Council duties on 24 November 2022.

Moved Cr Vernon, seconded Cr May

RESOLVED

That Council approves the request for Leave of Absence from Council duties for Cr Re on 24 November 2022.

(CARRIED UNANIMOUSLY 11/0)

7 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 5

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

8.1 ORDINARY COUNCIL MEETING – 25 AUGUST 2022

The Minutes of the Ordinary Council Meeting held on 25 August 2022 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 25 August 2022 be confirmed as a true record of the proceedings.

Moved Cr Cvitan, seconded Cr Hatton

RESOLVED

That the recommendation be adopted
(CARRIED UNANIMOUSLY 11/0)

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 6

9 CHIEF EXECUTIVE OFFICER REPORTS

9.1	ELECTION FOR DEPUTY CHAIRPERSON
File No:	GF-22-0000078
Attachment(s):	Nil
Date:	05 September 2022
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report is to fill a vacancy in the Office of the Deputy Chairperson of the Mindarie Regional Council (MRC).

BACKGROUND

In accordance with the *Local Government Act 1995* and the *Local Government Act 1960* the MRC shall have a Chairperson and a Deputy Chairperson.

A regional councillor may resign from his office by written notice to the constituent municipality who appointed him. Where a councillor ceases to be a Councillor for the constituent municipality then the office of the regional councillor automatically becomes vacant.

Where a vacancy occurs in the Office of Deputy Chairperson, at the first Ordinary Council meeting held after the vacancy occurs, the MRC is to hold a secret ballot to fill the vacancy for the remainder of the term of the former Deputy Chairperson.

DETAILS

At its Ordinary Council Meeting held on 07 July 2021, the MRC appointed Mr Keith Sargent as Deputy Chairperson to the MRC.

On 5 September 2022 the MRC received notification that Mr Sargent had resigned from his position as Councillor at the City of Stirling, thereby creating a vacancy in the office of the Deputy Chairperson for the MRC.

An election for the position of Deputy Chairperson is required.

LEGAL COMPLIANCE

Local Government Act 1995

Local Government Act 1960

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 7

FINANCIAL IMPLICATIONS

The remuneration for the position of Deputy Chair is:

	Fee (\$)	LG Allowance (\$)	Allowance (Technology) (\$)
DEPUTY CHAIRPERSON	10,824	2,015	1,025
EXPENSES	Child Care and Travel Costs will be reimbursed in accordance with Reg. 31 and 32 of the Local Government (Administration) Regulations 1996		

COMMENT

Nil

VOTING REQUIREMENT

Absolute Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

Appoint Cr _____ as the Deputy Chairperson effective from 29 September 2022 to 30 June 2023.

In accordance with the *Local Government Act 1995 (schedule 9.3, Clause 10(c))* an election was conducted by the Chair under s.709 (3) of the transitional provisions of the *Local Government Act 1960 (repealed)*.

The Chair asked the CEO to confirm the number of nominations received.

The CEO advised Council that two (2) nominations had been received as follows:

Cr Elizabeth Re

Cr Albert Jacob

The Chair asked if there were any further nominations, there being no other nominations, nominations closed at 6.40 pm.

Prior to voting Cr Jacob made a short speech.

The voting slips were counted by the meeting secretary and verified by the CEO.

The Chair confirmed the result of the election:

Ten (10) votes Cr Jacob and one (1) vote to Cr Re.

The Chair announced Cr Jacob as the Deputy Chairperson effective from 29 September 2022 to 30 June 2023.

Cr Jacob signed the required declaration for the office of deputy Chairperson.

9.2	APPOINTMENT TO FILL VACANCY ON CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE
File No:	GF-22-0000115
Attachment(s):	1. CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE
Date:	05 September 2022
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report is to seek the appointment of a Councillor of the Mindarie Regional Council (MRC) to the CEO Recruitment and Performance Review Committee (the Committee).

BACKGROUND

In accordance with the Local Government Act 1995 Council can establish committees to assist with its decision-making functions and responsibilities. Attachment 1 to this agenda item provides details of the tenure, membership, duties and responsibilities associated with being a member of the Committee.

DETAILS

At its Ordinary Council Meeting held on 11 November 2021, the MRC appointed the following Councillors to the Committee:

Cr Karen Vernon CHAIR	Councillor	Town of Victoria Park
Cr Albert Jacobs (JP)	Councillor	City of Joondalup
Cr Frank Cvitan (JP)	Councillor	City of Wanneroo
Cr Chris Hatton	Councillor	City of Stirling
Keith Sargent	RESIGNED	City of Stirling

On 5 September 2022 the MRC received notification that Mr Keith Sargent had resigned from his position as Councillor at the City of Stirling, creating a councillor vacancy on the MRC for the City of Stirling, and subsequently a vacancy on the MRC CEO Recruitment and Performance Review Committee.

This report also seeks to appoint a Deputy Committee Member to the Committee.

The following provides a brief explanation of the purpose of the Committee.

Chief Executive Officer's Recruitment and Performance Review Committee

This committee was established in 2017 to combine recruitment and performance into one single committee consisting of five Councillors. The Chief Executive Officer's (CEO) performance is reviewed annually. The committee is supported 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.

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 9

LEGAL COMPLIANCE

Local Government Act 1960
Local Government Act 1995

FINANCIAL IMPLICATIONS

There is no remuneration attached to this position.

COMMENT

Nil

VOTING REQUIREMENT

Absolute Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

1. **Appoint Cr _____ onto the Chief Executive Recruitment and Performance Review Committee.**
2. **Appoint Cr _____ as a deputy member onto the Chief Executive Recruitment and Performance Review Committee.**

The Chair confirmed that she had received one nomination from Cr Alex Castle for membership onto the CEO Recruitment and Performance Review Committee. The Chair called for any further nominations, Cr Ferrante nominated.

There being two nominations for one position, an election was conducted, the Chair announced Cr Ferrante as the elected member on the CEO Recruitment and Performance Review Committee with six (6) votes to five votes (5).

The votes were counted by the Human Resources Officer and verified by the CEO.

The Chair then called for nominations for the Deputy Member of the CEO Recruitment and Performance Review Committee.

Cr Castle nominated for the Deputy Member of the CEO Recruitment and Performance Review Committee.

Moved Cr Vernon, seconded Cr Jacob
RESOLVED

That the Council:

1. **Appoint Cr Ferrante onto the Chief Executive Recruitment and Performance Review Committee.**
2. **Appoint Cr Castle as a deputy member onto the Chief Executive Recruitment and Performance Review Committee.**

That the recommendation be adopted
(CARRIED UNANIMOUSLY 11 /0)

ATTACHMENT 1**CHIEF EXECUTIVE OFFICER'S RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE****MEMBERSHIP/SUPPORT HR CONSULTANT**

Five Councillors
 One support HR Consultant
 One Independent Member (for Recruitment)

MEETING FREQUENCY

The Committee shall meet as and when required.
 Recruitment: when a vacancy occurs.
 Performance Review: normally three or four meetings per year

DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this committee is:

- when a vacancy occurs, participate in the recruitment of a CEO
- review on an annual basis, the CEO's performance in accordance with the Key Performance Indicators set by the Committee in the previous year; and
- Review the outcome of a survey of the Councillors undertaken by the support HR Consultant

APPOINTMENT/TENURE

Extract from Local Government Act 1995 "

5.10. Committee members, appointment of

- (1) *A committee is to have as its members —*
- (a) *persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and*
 - (b) *persons who are appointed to be members of the committee under subsection (4) or (5).*
- * Absolute majority required.*
- (2) *At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.*
- (3) *Section 52 of the Interpretation Act 1984 applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.*
- (4) *If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of*

the committee, the local government is to appoint the mayor or president to be a member of the committee.

- (5) *If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —*

- (a) *to be a member of the committee; or*
 (b) *that a representative of the CEO be a member of the committee,*

the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

5.11A. Deputy committee members

- (1) *The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.*

**Absolute majority required.*

- (2) *A person who is appointed as a deputy member of a committee is to be -*
 (a) *if the member of the committee is a council member – a council member; or*
 (b) *if the member of the committee is an employee – an employee; or*
 (c) *if the member of the committee is not a council member or an employee – a person who is not a council member or an employee; or*
 (d) *if the member of the committee is a person appointed under section 5.10(5) – a person nominated by the CEO.*

- (3) *A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.*

- (4) *A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member*

5.11. Committee membership, tenure of

- (1) *Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —*
 (a) *the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or*
 (b) *the person resigns from membership of the committee; or*
 (c) *the committee is disbanded; or*
 (d) *the next ordinary elections day, whichever happens first.*

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 12

- (2) *Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —*
- (a) *the term of the person's appointment as a committee member expires; or*
 - (b) *the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant; or*
 - (c) *the committee is disbanded; or*
 - (d) *the next ordinary elections day, whichever happens first."*

9.3	FINANCIAL STATEMENTS FOR THE MONTHS ENDED 31 JULY 2022 AND 31 AUGUST 2022
Reference:	GF-22-0000196
Appendix(s):	Appendix No. 1, 2 and 3
Date:	13 September 2022
Responsible Officer:	Finance Manager

SUMMARY

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

BACKGROUND

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

The financial statements presented for each month consist of:

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

DETAIL

The Financial Statements for the months ended 31 July 2022 and 31 August 2022 are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the two months to 31 August 2022 is attached at **Appendix No. 3**.

The financial statements are pending external auditor approval and are subject to change.

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.

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 14

Summary of results for the year to date period ended 31 August 2022

	Actual	Budget	Variance
	t	t	t
Tonnes – Members	15,300	14,757	542
Tonnes – Others	6,646	3,063	3,583
TOTAL TONNES	21,946	17,820	4,125
	\$	\$	\$
Revenue – Members	4,311,181	4,305,195	5,986
Revenue – Other	2,229,720	1,873,104	356,616
TOTAL REVENUE	6,540,901	6,178,299	362,602
Expenses	5,940,013	5,760,211	(179,802)
Expense Roundings	(1)	-	(1)
Profit on sale of assets	-	-	-
Loss on sale of assets	-	-	-
Impairment of assets	-	-	-
NET SURPLUS/(DEFICIT)	600,887	418,088	182,799

Members

Members tonnages for the financial period ended 31 August 2022 were 542 tonnes in excess of budget.

Trade & Casuals

The Casual and Trade tonnages are 3,583 tonnes higher than forecast for the financial year to date. 5,245 tonnes delivered through the discounted rate waste tender.

Overall tonnages for the financial period ended 31 August 2022 were 4,125 tonnes more than budgeted.

The net result variance against budget of \$182,799 is attributable to increased tonnages above budgeted forecast abated by increased landfill levy costs.

VOTING REQUIREMENT

Simple Majority

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 15

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Receive the Financial Statements set out in Appendix No. 1 and 2 for the months ended 31 July 2022 and 31 August 2022.

Moved Cr Hatton, seconded Cr Cvitan

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 16

9.4	LIST OF PAYMENTS MADE FOR THE MONTHS ENDED 31 JULY 2022 AND 31 AUGUST 2022
File No:	GF-22-0000196
Appendix(s):	Appendix No. 4 and 5
Date:	13 September 2022
Responsible Officer:	Finance Manager

SUMMARY

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

COMMENT

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

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

Months Ended	Account	Vouchers	Amount
31 July 2022	General Municipal	Cheques	\$1,992.05
		EFT	\$4,227,118.12
		DP	\$383,830.14
		Inter account transfers	\$0.00
		Total	\$4,612,940.31
31 August 2022	General Municipal	Cheques	\$3,619.51
		EFT	\$882,596.48
		DP	\$4,363,797.66
		Inter account transfers	\$0.00
		Total	\$5,250,013.65

VOTING REQUIREMENT

Simple Majority

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 17

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Note the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 31 July 2022 and 31 August 2022.

**Moved Cr Proud, seconded Cr May
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 11/0)**

9.5	REVIEW OF COUNCIL POLICIES AND DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER
File No:	GF-22-0000165
Appendix(s):	Appendix 6 - Council Policies – clean copy Appendix 7 - Council Policies – tracked changes
Attachment(s):	Attachment 1 - Register of Delegations
Date:	15 September 2022
Responsible Officer:	Chief Executive Officer

SUMMARY

The report seeks endorsement of the review undertaken by the Chief Executive Officer (CEO) on the current Council Policies and delegations to the CEO.

BACKGROUND

Sections 5.18 and 5.46 of the *Local Government Act 1995* (the Act) require that at least once every financial year, delegations are to be reviewed by the Council.

The MRC's Corporate Business plan requires that the Council Policies are relevant and reviewed by Council.

Council are requested to endorse the reviewed Delegations Register and Council Policies to ensure they are operating effectively, providing for efficient and timely administrative decisions and services in relation to discretionary decisions the Council has the ability to make by virtue of the Act and other statutes.

DETAIL

The 2022 annual review of the Register of Delegations of Authority and Council Policies and was undertaken to determine the appropriateness of existing delegations and Council Policies.

The Chief Executive Officer's review of the Register of Delegations and Council Policies identified a number of changes.

There have been no changes proposed to the Register of Delegations, the Register of Delegation is submitted in attachment 1.

Proposed amendments/additions to Council Policies are submitted in Appendices 6 and 7 (Council Policies).

A summary of the changes for the Council Policies is as follows:

CP01 – Annual Fees, Allowances and Expenses for Councillors
Change to LG Allowances

CP02 – Affixing of the Common Seal
No change

CP03 – Councillor Arrangements when attending an Overseas/Interstate/Intrastate Conference
Change – reference to Director Corporate Services replaced with Finance Manager.

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 19

CP04 – Employee Arrangements when attending an Overseas/Interstate/Intrastate Conference
Change – reference to Director Corporate Services replaced with Finance Manager.

CP06 - Purchase of Goods and Services
Change – includes reference to Tenderlink and MRC no longer accepting tenders direct and includes section on sustainable procurement.

CP08 - Provision and Use of Council Vehicles
Change – remove reference to Director Corporate Services replaced with Finance Manager

CP09 - Investments
No change

CP10 – Donations – Financial Assistance/Support
Changes to clarify donation/discount

CP11 – Use of Corporate Credit Cards
Change – reference to Director Corporate Services replaced with Finance Manager.

CP12 – Gate Fee Setting
No change

CP13 – Budget Variance Reporting Threshold
No change

CP14 – Acting Chief Executive Officer Appointment
No change

CP15 – Employer/Employee Matching Community Contributions
No change

CP16 – Legal Representation for Mindarie Regional Council Elected Members, Committee Members, Committee Members and Employees
No Change

CP17 – Continuing professional development for Council Members
No change

CP18 - IT Policy
No change

CP19 – Recordkeeping Policy
New Policy

CP20
Attendance at Events Policy
New Policy

CP21

Payments to Employees upon cessation of Employment
 New Policy

CP22

MRC Councillors' Communication Policy
 New Policy

EP01 – Environmental Policy

No change

CONSULTATION

Nil

STATUTORY ENVIRONMENT**Local Government Act 1995**

The following extracts from the Act relate to Council's obligations in the areas of policy development and delegations to the CEO.

2.7. Role of Council**(1) The Council —**

- (a) governs the local government's affairs; and
- (b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the Council is to —

- (a) oversee the allocation of the local government's finances and resources; and
- (b) determine the local government's policies.

5.42. Delegation of some powers and duties to CEO**(1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —**

- (a) this Act other than those referred to in section 5.43; or
- (b) the Planning and Development Act 2005 section 214(2), (3) or (5).

* Absolute majority required.

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.**5.43. Limits on delegations to CEO**

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority of the council;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred to in section 9.5;

- (ha) *the power under section 9.49A (4) to authorise a person to sign documents on behalf of the local government;*
- (h) *any power or duty that requires the approval of the Minister or the Governor;*
- (i) *such other powers or duties as may be prescribed."*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Local Government Allowance increase detailed in CP01 Annual Fees, Allowances and Expenses for Councillors are accounted for in the Budget.

STRATEGIC/COMMUNITY AND CORPORATE/BUSINESS PLAN IMPLICATIONS

Strategic Community Plan 2018 -2037		
OBJECTIVE 1		Long Term Viability
Sub Objective		Good Corporate Governance
This report is required by legislation to ensure that the Council has the opportunity to review its current policies and the delegations it has provided to the Chief Executive Officer thus maintaining the relevance of the documents.		
Corporate Business Plan 2018 – 2037		
Strategies	Actions	Responsible Officer
1.1.2	Ensure Council Policies are relevant and reviewed by Council	CEO
1.1.3	Review the relevance of the delegations from the Council and report findings to Council	CEO
These actions ensure that an officer within the organisation, in this case the CEO, has a direct responsibility to review the current Council Policies and Instrument of Delegation and report the review findings to Council.		

COMMENT

The MRC is to keep a register of the delegations made and review the delegations at least once every financial year.

VOTING REQUIREMENT

Absolute Majority

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 22

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

1. **Endorses the changes to Council Policies as contained in Appendix 6 and 7 of this report.**
2. **Endorses the delegations made to the Chief Executive Officer as detailed in Attachment 1 of this report.**
(absolute majority required)

Moved Cr Proud, Seconded Cr Cvitan

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

Attachment 1. Mindarie Regional Council – Delegations of Authority Register				
1. GOVERNANCE				
No.	Reference	Delegation	Condition(s)	Assignee(s)?
1.1	LG Act 1995 s.9.10	Appoint persons or classes of persons to be authorised for the purpose of performing a particular function.	Each authorised person to be issued with a certificate of authorisation.	No
1.2	LG Act 1995 s.5.42	Appoint an employee of the MRC to the position of Acting CEO where the CEO is unable or expected to be unable by reason of illness, temporary absence from WA, or any other reason, to perform the function of the position.	Not exceeding 3 months in any period of 12 months	No
1. FINANCE				
2.1	LG (Functions and General) Regulations 1996 Reg. 11A	Approve requisitions and purchase orders for the supply of goods and services	Requisitions and purchase orders to be within the budget allocation as reviewed from time to time	Yes
2.2	LG (Finance Management Regulations) 1996 Reg. 8	Open and close bank accounts, access accounts electronically and transfer funds electronically	Separate accounts are to be held for municipal funds, trust funds and reserve accounts	Yes
2.3	LG (Financial Management Regulations) 1996. Reg. 11, 12 and 13.	Approved and make payment of accounts	1. In accordance with approved procedure set out in Reg. 11; 2. Where funds have been provided in the budget and the accounts are acquitted prior to payment; 3. List of accounts paid to be reported to Council as required by Reg. 13	Yes
2.4	LG (Financial Management Regulations) 1996. Reg. 34 (1) (a)	Prepare monthly financial reports	In accordance with Reg. 34	Yes
2.5	LG Act s.6.14	Invest funds surplus to the immediate needs of the Council	Subject to the internal control procedures set out in Reg.19	Yes
2.6	LG Act s.6.12	Waive fees and write off debts	1. Not exceeding a total of \$10,000 for any one debtor and any financial year; 2. Ensure all reasonable effort has been made to recover the debt; 3. Where fee or debts have been waived, or concessions granted, they are to be reported in the mid-year review.	No
2.7	LG Act s.3.57	Seek Expressions of Interest and/or call tenders for goods or services	For items listed on the budget and subsequently approved for proceeding by Council	Yes

MINDARIE REGIONAL COUNCIL
 ORDINARY COUNCIL MEETING MINUTES
 29 SEPTEMBER 2022

Page 24

2.8	LG (Functions and General) Reg. 14 (2a) and 20	Vary contracts up to \$50,000 or 10% of the contract value, whichever is the lesser.	1. Variations approved for significant contracts, including all contracts awarded following public tenders, to be reported to the next following Council meeting.	No
2.9	LG Act s.3.58 (5) and LG Functions and General) Reg. 30(3)	Dispose, which includes writing off, of property (assets)	1. The value of the property (assets) is less than \$20,000. 2. Ensure all reasonable effort has been made to secure current market prices for the item or material.	No

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 25

10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 71

RESPONSIBLE OFFICER RECOMMENDATION

That the Members Information Bulletin Issue No. 71 be received.

