



TOWN OF
VICTORIA PARK



Ordinary Council Meeting Minutes – 12 October 2021



WE'RE OPEN
VIC PARK

Please be advised that an **Ordinary Council Meeting** will be held at **6:30 PM** on **Tuesday 12 October 2021** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

Her Worship the Mayor Karen Vernon
15 October 2021

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1 Declaration of opening

Mayor Karen Vernon opened the meeting at 6.30pm.

Cr Ronhda Potter read the Acknowledgement of Country.

Acknowledgement of Country

Ngany djerapiny Wadjak – Noongar boodja-k yaakiny, nidja bilya bardook.

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.

2 Announcements from the Presiding Member

2.1 Recording and live streaming of proceedings

In accordance with clause 39 of the *Town of Victoria Park Meeting Procedures Local Law 2019*, as the Presiding Member, I hereby give my permission for the administration to record proceedings of this meeting.

This meeting is also being live streamed on the Town's website. By being present at this meeting, members of the public consent to the possibility that their image and voice may be live streamed to public. Recordings are also made available on the Town's website following the meeting.

2.2 Public question time and public statement time

There are guidelines that need to be adhered to in our Council meetings and during question and statement time people speaking are not to personalise any questions, or statements about Elected Members, or staff or use any possible defamatory remarks.

In accordance with clause 40 of the *Town of Victoria Park Meeting Procedures Local Law 2019*, a person addressing the Council shall extend due courtesy and respect to the Council and the processes under which it operates and shall comply with any direction by the presiding member.

A person present at or observing a meeting shall not create a disturbance at a meeting, by interrupting or interfering with the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

When the presiding member speaks during public question time or public statement time any person then speaking, is to immediately stop and every person present is to preserve strict silence so that the presiding member may be heard without interruption.

2.3 No adverse reflection

In accordance with clause 56 of the *Town of Victoria Park Meeting Procedures Local Law 2019*, both Elected Members and the public when speaking are not to reflect adversely on the character or actions of Elected Members or employees.

2.4 Town of Victoria Park Meeting Procedures Local Law 2019

All meetings of the Council, committees and the electors are to be conducted in accordance with the Act, the Regulations and the *Town of Victoria Park Meeting Procedures Local Law 2019*.

2.5 Vale announcement

Kelvin Liddiard OAM, past President of the Victoria Park RSL, passed away on 25 September 2021 after a long illness. Mr Liddiard was a stalwart of the local RSL, heavily involved in working with the Town to build the Memorial Wall. He is survived by his wife Jacqui Liddiard OAM, the Town's 2017 Community Citizen of the Year.

2.6 Congratulations

Mayor Vernon gave her congratulations to Perth Football Club who won the Reserves Grand Final on 2 October and to RoyAl's Victoria Park for winning the Best Burger in WA in the inaugural Burger of Origin competition. They will represent WA in the national final later this year.

2.7 Mayor's report

On 22 September, the CEO and I met with the CEO of Monadelphous to discuss partnership working opportunities with one of the largest employers in the Town.

On 22 September, I presented a number of awards at the WA Disabled Sports Association Sports Star of the Year Awards, held at the Victoria Park Carlisle Bowling Club, where the Blind Bowlers of WA took out the Club Award, and one of their members was named Sports Star of the Year.

On 24 September, I was privileged to give a keynote address at the Conservation Council of WA's Annual Conference outlining our Council's journey from declaring a climate emergency to creating a climate emergency plan.

That afternoon I was delighted to officially open Connect Victoria Park's Urban Forest Garden, which they planted last year with assistance from a Town of Victoria Park urban forest grant.

On 25 September, Deputy Mayor Ife, Cr Oliver and I were guests of VenuesLive at the AFL Grand Final at Optus Stadium, which is operated by VenuesLive.

On 29 September, I attended the Victoria Park Soccer Club's monthly committee meeting to discuss their future needs at Harold Rossiter Park.

On 1 October, I met with the new CEO of Mindarie Regional Council at Tamala Park.

On 2 October, I launched the Town's new fitness equipment at the 9.30am Body Pump group fitness class at Aqualife, which is part of a \$40,000 budget commitment.

That evening, Deputy Mayor Ife and I were guests of the City of Belmont at their annual Mayoral Dinner and Opportunity Awards.

On 4 October, I met with the Mayors of Canning and South Perth to discuss issues impacting on our respective Councils.

On 6 October, I attended a morning committee meeting of the Victoria Park South Perth RSL to give them an update on the Higgins Park Master Plan progress, and to discuss their future needs. That was followed by a meeting with the CEO of Connect Victoria Park to discuss social housing in the Town.

That afternoon, the CEO and I met with the Labor Party candidate for the 2022 Federal election for Federal election advocacy.

On 7 October, I attended a lunch at the Victoria Park Men's Shed.

On 8 October, the Acting CEO and I had our monthly meeting with Hannah Beazley, Member for Victoria Park, where we discussed the Zone 1 Lathlain Park redevelopment and funding opportunities for McCallum Park active zone.

That evening I represented the Town at the WA Tennis Industry Awards at Optus Stadium at the invitation of Tennis West, which is located in Burswood at the State Tennis Centre. Our local Higgins Park Tennis Club was a finalist in the Outstanding Large Sporting Club category.

On 9 October, together with Deputy Mayor Ife, Councillors Anderson, Karimi, Lisandro, Oliver and Ronhhda Potter, we joined in the fun with our community in painting a tree blue at Lathlain Park.

On 10 October, I attended the Community Open Day at the Higgins Park Tennis Club and Victoria Park Croquet Club, which was a great opportunity to see both clubs playing side by side, and getting along famously well.

2.7 Farewells

Mayor Vernon presented framed photos to Cr Brian Oliver and Cr Ronhhda Potter who are retiring at the end of their term. She presented their chamber name plaques for their keeping and wished them well.

Mayor Vernon thanked Deputy Mayor Ife for her term served.

Mayor Vernon wished Deputy Mayor Ife and Cr Lisandro well in the upcoming election.

3 Attendance

Mayor	Ms Karen Vernon
Banksia Ward	Cr Claire Anderson Cr Ronhhda Potter Cr Wilfred Hendriks Cr Luana Lisandro
Jarraah Ward	Deputy Mayor Bronwyn Iffe Cr Vicki Potter Cr Brian Oliver Cr Jesvin Karimi
Chief Executive Officer	Mr Anthony Vuleta
Chief Operations Officer Chief Financial Officer Chief Community Planner	Ms Natalie Adams Mr Michael Cole Ms Natalie Martin Goode
A/Manager Governance and Strategy Manager Infrastructure Operations Governance Officer	Ms Jasmine Bray Mr Gregor Wilson Ms Mikayla Phillips
Secretary Public liaison	Ms Natasha Horner Ms Alison Podmore
Public	14

3.1 Apologies

Nil.

3.2 Approved leave of absence

Nil.

4 Declarations of interest

Declaration of financial interest

Nil.

Declaration of proximity interest

Nil.

Declaration of interest affecting impartiality

Name/Position	Cr Ronhhda Potter
Item No/Subject	12.2 Local Development Plan - 384 Berwick Street, East Victoria Park
Nature of interest	Impartiality
Extent of interest	I was a member of the Joint Development Assessment Panel committee that decided on the development application for this site.

Name/Position	Cr Vicki Potter
Item No/Subject	12.2 Local Development Plan - 384 Berwick Street, East Victoria Park
Nature of interest	Impartiality
Extent of interest	I was a member of the Joint Development Assessment Panel committee that decided on the development application for this site.

Name/Position	Mayor Karen Vernon
Item No/Subject	12.2 Local Development Plan - 384 Berwick Street, East Victoria Park
Nature of interest	Impartiality
Extent of interest	I have had correspondence with the Friends of Jirdarup Bushland about the development at 384 Berwick St, East Victoria Park and their concerns about the impact on the adjacent Hillview Bushland.

Name/Position	Mayor Karen Vernon
Item No/Subject	14.2 - Financial Statements for August 2021
Nature of interest	Impartiality
Extent of interest	I have had communications and meetings with local residents regarding issues arising from the public use of the playing courts at Koolbardi Park, including the lighting, basketball noise, timing of the availability of the courts, the locking and unlocking of the gates to the courts.

5 Public question time

5.1 Responses to previous public questions taken on notice at Agenda Briefing Forum held on 5 October 2021

Vince Maxwell

5. On the five-year capital works there are two listings one immediately above the other. One says adaptive reuse of Edward Millen House that is the \$5.8m and directly under that is implementation of Edward Millen Park Masterplan \$2.5 million. One is to do with the building redevelopment and one is to do with the park.

The item list as CAP22-SP002 Adaptive re-use of Edward Millen House for \$5.8M in attachment 11.1.3 is the original amount the Town was estimating would be required for the heritage restoration works for the Edward Millen buildings and was therefore recorded in the Five-Year Capital Works Plan. This item will be updated to reflect the new budget once the Agreement for Lease is finalised.

The item listed as CAP22-SP004 Implementation of Edward Millen Park Masterplan for \$2.5M in attachment 11.1.3 is the indicative amount Council resolved to list for consideration in the Long-Term Financial Plan at the 17 November 2020 OCM for the delivery of the park redevelopment works. This item is now out of date and will be updated to reflect the current allocated budget resolved at the 20 July 2021 OCM.

Sam Zammit

5. How much is the Town paying the Perth Cricket Club to do maintenance in the current contract?

The Perth Cricket Club is paid under contract \$15,600 per month plus GST. The yearly cost would be \$187,200 excluding GST.

5.2 Public question time

Vince Maxwell, Victoria Park

1. Does the Town still use the system where you can see the age of a tree within the Town?

The Chief Operations Officer advised that the Town still does.

2. Why were the details provided regarding Edward Millen trees limited to mature and not mature?

The Manager Infrastructure Operations advised that it does not specify the exact date without carbon dating, unless the Town has a record of its planting.

3. Is the Council proposing to provide Black Oak with any further money for Edward Millen apart from the \$4 million from the government?

The Chief Operations Officer advised that the funding and the Town's commitment has been outlined. It is limited to the funds that have been provided.

4. Are we giving any more money?

Mayor Vernon advised that no other proposals have been presented to Council.

Jesse Hamer

1. Do the lights have a timer and do they go off when the courts are locked?

The Chief Operations Officer advised that the lights at the Koolbardi park are on a timer and the Town is investigating to turn off the lights when locked.

2. Do they need to be locked if the lights are off?

The Chief Operations Officer advised the town will be locking those courts and making sure the lights are off.

The Mayor advised that when the lights are off and the courts are locked no one will be able to play.

3. Is it necessary to lock the courts if the lights are off?

Mayor Vernon advised that if the lights are off and the courts are not locked, members of the public continue to play on the courts and make noise.

4. The South Perth courts seem to clear out pretty quickly once the lights go off.

Mayor Vernon advised that the Town has had reports that many people are coming to those courts when the courts have not been locked.

Sam Zammit

1. What has happened to the signs on the trees at Edward Millen? Can we have them back or have they been destroyed?

The Chief Operations Officer advised that the Town has removed the signs. She took the second part of the question on notice.

2. If possible we would like them back.

Mayor Vernon advised that she would have appreciated the Association contacting the Town before putting the signs up.

3. What part of the Act were we contravening?

Mayor Vernon advised that the details are contained in the letter issued to the Association.

4. *Would it not be better to ensure people can receive information in various formats?*

Mayor Vernon advised that the town does provide its residents with information in many various formats.

6 Public statement time

Tim Willix, Jarrah Ward

1. Made a statement about the multiculturalism of the strip and the importance of car yards in Victoria Park.

Vince Maxwell, Victoria Park

1. Made a statement expressing concern about the number and ages of trees proposed to be removed as part of the Edward Millen Redevelopment Precinct Plan.

