



TOWN OF  
VICTORIA PARK



## Annual Meeting of Electors Minutes – 10 March 2020



**WE'RE OPEN  
VIC PARK**

Please be advised that an Annual Meeting of Electors was held at 6pm on Tuesday 10 March 2020 in the Council Chamber, Administration Centre at 99 Shepperton Road, Victoria Park.

**Her Worship the Mayor Karen Vernon**

13 March 2020

## **About the Annual Meeting of Electors**

The Annual Meeting of Electors is required to be held once every financial year for the purpose of discussing the annual report and any other general business.

### **Role of person presiding**

The role of the presiding person is to run the meeting in accordance with the order of proceedings. The person presiding is entitled to move, second, speak to and vote on motions in their capacity as an elector.

### **Role of elected members**

Elected members may attend electors' meetings and are able to move, second, speak to and vote on motions in their capacity as an elector.

### **Role of Town of Victoria Park employees**

Appropriate senior officers may attend electors' meetings to provide information, as required.

### **Role of electors**

An elector is a person who is eligible to be enrolled to vote at elections for the district.

Electors are required to sign the attendance register to provide their name and address to confirm whether they are electors of the Town before participating in the meeting.

Electors' meetings are open to all members of the public however, only electors may move, second, speak to and vote on motions. Electors may raise any motion that is related to the responsibilities and functions of local government.

Each elector present at a meeting of electors is entitled to one vote on each matter to be decided but is not required to vote.

### **Consideration of decisions made at electors' meetings**

Decisions made at electors' meetings will be considered by Council at the next Ordinary Council Meeting, or as soon as reasonably practicable.

An update on the decisions made at the Annual Meetings of Electors will be provided at the following year's Annual Meeting of Electors.

### **Recording of meetings**

Meetings of electors that are held in the Council Chambers are to be recorded and live-streamed in accordance with Policy 052 - Audio and video recording and live streaming of Council meetings, Agenda Briefing forums, committees and electors meetings.

No other audio or visual recording may be undertaken without the permission of the presiding person.

The minutes of an electors' meeting will record a summary of the meeting and the decisions made. It will not be recorded verbatim.

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## **1 Declaration of opening**

### **1.1 Opening**

Mayor Karen Vernon opened the meeting at 6pm.

#### **Attendance**

<b>Presiding Member</b>	Mayor Karen Vernon
<b>Chief Executive Officer</b>	Mr Anthony Vuleta
<b>Chief Operations Officer</b>	Mr Ben Killigrew
<b>Chief Financial Officer</b>	Mr Michael Cole
<b>Chief Community Planner</b>	Ms Natalie Martin Goode
<b>Manager Governance and Strategy</b>	Ms Danielle Uniza
<b>Secretary</b>	Ms Amy Noon
<b>Electors</b>	Cr Claire Anderson Cr Ronhhda Potter Cr Wilfred Hendriks Cr Luana Lisandro Deputy Mayor Bronwyn Ife Cr Vicki Potter Cr Brian Oliver Cr Jesvin Karimi Mr Helmuth Stockman Ms Morag Croft Mr Peter McKenzie Ms Shirley Moloney Mr James Jenkin Ms Heather Johnstone Mr Ryan Baxter

## **Acknowledgement of the traditional owners**

*Ngany yoowart Noongar yorga, ngany wadjella yorga. Ngany djerapiny Wadjak – Noongar boodja-k yaakiny, nidja bilya bardook.*

I am not a Nyungar woman, I am a non-Indigenous woman. I am honoured to be standing on Whadjuk - Nyungar country on the banks of the Swan River.

*Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaaditjin, moort, wer boodja ye-ye.*

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

*Ngany youngka baalapiny Noongar birdiya wer moort nidja boodja.*

I thank them for the contribution made to life in the Town of Victoria Park and to this region.

## **1.2 Announcements from the Presiding Member**

Nil.

## **2 Discussion about contents of Annual Report 2018/2019**

### **2.1 Mayor's report**

I am pleased to present the Annual Report for 2018/2019 to the Electors of the Town of Victoria Park.