Moved Cr May, 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

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 26

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, the Chair requests the Council to meet "behind closed doors" to allow the Council to consider items 14.1, 14.2, 14.3 and 14.4 as the items are of a confidential nature.

No members of the public were present in the gallery.

Moved Cr Vernon, Seconded Cr Proud

Procedural Motion

1. Closes the meeting to the members of the public at 7.10pm to consider items 14.1, 14.2, 14.3 and 14.4 in accordance with Section 5.23 of the *Local Government Act 1995*.
2. Permits the MRC Chief Executive Officer, MRC staff, Member Council CEOs and Officers, to remain in the chamber during discussion for item 14.1 AND 14.2 only.
3. Permits the MRC Chief Executive Officer, MRC Staff to remain in the chamber during discussion for Item 14.3.
4. Permits the MRC Human Resource Officer and the meeting secretary to remain in the chamber during discussion for item 14.4

(CARRIED UNANIMOUSLY 11/0)

Doors closed at 7.10 pm

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 27

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

This Report is Confidential and dealt with in a Confidential Session, under section 5.23 (2) (c) of *The Local Government Act 1995* as the report deals with a matter where a contract may be entered into

14.1	NEERABUP RESOURCE RECOVERY FACILITY
File No:	GF-21-0000407
Attachment(s):	RRF EOI RESPONSES
Date:	27 September 2022
Responsible Officer:	Chief Executive Officer

RESPONSIBLE OFFICERS RECOMMENDATION

That Council:

1. Endorses the publication of a tender for the provision of FOGO processing services for member councils.
2. Requests the CEO to bring back to council a report, detailing the outcome of the tender and recommendations regarding an award.
3. Approves an increase in the 2022/23 budget for the costs specified in the Financial Implications section of the report.
4. Endorses the recommendation to insure the Neerabup Resource Recovery Facility, as detailed in the Confidential Report.

Moved Cr Vernon, Seconded Cr May

Moved Cr Vernon, Seconded Cr Jacob

That Council, suspends the operation of Clause 7.9 (Speaking Twice) of the Mindarie Regional Council Meeting Procedures Local Law 2020, for the duration of item 14.1.
(CARRIED UNANIMOUSLY 11/0)

At 8.44 pm

Moved Cr Jacob, Seconded Cr Vernon

To allow a short adjournment
(CARRIED UNANIMOUSLY 11/0)

At 9.00 pm Councillors returned to their seats and the meeting resumed

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 28

Moved Cr Castle, seconded Cr Vernon

AMENDMENT

To remove the words "member councils" from point 1.

REASONS:

Not to constrain the tender process unduly by removing any unnecessary restrictions from the use of the RRF as a FOGO facility, and for other third parties such as other councils or commercial operators to make use of the RRF should there be capacity.

(CARRIED UNANIMOUSLY 11/0)

SUBSTANTIVE RECOMMENDATION, AS AMENDED

That Council:

1. Endorses the publication of a tender for the provision of FOGO processing services.
2. Requests the CEO to bring back to council a report, detailing the outcome of the tender and recommendations regarding an award.
3. Approves an increase in the 2022/23 budget for the costs specified in the Financial Implications section of the report.
4. Endorses the recommendation to insure the Neerabup Resource Recovery Facility, as detailed in the Confidential Report.

(CARRIED 10/1)

For: *Crs Castle, Cvitan, Ferrante, Hatton, Jacob, May, Miles, Proud, Shannon, Vernon*

Against: *Cr Gobbert*

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 29

This Report is Confidential and dealt with in a Confidential Session, under section 5.23 (2) (c) of <i>The Local Government Act 1995</i> as the report deals with a matter where a contract has been entered into	
14.2	UPDATE TO TENDER TO AUCTION LANDFILL CAPACITY FINANCIAL YEAR 2022-23
File No:	GF-22-00000239
Attachment(s):	Nil
Date:	16 September 2022
Responsible Officer:	Operations Manager

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Note the advice contained in the report.
2. Requests the CEO to make a notation on the minutes of the Ordinary Council meeting of 7 July 2022 at item 16.1 referencing the minutes of the Ordinary Council meeting of 29 September 2022.

Moved Cr Vernon, Seconded Cr May
RESOLVED
That the recommendation be adopted
(CARRIED UNANIMOUSLY 11/0)

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 30

Prior to the next item, Member Council Officers seated in the gallery, exited the gallery at 9.07 pm.

This Report is Confidential and dealt with in a Confidential Session, under section 5.23 (2) (f)(ii) of *The Local Government Act 1995* as the report deals with a matter that if disclosed, could be reasonably expected to endanger the security of the local governments property.

14.3 AUDIT & RISK COMMITTEE CONFIDENTIAL DOCUMENTS	
File No:	GF-22-0000070
Attachment(s):	Attachment 1 – Full Risk Review Attachment 1a – Risk Assessment and Acceptance Criteria v3
Date:	16 September 2022
Responsible Officer:	Chief Executive Officer

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Note the Full Risk Register
2. Note the Risk Assessment and Acceptance Criteria v3
3. Note the Risk Appetite Statement and Risk Management Plan
4. Note the Business Continuity – Information Technology

Moved Cr Vernon, Seconded Cr Miles

RESOLVED

That the recommendation be adopted
(CARRIED UNANIMOUSLY 11/0)

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 31

Prior to the next item, the MRC CEO and Staff (Mr Cairns, Ms Arapovic and Mr Twine) left the Chambers at 9.08 pm.

The MRC HR Manager and Meeting Secretary remained in the Chamber.

This Report is Confidential and dealt with in a Confidential Session, under section 5.23 (2) (a) of <i>The Local Government Act 1995</i> as the report deals with a matter affecting an employee	
14.4	CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE – CONSIDERATION OF COMMITTEE'S RECOMMENDATIONS
File No:	GF-22-0000115
Attachment(s):	Attachment 1. MRC CEO Performance Review Report 2021/2022 Attachment 2. CEO draft KPI's for 2022/2023 Attachment 3. Committee Recommendation Attachment 4. Committee Recommendation Attachment 4A. Letter to the Chair – CEO Contract of Extension 02/08/2022 Attachment 5. CEO Contract of Employment
Date:	16 September 2022
Responsible Officer:	Human Resources Officer

CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE RECOMMENDATION:

That Council:

1. Notes that the appraisal of Scott Cairns, Chief Executive Officer, has been undertaken for the period 20 September 2021 to 30 June 2022.
2. Endorses the findings of the MRC CEO Performance Review Report 2021/22 as per confidential attachment 1.
3. Reviews the CEO's Total Remuneration Package for 2022/23 and endorses the adjustment to the CEO's total reward package as specified in Confidential Attachment 3
4. Approves the 2022/23 CEO Key Performance Indicators as per the amendments to confidential attachment 2 to this report.
5. Endorses the adjustment to the CEO's contract detailed in confidential attachment 4.

Moved Cr Vernon, Seconded Cr Hatton

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

MINDARIE REGIONAL COUNCIL
ORDINARY COUNCIL MEETING MINUTES
29 SEPTEMBER 2022

Page 32

**MOVED Cr Vernon, Seconded Cr Jacob
Procedural Motion**

That Council
Reopens the meeting to members of the public at 9.18 pm

To re-open the meeting to the public
(CARRIED 11/0)

The meeting reopened at 9.18 pm.
Member Council Officers re-entered the gallery.
There were no members of the public present, the Chair noted the resolutions passed behind closed doors.

15 NEXT MEETING

The next Ordinary Council meeting will be held on Thursday 24 November 2022 at the Town of Victoria Park commencing at 6.30 pm.

16 CLOSURE

The Chair closed the meeting at 9.18 pm and thanked the City of Vincent for their hospitality and use of their meeting facilities.

SignedChair

Datedday of2022



Special Meeting of Council

Thursday 29 September 2022

MINUTES

Online Zoom Meeting

These Minutes were confirmed as a true and correct record of proceedings at a meeting held on 20 October 2022.

Signature:
Chair

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

Minutes TPRC Special Meeting of Council – 29 September 2022

TABLE OF CONTENTS

MEMBERSHIP 3

1. OFFICIAL OPENING 5

2. APOLOGIES AND LEAVE OF ABSENCE..... 5

3. DISCLOSURE OF INTERESTS 5

4. PUBLIC STATEMENT/QUESTION TIME..... 5

5. ANNOUCEMENTS BY CHAIR (WITHOUT DISCUSSION) 5

6. PETITIONS..... 5

7. ADMINISTRATION REPORTS AS PRESENTED 5

 7.1 STATEMENT OF FINANCIAL ACTIVITY FOR JULY 2022 5

 7.2 DELEGATION OF AUTHORITY REGISTER – SEPTEMBER 2022 5

8. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN 6

9. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAVE BEEN GIVEN 6

10. URGENT BUSINESS APPROVED BY THE CHAIR..... 6

11. GENERAL BUSINESS 6

12. DECISION TO MOVE TO CONFIDENTIAL SESSION 6

 12.1 SALE OF LOT 341 RATHMINES STREET – TENDER 03/2022 7

13. FORMAL CLOSURE OF MEETING 7

Minutes TPRC Special Meeting of Council – 29 September 2022

MEMBERSHIP

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

 Minutes TPRC Special Meeting of Council – 29 September 2022

PRESENT

Chair	Cr Bianca Sandri
Deputy Chair	Cr Suzanne Migdale
Councillors	Cr John Chester Cr Jane Cutler Cr Brent Fleton Cr Bronwyn Ife Cr Nige Jones Cr Tony Krsticevic Cr Glynis Parker Cr Karlo Perkov Cr Ashley Wallace (<i>from 12:16pm</i>)
Alternate Members	Nil
Staff	Mr Chris Adams (Chief Executive Officer) Mr Simon O'Sullivan (Manager Project Coordination) Ms Vickie Wesolowski (Executive Assistant/Office Manager) Ms Sonia Starr (Project Officer) Mr Daniel Govus (Senior Governance Officer – City of Stirling)
Apologies Councillors	Cr Brett Treby
Leave of Absence	Nil
Absent	Nil
Consultants	Nil
Apologies Participant Councils' Advisers	Mr David MacLennan (City of Vincent) Mr Kelton Hincks (Town of Cambridge) Mr Anthony Vuleta (Town of Victoria Park) Mr Stuart Jardine (City of Stirling) Mr Daniel Simms (City of Wanneroo) Mr James Pearson (City of Joondalup) Ms Michelle Reynolds (City of Perth)
In Attendance Participant Councils' Advisers	Nil
Members of the Public	Nil
Press	Nil

Minutes TPRC Special Meeting of Council – 29 September 2022

1. OFFICIAL OPENING

The Chair declared the meeting open at 12:01pm.

2. APOLOGIES AND LEAVE OF ABSENCE

Apologies: Cr Brett Treby

3. DISCLOSURE OF INTERESTS

Nil

4. PUBLIC STATEMENT/QUESTION TIME

Nil

5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

The Chair noted that this would be Cr Jane Cutler's last meeting as the Town of Cambridge's representative on the TPRC. The Chair recorded their thanks to Cr Cutler for her contribution to the TPRC.

6. PETITIONS

Nil.

7. ADMINISTRATION REPORTS AS PRESENTED

7.1 STATEMENT OF FINANCIAL ACTIVITY FOR JULY 2022

Moved Cr Migdale, Seconded Cr Chester.

[The recommendation in the agenda]

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 July 2022.

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

7.2 DELEGATION OF AUTHORITY REGISTER – SEPTEMBER 2022

Moved Cr Migdale, Seconded Cr Jones.

[The recommendation in the agenda]

That the Council APPROVES the TPRC Delegation of Authority Register (September 2022).

Minutes TPRC Special Meeting of Council – 29 September 2022

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

8. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

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

Nil

10. URGENT BUSINESS APPROVED BY THE CHAIR

Nil

11. GENERAL BUSINESS

Nil

12. DECISION TO MOVE TO CONFIDENTIAL SESSION

Moved Cr Migdale, Seconded Cr Cutler.

That:

Item 12.1 – SALE OF LOT 341 RATHMINES STREET – TENDER 03/2022 be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and*
- e) A matter that if disclosed would reveal –*
 - i) information that has commercial value to a person; or*
 - ii) information about the business, professional, commercial or financial affairs of a person.*

Where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).

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

At 12:12pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 12.1.

Cr Ashley Wallace joined the meeting at 12:16pm.

Minutes TPRC Special Meeting of Council – 29 September 2022

12.1 SALE OF LOT 341 RATHMINES STREET – TENDER 03/2022

Moved Cr Migdale, Seconded Cr Cutler.

That the Council:

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

The Motion was put and declared CARRIED (11/0).

Moved Cr Jones, Seconded Cr Perkov.

That the meeting be REOPENED to the public.

The Motion was put and declared CARRIED (11/0).

At 12:18pm the meeting was reopened to the public. As no members of the public returned to the meeting, the resolutions passed behind closed doors were not read out by the Chair.

13. FORMAL CLOSURE OF MEETING

The Chair declared the meeting closed at 12:19pm.

Statistics for Development Applications As at the end of September 2022

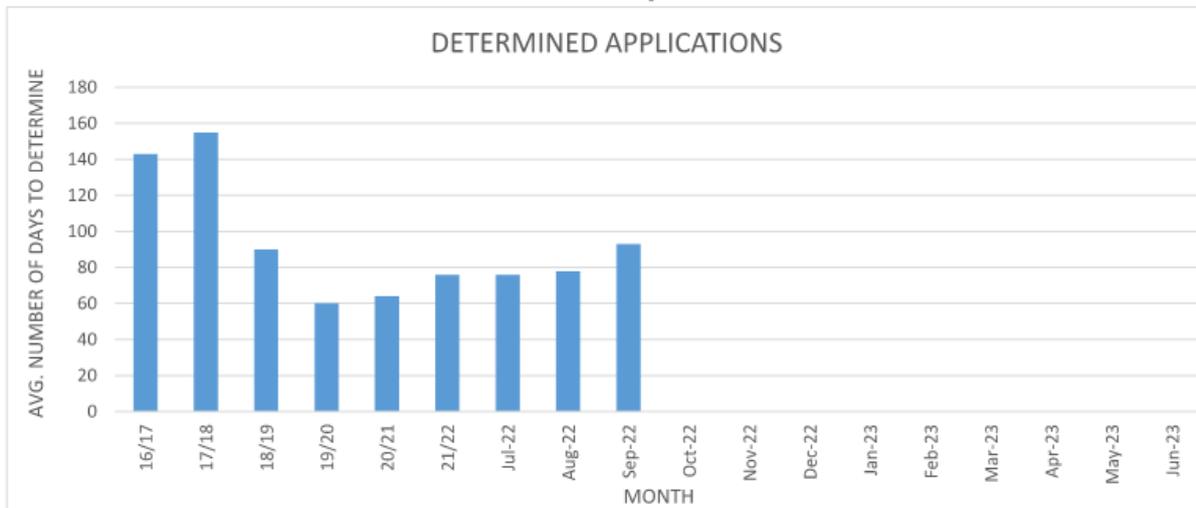


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2021.

Processing Days	16/17	17/18	18/19	19/20	20/21	21/22	Jul-22	Aug-22	Sept-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
Minimum	7	1	0	0	0	1	9	15	26									
Average	143	155	85	60	64	76	76	78	93									
Maximum	924	1008	787	499	268	298	155	136	212									

	Jul-22	Aug-22	Sept-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
DA's Determined	31	27	35									
Value of Determined DA's (in millions)	4.28	31	69.9									

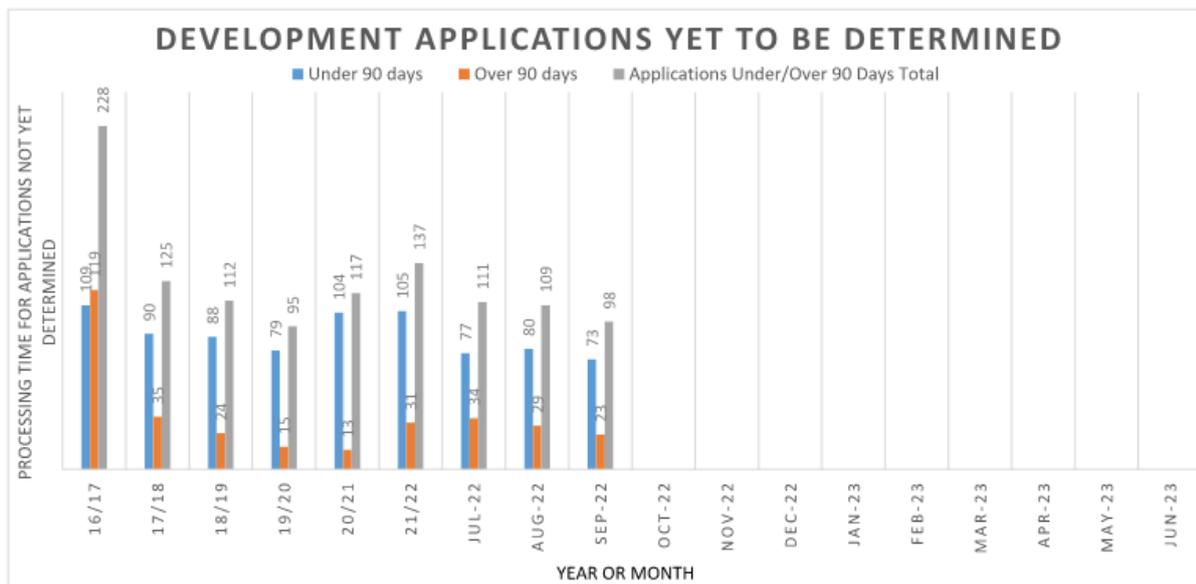


Table 2: No. of DA's to be determined

	Jul-22	Aug-22	Sept-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23
DA's lodged	27	25	27									
DA's to be Determined	111	109	98									
Value of DA's to be Determined (in millions)	103.59	170.73	142.25									

