



CITY OF VINCENT

COUNCIL BRIEFING

Notice of Meeting and Agenda

19 JULY 2016

Notice is hereby given that a Council Briefing will be held at the City of Vincent Administration and Civic Centre, at 244 Vincent Street (corner Loftus Street), Leederville, on **Tuesday 19 July 2016** at 6:00pm.

John Paton
ACTING CHIEF EXECUTIVE OFFICER

13 July 2016

ENHANCING AND CELEBRATING OUR DIVERSE COMMUNITY

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COUNCIL BRIEFING PRINCIPLES:

The following rules and principles apply to the City of Vincent Council Briefings:

1. Unless otherwise determined by Council, Council Briefings will be held in the Council Chamber on the Tuesday of the week prior to the Ordinary Council Meeting, to provide the opportunity for Elected Members and members of the public to ask questions and clarify issues relevant to the specific agenda items due to be presented to Council in the following week.
2. The Council Briefing is not a decision-making forum and the Council has no power to make decisions at the Briefing.
3. In order to ensure full transparency, Council Briefings will be open to the public to observe the process and to ask Public Questions, similar to the Council Meeting process.
4. Where matters are of a confidential nature, they will be deferred to the conclusion of the Briefing and at that point, the Briefing will be closed to the public.
5. The reports provided to Council Briefings are the reports that the Administration intends to submit to Council formally in the subsequent week. While it is acknowledged that Elected Members may raise issues that have not been considered in the formulation of the report or its recommendation, and these may be addressed in the subsequent report to Council, Council Briefings cannot be used as a forum for Elected Members to direct Officers to alter their opinions or recommendations. However, having regard to any questions or clarification sought by Elected Members, the Chief Executive Officer and Directors may choose to amend Administration reports, or withdraw and not present certain items listed on the Council Briefing Agenda to the subsequent Council Meeting in the following week.
6. Council Briefings will commence at 6.00 pm and will be chaired by the Mayor or in his/her absence the Deputy Mayor. In the absence of both, Councillors will elect a chairperson from amongst those present. In general, Standing Orders will apply, except that Members may speak more than once on any item. There is no moving or seconding items.
7. Members of the public present at Council Briefings may observe the process and will have an opportunity to ask Public Questions relating only to the business on the agenda.
8. Where an interest is declared in relation to an item on the Council Briefing Agenda, the same procedure which applies to Ordinary Council meetings will apply. All interests must be declared in accordance with the City's Code of Conduct. The Briefing will consider items on the agenda only and will proceed to deal with each item as it appears in the Agenda. The process will be for the Presiding Member to call each item number in sequence and invite questions or requests for clarification from Elected Members. Where there are no questions regarding the item, the Briefing will proceed to the next item.
9. Notwithstanding 8. above, the Council Briefing process does not and is not intended to prevent an Elected Member from raising further questions or seeking further clarification after the Council Briefing and before or at the Council Meeting in the subsequent week.
10. While every endeavour is made to ensure that all items to be presented to Council at the Ordinary Council Meeting are included in the Council Briefing papers, there may be occasions when, due to necessity, items will not be ready in time for the Council Briefing and will instead be included on the Council Meeting Agenda to be presented directly to Council for determination.
11. There may also be occasions when items are tabled at the Council Briefing rather than the full report being provided in advance. In these instances, Administration will endeavour to include the item on the Council Briefing agenda as a late item, noting that a report will be tabled at the meeting.
12. Unless otherwise determined by the Presiding Member, deputations will generally not be heard at Council Briefings and will instead be reserved for the Ordinary Council meeting, consistent with the City's Standing Orders Local Law.
13. The record of the Council Briefing session will be limited to notes regarding any agreed action to be taken by Administration or Elected Members. The Council Briefing is not a decision-making forum and does not provide recommendations to Council as a Committee might and, as such, the action notes from Council Briefings will be retained for administrative purposes only and will not be publicly distributed unless authorised by the Chief Executive Officer.

PROCEDURE FOR PUBLIC SPEAKING TIME

The City of Vincent Local Law Relating to Standing Orders prescribes the procedure for persons to ask questions or make public statements relating to a matter affecting the City, either verbally or in writing, at a Council meeting.

1. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name, address and Agenda Item number (if known).
2. Questions/statements are to be directed to the Presiding Member and are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a Council Member or City Employee.
3. Members of the public are encouraged to keep their questions/statements brief to enable everyone who desires to ask a question or make a statement to have the opportunity to do so.
4. Public speaking time is declared closed when there are no further members of the public who wish to speak.
5. Where the Presiding Member is of the opinion that a member of the public is making a statement at a Council meeting, that does not affect the City, or (where applicable) does not relate to an item of business on the meeting agenda, the Presiding Member, he may ask the person speaking to promptly cease.
6. In the case of the Ordinary and Special Council Meetings, Questions/statements and any responses will be summarised and included in the Minutes of the Council Meeting. Questions/Statements will not be summarised or included in the notes of any Council Briefing unless Administration to take action in response to the Question/Statement which could include, but is not limited to provide further commentary or clarification in the report to Council to address the question/statement.
7. Where practicable, responses to questions will be provided at the meeting. Where the information is not available or the question cannot be answered, it will be *"taken on notice"* and a written response will be sent by the Chief Executive Officer or relevant Director to the person asking the question. In the case of the Ordinary and Special Council Meetings, copy of the reply will be included in the Agenda of the next Ordinary meeting of the Council.
8. It is not intended that public speaking time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the Local Government Act 1995 or the Freedom of Information (FOI) Act 1992. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.

