

**12.5 INFORMATION BULLETIN**

- Attachments:**
1. Catalina Regional Council - Minutes of Meeting held on 20 February 2025
  2. Statistics for Development Services Applications as at the end of January 2025
  3. Register of Legal Action and Prosecutions Monthly - Confidential
  4. Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 20 February 2025
  5. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel - Current
  6. Register of Applications Referred to the Design Review Panel - Current
  7. Register of Petitions - Progress Report - March 2025
  8. Register of Notices of Motion - Progress Report - March 2025
  9. Register of Reports to be Actioned - Progress Report - March 2025
  10. Council Workshop Items since 11 February 2025
  11. Council Briefing Notes - 6 February 2025

**RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated March 2025.



## Ordinary Meeting of Council

Thursday 20 February 2025

# MINUTES

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

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

## Minutes CRC Ordinary Meeting of Council – 20 February 2025

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## Minutes CRC Ordinary Meeting of Council – 20 February 2025

**MEMBERSHIP**

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Jane Cutler	Cr Michael Le Page
City of Joondalup	Cr John Chester Cr Lewis Hutton	Cr Russ Fishwick Cr Phillip Vinciullo
City of Perth	Cr Raj Doshi	Cr Viktor Ko
City of Stirling	Cr Tony Krsticevic Cr David Lagan Cr Suzanne Migdale Cr Karlo Perkovic	Cr Teresa Olow Cr Rob Papparde
Town of Victoria Park	Cr Claire Anderson	Cr Bronwyn Iffe
City of Vincent	Cr Ashley Wallace	Cr Suzanne Worner
City of Wanneroo	Cr Helen Berry Cr Sonet Coetzee	Cr Eman Seif



## Minutes CRC Ordinary Meeting of Council – 20 February 2025

**PRESENT**

<b>Chair</b>	Cr Tony Krsticevic
<b>Councillors</b>	Cr Claire Anderson Cr John Chester Cr Sonet Coetzee Cr Jane Cutler Cr Raj Doshi Cr Lewis Hutton Cr David Lagan Cr Karlo Perkovic Cr Ashley Wallace Cr Eman Seif - alternate for Cr Berry
<b>Alternate Members</b>	Nil
<b>Staff</b>	Mr Chris Adams (Chief Executive Officer) Mr Simon O'Sullivan (Project Manager) Ms Vickie Wesolowski (EA/Office Manager)
<b>Apologies Councillors</b>	Cr Helen Berry
<b>Leave of Absence</b>	Nil
<b>Absent</b>	Cr Suzanne Migdale
<b>Consultants</b>	Nil
<b>Apologies Participant Councils' Advisers</b>	Mr David MacLennan (City of Vincent) Mr Bill Parker (City of Wanneroo) Mr James Pearson (City of Joondalup) Ms Michelle Reynolds (City of Perth) Mr Kelton Hincks (Town of Cambridge) Mr Carl Askew (Town of Victoria Park) Mr Stevan Rodic (City of Stirling)
<b>In Attendance Participant Councils' Advisers</b>	Nil
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

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Minutes CRC Ordinary Meeting of Council – 20 February 2025

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**PRELIMINARIES****1. OFFICIAL OPENING**

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

**2. APOLOGIES AND LEAVE OF ABSENCE**

**Apologies:** Cr Helen Berry

**3. DISCLOSURE OF INTERESTS**

Cr Cutler declared an impartial interest in Item 10.3 (Independent Chair of ARIC) as the Applicant is known to her.

**4. PUBLIC STATEMENT/QUESTION TIME**

Nil

**5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)**

Nil

**6. PETITIONS**

Nil

**7. CONFIRMATION OF MINUTES**

Moved Cr Lagan, Seconded Cr Hutton.

Recommendation in the Agenda:

**That the minutes of the Ordinary Meeting of Council of 5 December 2024 and the Special Meeting of Council of 19 December 2024 be CONFIRMED as true and accurate records of proceedings.**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

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**8. BUSINESS ARISING FROM MINUTES**

Nil

**9. ADMINISTRATION REPORTS AS PRESENTED****9.1 BUSINESS REPORT – PERIOD ENDING 31 JANUARY 2025**

Moved Cr Lagan, Seconded Cr Cutler.

Recommendation in the Agenda:

**That the Council RECEIVES the Business Report for the period ending 31 January 2025.**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

**9.2 STATEMENT OF FINANCIAL ACTIVITY FOR DECEMBER 2024**

Moved Cr Lagan, Seconded Cr Cutler.

Recommendation in the Agenda:

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

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

**9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR DECEMBER 2024**

Moved Cr Cutler, Seconded Cr Anderson.

Recommendation in the Agenda:

**That the Council:**

**1. RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for December 2024 - \$28,883,818.07.**

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

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

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**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

#### 9.4 PROJECT FINANCIAL REPORT – NOVEMBER 2024

Moved Cr Chester, Seconded Cr Hutton.

Recommendation in the Agenda:

**That the Council RECEIVES the Project Financial Report (November 2024) submitted by the Satterley Property Group.**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

#### 9.5 PROJECT FINANCIAL REPORT – DECEMBER 2024

Moved Cr Lagan, Seconded Cr Cutler.

Recommendation in the Agenda:

**That the Council RECEIVES the Project Financial Report (December 2024) submitted by the Satterley Property Group.**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

#### 9.6 SALES AND SETTLEMENT REPORT – PERIOD ENDING 31 DECEMBER 2024

Moved Cr Lagan, Seconded Cr Migdale.

Recommendation in the Agenda:

**That the Council RECEIVES the Sales and Settlement Report for the period ending 31 December 2024.**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

**9.7 UDIA 2025 NATIONAL CONGRESS**

Moved Cr Lagan, Seconded Cr Chester.

Recommendation in the Agenda:

**That the Council AUTHORISES the Chair to attend the Urban Development Institute of Australia National Congress in Brisbane to be held on 17-19 March 2025.**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

**9.8 STATEMENT OF FINANCIAL ACTIVITY FOR JANUARY 2025**

Moved Lagan, Seconded Cr Cutler.

Recommendation in the Agenda:

**That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 January 2025.**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

**9.9 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR JANUARY 2025**

Moved Cr Lagan, Seconded Cr Cutler.

Recommendation in the Agenda:

**That the Council:**

- 1. RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for January 2025 - \$3,230,219.05.**
- 2. APPROVES the Credit Card Statement for January 2025.**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

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## 10. COMMITTEE REPORTS

### AUDIT, RISK and IMPROVEMENT COMMITTEE (13 FEBRUARY 2025)

#### 10.1 CRC FYE 2025 BUDGET REVIEW

Moved Cr Doshi, Seconded Cr Cutler.

Recommendation in the Agenda:

**That the Council ADOPTS the Budget Review with the variations for the period 1 July 2024 to 30 June 2025, as detailed in the Budget Analysis Worksheet attached.**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

#### 10.2 COMPLIANCE AUDIT RETURN 2024

Moved Cr Cutler, Seconded Cr Seif.

Recommendation in the Agenda:

**That the Council recommends the Compliance Audit Return for the Catalina Regional Council for the year ended 31 December 2024 be ADOPTED, RECORDED in the minutes, CERTIFIED and SENT to the Director General of the Department of Local Government, Sport and Cultural Industries, in accordance with the *Local Government Act* and Regulations.**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

#### 10.3 APPOINTMENT OF INDEPENDENT CHAIR – AUDIT, RISK and IMPROVEMENT COMMITTEE

Moved Cr Cutler, Seconded Cr Lagan.

Recommendation in the Agenda:

**That the Council:**

1. **NOTES that, after two rounds of public advertising for applicants to be members of the CRC Audit, Risk and Improvement Committee (ARIC), one application was received with that Applicant subsequently withdrawing their nomination.**
2. **NOTES that a late application was received from an individual whose Curriculum Vitae indicates that they have relevant experience and skills to fulfill the role of Independent Chair of the ARIC.**

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3. **INVITES** the late applicant to have further discussions with the current Chair of the ARIC and the Chair of the CRC re this role.
4. **Subject to the ARIC Chair and the CRC Chair being supportive of the appointment of the Applicant post the discussions outlined in Point 3 above, APPROVES** the appointment of the Applicant to be the external independent Chair of the ARIC for the term 24 February 2025 to 18 October 2025.