Klaus Backheuer

1. Made a statement on item 12.2 - Local Development Plan - 384 Berwick Street, East Victoria Park and raised concerns about the local development plan's lack of consideration for the ecosystem of the Jirdarup Bushland. His concerns included the nil setback, the impact of heat, the diversion of water into stormwater drains, and public art implications.

John Gleeson

1. Made a statement urging Council to leave trees alone until they die.

7 Confirmation of minutes and receipt of notes from any agenda briefing forum

COUNCIL RESOLUTION (221/2021):

Moved: Cr Ronhhda Potter

Seconded: Mayor Karen Vernon

That Council:

1. Confirms the minutes of the Ordinary Council Meeting held on 21 September 2021.
2. Receives the notes of the Agenda Briefing Forum held on 5 October 2021.
3. Receives the notes of the Lathlain Park Advisory Group held 22 September 2021.

Carried (9 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

Against: Nil

8 Presentation of minutes from external bodies

COUNCIL RESOLUTION (222/2021):

Moved: Cr Claire Anderson

Seconded: Cr Ronhhda Potter

That Council:

1. Receives the minutes of Mindarie Regional Council meeting held 16 September 2021.
2. Receives the minutes of WALGA Annual General Meeting held 20 September 2021.

Carried (9 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

Against: Nil

9 Presentations

9.1 Petitions

COUNCIL RESOLUTION (223/2021):

Moved: Cr Bronwyn Ife

Seconded: Cr Vicki Potter

That Council receives:

1. The petition from Greg Devereaux requesting Council to initiate a program to upgrade the intersection of Bone Street and Upton Street, St James.
2. The petition from Lian Tan asking requesting that Council upgrade Read Park with a playground suitable for 1-5 year old children.

Carried (9 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

Against: Nil

Mayor Vernon announced that the petition received from Vic Park Soccer Club at Council on 12 September 2021 has been submitted as part of the application for the club night lights program with the previously submitted petition from the club and therefore a further report to Council will not be provided.

9.2 Presentations

Nil.

9.3 Deputations

PROCEDURAL MOTION

Moved: Mayor Karen Vernon

Seconded: Cr Brian Oliver

That Council receives a deputation from Mr Allan McDougall, Mr John Lindsay and Mr Nick Manifis in relation to item 13.1 TVP-21-04 Fletcher Park Grounds Maintenance Services.

Lost (0 - 9)

For: Nil

Against: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

10 Method of dealing with agenda business

COUNCIL RESOLUTION (224/2021):

Moved: Mayor Karen Vernon

Seconded: Cr Vicki Potter

That the following items be adopted by exception resolution, and the remaining items be dealt with separately:

- a) 11.2 - Council Resolutions Status Report
- b) 12.1 - Burswood South Streetscape Improvement Plan - draft for advertising
- c) 14.1 - Schedule of Accounts for August 2021
- d) 14.3 - Proposed Timetable for 2022-2023 Annual Budget.

Carried (9 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

Against: Nil

11 Chief Executive Officer reports

11.1 Quarterly reporting - October 2021

Location	Town-wide
Reporting officer	Corporate Strategy and Risk Advisor
Responsible officer	Chief Executive Officer
Voting requirement	Simple majority
Attachments	<ol style="list-style-type: none">1. Quarterly Report - Corporate Business Plan Progress Report - September 2021 [11.1.1 - 14 pages]2. Quarterly Report - Corporate Business Plan Report - Completed Last Quarter - September 2021 [11.1.2 - 4 pages]3. Quarterly Report - Five Year Capital Works Project Listing - September 2021 [11.1.3 - 6 pages]4. Quarterly Report - Five-year Capital Projects Year One - September 2021 [11.1.4 - 5 pages]5. Quarterly Report - Strategic Projects - September 2021 [11.1.5 - 2 pages]6. Quarterly Report - Community Benefits Strategy - September 2021 [11.1.6 - 17 pages]7. Quarterly Report - Disability Access and Inclusion Plan - September 2021 [11.1.7 - 5 pages]8. Quarterly Report - Economic Development Strategy - September 2021 [11.1.8 - 8 pages]9. Quarterly Report - Reconciliation Action Plan - September 2021 [11.1.9 - 6 pages]10. Quarterly Report - Urban Forest Strategy - September 2021 [11.1.10 - 8 pages]

Recommendation

That Council:

1. Requests the Chief Executive Officer to present to Council quarterly progress reports on the actions, projects and outcomes within the 2021/2022 Annual Strategic Project Plan.
2. Requests the Chief Executive Officer to present to Council quarterly progress reports on the programs within the Community Benefits Strategy 2019-2024.
3. Receives the quarterly written progress reports, for October 2021, relating to the:
 - a) Corporate Business Plan
 - b) 2021/2022 Annual Strategic Project Plan
 - c) Five-year capital works program

- d) Economic Development Strategy
- e) Urban Forest Program
- f) Reconciliation Action Plan
- g) Disability Access and Inclusion Plan
- h) Community Benefits Strategy
- i) Climate Emergency Plan

Purpose

To present quarterly progress updates to Council on the actions, projects and outcomes listed within the plans and strategies included in the recommendation.

In brief

- At the Ordinary Council Meeting on 16 July 2019, Council resolved that quarterly written progress reports be presented to Council on the Corporate Business Plan, Annual Strategic Project Summary, five-year capital works program and a selection of strategies and plans. A resolution in July 2021 requested that a progress report on the Climate Emergency Plan also be included.
- The progress reports were requested to enable Council to confidently oversee the Town's performance, allocation of finances and allocation of resources, as well as improve transparency and accountability to the Council and community.
- All progress reports for this quarter are attached to this report to be received by Council.
- Progress reports do not include any changes as a result of the Corporate Business Plan minor review, resolved by Council on 21 September 2021.

Background

1. At the Ordinary Council Meeting on 16 July 2019, Council resolved:

That Council requests that the Chief Executive Officer:

1. *Develops an Annual Strategic Project Summary for 2019/2020, containing a summary of the projects that are aligned to strategic outcomes in the Strategic Community Plan 2017-2027.*
 2. *Presents the 2019/2020 Annual Strategic Project Summary for adoption at the September Ordinary Council Meeting.*
 3. *Presents to Council, commencing from the October Ordinary Council Meeting, quarterly written progress reports on the actions, projects and outcomes within the Town's following plans and strategies:*
 - a. *Corporate Business Plan*
 - b. *2019/2020 Annual Strategic Project Summary*
 - c. *5 Year Capital Works Program*
 - d. *Economic Development Strategy 2018 – 2023*
 - e. *Urban Forest Strategy*
 - f. *Reconciliation Action Plan*
 - g. *Disability Access and Inclusion Plan*
2. The quarterly written progress reports were requested to enable Council to assess performance against strategies and plans, identify risks and significant variations in project performance and budgeting,

receive information needed to be able to make informed decisions, and be able to take action to address any issues that arise. They were also requested to give Council and the community a higher level of transparency and accountability relating to strategic actions, plans and projects.

3. At the Ordinary Council Meeting on 20 July 2021, Council resolved:

That Council:

1. Receives the community consultation results for the draft Climate Emergency Plan.

2. Endorses the Climate Emergency Plan 2021 – 2031.

3. Instructs the Chief Executive Officer to include the Climate Emergency Plan in the Quarterly written progress Reports to Council, commencing in the next quarter for 2021.

4. The original Council resolution was for the 2019/2020 Annual Strategic Project Plan. This was updated in April 2021 to request updates on the 2020/2021 Annual Strategic Project Plan. Council needs to resolve to request updates on the 2021/2022 Annual Strategic Project Plan going forward.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL01 – Everyone receives appropriate information in the most efficient and effective way for them	Council are provided with the information that they have requested in the way they determined is best for them.
CL02 - A community that is authentically engaged and informed in a timely manner.	The community are regularly informed of progress on projects, plans and strategies undertaken by the Town.

Engagement

Internal engagement	
Stakeholder	Comments
Operations	Operations coordinate the progress reports for the 2021/2022 Annual Strategic Project Summary, Climate Emergency Plan and Five-year Capital Works Program.
Governance and Strategy	Governance and Strategy coordinate the progress reports for the Corporate Business Plan.
Place Planning	Place Planning coordinate the progress reports for the Economic Development Strategy 2018 – 2023 and Urban Forest Strategy.
Community Development	Community Development coordinate the progress reports for the Community Benefits Strategy, Reconciliation Action Plan and Disability Access and Inclusion Plan.

Legal compliance

[Section 2.7 of the Local Government Act 1995](#)

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable.				Low	.
Environmental	Not applicable.				Medium	
Health and safety	Not applicable.				Low	
Infrastructure/ ICT systems/ utilities	Not applicable.				Medium	
Legislative compliance	Not applicable.				Low	
Reputation	Negative public perception towards the Town if progress expectations are not being met.	Minor	Possible	Moderate	Low	<p>Risk to be treated by providing commentary and reasoning within progress reports where expectations are not being met.</p> <p>Avoid risk by frequently reporting to Council, allowing Council and community to be informed of progress in a timely manner and potentially mitigate further progress delays.</p>
Service delivery	Not applicable.				Medium	

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Analysis

5. Written progress reports will enable the Council to oversee the Town's performance and allocation of the Town's finances and resources. They will also help to inform the community about the Town's progress in relation to the plans and strategies.
6. These reports on the actions, projects and outcomes, for the plans and strategies listed in the Council resolution, have been attached to this report. Further commentary for each report has also been included below.

Corporate Business Plan

7. This status update does not include any changes as a result of the Corporate Business Plan minor review, resolved by Council on 21 September 2021. This is due to not having the time needed to update the corporate reporting system between the September Ordinary Council Meeting and the due date for October reports. The quarterly report presented to Council in February 2022 will include updates on any amended or added actions.
8. The status of actions from the Corporate Business Plan are as follows. Due dates for actions showing as overdue were updated as part of the Corporate Business Plan minor review. These figures will be updated in the next quarterly reporting period.

Strategic outcome	Total actions	No. of actions completed	No. of actions in progress	No. of actions overdue
Social	24	17	8	1
Environment	56	38	22	6
Economic	16	13	4	3
Civic Leadership	97	69	32	13

9. Actions completed within the reporting quarter are as follows.

Completed actions
CL1.1.6 - Deliver the Library Radio Frequency Identification Project
CL2.1.1 - Create an implementation plan to embed the Town's Communication and Engagement Policy
CL9.1.1 - Conduct a pilot for participatory budgeting
CL10.1.3 - Review the Health Local Law
EC2.3.6 - Facilitate 'demand-based parking'
EN2.2.1 - Review the Asset Management Plan - Transport

EN4.2.1 - Consider alternative landfill options in discussion with Mindarie Regional Council
EN4.2.3 - Investigate the introduction of a multi-bin system
EN5.1.1 - Review the Asset Management Plan - Property
EN5.1.7 - Implement upgrades to the Higgins Park Tennis Courts
EN6.1.1 - Review the Asset Management Plan - Parks & Recreation
EN7.1.3 - Investigate the development of a plan for the Kent Street Sand Pit consistent with its zoning

2021/2022 Annual Strategic Project Summary

10. The status of projects from the Annual Strategic Project summary are as follows.

Total projects	No. of projects on track	No. of projects for monitoring	No. of projects off track
11	11	0	0

Five-year Capital Works Program

11. The status of actions from the Five-year Capital Works Program are as follows.

Total projects	No. of projects on track	No. of projects for monitoring	No. of projects off track
11	11	0	0

Economic Development Program

12. The Economic Development Strategy 2018- 2023 (EDS) outlines 50 actions required to achieve the seven pathways for sustainable economic growth over the next five years. The EDS was adopted by council in March 2019.

