

# agenda

Future Planning Committee



Please be advised that a **Future Planning Committee Meeting** will be held at **5.30pm** on **Wednesday 18 April 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**

**13 April 2018**

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## 1 OPENING

## 2 ATTENDANCE

**Members:**

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

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

**Chief Community Planner** Ms N (Natalie) Martin Good

**Chief Operations Officer** Mr B (Ben) Killigrew

**Manager Development Services** Mr R (Robert) Cruickshank

**Environmental Officer** Mr B (Brendan) Nock

**Strategic Projects Manager** Mr J (Jack) Bidwell,

**Senior Planning Officer, Urban Planning** Mr L (Leigh) Parker,

**Secretary:** Mrs S (Susan) Fraser

**Guests:** Mr Joel Collins, Senior Botanist/Ecology  
Manager: Eco Logical Australia.

### 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 21 March 2018 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**

Kensington Bushland Management Plan: Joel Collins, Senior Botanist/Ecology Manager:  
Eco Logical Australia.

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

### **RECOMMENDATION:**

**That clause 6.10 *Speaking Twice of the Town of Victoria Park Standing Orders Local Law 2011* be suspended for the duration of this meeting.**

**NOTE:** The above recommendation if adopted will enable Members to speak more than once and assist in open discussion for the entire meeting.

**NOTE:** Mover and seconder required and the matter put to the vote.



## 8 REPORTS

### 8.1 Adoption of Town of Victoria Park Activity Centres Strategy

<b>File Reference:</b>	PLA/6/26
<b>Appendices:</b>	Yes
<b>Date:</b>	20 March 2018
<b>Reporting Officer:</b>	S.O'Sullivan
<b>Responsible Officer:</b>	N.Martin Goode
<b>Voting Requirement:</b>	Simple Majority
<p><b>Executive Summary:</b>  <b>Recommendation – The Future Planning Committee recommends that Council notes the draft Activity Centres Strategy contained within the Appendices and acknowledges that stakeholder consultation on its content will be undertaken as part of the future consultation to be associated with the forthcoming draft Local Planning Strategy.</b></p> <ul style="list-style-type: none"> <li>• A draft Activity Centres Strategy has been prepared as a key input into the preparation of a new Local Planning Strategy for the Town.</li> <li>• The draft Activity Centre Strategy identifies a network of activity centres within the Town.</li> <li>• Development of these centres as thriving hubs for a mix of uses such as commerce, entertainment, education and housing that are well connected by public transport and activated, clean, safe and sustainable will underpin the planned growth and transformation of the Town into dynamic place for everyone.</li> </ul>	

#### TABLED ITEMS:

Nil

#### BACKGROUND:

The State Government through *State Planning Policy 4.2 - Activity Centres for Perth and Peel* and regionals plans, *Directions 2031, Perth and Peel @ 3.5 million* and the *Central Sub-Regional Planning Framework*, identify a key role for activity centres to play in the future development of Perth. These documents call for activity centres to form economically and socially vibrant hubs with street-oriented, mixed-use development, attractive public spaces and a robust movement network as part of a liveable, connected, and sustainable city that is able to accommodate future growth.

SPP 4.2 articulates broad planning requirements for the planning and development of new activity centres and the redevelopment and renewal of existing centres. It is primarily concerned with the distribution, function, land use and urban design criteria of activity centres and the coordination of land use, transport and infrastructure planning. Importantly, it recommends that local government planning strategies reflect the policy's objectives.

The Town's *Strategic Community Plan 2017-2032* aligns with the State's guidance for activity centres with its objectives to build on a strong local economy, support job creation and provide desirable places to live, work and visit. This intent and detailed considerations and recommended direction for activity centres planning that have been informed by the preparation of a draft Activity Centres Strategy (ACS) for the Town are currently being

embedded into a draft Local Planning Strategy.

Preparation of the draft Local Planning Strategy is in its final stages and will be presented to the Future Planning Committee and Council for consideration next month. Meanwhile, the draft ACS, as is contained in Appendix X.X for consideration.

#### **DETAILS:**

The Town engaged planning consultants, Planwest (WA) Pty Ltd, to prepare an ACS. Preparation of the draft ACS has involved the following approach:

- Review of the existing policy and planning context relating to activity centres – including regional and local plans and policies and activity centre planning in adjacent districts.
- Analysis of the Town's existing activity centres and future potential – including review of the function, size, distribution, composition and nature of centres, demographics, vacancy rates and retailing trends and modelling of future retail floorspace demands.
- Development of the strategy vision and recommended actions – including recommended content for the draft LPS.