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

#### **10.4 REVIEW OF PAYMENT OF ACCOUNTS POLICY**

Moved Cr Cutler, Seconded Cr Hutton.

Recommendation in the Agenda:

**That the Council APPROVES the Payment of Accounts Policy (February 2025).**

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

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

Nil

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

Nil

#### **13. URGENT BUSINESS APPROVED BY THE CHAIR**

Nil

#### **14. GENERAL BUSINESS**

Nil

#### **15. DECISION TO MOVE TO CONFIDENTIAL SESSION**

Moved Cr Lagan, Seconded Cr Perkov.

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That the Council:

Moves into Closed Session and excludes members of the press and public from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 5.23 of the *Local Government Act 1995*, as item 15.1 Sale of Lot 2401 Portofino Promenade, Mindarie – Beach Commercial Site deals with:

- c) *A contract entered into, or which may be entered into, by the CRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and*
- e) *A matter that if disclosed, would reveal -*
  - i) *information that has a commercial value to a person; or*
  - ii) *information about the business, professional, commercial, or financial affairs of a person;**where the information is held by, or is about, a person other than the CRC (section 5.32(2)(e)).*

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

At 6:15pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 15.1.

#### **15.1 CONFIDENTIAL: SALE OF LOT 2401 PORTOFINO PROMENADE, MINDARIE – CATALINA BEACH COMMERCIAL SITE**

Moved Cr Lagan, Seconded Cr Hutton.

That the Council:

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

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

**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

Moved Cr Cutler, Seconded Cr Lagan.

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

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

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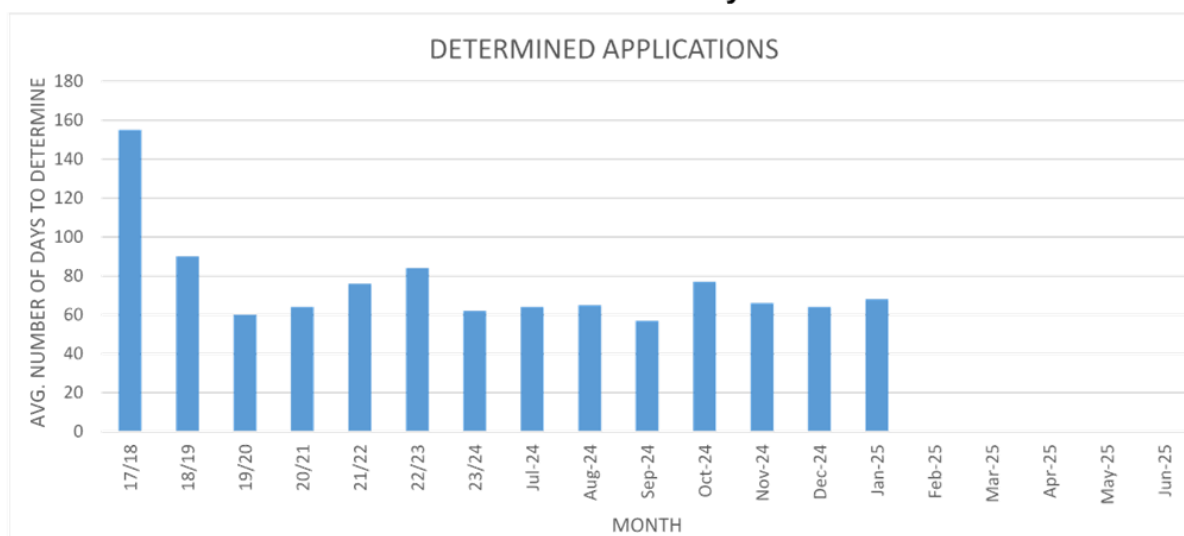
**For:** Councillors Anderson, Chester, Coetzee, Cutler, Doshi, Krsticevic, Hutton, Lagan, Perkov, Seif and Wallace.

**Against:** Nil.

**16. FORMAL CLOSURE OF MEETING**

The Chair declared the meeting closed at 6:18pm.

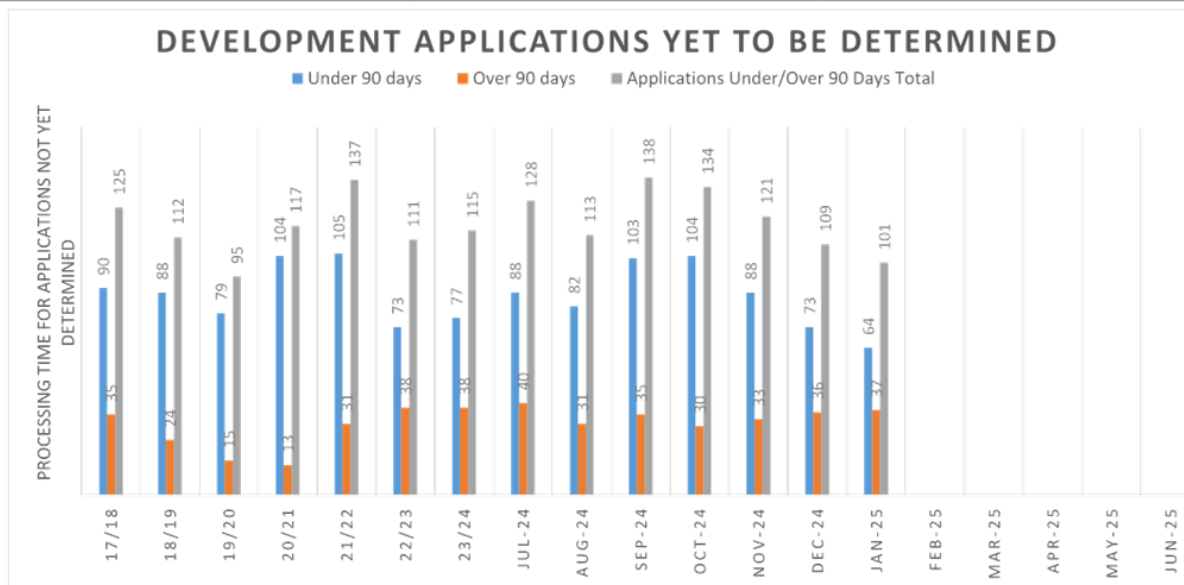
### Statistics for Development Applications As at the end of January 2025



**Table 1:** Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2017/2018 and each month since July 2024.

Processing Days	17/18	18/19	19/20	20/21	21/22	22/23	23/24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25
Minimum	1	0	0	0	1	0	9	0	20	17	36	7	28	6					
Average	155	85	60	64	76	84	62	64	65	57	77	74	64	68					
Maximum	1008	787	499	268	298	280	145	90	177	88	194	226	91	135					

	20/21	21/22	22/23	23/24	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25
DA's Determined (excludes exempt from approval or cancelled)	403	385	281	311	27	42	20	26	33	28	22					
Value of Determined DA's (in millions)	217	143	417	405	86.5	86.4	12	13.3	22.1	11.6	14.6					



	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25
DA's lodged	33	31	40	38	24	23	18					
DA's to be Determined	128	113	138	134	121	109	101					
Value of DA's to be Determined (in millions)	126	63.3	73.7	74.5	89.1	90	90.3					