RECORDING OF COUNCIL MEETINGS

- ◆ All Council Briefings, and Ordinary and Special Council Meetings are electronically recorded (both visual and audio), except when the Council resolves to go behind closed doors;
- ◆ All recordings are retained as part of the City's records in accordance with the General Disposal Authority for Local Government Records produced by the Public Records Office;
- ◆ A copy of the recorded proceedings and/or a transcript of a particular section or all of a Council meeting is available in accordance with Policy No. 4.2.4 - Council Meetings – Recording and Access to Recorded Information.

ORDER OF BUSINESS

1. (a) **Declaration of Opening**

(b) **Acknowledgement of Country Statement**

"Today we meet on the lands of the Nyoongar people and we honour them as the traditional custodians of this land".

2. **Apologies/Members on Approved Leave of Absence**

Nil.

3. **Public Question Time and Receiving of Public Statements**

4. **Declarations of Interest**

5. **Reports**

ITEM	REPORT DESCRIPTION	PAGE
5.1	DEVELOPMENT SERVICES	
5.1.1	No. 399 (Lot: 1; STR: 44491) William Street, Perth – Proposed Alfresco Area Addition to Existing Small Bar (PR28182; 5.2016.108.1) To be circulated separately prior to the Meeting	1
5.1.2	No. 114 (Lot: 5; D/P: 2251) Lincoln Street, Highgate – Retrospective Change of Use from Single House to Short Term Dwelling (Unlisted Use) (PR23082; 5.2016.177.1)	2
5.1.3	No. 459 (Lot: 8; D/P 1647) Fitzgerald Street, North Perth – Amendment to Existing Approval: Alterations and Additions to Existing Hotel (PR13473; 5.2016.117.1)	7
5.1.4	No. 62 (Lot: 1; D/P: 44480) Cheriton Street, Perth – Proposed Demolition of Existing Grouped Dwelling (PR50888; 5.2015.552.1)	12
5.1.5	No. 14 (Lot: 70; D/P 6049) Brady Street, Mount Hawthorn – Proposed Construction of Six Multiple Dwellings (PR50066; 5.2016.153.1)	17
5.1.6	No. 14 (Lot: 51 D/P: 1106) Harley Street, Highgate - Proposed Two Storey Single House (PR22071; 5.2016.144.1)	30
5.1.7	No. 216 (Lot: 16; D/P 2440) Loftus Street, North Perth – Amendment to Existing Approval: Proposed increased height of fence in front setback area and dividing fence for multiple dwelling development (PR14666; 5.2016.131.1)	41
5.1.8	No. 2 (Lot: 1; STR: 66931) Edward Street, Perth – Reconsideration of Condition of Planning Approval to Proposed Roof Signage Addition to Existing Mixed Use Development	47
5.1.9	Nos. 2 and 4 (Lots: 33 and 34; D/P 2861) Vincent Street, Mount Lawley – Proposed Construction of Eight Multiple Dwellings (PR26239; 5.2016.35.1)	53
5.1.10	Amendment to Policy No. 7.6.9 – Heritage Assistance Fund (SC196)	71
5.1.11	Outcomes of Advertising – Proposed Amendment to Policy No. 7.2.1 – Residential Design Elements to Modify Provisions for Fencing in the Primary Street Setback Area (SC2500)	74
5.1.12	Outcomes of Advertising – Proposed Amendment to Policy No. 7.4.8 – Development Guidelines for Multiple Dwellings, Policy No. 7.5.11 – Exercise	78

ITEM	REPORT DESCRIPTION	PAGE
	of Discretion for Development Variations & Policy No. 7.5.12 – Development Guidelines for Commercial and Mixed Use Developments (SC2626)	
5.2	TECHNICAL SERVICES	
5.2.1	Further Report No 3: Proposed Traffic Management Improvement – Intersection of Vincent and Norfolk Streets, North Perth/Mount Lawley (SC979, SC228)	83
5.2.2	Axford Park Upgrade - Progress Report (SC2712)	87
5.2.3	Tender No. 514/16 – Supply and Delivery of One 22/23m ³ Side Loading Automatic Bin Lifter Refuse Truck (SC2595)	91
5.2.4	Tender No 519/16 – Provision of General Cleaning Services for the City of Vincent’s Administration and Civic Centre and Library and Local History Centre (SC2649)	94
5.2.5	Tender No 520/16 – Provision of General Cleaning Services for the City of Vincent’s Depot, Public Toilets, Halls/Pavilions and Health Clinics (SC2666)	97
5.3	CORPORATE SERVICES	
5.3.1	Investment Report as at 30 June 2016 (SC1530)	100
5.3.2	Authorisation of Expenditure for the Period 1 June 2016 to 30 June 2016 (SC347)	103
5.3.3	Financial Statements as at 31 May 2016 (SC357)	106
5.3.4	2016/17 Budget (SC245) [ABSOLUTE MAJORITY DECISION REQUIRED]– Report to follow prior to the Meeting	113
5.4	COMMUNITY ENGAGEMENT	
5.4.1	Unrecoverable Parking Infringements Write-Off	114
5.5	CHIEF EXECUTIVE OFFICER	
5.5.1	Corporate Business Plan 2016/17-2019/20 (SC2611)	117
5.5.2	Community Budget Submissions 2016/2017 (SC229)	121
5.5.3	Information Bulletin	123
6.	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	
	Nil.	124
7.	REPRESENTATION ON COMMITTEES AND PUBLIC BODIES	
	Nil.	124
8.	CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED (“Behind Closed Doors”)	
8.1	CONFIDENTIAL REPORT: Appointment of Community and Council Members to the City of Vincent Pedestrian and Cycling Advisory Group (SC1814) [SIMPLE MAJORITY REQUIRED]	124
9.	CLOSURE	
		124