#### Existing Planning Context

Review of the existing planning context found that:

- *Perth and Peel @ 3.5 million* bases its future planning direction on a 'connected city' approach, requiring a network of connected activity centres offering employment, high density lifestyle choices and high quality public transport linkages.
- The draft *Central Sub-Regional Planning Framework* aims to manage growth through higher density residential development in and around activity centres and around train stations and other high frequency public transport services. It identifies a secondary centre at Victoria Park, district centres at Burswood, East Victoria Park and Oats Street and a specialised centre at Curtin/Bentley. Station precincts and activity corridors, where increased development potential is identified, are also shown. A target of 19,400 new dwellings in the Town by 2050 is set.
- *SPP 4.2* sets out a range of planning requirements for activity centres including a hierarchy of centres and provisions for land use, residential density, transport and movement, urban design and resource conservation.
- A combination of *Town Planning Scheme No. 1* and local planning policy provisions are in place that align well to the concept of activity centres and represent good practice in respect to street activation, mixed use development, parking management and transit oriented development, however refinement to this planning framework will be required to define activity centre boundaries and provide suitable development controls.
- A significant increase in retail floorspace in adjacent or nearby local government areas has been approved in recent times, including major expansions that are underway or soon to commence at Carousel, Innaloo, Galleria and Garden City. These expansions appear to not involve any substantial residential or mainstreet development components. While these expanded centres will likely affect the level of competition experienced by local retailers, the difference between the stand-alone suburban

centres and the unique strip-shopping on offer in the Town will be emphasised and should be capitalised upon.

- Burswood Peninsula will be home to most of the Town's future population growth, raising questions on community service provision, retail floorspace provision and planning and development coordination. With the extent of anticipated growth and regional significance of the mix of unique entertainment, recreational and commercial uses, reclassification of Burswood from a district centre to a specialised centre under the *SPP 4.2/Central Sub-Regional Planning Framework* is recommended.
- Potential exists to continue revitalisation of Albany Highway as a major urban, retail and commercial axis, potentially broken up into six policy sub-areas. Reclassification of the Albany Highway 'strip' as two distinct centres (secondary and district centres) to a single secondary centre under the *SPP 4.2/Central Sub-Regional Planning Framework* is recommended.

#### Retail Analysis and Modelling

Commercial floorspace surveys and approvals data, demographics and household spending analysis and the planning context has fed into modelling of future retail floorspace in the Town. In summary, this part of the draft ACS found that:

- In 2015, the Town had over 556,000m<sup>2</sup> of commercial floorspace. Approximately 207,000m<sup>2</sup> of this is located along Albany Highway, where vacancy rates are relatively low. Vacancy rates are significantly higher on the Causeway, Burswood Station East Berwick precincts where transition to other uses is occurring or planned to occur.
- Uses within the Albany Highway centre are generally small-scale shop/retail and other commercial categories. The increasing number of varied restaurants on offer are highly regarded and underpin much of the centre's attraction, though the streetscape lacks the ambience of similar mainstreet centres in Perth and could benefit from public domain landscaping improvements. While automotive traders still occupy substantial tracts of land, they effectively are operating as future land banks until economic conditions may support their conversion to higher order uses.
- Future prosperity of the Town's centres, particularly Albany Highway, will be dependent on the rate and extent of development of the Burswood Peninsula and to a lesser extent on the impact of on-line retailing.
- The Causeway precinct remains a centre of much potential for intensified residential/office development but this is not occurring. Designation under the *SPP 4.2/Central Sub-Regional Planning Framework* as a district centre is warranted.
- The Berwick precinct lacks character and has experienced high vacancy rates.
- The Archer Street centre has a relatively wide range of uses for its size and functions well as a neighbourhood centre, but also has had high vacancy rates.
- The Oats Street precinct, despite its district centre status has no current identifiable centre and shows little indication that the predominant uses of storage, manufacturing and service industry are converting to uses needed to create a thriving activity centre.