The Annual Report tells the story of how the Town of Victoria Park has performed in delivering services from 1 July 2018 to 30 June 2019. You can read about our progress, expenditure, service performance and challenges faced in 2018/2019.

It is a part of the wider annual reporting that our Council is required to complete and meets our Local Government Act obligations to report on our performance against agreed measures. It also reports against the council's Strategic Community Plan, Long-term Financial Plan and Corporate Business Plan.

This report also reflects our local region by profiling our population, people and council facilities. Although it looks like a lot of facts and figures, it actually tells the story about how our Council is working to meet our Vision of creating Victoria Park into a dynamic place for everyone.

The 2018/2019 year was marked by the endorsement of 3 important guiding strategies that bear special mention – the Town's first Urban Forest Strategy, first Reconciliation Action Plan and first Economic Development Strategy. These will guide our journey to be Perth's most empowered, engaged and inclusive community.

The report begins with a Mayor's message, which in this case is from the former Mayor of the Town, Trevor Vaughan. I encourage you to read his message.

I would also like to acknowledge the former and current councillors who made up the former Council during the 2018/19 year for their contributions to making the important decisions of Council.

On behalf of myself and my fellow elected members, I would like to thank the executive management and staff of the Town of Victoria Park for all your hard work towards delivering for our community in the 2018/2019 financial year. This is often a thankless job, but I know that the combination of your respective talents, passions, commitment and enthusiasm are greatly appreciated by our Council and our community. A special thanks to those staff who compiled this Annual Report to be an important reference for those within and outside our community.

### **2.2 Chief Executive Officer's report**

The Chief Executive Officer advised that taking the annual report as being read, a presentation on the highlights from the annual report would be made at item 2.4 Highlights from the annual report.

## 2.3 Financial statements and auditor's report

It gives me great pleasure to present the audited financial statements, as included in the Annual Report, for the year ended 30 June 2019.

The financial statements, and supporting notes, contained within the Annual Report are based on proper accounts and records to present fairly the position of the Town of Victoria Park as at 30 June 2019 and are in accordance with the relevant Australian Accounting Standards, the provisions of the Local Government Act 1995 and associated Regulations.

By way of a brief summary of the Financial Statements, the following observations are made:

- Rate revenue of \$46.4 million was levied across 17,378 rateable assessments, which is up from \$44.3 million from 17,048 rateable assessments last year.
- Rates comprised approximately 77% of the operating revenue of the Town, compared to 72.7% last year.
- Approximately 4.1% of rates remained outstanding at the end of the period.
- Capital works and purchases totalling \$11.2 million occurred during the year, up from year at \$9.0 million.
- Council's property and infrastructure assets have a current carrying value of \$902.0 million, which is a slight increase to the previous year of \$901.6 million.
- Grants to assist in funding the development of assets and infrastructure totalled \$1.4 million, up from \$1.2 million the previous year.
- The balance of loans outstanding at 30 June reduced from \$6.2 million in 2018 to \$3.9 million in 2019.
- Of concern is the asset sustainability ratio of 0.62. The ratio is an indicator that the Town is not renewing capital items as they reach the end of their useful lives, and points to an ageing pool of assets and infrastructure. The ratio is measured by comparing capital renewal and replacement expenditure with depreciation expense. A review of the valuation of all asset classes is being undertaken in 2019-20, including asset condition and this may result in a more accurate assessment of depreciation and the amount of capital renewal and replacement expenditure required to meet this renewal ratio.

Joint ventures with the Mindarie Regional Council, Tamala Park Regional Council and the WALGA Local Government House Trust had a net existing worth of \$9.8 million as at the reporting date.

In closing, the financial statements, as presented, were audited by the Office of the Auditor General and in their opinion the annual financial report:

- is based on proper accounts and records; and
- fairly represents, in all material respects, the results of the operations of the Town for the year ended 30 June 2019 and its financial position at the end of that period in accordance with the Local Government Act 1995 (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards; and
- lead them to raise concern towards the asset sustainability ratio values, which remain below the required standard. Noting this last point, the asset sustainability ratio is projected to meet standard next year, and is projected to do so for the life of the Long Term Financial Plan.

