

# agenda

Future Planning Committee



Please be advised that a **Future Planning Committee Meeting** will be held at **5.30pm** on **Wednesday 16 May 2018** in Meeting Room 1 at the Administration Building, 99 Shepperton Road, Victoria Park.

A handwritten signature in black ink, appearing to read "A Vuleta".

**ANTHONY VULETA**  
**CHIEF EXECUTIVE OFFICER**

**11 MAY 2018**

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## 1 OPENING

## 2 ATTENDANCE

### Members:

<b>Banksia Ward:</b>	Cr C (Claire) Anderson (Presiding Member) Cr R (Ronhda) Potter
<b>Jarrah Ward:</b>	Cr B (Brian) Oliver Cr V (Vicki) Potter (Deputy Mayor)

<b>Chief Community Planner</b>	Ms N (Natalie) Martin Good
<b>Chief Operations Officer</b>	Mr B (Ben) Killigrew
<b>Manager Development Services</b>	Mr R (Robert) Cruickshank
<b>Senior Strategic Planner</b>	Mr S (Simon) O'Sullivan
<b>Secretary:</b>	Mrs S (Susan) Fraser

### Guests:

### 2.1 Apologies

### 2.2 Approved Leave of Absence

## 3 DECLARATIONS OF INTEREST

Declarations of interest are to be made in writing prior to the commencement of the Meeting, (a form to assist Elected Members and Staff is attached at the end of this Agenda).

### Declaration of Financial Interests

A declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration. An employee is required to disclose their financial interest and if required to do so by the Council must disclose the extent of the interest. Employees are required to disclose their financial interests where they are required to present verbal or written reports to the Council. Employees are able to continue to provide advice to the Council in the decision making process if they have disclosed their interest.

Name/Position	
Item No/Subject	
Nature of Interest	
Extent of Interest	

**Declaration of Proximity Interest**

Elected members (in accordance with Regulation 11 of the *Local Government [Rules of Conduct] Regulations 2007*) and employees (in accordance with the Code of Conduct) are to declare an interest in a matter if the matter concerns: a) a proposed change to a planning scheme affecting land that adjoins the person’s land; b) a proposed change to the zoning or use of land that adjoins the person’s land; or c) a proposed development (as defined in section 5.63(5)) of land that adjoins the persons’ land.

Land, the proposed land adjoins a person’s land if: a) the proposal land, not being a thoroughfare, has a common boundary with the person’s land; b) the proposal land, or any part of it, is directly across a thoroughfare from, the person’s land; or c) the proposal land is that part of a thoroughfare that has a common boundary with the person’s land. A person’s land is a reference to any land owned by the person or in which the person has any estate or interest.

Name/Position	
Item No/Subject	
Nature of Interest	
Extent of Interest	

**Declaration of Interest affecting impartiality**

Elected Members (in accordance with Regulation 11 of the *Local Government [Rules of Conduct] Regulations 2007*) and employees (in accordance with the Code of Conduct) are required to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making process. The Elected Member/employee is also encouraged to disclose the nature of the interest.

Name/Position	
Item No/Subject	
Nature of Interest	
Extent of Interest	

## 4 CONFIRMATION OF MINUTES

**That the Minutes of the Future Planning Committee Meeting held on DATE OF LAST MEETING be confirmed**

## 5 TERMS OF REFERENCE

### 1 Name

Future Planning Committee

### 2 Purpose

The Town's *Strategic Community Plan* notes four components of the Mission Statement, namely –

- Social – To promote sustainable connected, safe and diverse places for everyone.
- Economic – To promote sustainable diverse, resilient and prosperous places for everyone.
- Environment – To promote sustainable liveable, healthy and green places for everyone.
- Civic Leadership – To show leadership by communicating with, empowering and supporting people in the community.

The primary purpose of this committee shall be the Environment component of the Town's Mission Statement, which is to promote sustainable liveable, healthy and green places for everyone.

### 3 Scope

The Committee will primarily focus on the following key Environment Strategic Outcomes –

- Land use planning that puts people first in urban design, allows for different housing options for people with different housing needs and enhances the Town's character.
- A safe, interconnected and well maintained transport network that makes it easy for everyone to get around.
- A place with sustainable, safe and convenient transport options for everyone.
- A clean place where everyone knows the value of waste, water and energy.
- Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.
- Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.
- Increased vegetation and tree canopy.