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 3 OCTOBER 2022**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	Nos. 212-214 Lake Street, Perth (DR 223 of 2021)	19 October 2021	Hanoze Park Pty Ltd	<p>Application for review of notice issued in accordance with the <i>Health (Miscellaneous Provisions) Act 1911</i> to address odour nuisance at 7 Grams Chicken Café. Hanoze Park Pty Ltd believes the notice to be invalid.</p> <p>*****</p> <p>SAT Directions Hearings were held on 5 and 11 November 2021, and a further directions hearing held 1 March 2022. The presiding member heard submissions from the City and from the Applicant. On 20 April 2022, the Tribunal handed down their decision, affirming the decision of the City that a Notice can be given under S.184 of the <i>Health (Miscellaneous Provisions) Act 1911</i> (for a nuisance not specifically mentioned in Section 182 of that Act). The matter proceeded to confidential mediation on 5 July 2022. The session centred on a practical solution proposed by the business. The business agreed to present plans for this solution to the City to review by 2 August 2022 with a further mediation hearing scheduled for 9 August 2022.</p> <p>SAT agreed to further adjournment to 21 September 2022. The applicant is required to submit mechanical drawings prior to the next SAT Hearing. The matter has been further adjourned (date to be confirmed) as the consultant contracted by Hanoze Park Pty Ltd passed away.</p> <p><i>Representation by: McLeods</i></p>
2.	Nos. 596-598 Newcastle Street, West Perth (DR 92 of 2022)	8 June 2022	Lateral Planning	<p>Application for review of Council decision to refuse an application for Proposed Amendment to Previous Approval: Billboard Signs (Unlisted Use) on 17 May 2022.</p> <p>*****</p> <p>Directions Hearing held on 17 June 2022. The mediation listed on 1 August 2022 was vacated and the matter is now listed for mediation on 1 September 2022. Following mediation the matter has been listed for a full hearing. Key dates for this are as follows:</p> <ul style="list-style-type: none"> • 14 October 2022 – City Statement of Issues, Facts and Contentions due to SAT. • 28 October 2022 – Applicant Statement of Issues, Facts and Contentions due to SAT. • 8 February 2023 – Witness statements and draft conditions due to SAT. • 23 and 24 February 2023 – SAT Hearing. <p><i>Representation by: Allerding and Associates</i></p>
3.	Nos. 338-340 Beaufort Street, Perth (DR 108 of 2022)	1 July 2022	Urbanista Town Planning	<p>Application for review of Administration decision to refuse an application for unauthorised signage on 31 May 2022.</p> <p>*****</p> <p>Directions Hearing held on 22 July 2022. Mediation held 25 August 2022. Matter listed for further mediation on 19 September 2022 was deferred. Administration is awaiting orders for a rescheduled Mediation date.</p> <p><i>Representation by: Administration</i></p>

**METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 3 OCTOBER 2022**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 170-180 Brisbane Street, Perth	Urbanista Town Planning	Form 1 – 10 Grouped Dwellings	21 January 2022	28 September 2022	Application deferred at meeting dated 7 June 2022 (unanimous). Meeting Minutes are available here . Approved by DAP unanimously on 28 September 2022. The Meeting Minutes can be found here .
2.	No. 391 Lord Street, Mount Lawley	Urbanista Town Planning	Form 1 – Mixed Use Development	22 February 2022	Not yet scheduled	Currently under assessment. Responsible Authority Report due 6 October 2022.
3.	No. 6/469 William Street, Perth	Doepel March Architects and Planners	Form 1 – Mixed Use Development	22 April 2022	9 September 2022	Approved by DAP unanimously on 9 September 2022. The Meeting Minutes are available here .
4.	Nos. 533-545 Newcastle Street, 6-15 Cleaver Street & 1-7 Old Aberdeen Place, West Perth	Planning Solutions	Form 1 – Commercial Development	11 May 2022	Not yet scheduled	Currently under assessment. Responsible Authority Report due 21 October 2022.
5.	Nos. 370-374 Oxford Street, Mount Hawthorn	PTS Town Planning Pty Ltd	Form 1 – Mixed Use Development	27 May 2022	28 September 2022	Approved by DAP unanimously on 28 September 2022. The Meeting Minutes can be found here .
6.	No. 129 Loftus Street, Leederville	Harley Dykstra Planning & Survey Solutions	Form 1 – Commercial Development	12 May 2022	Not yet scheduled	Currently under assessment. Responsible Authority Report due date is currently 11 October 2022 but will be subject to another extension of time.
7.	No. 40 Frame Court, Leederville	Hatch Roberts Day	Form 1 – Mixed Use Development	25 July 2022	Not yet scheduled	Currently under assessment. Responsible Authority Report due 10 October 2022.

**METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 3 OCTOBER 2022**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
8.	Nos. 367-373 Fitzgerald Street and 103 Alma Road, North Perth	Element Advisory	Form 1 – Mixed Use Development	23 August 2022	Not yet scheduled	Currently under assessment. Responsible Authority Report due 8 November 2022.
9.	Nos. 636-640 Newcastle Street, Leederville	Megara	Form 2 – Mixed Use Development	12 September 2022	19 August 2022	Currently under assessment. Responsible Authority Report due 31 October 2022.
10.	Nos. 41-45 Angove Street, North Perth	Hidding Urban Planning	Form 1 – Service Station	9 September 2022	Not yet scheduled	Currently under assessment. Responsible Authority Report due 22 November 2022.

**CITY OF VINCENT DESIGN REVIEW PANEL
REGISTER OF APPLICATIONS CONSIDERED BY DESIGN REVIEW PANEL
AS AT 3 OCTOBER 2022**

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
Nos. 194-200 Carr Place, Leederville	Taylor Burrell Barnett	Multiple Dwellings (75)	7 September 2022	Pre-lodgement Application – Previously Referred. The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Leederville Masterplan, Draft Leederville Precinct Structure Plan (Draft Leederville Structure Plan), Policy No. 7.1.1 – Built Form (Built Form Policy) and the Residential Design Codes Volume 2 (R Codes), along with the appropriateness of the development within its setting.
Nos. 139-141 Lake Street, Perth	Planning Solutions	Mixed Used Development	7 September 2022	Pre-lodgement Application. The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and Residential Design Codes (R Codes), and the appropriateness of the development within its setting.
Nos. 37-43 Stuart Street, Perth	MacCormac Architects	Nine Grouped Dwellings	7 September 2022	Pre-lodgement Application – Previously Referred. To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 18 August 2021.
Nos. 376-373 Fitzgerald Street and No. 103 Alma Road, North Perth	Celsius Developments	Mixed Use Development	21 September 2022	Lodged Application – Previously Referred. The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and Residential Design Codes (R Codes), and the appropriateness of the development within its setting. The applicant has refined their previous development concepts which were presented to the DRP on 6 July 2022.



INFORMATION BULLETIN

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



INFORMATION BULLETIN

TITLE:	Register of Notices of Motion – Progress Report – September 2022
DIRECTORATE:	Chief Executive Officer

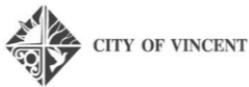
DETAILS:

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
18 May 2021 – Submitted by Cr Hallett		
Local Planning Scheme No 2 – Amendment Regarding Tobacco Outlets	EDSD	Policy to be created to address provisions relating to Restricted Premises and businesses whose trade is the sale and consumption of tobacco products. Consider the definition of ‘Restricted Premises’, and the use permissibility for this land use as part of the next Scheme Review. To be completed in 2022.
27 April 2021 – Submitted by Cr Hallett		
Community Engagement For Ecozoning	EDIE	Chief Executive Officer to ensure that future eco-zoning initiatives in public parks/reserves will involve prior public engagement with the local community and park users on the design and implementation, as outlined in the Community Engagement Strategy.



INFORMATION BULLETIN

TITLE:	Register of Reports to be Actioned – Progress Report - September 2022
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
Council Meeting 20 September 2022				
Nil				
Council Meeting 23 August 2022				
9.5	Advertising of Amended Character and Heritage Areas Policy - Orange Avenue and Hope Street	EDSD	Guidelines and updated Policy approved for advertising. Results from advertising and the updated Guidelines and Policy will be presented to Council for consideration in late 2022.	Late 2022
9.6	Advertising of Amended Policy - Local Planning Policy No. 7.5.1 - Minor Nature Development	EDSD	Policy approved for advertising. Results from advertising and the updated Policy will be presented to Council for consideration in late 2022 the first quarter of 2023.	Late 2022 the first quarter of 2023.
9.7	Advertising of New Policy - Restricted Premises - Smoking Policy	EDSD	Policy approved for advertising. Results from advertising and the updated Policy will be presented to Council for consideration in late 2022.	Late 2022
9.8	Place Plan Annual Review	EDSD	Was discussed at Council Workshop and will be presented to Council Meeting in late 2022.	Late 2022
10.4	Outcome Of Consultation: 12 Month Diagonal Diversion Trial/Proposed Reduction Of Speed Limit Within Area Bounded By Charles, Fitzgerald, Angove And Vincent Streets	EDIE	To come back to Council after completion of the trial (if proceeds).	2022/2023
12.1	Advertising Of Amended Risk Management Policy	EMSCG	To come back to Council after advertising period	Late 2022
17.1	Claim for Reimbursement - Legal Costs	EMSCG	Was presented to Council September 2022	Completed September 2022 OCM
Council Meeting 26 July 2022				
9.5	Outcome of Advertising - Amendment 8 to Local Planning	EDSD	Form 2A – Standard Amendment to Local Planning	Late 2022.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
	Scheme No. 2 (No. 26 Brentham Street, Leederville)		Scheme No. 2 relating to rezoning of 26 Brentham Street, Leederville sent to WAPC for consideration.	
9.7	Beaufort Street and Grosvenor Road Pedestrian Improvement Projects	EDSD	Taking place between 1 October and 14 November 2022 the trial will investigate how the area performs as a pedestrian plaza (closed to vehicles for 16 days) and a shared street (shared access and use for four weeks).	The results of the trial and the data collected throughout the trial period will be reported back to Council in late 2022.
9.8	Creation of Mall Reserve - Washing Lane, Perth	EDSD	Formal application through Section 59 process will be sent through to the Minister for Lands	Late 2022/Early 2023
9.9	New Lease to Jigsaw Search & Contact Inc - Portion of Robertson Park, No. 176 (Lot 1) Fitzgerald Street, Perth Lee Hops Cottage)	EDSD	Lease being prepared.	Late 2022
9.10	Final Adoption of Local Government Property Amendment Local Law 2022	EDSD	Amendment Local Law Gazetted August 2022. Awaiting response from Joint Standing Committee on Delegated Legislation (JDCSL) for final approval.	Late 2022/Early 2023
9.12	Development Compliance Enforcement Policy	EDSD	Advertising commencing in August 2022.	Late 2022
10.1	Halvorsen Hall - Tenant Relocation	EDIE	Lease being prepared. Work will commence in August 2022 and is planned to be completed by late 2022.	Late 2022
11.7	Extension Of Lease And Deed Of Contract To Belgravia Health & Leisure Group Pty Ltd - Loftus Recreation Centre - Portion Lot 501 (99) Loftus Street, Leederville	EDCBS	Belgravia have been advised. Administration are preparing the documents for execution. Expected completion date for document execution is Late 2022.	15 September Late 2022
Special Council Meeting 5 July 2022				
5.1	Adoption of the Annual Budget 2022/23	EDCBS	<p>REQUESTS Administration monitor the impact to number of transactions and revenue following the change to \$1 for first hour to ascertain any detrimental impact on occupancy or use in City car parks and provide a report back to Council by April 2023 in time for setting fees and charges for the 2023/24 Annual Budget; and</p> <p>REQUESTS Administration monitor and review the usage of time limited 15 minute and 30 minute only on street bays in Town Centres following the introduction of \$1 for the first hour in City car parks to ensure short term visitor parking availability.</p>	OCM April 2023
Council Meeting 21 June 2022				

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
9.8	Request for Proposals for Redevelopment Concepts - The Avenue Car Park and Frame Court Car Park, Leederville	EDSD	Request for Proposal document approved for distribution. Proposal period closed 8 August 2022.	Shortlisted submissions to be presented to Council late 2022.
11.5	Advertising of Amended Policy – Recovery of Debts, Rates and Service Charges Policy	EDCBS	Public Submissions close 12 August. Will be presented to OCM 20 September for adoption	Completed OCM 20 September 2022
11.8	Advertising of new Policy – Communications and Social Media Policy	EDCBS	Public Submissions closed Friday 22 July. Was presented to OCM 20 September 2022 for adoption.	OCM 20 September 2022
17 May 2022				
9.2	Local Planning Strategy and Scheme Report of Review and Amendment No. 10 to the Local Planning Scheme	EDSD	The report of review recommends that both the Local Planning Strategy and Local Planning Scheme No. 2 should continue in their current form, with some minor clarifying changes that can be made to assist in the operation of the Scheme. These are to be dealt with as an omnibus Scheme Amendment No. 10. The Department of Planning Lands and Heritage have scheduled the Report of Review to be considered by the Statutory Planning Committee in August 2022. Amendment No. 10 has been advertised for 42 days.	Late 2022
9.3	Accessible City Strategy - Implementation Update	EDSD	Council received the first implementation progress update relating to the actions within the Accessible City Strategy. These actions will continue to be progressed. Council will receive this update annually with the next update scheduled for May 2023.	May 2023
9.4	Sale of No. 25 (Lot 93) Sydney Street, North Perth	EDSD	Preparations commenced. Car park licences to be extinguished.	November Late 2022.
9.8	Request for Proposals for Redevelopment Concepts - The Avenue Car Park and Frame Court Car Park, Leederville	EDSD	Request for Proposal document approved for distribution. Request for Proposal period to close 8 August 2022. Shortlisted submissions to be presented to Council late 2022.	September Late 2022.
12.7	Advertising of Amended Policy - Councill Member Contact with Developers	EDSD	Public consultation commenced.	September 2022
5 April 2022				
9.3	Proposed Amendment No. 9 to Local Planning Scheme No. 2 - No. 21 (Lot: 373; D/P: 1939) Eucla Street, Mount Hawthorn	EDSD	Amendment is currently advertising for 42 days with submissions closed 1 September 2022	Summary of consultation will be presented back to Council in the second half of 2022.
12.5	Responses to motions carried at the Annual Meeting of Electors held on 2 February 2022			

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
Motion 2	DIRECTS the CEO to provide the Tree Selection Tool publicly on the City website. Council RECEIVE a further report on the review of the Street Tree and other relevant policies to reflect the requirement for at least 75% of street trees planting going forward being native.	EDIE	Further report advising feasibility will be presented to Council in September 2022.	Parks will liaise with ICT to see feasibility of having the Tree Selection Tool made public. We will also have a review of the Street Tree Policy. After investigations, a report advising feasibility will be presented to Council by September October 2022.
Motion 6	4. REQUESTS that: 1. The CEO investigates the scope and cost of a suitably qualified consultant to assess and model the capacity of the City's existing drainage network to cope with increasing major rain events and the need to assess climate mitigation; 2. Includes a scope of works is inclusive of cost estimates, a risk-based assessment and a program of prioritised works and recommendations over a 10-year period; and 3. Provides a report back to Council by December 2022.	EDIE	Budget allocation and engaging of contractors underway.	Engaging contractors to have the construction of the retaining wall are underway. Budget to be allocated for the works, and a report will be presented back to Council no later than December 2022. Contractors engaged to construct wall – anticipated commencement September 2022.
8 March 2022				
9.4	Sale of No. 26 Brentham Street, Leederville	EDSD	Investigations/consultation on playground and landscape plan to commence. Subject to rezoning amendment. EOI's from adjoining landowners to be prepared closer to amendment outcome. Prework to be commenced on potential POS locations and road reserve enhancement.	Early 2023
8 February 2022				
9.3	Public Open Space Strategy - Implementation Progress Update	EDSD	Council received the first implementation progress update relating to the actions within the Public Open Space Strategy. These actions will continue to be progressed. Council will receive this update annually.	February 2023.
9.8	Outcome of Advertising and Adoption of New Election Signs Policy	EDSD	No specific concerns or matters raised regarding policy requirements during Election. Conditions of policy to be incorporated into Property Local Law per JSCDL undertaking	Awaiting outcome of JSCDL Review. Late 2022.
11.7	3 Year Funding Agreement – Y WA	EDCBS	Budget breakdown and measurable outcomes have now been agreed. Grant agreement drafted and Administration is awaiting appointment of new staff member at Y WA to finalise.	March 2022 June 2022 22 July 2022 31 August 2022 Completed 9 September 2022

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
14 December 2021				
9.16	Proposed Lease of Hyde Park Kiosk to Veggie Mama Pty Ltd	EDSD	Proposed Lessee advised – Discussions commenced in respect to fit-out requirements and works program. Draft lease with lessee. City's fit out works commenced.	Completed September 2022 Early Mid-2022 Late 2022 Early 2023.
11.11	Beatty Park Project - Status Update And Change Request	EMCSG	CEO to add the Beatty Park Leisure Centre Infrastructure Renewals project to the City's internal audit plan for review of governance, expenditure and project management processes.	Completed Priority audit included and Audit plan adopted by Council September 2022.
12 October 2021				
9.3	Creation of City of Vincent Animal Local Law	EDSD	Animal Local Law advertised.	Report back to Council in early mid-2022.
14 September 2021				
9.7	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan - Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2	EDSD	LPSP referred to WAPC for comment and endorsement.	Final comments not expected until mid late 2022.
23 March 2021				
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
20 October 2020				
12.2	Request to the Minister for Lands to Acquire Six Rights of Way as Crown Land and Reserve as Public Rights of Way - Perth Precinct	CEO	Request submitted to the Minister for Lands in February 2021 Assessment expected to take 6 – 12 months. Five RoWs completed. One pending.	Expected completion 31 December 2021. End of 2021/22 financial year. September 2021 Late 2021 During 2022
15 September 2020				
12.2	Repeal of the City of Vincent Parking and Parking Facilities Amendment Local Law 2020	EDSD	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. The public comments proposed to be provided to Council in early 2022.	A new local law is being drafted for Council's review in early mid late 2022.
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 COVID. The revised draft Policy was presented to Council at its 23 August Meeting, where it was	The results of consultation and a final policy scheduled to be presented to Council in late 2022.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			adopted for the purposes of community consultation.	
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 – 30 May 2017				
12.5	Perth Parking Levy	EDIE	State Government yet to release results of consultation.	Update scheduled to be provided in-late-2021-2022
Council Meeting – 27 May 2014				
9.3.4	East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	CEO	Investigation to be undertaken to assess the current need for a variation to the lease as sought by the Football Clubs.	Early 2022 Mid 2022 Late 2022