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 7 MARCH 2025**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	Nos. 41-43 & 45 Angove Street, North Perth (DR 81 of 2023)	1 June 2023	Hidding Urban Planning/Lavan	<p>Application for review of a Development Assessment Panel decision to refuse an application for a Service Station on 3 May 2023.</p> <p>*****</p> <p>Directions hearing held on 16 June 2023. Mediation held on 4 July 2023, with Mayor Cole and interested community members in attendance to make a presentation. A second mediation was scheduled for 14 August 2023 and was vacated. Mediation was rescheduled to 10 October 2023 and was subsequently vacated. The matter was listed for a directions hearing on 10 November 2023 to schedule a new date for mediation. This was vacated. The matter has been listed for a directions hearing on 2 February 2024 with the applicant to provide additional information by 11 January 2024. The applicant has yet to provide any additional information and the matter is still proceeding to the directions hearing on 2 February 2024. The directions hearing has been vacated and the matter has been listed to a further mediation on 27 February 2024. This mediation was scheduled for 6 May 2024. Following this the matter has been listed for a further mediation to be held on 2 July 2024. This was vacated and has been rescheduled to 2 September 2024. The mediation was cancelled on 30 August 2024 and the matter was listed for a further directions hearing on 27 September 2024. Following this the matter has been listed for a further directions hearing on 1 November 2024. Following this the SAT made orders for a further directions hearing on 17 January 2024, with the applicant to provide additional information by 13 December 2024. The matter has been scheduled for a further directions hearing on 14 February 2025 with the applicant to provide additional information by 31 January 2025. This information was received by the DAP Executive Director but was not provided to the City. The matter has been listed for a mediation on 9 April 2025.</p> <p><i>Representation by: DAP Executive Director</i></p>
2.	No. 5 Berryman Street, Mount Hawthorn (DR 71 of 2024)	22 May 2024	George Seal	<p>Application for review of conditions of a Council decision to approve an application for a Change of Use from Single House to Single House and Restaurant/Cafe on 23 April 2024.</p> <p>*****</p> <p>The matter was listed for a directions hearing on 7 June 2024, which on agreement between the parties, was vacated and rescheduled for 5 July 2024. Following the directions hearing on 5 July 2024 the SAT issued orders inviting Council to reconsider the application pursuant to s.31(1) of the <i>State Administrative Tribunal Act 2004</i>, on or before 29 October 2024. The matter was also listed for a further Directions Hearing on 1 November 2024.</p> <p>The Applicant requested an extension to the reconsideration dates. The reconsideration date for this matter has been amended to be on or before 28 February 2025 and a further Directions Hearing has been scheduled for 7 March 2025.</p> <p>The applicant formally requested to withdraw the appeal on 19 February 2025 and orders were made by the SAT at the Directions Hearing held on 7 March 2025 to withdraw the appeal.</p> <p><i>Representation by: Administration</i></p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 7 MARCH 2025**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
3.	No. 120 Claisebrook Road, Perth (DR 110 of 2024)	30 July 2024	Allerding and Associates	<p>Application for review of conditions of Western Australian Planning Commission decision to approve the Holcim Concrete Batching Plant to continue to operate until 30 December 2027 on 27 June 2024.</p> <p>*****</p> <p>The matter was listed for a directions hearing on 30 August 2024 and was listed for a mediation on 12 November 2024. The City was not invited to take part in this mediation. The matter has been listed for a further mediation on 6 February 2025. This has been rescheduled for 10 March 2025. The City has not been invited to take part in this mediation.</p> <p><i>Representation by: DPLH Director Planning Appeals</i></p>
4.	No. 235 Brisbane Street, Perth (DR 122 of 2024)	21 August 2024	Michael Cao	<p>Application for review of a Council decision to refuse an application for a Change of Use from Family Day Care to Child Care Premises on 23 July 2024.</p> <p>*****</p> <p>Directions hearing held on 4 October 2024. A further directions hearing was held on 11 October 2024 at which interested residents were invited to make a presentation to the SAT at the commencement of the following mediation.</p> <p>Mediation was held on 7 November 2024 and included interested community members presenting to the SAT. A directions hearing was scheduled for 22 November 2024. The directions hearing was vacated, and the matter was listed for a directions hearing on 17 January 2025. At the 17 January 2025 directions hearing the parties agreed for the matter to be scheduled for a further mediation.</p> <p>Mediation was held on 25 February 2025 with the SAT issuing orders setting out:</p> <ul style="list-style-type: none"> <li>• The applicant to provide an amended application to the City on or before 25 March 2025;</li> <li>• Pursuant to s.31(1) of the <i>State Administrative Tribunal Act 2004</i>, Council is invited to reconsider its decision on or before 20 May 2025;</li> <li>• The matter is listed for a directions hearing on 30 May 2025; and</li> <li>• A copy of the orders being provided to the interested residents and their representative that previously presented to the SAT.</li> </ul> <p><i>Representation by: Administration</i></p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 7 MARCH 2025**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
5.	Nos. 41-43 Angove Street, North Perth (DR 138 of 2024)	11 October 2024	Lavan	<p>Application for review of a Council decision to refuse an application for Alterations and Additions to Service Station on 20 August 2024.</p> <p>*****</p> <p>The matter was listed for a directions hearing on 11 October 2024. On 10 October 2024 the directions hearing was vacated and rescheduled to 20 December 2024. The purpose of rescheduling the directions hearing is to allow the parties to prepare a Statement of Issues Facts and Contentions (SIFC) to define the issues under contention and inform future programming for the matter. The SAT issued orders on 10 October 2024 with the following key dates prior to the directions hearing:</p> <ul style="list-style-type: none"> <li>• 22 November 2024 – Respondent's Statement of Issues, Facts and Contentions due to SAT.</li> <li>• 13 December 2024 – Applicant's Statement of Issues, Facts and Contentions due to SAT.</li> </ul> <p>On 11 December the SAT made orders to extend the time in which the Applicants SIFC is due to the SAT to 20 December 2024 and listed the matter for a Directions Hearing on 7 February 2025. The date for the Applicants SIFC was subsequently extended until 17 January 2025 and was submitted. Following this Directions Hearing the matter has been listed for a preliminary hearing on 22 and 23 July 2025. The purpose of the preliminary hearing is to deal with the legal issues relating to the application being:</p> <ul style="list-style-type: none"> <li>• Issue 1: Does the subject site have the benefit of existing use rights or non-conforming use rights for use as a 'service station'?</li> <li>• Issue 2: If the answer to Issue 1 is yes, is clause 23 of the City of Vincent Local Planning Scheme No. 2 engaged or is clause 60 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> engaged, such that development approval is required?</li> </ul> <p>The outcome of this preliminary hearing would determine whether a further hearing would be needed to deal with the planning merits of Council's refusal.</p> <p><i>Representation by: Administration &amp; McLeods</i></p>
6.	No. 40 Guildford Road, Mount Lawley	13 December 2024	Western Australian Planning Commission	<p>Application for review of a Council decision to issue a Heritage Conservation Notice for the property on 23 April 2024, with the notice having been issued on 15 November 2024.</p> <p>*****</p> <p>The matter was listed for a directions hearing on 7 February 2025. Following this the matter was listed for a mediation on 13 March 2025.</p> <p><i>Representation by: Administration &amp; McLeods</i></p>

**METRO INNER DEVELOPMENT ASSESSMENT PANEL (DAP)  
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT  
AS AT 20 FEBRUARY 2025**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	STATUS
1.	No. 177 Scarborough Beach Road, Mount Hawthorn	PTS Town Planning Pty Ltd	Form 1 – Mixed Use Development	6 August 2024	18 February 2025	The Responsible Authority Report was submitted to the DAP on 7 February 2025.  The DAP meeting was held on 18 February 2025 where the application was approved unanimously as per the City's recommendation.  The agenda and minutes of this meeting are available <a href="#">here</a> .
3.	No. 192 Stirling Street, Perth	Element Advisory Pty Ltd	Form 1 – Mixed Use Development	8 November 2024	Not yet scheduled	The application is under reassessment following the submission of additional information on 17 February 2025.  The Responsible Authority Report is currently due on 3 April 2025.
4.	No. 5 Bruce Street, Leederville	CF Town Planning & Development	Form 1 – Multiple Dwelling Development	28 November 2024	Not yet scheduled	The application is being advertised for public comment until 25 February 2025 and is on stop-the-clock as the City has requested further information.  The due date for the Responsible Authority Report will be updated upon receipt of the information requested by the City.
5.	No. 129 Loftus Street, Leederville	Taylor Burrell Barnett	Form 1 – Multiple Dwelling Development	10 January 2025	Not yet scheduled	The application is under assessment and is being advertised for public comment until 7 March 2025.  Responsible Authority Report is currently due on 16 April 2025.
6.	No. 14 & 16 Woodville Street, North Perth	Urbis	Form 1 – Grouped Dwelling Development	18 February 2025	Not yet scheduled	The application is under assessment.  A Responsible Authority Report due date has not yet been set.