Wherever possible, the Committee will seek opportunities to address the following additional Strategic Outcomes –

- Everyone receives appropriate information in the most efficient and effective way for them.
- Appropriate devolution of decision making and service provision to an empowered community.

- People have positive exchanges with the Town that inspires confidence in the information and the timely service provided.
- A community that is authentically engaged and informed in a timely manner.

#### **4 Deliverables**

The Committee will –

- Provide strategic leadership in the development and regular review of policies and strategies that are inclusive, empowering and build capacity of the Town of Victoria Community.
- Be proactive in planning to accommodate population growth.
- Maintain and build on the existing heritage and character of the Town.
- Promote a strong identity for the Town as an inner-city urban centre.
- Ensure the Council is an advocate for the community in local and regional matters.

Specifically the Committee will ensure delivery of the following –

- Annual review of policies, strategies and plans related to the Scope of the Committee.
- Public Open Space Strategy.
- Housing Strategy.
- Local Planning Strategy.
- Local Planning Scheme Review.
- Environmental Plan.
- Integrated Movement Network Strategy.
- Urban Forest Strategy.

#### **5 Reporting**

Although any Service Area of the Town may report through this Committee on matters associated with the Primary Purpose and Scope, the following Service Areas of Council are likely to predominantly feature –

- Asset Planning
- Building Services
- Environment
- Fleet Services
- General Compliance
- Parks and Reserves
- Place Management
- Strategic Town Planning
- Street Improvement
- Street Operations
- Urban Planning
- Waste Services

#### **6 Governance**

The Committee is a Council-created Committee formed under Subdivision 2 (Committees and their meetings) of the *Local Government Act 1995* and 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.

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) and up to two (2) other persons (that may be co-opted from time-to-time for such period, or in relation to such matters, as determined, where that person's experience, skills or qualifications would enable him or her to make a contribution to the Committee's functions).

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 offices (whether vacant or not) of members of the Committee.

#### **7 Meeting arrangements**

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

#### **8 Authority**

The Committee has no delegated power. The Committee may only make recommendations to Council for a decision.

#### **9 Review**

The Committee and Committee Terms of Reference will be reviewed from time-to-time and immediately following each local government election.

### **6 PRESENTATIONS**

#### **6.1 Petitions**

#### **6.2 Presentations (Awards to be given to the Town)**

#### **6.3 Deputations**

### **7 METHOD OF DEALING WITH AGENDA BUSINESS**

Presiding member invites the author to present his/her report.

*(Presiding member then calls for a mover and seconder)*

## 8 REPORTS

### 8.1 Draft Public Open Space Strategy Project Plan

<b>File Reference:</b>	PLA/6/27
<b>Appendices:</b>	Draft Public Open Space Strategy Project Plan
<b>Attachments</b>	No

<b>Date:</b>	7 May 2018
<b>Reporting Officer:</b>	S. O’Sullivan
<b>Responsible Officer:</b>	N. Martin Goode
<b>Voting Requirement:</b>	Simple Majority

**Executive Summary:**  
**Recommendation – That the Future Planning Committee recommends that Council endorses the draft Public Open Space Strategy Project Plan as contained in the Appendices and procures a suitable consultant as per delegation to undertake the applicable components of the Plan’s scope of works.**

- Public Open Space is an important component of a healthy community and the Town requires a strategic approach to plan for its future provision and use through the preparation of a Public Open Space Strategy.
- A Project Plan has been prepared to outline the scope of work involved in the preparation of a Public Open Space Strategy.
- It will be recommended that the Project Plan be endorsed to guide the Strategy’s preparation, including the stakeholder engagement and Council consideration processes, and as a basis for documentation required to procure a suitable consultant to execute the Plan’s scope of work.

**TABLED ITEMS:**

Nil

**BACKGROUND:**

A quality public open space (POS) network contributes to the health and wellbeing of communities by:

- Providing locations to undertake sport and recreation pursuits, host community events and an escape from urban environments;
- Accommodating active transport linkages that connect key destinations;
- Providing opportunities for preserving landscape and environmental features and cultural assets; and
- Contributing to environmental and ecological outcomes.

Diverse, competing demands on POS can limit its capacity to meet community needs. The Town has a responsibility, emphasised in the State Government planning framework, to have a sound basis for guiding POS decision-making through the implementation of a POS Strategy.