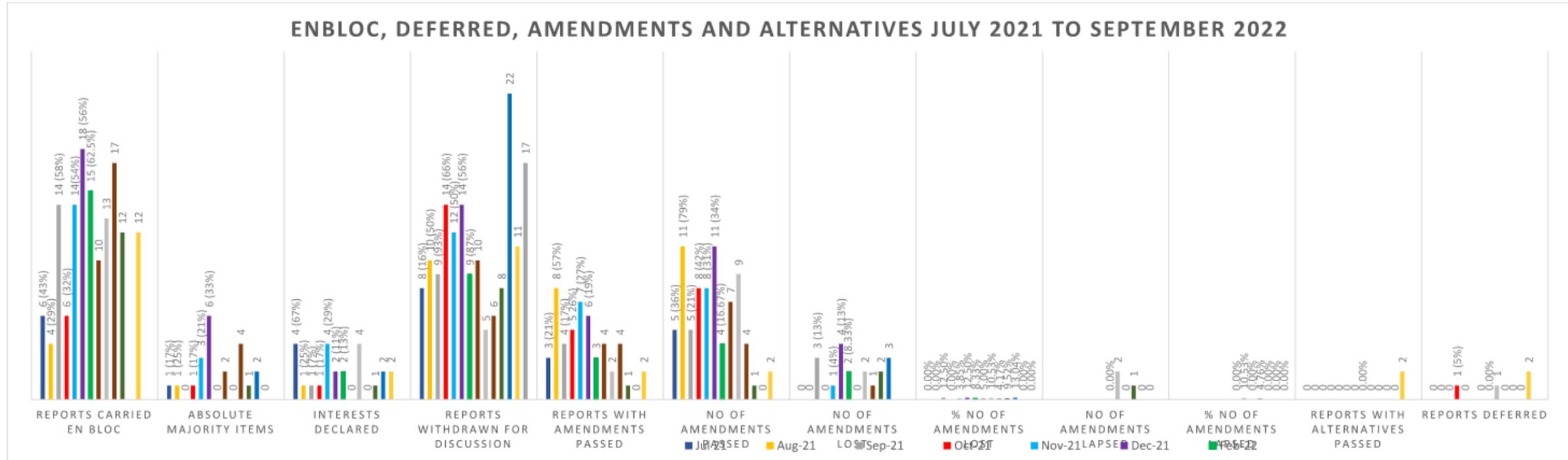
COUNCIL WORKSHOPS

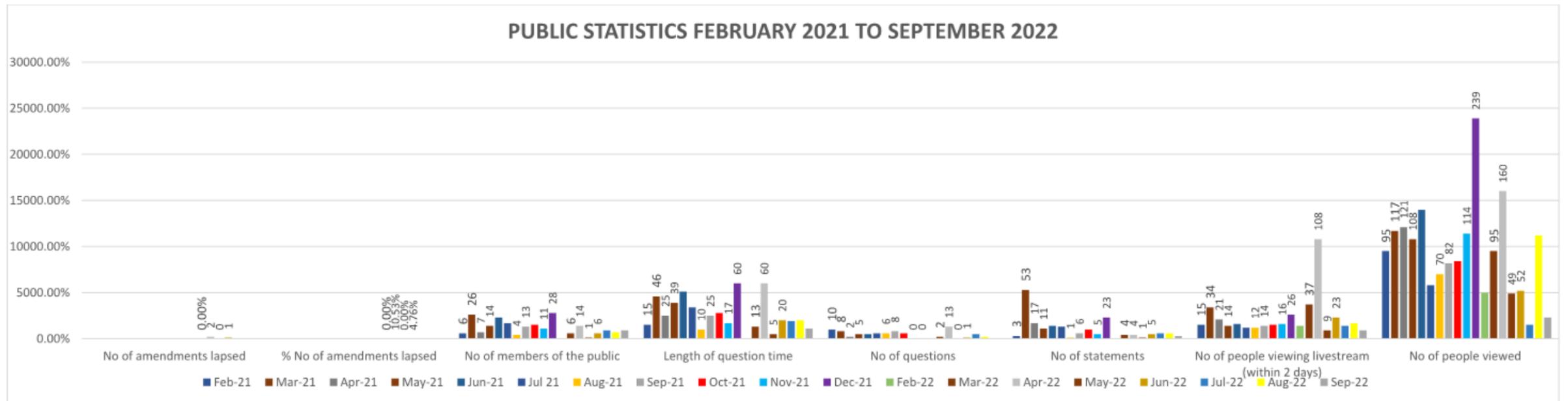
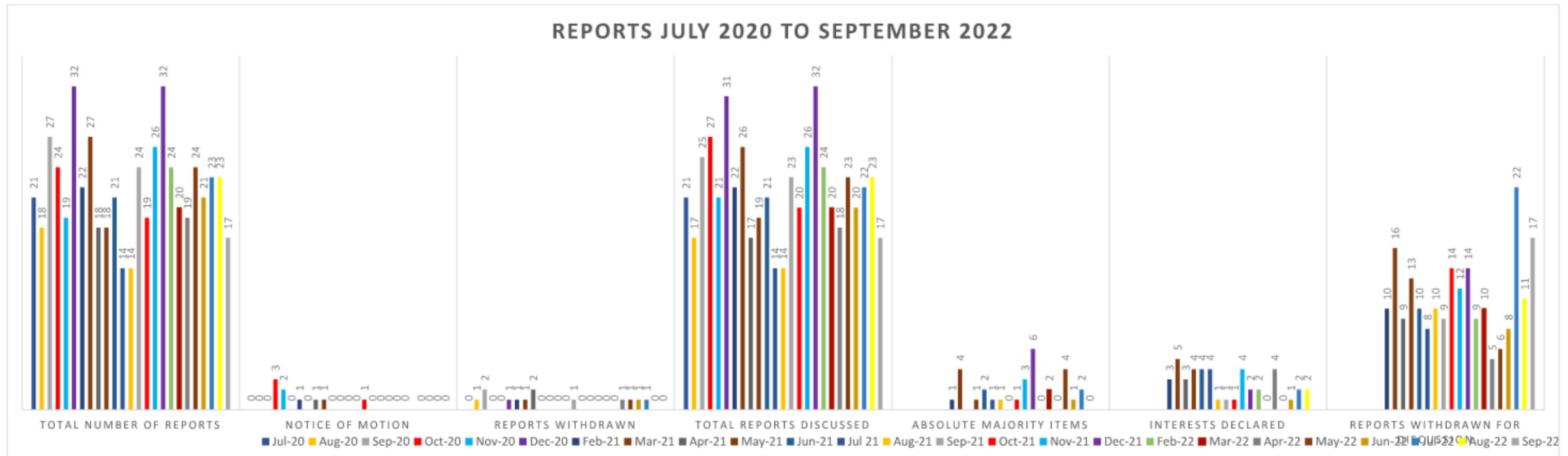
One workshop has been held since 1 September 2022

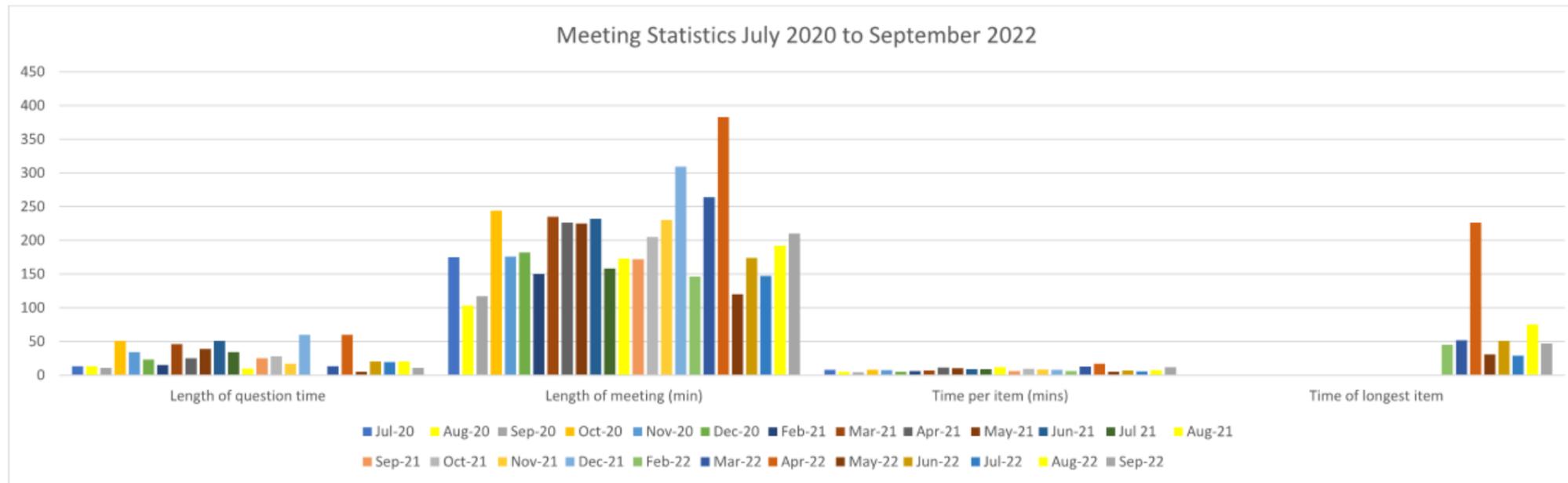
27 September 2022

- Mount Hawthorn Skate Park
- Measuring Customer Experience
- Advocacy Agenda Update
- Project Plan and update – Vincent Underground Power Project
- Cash in Lieu of Public Open Space
- Policy Document Register and Review Plan (Plan)
- Draft Wayfinding Signage Plan
- Draft Youth Action Plan
- 2023 Council Capacity Building Program and Draft Council Member Decision Making Forward Agenda
- Proposed Plan for Council Capacity Building

Council Meeting statistics – September 2022









CITY OF VINCENT

NOTES

Council Briefing

13 September 2022

Table of Contents

1	Declaration of Opening / Acknowledgement of Country	3
2	Apologies / Members on Approved Leave of Absence	3
3	Public Question Time and Receiving of Public Statements	3
4	Declarations of Interest	7
5	Strategy & Development	8
5.2	No. 166 (Lot: 1, S/P: 80901) Chelmsford Road, North Perth - Proposed Alterations and Additions to Single House.....	8
5.3	No. 221 Beaufort Street, Perth - Change of Use from Eating House to Restaurant/Café and Unlisted Use (Shisha Bar) including Alterations and Additions (Signage)	12
5.4	No. 624 Beaufort Street, Mount Lawley - Change of Use to Unlisted Use (Shisha Lounge) including Alterations and Additions (Unauthorised Existing Development).....	15
5.1	Nos. 107 - 109 (Lots: 1 - 2; S/P: 1896) Summers Street, Perth - Proposed Six Grouped Dwellings.....	18
5.5	Robertson Park Development Plan.....	29
5.6	Community Sporting and Recreation Facilities Fund Forward Planning Grant Application.....	33
6	Infrastructure & Environment	34
7	Community & Business Services	35
7.1	Financial Statements as at 31 July 2022	35
7.2	Authorisation of Expenditure for the Period 1 July 2022 to 31 July 2022	36
7.3	Investment Report as at 31 July 2022	37
7.4	Outcome of advertising and adoption of new Communications and Social Media Policy	38
7.5	Outcome of advertising and adoption of amendments to Recovery of Debts, Rates and Service Charges Policy	39
7.6	Adoption of the Long Term Financial Plan for the period 2022/23 - 2031/	40
8	Chief Executive Officer	41
8.1	Adoption of Corporate Business Plan 2022/23 - 2025/26 and Four Year Capital Works Program 2022/23 - 2025/26 [ABSOLUTE MAJORITY DECISION REQUIRED].....	41
8.2	Information Bulletin	43
9	Motions of Which Previous Notice Has Been Given	44
10	Representation on Committees and Public Bodies	44
11	Confidential Items/Matters For Which the Meeting May be Closed	44
11.1	Claim for Reimbursement - Legal Costs.....	44
12	Closure	44

**NOTES OF CITY OF VINCENT
COUNCIL BRIEFING
HELD AS E-MEETING AND AT THE
ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 13 SEPTEMBER 2022 AT 6.00PM**

PRESENT:	Mayor Emma Cole	Presiding Member
	Cr Susan Gontaszewski	South Ward
	Cr Alex Castle	North Ward
	Cr Jonathan Hallett	South Ward
	Cr Dan Loden	North Ward
	Cr Suzanne Worner	North Ward
	Cr Ron Alexander	North Ward
	Cr Ross Ioppolo	South Ward (electronically)
IN ATTENDANCE:	David MacLennan	Chief Executive Officer
	Peter Varris	A/Executive Director Infrastructure & Environment
	Virginia Miltrup	Executive Director Community & Business
	John Corbellini	Executive Director Strategy & Development
	Jay Naidoo	Manager Development & Design (left at 7.07pm after Item 5.1)
	Rhys Taylor	Executive Manager Financial Services (electronically) (left at 7.55pm after Item 7.6)
	Tara Gloster	Manager Policy and Place (left at 7.26pm after Item 5.6)
	Karsen Reynolds	Coordinator Planning Services (left at 7.07pm after Item 5.1)
	Joslin Colli	A/Executive Manager Corporate Strategy & Governance
	Wendy Barnard	Council Liaison Officer
Public:	Approximately seven members of the public.	

1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

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

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Cr Ashley Wallace on approved leave of absence from 27 August 2022 to 18 September 2022.

Cr Worner advised that she no longer requires the approved leave of absence for the period 7-24 September 2022 and will be in attendance.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

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

COUNCIL BRIEFING NOTES**13 SEPTEMBER 2022****3.1 Colin Cafarelli of North Perth – Item 5.2**

- Stated that he is the applicant for the development
- Presented photos of the proposed development to show that it complies with regulations
- Mentioned that 13 Blake Street was allowed to build a three storey building

The Presiding Member, Emma Cole, thanked Mr Cafarelli for his comments.

3.2 Melissa Ledger of Shakespeare Street – Item 5.3 and 5.4

- Spoke in favour of the recommendations to refuse
- Mentioned that she is a health professional in the field of cancer prevention
- Stated that there are significant health risks to shisha smoking, both to the smoker and those exposed to second hand smoke
- Agreed with the reasons given in the reports for the refusal recommendations

The Presiding Member, Emma Cole, thanked Ms Ledger for her comments.

3.3 Theresa Mangione of Perth – Item 5.1

Ms Mangione provided the following written statement, which she spoke to:

I am the owner of the neighbouring property on the eastern side 103/105 Summers Street, also of 36 Cheriton Street on the northern side at the rear of the proposed development, which is also included in the subject site and scheme area.

I am all for progress and development in the street, however not when the properties surrounding the new development will be adversely affected. I have 3 objections that heavily affect my properties:

1. Height of the Build

The height is too excessive, 6 units are very large and do not match the density of the other properties in Summers Street. If the unit numbers were to be reduced, as in line with neighbouring developments (not Lord Street) the height would be reduced to equal 111 Summers Street, which at 3 levels is more than enough.

[Photo 1 - shadowing and privacy](#) - This is a photo I took showing the shadow cast on 107 Summers Street. The building is exactly the same configuration as the child care centre next door. As you can see, if one more level is added the entire property will be in darkness on the eastern side of the new development.

[Diagram 2](#) - This was not displayed at all in any overshadowing diagram. Why was it omitted from the report? The only overshadowing diagram is the northern aspect overlooking the commercial properties on Cheriton Street. The sun goes down in the west, so why was a diagram not presented showing the overshadowing to the eastern side? The explanation in the report is that a child care centre is a commercial property and is therefore exempt from the R Codes and not required to meet the regulations.

When the child care centre was built the regulations were that it must have natural light and ventilation. These both will be taken away from the centre if a 4 level development is built next door, also with the setbacks compromised as well, bringing the building closer.

The height is justified in the report by stating there are 6 level and 8 level blocks in Summers Street. This is not true, the units they are referring to are on the Cnr of Lord & Bulwer, opposite a main intersection, overlooking a tennis court, an office block at 131 Summers Street and car yards, mechanics and gyms.

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

2. Privacy

New amended plans have been lodged accommodating the western side, at 111 Summers Street, but none have been amended to reduce privacy issues with 105 Summers Street or 36 Cheriton Street. The reasoning again is that they are commercial properties and therefore no consideration for privacy applies.

[Diagram 3](#) is a photo of the Cheriton Street staff recreation and lunch area. 4 Levels with top balconies on that corner, no tree is tall enough for them to ever have privacy. Why can't they put in screening? The balconies on this side also look directly into the playground (open air) at the child care centre and private courtyard.

3. Visitors Bay

One visitors bay is inadequate, it does not suffice for a 6 unit property, 3 bedrooms plus study each, so potentially 6 x 4 bedroom homes. I guarantee there will be more than 1 visitor at any one time. The traffic report referenced to is outdated, since 2018, there are more business and traffic interactions in the area both day and night that occupy the majority of the bays. I don't think including bays in Cheriton Street or Claisebrook can justify this one bay adaptation to the regulations required.

Conclusion

This development boasts a 6.3 star rating which is fantastic, it ticks all the boxes to be approved but at the expense and detriment of the existing neighbourhood properties on all sides.

[Diagram 4](#) - They have lodged plans in the report supporting 6.3 star ratings for all units, with fantastic colour schemes, diagrams of sunlight and airflows and extra large balconies allowing the normal light to penetrate the apartments, at the expense of putting the property in darkness and taking away any natural light, air flow and privacy benefits, that I had prior to the build. The playground and all rooms adjacent to the new build that will be impacted adversely, as will the rear outdoor area of 36 Cheriton Street. The extreme height of the build and reduced set backs plus no privacy measures put in place have a huge adverse affect on the eastern and northern properties. The northern property is a child care centre, a commercial property, therefore sunlight and natural airflow and privacy is not a requirement.

The Presiding Member, Emma Cole, thanked Ms Mangione for her comments.

3.4 Petar Mrdja of Perth - Item 5.1

- Stated he is from Urbanista Town Planning, the applicant for the proposed development
- Mentioned that the site is currently a duplex lot, with separate driveways, which will be combined into one with the new development
- Stated that there are a number of amenities close to the site, making it an ideal place for density
- Mentioned that the plans have been updated following Design Review Panel and community comments
- Stated that the development has been designed to fit in with the local streetscape
- Encouraged Council to approve this development

The Presiding Member, Emma Cole, asked if they have liaised with the neighbours specifically the Child Care Centre. Mr Mrdja advised that they have not, but did consider them in the design, through the use of setbacks, putting the driveway on that side to have some separation between the development and the Centre, and the landscaping of the balconies.

The Presiding Member, Emma Cole, thanked Mr Mrdja for his comments.

COUNCIL BRIEFING NOTES**13 SEPTEMBER 2022****3.5 Giday Hailu of Perth - Item 5.3**

- Stated he is the applicant
- Mentioned that Shisha is legal in WA as long as it is outdoors
- Stated that there will only be 20 patrons, and he will install fans to disperse the smoke. He mentioned that it will not be noisy
- Mentioned that they have provided all the information the City has requested
- Encouraged Council to approve the application as they have been paying rent and bills on the premises for over a year

The Presiding Member, Emma Cole, thanked Mr Hailu for his comments.