13. The summary table below represents the number of actions progressed and completed since the adoption of the EDS.

Outcome	Total actions	No. of actions completed	No. of actions in progress	No. of actions not started
Pathway 1: Leadership	4	2	2	0
Pathway 2: Identity	2	0	2	0

Pathway 3: Local to Global Connections	5	0	3	2
Pathway 4: Smart Town- Digital Innovation	7	0	5	2
Pathway 5: Creating an Enabling Business Environment	8	1	6	1
Pathway 6: High Value Precincts	6	5	1	0
Pathway 7: High Value Sectors	18	1	16	1
Total	50	9	35	6

Urban Forest Program

14. The Urban Forest Strategy (UFS) Implementation Action Plan (IAP) outlines 41 actions required to achieve the six strategic outcomes defined in the UFS over a 5-year period. The UFS was adopted by Council in September 2018 and the IAP in September 2019.
15. The summary table below represents the number of actions progressed and completed since the adoption of the IAP.

Outcome	No. of actions completed	No. of actions in progress	No. of actions not started
Strategic Outcome 1 Plant and protect sufficient trees by 2020 to achieve the 20% tree canopy target as supported by Council.	5	6	4
Strategic Outcome 2 Maximize community involvement and collaboration in its implementation.	1	8	0
Strategic Outcome 3 Increase tree diversity, whilst favoring local endemic and West Australian species that also support wildlife.	1	1	1

Strategic Outcome 4 Maintain high standard of vegetation health.	3	2	1
Strategic Outcome 5 Improve soil and water quality.	1	1	1
Strategic Outcome 6 Improve urban ecosystems.	0	2	3
Total	11	20	10

16. A summary of the progress for each of the action from the UFS IAP is attached in a separate schedule.

Reconciliation Action Plan

17. The Town's Reflect Reconciliation Action Plan (RAP) was adopted by Council in November 2018.

18. The document outlines strategies and actions to support opportunities to strengthen the community, build strong relationships and foster greater awareness and understanding of Aboriginal culture and history.

19. The status of actions from the RAP are as follows.

Category	No. of actions completed/ongoing	No. of actions in progress	No. of actions not started
Relationships	7	0	0
Respect	8	1	0
Opportunities	4	2	0
Tracking and Progress	1	1	0
Total	20	4	0

20. This quarter, the key progress highlights of the RAP included:

a. NAIDOC week (4-11 July) celebrations included:

- i. The creation of two community canvases at the Town's Library under the guidance of Noongar artist Julianne Wade. These canvases have recently been completed and framed and will be hung in the Town facilities.
- ii. A Welcome to Country was given by Elder Shaun Nannup and live streamed on the Town's Facebook page for the wider community that may have not been able to attend.
- iii. In partnership with the Vic Park Community Centre, Noongar language sessions were delivered to over 21 people by Noongar teacher Sharon Gregory.
- iv. Bush-tucker cooking class took place under the instruction of chef Dale Tilbrook.

- v. The NAIDOC Community Planting Day on Kent Street verge took place on 25 July after being postponed due to COVID restrictions and weather conditions.
- b. Long term advisory group member Roni Forrest was awarded the NAIDOC Female Elder of the Year Award, which was recognised and celebrated on the Town’s website and social media channels.
- c. The Town supported a NAIDOC week promotional event in Jirdarup bushland, where Elder Simon Forrest and West Coast Eagles footballer Jeremy McGovern were filmed in conversation, discussing the importance of culture, country and learning. This film was subsequently circulated widely on social media and through other media channels.
- d. Processes for the renaming of Row 52 and Lathlain 2x to Bidi Walk and Koolbardi Park have been finalised with plans underway for a small launch to recognise and celebrate the renaming.
- e. At the August Ordinary Council Meeting, a revocation motion was carried to rescind the 2017 Council decision:
- f. 1. *That the Council reaffirm that the Town of Victoria Park continue to celebrate Australia Day each and every year on the date designated by the Federal Government and continue to host its Australia Day Citizenship ceremony as authorised by the Federal government and citizen of the year awards on that day.*
- g. 2. *The Council acknowledges that the Town’s Aboriginal Engagement Strategy Group be given the opportunity to commence respectful conversations relating to the meaning of January 26, with Elected Members and the Town’s Administration.*
- h. The Town completed reporting on Reconciliation Australia’s annual RAP impact measurement questionnaire.

Disability Access and Inclusion Plan

- 21. The Town’s Disability Access and Inclusion Plan (DAIP) was adopted by Council in September 2017 and is a legislative requirement for all local governments.
- 22. The status of actions from the DAIP are as follows.

Category	No. of actions completed / ongoing	No. of actions in progress	No. of actions not started
Services and Events	4	2	0
Building and Facilities	4	0	0
Information	4	2	0
Quality Customer Service	4	1	0
Complaints	2	0	0
Public Consultation	3	0	0

Employment	3	2	0
Total	24	6	0

23. This quarter, the key progress highlights of the DAIP included:

- a. The Department of Communities – Disability Services Annual Progress report 2020/2021 completed and sent to the Department 15 July 2021.
- b. The Town applied for the Most Accessible Community in WA Awards in July 2021.
- c. All staff Disability Awareness Training was delivered throughout July 2021 over five sessions.
- d. Access and Inclusion Advisory Group quarterly meeting occurred on Wednesday 1 September 2021.
- e. Town staff are working with the Business Advisory Group to explore resources to share with local businesses to have more accessible and inclusive premises for people with disabilities. Town officers attended the August 2021 Business Advisory Group to get initial thoughts from the businesses.

Community Benefits Strategy

24. The Community Benefits Strategy (CBS) was launched on 2 December 2019.

25. The CBS aims to deliver life-long learning opportunities, empower local community members, improve local amenities, and foster leadership and collaboration.

26. The strategy delivery partners have committed to deliver on the agreed benefits collectively and will each bring their strengths to the partnership

27. The Town of Victoria Park, West Coast Eagles, Wirrpanda Foundation, and the Perth Football Club partnered in the design process of the CBS to collectively bring their own strengths to the partnership. The design process resulted in the creation of four programs, each program has a main delivery partner to ensure its success. Four programs as follows:

- Program 1: Youth Engagement, delivered by Wirrpanda foundation to focus on engaging young people in constructive local activities and support parents with older children and adolescence.
- Program 2: Healthy Relationship Awareness, delivered by West Coast Eagles and focuses on domestic violence awareness and prevention.
- Program 3: Supporting Local Community Organisations, delivered by West Coast Eagles the program function is to support four not-for-profit groups or community groups over the first five years of the CBS.
- Program 4: Recreational Groups and Sports Club Development, delivered by West Coast Eagles who aid with strategic planning, governance, structures, constitutions, long term planning and other club related management issues.

28. The status of actions from the CBS are as follows.

Program	No. of actions completed/ongoing	No. of actions progressing	No. of actions not started
Youth engagement program	3	0	0

Healthy relationship awareness	7	2	0
Supporting local community organisations	4	3	0
Recreational groups and sports club development	4	2	0

29. This quarter, the key progress highlights of the Community Benefit Strategy are:
- 20 students have regularly attended the Wirra Club from a variety of schools in the Town of Victoria Park region. 18 Sessions delivered in this reporting period.
 - In collaboration with Connect Vic Park, West Coast Eagles have established a weekly walking footy program for 55+ year old males in the Town of Victoria Park. This has been an ongoing program for the last few months with roughly 14 sessions occurring this quarter.
 - Community Benefit Strategy Partners meeting hosted by Town of Victoria Park together Wirrpanda Foundation, Perth Demons Football Club, West Coast Eagles and the Town to celebrate completion of year one of the Strategy. The meeting was an opportunity for each organisation to provide insight into their experience over last 8 months of the Strategy to the group followed by lunch and networking.

Climate Emergency Plan

30. The Town's Climate Emergency Plan (CEP) was adopted by Council on 20 July 2021.
31. The Climate Emergency Plan aims to:
- achieve a zero-carbon target for emissions generated by the Town of Victoria Park by 2030. The timeframe of 2030 has been chosen because it is the timeframe needed to curb emissions and limit the seriousness of climate change impacts.
 - achieve at least 40% emissions reduction through direct action (i.e. not through carbon offsets).
 - support the community and businesses in working towards their own zero carbon target.
 - improve the resilience of the Town in responding to immediate climate change impacts.
32. The status of actions from the CEP are as follows.

Category	No. of actions completed	No. of actions in progress/ongoing	No. of actions not started
1 Embed a low carbon culture	1	3	4
2 Reduce emissions of facilities and assets	2	5	3
3 Reduce waste emissions	-	-	- (No actions for 2021)

4 Switch to low carbon and renewables		1	-
5 Respond to immediate climate change impacts	1	2	4
6 Support and educate our community		5	3
7 Support and educate our businesses		2	5
8 Offset residual emissions		1	-

33. This quarter, the key progress highlights of the Climate Emergency Plan included:

- a. undertaking targeted engagement with Town Service areas to establish:
 - i. lead responsibility
 - ii. support responsibility
 - iii. staged actions (e.g. staged actions to meet longer term targets) captured in a Service Area Implementation Plan
 - b. provision of 'Get Energy Smart at Home' community workshop at Harold Hawthorne Centre (30 September 2021)
 - c. provision of sustainability-based incentives, such as the Grow It Local 'Seed Service' campaign and forthcoming Spring festival
 - d. joining Climate Clever, an application-based platform for residents, schools and businesses with tools that encourage energy and waste reduction
 - e. Launching our Flood Aware campaign, which provides encourages awareness for at risk businesses and housing from flooding
 - f. enabling the distribution of a suite of community information through digital platforms to reduce paper and postage
 - g. ensuring that the catering and materials for all community events preference minimal waste and low carbon food (e.g. use local produce, vegetarian and vegan options)
 - h. offsetting of the Town's 2020/21 fleet emissions.
34. As per the Council resolution, progress reports will be presented to Council on a quarterly basis, in October, February, April and July.

Relevant documents

[Corporate Business Plan](#)

[Economic Development Strategy 2018 – 2023](#)

[Urban Forest Strategy](#)

[Reconciliation Action Plan](#)

[Disability Access and Inclusion Plan](#)

Further considerations

A few questions were asked by elected members at the Agenda Briefing Forum on 5 October 2021 in relation to the DAIP and CBS quarterly report.

35. In relation to the DAIP questions around process of developing a graduate program for People with Disability, the Town has commenced discussions with Curtin University for the development of the graduate program for implementation in 2022. The program is focused on aligning both the Town's internal skill requirements with the graduate program courses provided by Curtin. The intent being to provide not only a development opportunity, but employment and career progression opportunities as well.
36. The CBS questions have been addressed directly in the updated attached report.

COUNCIL RESOLUTION (229/2021):

Moved: Cr Brian Oliver

Seconded: Cr Vicki Potter

That Council:

1. Requests the Chief Executive Officer to present to Council quarterly progress reports on the actions, projects and outcomes within the 2021/2022 Annual Strategic Project Plan.
2. Requests the Chief Executive Officer to present to Council quarterly progress reports on the programs within the Community Benefits Strategy 2019-2024.
3. Receives the quarterly written progress reports, for October 2021, relating to the:
 - a) Corporate Business Plan
 - b) 2021/2022 Annual Strategic Project Plan
 - c) Five-year capital works program
 - d) Economic Development Strategy
 - e) Urban Forest Program
 - f) Reconciliation Action Plan
 - g) Disability Access and Inclusion Plan
 - h) Community Benefits Strategy
 - i) Climate Emergency Plan

Carried (9 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

Against: Nil

11.2 Council Resolutions Status Report

Location	Town-wide
Reporting officer	Coordinator Governance and Strategy
Responsible officer	Manager Governance and Strategy
Voting requirement	Simple majority
Attachments	<ol style="list-style-type: none"> 1. Outstanding Council Resolutions Report - September 2021 [11.2.1 - 23 pages] 2. Completed Council Resolutions Report - September 2021 [11.2.2 - 62 pages]

Recommendation

That Council:

1. Notes the Outstanding Council Resolutions Report as shown in attachment 1; and
2. Notes the Completed Council Resolutions Report as shown in attachment 2.

Purpose

To present Council with the Council resolutions status reports.

In brief

- On 17 August 2021, Council endorsed status reporting on the implementation of Council resolutions.
- The status reports are provided for Council's information.