**DAP Process Improvements:**

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

**CITY OF VINCENT DESIGN REVIEW PANEL (DRP)  
REGISTER OF APPLICATIONS CONSIDERED BY DESIGN REVIEW PANEL  
AS AT 20 FEBRUARY 2025**

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
Nos. 173 and 175 Carr Place, Leederville	Urbis	Multiple Dwelling Development	29 January 2025	Pre-lodgement Application The proposal would benefit from referral to the Design Review Panel to consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 4 December 2024 and the appropriateness of the development within its setting.
Nos. 17-39 Robinson Avenue and 38-46 Monger Street, Perth	Lateral Planning	Alterations and Additions to Hotel	29 January 2025	Pre-lodgement Application The proposal would benefit from referral to the Design Review Panel to consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 2 October 2024 and the appropriateness of the development within its setting.
No. 1 The Avenue, Leederville	Human Urban	Commercial Development	30 January 2025	Pre-lodgement Application The proposal would benefit from referral to the Design Review Panel to consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 30 October 2024 and the appropriateness of the development within its setting.
No. 5 Bruce Street, Leederville	CF Town Planning	Multiple Dwellings (6)	12 February 2025	Lodged Application The proposal would benefit from referral to the Design Review Panel to consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 18 September 2024 and the appropriateness of the development within its setting.
Nos. 407 & 409 Charles Street, North Perth	Klopper and Davis Architects	Multiple Dwellings	12 February 2025	Pre-lodgement Application The proposal would benefit from referral to the Design Review Panel to consider the appropriateness of the development within its setting.



CITY OF VINCENT

# INFORMATION BULLETIN

<b>TITLE:</b>	<b>Register of Petitions – Progress Report – March 2025</b>
<b>DIRECTORATE:</b>	<b>Chief Executive Officer</b>

## DETAILS:

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

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

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

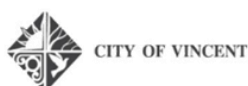
### Key Index:

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
20/8/2024	A petition with 16 signatures was received from Trent Negus of Mt Lawley, requesting that Council install a 3 hour parking limit at the intersection of Joel Terrace and Mitchell Street and surrounding area, due to the fact that Mercy Hospital employees are taking up all the parking in the area all day. The intersection and street are now dangerously overcrowded and there has already been an accident last week because of the parking of hospital employees, patients and visitors.	EDIE	Completed  Letter to residents sent. Signage 3-hour P is being installed w/e 28 February 2025.  Petition received. <ul style="list-style-type: none"> <li>• The lead petitioner has been contacted and advised a letter will be sent to surrounding residents seeking their comments on proposed parking restrictions if warranted. This will not only include Joel Terrace residents but residents in surrounding streets where there are currently no parking restrictions.</li> <li>• Parking occupancy surveys have been completed by the Rangers.</li> <li>• Community Consultation has been completed with a letter sent to surrounding residents seeking their input on possible parking interventions to ease the parking situation.</li> <li>• As the Community Consultation period has closed, Ranger Services are now analysing the data from the parking surveys as well as the feedback from residents to determine what type of parking intervention is warranted.</li> </ul>



3/7/2024	A petition with 17 signatures (and a further 31 received by survey) has been received from Jerome Waddell of West Perth. The petition requests that the decision to create a "No Stopping" zone in front of 16 and 14 Hammond Street be reversed.	EDIE	<p>Petition received.</p> <ul style="list-style-type: none"><li>• Investigation into short term measure to resolve parking issues along street.</li><li>• City will investigate further options once power is underground which will hopefully result in additional parking spaces.</li><li>• Consultant reviewing potential left out only onto Charles St.</li><li>• Internal review conducted and measures have been put in place to ensure residents are consulted in the first instance.</li><li>• Email response sent to lead petitioner detailing the above.</li></ul>
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# INFORMATION BULLETIN

<b>TITLE:</b>	<b>Register of Notices of Motion – Progress Report – March 2025</b>
<b>DIRECTORATE:</b>	<b>Chief Executive Officer</b>

## DETAILS:

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

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

### 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
Electric Vehicle Charging Infrastructure in the City of Vincent	EDIE / EDSD	<p><b>In progress</b></p> <p>Administration is implementing the NOM outcomes. This is ongoing.</p> <p>Administration attended a meeting with Perth Inner City Group Council's on 21 November to discuss opportunities for EV charging locations across local government areas. A further meeting will be scheduled for mid-2025 to share data outcomes and insights from City of Perth EV charging trial.</p> <p>Advocacy letter sent to relevant State Government Ministers on 9 January 2025.</p>
Rodenticide Use	EDSD	<p><b>In progress</b></p> <p>Administration is implementing the NOM outcomes. This is ongoing.</p> <p>Administration has completed item 2.2.1, with the factsheet now available on the City's <a href="#">website</a> and on display at the library. Administration has prepared and posted 1 social media post, on 23 October, in respect to the safe use of rodenticides. The team have also marked 4 August annually in the Public Health Communications Calendar, as an opportunity to promote responsible rodent control (commencing 2025).</p>
Protection and promotion of trees on private land	EDSD	<p><b>Ongoing</b></p> <p>Administration is implementing the NOM outcomes. This is ongoing.</p> <p>Review of Trees of Significance Policy approved by Council at December 2024 meeting for the purposes of community consultation. Consultation concludes 13 February 2025 and a report on the outcomes of consultation will be presented to Council by mid-2025.</p>
Animal Local Law – Cat Containment	EDIE	<p><b>In progress</b></p> <p>Administration is seeking legal advice.</p> <p>Advocation to the State Government cannot occur until after the March election.</p>

Item	Meeting	Date	Agenda Report Item	Resolution Action Item	Council Decision	Officer	Comments	Time frame for Completion
13.1	OCM	11/02/2025	Notice of Motion - Mayor Xamon - Animal Local Law - Cat Containment	That Council REQUESTS the Chief Executive Officer to:	Carried unanimously 9-0	EDIE	Seeking legal advice. Cannot advocate to State Government until after March election.	May 2025
				1. Seek further additional external legal advice on whether cat containment provisions are currently enabled within the Cat Act 2011; 2. Request that the State Government bring forward the review of the Cat Act 2011 to include provisions to enable Local Governments to enact Local Laws with cat containment provisions; 3. Present this advice to Council for consideration to go out for consultation on whether the Animal Local Law 2022 should be amended accordingly; and 4. Consider further consultation on amending the Animal Local 2022 to include provisions for cat containment, pending the additional external legal advice received.				
9.3	OCM	11/02/2025	Proposed Amendment No. 13 to Local Planning Scheme No. 2 and Review of Local Planning Policy: Short Term Accommodation	Subject to receiving approval from the Minister for Planning PROCEEDS to advertise Amendment No. 13 to Local Planning Scheme No. 2 pursuant to Clause 47(1) of the Planning and Development (Local Planning Scheme) Regulations 2015;	carried with amendment 9-0	EDSD	Scheme Amendment documentation awaiting signing by Mayor and CEO before being forward to the WAPC for approval by the Minister for Planning.  Once approved Administration will arrange for advertising of both Amendment No. 13 and the amended Local Planning Policy.	
9.4	OCM	11/02/2025	Advertising of the Draft Beaufort Street Town Centre Planning Framework	3. NOTES that any submissions received during the advertising period would be presented to Council for consideration.	carried with amendment 9-0	EDSD	Advertising commenced 20 February 2025	
9.4	OCM	11/02/2025	Advertising of the Draft Beaufort Street Town Centre Planning Framework	That Council: 2. AUTHORIZES the Chief Executive Officer to advertise the draft Beaufort Street Planning Framework in accordance with Schedule 2, Part 2, Clause 4(1) of the Planning and Development (Local Planning Schemes) Regulations 2015;	carried with amendment 9-0	EDSD	Advertising commenced 20 February 2025	
9.5	OCM	11/02/2025	Advertising of the Draft William Street Planning Framework	4. NOTES that any submissions received during the advertising period would be presented to Council for consideration.	carried with amendment 9-0	EDSD	Advertising commenced 20 February 2025	
9.5	OCM	11/02/2025	Advertising of the Draft William Street Planning Framework	2. AUTHORIZES the Chief Executive Officer to advertise the draft William Street Planning Framework in accordance with Schedule 2, Part 2, Clause 4(1) of the Planning and Development (Local Planning Schemes) Regulations 2015;	carried with amendment 9-0	EDSD	Advertising commenced 20 February 2025	
9.6	OCM	11/02/2025	Response to Petition - William Street Town Centre Public Artwork Commission	4. RECEIVES a project closure report following practical completion which includes: • Outline of the EOI process including conception and assessment for this project and how this can be improved for future projects. • Identify a process to obtain Engineering feedback and assess key services; and • Identify an approach for the accurate assessment of proposed projects before financial commitments are made and executed.	carried with amendment 9-0	EDSD	To be commenced after completion of artwork.	TBA
9.6	OCM	11/02/2025	Response to Petition - William Street Town Centre Public Artwork Commission	3. REQUESTS the Chief Executive Officer investigate alternate locations for the artwork and present a report back to Council by June 2025.	carried with amendment 9-0	EDSD	Options to be identified and presented to March Council Workshop. Consultation on proposed options to occur.	June 2025 OCM
12.4	OCM	11/02/2025	Responses to Motions carried at the Annual General Meeting of Electors held on 11 December 2024	Gas Appliances (Incentives) – That Council NOTES Administration is currently investigating opportunities to incentivise electrification as part of the GreenTrack program through the review of Policy No. 7.1.1 – Built Form and 7.5.10 – Sustainable Design that will be progressed in 2025, and the Climate Transition Adaption Plan that is scheduled to be developed in 2025/26.	carried 9-0	EDSD	Review of Built Form Policy to commence in early 2025. Preparation of Climate Transition Action Plan to commence in late 2025.	