3.6 Sami Berhe of Perth – Item 5.3

- Stated he is the joint applicant for the Shisha Bar
- Mentioned that they have provided all the information the City has requested
- Encouraged Council to approve the application, as they have been paying rent on the premises for over a year with no income

The Presiding Member, Emma Cole, thanked Mr Berhe for his comments.

3.7 Frances Hopkins of Mt Lawley – Item 5.4

Submitted a statement in writing, below, which she spoke to:

I am the owner of the property next door to the proposed business 225 Beaufort Street a heritage building I have operated as travellers accommodation for over 40 years. We have people from all over Australia and all over the world stay. It is operated as a quiet venue, as guests usually are from different time zones and like to have a good nights rest when they arrive before they go on tour and they are tired when they get back. Many of the bedrooms have windows facing the property line and are less than 5 metres away from the proposed outdoor area. I am very concerned about noise pollution and any air pollution that would undoubtedly disrupt my guests late at night or indeed at any other time.

Therefore any entertainment next door to the building would have an extremely detrimental effect on my business. Also the property is surrounded by residential properties right next door on the other side is a block of apartments and residential buildings on both sides at the back. The proposed venue should be in an area alongside other night time venues or offices that don't operate at night.

The whole time I have owned and operated North Lodge 225 Beaufort Street there has never been a problem with next door Commercial users but I fear this could force my business to close after just getting back on our feet after COVID.

I would stress any night time business is not suitable in this residential precinct.

The Presiding Member, Emma Cole, thanked Ms Hopkins for her comments.

The following questions were received in writing prior to the meeting.

Ms Yoko Kashihara of Perth – Item 5.3

We have three questions and also would like the Councillors at the meeting to be aware we live adjoining the proposed 'Shisha Bar' and have very significant concerns about its adverse impacts, including smoke and noise, as the proposed development directly abuts established sensitive residential uses, including our house and rear outdoor living area.

Our questions are:

1. *Will Council, when this matter is considered, utilise the provisions of cl 18(4)(c) of the City's Local Planning Scheme 2, to determine that the unlisted use 'shisha bar' is, in this instance, a use that is not consistent with the objectives of the zone and therefore NOT PERMITTED? We are concerned the officers report, while finding in reason 1.1 of the officer recommendation that this is the case, the*

recommendation does not expressly rely cl 18(4)(c) of LPS 2 and appears to treat the 'Shisha Bar' use which is a use not listed as discretionary, when the Council is first required to determine if this is the case.

2. *Will the Council instruct the CEO to ensure that the administration's comments in the report are internally consistent, because at the moment they are not?* For example the comments regarding Smoking Emissions on page 11 appear to reflect the broad community concerns that have been raised and the complete lack of detail provided by the applicant. However the administration comments later in the report – on page 5 of 14 of the Schedule of Submissions tells a inconsistent story - and also on page 8 of 14. It is import the Council is provided with correct, consistent and clear advice before a decision is made on this application at the Council meeting next week.
3. The comparisons drawn in the officer report to McDonalds and the Ellington Jazz Club are entirely incorrect and inaccurate. These premises do not have sensitive established residential land uses directly adjoining them (e.g. residential open balconies, back yards, bedrooms). In the case of the Ellington, this premises was required at the time the MRA granted approval, to put in place detailed noise management controls which means the music from the venue, and those attending, cannot be heard and it has no effect on neighbours. The smoking area of the Shisha Bar is required by law to be 50 percent open sided - allowing smoke and noise to directly and negatively impact the established residential neighbours. This will occur 7 days a week until late every evening. *Will Council give careful consideration to the negative amenity impacts of this proposal, including the smoke and the noise which will be directly detrimental to the adjoining established local residential amenity located immediately to the north and the south of this site?*

Veerendra Bidduluri of North Perth – Item 5.2

On a quiet family street how can we allow a 3 storey development without impacting the privacy of the neighbours? This development will end up being a watch tower for the entire street. My property is behind this property and use the access lane next to this property. If there is active construction happening there then there needs to be enough protection on the site for my tenants while using the access lane to the Chelmsford Road.

There being no further speakers, Public Question Time closed at approximately 6.23pm.

4 DECLARATIONS OF INTEREST

Cr Ross Ioppolo declared a financial interest in Item 11.1 Claim for Reimbursement – Legal Costs as he stands to benefit from approval of this recommendation. He will not participate in the debate or vote in this matter.

5 STRATEGY & DEVELOPMENT

5.2 NO. 166 (LOT: 1, S/P: 80901) CHELMSFORD ROAD, NORTH PERTH - PROPOSED ALTERATIONS AND ADDITIONS TO SINGLE HOUSE

Ward: North

Attachments:

1. Consultation and Location Map
2. Development Plans
3. Summary of Submissions - Administration Response
4. Applicant Justification

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the application for Alterations and Additions to Single House at No. 166 (Lot: 1; S/P: 80901) Chelmsford Road, North Perth in accordance with the plans shown in Attachment 2 for the following reasons:

1. The development would not satisfy the Design Principles of Clause 5.1.2 Street Setbacks of State Planning Policy 7.3: Residential Design Codes – Volume 1 and the Local Housing Objectives of Clause 5.1 of the City's Policy No. 7.1.1 – Built Form because:
 - 1.1 The proposed Chelmsford Road façade would not incorporate predominant features of the streetscape and would not contribute to or be consistent with the established streetscape;
 - 1.2 The development would not provide sufficient articulation of upper floors and does not incorporate design features to minimise visual bulk and scale of the building and distinguish parts of the dwelling, and would detract from the streetscape character; and
 - 1.3 The proposed development does not appropriately consider the prevailing and future development context of Chelmsford Road as outlined in Policy 7.1.1 – Built Form;
2. The development would not satisfy the Design Principles of Clause 5.1.6 Building Height of State Planning Policy 7.3: Residential Design Codes – Volume 1 and the Local Housing Objectives of Clause 5.3 of the City's Policy No. 7.1.1 – Built Form because:
 - 2.1 The development would not respond to the surrounding development context and due to its bulk and scale would not preserve or enhance the neighbourhood context or character of the existing streetscape;
 - 2.2 The height of the proposal would not be complementary to existing developments in the streetscape as it predominantly consists of single storey dwellings; and
 - 2.3 The height of the proposal does not consider its building bulk and scale to the primary street elevation and would adversely impact the character of the existing streetscape; and
3. As a consequence of the proposed street setback, building height and building design (relating to massing, materials, detailing and roof form), the proposal:
 - 3.1 Would result in a bulk, scale and dominating appearance that would not be compatible with and complementary to the established residential area in which it is located (Clause 67(m)) of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
 - 3.2 Would detract from the amenity and character of the residential neighbourhood (Clause 67(n)) of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

- 3.3 **Would not enhance the amenity and character of the existing neighbourhood and is not compatible with the established area (objective of the Residential zone under Clause 16 of the Local Planning Scheme No. 2).**

MAYOR COLE:

Could further information please be provided about the approval of No. 13 Blake Street, North Perth.

COUNCILLOR LODEN:

Could further information please be provided on the three storey developments referred to by the applicant in their deputation, at No. 13 Blake Street, North Perth and No. 101A Alma Road, North Perth and why these were considered to be acceptable.

COORDINATOR PLANNING SERVICES:

When considering the building height and street setback of a development, the R Codes and Built Form Policy design principles and local housing objectives require consideration of whether the development is consistent with the established 'streetscape'.

The streetscape is considered to be the immediate area surrounding the subject site, which in this case is Chelmsford Road and Leake Street.

The surrounding context along Chelmsford Road, as well as on Leake Street is dominated by low-scale residential development with predominantly single storey character dwellings with some two-storey contemporary developments. The planning framework for this area sets a deemed-to-comply height of two storeys for this immediate streetscape.

Administration have reviewed the information provided by the applicant regarding other developments at No. 13 Blake Street and No. 101A Alma Road. Neither of the developments referred to by the applicant are within the immediate streetscape of No. 166A Chelmsford Road.

No. 101A Alma Road, North Perth

No. 101A Alma Road, North Perth is a three-storey single house that was approved by Council at its 29 May 2018 Ordinary Meeting.

The site is zoned R40 and is within the Residential Built Form Area with a two storey height standard. It is bounded on three sides by rights of way. To its west, across a 5 metre wide right of way, lots are zoned District Centre and are within the Town Centre Built Form Area with a building height standard of six storeys.

The development uses an asymmetrical gable roof design. Assessed under the current planning framework the development incorporates a maximum wall height of 7.6 metres and ridge height of 10.1 metres in lieu of the deemed-to-comply height of 7 metres wall height and 10 metres ridge height.

The third floor of the dwelling is partially concealed within the roof space of the development which assists in reducing the apparent impact of the third storey. The development also incorporates a variety of design features including colours and materials and setbacks to provide articulation to the façades which assist in reducing the bulk of the development and integrating it into the Alma Road streetscape and adjacent District Centre.

No. 13 Blake Street, North Perth

No. 13 Blake Street is a three-storey ten multiple dwelling development on a 1,011 square metre lot that was ultimately approved by the JDAP on 7 October 2019 and is currently under construction.

The site is zoned R30/R40 and is within the Residential Built Form Area within a two-storey building height area.

The site has frontages to Blake Street and Donley Lane. The site slopes down approximately 2.4 metres from Blake Street to Donley Lane. The three storey portions of this development are contained to the lower southern (Donley Lane) portion of the site, with a two-storey presentation to Blake Street.

The City recommended that the application be refused because of the presentation of building bulk to adjoining properties and inconsistency with the existing neighbourhood streetscape character. The

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

development was deferred by the JDAP at its 23 May 2019 meeting. The application was then appealed to the State Administrative Tribunal and following modifications to the design, was approved by the JDAP under a Section 31 reconsideration on 7 October 2019.

While the City was of the opinion that the proposed development was not consistent with the Donley Lane streetscape, it was noted in the City's Responsible Authority Report that the three storey building responded to the topography of the site and the façade incorporated articulation through the use of colours and materials to reduce the appearance of building bulk.

MAYOR COLE:

Could the Administration please make contact with the applicant to enquire whether they are willing to modify the proposal to address the concerns raised in the report and expressed by the community?

COORDINATOR PLANNING SERVICES:

Administration met with the applicant on the morning of 15 September 2022 to discuss the proposal and encourage modifications to be made to the plans to address Administration's concerns relating to building height and bulk.

While the applicant advised they were willing to consider modifications to the primary street setback of the second (top) floor, this would not sufficiently address the overall height or the reasons for refusal.

The applicant advised they did not wish to work with Administration to find solutions to the current concerns and requested that the application be determined based on the current plans. They advised that they would likely appeal any determination to the SAT.

Previous Discussions with Applicant

Following submission of the development application in July 2021, Administration made numerous efforts to work with the applicant to achieve modifications to the proposal that would result in a favourable outcome.

The City sent two formal letters requesting modifications to the plans. A number of phone calls were made with the applicant and their designer which offered in-person meetings to discuss the proposal and potential solutions. These offers were not accepted by the applicant and on 10 June 2022 they requested the proposal be determined based on current information. The City then advertised the proposal before presenting the application to Council for determination.

CR LODEN:

Please provide clarification on the lot boundary setbacks that have been provided.

COORDINATOR PLANNING SERVICES:

The R Codes provide the following deemed-to-comply setbacks to the northern boundary:

- 1.2 metres for the first floor; and
- 1.4 metres for the second floor.

The first and second floors propose a setback of 7 metres to the northern lot boundary to No. 166A Chelmsford Road.

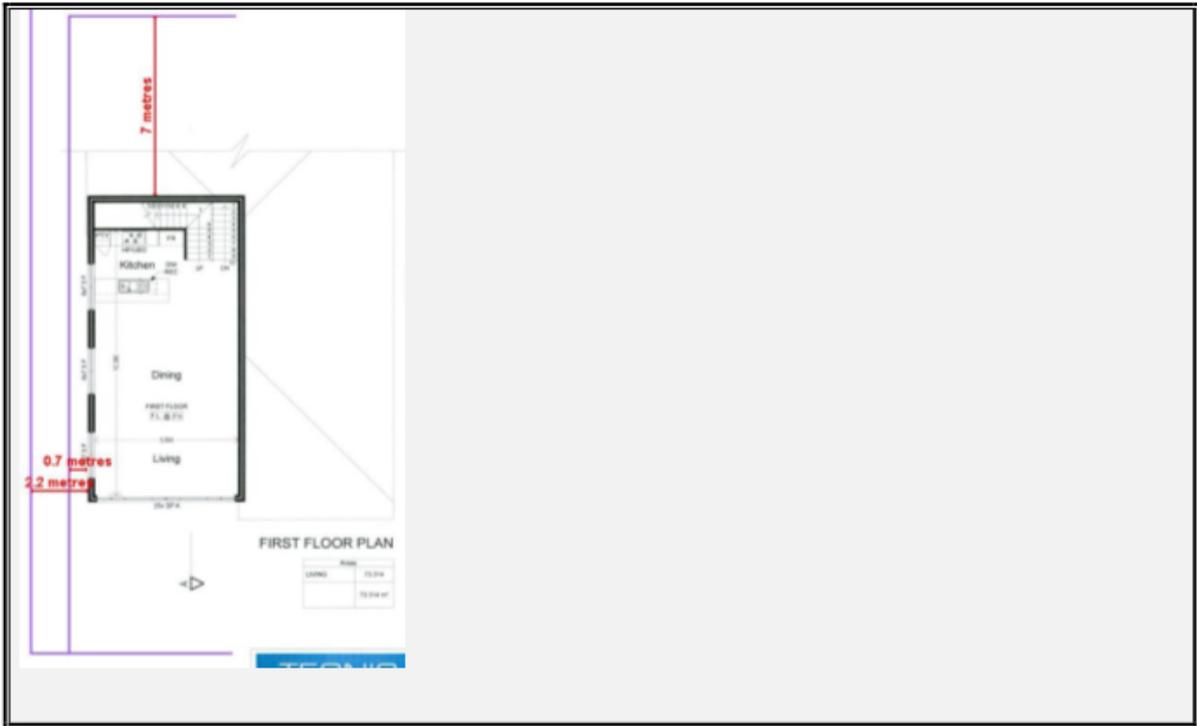
The R Codes provide the following deemed-to-comply setbacks to the western boundary:

- 1.5 metres for the first floor; and
- 1.8 metres for the second floor.

The development propose a setback of 0.7 metres to the western survey strata lot boundary.

Due to the subdivision of the original lot, a 1.5 metre wide pedestrian access leg to No. 166A Chelmsford Road runs along the western boundary of the subject site. The first and second floor would be set back 2.2 metres from the original western lot boundary.

The lot boundaries and the setbacks proposed from the additions are shown in the below image.



5.3 NO. 221 BEAUFORT STREET, PERTH - CHANGE OF USE FROM EATING HOUSE TO RESTAURANT/CAFÉ AND UNLISTED USE (SHISHA BAR) INCLUDING ALTERATIONS AND ADDITIONS (SIGNAGE)

Ward: South

Attachments:

1. Consultation and Location Map
2. Development Plans
3. Noise Management Plan
4. Venue Management Plan
5. Land Use Context Plan
6. Previous Approvals
7. Summary of Submissions - Administration's Response
8. Summary of Submissions - Applicant's Response

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the application for Change of Use from Eating House to Restaurant/Café and Unlisted Use (Shisha Bar) including Alterations and Additions (Signage) at No. 221 (Lot: 3; D/P: 1879) Beaufort Street, Perth, as shown in Attachment 2, for the following reasons:

1. As a consequence of the location of the Unlisted Use (Shisha Bar) within an unenclosed patio at the rear of the subject site and adjoining residential and other sensitive land uses, with this exacerbated by the operating hours and intensity of the Unlisted Use (Shisha Bar), the proposal:
 - 1.1 Would be inconsistent with the objectives of the Commercial zone under the City of Vincent's Local Planning Scheme No. 2, as the development would be detrimental to the amenity of the adjoining properties. This is because it would result in smoke, vapour and odour emissions associated with the use. The off-site amenity impacts related to these emissions from the proposal would negatively impact on adjoining properties;
 - 1.2 Would have an undue amenity impact on the adjoining residential and sensitive land uses, and subsequently would not be compatible with its setting, as the proposal has not demonstrated that the emissions associated with the use could be appropriately mitigated as outlined in reason 1.1 (Clause 67(m), (n) and (x) of the *Planning and Development (Local Planning Schemes) Regulations 2015*);
 - 1.3 Would have an adverse impact on the amenity of the adjoining properties as evidenced through written objections received from surrounding owners and occupants (Clause 67(y) of the *Planning and Development (Local Planning Schemes) Regulations 2015*); and
 - 1.4 Would be inconsistent with orderly and proper planning as it would be inconsistent with the objectives and approach of the City's draft Local Planning Policy: Restricted Premises – Smoking. This is because the proposal has not demonstrated that the emissions associated with the use could be appropriately mitigated as outlined in reason 1.1 (Clause 67(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*); and
2. As a consequence of the extent of the proposed Alterations and Additions (Signage), the proposal:
 - 2.1 Would not satisfy the objectives of the City's Local Planning Policy – Signs and Advertising as it would result in a proliferation of advertisement that is not aligned with the City's Public Health Plan objective to reduce exposure of tobacco advertising; and
 - 2.2 Would be inconsistent with orderly and proper planning as it would be inconsistent with the objectives and approach of the City's draft Local Planning Policy: Restricted Premises – Policy for the reasons outlined in reason 2.1 (Clause 67(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*).

MAYOR COLE:

At the time when the plans were submitted for the patio that was approved under delegated authority, was that structure labelled a smoking area? Was Administration aware that the purpose of the patio was primarily to be a patio that would be appropriate for a shisha bar?

MANAGER DEVELOPMENT & DESIGN:

No, the patio was not labelled a smoking area on the plans that were initially submitted. Administration was not aware at the time of the previous development application for the patio that the primary purpose for the patio was that it was to be used for a shisha bar.

It should be noted that the applicant for this previous application for the patio was a patio company rather than the business owner now proposing the shisha bar.