Background

On 17 August 2021, Council resolved as follows:

That Council:

1. Endorse the inclusion of Council Resolutions Status Reports as follows:
 - a) Outstanding Items – all items outstanding; and
 - b) Completed Items – items completed since the previous months' report to be presented to each Ordinary Council Meeting, commencing October 2021.
2. Endorse the format of the Council Resolutions Status Reports as shown in Attachment 1.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL01 – Everyone receives appropriate information in the most efficient and effective way for them	The reports provide elected members and the community with implementation/progress updates on Council resolutions.

Engagement

Internal engagement	
Stakeholder	Comments
All service areas	Relevant officers have provided comments on the progress of implementing Council resolutions.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable				Low	
Environmental	Not applicable				Medium	
Health and safety	Not applicable				Low	
Infrastructure/ ICT systems/ utilities	Not applicable				Medium	
Legislative compliance	Not applicable				Low	
Reputation	Not applicable				Low	
Service delivery	Not applicable				Medium	

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Analysis

- The Outstanding Council Resolutions Report details all outstanding items. Comments on what action has been taken to date have been included by the relevant officers.

4. The Completed Council Resolutions Report details all 2021 Council resolutions that have been completed by officers, as at 23 September 2021. Comments on how these resolutions have been actioned has been included by the relevant officers.
5. These reports will be provided to each Ordinary Council Meeting. The Completed Council Resolutions Report will only provide details of those resolutions completed since the previous report to Council.

Relevant documents

Not applicable.

Further considerations

6. Following the Agenda Briefing Forum on 5 October 2021, items 5, 6 and 7 in Attachment 2 have been updated to clarify the actions taken by Town officers.

COUNCIL RESOLUTION (225/2021):

Moved: Mayor Karen Vernon

Seconded: Cr Vicki Potter

That Council:

1. Notes the Outstanding Council Resolutions Report as shown in attachment 1; and
2. Notes the Completed Council Resolutions Report as shown in attachment 2.

Carried by exception resolution (9 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

Against: Nil

12 Chief Community Planner reports

12.1 Burswood South Streetscape Improvement Plan - draft for advertising

Location	Burswood
Reporting officer	Place Leader (Strategic Planning)
Responsible officer	Manager Place Planning
Voting requirement	Simple Majority
Attachments	<ol style="list-style-type: none">Attachment 1 - Burswood South Streetscape Plan Project Area [12.1.1 - 1 page]Attachment 2 - Draft Burswood South Streetscape Plan (October 2021) [12.1.2 - 58 pages]

Recommendation

That Council endorses the draft Burswood South Streetscape Improvement Plan (October 2021) for public advertising as contained in Attachment 2.

Purpose

This report presents the draft Burswood South Streetscape Improvement Plan (October 2021) and seeks the Council's endorsement to proceed to a period of public advertising.

In brief

- The draft Burswood South Streetscape Improvement Plan (October 2021) applies to the area zoned "Office/Residential" around Burswood and Teddington Roads (refer to Attachment 1 – Project Area).
- The draft Plan addresses a range of issues (pedestrian safety and amenity, vehicle speeds, poor streetscape amenity, lack of landscaping and street trees), planning to ensure the quality of the streetscape and the character of the area reflects the Town's vision for the precinct.
- The draft Plan proposes extensive street tree planting and landscaped verges, rain gardens (stormwater quality devices), public alfresco seating areas, widened footpaths and improved pedestrian crossings, additional on-street parking bays, traffic calming measures, public artwork and undergrounding power.
- The draft Plan is based on community input received through an issues and opportunities survey (March 2021) and technical expertise from a multi-disciplinary project team (urban designers, landscape architects, transport and civil engineers).

Background

1. The Burswood South mixed-use precinct is the area zoned "Office/Residential" in Town Planning Scheme No.1 (TPS1). The draft Plan applies to all streets in this precinct. The precinct currently accommodates a mix of businesses and one apartment building, however there is significant potential for extensive redevelopment for offices and further apartments under the TPS1. Redevelopment has been slower than expected and the poor quality of streetscapes is considered to be a contributing factor.

2. Streetscape improvements (including undergrounding power) were originally proposed in the Town's Causeway Precinct Plan (2009) to complement the increased potential for redevelopment. However, they have not progressed, except for upgrades to GO Edwards Park and changes to the Burswood-Teddington intersection.
3. In 2020, the Council adopted the Burswood South Place Plan - Volume 3 which included Action 3.3 "Prepare and implement a Streetscape Improvement Plan for Burswood and Teddington Roads". The project area was extended to cover all streets in the Office/Residential zone which total around 2 kilometres (a similar length to the recent Archer Street Streetscape Improvement Plan).
4. The project commenced in February 2021 with the engagement of a multi-disciplinary team of urban designs, landscape designers, traffic and civil engineers. An issues and opportunities survey was conducted in March 2021 and received 58 responses. Draft plans were presented to a Concept Forum on 23 July 2021 and made available until 19 August for elected member input.
5. The draft Plan is proposed to be advertised for a period of three weeks after the Council election caretaker period ends on 16 October 2021.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL02 - A community that is authentically engaged and informed in a timely manner.	The design concepts and priorities address business and community needs and priorities.

Economic	
Strategic outcome	Intended public value outcome or impact
EC01 - A desirable place for commerce and tourism that supports equity, diverse local employment, and entrepreneurship.	The revitalisation will ensure the public realm reflects the economic vision for the area and improve its competitive performance in the face of competition from similar areas within the inner city. The revitalisation will attract new and more diverse businesses through a re-branded image and character, attract more customers and visitors, and encourage growth in existing businesses, all contributing to increased local employment opportunities.
EC02 - A clean, safe, and accessible place to visit.	The revitalisation will improve the amenity and quality of the area for visitors, workers, business owners and residents. The design concepts fix existing pedestrian and vehicle safety issues (unsafe pedestrian crossings, intersection conflicts, vehicle speeds, poor night lighting and perceived safety issues). The plan will result in higher levels of streetscape maintenance.

Environment	
Strategic outcome	Intended public value outcome or impact
EN03 - A place with sustainable, safe and convenient transport options for everyone.	The revitalisation will substantially improve the safety and amenity of the pedestrian experience, re-balancing priorities towards pedestrian accessibility within the place (local residents, business customers, employees) from vehicles moving through the place.
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	The revitalisation will introduce much needed and basic sustainability elements such as landscaping, streets trees, and rain gardens, to address climate impacts, heat island effect and improve the amenity of built-up areas for residents, customers and workers alike.
EN07 - Increased vegetation and tree canopy.	The revitalisation will significantly increase vegetation and tree canopy in the public realm. The extent and quality of the public realm greening elements can encourage investment in equally high-quality greening of the private realm through redevelopment.

Engagement

Internal engagement	
Stakeholder	Comments
Street Improvement / Park Operations	The team contributed to the plan via: <ul style="list-style-type: none"> • Provision of baseline context and site information (traffic, road condition, current programs and expenditure, street lighting etc) • Identification of issues and opportunities. • Contribution to and review of design solutions. • Assisted with preliminary engagement of stakeholders (namely Western Power).
Street Operations	The team contributed to the plan via: <ul style="list-style-type: none"> • Identification of issues and opportunities regarding landscaping and verge maintenance. • Review of design solutions.
Place Planning	The team contributed to the plan via: <ul style="list-style-type: none"> • Identification of issues and opportunities regarding landscaping / urban forest and urban design. • Assisted with night audit and conducted a daytime place audit. • Contribution to and review of design solutions.
Parking	The team contributed to the plan via: <ul style="list-style-type: none"> • Identification of issues and opportunities regarding parking and heavy vehicles.

Community Development	The team contributed to the plan via: <ul style="list-style-type: none"> • Identification of issues and opportunities relating to community safety, including a night safety audit.
Property and Leasing	The team contributed to the plan via: <ul style="list-style-type: none"> • Identification of issues and opportunities.

External engagement	
Stakeholders	Community - business owners, residents, landowners and workers.
Period of engagement	March 2021.
Level of engagement	3. Involve
Methods of engagement	Issues and opportunities survey available for 3 weeks via Your Thoughts (attracting a total of 223 page visits) or was physically available by request from the Town.
Advertising	The issues and opportunities survey were promoted by: <ul style="list-style-type: none"> • 450 letters to non-occupying landowners and residents (including the residential area outside the project area up to Harper Street). • Letterbox flyers drop to businesses and residents (up to Harper Street). • Social media posts. • Your Thoughts community engagement platform.
Submission summary	58 survey responses were received. 100% supported change in the streetscape.
Key findings	<ul style="list-style-type: none"> • Mixed levels of satisfaction/dissatisfaction with the quality streets for walking, cycling, driving and parking. • A large majority of respondents did not feel safe at night (69%), and a notable number of respondents were ambivalent about feeling safe during the day (24% were either "neutral", "somewhat" or "strongly disagree" with the question they "felt safe during the day"). • The top 5 priority streetscape improvements were: <ul style="list-style-type: none"> ○ Safer footpaths and road crossings. ○ More trees for shade, shelter and sustainability. ○ Better lighting and safety at night. ○ Slower traffic speeds and safer driving. ○ Better maintenance of streets and cleanliness. • The top 5 recommendations for other improvements: <ul style="list-style-type: none"> ○ Encourage a more vibrant street life. ○ Address traffic issues and management. ○ Address pedestrian crossings, safety and comfort. ○ Landscape and greenery. ○ Address speeding vehicles.

Other engagement	
Stakeholder	Comments
Western Power	To date two meetings have been held with Western Power to investigate the potential for underground power including which Western Power program the project might be eligible for, the extent of subsidies and potential costs. Western Power are in the process of reviewing their underground power programs and engagement is ongoing. The Town hopes to have further information to report to the Council after the draft Plan has been advertised.

Legal compliance

Not applicable.

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable.				Low	
Environmental	The plan does not adequately address the Town's environmental priorities – improve stormwater quality to minimise impacts on the Swan River, increase stormwater aquifer re-charge, grow the urban forest canopy to moderate urban heat vehicle pollution (GHG).	Major	Possible	High	Medium	Treat the risk by – funding all design proposals included in the plan as this provides a direct opportunity to address the Town's environmental priorities as outlined in adoption of Environment Plan and Climate Emergency Plan.
Health and safety	The plan does not adequately address pedestrian and vehicle safety issues.	Major	Possible	High	Low	Treat the risk by – seeking a specialist road safety audit during detailed design phase to

							confirm the plan addresses these issues to an acceptable standard.
Infrastructure / ICT systems / utilities	Not applicable.					Medium	
Legislative compliance	Not applicable.					Low	
Reputation	The Town does not fully implement the plan over a reasonable timeframe, leading to limited impact, community dissatisfaction and persistence or worsening of issues.	Moderate	Possible	Medium	Low		Treat the risk by – carrying out an internal cost-benefit analysis of the design concepts to inform staging priorities over 10 years. Treat the risk by – developing a 10-year funding strategy prior to final adoption which is inserted into the Long-Term Financial Plan.
Service delivery	Insufficient staff resources available for implementation of the plan, leading to delays in commencement or failure to implement fully.	Moderate	Possible	Medium	Medium		Treat the risk by - estimating implementation costs / resources (project management, technical), assess availability within existing service areas, and where gaps existing, recommend gaps filled as part of the funding strategy

Financial implications

<p>Current budget impact</p>	<p>The current budget includes funds to cover this recommendation i.e. advertising costs.</p>
<p>Future budget impact</p>	<p>Should the Council adopt a final Plan (including support for underground power), then future budgets will be required for:</p> <ul style="list-style-type: none"> • Detailed design and construction of underground power (including traffic management). • Detailed design and construction of the streetscape works (including traffic management). • Increased streetscape maintenance. <p>An Opinion of Probable Costs for proposed works along Burswood-Teddington Road (including traffic management) ranges from \$5.1 million (lower cost materials, lesser design interventions) to \$8.7 million (higher quality materials, greater design interventions e.g. rain gardens, additional public art pieces etc.).</p> <p>The costs of implementing the proposed works on the other streets have not been estimated at this point in time. The draft Plan recommends substantially less works for these secondary streets, and the proposal for the 'mini main street' is considered a much longer-term proposal. The estimated cost of street tree planting of the secondary streets is around \$50,000 which can be accommodated under the existing Urban Forest Leafy Streets Program. The cost of a 'green break' (i.e. improved pedestrian access at intersections and raingardens) is estimated between \$25,000 to \$50,000 per intersection.</p> <p>The draft Plan recommends the preparation and Council adoption of a Funding Strategy prior to the commencement of detailed design (refer to Analysis section below).</p>

Analysis

6. The streetscape environment in the Burswood South mixed-use area is poor and does not reflect the vision for the precinct. Site analysis and community engagement reveal issues with pedestrian crossing safety, lack of street trees/canopy cover and greening, poor night lighting, poor street maintenance, vehicle speeds along Burswood-Teddington Road, vehicle difficulty exiting residential side streets and perceived lack of parking.
7. The draft Plan will address current issues, contribute to a more resilient urban area (e.g. minimise urban heat island, improve stormwater quality and air pollution, cater for people versus prioritising vehicles) and ensure the design and quality of streets reflects the vision for the area. Streetscape improvement provides an opportunity to address the image of the area and act as a catalyst for redevelopment and business growth.