- The only area with potential for new shopping development in the next 20 years is on the Burswood Peninsula, however its potential has been overstated in previous planning proposals and should be limited to serving local convenience shopping needs.
- Proposals for up to 10,000m<sup>2</sup> new retail floorspace at Curtin/Bentley appear to be excessive and may not be viable until the residential and employment components of the structure plan are realised.
- The Town's small local centres are fairly static, with the exception of Lathlain which appears to be performing well.

### Strategic Direction

The draft ACS provides the following recommended direction:

- Activation – the concept of activation of areas that cater for a broad range of land use activities in locations that will benefit from their proximity to existing centres and public transport is central to the direction of the draft ACS. Planning for activity centres will need to involve changes to local planning scheme zoning and the preparation of master plans and form-based codes.
- Albany Highway Secondary Centre – key guiding principles include:
  - Treating the centre as a number of distinct parts within the overall centre with their own identity.
  - Developing a comprehensive landscaping strategy to provide entry statements, summer shading, winter solar access, public art and parklets.
  - Permitting and promote activities that enliven the street environment.
  - Maximising opportunities for density development within the centre's walkable catchment.
  - Promote built form that helps activate public spaces, such as glass shopfronts.
  - Relax parking standards from present standards and ensure parking is provided behind the mainstreet frontage.
- Burswood Specialised Centre – continued transformation of the peninsula as a specialised centre for a mix of entertainment, recreation, high density residential, office, retail and other commercial uses is supported. For the Belmont Park and Burswood Station West and East precincts, development of a neighbourhood centre within each precinct is supported, however it is recommended that any retail proposal for more than 5,000m<sup>2</sup> floorspace should be accompanied by an independently-prepared retail sustainability assessment to enable consideration of potential impacts on the trading functions of the Albany Highway Secondary Centre.
- Curtin/Bentley Specialised Centre – strategies include:
  - Advocating that development of land reserved for university purposes only be supported where proposed uses are consistent with the reserve purpose and

intent of SPP 4.2, related to university purposes and create activity outside semesters.

- Requiring any retail proposal for more than 5,000m2 floorspace should be accompanied by an independently-prepared retail sustainability assessment to enable consideration of potential impacts on the trading functions of other centres.
- Review in conjunction with the City of South Perth planning provisions for Technology Park.
- Causeway Centre – Redevelopment in accordance with the range of uses and standards set out in the current planning framework commensurate with its intended status as a district centre is supported. In particular, high density development between Burswood Road and GO Edwards Park should be targeted.
- Oats Street Station Centre – Master planning and form-based codes and/or rezoning/recoding of land near the train station to activate the area should be progressed.
- Berwick Centre – recommended actions for this centre include promoting highway commercial use, with retail uses phased out in favour of offices and showrooms. Redevelopment should incorporate residential or office uses on the second floor. Local access and parking arrangements need coordination, having regard to limited access to Canning Highway.
- Archer Street Centre (including Carlisle Station Precinct) – recommended actions for this centre include retention of existing shops, review of the restriction on multiple dwellings within the proposed activation area south/west of the railway line and review of residential density codings, particularly along Mint and Archer Streets and to the north/east of the railway line.
- Victoria Park Station Centre (including Lathlain) - recommended actions for this centre include considering an extension of the existing R40/60 coding to the north of the station and fronting Lathlain Park on Goddard Street and McCartney Crescent, review of the multiple dwelling restriction on either side of Duncan Street between the station and Albany Highway

**Legal Compliance:**

Nil – there is no statutory requirement for an ACS to be prepared, nor is there any regulatory process to execute in considering the adoption of an ACS.

**Policy Implications:**

*State Planning Policy 4.2 – Activity Centres for Perth and Peel.*

**Risk Management Considerations**

<b>Risk &amp; Consequence</b>	<b>Consequence Rating</b>	<b>Likelihood Rating</b>	<b>Overall Risk Analysis</b>	<b>Mitigation / Actions</b>
<b>Reputational. Negative public</b>	Moderate	Likely	High	a) Community consultation on the

<p>perception towards the Town may result from the significant land use transformation that is proposed in the draft Activity Centres Strategy.</p>				<p>upcoming Local Planning Strategy. b) Ongoing community education on planning matters through initiatives such as the Growth Series articles.</p>
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**Strategic Plan Implications:**

**Social:**

- S1 – A healthy community.
- S2 – An informed and knowledgeable community.
- S3 – An empowered community with a sense of pride, safety and belonging.
- S4 – A place where all people have an awareness and appreciation of arts, culture, education and heritage.