## 2.4 Highlights from the annual report

The Chief Executive Officer highlighted:

- Inner City Group Mayors and CEO's Memorandum of Understanding.
- Advocacy priorities.
- Community engagement.
- Governance improvements.

The Chief Community Planner highlighted:

- Community perception survey results being positive towards events organised by the Town.
- The number of events organised by the Town and large public bookings.
- Events organised with a business focus.
- Economic development campaigns.
- Etwell Street revitalisation.
- Local Planning Strategy.
- Large developments in Burswood and Belmont Park.
- Design WA.
- Residential Character Study Review.
- Edward Millen Park Masterplan.
- Public Open Space Strategy.

The Chief Operations Officer highlighted:

- Urban Forest Strategy.
- ROW52 Laneway Upgrade.
- Rutland Avenue - Principal Shared Path.
- Strategic Waste Management Plan.
- Strategic Asset Management Plans.
- GO Edwards Park.

The Chief Financial Officer highlighted:

- Increased memberships at leisure facilities.
- New cardiovascular equipment.
- Efficiency gains at leisure facilities due to new systems.
- Parking trial.
- Parking reviews completed.
- Introduction of Easy Park.
- Efficiency gains through new financial management software.
- Relocation of Parking and Rangers.
- Desktop renewals.
- Information Management Framework.
- Support of kiss and ride zones at schools.



### 3 Update on decisions from previous Annual Meeting of Electors

The following updates were provided on motions from the Annual Meeting of Electors for the 2017/2018 financial year.

#### Chief Executive Officer

Motion	Update on progress
<p>Motion 2</p> <p><i>That the Town of Victoria Park investigates the implementation of live-streaming and or video broadcasting of all Ordinary Council Meetings and Elected Members Briefing on all of the Town's relevant and suitable media and communication platforms, and that all recordings whether visual or audio to be kept in accordance with relevant legislation, and also be made available in alternative formats within 21 working days via the Town's website and kept a the Town of Victoria Park Library online catalogue. Should the Town of Victoria Park cease to exist as a legal entity that copies also be sent to the State Records Office as well as the Battye Library of Western Australia.</i></p>	<p>Live streaming commenced in August 2019.</p>
<p>Motion 4</p> <p><i>That the Town of Victoria Park investigate the development of a council policy statement related to Special Elector Meetings and Annual General Meeting of Electors to outline the legislative processes, scope, meeting venue, notice and timing of meetings, format of meeting, role of the person presiding, role of electors, consideration of motions moved at electors' meetings and definition and abbreviations with the policy statement, and that the policy statement document be made available on the Town's website and public library.</i></p>	<p>Policy 053 Meeting of Electors was adopted by Council in November 2019.</p>
<p>Motion 9</p> <p><i>That following the review of the Town's risk management process, that the risk matrix be brought to council for consideration and when it is approved, be published to allow the public community access to understand the value and the criteria by which its decisions have been taken.</i></p>	<p>Two separate workshops were held in November with Elected Members and the Executive team.</p> <p>A report was presented to the Audit Committee in February 2019. Council resolved to adopt the Risk management framework and Strategic Register register at its Ordinary Council meeting in February 2019.</p>