8. The draft Plan proposes a range of proposed streetscape improvements:
 - (a) Additional street trees along all verges (where gaps), within the median of Burswood-Teddington Roads and at the 'green gateways' at the beginning of Burswood Road (near Great Eastern Highway) and a longer-term 'green gateway' at the intersection of Burswood Road-Craig Street. Verge landscaping along Burswood-Teddington Roads between the footpath and road. Reinstatement of verges where there are redundant driveways.
 - (b) Widened footpaths (where possible) along Burswood-Teddington Roads. Dedicated pedestrian crossings at various points along Burswood-Teddington Roads.
 - (c) Linemarking to narrow vehicle lanes and additional on-street parking bays / re-marked parking bays on the north side of Burswood Road (where practical) to provide more parking outside businesses and encourage lower vehicle speeds.
 - (d) Raised platforms and widened verges (reduced kerb radii) at the intersections of Burswood Road and Egham and Howick Streets, and the three-way intersection at Burswood-Teddington Roads to significantly reduce vehicle speeds, improve pedestrian/bike access.
 - (e) Widened intersection verges (reduced kerb radii) to create seating areas and narrow road carriageways to slow turning vehicles, improve pedestrian crossing, and provide space for rain gardens (road surface stormwater quality treatment devices).
 - (f) Creation of a future mini-main street along part of Burswood Road (between Teddington Road and Twickenham Street) with flush footpaths (shared, very low speed pedestrian-vehicle street) and street furniture.
9. The issues and opportunities survey identified a high level of dissatisfaction with streets for cycling, however there is insufficient space in the road reserves for a dedicated on-road cycling lane along Burswood-Teddington Roads. Cyclists originating from the adjoining residential area can use the improved pedestrian crossing points to cross Burswood-Teddington Roads and access the regional bike path on the north side of GO Edwards Park. Cyclists moving around within the precinct will benefit from slower vehicles and have the option of using the widened footpaths.
10. The draft Plan recommends underground power to primarily maximise street tree canopy coverage and improve the image and amenity of the area. Additional benefits also gained by undergrounding power include improved reliability of supply, network design including provision being made for anticipated future increase in power demand accruing from future development in the area, improved street lighting which includes more efficient and environmentally friendly LED lighting, and general improvement to safety by removing overhead wiring, reducing the likelihood of incidents involving injury or death caused by contact with the overhead network. Western Power are currently reviewing their underground power programs and further engagement is being undertaken to ascertain which program this project might be eligible for and approximately costs. Further information will be presented to the Council for consideration when available.
11. The draft Plan includes an Implementation chapter which outlines:
 - (a) Actions required to deliver the Plan eg. preparation of a Funding Strategy, progressing underground power investigations, progressing to detailed design etc.
 - (b) Shorter term action that will also contribute to improved streetscape amenity eg. more regular verge mowing, promoting the Town's CCTV Partnership Program, prioritising street tree planting on secondary streets, providing information to businesses about signage improvements, setting aside funds for mini place-activation projects etc.

12. The draft Plan proposes an extensive set of streetscape improvements that will require a significant investment from the Town to implement. As such, it is recommended the Plan be implemented in stages over a 10-year period (or thereabouts). The draft Plan does not include any proposed staging of works at this point in time because there are multiple ways the works can be staged. Staging will be influenced by multiple factors including (but not limited to) a decision whether to proceed with underground power or not and the timing of these works, works that can proceed ahead of a decision on power (eg. some street tree planting), the availability of funds, determining efficient traffic management arrangements to minimise impacts on businesses and costs etc. Staging will be considered when the Funding Strategy is being prepared and will be determined at detailed design phase.
13. The draft Plan recommends the preparation and Council adoption of a Funding Strategy following the Council's adoption of the final Plan. The Funding Strategy will investigate and propose (not limited to):
 - (a) Allocation of funds in the Long-Term Financial Plan and potential for contribution to the costs from landowners.
 - (b) Pursuit of any external grants (if appropriate).
 - (c) Advocacy for funding (if suitable).
14. Should the Council support the draft Plan advertising then the next steps are:
 - (a) Advertising draft Plan – advertise the plan through flyers, social media and Your Thoughts. Hold a community/business information session. Refer the draft Plan to relevant government authorities for feedback.
 - (b) Adoption of final Plan - consider submissions, resolve any outstanding issues, amend the Plan where necessary, present submissions and a final Plan to Council for consideration (anticipated early 2022).
 - (c) Program implementation of the final Plan through the Town's Corporate Business Planning/Place Planning and budgeting cycle to secure resources for implementation of the Plan (eg. preparing a Funding Strategy, resolving underground power, commencing detailed design etc).

Relevant documents

Not applicable.

COUNCIL RESOLUTION (226/2021):

Moved: Mayor Karen Vernon

Seconded: Cr Vicki Potter

That Council endorses the draft Burswood South Streetscape Improvement Plan (October 2021) for public advertising as contained in Attachment 2.

Carried by exception resolution (9 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

Against: Nil

12.2 Local Development Plan - 384 Berwick Street, East Victoria Park

Location	East Victoria Park
Reporting officer	Senior Planning Officer
Responsible officer	Manager Development Services
Voting requirement	Simple majority
Attachments	<ol style="list-style-type: none"> 1. Attachment 1 - Local Development Plan - 384 Berwick Street [12.2.1 - 1 page] 2. Attachment 2 - Applicant's Cover Letter - 384 Berwick Street [12.2.2 - 6 pages] 3. Attachment 3 - Summary of Submissions - 384 Berwick Street [12.2.3 - 2 pages] 4. Attachment 4 - Response to Submissions - 384 Berwick Street [12.2.4 - 2 pages]

Landowner	Berwick EVP Pty Ltd
Applicant	Rowe Group Pty Ltd
Application date	27 July 2021
DA/BA or WAPC reference	5.2021.384.1
MRS zoning	Urban
TPS zoning	Residential
R-Code density	Residential R60
TPS precinct	Precinct 12 – East Victoria Park
Use class	Grouped Dwellings and Multiple Dwellings
Use permissibility	'P' (permitted) use
Lot area	11,027 square metres
Right-of-way (ROW)	Not applicable
Municipal heritage inventory	Not applicable
Residential character study area/weatherboard precinct	Not applicable

Surrounding development

Hillview Bushland to south-east; Edward Millen House and Park including associated buildings to the north-east; Carson Street School to the north-west. The residential development on the opposite side of Berwick Street is zoned Residential R20.

Recommendation

That Council:

1. Approves the Local Development Plan submitted by Rowe Group Pty Ltd (DA Ref: 5.2021.384.1) at No. 384 (Lot 3) Berwick Street, East Victoria Park, pursuant to Schedule 2, Part 6, clause 52(1)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
2. Publish the adopted Local Development Plan on the Town's website in accordance with Schedule 2, Part 6, clause 55 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
3. Those persons who lodged a submission regarding the application be advised of Council's decision.

Purpose

The application is referred to Council for determination, as no delegation exists for the Council's officers to determine a Local Development Plan.

In brief

- The Minister for Planning approved Scheme Amendment No. 78 to the Town's Town Planning Scheme No. 1 on 12 December 2019, which rezoned the land at No. 384 Berwick Street, East Victoria Park from Residential R30 to Residential R60. It is a requirement of the Scheme that a Local Development Plan be approved prior to development of the site.
- The purpose of the Local Development Plan is to coordinate development on the lots to ensure good built form outcomes.
- Approval was granted by the Western Australian Planning Commission (WAPC) on 21 July 2020 and 9 October 2020 for the creation of 40 survey-strata lots, subject to conditions. Condition 5 requires the preparation of a Local Development Plan which addresses streetscape matters, design elements, setbacks, open space, visitor parking locations, pedestrian access and tree planting. It is the responsibility of the Town to clear this condition.
- The Joint Development Assessment Panel on 17 May 2021 granted development approval for the construction of 39 Grouped Dwellings and 32 Multiple Dwellings on the subject site. The development approval coordinates development across the site assuming all lots are developed as per the development approval.
- While it is anticipated that development of the site will be undertaken in accordance with the development approval of 17 May 2021, there is no obligation for the landowner to do so. Accordingly, there is a risk that the site may not be developed in a coordinated manner as per the development approval, and the lots may instead be created, sold and developed independently from one another. To address this possibility, it is necessary for the Local Development Plan to be approved to co-ordinate future development of the lots.

Background

1. The Minister for Planning approved Scheme Amendment No. 78 to the Town's Town Planning Scheme No. 1 on 12 December 2019 to:
 - 1.1 *Modify the Town Planning Scheme No. 1 Precinct Plan P12 'East Victoria Park' by recoding the property at No. 384 (Lot 3) Berwick Street, East Victoria Park from R30 to R60.*
 - 1.2 *Modify Town Planning Scheme No. 1 Precinct Plan 12 'East Victoria Park' by inserting the following development standards for development of the property at No. 384 (Lot 3) Berwick Street, East Victoria Park –*
In relation to the land at No. 384 (Lot 3) Berwick Street, East Victoria Park, the following provisions apply to the development of land –
 - (a) A Local Development Plan is to be prepared and approved prior to the commencement of any development on the site.*
 - (b) Vehicle and/or pedestrian access to be provided to/from Berwick Street, Bailie Avenue and/or Carson Street, and to be supported by a Traffic Impact and Road Safety Assessment report.*
 2. The Town received a subdivision referral in April 2020 from the WAPC for the creation of 41 lots serviced by one common property lot (lot 41). 39 lots were proposed to be developed for grouped dwellings with lots ranging in size from 114m² to 171m². Lot 9 was proposed as a freehold lot to be developed for multiple dwellings with a lot size of 1,682m². Subdivision approval was granted on 21 July 2020 subject to a number of conditions and advice notes.
 3. The Town received a subsequent subdivision referral from the WAPC in July 2020 for the creation of two lots, one lot being for the grouped dwellings (lot 1) and the other lot being for the multiple dwellings (lot 2). Approval was granted on 9 October 2020 subject to several conditions and advice notes.
 4. Condition 5 of the conditional subdivision approval for the creation of 41 lots requires a Local Development Plan (LDP) to be prepared and approved, and reads as follows:
"A Local Development Plan being submitted and approved for lots 1-41 that addresses, but is not limited to, the following:
 - (i) streetscape matters including street setbacks, fencing, garage locations, primary frontages;*
 - (ii) design elements including roof pitch and building height;*
 - (iii) setbacks to boundaries and public spaces;*
 - (iv) open space;*
 - (v) visitor parking locations, pedestrian access, and tree planting; and*
 - (vi) design and overall height of proposed Lots 10 to 19 that minimises impact on views from the formal approach to State Registered Place 2176 Edward Millen Home (fmr);*
to the specification of the Town of Victoria Park and satisfaction of the Western Australian Planning Commission".
 5. The Joint Development Assessment Panel on 17 May 2021 approved the construction of 39 Grouped Dwellings and 32 Multiple Dwellings on the subject site. The approved development is consistent with the proposed Local Development Plan.
 6. The old National Archives Building was demolished in September 2020.
 7. The Council at the 21 September 2021 Ordinary Council Meeting resolved to approve an application for retrospective approval of a temporary sales office, signage, and landscaping on the site.
-

Application summary

8. A Local Development Plan (LDP) is a mechanism to coordinate and assist in achieving better built form outcomes by linking lot design to future development. Decision makers are to give 'due regard' to an approved LDP when making decisions in respect to the development of land. Once approved, a LDP is valid for a duration of 10 years.
9. LDPs are used in limited situations to guide the design and development of small or constrained lots or to achieve design outcomes. In this case, the requirement to prepare a LDP was a condition of both the Scheme Amendment No. 78 and the subdivision approval.
10. The LDP submitted (see Attachment 1) addresses the following development matters:
 - Dwelling orientation;
 - Setbacks on ground and first floors to each common accessway and other boundaries;
 - Building height;
 - Fencing;
 - Pedestrian access;
 - Vehicle access and garage locations;
 - Outdoor living area locations;
 - Retention of established trees; and
 - Visitor bay locations.