				Motion 4.3 Gas Appliances (Residential and Businesses) – That Council NOTES: •Administration is currently investigating opportunities to promote electrification within the local planning framework through a review of Policy No. 7.1.1 – Built Form and 7.5.10 – Sustainable Design. This review would be presented to Council by mid-2025 prior to undertaking community consultation.			Review of Built Form Policy to commence in early 2025. Preparation of Climate Transition Action Plan to commence in late 2025.
12.4	OCM	11/02/2025	Responses to Motions carried at the Annual General Meeting of Electors held on 11 December 2024		carried 9-0	EDSD	
12.4	OCM	11/02/2025	Responses to Motions carried at the Annual General Meeting of Electors held on 11 December 2024	1. Motion 4.2 – Scheme Amendment – That Council NOTES: •Community consultation on proposed amendments to Policy No. 7.6.3 – Trees of Significance will conclude on 13 February 2025 pursuant to its resolution from its meeting on 10 December 2024. The outcomes of community consultation would be presented to a future meeting by mid-2025; •The review of Policy No. 7.6.3 – Trees of Significance is one part of Administration's broader approach to improving tree canopy on private land. Other measures would include a further review of planning controls in the City's local planning framework, investigation of financial and non-financial incentives, community education and awareness, and advocacy to the State Government; and •If ultimately approved by Council, Administration would continue to monitor the implementation of an amended Policy No. 7.6.3 – Trees of Significance as part of this broader approach to tree protection.	carried 9-0	EDSD	Advertising of Trees of Significance Policy completed 13 February 2025. Submissions being reviewed and will be considered by Council in mid-2025
11.4	OCM	10/12/2024	Advertising of amended Community Funding Policy	That Council APPROVES the proposed amendments to the Community Funding Policy, at Attachment 1, for the purpose of community consultation, subject to the deletion of the proposed change to remove Council endorsement of individual Festival and Event sponsorship applications.	Carried with Amendment	EDCBS	Consultation open until 18 February with outcome to be reported back to Council Meeting in March 2025.
11.6	OCM	10/12/2024	Advertising of Amended Policy No. 4.1.4 - Freedom of Information	That Council APPROVES the proposed amendments to the Freedom of Information Policy, at Attachment 1, for the purpose of community consultation.	Carried en bloc	EDCBS	Public consultation closes on 21st February 2025. The outcome to be reported back to Council in April 2025.
12.3	OCM	10/12/2024	Review of Policy Framework and Advertising of Amended Policy Development and Review Policy	APPROVES the: 2.1 Updated Policy Document Register and Review Plan, at Attachment 2; 2.2 Policy Review Schedule for 2025 at Attachment 3; and 2.3 Proposed amendments to the Policy Development and Review Policy at Attachment 4, for the purpose of community consultation.	Carried en bloc	EDSD	To be advertised Feb 25, return to Council March 25.
9.3	OCM	17/09/2024	Advertising of Draft Auckland Street Character Area Guidelines	PREPARES the amendments to Local Planning Policy: Character Area Guidelines as included as Attachment 2 in accordance with Schedule 2, Part 2, Clause 5(1) of the Planning and Development (Local Planning Schemes) Regulations 2015; and	Carried 8/0	EDSD	Amendments approved by Council on 10 December 2024
10.2	OCM	18/06/2024	Advertising of Amended Policy - Stormwater Drainage Connections	That Council APPROVES the proposed amendments to the Stormwater Drainage Connections Policy, at Attachment 1, for the purpose of community consultation.	Carried 9/0	EDIE	Consultation finalised. To be presented to September OCM.
9.1	OCM	18/06/2024	Outcome of Advertising - Review of Heritage Management Policies	3. Council DOES NOT SUPPORT the REVOCATION of Policy No 7.6.9 Heritage Assistance Fund, included as Attachment 9 and REQUESTS Administration presents a report to Council in December 2024 on the revocation of Policy No 7.6.9 Heritage Assistance Fund, as part of the Community Funding Policy review.	Carried with Amendment	EDSD	Community funding policy to be presented to the December Council Meeting for approval to advertise. The HAF will be presented to Council in 2025 for revocation concurrently with the Community Funding Policy following the completion of community consultation. Q1 2025



10.2		21/05/2024	Beaufort Street Precinct Area Road Safety Treatments	The draft Road Safety Implementation Plan to be presented for Council consideration by May 2025 (with progress update via Council Workshop February 2025) with delivery of works prioritised based on the treatment of severely or seriously injured crashes identified within the Highgate precinct, with the intersections of Harold Street / Beaufort Street and Chatsworth Road / Beaufort Street ranked as high priority projects;	Carried 7/1 with amendments	EDIE	Implementation Plan framework being scoped. Return to Council Workshop February 2025	February 2025
10.4	OCM	21/05/2024	Outcome of Advertising and Adoption of Street Tree Policy	Deferred - to bring back to Council in June after it is presented to workshop	Deferred	EDIE	Discussion Paper for Special Council Workshop 4 June 2024 - report to OCM 18 June 2024.	
12.2	OCM	21/05/2024	Advertising of Amended Policy - Council Members Continuing Professional Development	That Council APPROVES BY ABSOLUTE MAJORITY the proposed amendments to the Council Members Continuing Professional Development Policy, at Attachment 1 for the purpose of community consultation.	Carried by Absolute Majority 7/1	CEO	Determined August 2024 OCM Administration is implementing the NOM outcomes. This is ongoing.	August 2024
13.1	OCM	19/03/2024	Notice of Motion - Mayor Alison Xamon - Protection and Promotion of Trees on Private Land	REQUESTS that the City: 2.1Prioritises the progress of planning controls to ensure greater protection of trees and canopy provision on private land; and 2.2Advocates to the Western Australian Planning Commission and Minister for Planning for greater protection of trees on private land.	Carried 9/0	EDSD	Review of Trees of Significance Policy approved by Council at December 2024 meeting for the purposes of community consultation. Consultation concludes 13 February 2025 and a report on the outcomes of consultation will be presented to Council by mid-2025	December 2024
12.4	OCM	19/03/2024	Responses to Motions Carried at the Annual General Meeting of Electors held on 1 February 2024	Motion 4.2 – Dust at Menzies Park - That Council REQUESTS Administration identifies a temporary solution to stabilise and mitigate dust on this section of verge and brings a report back to Council with a recommendation for a permanent solution by no later than March 2025.	Carried with amendment	EDIE	Investigations for alternate treatment progressing.	March 2025
10.1	OCM	19/03/2024	Beaufort Street Precinct Area Road Safety Treatments	That the motion be deferred for the following reasons: 1. To allow further public consultation on the direction of the one way street; 2. To allow further consideration of a trial, particularly the cost of implementation and removal; 3. To allow for the provision of more information on how this treatment might limit the options the City can undertake in Beaufort Street and the rest of the precinct as per the Road Safety Implementation Plan; A report being prepared and to be returned to the 21 May 2024 Council Meeting.	Carried Deferral 9/0	EDIE	Was presented to Council May 2024	
12.2	OCM	13/02/2024	Advertising of New Policy - Property Investment and Disposal Policy	That Council APPROVES the proposed Property Investment and Disposal Policy, at Attachment 1, for the purpose of community consultation.	carried en bloc	CEO	Presented to June OMC	
9.6	OCM	13/02/2024	Advertising of New Policy - Healthy Food and Drink Policy	That Council APPROVES the proposed 'Healthy Food and Drink Policy', at Attachment 1, for the purpose of community consultation.	carried 8-0	EDSD	Advertising to commence 28 February 2024. Advertising closed -21 March 2024.	Council report being prepared for June.
10.2	OCM	12/12/2023	Response to Petition - Ellesmere Street, North Perth Parking	RECEIVES a further report at the conclusion of the collection of traffic data and public consultation.	Carried 7/0	EDIE	MEng - Short-Term concepts regarding to Traffic Calming to be explored before August 2025. Longer Term traffic intervention plans to be presented to Council in February 2026	February 2026