**Chief Community Planner**

<p>Motion 1</p> <p><i>That the Town of Victoria Park to investigates employment of a sufficiently resourced permanent fulltime Local History Coordinator/librarian to oversee the development and curation of the Town's local history collection.</i></p>	<p>Employed full-time on 13 May 2019.</p>
<p>Motion 3</p> <p><i>That the Town of Victoria Park investigate the re-introduction of Moreton Bay Fig Festival.</i></p>	<p>The community were consulted in March 2019. A report was presented to Council in May 2019 which recommended not to reinstate the festival. The Town holds other events with a family focus. These are Twilight Trios, library events and two Playtimes in the Park.</p>
<p>Motion 5</p> <p><i>That the Town of Victoria Park investigates extending the opening hours of the Town of Victoria Park Library so that it opens on Sundays as well as the possibility of having an after hour's library books return chute.</i></p>	<p>C-Suite considered a business case and a decision was made not to proceed. Population guidelines recommend our library being open 48 hours a week. The Town's library is currently open 59 hours a week. Opening the library on Sundays would also cost \$34,000.</p> <p>An afterhours chute is being considered for the 2020/2021 budget.</p>
<p>Motion 6</p> <p><i>That the Town of Victoria Park investigates the employment of a qualified tree officer to oversee education and assist with the implementation of the Urban Forest Strategy.</i></p>	<p>Officer employed in October 2019.</p>
<p>Motion 11</p> <p><i>That Council consider disassociating itself from that Fashion Festival following receipt of the closure report for this year.</i></p>	<p>At its Ordinary Council Meeting held in March 2019, Council resolved to receive the evaluation report; acknowledge that the sponsorship did not meet the Town's expectations; acknowledge the community's dissatisfaction and take these three points into consideration if the Town is approached again by the Perth Fashion Festival.</p>

**Chief Operations Officer**

<p>Motion 8 <i>That the Town installs an extra flagpole so that the Town's flag pole at the Administration Building.</i></p>	<p>The Town's Assets team have installed an additional flagpole.</p>
<p>Motion 10 <i>That an upgrade of the laneway across Albany Highway, from King George Street to Leonard Street, be considered in next year's budget or if not, the following year.</i></p>	<p>A multi-criteria assessment based on factors including usage volume, access needs, budget availability and the condition of other roads and rights of way in the Town was prepared last year. Place planning related considerations were also used to influence the prioritisation for this laneway. However ROW60 did not rank high in the assessment and is therefore not listed within the budget for renewal in the near future.</p>
<p>Motion 12 <i>That the Town set a goal to complete footpaths in residential areas on both sides of the street, and to ensure they are not built along the side of the road for safety reasons, but along the property line, where possible, to allow for space, for verge and trees, so as to ensure consistency with the majority of the streets in the Town.</i></p>	<p>The cost and resource impact due to installing new footpaths on both sides the Town's 117km of local distributor and local access roads is significant. The concrete footpath works alone is estimated to be greater than \$18million. Impacts of planted verges, reticulation, service pit adjustments, parking, topography, mature trees and community engagement will also add to this costs.</p> <p>Due to the budget implications and need for a focus on the renewal of our existing infrastructure where possible, new paths are only recommended to be prioritised for areas within 800m of activity centres, local centres, roads with a classification above local distributor and access provisions to public transport infrastructure.</p> <p>The Town will however seek external funding for high priority new paths where necessary.</p>
<p>Motion 13 <i>That the Town reinvigorates its significant tree register with the aim to include significant trees on private and public property.</i></p>	<p>The Town's Significant Tree Register is available on our website along with nomination forms, frequently asked questions and location data via our mapping software.</p>

Motion 14

*That the Town investigates all the available options for financially supporting people who have a significant trees, to ensure we are not limited in the options and the methods in which the Town may be able to look at supporting people that do that.*

The initiative was considered within the UFS Implementation Action Plan which proposed to investigate and trial and incentives program on private land in years 4-5 of the plan (refer to Outcome 1j). Additionally, as part of the Town's Tree Retention Policy, incentives are being considered for developments to retain significant trees within the property.

## 4 General business

### 4.1 Questions

#### **Peter McKenzie**

*1. What is the city's policy and procedures for COVID-19?*

The Chief Executive Officer advised that the Town is developing a business continuity plan and has an emergency management plan. These guidelines will be followed. As requirements from the state and federal government increase, they will be adhered to. The Town has implemented initiatives at low levels in the organisation. Scenario planning and workshops are planned to take place this week. There have been daily briefings from the Town's emergency manager and the Town is liaising with other local governments to make sure similar things are occurring.

*2. When will information be conveyed to the wider community?*

Mayor Karen Vernon advised that there have been some broadcasts on social media.