Applicants submission

11. In correspondence dated 2 June 2021, the applicant provides an overview of the proposal (see below and attachment 2 for relevant content). The applicant has advised the following:

"On 17 May 2021 the Metro Inner South Joint Development Assessment Panel ('JDAP') issued development approval for multiple and grouped dwellings at the subject site ('Approved Development'). We now submit this amended LDP for the Town's consideration, which has been slightly updated to reflect the Approved Development.

Given a development has already been approved at the subject site, we understand the intention of the LDP is to 'future-proof' the subject site for any future development. Notwithstanding our Client's intention is to implement the Approved Development in full as expeditiously as possible, the LDP will ensure the subject site continues to operate functionally and holistically, and that the design of the built form is consistent across the subject site.

Proposed Local Development Plan

The subject site (proposed LDP) is zoned 'Residential' under the provisions of LPS1 and assigned a density coding of R60. The proposed LDP is consistent with this density and facilitates the residential development of the subject site.

The following provides a brief overview of the provisions included in the proposed LDP.

- Dwelling Orientation

The LDP prescribes dwelling orientation toward Berwick Street, Edward Millen Reserve and the 12m common accessways. Dwelling on lots addressing the reserve are required to have their outdoor living area adjacent to the reserve.

This ensures Berwick Street is activated by affording Lots 1 – 8 direct pedestrian access from the street. It also allows for an attractive outlook to Edward Millen Reserve which enables passive surveillance and fosters social interaction.

- Street Setbacks

The LDP outlines a minimum primary setback of 3.0 metres to Berwick Street, and a range of minimum ground floor primary setbacks from nil to 2.0 metres to the common accessways. The street setback provisions are consistent with the Approved Development.

The Berwick Street setback is consistent with the R60 primary street setback under State Planning Policy 7.3 Residential Design Codes Volume 1 ('R-Codes Volume 1'), in order to maintain consistency with the emerging streetscape of the locality. The setbacks to the common accessways represent a minor variation to R-Codes Volume 1 provisions.

The widths of the common accessways, approved through the Subdivision Approval, provide adequate space for pedestrian access, visitor bays, landscaping, bin collection and servicing, therefore accommodating and appropriate for reduced street setbacks.

- Lot Boundary Setbacks

The LDP proposes a minimum 3.0 metre setback to Edward Millen Reserve on the ground floor. This setback provides space for outdoor living areas with an aspect over Edward Millen Reserve.

The LDP provides for nil setbacks to the Hillview Community Bushland for the multiple dwellings, and a minimum 1.0 metre setback for the grouped dwellings. For all other lot boundaries, the LDP provides for nil side setbacks behind the street setback lines.

The nil lot boundary setbacks allow for greater efficiency in dwelling design, as well as to maximise the private open space area at the rear of the grouped dwellings. The nil setbacks for future Lot 9 are permitted provided that windows and articulation of the built form are incorporated into the façade.

The lot boundary setback provisions are consistent with the Approved Development.

- Building Height

The LDP proposes a variation to the building height provisions set out in LPS 1 P12 Precinct. A maximum building height of 12 metres (3 storeys) for grouped dwellings and 15 metres (4 storeys) for multiple dwellings is proposed. in lieu of 8.6 metres. The building height provisions are consistent with the building height of the Approved Development.

The proposed height variation for grouped dwellings is consistent with the provisions of the R-Codes Volume 1. We have been advised by the Department of Planning, Lands and Heritage ('DPLH1 that a provision allowing for 12-metre building height was removed from Amendment 78 prior to Ministerial approval. as it was mistakenly considered "unnecessary" and a "duplication" of the R-Codes Volume 1 provision.

Previous discussions with both the DPLH and the Town confirm that a 12 metre /3 storey building height at the subject site is contemplated by and the intention of both authorities. We therefore consider the proposed height variation for grouped dwellings to be acceptable.

The proposed height variation for multiple dwellings is designed to accommodate the significant difference in levels across the subject site.

- Additional Provisions

The LDP also includes provisions which address the following matters:

- Streetscape provisions to ensure dwellings suitably address street frontages and public open space through high quality architectural design;
- Location of retained established trees;
- The construction of uniform fencing adjacent to public open space by developers; and
- Minimum building height provisions to maintain visually cohesive streetscapes and ensure two-storey boundary walls are built abutting one-another."

12. The applicant’s submission is contained in full within Attachment 2.

Relevant planning framework

Legislation	<ul style="list-style-type: none"> • Planning and Development Act 2005 • Planning and Development (Local Planning Schemes) Regulations 2015 • Town Planning Scheme No. 1 • TPS1 Precinct Plan 12 – ‘East Victoria Park Precinct’
State Government policies, bulletins or guidelines	<ul style="list-style-type: none"> • Framework for Local Development Plans • Residential Design Codes Volume 1 • Residential Design Codes Volume 2
Local planning policies	<ul style="list-style-type: none"> • Local Planning Policy No. 25 – Streetscape • Local Planning Policy No. 39 – Tree Planting and Retention
Other	Not applicable.

General matters to be considered

TPS precinct plan statements	<p>The following statements of intent contained within the precinct plan are relevant to consideration of the application.</p> <p><i>“Redevelopment shall be consistent with existing style, character and scale of dwellings throughout the precinct.</i></p> <p><i>New buildings shall be set back from all boundaries although variations reflecting existing character of development will be permitted. Buildings shall be set in landscaped surrounds and mature trees shall be preserved. Design guidelines will apply throughout the precinct and specific controls will be progressively introduced for pockets of identifiable character housing.</i></p>
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	<p><i>While the effect of traffic should be minimised through appropriate design measures, all development shall face the street in the traditional manner.</i></p> <p><i>Priority will be given to ensuring new development, particularly infill and development at higher densities, does not result in the undue loss of privacy or amenity for existing residents."</i></p>
Local planning policy objectives	<p>The following objectives of Local Planning Policy No. 25 – Streetscape are relevant in determining the application.</p> <ul style="list-style-type: none"> • <i>"To preserve or enhance streetscape character, by ensuring that development is sensitive to the streetscape and in keeping with the established and desired character of the locality.</i> • <i>Development should reinforce desired built form characteristics for the locality and should ensure that the appearance of development is of high quality and contributes positively to the streetscape.</i> • <i>Sustainable designs and innovative designs are encouraged, however regard is still to be given to maintaining design compatibility with the existing and desired streetscape character.</i> • <i>All development is to promote safety and security for occupants and the community by having regard to Crime Prevention Through Environmental Design (CPTED) principles."</i>
Deemed clause 67 of the Planning and Development (Local Planning Schemes) Regulations 2015	Not applicable.
Urban forest strategy	Not applicable.

Compliance assessment

13. Schedule 2, Part 6 of the *Planning and Development (Local Planning Schemes) Regulations 2015* details the process for assessing and determining an LDP, including the following:

"51. Consideration of submissions –

The local government –

must consider all submissions in relation to a local development plan made to the local government within the period specified in a notice advertising a proposed local development plan; and

may consider submissions in relation to a local development plan made to the local government after that time; and

is to have due regard to the matters set out in clause 67(2) to the extent that, in the opinion of the local government, those matters are relevant to the development to which the plan relates.

52. Decision of local government

(1) Following consideration of a proposed local development plan, including any amendments made to the plan to address matters raised in submissions, the local government must –

(a) approve the local development plan; or

(b) require the person who prepared the local development plan to –

(i) modify the plan in the manner specified by the local government; and

(ii) resubmit the modified plan to the local government for approval;

or

(c) refuse to approve the plan.

(1A) The local government must not approve a local development plan under subclause (1) if –

(a) the local development plan amends or replaces a deemed-to-comply provision of the R-Codes; and

(b) under the R-Codes, the Commission's approval is required for the local development plan; and

(c) the Commission has not approved the local development plan.

(2) The local government is to be taken to have refused to approve a local development plan if the local government has not made a decision under subclause (1) –

(a) if the plan was advertised – within the period of 60 days after the last day for making submissions specified in accordance with clause 50(5) or a longer period agreed between the local government and a person other than the local government who prepared the plan.

(b) if the plan was not advertised – within the period of 60 days after the resolution not to advertise the plan was made by the local government or a longer period agreed between the local government and a person other than the local government who prepared the plan.

54. Review

A person who prepared a local development plan may apply to the State Administrative Tribunal for a review, in accordance with the Planning and Development Act 2005 Part 14, of a decision by the local government not to approve the local development plan."

14. As per the Residential Design Codes of WA (R-Codes), the development of land for residential purposes is to be in accordance with the requirements of the R-Codes. The R-Codes do, however, permit a Local Development Plan to amend or replace certain deemed-to-comply requirements of the R-Codes. Those deemed-to-comply requirements of the R-Codes proposed to be amended through the Local Development Plan are detailed below.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL02 - A community that is authentically engaged and informed in a timely manner.	Community consultation was undertaken on the Local Development Plan to provide the community with the opportunity to make comments.

Environment	
Strategic outcome	Intended public value outcome or impact
EN01 - Land use planning that puts people first in urban design, allows for different housing options for people with different housing need and enhances the Town's character.	The Local Development Plan allows for different housing options and provides guidance regarding urban design outcomes.

Engagement

External engagement	
Stakeholders	Owners and occupiers within a 200 metre radius of the site.
Period of engagement	12 August 2021 to 26 August 2021 (14 days), as per Local Planning Policy No. 37 – Community Consultation on Planning Proposals.
Level of engagement	2. Consult
Methods of engagement	<ul style="list-style-type: none"> Letters to owners and occupiers within a 200 metre radius of the site; Sign on site; Southern Gazette Newspaper Notice.
Advertising	As above.
Submission summary	Two submissions were received which provided general comments.
Key findings	A summary of the submissions received during the community consultation period can be found in Attachment 3. The applicant's response to submissions can be found in Attachment 4.

Risk management considerations

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable.					
Environmental	Not applicable.					
Health and safety	Not applicable.					
Infrastructure / ICT systems/ utilities	Not applicable.					

Legislative compliance	The proponent has the right of review to the State Administrative Tribunal against Councils decision.	Moderate	Unlikely	Medium	Low	Accept
Reputation	Negative public perception towards the Town dependent upon the decision.	Moderate	Likely	Medium	Low	Accept
Service delivery	Not applicable.					

Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Analysis

15. Under the applicable planning framework, local governments may vary some of the deemed-to-comply provisions of the R-Codes via Local Planning Policies and/or Local Development Plans. The Town's Local Planning Policy – Streetscape, for example, increases the deemed-to-comply primary street setback requirement applicable under the R-Codes.
16. The LDP proposes a variation to the street setback requirement to those lots fronting Berwick Street (Lots 1 – 8) as follows:

Development Provision	R-Codes	LPP 25 - Streetscape	Proposed LDP
Primary Street Setback	2m minimum	3m minimum 6m average	3m minimum No average

17. With regards to the primary street setback, due to the nature of the land adjoining the subject site (bushland and school directly adjoining) no established street setback pattern exists to Berwick Street on this side of the street. The reduced setbacks are therefore not expected to have a detrimental impact on the streetscape character and the proposed setback is acceptable in this instance.

18. The variation proposed to the primary street setback is considered to be appropriate for the subject site and its context, and it is recommended that Council approves the proposed Local Development Plan.
19. The other development standards contained in the LDP are supported and will achieve better design outcomes than would be the case under the R-Codes.
20. It is noted that the standards in the LDP are consistent with the development plans approved by the JDAP ie. the provisions outlined in the LDP reflect the approved development.
21. Approval of the LDP will ensure the co-ordination of development of the lots, particularly if the lots are not to be developed simultaneously as per the JDAP's development approval. Accordingly, it is recommended that Council approve the LDP.

Further considerations

22. The provision of public art was taken into consideration with the JDAP approval, and in line with 'Council's Local Planning Policy 29 - Public Art Private Developer Contribution' is secured by way of a planning condition.

In accordance with [WAPC's Manner and Form Framework for Local Development Plans \(August 2015\)](#) public art is not a matter that is typically included in Local Development Plans.

23. Tree planting is considered at development approval stage and not typically included in Local Development Plans.
24. In relation to the JDAP approval, the provision of new tree plantings in association with the grouped dwellings, was assessed as compliant with Council's Local Planning Policy 39 – Tree Planting and Retention (LPP 39). The provision of tree planting and landscaping has been secured by way of a planning condition on the development approval.
25. LPP 39 requires the planting of 39 medium trees on the subject site. The development proposes the planting of 1 large tree, 25 medium trees and 31 small trees.
26. Two submissions received in relation to the development application mentioned the urban heat island effect. These (and other submissions) were included in the schedule of submissions attachment to the Responsible Authority Report, and subsequently would have been considered by JDAP in its determination. No detailed analysis of the urban heat island effect was included in the Responsible Authority Report however.
27. No internal referrals took place in relation to the Local Development Plan on account that these had already taken place as part of the Development Application. The internal referrals that took place as part of the Development Application included Environmental Health Officer(s), Building Officer(s), Parks Officer(s), Street Operations Engineer(s) and Place Planning Officer(s).

COUNCIL RESOLUTION (230/2021):**Moved:** Cr Brian Oliver**Seconded:** Cr Bronwyn Ife

That Council:

1. Approves the Local Development Plan submitted by Rowe Group Pty Ltd (DA Ref: 5.2021.384.1) at No. 384 (Lot 3) Berwick Street, East Victoria Park, pursuant to Schedule 2, Part 6, clause 52(1)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
2. Publish the adopted Local Development Plan on the Town's website in accordance with Schedule 2, Part 6, clause 55 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
3. Those persons who lodged a submission regarding the application be advised of Council's decision.

Lost (0 - 9)**For:** Nil**Against:** Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi*Cr Oliver raised an alternate motion.***COUNCIL RESOLUTION (231/2021):****Moved:** Cr Brian Oliver**Seconded:** Mayor Karen Vernon

That Council:

1. Rejects the Local Development Plan submitted by Rowe Group Pty Ltd (DA Ref: 5.2021.384.1) at No. 384 (Lot 3) Berwick Street, East Victoria Park, pursuant to Schedule 2, Part 6, clause 52(1)(a) of the Planning and Development (Local Planning Schemes) Regulations 2015 due to the impact of the nil setback on the adjacent bushland.
2. Advise those persons who lodged a submission regarding the application of Council's decision.

Carried (9 - 0)**For:** Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi**Against:** Nil**Reason:**

Due to the impact of the nil setback on the adjacent bushland.

13 Chief Operations Officer reports

13.1 TVP-21-04 Fletcher Park Grounds Maintenance Services

Location	Carlisle
Reporting officer	Reserves and Capital Works Supervisor
Responsible officer	Manager Infrastructure Operations
Voting requirement	Simple majority
Attachments	<ol style="list-style-type: none">1. CONFIDENTIAL REDACTED - TV P 21-04 - Evaluation Report [13.1.1 - 26 pages]2. CONFIDENTIAL REDACTED - Appendix A - Procurement Plan [13.1.2 - 5 pages]3. CONFIDENTIAL REDACTED - Appendix B - Evaluation Plan [13.1.3 - 17 pages]4. CONFIDENTIAL REDACTED - Appendix F Evaluation Matrix [ZSVD] [13.1.4 - 298 pages]5. TV P-21-04 - Probity Certificate [13.1.5 - 2 pages]

Recommendation

That Council awards the contract associated with TVP/21/04 Fletcher Park Grounds Maintenance Services, to Green Options Pty Ltd (ABN: 59 002 456 797), for the maintenance of Fletcher Park active reserve, with the terms and conditions as outlined in the contract, for the lump sum price of \$551,731.53 (excluding GST) over 3 years.

Purpose

For the Council to accept the submission by Green Options Pty Ltd for the maintenance of Fletcher Park Active Reserve. As the value of the contract exceeds \$250,000, the acceptance of the offer and subsequent award of any such contract is to be determined by Council.

In brief

- TVP/21/04 Fletcher Park Grounds Maintenance Services was published on 21 July 2021 through the newspaper, Tenderlink, the Town's website, and Council Administration Centre and Library public notice boards. The tenders to be received on or before 2pm (WST) 13 August 2021.
- Suppliers were requested to provide horticultural maintenance services for Fletcher Park Active Reserve. The approved municipal funding allocation for this item is \$205,000 on the 2021/2022 Parks maintenance budget. The contract is for three years with the option of two further 12-month extensions.
- An evaluation of the tender submissions against the prescribed criteria has been completed and it is recommended that Council accepts the submission made by Green Options Pty Ltd and enters a contract for maintenance services for Fletcher Park.

Background

1. Fletcher Park is recognized as an A-grade regional recreation facility within the Town of Victoria Park for cricket and hockey use.

2. The site has two blocks of turf wicket comprising five pitches on each, as well as sixteen turf practice nets and three synthetic practice pitches.
3. The clubs that use the reserve are very active with a high membership base.
4. The site is expected to be kept to an extremely high standard consistent with the level for A-grade sport. The site is also used extensively for passive recreation and boasts a strong connection with the local community.
5. The tender scope of work includes all maintenance of the reserve greenspace to a high standard including surrounds, playing surfaces, turf wickets, fertilizing, application of wetting agents, pest control, renovations and managing irrigation.

Compliance criteria

6. Tender submissions must comply with the advice provided under the compliance criteria, as indicated in section 4.2 of the tender documents.
7. The Town’s Contracts and Procurement Officer assessed all submissions for compliance against the compliance criteria set out in section 4.2 of the tender documents.
8. All submissions were deemed compliant.

Evaluation process

<p>Relevant Experience Provide details of Experience working on similar work/projects undertaken, including information on:</p> <ul style="list-style-type: none"> i). Project start and end dates and extensions granted; ii). Role of the tenderer, tender price, variations, and final cost. iii). Details of personnel and sub-contractors involved iv). Issues that arose during the project and how these were managed v). Referees (minimum of 3) 	<p>Weighting 20%</p>
<p>Resourcing and Expertise Tenderers must address the following information in an attachment and label it “Resourcing and Expertise”</p> <ul style="list-style-type: none"> i). Provide details of key personnel, staff, and sub-contractor(s) to be allocated to this project. ii). Technical Skills & Expertise (CV’s to be provided) iii). Provide details on resources to be allocated to this project including plant. 	<p>Weighting 15%</p>
<p>Methodology, Key Issues, and Risk Tenderers should detail the process they intend to use to achieve the Requirements of the Specification. Areas that you may wish to cover include:</p> <ul style="list-style-type: none"> i). Proposed methodology specific and relevant to the services for the delivery of this Project ii). Demonstrate understanding of the required scope by identifying the key issues and risks associated with delivering the project and mitigation iii). A works Program/Gantt chart to be provided including seasonal renovations iv). Weed/Pest control v). Schedule for renovations 	<p>Weighting 25%</p>

<p>Occupational, Health and Safety</p> <p>In addition to the questionnaire in Appendix A (Section 4.4 and 4.5 of the tender request) Tenderers should provide the following information:</p> <ul style="list-style-type: none"> i).Details of their Occupational, Health & Safety policies and procedures ii). Examples of Safe Work Method Statements (SWMS) or Job safety Analysis (JSA) relevant to this type of contract iii). Safety record including Lost Time Injuries (LTI's) for last 3 years iv). Previous issues dealt with and resolution 	<p>Weighting 10%</p>
<p>Price</p> <p>Tenderers shall provide Lump-sum (1) one-year fixed pricing by completing the Price Schedule in the format provided by the Principal in “Attachment – Annual Grounds Maintenance Pricing” and attach it to their submission labelled “Price”</p>	<p>Weighting 30%</p>

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	A public tender process ensures integrity in the appointment of contracts for maintaining Town assets.

Economic	
Strategic outcome	Intended public value outcome or impact
EC02 - A clean, safe and accessible place to visit.	Programmed maintenance of the Towns public Open Space ensures an aesthetically pleasing and clean area for public use.

Environment	
Strategic outcome	Intended public value outcome or impact
EN06 - Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.	Regular maintenance of the Towns Public open Space ensures they are kept to an acceptable standard for passive recreation and community sport.

Social	
Strategic outcome	Intended public value outcome or impact
S01 - A healthy community.	Providing high quality recreation areas encourages public participation in passive recreation, exercise and sport promoting a healthy community.

Engagement

Internal engagement	
Stakeholder	Comments
Procurement	Provided advice and acted as a probity advisor throughout the process.
Park staff	Provided technical advice on specifications
Community Development Officer	Provided information on bookings and club requirements

Legal compliance

[Section 3.57 of the Local Government Act 1995](#)

[Part 4 Division 2 of the Local Government \(Functions and General\) Regulations 1996](#)

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Failure to have a transparent, credible process for employing a contractor.	Moderate	Almost certain	High	Low	TREAT risk by awarding a contract with clear scope, objectives, service level agreement and KPI's to ensure Fletcher Park is maintained to agreed standard.
Environmental	Failure to maintain park resulting in the spread of weeds.	Moderate	Likely	High	Medium	TREAT risk by adopting a regular maintenance regime
Health and safety	Failure to maintain playing surface to a safe standard resulting in sporting injuries.	Moderate	Possible	Medium	Low	TREAT risk by adopting an appropriate maintenance regime suitable for active reserve use

Infrastructure/ ICT systems/ utilities	Not applicable.				Medium	
Legislative compliance	Not applicable.				Low	
Reputation	Not applicable.				Low	
Service delivery	Failure to maintain park due to lack of resources.	Moderate	Likely	High	Medium	TREAT risk by awarding this contract to recommended contractor

Financial implications

Current budget impact	<p>As the value of the contract exceeds \$250,000, the acceptance of the offer/tender and subsequent award of any such contract is to be determined by Council.</p> <p>Sufficient funds exist within the annual budget to address this recommendation.</p>
Future budget impact	Funds relating to this tender will be included in future budgets.

Relevant documents

[Council Policy 301 Purchasing](#)

Analysis

9. Due to the value of the tender potentially being over \$1,000,000, an external probity advisor was formally engaged to provide probity oversight and compliance with relevant legislation and the Town's Procurement policy requirements. A probity certificate is provided in the attachment. The detailed evaluation report is also provided as a confidential attachment.
10. The assessment of the submissions was formally undertaken by a panel that included:
 - Reserves and Capital Works Supervisor
 - Manager Infrastructure Operations
 - Finance Manager
11. The Town received three submissions; all were compliant.
12. The evaluation of the submissions against the quantitative and qualitative criteria resulted in the rankings as shown below, with the first ranking scoring the highest.