10.1	OCM	12/12/2023	Response To Petition - Corner Scarborough Beach Road and Killarney Street - Maintenance and Infrastructure	REQUESTS administration to complete a review of the location of Scarborough Beach Road and Killarney Street for improved and additional signage and if warranted, provide a concept design on road infrastructure improvements to address road safety concerns which will be included in the wider precinct wide traffic modelling for the Mount Hawthorn area.	Carried 7/0	EDIE	MEng - Short-Term concepts regarding to Traffic Calming to be explored before August 2025.  Longer Term traffic intervention plans to be presented to Council in February 2026	February 2026
17.1	OCM	21/11/2023	Undertakings relating to the Parking Local Law 2023	2.1 <del>AUTHORISES</del> the Chief Executive Officer to provide local public notice in accordance with section 3.12(3) of the Local Government Act 1995, for a period of at least 6 weeks, that: 2.1 <del>It</del> is proposed to make the City of Vincent Parking Amendment Local Law 2024 at Attachment 2; 2.2 <del>the</del> purpose of this amendment local law is to amend certain provisions of the City of Vincent Parking Local Law 2023; 2.3 <del>the</del> effect of this amendment local law is to provide further clarity of the requirements that any person parking a vehicle within the City of Vincent is to comply with these provisions; 2.4 <del>Copies</del> of the proposed amendment local law are available for inspection at the City's office, Library and Local History Centre and on its website	Carried 8/0	EDIE	Amendment initiated.	
12.10	OCM	21/11/2023	Nomination of Council Members for the vacant local government position on the Central Perth Land Redevelopment Committee	That Council ENDORSES the following Council Member nominations for the vacant local government positions on the Central Perth Land Redevelopment Committee: Mayor Xamon; Cr Alexander; Cr Worner	Carried en bloc	CEO	Confirmation provided to the Minister of nominated members.  Mayor Xamon appointed as alternate member for a term commencing 8 April 2024 and expiring 31 December 2025, as confirmed by the Minister.	completed
10.1	OCM	21/11/2023	Advertising of amended policy - Street Trees	That Council APPROVES the proposed amendments to the Street Tree Policy, at Attachment 1, for the purpose of community consultation.	Carried en bloc	EDIE	To Council May 2024	
9.2	OCM	17/10/2023	Amendment to the Municipal Heritage Inventory: 40 Guildford Road, Mount Lawley	That the motion be deferred to seek further advice from the Department of Planning, Lands and Heritage and Main Roads WA regarding the justification for widening in this particular location, supported by traffic studies, applicable standards and potentially requesting some level of detailed design around what is proposed in this area that would necessitate demolition of this structure. An updated report is to be provided to Council by March 2024.	Deferred 7-1	EDSD	Application was refused by Council at its meeting on 23 April 2024	April 2024

				1. PREPARES a notice of revocation of Local Planning Policy No. 7.4.9 – Encroachments Over Crown Lands, included in Attachment 1, for the purpose of community consultation, pursuant to Schedule 2, Part 3, Clause 6(b)(i) of the Planning and Development (Local Planning Schemes) Regulations 2015; 2. AUTHORISES the Chief Executive Officer to carry out community consultation on the proposed revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the Planning and Development (Local Planning Schemes) Regulations 2015; 3. PUBLISHES the notice of revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the Planning and Development (Local Planning Schemes) Regulations 2015, if no submissions are received during the community consultation period; and 4. NOTES that if any submissions are received during the community consultation period, that these would be presented to Council for consideration.			Advertising of revocation published in October 2023. No submissions received. Notice published in November 2023 that Policy revoked.	End of 2023
9.3	OCM	17/10/2023	Advertising of Proposed Revocation - Local Planning Policy No. 7.4.9 - Encroachments Over Crown Lands		Carried en bloc	EDSD		
11.4	OCM	17/10/2023	Advertising of amended policy – Diversity, Access and inclusion	That Council APPROVES the proposed amendments to the Diversity, Access and Inclusion Policy, at Attachment 1, for the purpose of community consultation.	Carried en bloc	EMC&E	Advertising commenced 26 October 2023. Outcome of advertising report will be presented to Council in early 2024.	Early 2024
				– 2024/25 Forward Planning Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows: Priority 1 – Robertson Park Tennis Precinct – Stage 1B Implementation				
9.3	OCM	19/09/2023	Community Sporting and Recreation Facilities Fund - Annual and Forward Planning Round Application		Carried as recommended 6/0	EDIE	Grant of \$861,000 received 14/3/2024 NFA.	Grants to be awarded February 2024.
				1. PREPARES a notice of revocation of Local Planning Policy No. 7.4.2 – Aged or Dependent Persons' Dwellings, included in Attachment 1, for the purpose of community consultation, pursuant to Schedule 2, Part 3, Clause 6(b)(i) of the Planning and Development (Local Planning Schemes) Regulations 2015; 2. AUTHORISES the Chief Executive Officer to carry out community consultation on the proposed revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the Planning and Development (Local Planning Schemes) Regulations 2015; 3. PUBLISHES the notice of revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the Planning and Development (Local Planning Schemes) Regulations 2015, if no submissions are received during the community consultation period; and 4. NOTES that if any submissions are received during the community consultation period, that these would be presented to Council for consideration.			Advertising of revocation published in October 2023. No submissions received. Public notice published in November 2023 that Policy revoked.	End of 2023
9.4	OCM	19/09/2023	Advertising of Proposed Revocation - Local Planning Policy No. 7.4.2 - Aged or Dependent Persons' Dwellings		Carried en bloc	EDSD		
11.4	OCM	19/09/2023	Advertising of New Policy – Child Safe Awareness	That Council APPROVES the proposed Child Safe Awareness Policy, at Attachment 1, for the purpose of community consultation.	Carried en bloc	EMC&E	Advertising commenced 26 October 2023.	Outcome of advertising report will be presented