The following is a summary timeline of the City's previous discussions with the tenant of the premises:

- *June 2021 – Tenant first contacts the City, seeking to confirm the approved use of the property as they would like to operate it as a café. The City confirmed a café had received previous approval at the property.*
- *July 2021 – Tenant engages a patio company who submits a development application for a patio at the property. The application form and plans submitted stated that the application was for a new patio associated with an existing café. Administration contacted the applicant who confirmed that the application was only for the patio.*
- *August 2021 – Administration completed an assessment of the application. It contacted the applicant, being the patio company, to confirm how the patio area would be used. The applicant stated that the use of the property is going to remain the same, as a café, and that the patio would be used as a seating and smoking area where no food or drinks would be served. Administration was not aware that the primary purpose of the patio and the business that would be occupying the premises was intended to be a shisha bar or a smoking related use.*
- *October 2021 – Administration issued approval under delegated authority for the application. The development approval includes a condition stating it is only in relation to a patio addition to a café and not any other development.*
- *December 2021 – The tenant of the premises submitted a food business registration form to the City. The application included their Record of Registration for Business Name, with the name being "Marihana Shisha Café". At this point Administration became aware that the primary purpose of the business may not be intended to be a café for the provision of food and drinks. Administration contacted the tenant to explain that a shisha bar is an Unlisted Use and is considered a different land use to a café under the planning framework. Administration advised that a development application would need to be submitted, and that there is no guarantee that they would receive approval.*
- *March 2022 – The current development application was submitted for a shisha bar at the premises but was incomplete. The applicant is the tenant of the premises. Administration advised the tenant that the application was missing information which was needed before it could be lodged.*
- *April 2022 – The current development application was lodged.*
- *June 2022 – After the application had been assessed and community consultation had been completed, Administration contacted the tenant to advise of the submissions received during consultation and that the application would need to be determined by Council given that more than five objections were received. Administration also requested additional information to be submitted relating to reduced operating hours, an updated noise management plan, a venue management plan (including details on the management of smoke emissions) and signage. Administration advised that submitting this additional information would give them the best chance of receiving approval. Administration advised the tenant they should strongly consider whether they want to proceed with the application as there is a risk that they may not receive approval even if this information was provided. The tenant confirmed that they still wanted to proceed with the application. Administration had advised the tenant in previous discussions that they could still open the café component and operate this, but the tenant stated that this wouldn't be worthwhile as the primary purpose of their business is a shisha bar.*

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

- *July 2022 to present – Administration continued to liaise with the tenant to assist them to provide the information that had been requested, including through multiple in-person meetings, phone calls and emails. Administration continued to reiterate that there is a risk that they may not receive approval for their application, and provided context on the City’s Public Health Plan and the City’s Restricted Premises – Smoking policy which was in the process of being prepared and considered by Council. The tenant continued to reiterate their frustration with the length of the process, the time and money they had invested, and that they’d first engaged with the City last year. They stated that they understood that they may not receive approval and wanted to proceed to receive a decision on the application for the purpose of certainty.*

MAYOR COLE:

In relation to the report talking about emissions and the other item which has been previously operating as a shisha lounge, has there been any attempt to measure the impact of emissions?

MANAGER DEVELOPMENT & DESIGN:

For Item 5.4, which has previously operated unauthorised as a shisha lounge, there has not been any investigations or measurements taken of impacts of emissions such as smoke, vapour or odour. This is because the complaints received about the previous operations of the business were in relation to noise impacts and waste management issues. As set out in the Background section of Administration’s report, in response to complaints received Administration opened an investigation into the unauthorised use and works associated with the business in accordance with the City’s Policy No. 4.1.22 – Prosecution and Enforcement (Enforcement Policy), and an investigation into noise impacts in accordance with the Environmental Protection (Noise) Regulations 1997 (the Noise Regulations).

For both Items 5.3 and 5.4, Administration has not attempted to measure or investigate how emissions such as smoke, vapour or odour would be emitted from the premises, or what an acceptable level of emissions would be. As set out in the Comments section of Administration’s report, Administration has noted that there is no safe level of exposure to second-hand smoke as all exposure carries risk of being potentially harmful to health. For this reason Administration considers that these emissions would have an amenity impact on the adjoining properties and associated sensitive uses that are in close proximity to the patio areas which are proposed to be used for smoking shisha. The applicants for both applications have also not provided details, reports or evidence which demonstrate that there would not be an amenity impact from smoke, vapour or odour being emitted out from the premises towards these adjoining sensitive uses.

Administration also notes that under the tobacco products legislation that shisha is legally required to be consumed within an outdoor area that is no more than 50 percent enclosed. This means that inherently the patios proposed to be used for the consumption of shisha will have open sections of roof and walls, and that there is limited ability for the applicants to contain any emissions such as smoke, vapour or odour within the patio. There is also limited ability for these emissions to be controlled and managed through the introduction of physical measures such as barriers, filters or smokestacks.

MAYOR COLE:

In relation to the three questions from Ms Yoko Kashihara, could we have some responses to those?

MANAGER DEVELOPMENT & DESIGN:

In relation to the first question, it was seeking clarification whether there needs to be specific reference to the clause of the City’s Local Planning Scheme No.2 that deals with Unlisted Uses in regards to the objectives of the zone. Administration’s report body set out that the proposed shisha bar would not satisfy the objectives of the zone.

Administration has reviewed this and agrees that the recommendation should include reference to the applicable clause of Local Planning Scheme No.2, being Clause 18(4) that deals with Unlisted Uses, and specifically Clause 18(4)(c) where it states that the local government may determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted. Administration’s report and recommendation to Council for both Items 5.3 and 5.4 have been updated accordingly.

In addition and for both Items 5.3 and 5.4, Administration has also updated its report and recommendation to Council to include a recommended reason for refusal in relation to not meeting the Aims of the City’s Local Planning Scheme No.2. This was discussed under the Comments section of the reports and the subheading ‘Matters to be considered by Local Government – 1. Clause 67(2)(a) – Aims of LPS2’.

The second and third questions from the resident were responded to during the Council Briefing Session.

5.4 NO. 624 BEAUFORT STREET, MOUNT LAWLEY - CHANGE OF USE TO UNLISTED USE (SHISHA LOUNGE) INCLUDING ALTERATIONS AND ADDITIONS (UNAUTHORISED EXISTING DEVELOPMENT)

Ward: South

Attachments:

1. Consultation and Location Map
2. Development Plans
3. Applicant's Cover Letter
4. Acoustic Report
5. Land Use Context Plan
6. Summary of Submissions - Administration's Response
7. 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:

1. **REFUSES** part of the application for Change of Use to Unlisted Use (Shisha Lounge) including Alterations and Additions (Fence and Gate) (Unauthorised Existing Development) at No. 624 Beaufort Street, Mount Lawley (Lot: 700; D/P: 400441), as shown in Attachment 2, for the following reasons:

- 1.1 As a consequence of the location of the Unlisted Use (Shisha Lounge) within an unenclosed patio and outbuilding at the rear of the subject site and adjoining sensitive residential land uses, with this exacerbated by the operating hours and intensity of the Unlisted Use (Shisha Lounge), the proposal:
 - 1.1.1 Would be inconsistent with the objectives of the District Centre zone under the City of Vincent's Local Planning Scheme No. 2, as the development would adversely impact the amenity of the adjoining properties and residential areas. This is because it would result in smoke, vapour and odour emissions, noise emissions, and impacts from the lack of management of the activities associated with the use. The off-site amenity impacts related to these emissions from and the activities of the proposal would negatively impact on adjoining properties;
 - 1.1.2 Would have an undue amenity impact on the adjoining sensitive residential land uses, and subsequently would not be compatible with its setting, as the proposal has not demonstrated that the emissions and activities associated with the use could be appropriately mitigated as outlined in reason 1.1.1 (Clause 67(m), (n) and (x) of the *Planning and Development (Local Planning Schemes) Regulations 2015*);
 - 1.1.3 Would have an adverse impact on the amenity of the adjoining properties as evidenced through written objections received from surrounding owners and occupants (Clause 67(y) of the *Planning and Development (Local Planning Schemes) Regulations 2015*); and
 - 1.1.4 Would be inconsistent with orderly and proper planning as it would be inconsistent with the objectives and approach of the City's draft Local Planning Policy: Restricted Premises – Smoking. This is because the proposal has not demonstrated that the emissions and activities associated with the use could be appropriately mitigated as outlined in reason 1.1.1 (Clause 67(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*); and

- 1.2 As a consequence of the height and materials of the proposed Alterations and Additions (Fence and Gate) at the front of the subject site along the Beaufort Street frontage, the proposal:
 - 1.2.1 Would not satisfy the Element Objectives of Volume 3 Clause 1.7 – Public Domain Interface of the City's Policy No. 7.1.1 – Built Form as it would not enhance the

amenity and safety of the adjoining public domain; and

1.2.2 Would not satisfy objectives of the District Centre zone under Local Planning Scheme No.2 as it would not result in high quality, pedestrian-friendly, street-orientated development that responds to and enhances key elements of the District Centre; and

2. **APPROVES** part of the application for Alterations and Additions (Patio) (Unauthorised Existing Development) at No. 624 Beaufort Street, Mount Lawley (Lot: 700; D/P: 400441), as shown in Attachment 2, subject to the following conditions and advice notes included in Attachment 7:

2.1 This approval is for Alterations and Additions (Patio) as shown on the approved plans dated 21 December 2021. No other development forms part of this approval; and

2.2 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.

MAYOR COLE:

If we do approve a patio can it be stipulated that this is not to be used as a smoking area for the purposes of an Unlisted Use (Shisha Lounge) that cannot be used as a smoking area?

MANAGER DEVELOPMENT & DESIGN:

The following changes have been made to Administration's recommendation:

- Condition 2.1 has been updated to specify that the patio addition is to the existing shop use.
- Condition 2.2 has been added stating that the patio addition shall not be used for the purpose of an Unlisted Use (Shisha Lounge) or the like.
- Advice Note 6 of the Determination Advice Notes in Attachment 7 of Administration's report has been included that states that the approval of part of the application is for the patio addition only, and that the Unlisted Use (Shisha Lounge) subject to the application will need to remain ceased. It then states that any use of the patio for a different activity that is not associated with the approved use of the site for a shop use, may require development approval prior to it occurring.

This would ensure that the patio cannot be used for the purpose of an Unlisted Use (Shisha Lounge) and that the applicant is notified that any other activities may need development approval.

CR CASTLE:

If this is passed as recommended by Administration to refuse the application but approve the patio, what does this practically mean for the applicant? With a patio approval, where does this leave us with noise and the noise complaints that have been received in the past?

If we are to approve the patio, but refuse the application for change of use, then what types of use would be available to applicant under the existing approval? Just so we're aware what we are potentially approving if the applicant decides to change tack, not to seek a change of use but to open an establishment using the patio, what types of uses would that entail and what hours would they be able to operate?

MANAGER DEVELOPMENT & DESIGN:

For both Items 5.3 and 5.4, and if the shisha bar/lounge use component of the applications is refused, the applicants are able to operate businesses that are consistent with existing approved uses of their respective sites.

The property subject of Item 5.3 has an existing approved use allowing a restaurant/café to operate and the property subject of Item 5.4 has an existing approved use allowing a shop to operate. This extends to any patio areas approved on the sites and in accordance with any conditions of approval.

Alternatively, they could operate a use at these properties (including within the buildings and patio areas) which is a 'P' (Permitted) use under the City's Local Planning Scheme No. 2 that are exempt and do not require development approval within those zones under the Planning and Development (Local Planning Schemes) Regulations 2015 (Planning Regulations). This could include uses such as Restaurant/Café, Shop or Liquor Store – Small. As they are exempt from requiring development approval, there would be no restriction on operating hours.

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

If these other uses were to operate at the properties and under the patio areas, they would still be subject to the requirements and assigned noise levels under the Environmental Protection (Noise) Regulations 1997 (the Noise Regulations).

Similar to what occurred when the business subject of Item 5.4 has previously operated, if complaints are received about other uses then Administration would complete investigations in accordance with the City's Policy No. 4.1.22 – Prosecution and Enforcement (Enforcement Policy) and the Noise Regulations. Administration would then take actions accordingly if it was found that the uses were non-compliant with the relevant requirements.

Administration also notes that whether or not there are patios located over the rear spaces of these properties, these spaces could still be occupied and used as part of the activities associated with a previously approved or exempt use.

CR IOPPOLO:

When an application or recommendation is refused for change use, but is approved in relation to a patio, is there any mechanism in the planning guidelines that says that if more of what is considered material (i.e. the change of use) is being denied, that the whole application needs to be denied? Or is it possible that a less material item can be approved but a more material item be knocked back?

MANAGER DEVELOPMENT & DESIGN:

As set out in the Legal/Policy section of Administration's report, Clause 73 of the Planning Regulations provides the ability for approval to be granted for a part or aspect of that development for which approval is sought.

As part of this application, approval is sought for a development made up of two components being 1. the proposed use of a shisha lounge, and 2. works including signage, a patio and a fence and gate.

Under Clause 73 of the Planning Regulations, it is possible for the patio works to be approved while other parts or aspects of the application are refused (such as the shisha lounge use and the fence and gate works).

Administration also notes that the patio for which approval is being sought has already been installed on the site (as are the fence, gate and signage).

5.1 NOS. 107 - 109 (LOTS: 1 - 2; S/P: 1896) SUMMERS STREET, PERTH - PROPOSED SIX GROUPED DWELLINGS

Ward: South

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

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the development application for Six Grouped Dwellings at Nos. 107 – 109 (Lots: 1 - 2; S/P: 1896) Summers Street, Perth in accordance with the plans in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 8:

1. Development Plans

This approval is for Six Grouped Dwellings as shown on the approved plans dated 20 July 2022. No other development forms part of this approval;

2. Boundary Walls

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

3. External Fixtures

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

4. Visual Privacy

4.1 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; and

4.2 Prior to occupancy or use of the development, permanent fixed cabinetry no less than 600 millimetres in width shall be provided against the western wall of the 'Kitchen' of Unit 6, to the satisfaction of the City;

5. Colours and Materials

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

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

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

6. Landscaping

- 6.1 All landscaping works shall be undertaken in accordance with the approved plans dated 20 July 2022, prior to the occupancy or use of the development and maintained thereafter to the satisfaction of the City; and
- 6.2 Prior to the first occupation of the development, the redundant or "blind" crossovers shall be removed, the verge area landscaped and the kerb made good to the City's specifications and to the satisfaction of the City, at the applicant/owner's full expense;

7. Stormwater

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

8. Sight Lines

No walls, letterboxes or fences above 0.75 metres in height to be constructed within 1.5 metres of where:

- Walls, letterboxes or fences adjoin vehicle access points to the site; or
- A driveway meets a public street; or
- Two streets intersect;

Unless otherwise approved by the City of Vincent;

9. Car Parking and Access

- 9.1 The layout and dimensions of all driveways and parking areas shall be in accordance with AS2890.1;
- 9.2 All driveways, car parking and manoeuvring areas 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;
- 9.3 Prior to the occupation or use of the development, one visitor parking bay shall be permanently marked, maintained and legally accessible at all times for use exclusively by visitors to the property, be clearly visible or suitably sign posted from the street or communal driveway and be located, together with the reversing area, in front of any security gates or barrier for the development unless otherwise approved by the City; and
- 9.4 No goods or materials being stored, either temporarily or permanently, in the parking or landscape areas or within the access driveways. All goods and materials are to be stored within the buildings or storage yards, where provided;

10. Construction Management Plan

A Construction Management Plan shall be lodged with and approved by the City prior to issue of a building permit. This plan is to detail how construction will be managed to minimise disruption in the area and shall include:

- Storage of materials and equipment on site;
- Parking arrangements for contractors and sub-contractors;
- The impact on traffic movement;
- Notification to affected land owners; and
- Construction times.

The approved Construction Management Plan shall be complied with for the duration of the construction of the development; and

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

11. Noise Attenuation Requirements

11.1 Prior to the issue of a building permit a detailed Noise Management Plan must be submitted to and approved by the City which demonstrates that the development has been designed to meet the relevant requirements of State Planning Policy 5.4 'Road and Rail Transport Noise and Freight Considerations in Land Use Planning' (SPP5.4). The report must be prepared by a suitably qualified and competent person in accordance with the SPP5.4; and

11.2 Prior to occupation or use of the development, the development shall incorporate all noise mitigation measures as outlined in the noise management plan or quiet house design package, to the satisfaction of the City.

CR LODEN:

Comments from the DRP Chair received regarding the additional treatments of the garages. Seek clarification as to whether Administration is disagreeing with the DRP Chair, and that garage doors are acceptable as they are, and there is sufficient variable materials used on the site.

COORDINATOR PLANNING SERVICES:

The materiality of the garage doors as well as the colours and materials throughout the development are supported by Administration.

This is because design measures delineate the ground floor from the first floor above and break down the massing of the ground floor of the dwellings as they present to the common property.

Although further changes to the garages were not undertaken as part of the final plans as recommended by the DRP, the DRP Chairperson noted that the revised selection and application of colours and materials have reduced the visual impact of the dwellings and their interaction to the common property.

CR LODEN:

The plans show deep soil zones and four trees on the eastern side of the lot (driveway). Two of the trees have deep soil zones and two do not. Why is this? Refer page 30 of the plans.

COORDINATOR PLANNING SERVICES:

The two trees along the eastern boundary have been provided in tree-triangles that measure 1.1 metres by 1.5 metres that do not constitute deep soil zones.

The City's Parks team confirmed the tree-triangles could accommodate the growth of medium trees such as a coral gum. The tree-triangle configuration has been provided to reduce conflict with the adjacent driveway.

CR LODEN:

The driveway and crossover are removed to Lot 107. Would like to better understand why an additional verge tree cannot go in there. There is a tree right next to existing tree why is this not the same for an additional new/proposed tree.

COORDINATOR PLANNING SERVICES:

An additional verge tree cannot be provided to the western portion of the verge as:

- *The two Tipuana Tipu trees in the verge have a maximum canopy width of 20 metres and have not yet grown to maturity. The current verge trees are 10 years (eastern tree) and 4 years old (western tree), and would likely reach maturity 20 years after planting; and*
- *The 5 metre separation between the existing western verge tree and the adjoining western property is insufficient for an additional tree without compromising the growth of proposed trees in the front setback, and that of the existing verge trees to both the subject site and adjoining western property.*

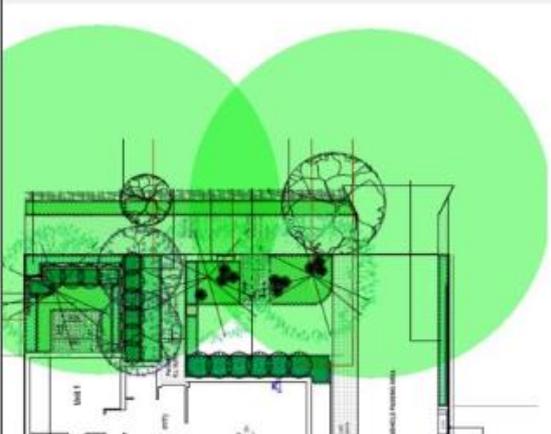
The City's Parks team have noted that the canopy coverage of the existing verge trees to Summers Street are not accurately demonstrated on the site plans.

The diagram below demonstrates an example of the potential maximum canopy of these trees maturity.

Nearmaps Aerial – 30 August 2022 – Example of Tipuana Tipu tree canopy at maturity on Windsor Street



Indicative image of verge tree canopy at a 20 metre maturity at the subject-site:



CR ALEXANDER:

The existing development to the west has floor to ceiling windows. The setbacks to the new development are reduced. Are there issues with bulk and privacy issues because of this?

