

agenda

FUTURE PLANNING COMMITTEE



Please be advised that a **Future Planning Committee Meeting** was held at **5.21 pm** on **Tuesday 21 November 2017** in Meeting Room 1 at the Administration Building, 99 Shepperton Road, Victoria Park.

A handwritten signature in black ink, appearing to read "A Vuleta", is positioned above the printed name.

ANTHONY VULETA
CHIEF EXECUTIVE OFFICER

16 November 2017

(To be confirmed 13 December 2017)

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1 OPENING

The Director Community Life opened the meeting at 5.17pm

2 ATTENDANCE

Members:

Banksia Ward: Cr C (Claire) Anderson
Cr R (Ronhhda) Potter

Jarraah Ward: Cr B (Brian) Oliver
Cr V (Vicki) Potter (Deputy Mayor)

Deputy Members: Cr K (Karen) Vernon
Cr B (Bronwyn) Ife
Cr J (Julian) Jacobs
Mayor T (Trevor) Vaughan

A/Chief Executive Officer Mr N (Nathan) Cain
Chief Operations Officer Mr B (Ben) Killigrew
Director Community Life Ms T (Tina) Ackerman
Director Future Life Built Life Ms R (Rochelle) Lavery

Secretary: Ms T (Towela) Mbirimi

Public:

2.1 Apologies

Chief Executive Officer: Mr A (Anthony) Vuleta

2.2 Approved Leave of Absence

Jarraah Ward: Cr J (Jennifer) Ammons Noble

3 DECLARATIONS OF INTEREST

Nil

4 ELECTION OF A PRESIDING MEMBER

There was one (1) nominee for Presiding Member, Cr Claire Anderson

The Director Community Life declared Cr Anderson as Presiding Member

5 ELECTION OF DEPUTY PRESIDING MEMBER

There was one (1) nominee for Deputy Presiding Member, Cr Ronhhda Potter

The Presiding Member, Cr Claire Anderson, declared Cr Potter as Deputy Presiding Member

6 TERMS OF REFERENCE

1 NAME

The name of the Committee shall be the *Future Planning Committee* (the Committee).

2 AIMS AND OBJECTIVES

The purpose of the Future Planning Committee is to provide strategic planning and leadership in the development and review of policies and strategies that promote a liveable, sustainable and vibrant inner-city urban centre for the Town of Victoria Park community.

The Committee will be guided by the Town's Vision and Mission and be aligned to the Town's Strategic Community Plan.

2.1 Goals

The Committee will:

- be proactive in planning to accommodate population growth;
- be strategic in developing policies, considering both local and regional focus needs;
- maintain and build on the existing heritage and character of the Town;
- promote a strong identity for our Town as an inner-city urban centre; and
- ensure the Council is an advocate for its community in local and regional matters.

2.2 Deliverables

The key deliverables for the Committee will include:

- Annual review/update of policies, strategies and plans related to the key areas of focus;
- Public Open Space Strategy;
- Housing Strategy;
- Local Planning Strategy;
- Local Planning Scheme Review;
- Environmental Plan; and
- Integrated Movement Network Strategy.

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2.3 Scope and Jurisdiction

The key focus areas for the Committee will include:

- Strategies to plan for the future growth of the Town as required;
- Strategic Town Planning;
- Statutory Town Planning;
- Environmental Planning;
- Transport Planning; and
- Sustainability.

2.4 Engagement

The community shall be engaged by the committee outside of the formal committee meeting regime as required in accordance with Council's Public Participation Policy.

- Specific engagement strategies will be developed to address the Committee's key deliverables; and
- The Committee may invite individuals and subject matter experts to attend a meeting of the Committee to provide expert advice where required.

3. MEMBERSHIP

The Committee will comprise a maximum of four (4) Elected Members being two (2) Elected Member representatives from each of the Town's two (2) wards with five (5) Elected Members being appointed in a hierarchical order as alternate deputy members except for the Chief Executive Officer Recruitment and Performance Review Committee whereby five (5) Elected Members are appointed being the Mayor and two (2) Elected members from each of the Town's two (2) Wards with four (4) Elected Members being appointed in a hierarchical order as alternate deputy members.

4. MEETINGS

The Committee shall convene in accordance with the annual adopted meeting schedule.

5. QUORUM

In accordance with section 5.19 of *the Local Government Act 1995* the quorum for a meeting of the Committee is at least 50% of the number of the number of officers (whether vacant or not) of members of the Committee.

6. DELEGATED POWER

The Committee has no delegated power and all recommendations made are to be referred to Council for a decision.

7. GOVERNANCE

The Committee is governed by the provisions of the Town of Victoria Park Standing Orders Local Law 2011 and the Local Government Act 1995 and its regulations.

7 REPORTS

7.1 Setting of Meeting Dates – Future Planning Committee

File Reference:	COR/10/0002~4
Appendices:	No
Attachments:	No

Date:	15 November 2017
Reporting Officer:	S Fraser
Responsible Officer:	A. Vuleta
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – That the Committee adopts the schedule of meeting dates and times from 13 December 2017 to 19 December 2018.