				That Council ENDORSES the: 1. Community Sporting and Recreation Facilities Fund – 2023/24 July Small Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows: 1.1 Priority 1 – Robertson Park Development Plan – Tennis Precinct – Multi Sports Courts conversion; and 2. Club Night Lights Program – 2023/24 July Small Grants Round application for consideration by the Department of Local Government, Sport and Cultural Industries, as follows: 2.1 Priority 1 – Robertson Park Development Plan – Tennis Precinct – Multi Sports Courts flood lighting.			Council approved the grant application for submission to the Department of Local Government, Sport and Cultural Industries.	Grant received 17 December 23 and council members notified
9.9	OCM	22/08/2023	Community Sporting and Recreation Facilities Fund - July Small Grants Round Application		Carried en bloc	EDSD		
9.11	OCM	22/08/2023	Lease to Association for Services to Torture and Trauma Survivors Inc (ASeTTS) - No. 286 Beaufort Street, Perth		Carried en bloc	EDSD	Council approval to enter into a five year lease. CEO to finalise negotiation on key terms and execution of lease.	November 2023
10.2	OCM	22/08/2023	Harold Street - Black Spot Project	2. REQUEST the CEO prepare a report on options to slow vehicle speed and increase pedestrian, cyclist and vehicle safety on Beaufort Street, including engagement with stakeholders such as the Town Team, the Beaufort Street Network Place Management and Main Roads by March 2024; and 3. REQUEST the CEO consult with residents, schools and surrounding businesses on the proposal to make Harold Street west of Beaufort Street a one way street and present a report to Council with the results of this consultation by March 2024	Carried with alternative	EDIE	Superseded by Item 10.1 19/03/2024	
10.4	OCM	22/08/2023	Tender - Escooter Shared Scheme Trial	REQUESTS the CEO to provide a report to Council within nine months of practical operation of the trial assessing its impacts and whether an extension of the permit will be issued.	Carried with amendment 7/1	EDIE	to be issued to Council Workshop on the trial in July 2024 & Council Briefing  Launch of EES achieved 12 November 2023. One provider (Bird) has withdrawn from trial. Initial report of first week of operations to Council Workshop November 2023.	
11.4	OCM	22/08/2023	Policy		Carried en bloc	EMC&E	Policy adopted at October 2023 Council meeting.	Completed.
11.5	OCM	22/08/2023	Dual Naming of Warndoolier / Banks Reserve	That Council APPROVES consulting with the community on the choice of either dual naming of Warndoolier / Banks Reserve or renaming Banks Reserve to Warndoolier Reserve.	Carried 8-0 with amendment	EMC&E	Consultation to commence Oct 2023 following LG elections.	Return to Council Feb 2024.
9.10	OCM	25/07/2023	Request for Proposals for Redevelopment of Leederville Carparks		Carried 8/0	DMP	Business Plan approved for state-wide consultation.	The results of consultation presented to Council at November
9.1	OCM	20/06/2023	No. 80 (Lot: 102; D/P: 413590) Auckland Street, North Perth - Proposed Single House		Deferred	EDSD	consider Council's reasons for deferral and changes to the proposal. Applicant has sort review by the State Administrative Tribunal of the deemed refusal. Mediation listed for 29 August 2023.	Application presented to Council at its November 2023 Ordinary Meeting and Refused.
5.5	Audit Co	4/05/2023	Review of Audit Committee Terms of Reference		Deferred	CEO	December Meeting.	Completed December Audit Committee and



							"Council endorsed:  - Lacey Street Design Guidelines and revocation of Appendix 3, 12, 14, 15, 16 and 18 following consultation at the 25 July 2023 Council Meeting  - Brookman & Moir Street Design Guidelines and Heritage Area and Highgate Design Guidelines adopted following consultation at the 22 August 2023 Council Meeting  No submissions received on amendment to Local Planning Policy No. 7.1.1 – Built Form to align building height requirements with the heights outlined in Appendix 18 – Design Guidelines for William Street. An Administrative update to the Built Form Policy will be made to correct building height.	
9.2	OCM	4/04/2023	Review of Design Guidelines		Carried in two sections – 7/0 and 6/0	EDSD	Completed	
9.5	OCM	14/03/2023	Minor Amendment to Metropolitan Region Scheme - Leederville Parade Primary Regional Road Reserve		Carried as Recommended	EDSD	Council requested that the WAPC proceed with a Minor Amendment to the Metropolitan Region Scheme to remove the Primary Regional Road reservation.  Approved by Minister 2 February 2024	
10.3	OCM	14/03/2023	Waste Strategy Project – Verge Valet Vincent Trial Update	APPROVES the extension of the current Verge Valet trial and contract for 12 months (July 2023 June 2024); and	Carried En bloc	EDIE	Extend trial 12 months (July 2023- June 2024).  Further report (inclusive of community consultation feedback)	
12.4-4.2 AGM		14/03/2023	Development Green Space	That Council REQUEST the CEO to present a review of the landscaping requirements in the City’s Built Form Policy to Council by December 2023.	Carried En bloc	EDSD	Administration will present a review of the impact to the Built Form Policy from the R Codes amendments at the 30 July workshop, to confirm the intent to pursue a determination from the WAPC. Once the Built Form Policy has been determined Administration will undertake a  Mid 2025	
12.4 - Mr AGM		14/03/2023	Pedestrian Safety (Newcastle / Fitzgerald)	4.5.1 That the City of Vincent addresses the safety issues for pedestrians at the corner of Fitzgerald Street and Newcastle Street in this financial year 2022/23. ""  4.5.2 That the City of Vincent places a bollard or visual deterrent to offer a pedestrian refuge and protection of the Heritage listed building on the corner Newcastle Street and Fitzgerald Street. (similar to what exists on the City of Perth side of the fore mentioned intersection).	Carried 8/0	EDIE	Improvements / modifications to the intersection of Newcastle and Fitzgerald Streets requires the collaboration of several stakeholders and is expected to take over eighteen months to achieve. The interim solution has the support of the proposer of the motion.  Mid 2025	
12.4-4.1 AGM		14/03/2023	Speed Humps	That Council REQUESTS that Administration undertakes a road condition assessment to underpin a program of maintenance and needs assessment for speed humps and other traffic interventions in local areas, and report to Council Workshop on the findings of these assessments by end of 2023."	Carried unanimously	EDIE	Workshop item 29/11/2024. Info Bulletin Item for OCM December 2023	
12.4-4.1 AGM		14/03/2023	E-Waste	That Council NOTES the various e-waste disposal options already available to residents and REQUESTS Administration to advertise these disposal options to increase community awareness; and REQUESTS:"	Carried with amendments	EDIE	Superseded by Item 12.4 part 5 OCM 19/03/2024  To be presented to Council at the end of the trial. First trial drop-off day highly successful. Second drop-off day being scheduled.	
10.1	OCM	13/12/2022	Stormwater Drainage	That Council SUPPORTS the City’s approach to develop a stormwater drainage strategy over the next three (3) financial years predicated on the following:	Unanimous 9/0	EDIE	Commencing within the Mount Hawthorn precinct; Hydraulic modelling to be undertaken in 2023 – 2024 financial year (estimated cost of \$80,000 - \$160,000). Initial works undertaken to address flooding in William Street. Designs finalised for works in Lynton Street.  Anticipated be undertaken during the 2023 - 2024 financial year (funded through the above modelling project); and 2023 - 2024	
10.4	OCM	13/12/2022	Intersection		Carried En bloc	EDIE	Workshop item 29/11/2024. Info Bulletin Item for OCM December 2023	

9.7	OCM	26/07/2022	Beaufort Street and Grosvenor Road Pedestrian Improvement Projects		Carried 5/2	EDSD	Following the trial, concept plan options for a flexible public plaza are being developed, including investigating the feasibility of reconfiguring or integrating the car parks with key consideration given to the key movement issues identified during the trial. A road safety audit would be completed on these plans.	Presented to November Workshop.
9.3	OCM	5/04/2022	Proposed Amendment No. 9 to Local Planning Scheme No. 2 - No. 21 (Lot: 373; D/P: 1939) Eucla Street, Mount Hawthorn		Carried en bloc	EDSD	Amendment advertised and determined by Council at the 22 October Council Meeting. Amendment has been forwarded to the WAPC and approved by the Minister for Planning.	Completed 22/10/2023
9.7	OCM	14/09/2021	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan – Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2	RECOMMENDS that the Western Australian Planning Commission approve the modifications listed at Attachment 4 and the revised Leederville Precinct Structure Plan included as Attachment 5; subject to modifying the Public Open Space at Oxford Street Reserve to reflect Attachment 7, with the remainder of 62 Frame Court, Leederville zoned Mixed Use R-AC0;	Carried with Amendment	EDSD	SPC considered draft LPSP in May 2024 and has requested further community consultation on modifications before it is reconsidered.  Presented to Council workshop in August 2024 and will be presented to a future workshop end of 2024 / early 2025 before community consultation is undertaken	Mid 2025

**COUNCIL WORKSHOPS**

There has been one workshop since 11 February, details below:

**18 February 2025**

Development of the Safer Vincent Plan 2025-2029

Highgate and Mt Lawley – Road Safety Treatment Implementation Plan

Review of Available Data and Surveys

Tree Management

Update on Vincents Works Depot and Heidelberg's Claisebrook Concrete Batching Plant  
Relocation Project