COORDINATOR PLANNING SERVICES:

Building Bulk Impacts to the West

The building has been designed to reduce building bulk impacts to the adjoining western properties. This is because:

- *There are no major openings on the upper floors of the adjoining development to the west facing the subject site;*
- *The western properties upper floor windows facing the subject site have a sill height of 1.6 metres above their respective floor level; windows are frosted to a height of 1.6 metres above finished floor levels; and balconies are screened;*
- *The screening of windows and balconies at the western property reduces vision to the western façade of the subject site; and*
- *Compliant ground floor setbacks with the deemed-to-comply standards are provided to the east-facing courtyards of the adjoining western properties. The articulation and design detail provided to the western façade of the subject site would further assist in reducing visual impacts to the eastern adjoining properties.*

Visual Privacy Impacts to the West

All openings from the subject site facing the western property meet the deemed-to-comply standards of the R Codes Clause 5.4.1 Visual Privacy with the exception of the Unit 6 kitchen window.

While the Unit 6 window does not comply with the cone of vision setback of 4.5 metres, Administration have recommended Condition 4.2 which requires permanent cabinetry to be installed which would increase the cone-of-vision setback to meet the deemed-to-comply standard of 4.5 metres from the western boundary.

All other upper floor windows comply with the deemed-to-comply standards given they are provided as highlight windows or as minor openings to non-habitable spaces such as stairwells or foyers (stair landings).

The adjoining western properties would not be adversely impacted from overlooking and subsequent loss of privacy for these reasons.

CR CASTLE :

Seek clarification on query raised in the gallery around the impact on overshadowing and visual privacy on surrounding commercial properties and how that is different in this case, particularly in relation to the child care.

MAYOR COLE:

Can impacts from overshadowing and visual privacy be considered from a sensitive use and amenity perspective? There is the babies play area and large external play area at the rear. Is it possible to get an idea as to what the view lines would be like from those balconies as to where this would fall and how much coverage the shade sail provides. Also any feedback from the child care centre itself regarding any perceived or real impact to their amenity.

COORDINATOR PLANNING SERVICES:

Yes, amenity impacts from overshadowing and visual privacy are relevant. The R Codes prescribes standards for residential development to protect the amenity of adjoining properties where they are residential.

The commercial sites to the east and south of the development site, which include a warehouse and a child care centre are not subject to the visual privacy and shadow deemed-to-comply standards.

Clause 67 in the Deemed Provisions of the Planning Regulations sets out matters to be considered by the decision maker in determining a development application. This includes the consideration of amenity of the locality and this is not limited to the impact of a development on residential properties only.

In considering the impact on the amenity of the child care centre based on visual privacy and overshadowing, the applicant has introduced the following measures to reduce actual and perceived shadow and privacy impacts:

- The location of the driveway provides separation between the proposed development, reducing visual impacts and shadowing to the east;
- Planter boxes to a depth of 0.8 metres are provided along the balconies to increase separation between the dwellings and child care centre, to reduce the vertical overlooking and to provide a landscaping buffer; and
- The child care centre is open from 7:00am to 6:30pm Monday to Friday. The use of the balcony spaces is most likely to occur on weekends and after the end of the working day.

The child care centre is located in a residential zone and an area that permits medium-high density residential development. The proposed development is of a density and scale planned for the area. The design would not unreasonably impact the amenity of the neighbouring properties, including the child care centre as well as the streetscape.

Vertical Cone of Vision Diagrams 103 – 105 Summers (Child Care Centre)

Administration have prepared visual privacy diagrams to demonstrate how the development relates to the child care commercial land use.

The diagrams demonstrate that the development would not have adverse amenity, privacy and shadow impacts on the child care centre.

Babies Play Space

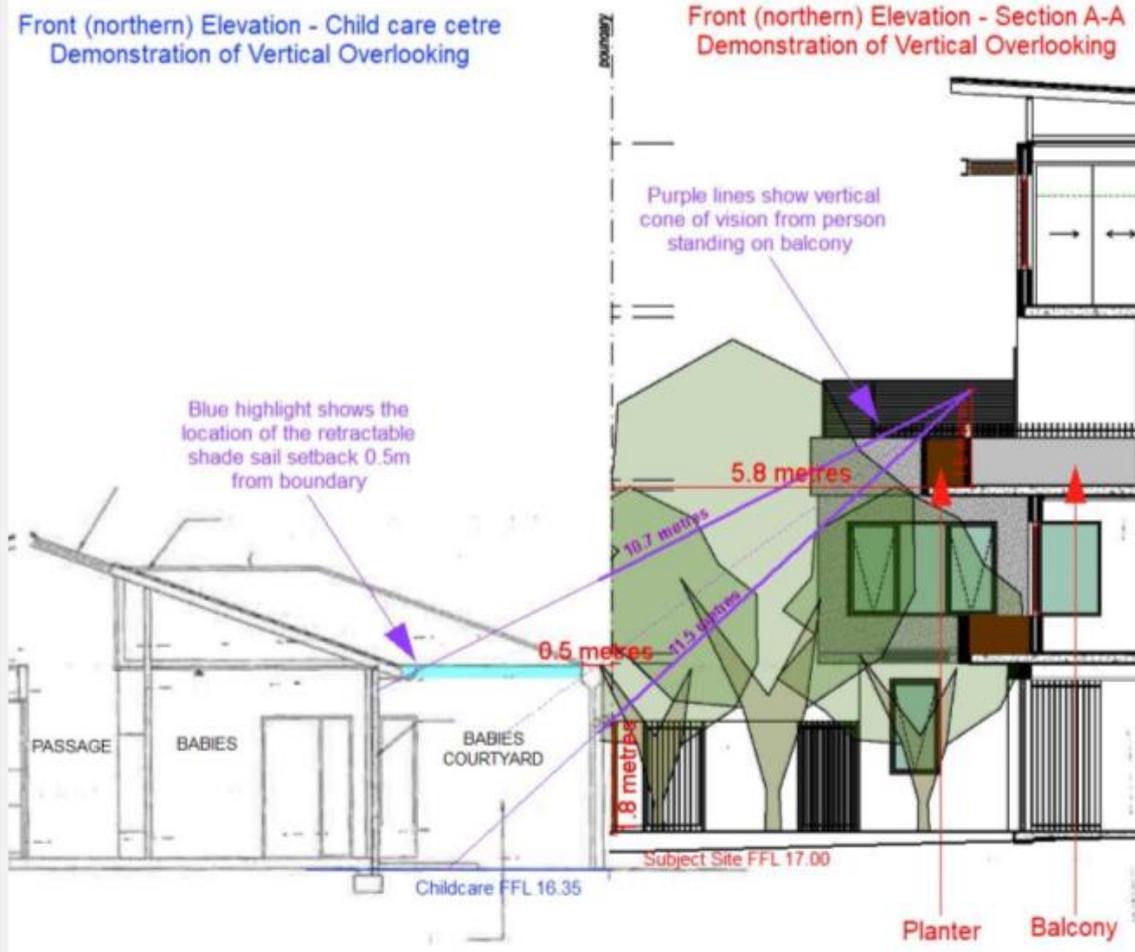
- The balconies provide a 5.8 metre setback to the eastern boundary from the internal balcony edge. If the eastern property was residential, the balconies would require a deemed-to-comply 6.0 metre cone-of-vision setback would apply to the eastern boundary as per the R Codes;
- Two medium trees are proposed to the eastern boundary to align with location of the play space, assisting in reducing overlooking;

- An existing evergreen tree exists in the baby play space as well as a retractable shade sail that sits 0.5m from the shared boundary; and
- Vertical overlooking is largely restricted by the abovementioned elements before it reaches windows and the outdoor play space.



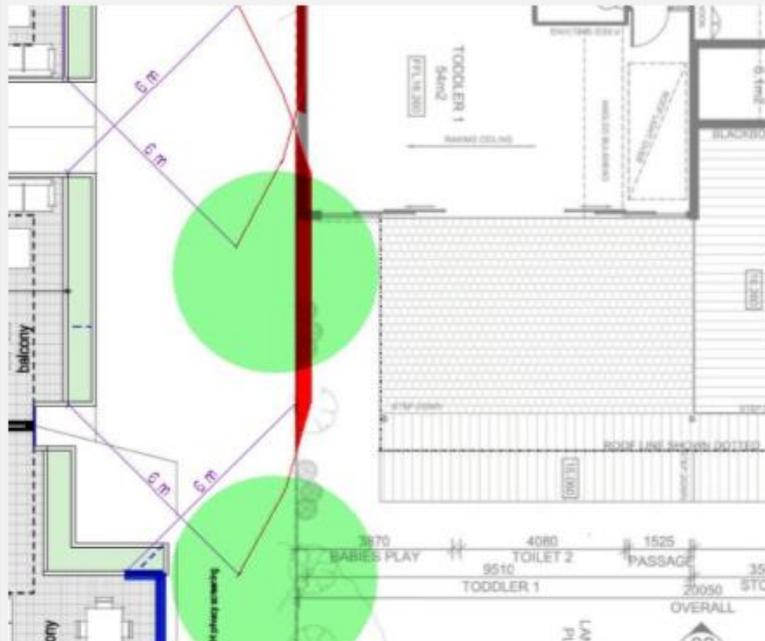
Front (northern) Elevation - Child care centre
Demonstration of Vertical Overlooking

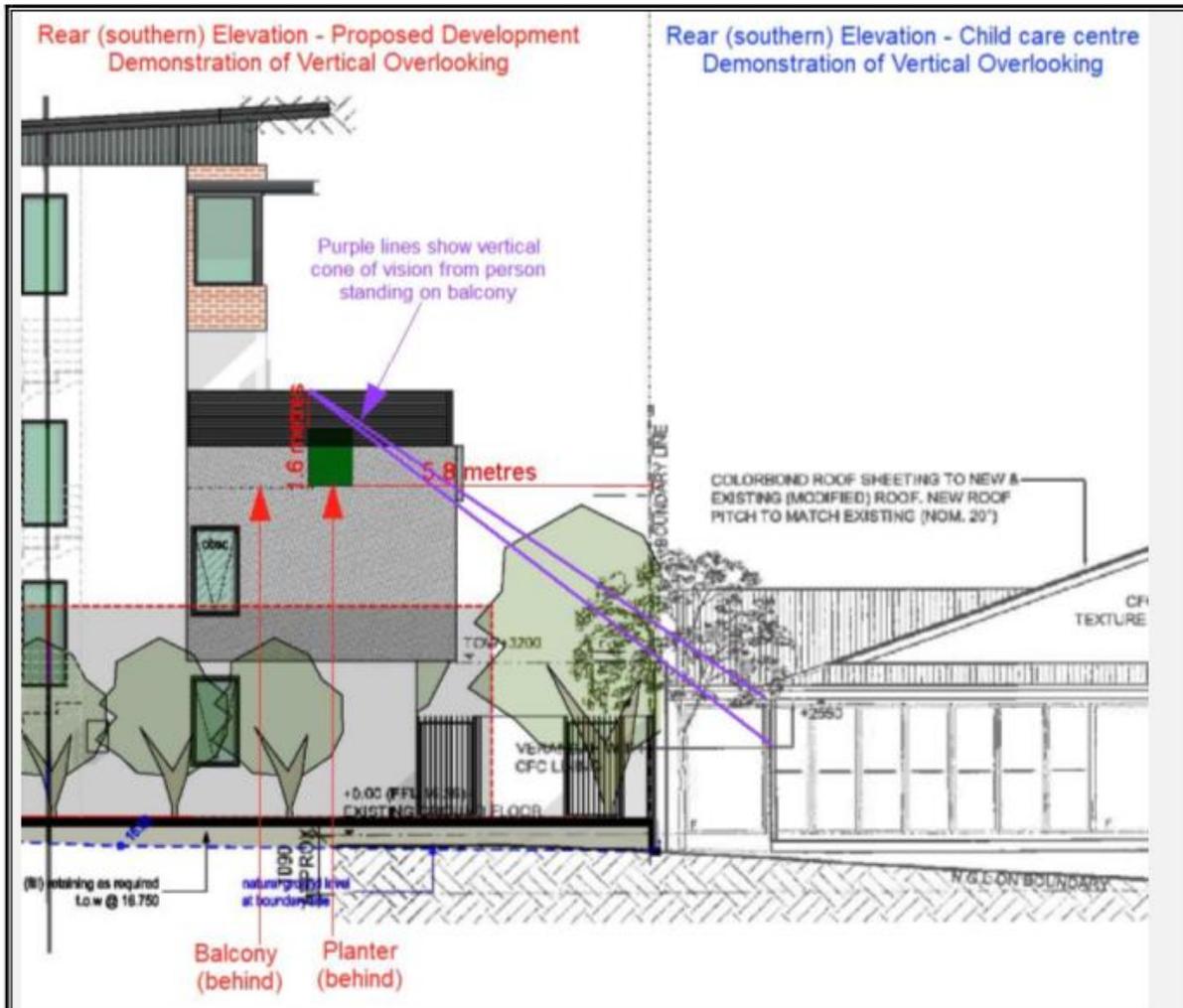
Front (northern) Elevation - Section A-A
Demonstration of Vertical Overlooking



Rear External Play Space

- The 1.6 metre high screening to the eastern portion of the Unit 6 balcony reduces overlooking;
- The unscreened balconies provide a 5.8 metre setback to the eastern boundary from the internal balcony edge. If the eastern property was residential, a deemed-to-comply standard of 6.0 metre cone-of-vision setback to the eastern boundary would apply;
- The height of the balcony planter boxes reduce the extent of vertical overlooking;
- The Unit 6 balcony facing north provides a 6 metre minimum setback to the east;
- Two medium trees proposed to align with location of the play space for landscape screening; and
- The vertical cone of vision would fall to the boundary walls and roofline of the toddler's room and the covered sections of the rear play area.





MAYOR COLE:

Neighbouring property at No. 103 – 105 Summers request a shadow diagram be provided specific to this property. Can this be provided

CR ALEXANDER:

The overshadowing diagram is not representative of the entirety of a day or the seasonality of the suns passage. Shadowing of the western building will occur of a greater impact because the building is much closer to the boundary.

COORDINATOR PLANNING SERVICES:

The extent of shadow is calculated to the southern boundary under the R Codes. This is because it demonstrates the worst case shadow cast developments at the winter solstice on 21 June when the sun is at its lowest angle. There are not standards applicable to the shadow that would fall to other elevations throughout the day.

In addition, the commercial properties to the east and south of the subject site are not subject to the solar access deemed-to-comply standards.

Administration has prepared an additional overshadowing diagram which depicts the location and extent of shadow from the subject site to the eastern adjoining property at 3:00pm on 21 June.

The shadow would largely fall to the roof of the child care centre as well as to the external spaces of the babies play area and portions of the landscaped play area to the rear.

The external baby play space of the child care centre would already receive shadow from a standard

1.8 metre dividing fence and portions of the rear external play space would already receive shadow from the child care building itself. Portions of rear play space would remain open to sunlight at different times during the day.



CR ALEXANDER:

Streetscape elevation is not to scale and does not show adjoining development or reflect this being 30% larger.

COORDINATOR PLANNING SERVICES:

Both Administration and the applicant have prepared streetscape diagrams depicting the proposed development in the context of the neighbouring properties.

A comparison of these diagrams is provided below. This shows the applicant's streetscape elevation is consistent with Administration's review.

Applicant's Streetscape Elevation:



Administration's Streetscape Elevation

**CR ALEXANDER:**

Suggestion from the affected properties notes that flipping the development would mitigate some impacts. Has this been explored?

COORDINATOR PLANNING SERVICES:

Administration discussed an alternative flipped development proposal with the applicant during the assessment but the applicant elected not to pursue this because:

- Relocation of the current development form and footprint to the eastern elevation and driveway access to the west this would see the overall massing of the development shifted closer to the child care;
- The direct cone of vision from the balconies and major openings would fall to ground floor major openings and primary outdoor living areas of No. 111 – 113 Summers Street.

A flipped proposal would result in adverse amenity, bulk and scale impacts on both the abutting commercial and residential properties.

CR ALEXANDER:

Parking survey was done in 2018, and now there is a child care centre. How has this been considered in the City's parking review? The site is required to have the two visitor bays.

COORDINATOR PLANNING SERVICES:

The City's Parking survey was undertaken by an independent consultant in 2018 and represents the City's most up to date parking data at this time.

The child care at No. 103 – 105 Summers Street was approved by Council at its Ordinary Council meeting on 20 September 2016 for 60 children and 15 staff and was completed in early 2018.

The City's parking survey undertaken in 2018 should have captured how and if the child care centre impacted occupancy and demand to Summers Street and the immediate locality. The City's Parking data, as noted in Administration's report, demonstrates there is on street parking capacity to Summers Street as well as West Parade, Cheriton Street and Lord Street.

The subject and neighbouring sites form part of the Perth Parking Management Plan area, which sets out maximum parking requirements. As per comments in the report, Administration are satisfied that the one visitor parking bay would be adequate to cater for the demands generated by the six dwellings proposed, having regard for the availability of on-street car parking options in close proximity to the subject site.

CR HALLETT:

Can Administration comment on the assessment regarding the sustainability? Despite reviewing the proposal four times, the DRP Chair was still of the opinion that it was still amber. We have moved towards a NatHERS 7 stars assessment and they are proposing 6.1 and 6.3. Meeting the bare minimum currently wouldn't be meeting the sustainability tick. Can Administration provide comment on that to warrant not meeting the other deviations?

COORDINATOR PLANNING SERVICES:

The applicant has submitted energy efficiency reports for each of the dwellings. The application proposes the following key sustainability measures as part of their development:

- Deciduous trees to be provided for natural shading during summer months, and to allow for low winter

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

sun to penetrate and heat internal spaces in the winter months;

- *Openable windows on opposing walls to facilitate cross ventilation;*
- *Roof overhangs and eave details to minimise excess solar gains in summer; and*
- *North facing habitable rooms and outdoor spaces for access to natural sunlight.*

These measures would result in the development being designed to incorporate sustainability principles.

As the Environmentally Sustainable Design (ESD) local housing objectives of the City's Built Form Policy have not yet been adopted or approved by the WAPC, they are given regard only in the assessment of the application. This means that the City cannot require a higher NatHERS rating for the development proposal based on the ESD provisions itself.

The 6.1 – 6.3 Energy Efficiency ratings for the dwellings would meet compliance under the current National Construction Codes (NCC) which currently requires a minimum standard of 6-star NatHERS. The requirement for a 7-star NatHERS rating are currently voluntary until 1 May 2023 when NCC 2022 is adopted. The development would need to demonstrate compliance with the minimum NCC standard applicable at the time of their building permit lodgement.

CR GONTASZEWSKI:

Given the deviations to visitor car parking, extent of hardstand and lack of landscaping in the front setback, planting areas, upper floor balconies, lot boundary setbacks and outdoor living areas – foreshadow an alternative for refusal.