- At the Ordinary Council Meeting held on 14 November 2017 the Future Planning Committee was established.
- A proposed meeting schedule for all major committees on which Elected Members sit has been submitted for consideration by each committee.

TABLED ITEMS:

Nil

BACKGROUND:

In order to assist with forward planning for all Elected Members, management and staff, a schedule of meeting dates has been prepared for the Future Planning Committee (the Committee), ensuring synergy between meeting dates and the flow of information and decision-making.

It is recommended the Committee adopts the schedule of meeting dates and times for meetings to be held at the Town of Victoria Park Administration Building

DETAILS:

The Committee was re-established at the Ordinary Council meeting held on 14 November 2017.

The key focus areas of the Committee include:

- Strategies to plan for the future growth of the Town as required;
- Strategic Town Planning;
- Statutory Town Planning;
- Environmental Planning;
- Transport Planning; and
- Sustainability.

The adopted 2018 schedule of Council meeting dates for 2018 was based on the format used in recent years. That is, a monthly meeting format with the Elected Members Briefing Session held on the first Tuesday of each month, Ordinary Council Meetings held on the

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second Tuesday and Workshops (Strategy Sessions) held on the third Tuesday of each month.

This enables committee meetings to be scheduled so as to minimise potential conflicts with other Council activities such as Regional Councils and WALGA Zone meetings.

Legal Compliance:

Local Government Act 1995;

Local Government (Administration) Regulations 1996; and

Town of Victoria Park Standing Orders Local Law 2011.

Policy Implications:

Nil

Risk Management Considerations:

Regular structured Committee meetings will enable Elected Members to focus on their strategic roles. Should forward planning of committee meetings not be identified, then there is a risk for meetings to be held on an ad-hoc basis; lacking coordination with other key meetings and corporate planning processes.

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
Compliance: Non - compliance with: <i>Local Government Act 1995;</i> <i>Local Government (Administration) Regulations 1996; and</i> <i>Town of Victoria Park Standing Orders Local Law 2011.</i>	Minor	Unlikely	Low	a) Committees re-established
Reputational. Falling short of community expectations.	Minor	Possible	Moderate	a) Re-establish Committees

Strategic Plan Implications:

Visionary civic leadership with sound and accountable governance that reflects objective decision making.

Financial Implications:

Internal Budget:

Nil

Total Asset Management:

Nil

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Sustainability Assessment:External Community Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENT:

The proposed dates have been based on a monthly meeting cycle. In addition, the proposed meeting dates for the Committee are cognisant of proposed meeting dates for a variety of other committees.

CONCLUSION:

It is therefore recommended that the proposed Schedule of Meeting for the Committee be adopted.

RECOMMENDATION/S:

That the Future Planning Committee ADOPTS the following meeting dates and times for the Future Planning Committee of the Town of Victoria Park to be held at the Administration Building 99 Shepperton Road Victoria Park:

Future Planning Committee	
Wednesday 13 December 2017	commencing at 5.00pm
Wednesday 17 January 2018	commencing at 5.00pm
Wednesday 21 February 2018	commencing at 5.00pm
Wednesday 21 March 2018	commencing at 5.00pm
Wednesday 18 April 2018	commencing at 5.00pm
Wednesday 16 May 2018	commencing at 5.00pm
Wednesday 20 June 2018	commencing at 5.00pm
Wednesday 18 July 2018	commencing at 5.00pm
Wednesday 15 August 2018	commencing at 5.00pm
Wednesday 19 September 2018	commencing at 5.00pm
Wednesday 17 October 2018	commencing at 5.00pm
Wednesday 21 November 2018	commencing at 5.00pm
Wednesday 19 December 2018	commencing at 5.00pm

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ALTERNATE MOTION:

Moved: Cr Anderson

Cr R Potter

That the Future Planning Committee **ADOPTS** the meeting dates and amended times for the Future Planning Committee of the Town of Victoria Park to be held at the Administration Building 99 Shepperton Road Victoria Park:

Future Planning Committee	
Wednesday 13 December 2017	commencing at 5.00pm
Wednesday 17 January 2018	commencing at 5.30pm
Wednesday 21 February 2018	commencing at 5.30pm
Wednesday 21 March 2018	commencing at 5.30pm
Wednesday 18 April 2018	commencing at 5.30pm
Wednesday 16 May 2018	commencing at 5.30pm
Wednesday 20 June 2018	commencing at 5.30pm
Wednesday 18 July 2018	commencing at 5.30pm
Wednesday 15 August 2018	commencing at 5.30pm
Wednesday 19 September 2018	commencing at 5.30pm
Wednesday 17 October 2018	commencing at 5.30pm
Wednesday 21 November 2018	commencing at 5.30pm
Wednesday 19 December 2018	commencing at 5.30pm

The Alternate Motion was Put and **CARRIED (4-0)**
 In favour of the Motion: Cr C Anderson; Cr R Potter; Cr B Oliver and Cr V Potter

8 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

9 CLOSURE

There being no further business, Cr Anderson closed the meeting at 5.25pm

I confirm these Minutes to be true and accurate record of the proceedings of the Council.

Signed:

Dated this: Day of 2017