**CITY OF VINCENT**

# **NOTES**

**Council Briefing**

**6 February 2024**

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**NOTES OF CITY OF VINCENT  
COUNCIL BRIEFING  
HELD AS E-MEETING AND AT THE ADMINISTRATION AND CIVIC CENTRE,  
244 VINCENT STREET, LEEDERVILLE  
ON TUESDAY, 6 FEBRUARY 2024 AT 6.00PM**

<b>PRESENT:</b>	Mayor Alison Xamon Cr Alex Castle Cr Ron Alexander Cr Suzanne Worner Cr Nicole Woolf Cr Jonathan Hallett Cr Ashley Wallace Cr Sophie Greer Cr Ashlee La Fontaine	Presiding Member North Ward North Ward North Ward North Ward South Ward South Ward South Ward (electronically) South Ward
<b>IN ATTENDANCE:</b>	David MacLennan Peter Varris  Jay Naidoo  Rhys Taylor Karsen Reynolds  Joslin Colli  Lisa Williams  Mitchell Hoad  Wendy Barnard	Chief Executive Officer Executive Director Infrastructure & Environment A/Executive Director Strategy & Development Chief Financial Officer A/Manager Development & Design (left at 6:08pm after Item 5.7) Executive Manager Corporate Strategy & Governance Executive Manager Communications & Engagement A/Manager Strategic Planning & Specialist Planner (left at 6:09pm after Item 5.7) Council Liaison Officer
<b>Public:</b>	There were no members of the public present.	

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

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

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

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

Nil

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

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

## **4 DECLARATIONS OF INTEREST**

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

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**COUNCIL BRIEFING NOTES****6 FEBRUARY 2024**

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

**REPORTS**

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

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

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

1. Consultation and Location Plan
2. Development Plans
3. Heritage Impact Statement
4. Determination Advice Notes

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme APPROVES the application for Alterations and Additions to Single House relating to Proposed Fence, and Existing Unauthorised Development including Demolition of Outbuilding and Front Fence; Relocation of Meter Box; and Removal of Tiles to Verandah and Replacement with Decking at No. 25 Moir Street, Mount Lawley (Lots: 26 and 122; Plan: 4576), as shown in Attachment 2, subject to the following conditions and advice notes included in Attachment 4:

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

- 1.1 Existing Unauthorised Development consisting of the following:

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

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

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

No other development forms part of this approval;

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



## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

**CR WALLACE:**

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

**A/MANAGER DEVELOPMENT & DESIGN:**

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

**CR WALLACE:**

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

**A/MANAGER DEVELOPMENT & DESIGN:**

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

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

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

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

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

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

## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

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

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

## RECOMMENDATION:

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

**ADDITIONAL INFORMATION:**

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

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

## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

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

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

**RECOMMENDATION:**

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

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

**CR WALLACE:**

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

**EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

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

**CR WALLACE:**

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

**EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

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

**CR WALLACE:**

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

**EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

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

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

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

## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

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

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

**RECOMMENDATION:**

That Council:

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

**CR WALLACE:**

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

**CR WALLACE:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

**CR LA FONTAINE:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

**CR LA FONTAINE:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

**CR GREER:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

**CR GREER:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

**CR WALLACE:**

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

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

**CR CASTLE:**

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

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

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



## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

**CR WALLACE:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

**CR WALLACE:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

**CR WALLACE:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

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

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

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

The new facility includes;

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

**CR WALLACE:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

**CR HALLETT :**

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

**EXECUTIVE MANAGER STRATEGY AND DEVELOPMENT**

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

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

**CR WALLACE:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

**CR GREER:**

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

**EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT**

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

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

## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

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

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

**RECOMMENDATION:**

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

**NO QUESTIONS****MAYOR XAMON:**

Noted that a workshop on community consultation would be beneficial.



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

Attachments: 1. Draft Policy Investment and Disposal Policy

**RECOMMENDATION**

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

**ADDITIONAL INFORMATION:**

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

**CR WALLACE:**

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

**EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

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

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

**Attachments:**

1. Location Plan
2. Demolition Plans
3. Heritage Impact Statement
4. Structural Inspection Report
5. Determination Advice Notes

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for Proposed Alterations to Commercial Development (Partial Demolition – Heritage) at No. 476 (Lot: 50; D/P: 29193) Beaufort Street, Highgate, in accordance with the plans shown in Attachment 2 and the Heritage Impact Statement in Attachment 3, subject to the following conditions, with the associated determination advice notes in Attachment 5:

**1. Demolition Plans**

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

**2. Heritage Impact Statement**

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

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

1. Location and Consultation Plan
2. Development Plans
3. 1996 Building Licence Plan
4. Determination Advice Notes

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for Alterations and Additions to Single House at No. 193 (Lot: 153; D/P 98699) Lake Street, Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 4:

**1. Development Plans**

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

**2. External Fixtures**

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

**3. Colours and Materials**

The colours, materials and finishes of the development shall be in accordance with the details and annotations as indicated on the approved plans which forms part of this approval, to the satisfaction of the City;

**4. Boundary Walls**

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

**5. Stormwater**

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

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

1. Consultation and Location Plan
2. Development Plans
3. Summary of Submissions - Administration Response
4. Determination Advice Notes

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for and Alterations and Additions to Commercial Development (Outbuilding) at No. 139 (Lot: 8; D/P: 56031) Buxton Street, Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 4:

**1. Development Plans**

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

**2. Use of Outbuilding**

The outbuilding shall only be used for storage purposes associated with the property and not for human habitation or for the parking of vehicles, unless further approval is received, to the satisfaction of the City;

**3. External Fixtures**

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

**4. Colours and Materials**

The colours, materials and finishes of the development shall be in accordance with the details and annotations as indicated on the approved plans which forms part of this approval, to the satisfaction of the City; and

**5. Stormwater**

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

<b>NO QUESTIONS</b>
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**5.5 REVIEW OF LOCAL PLANNING POLICIES - POLICY NOS. 7.6.1 - 7.6.9 - HERITAGE MANAGEMENT**

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

**RECOMMENDATION:**

That Council:

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

<b>NO QUESTIONS</b>
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## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

## 7.1 FINANCIAL STATEMENTS AS AT 30 NOVEMBER 2023

Attachments: 1. Financial Statements as at 30 November 2023

## RECOMMENDATION:

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

NO QUESTIONS
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**7.2 FINANCIAL STATEMENTS AS AT 31 DECEMBER 2023**

Attachments: 1. Financial Statements as at 31 December 2023

**RECOMMENDATION:**

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

NO QUESTIONS
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## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

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

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

**RECOMMENDATION:**

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

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

<b>NO QUESTIONS</b>
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## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

**7.4 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 DECEMBER 2023 TO 31 DECEMBER 2023**

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

**RECOMMENDATION:**

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

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

<b>NO QUESTIONS</b>
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COUNCIL BRIEFING NOTES6 FEBRUARY 2024

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## 7.5 INVESTMENT REPORT AS AT 30 NOVEMBER 2023

Attachments: 1. Investment Statistics as at 30 November 2023

## RECOMMENDATION:

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

NO QUESTIONS
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## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

## 7.6 INVESTMENT REPORT AS AT 31 DECEMBER 2023

Attachments: 1. Investment Statistics as at 31 December 2023

## RECOMMENDATION:

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

NO QUESTIONS
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## COUNCIL BRIEFING NOTES

6 FEBRUARY 2024

**8.1 COUNCIL RECESS PERIOD 2023-2024 - RECEIVING OF ITEMS DEALT WITH UNDER DELEGATED AUTHORITY BETWEEN 13 DECEMBER 2023 AND 5 FEBRUARY 2024**

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

**RECOMMENDATION:**

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

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

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

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

**RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated February 2024.

**ADDITIONAL INFORMATION:**

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

State Administrative Tribunal Register:

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

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

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COUNCIL BRIEFING NOTES6 FEBRUARY 2024

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

Nil

**6        REPRESENTATION ON COMMITTEES AND PUBLIC BODIES**

Nil

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

Item 11.1 went behind closed doors to discuss.

**8        CLOSURE**

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