**Economic:**

- Ec1 – A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.
- Ec2 – A clean, safe and accessible place to visit.

**Environment:**

- En1 – 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.
- En2 – A safe, interconnected and well maintained transport network that makes it easy and safe for everyone to get around.
- En3 – A place with sustainable, safe and convenient transport options for everyone.
- En4 – A clean place where everyone knows the value of waste, water and energy.

**Financial Implications:**

Internal Budget:

Costs incurred in the preparation of the draft ACS have been met from the Strategic Planning service unit’s operating budget.

**Sustainability Assessment:**

External Economic Implications:

The draft Activity Centres Strategy aims to increase the diversity of businesses and services, tourism and employment opportunities.

Social Issues:

The draft Activity Centres Strategy aims to increase access to services, entertainment, employment and create places that are safe and attractive.

Cultural Issues:

The draft Activity Centres Strategy recognises the need to preserve built heritage in the context of any redevelopment.

**Environmental Issues:**

The draft Activity Centres Strategy aims to achieve a more environmentally sustainable form of development and movement.

**COMMENT:**

The draft ACS identifies a network of activity centres within the Town, including centres at:

- Albany Highway (comprised of six sub-precincts along the 3.4km stretch through the Town with a range of retail, office, entertainment and residential uses).
- Burswood (as a specialised centre that will act as major entertainment, recreational and employment destination, with high intensity residential development).
- Curtin University/Bentley (as a specialised centre for educational, institutional, technology, and employment uses, with increased residential, community and small-scale retail uses).
- Causeway Precinct (employment, commercial, residential uses).
- Land to be investigated around the train stations to assess the long-term potential of station precincts to accommodate activation.
- Berwick Street (highway commercial, office, showroom and residential uses).

Development of these centres as thriving hubs for a mix of uses such as commerce, entertainment, education and housing that are well connected by public transport and are activate, clean, safe and sustainable, will underpin the planned growth and transformation of the Town into dynamic place for everyone, consistent with the *Strategic Community Plan 2017-2032*.

Detailed studies, investigations and plans will be required embed planning provisions for activity centres into the local planning framework. This commences with the draft ACS, as an important informing document for the draft Local Planning Strategy. While the draft ACS in itself has not been advertised for public comment, its findings and recommendations will effectively be open to community review through the forthcoming engagement process to be associated with the draft Local Planning Strategy.

**CONCLUSION:**

It will be recommended that Council adopts the draft Activity Centres Strategy.

**RECOMMENDATION/S:**

**That the Future Planning Committee recommends that Council notes the draft Activity Centres Strategy contained within the Appendices and acknowledges that stakeholder consultation on its content will be undertaken as part of the future consultation to be associated with the Town's forthcoming draft Local Planning Strategy.**

## **9 WORKSHOP TOPICS AND PRESENTATIONS**

### **9.1 WALGA Climate Change Policy Statement**

Mr Brendan Nock, Environmental Officer will provide the committee with information regarding the WALGA Climate Change policy statement and invitation to comment.

### **9.2 Food Truck Policy**

Mr Leigh Parker, Senior Planning Officer, Urban Planning will provide a brief up-date on the Food Truck Policy.

### **9.3 Update on Pool Barriers**

Mr Robert Cruickshank, Manager Development Services will provide the committee with a brief up-date on non-compliant pool barriers.

### **9.4 Local Planning Policy 'Signs'**

Mr Robert Cruickshank, Manager Development Services will provide the committee with an up-date on the local planning policy and seek feedback on third party signage.

### **9.5 Old Places New Spaces**

Ms Natalie Martin Goode, Chief Community Planner and Mr Jack Bidwell, Strategic Projects Manager will present on the Old Places New Spaces project.

## **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	May 2018
Urban Forest Strategy - Final	June 2018
Burswood Station East Structure Plan	June 2018
Food Truck Policy	TBC
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
Developer Contribution to Green Space (RC)	TBC 2018
Review of Streetscape Policy (RC)	TBC 2018
<b>Workshop Topics</b>	
Developer Contributions (S'O)	TBC
Briefing regarding on site landscaping requirement for developments (RC)	TBC
Existing Local Planning Policies (RC)	TBC
Higgins Park Master Plan (BK)	TBC
Optimisation of Active Reserves Strategy (CCP)	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”.