The Town does not have an overarching strategy to provide direction for the future of its



POS. The preparation of a POS strategy presents an opportunity to address this strategic gap and align the objectives set out in the various existing strategies and plans that include POS-related elements.

**DETAILS:**

A draft Project Plan for the preparation of a POS Strategy was presented to the Future Planning Committee (FPC) on 13 December 2017 for initial feedback and affirmation of the proposed project approach. The Committee resolved to receive the draft Project Plan and give further consideration to the following matters:

- The expectations and limit of the role of the FPC in the preparation of the POS Strategy;
- The role of other Council Committees and Councillors; and
- Engagement data validity and target reach.

The draft Project Plan has since been updated and is contained in Appendices.

**FPC Roles and Responsibilities**

The delivery of a POS Strategy is outlined in the FPC's Terms of Reference. The draft Project Plan identifies the points at which the FPC will be involved in the Strategy's development. These include:

- Consideration of the draft Project Plan;
- Review of and feedback on background/understanding work to be completed by the project consultants;
- Review of and feedback on preliminary Strategy options; and
- Review of the draft Strategy for consideration of its suitability to be advertised for public comment.

Points 1 and 4 will involve making a recommendation to an Ordinary Meeting of Council. Points 2 and 3 will involve providing feedback directly to the Project Team.

**Other Committees' and Elected Members' Involvement**

It is not proposed to involve other Council Committees in the preparation of the POS Strategy. The draft Project Plan does however identify the points at which Elected Members who are not on the FPC will be involved in the Strategy's development, these being:

- Consideration at an Ordinary Council Meeting of the proposed endorsement of the draft Project Plan;
- A Councillor Workshop on preliminary Strategy options;
- Consideration at an Ordinary Council Meeting of the suitability of the draft Strategy for public consultation; and
- Consideration at an Ordinary Council Meeting of community and stakeholder feedback from the public consultation process and the adoption of the Strategy.

It is usually the practice to seek Western Australian Planning Commission endorsement of a POS Strategy. The Commission's consideration may necessitate modifications being made, in which case Council's consideration of any required changes will be sought.

**Engagement**

The intended method of engagement on the POS Strategy forms Appendix E of the draft Project Plan. Community-specific engagement will include:

- Project Launch – Inform/Consult level of engagement;
- Workshops – Involve level of engagement;
- ‘Ask the people’ surveys – Consult level of engagement;
- ‘Pop up’ engagement opportunities – Consult level of engagement;
- Results confirmation – Consult level of engagement; and
- Implementation – Inform level of engagement.

**Legal Compliance:**

The POS Strategy is not a legally mandated document, however it should align with relevant components of the State and Local planning framework.

**Policy Implications:**

The POS Strategy may contain recommendations for certain Council policies to be reviewed.

**Risk management considerations:**

A detailed risk assessment has been undertaken as part of the draft project plan. The following risks are considered to have a Major level of risk:

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
Staff resourcing is inconsistent and potentially unreliable/insufficient	Major	Likely	High	<ul style="list-style-type: none"> <li>• Support of project director for handover of project to appropriate project manager.</li> <li>• Early identification of staff movement where possible.</li> </ul>

**Strategic Plan Implications:**

The engagement process undertaken as part of the development of the Strategic Community Plan captured a number of ‘visions’:

1. Safety and security;
2. Connectivity;
3. Sustainability;
4. Community;
5. Environment;
6. Diversity;
7. Human scale development; and
8. Vibrancy.

The concept of 'green space' was clearly at the forefront of community ideology. All eight visions can be applied on some level in preparation of the POS strategy and should be at the forefront of consideration.

The outcomes of the Strategic Community Plan will underpin the direction of the POS Strategy, in particular:

S1 – A healthy community;

Ec2 – A clean, safe and accessible place to visit;

En5 – Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed;

En6 – Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed; and

En7 – Increased vegetation and tree canopy.

### **Financial Implications:**

#### Internal Budget:

Funds have been set aside within the operational budgets of the Community Planning and Operations Functional Areas to prepare the POS strategy. The budgeted amount is not included in the draft Project Plan so as not to prejudice the consultant procurement process.

A consultant will be engaged following a request for quotation process, with the appointment to be made under delegation of or in consultation with the Chief Executive Officer.

#### Total Asset Management:

Nil.