The Chief Executive Officer advised that the Town will follow state government health processes and guidelines. Internal workshops will shine light on other channels that the Town should be providing information through. As information comes to hand and there is a plan, information will be provided to the community.

*3. When is the Town Planning Scheme going to be reviewed?*

The Chief Community Planner advised that it is being reviewed concurrently with the Local Planning Strategy. The Local Planning Strategy will be presented to Council for consent to advertise in the next couple of months.

*4. Can the dog exercise area for GO Edwards Park be marked on plans and delivered in stage four?*

The Chief Operations Officer advised that original concepts didn't include a dog exercise area. Community members requested a dog exercise area after the concepts were release. The community will be engaged this year to see whether the concept should be updated. A dog exercise areas will be included in the detailed design if it is supported.

#### **Morag Croft**

*1. Can the vehicle access to the car park at the Park Centre be improved so that it isn't a hazard?*

The Chief Operations Officer advised that Sussex Street is privately owned by the Hawaiian Group. The Town shares the frustration about the maintenance and upgrade of the street and are in discussions with Hawaiian about it. It can hopefully be fixed with Hawaiian's investment and an update the provided to the community.

## 4.2 Statements

### Morag Croft

1. Made a statement about the laneway between Leonard Street and King George Street needing to be cleaned up, wheelie bins needing to be kept on business' property and the lack of lighting.

2. Requested the Council to purchase bee hotel nesting sites for native bees and install them in parks to sustain the environment.

## 4.3 Motions

### RESOLUTION:

**Moved:** Helmuth Stockman

**Seconded:** Heather Johnstone

That Council utilise temporary fixtures with trees to trial and evaluate a safe active street for a period of three years along Rutland Avenue between Bishopsgate and Goddard Streets in Lathlain.

**CARRIED (13 - 0)**

**For:** 13

**Against:** 0

**Abstain:** 2

### RESOLUTION:

**Moved:** Morag Croft

**Seconded:** Peter McKenzie

That Council redesign and repair, as soon as possible, the exit from Sussex Street onto Moorgate Street at the Park Centre shopping centre and an appropriate amount be provided in the 2020/2021 budget for the completion of those works.

**CARRIED (12 - 0)**

**For:** 12

**Against:** 0

**Abstain:** 4

### RESOLUTION:

**Moved:** Morag Croft

**Seconded:** Peter McKenzie

That ROW60, the laneway between Leonard Street and King George Street be cleaned up, the wheelie bins removed and extra lighting at the Leonard Street end.

**CARRIED (13 - 0)**

**For:** 13

**Against:** 0

**Abstain:** 3

**RESOLUTION:**

**Moved:** Heather Johnstone

**Seconded:** Helmuth Stockman

That Council develop a schools and youth community outreach program to educate youth about the role of local government.

**CARRIED (12 - 0)**

**For:** 12

**Against:** 0

**Abstain:** 4

**RESOLUTION:**

**Moved:** Heather Johnstone

**Seconded:** Helmuth Stockman

That the Chief Executive Officer develop 71 Oats Street, Carlisle for immediate use as a temporary public open green space while land purchases take place to close gaps in public open space in Carlisle.

**LOST (8 - 0)**

**For:** 8

**Against:** 0

**Abstain:** 8

**RESOLUTION:**

**Moved:** Heather Johnstone

**Seconded:** Helmuth Stockman

That Council provide easily accessible guidelines on meeting procedures and how to write motions for members of the community.

**CARRIED (12 - 0)**

**For:** 12

**Against:** 0

**Abstain:** 4

**RESOLUTION:**

**Moved:** Ryan Baxter

**Seconded:** Cr Brian Oliver

That Council investigate the prospect of the purchase of a portable CCTV solution and to allocate budget for this purpose to combat crime within the Town.

**CARRIED (15 - 0)**

**For:** 15

**Against:** 0

**Abstain:** 1

## **5 Closure**

There being no further business, Mayor Karen Vernon closed the meeting at 7.25pm.