COORDINATOR PLANNING SERVICES:

Noted. Administration will prepare an alternative recommendation and will circulate this before the Council Meeting.

At 6:59 pm, Cr Dan Loden left the meeting.

At 7:02 pm, Cr Dan Loden returned to the meeting.

At 7.07pm Manager Development & Design left the meeting and did not return.

At 7.07pm Coordinator Planning Services left the meeting and did not return

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

5.5 ROBERTSON PARK DEVELOPMENT PLAN

- Attachments:**
1. Endorsed Robertson Park Development Plan
 2. Revised Robertson Park Development Plan

RECOMMENDATION:

That Council:

1. **APPROVES** the revised Robertson Park Development Plan at Attachment 2; and
2. **NOTES** the revised project budget is proposed to be reflected in the 4-year Capital Works Program 2022/23 – 2025/26.

CR LODEN:

What elements of the budget are new vs renew?

MANAGER POLICY & PLACE:

The Council report has been updated to reflect what elements are new or renew as per the below:

Stage 1	Budget	Renew or New	Grant Funding	Year
Multi Sports Courts	\$338,300	renew	\$206,600	22/23 & 23/24
Tennis Courts	\$1,488,600	renew	\$825,400	23/24
Tennis Centre Entrance – thoroughfare, shelters, hit up wall, half court and furniture	\$734,700	renew	\$200,000	23/24
Project Fees – preliminaries, design contingency, professional fees and escalation	\$1,091,205			23/24
Tennis Centre – repurposing tennis hut for entrance, verandah extension, additional picnic settings and bins, additional contingencies and professional fees	\$171,300	renew/new		24/25
Stage 2	Budget	Renew or New		Year
Leisure Park – nature play and exercise equipment	\$160,000	renew		24/25
Leisure Park – seating wall, picnic settings, bench seats and lighting	\$43,700	part renew/new		24/25
Leisure Park – wetland heritage signage upgrade	\$20,000	renew		24/25
Dog Park – paving, fences and seating wall	\$91,300	new		25/26
Public Toilet	\$250,000	new		25/26
Turf/Eco Area – turf/planting, trees, path and irrigation	\$518,000	renew/new		24/25 & 25/26
Turf/Eco Area - bench seats and public lighting	\$59,500	new		24/25
Community Garden	\$22,500	new		25/26
Fitzgerald Street Crossing	\$7,100	new		25/26
Public Art (1% of total project cost - percent for art fund)	\$49,900	new		25/26

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

CR LODEN:

What will the Project Fees be spent on?

MANAGER POLICY & PLACE:

The Project Fees include the following elements:

Design Contingency

An allowance to cover the risk of the design complexity as the project and design evolves. This was estimated by the Quantity Surveyor at a rate of 7.5 percent. Administration revised this to a rate of 2.5 percent based on the assumption that the City will coordinate all design inputs for the construction documentation prior to tender. This sum would cover any unforeseen changes or gaps in the design during the detailed design and construction phases.

Construction Contingency

An allowance to cover the risk of variations and unforeseen items encountered during construction. This was estimated by the Quantity Surveyor at a rate of 10 percent. Administration revised this to a rate of 12.5 percent due to the complexity, risk, and profile of this project.

Preliminaries

Fees such as traffic management, general labour, plant and equipment, waste management, insurance, health and safety, site fencing, shop drawings and manuals for handover, final site clean, and storage sheds.

Professional Fees

An allowance calculated at 5 percent of the total construction costs to allow for potential consultants fees for, but not limited to electrical, structural, hydraulics and environmental professions. Administration believe this allowance is appropriate for a project of this nature, size, and complexity.

Forecasted Escalation

An allowance for the purpose of forecasting escalation. The Quantity Surveyor relies on the Construction Cost Index Forecast. Escalation has been calculated based on the project timeframe.

CR LODEN:

What was the original budget when the development plan was approved and what has changed?

MANAGER POLICY & PLACE:

The estimated project cost of Stage 1 of the Development Plan when approved in September 2021 was \$2,422,205. The project cost for Stage 1 has increased by \$1,401,900 to \$3,824,105. This increase can be attributed to the unprecedented rise in construction costs across the industry due to COVID-19, and increases resulting from a refined understanding of the scope of works through detailed design including the addition of required preliminaries, professional fees, design and construction contingency and forecasted escalation. Stage 2 has not increased.

The more significant changes to the construction costs include:

- **Preliminaries - additional \$303,000.** *The Quantity Surveyor itemised the more accurate preliminaries required to implement the project.*
- **Tennis Centre Thoroughfare Including Shelters, Landscaping & Furniture - additional \$262,950.** *A generic rate of \$150/m² was applied to generate the original cost estimate. Detailed design has allowed for a more accurate estimate, which now factors in required drainage infrastructure, and up to date costs for landscaping and furniture items.*
- **Tennis Centre Court Resurfacing, Fencing and Lighting - additional \$41,515.** *This increase is due to general inflation.*
- **Tennis Hitting Wall - additional \$34,100.** *This increase is due to the original cost estimate being under-scoped. Detailed design has allowed for a more accurate estimate.*
- **Tennis Centre Entrance Upgrade - additional \$29,100.** *The original estimate included provisional sums that were under-scoped. Detailed design has allowed for a more accurate estimate.*

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

- **Veranda Extension - reduction of \$98,070.** Administration identified an opportunity to reduce the footprint of this feature in order to save costs.

CR ALEXANDER:

With the new clay courts being used by Tennis West, does this reduce the community use of these courts, reducing the number of courts from 18 to 12.

MANAGER POLICY & PLACE:

Tennis West is not seeking exclusive use these courts, and strongly encourage community use. The community use of these courts was one of the reasons Tennis West chose Robertson Park as its preferred venue. Tennis West is seeking priority use on weekdays between 3pm and 7pm. The community would have use of the clay courts during weekdays until 3pm and again after 7pm and would have shared usage on weekends.

Administration has worked closely with Tennis West to ensure there is an appropriate level of tennis provision within the City of Vincent, Perth Metropolitan Area and at Robertson Park specifically. The Tennis West usage of these clay courts does not alter the City's ability to meet and exceed the required provision of tennis courts at Robertson Park and within the Perth Metropolitan Area.

CR IOPPOLO:

What is the incremental position against a do nothing scenario?

MANAGER POLICY & PLACE:

The do nothing scenario would initially cost the City over \$1,966,231. Tennis West are proposing a 25 year lease, subject to the Development Plan going ahead. Under a do nothing approach, if the City could attract a tenant, at a minimum the City would be responsible for the resurfacing costs of the hard courts every 7 – 10 years. This would total \$1,641,798 over 25 years (excluding CPI). So the total do nothing scenario would cost the City \$3,608,029 (excluding CPI).

Rent has not been included on the basis that the redevelopment of the centre, in line with the development plan, would result in the same or higher rent return to the City, compared to the do nothing scenario. This is due to the reduction of courts, which is offset by the reduction in grass court maintenance and extension of usable hours.

The implementation of Stage 1 of the Development Plan would cost the City \$2,592,105, with all ongoing annual maintenance and hard court renewal costs proposed to be met by a lessee.

In the current lease arrangement capital works are the lessor's (the City's) responsibility as per the below:

Capital Works

(a) The Lessor may, at its discretion, undertake Capital Works including (but not limited to) the:

- (i) replacement or resurfacing of the tennis courts; and
- (ii) replacement or upgrade of the bore and lighting at the Premises.

The tennis courts are at end of life and require renewal if they are to continue to be used.

Financial considerations for the do nothing scenario include, but are not limited to the following:

- \$1,591,231 for the renewal of 18 hard courts and lighting (noting that courts would not meet the current minimum required size standard)
- \$85,000 p/a for the grass court maintenance (with inflation to over \$1 million over 10 years)
- \$60,000 Bore replacement for grass courts
- \$230,000 for drainage works to comply with AS/NZS 3500.3
- The new tennis centre is costed at \$3,824,105, with \$1,232,000 anticipated funding. The City would not receive the anticipated funding for the do nothing option.

Redevelopment of the Robertson Park tennis centre into an 18 hard court centre has been proposed in order to create a smaller and more self-sufficient facility with higher overall usage (noting the multipurpose and additional lit courts), where the City can set up a lease that requires a lessee to cover all ongoing maintenance costs, court resurfacing costs and pay into a sinking fund for the subsequent renewal requirements of the smaller but better utilised centre.

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

At 7.10pm David MacLennan left the meeting.

At 7.15pm David MacLennan returned to the meeting.

**5.6 COMMUNITY SPORTING AND RECREATION FACILITIES FUND FORWARD PLANNING
GRANT APPLICATION**

Attachments: Nil

RECOMMENDATION:

That Council **AUTHORISES** Administration to submit a funding application for the Community Sporting and Recreation Facilities Fund – 2023/2024 Annual and Forward Planning Grants for the Robertson Park Development Plan Tennis Precinct Implementation.

NO QUESTIONS

At 7.26pm Manager Policy and Place left the meeting and did not return.

6 INFRASTRUCTURE & ENVIRONMENT

Nil

7 COMMUNITY & BUSINESS SERVICES**7.1 FINANCIAL STATEMENTS AS AT 31 JULY 2022**

Attachments: 1. Financial Statements as at 31 July 2022

RECOMMENDATION:

That Council RECEIVES the Financial Statements for the month ended 31 July 2022 as shown in Attachment 1.

MAYOR COLE:

POS cash in lieu contribution, what area the money in the reserve must be spent in?

EXECUTIVE DIRECTOR STRATEGY & DEVELOPMENT:

The Planning and Development Act 2005 and the Western Australian Planning Commission's Development Control Policy 2.3 states that cash-in-lieu of public open space (POS) must be spent within the "locality" of the contribution. The term "locality" is not defined in either document but the Department of Planning, Lands and Heritage officers have advised that "locality" should be interpreted as meaning the walkable catchment of the public open space as determined by its function under the City of Vincent's Public Open Space Strategy (POS Strategy). The POS Strategy sets the walkable catchments of different types of POS, for example a 400 metre catchment for local parks and an 800 metre catchment for neighbourhood POS.

The money is required to be expended either for the purchase of land for POS or, with the approval of the Minister for Planning, for the improvement of existing POS.

In relation to the second option it should be noted that the subject site is located within the 800 metre walkable catchment Oxford Street Reserve, which is planned to be expanded and improved under the Leederville Precinct Structure Plan.

There is no timeframe placed on the City to expend the cash-in-lieu of POS.

It is proposed that the expenditure of these funds be discussed with Council as part of the finalisation of the Leederville Car Parks Request for Proposal process, so that the full context of the Oxford Street Reserve expansion can be considered.

7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 JULY 2022 TO 31 JULY 2022

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

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 July 2022 to 31 July 2022 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$6,421,741.45
Cheques	\$32,966.50
Direct debits, including credit cards	\$224,532.57
Total payments for July 2022	\$6,679,240.52

MAYOR COLE:

Why did we pay a tiler to fix a leak to the indoor pool, should that be under warranty?

EXECUTIVE MANAGER FINANCIAL SERVICES:

The tiling was damaged due to crack in pre-existing pipework that was not renewed during the renovation so it was not covered under warranty.

7.3 INVESTMENT REPORT AS AT 31 JULY 2022

Attachments: 1. Investment Statistics as at 31 July 2022

RECOMMENDATION:

That Council **NOTES** the Investment Statistics for the month ended 31 July 2022 as detailed in Attachment 1.

NO QUESTIONS

7.4 OUTCOME OF ADVERTISING AND ADOPTION OF NEW COMMUNICATIONS AND SOCIAL MEDIA POLICY

- Attachments:**
1. **Communications and Social Media Policy**
 2. **4.1.20 - Social Media Protocol**
 3. **4.1.25 - Media Policy**

RECOMMENDATION:

1. **ADOPTS** the Communications and Social Media Policy at Attachment 1; and
2. **REPEALS** 4.1.20 Social Media Protocol at Attachment 2 and 4.1.25 Media Policy at Attachment 3.

CR HALLETT:

Should 7.1 bullet point 4 be two bullets, or should it be one?

EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES:

The attachment has been amended and some minor formatting changes made.

7.5 OUTCOME OF ADVERTISING AND ADOPTION OF AMENDMENTS TO RECOVERY OF DEBTS, RATES AND SERVICE CHARGES POLICY

Attachments: 1. Recovery of Debts, Rates and Service Charges Policy

RECOMMENDATION:

That Council ADOPTS the Recovery of Debts, Rates and Service Charges Policy Attachment 1.

NO QUESTIONS

7.6 ADOPTION OF THE LONG TERM FINANCIAL PLAN FOR THE PERIOD 2022/23 - 2031/

CR LODEN:

Low case scenario shows asset sustainability rate average of 89% which is below the criteria of 90%. Is there a way that could be amended to add slightly more money into it so that it could actually meet that criteria? What would that require, like an extra 0.2% increase in rates at some point along that journey?

EXECUTIVE MANAGER FINANCIAL SERVICES:

In the low rating scenario an additional capital investment of ~\$2.2m would be required between 2026/27 to 2031/32 to achieve an average of 90% in the Asset Sustainability Ratio across the 10 years. This would require an additional rate increase of 0.5% in 2026/27 & 2029/30.

CR LODEN::

How much does the Beatty Park grandstand contribute to the overall costs over the 10year?

Assumably BP is part of our overall assets and the grandstand is a chunk of that as well and so that contributes to how we work out our asset sustainability ratio? So based on that was interested to know how much we need to spend every year or over the 10 years to provide sufficient funding to maintain that to keep that asset sustainability target.

EXECUTIVE DIRECTOR COMMUNITY AND BUSINESS SERVICES:

The City's asset renewal program for buildings represents \$38.3m in capital expenditure over 10 years. \$914K is specifically allocated to heritage grandstand projects in the first 4 years. In years 5 to 10 of the LTFP there is a general building renewal budget of approximately \$4m per annum which is allocated within a rolling 4-year program.

A 2019 assessment of the grandstand's condition identified \$7.5m in structural repairs was required. Approximately \$300K of works has already been completed to date, and the proposed 4-year capital works program includes the heritage grandstand's electrics project at \$650K and water ingress works of \$264K [together totalling the \$914k above]. This work addresses immediate maintenance requirements in the eastern and southern wings of the heritage grandstand.

The high rating scenario of the LTFP includes sufficient funds to remediate the heritage grandstand. Full remediation of the heritage grandstand is not funded in the base scenario of the LTFP.

We are investigating the development of an asset management plan specific for Beatty Park to give us a greater understanding of the renewal requirements to maintain the facility over the next 10-15 years.

At 7.55pm Executive Manager Financial Services left the meeting and did not return.

8 CHIEF EXECUTIVE OFFICER**8.1 ADOPTION OF CORPORATE BUSINESS PLAN 2022/23 - 2025/26 AND FOUR YEAR CAPITAL WORKS PROGRAM 2022/23 - 2025/26**

Attachments: 1. Draft Corporate Business Plan 2022/23 - 2025/26 and Four Year Capital Works Program 2022/23 - 2025/26

RECOMMENDATION:

That Council:

1. **ADOPTS BY ABSOLUTE MAJORITY** the City of Vincent Corporate Business Plan 2022/23 - 2025/26 at Attachment 1 including the Four Year Capital Works Program 2022/23 – 2025/26, including figures as adopted in the Long Term Financial Plan; and
2. **NOTES** that final editorial, design and formatting of these documents will be determined by the Chief Executive Officer prior to publication.

MAYOR COLE:

Should the title include reference to the CEO KPIs?

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

Annual CEO Performance Review 2021-2022 and Key Performance Indicators 2022-2023 were approved by Council at its 23 August 2022 Meeting (Item 17.2). Administration notes the CEO KPIs were addressed in this aforementioned Item and are not subject of consideration in this item.

CR GONTASZEWSKI:

Community engagement column – can columns be completed, or info included in the report?

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

The Community Engagement column in the Capital Works Program has been removed as the information provides little additional value. Items listed in the Capital Works Program include community consultation as required by the City's Community and Stakeholder Engagement Policy. Last year's CBP and CWP were adopted prior to the City adopting the Community and Stakeholder Engagement Policy. As this policy is now operational, Administration notes it is an appropriate informing document to direct the way in which the City consults with the community for these capital works projects.

Consultation requirements are assessed in the planning stages of each project in line with the City's Project Management Framework.

CR CASTLE:

Could we consider a change of wording for BP grandstand – to make it clearer?

A/EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

The wording for Strategic Project 3.1, Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand has been amended to 'repair and maintenance of the Heritage Grandstand that includes water ingress and electric works'.

Regarding the FY23 budget for Strategic Project 3.1, the \$715,400 includes the following:

- \$200,970 carried forward budget from FY22 relating to the electrical works;
- \$250,000 relating to electrical works planned for FY23; and
- \$264,430 relating to water ingress planned for FY23.

CR IOPPOLO:

Four year capital work program, list of works by project, estimated cost, how much financed by municipal rates, existing commitments by year?

EXECUTIVE MANAGER FINANCIAL SERVICES:

The four year capital works program of works is attached with the municipal funded amounts included. Commitments have been included for 2022/23 based on information currently available and are subject to change.

8.2 INFORMATION BULLETIN

- Attachments:**
1. Minutes of the Tamala Park Regional Council meeting held on 18 August 2022
 2. Unconfirmed Minutes of the Mindarie Regional Council meeting held on 25 August 2022
 3. Unconfirmed Minutes of the Sustainability and Transport Advisory Group - 4 August 2022
 4. Statistics for Development Services Applications as at the end of August 2022
 5. Register of Legal Action and Prosecutions Monthly - Confidential
 6. Register of Legal Action - Orders and Notices Quarterly - Confidential
 7. Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 1 September 2022
 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 - August 2022
 11. Register of Notices of Motion - Progress Report - August 2022
 12. Register of Reports to be Actioned - Progress Report - August 2022
 13. Council Workshop Items since 26 July 2022
 14. Council Meeting Statistics
 15. Council Briefing Notes - 16 August 2022

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated September 2022.

NO QUESTIONS

COUNCIL BRIEFING NOTES

13 SEPTEMBER 2022

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**11.1 CLAIM FOR REIMBURSEMENT - LEGAL COSTS**

Attachments: 1. Cr Ioppolo Application for Legal Costs 2021 - Confidential
2. Statutory Declaration - Cr Ioppolo - Confidential

RECOMMENDATION:

That in accordance with policy 4.2.1 *Legal Representation for Council Members and Employees* Council:

1. **APPROVES** Cr Ioppolo's application for reimbursement of legal costs related to his summons to appear before the Court of Disputed Returns in November 2021; and
2. **LIMITS** reimbursement of costs in relation to Cr Ioppolo's application to \$2,376.

MAYOR COLE:

Can WALGA's advice be included in the report?

A/EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:

The information has been included in the report.

At 8:06 pm, Cr Ross Ioppolo left the meeting due to a previously declared financial interest and he did not return.

12 CLOSURE

There being no further business the meeting closed at 8.11pm.