### **Sustainability Assessment:**

#### External Economic Implications:

Nil.

#### Social Issues:

Community engagement needs to be robust and appropriate.

#### Cultural Issues:

POS provision is topical in the community. The Project Plan accounts for this.

#### Environmental Issues:

The vision, mission and strategic outcomes of the Strategic Community Plan form the foundation of all actions of the Town, underpinned community desire to create a cleaner, healthier and more resilient built and natural environment.

### **COMMENT:**

The draft POS Strategy Project Plan provides opportunity for the Town to properly plan for and the ongoing management of POS.

The ambition of the draft Project Plan is to create a forward thinking, comprehensive and innovative POS strategy that will meet the needs and reasonable desires of the Town and community. It is worth noting that expectation surrounding the outputs and outcomes of this project are high and this will need to be managed and communicated clearly.

**CONCLUSION:**

It will be recommended that the draft POS Strategy Project Plan be endorsed and the process to procure a suitable consultant to undertake the Plan's scope of works commence.

**RECOMMENDATION:**

**That the Future Planning Committee recommends that Council endorses the draft Public Open Space Strategy Project Plan as contained in the Appendices and procures a suitable consultant as per delegation to undertake the Plan's scope of works.**

## 9 WORKSHOP TOPICS AND PRESENTATIONS

### 9.1 Draft Local Planning Strategy

The Senior Strategic Planner, Simon O'Sullivan will provide the committee with a brief overview of the Draft Local Planning Strategy.

### 9.2 Existing Local Planning Policies – Program for Review

The Manager Development Services, Robert Cruickshank will provide the committee with a draft program of Local Planning Policies for review.

### 9.3 Briefing: Site Landscaping Requirements for Developments

The Manager Development Services, Robert Cruickshank will provide a brief update on the progress of site landscaping requirements for developments.

## 10 MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

*(required 3 ½ business days prior to the meeting, in writing to the CEO.)*

## 11 NEW BUSINESS OF AN URGENT NATURE

## 12 REQUEST FOR REPORTS FOR FUTURE CONSIDERATION

<b>Forthcoming Agenda Items</b>	
<b>Reports</b>	
Local Planning Strategy	June 2018
Urban Forest Strategy - Final	June 2018
Food Truck Policy	June 2018
Burswood Station East Structure Plan	July 2018
Possible 40km/hour speed limit for Archer Street (Railway to Orrong Road), Burswood Road (Teddington to Great Eastern Highway) & Duncan Street (Albany Highway to Railway) JW	TBC 2018
Review of Streetscape Policy (RC)	TBC 2018
<b>Workshop Topics</b>	
Old Places New Spaces – Project	June 2018
Burswood Station East Structure Plan	June 2018
Higgins Park Master Plan (BK)	TBC
<b>Presentations / Deputations</b>	

**13 CLOSURE**

ALTERNATE MOTION / AMENDMENT SUBMISSION



To: HIS WORSHIP THE MAYOR:

Please be advised that I wish to move an ALTERNATE MOTION / AMENDMENT

Name of Elected Member:

Signature:

Date of Submission:

Council Meeting Date:

Item Number:

Item Title:

Alternate Motion / Amendment: *(strike out which is not applicable)*

**Note: Motions to Stand Alone**

All decisions of the council must be in the form of motions that are clear in their intent and enable a person to understand what has been decided without reference to another motion or information contained in the body of a report.

**Reason:**

**Note: Explanation for changes to Recommendations**

Administration Regulation 11 requires the minutes to include written reasons for each decision that is significantly different from the written recommendation. Members must therefore provide a written reason in the space provided above.



**DECLARATION OF  
FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT  
IMPARTIALITY**

**TO: CHIEF EXECUTIVE OFFICER  
TOWN OF VICTORIA PARK**

<b>Name &amp; Position</b>	
<b>Meeting Date</b>	
<b>Item No/Subject</b>	
<b>Nature of Interest</b>	Financial Interest* <span style="float: right;"><i>(*Delete where</i></span> Proximity Interest* <span style="float: right;"><i>not applicable)</i></span> Interest that may affect impartiality*
<b>Extent of Interest</b>	
<b>Signature</b>	
<b>Date</b>	

Section 5.65(1) of the Local Government Act 1995 states that:

“A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by that member must disclose the nature of the interest:

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed”.