Company	Ranking
Environmental Industries Pty Ltd	2
Green Options Pty Ltd	1
Perth Cricket Club	3

13. Therefore, it is recommended Green Options Pty Ltd be awarded the contract as it is considered the most advantageous for the Town.

Further considerations

14. At the 5 October 2021 Agenda Briefing Forum, it was asked whether the Town was aware that Perth Cricket Club (PCC) were looking to invest in the Town's infrastructure. The PCC had indicated in their tender submission that they were considering replacing one of the centre wicket blocks and one of the training blocks. The estimate for the work was \$100,000. The Town Officers involved with the tender process were not aware of grant funding or the \$250,000 amount indicated at the ABF.

COUNCIL RESOLUTION (232/2021):

Moved: Mayor Karen Vernon

Seconded: Cr Vicki Potter

That Council awards the contract associated with TVP/21/04 Fletcher Park Grounds Maintenance Services, to Green Options Pty Ltd (ABN: 59 002 456 797), for the maintenance of Fletcher Park active reserve, with the terms and conditions as outlined in the contract, for the lump sum price of \$551,731.53 (excluding GST) over 3 years.

Lost (2 - 7)

For: Cr Ronhhda Potter and Cr Brian Oliver

Against: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

14 Chief Financial Officer reports

14.1 Schedule of Accounts for August 2021

Location	Town-wide
Reporting officer	Financial Services Controller
Responsible officer	Finance Manager
Voting requirement	Simple majority
Attachments	1. Payment Summary - August 2021 [14.1.1 - 6 pages]

Recommendation

That Council:

1. Confirms the accounts for August 2021, as included in the attachment, pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.
2. Confirms the direct lodgement of payroll payments to the personal bank accounts of employees, pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

Purpose

To present the payments made from the municipal fund and the trust fund for the month ended 31 August 2021.

In brief

- Council is required to confirm payments made from the municipal fund and the trust fund each month, under Section 13 of the *Local Government (Financial Management) Regulations 1996*.
- The information required for Council to confirm the payments made is included in the attachment.

Background

1. Council has delegated the Chief Executive Officer the authority to make payments from the municipal and trust funds in accordance with the *Local Government (Financial Management) Regulations 1996*.
2. Under Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal fund or the trust fund, each payment is to be noted on a list compiled for each month showing:
 - a) the payee's name
 - b) the amount of the payment
 - c) the date of the payment
 - d) sufficient information to identify the transaction
3. That payment list should then be presented at the next ordinary meeting of the Council, following the preparation of the list, and recorded in the minutes of the meeting at which it is presented.

4. The payment list and the associated report was previously presented to the Finance and Audit Committee. Given this Committee's scope has changed to focus more on the audit function, the payment listings will be forwarded to the Elected Members ahead of time. Any questions received prior to the finalisation of the report will be included along with the responses within the Schedule of Accounts report for that month.
5. The list of accounts paid in accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* is contained within the attachment and is summarised below.

Fund	Reference	Amounts
Municipal Account		
Creditors – EFT Payments		\$9,347,770.27
Payroll		\$1,713,595.76
Bank Fees		\$8,671.45
Corporate MasterCard		\$3,927.68
Total		\$11,073,965.16

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	The monthly payment summary listing of all payments made by the Town during the reporting month from its municipal fund and trust fund provides transparency into the financial operations of the Town
CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	The presentation of the payment listing to Council is a requirement of Regulation 13 of <i>Local Government (Financial Management) Regulation 1996</i> .

Legal compliance

[Section 6.10\(d\) of the Local Government Act 1995](#)

[Regulation 13 of the Local Government \(Financial Management\) Regulation 1996](#)

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Misstatement or significant error in Schedule of accounts.	Moderate	Unlikely	Medium	Low	Treat risk by ensuring daily and monthly reconciliations are completed. Internal and external audits.
Financial	Fraud or illegal transactions	Severe	Unlikely	High	Low	Treat risk by ensuring stringent internal controls, and segregation of duties to maintain control and conduct internal and external audits.
Environmental	Not applicable.					
Health and safety	Not applicable.					
Infrastructure/ICT systems/utilities	Not applicable.					
Legislative compliance	Not accepting schedule of accounts will lead to non-compliance.	Major	Unlikely	Medium	Low	Treat risk by providing reasoning and detailed explanations to Council to enable informed decision making. Also provide the Payment summary listing prior to preparation of

14.2 Financial Statements for August 2021

Location	Town-wide
Reporting officer	Financial Services Controller
Responsible officer	Finance Manager
Voting requirement	Absolute majority
Attachments	1. Financial Statements - August 2021 [14.2.1 - 40 pages]

Recommendation

That Council:

1. Accepts the Financial Activity Statement Report – 31 August 2021, as attached.
2. Accepts the budget amendment to increase the reserve maintenance budget by \$9,000 for the locking of gates to the basketball courts at Koolbardi Park.

Purpose

To present the statement of financial activity reporting on the revenue and expenditure for the period ended 31 August 2021.

In brief

- The financial activity statement report is presented for the month ending 31 August 2021.
- The report complies with the requirements of Regulation 34 (financial activity statement report) of the *Local Government (Financial Management) Regulations 1996*.
- The financial information as shown in this report does not include a number of end-of-financial year adjustments that are still yet to occur, as well as the final approval by the Auditor. The figures stated should therefore not be taken as the Town's final financial position for the period ended [date].

Background

1. Regulation 34 of the *Local Government (Financial Management) Regulations 1996* states that each month, officers are required to prepare monthly financial reports covering prescribed information, and present these to Council for acceptance.
2. As part of the monthly financial reports, material variances are reported. Thresholds are set by Council and are as follows:

Revenue

Operating revenue and non-operating revenue – material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) \$25,000 and, in these instances, an explanatory comment has been provided.

Expense

Operating expense, capital expense and non-operating expense – material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) \$25,000 and in these instances, an explanatory comment has been provided.

3. For the purposes of explaining each material variance, a three-part approach has been applied. The parts are:

Period variation

Relates specifically to the value of the variance between the budget and actual figures for the period of the report.

Primary reason(s)

Explains the primary reason(s) for the period variance. Minor contributing factors are not reported.

End-of-year budget impact

Forecasts the likely financial impact on the end-of-year financial position. It is important to note that figures in this part are 'indicative only' at the time of reporting and may subsequently change prior to the end of the financial year.

Strategic alignment

Strategic alignment still needs to happen through the custom fields however, the information below can be used to help populate the table.

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	To make available timely and relevant information on the financial position and performance of the Town so that council and public can make informed decisions for the future.
CL10 - Legislative responsibilities are resourced and managed appropriately, diligently and equitably.	Ensure the Town meets its legislative responsibility in accordance with Regulation 34 of the <i>Local Government (Financial Management) Regulations 1996</i> .

Engagement

Internal engagement	
Service Area Leaders	All service area leaders have reviewed the monthly management reports and provided commentary on any identified material variance relevant to their service area.

Legal compliance

[Regulation 34 of the Local Government \(Financial Management\) Regulations 1996](#)

Risk management consideration

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Misstatement or significant error in financial statements	Moderate	Unlikely	Medium	Low	Treat risk by ensuring daily and monthly reconciliations are completed. Internal and external audits.
Financial	Fraud or illegal transaction	Severe	Unlikely	High	Low	Treat risk by ensuring stringent internal controls, and segregation of duties to maintain control and conduct internal and external audits.
Environmental	Not applicable.					
Health and safety	Not applicable.					
Infrastructure/ICT systems/utilities	Not applicable.					
Legislative compliance	Council not accepting financial statements will lead to non-compliance	Major	Unlikely	Medium	Low	Treat risk by providing reasoning and detailed explanations to Council to enable informed decision making. Also provide the Payment summary listing prior to preparation of this report for comments.

Financial implications

Current budget impact	Commentary around the current budget impact is outlined in the Statement of Financial Activity, forming part of the attached financial activity statement report.
Future budget impact	Commentary around the future budget impact is outlined in the Statement of Financial Activity, forming part of the attached financial activity statement report.

Analysis

4. The financial activity statement report – 31 August 2021 complies with the requirements of Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996. It is therefore recommended that the financial activity statement report – 31 August 2021 be accepted.
5. The budget amendment request complies with the requirements of the *Local Government Act 1995* Section 6.8. It is therefore recommended that the budget amendment request be approved.
6. To increase the reserve maintenance budget by \$9,000 for the locking of gates to the basketball courts at Koolbardi Park. The increase in the reserve maintenance budget is to fund daily contractor attendance to ensure the gates at Koolbardi Park are opened and locked. This proposed item is to be funded from the Parks Renewal Reserve where the purpose is to be used to assist in funding renewal initiatives associated with Council's parks.

Relevant documents

Not applicable.

Further considerations

7. Koolbardi Park budget amendment – Currently the rangers are locking the gates Monday to Friday at 7:30pm. Initially the Town's contracted cleaners were locking and unlocking, but arrangement ceased due to anti-social behaviour. Closing on weekends is outside rostered working hours for rangers and it is more cost effective for our security firm to lock on weekends and public holidays. It is proposed to engage the security firm 7 days per week to lock and unlock to ensure regularity. This recognises that rangers, on occasion may have other priorities e.g., a dog attack. The requested budget amendment will cover the remaining financial year.
8. Noise emissions within Western Australia are managed via the *Environmental Protection (Noise) Regulations 1997*. The Regulations apply specifically to noise emissions from sites such as the basketball/tennis courts. The Regulations specify the maximum permissible noise levels (termed assigned levels) at noise sensitive premises, caused by the basketball noise, during various times of the day.
9. Time of day affects the assigned levels for noise-sensitive premises, as follows -
 - a) Lowest levels at night (10 pm to 7 am any day or to 9 am Sundays and Public Holidays);
 - b) Higher levels during the evenings (7 pm to 10 pm) and on Sundays and Public Holidays (9am to 7 pm); and
 - c) Highest levels during the day (7 am to 7 pm Monday to Saturday).
10. These assigned levels may be modified (i.e. increased) in the event that there are significant influencing land uses within 100 m and 450 m radii of the sensitive receptor, including:
 - a) industrial land use zonings;

- b) commercial zonings; and
- c) the presence of major or secondary roads.

11. The results of the first noise level assessments indicated that the noise levels at the residences were above the daytime assigned levels.

AMENDMENT:

Moved: Cr Claire Anderson

Seconded: Cr Vicki Potter

Remove point 2 of the recommendation and replace it with:

Requests the CEO to investigate alternative options for the locking of gates, to the basketball courts at Koolbardi Park and bring a report back to Council in November.

Carried (9 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

Against: Nil

Reason:

Instead of choosing to amend the budget by \$9,000 initially, there are other options such as time delayed locks, some of these can be controlled by apps on phones. They will not automatically lock while someone is inside the courts playing basketball. These issues that could be considered and may be a much better use of resources and longevity. It is chosen to come back to Council in November as it is a shorter space of time because the days are getting longer and summer is upon us. There is some pressure around making a decision around this at the moment and alternative options should be considered.

COUNCIL RESOLUTION (233/2021):

Moved: Cr Brian Oliver

Seconded: Cr Claire Anderson

That Council:

1. Accepts the Financial Activity Statement Report – 31 August 2021, as attached.
2. Requests the CEO to investigate alternative options for the locking of gates, to the basketball courts at Koolbardi Park and bring a report back to Council in November.

Carried (9 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

Against: Nil

14.3 Proposed Timetable for 2022-2023 Annual Budget

Location	Town-wide
Reporting officer	Finance Manager
Responsible officer	Chief Financial Officer
Voting requirement	Simple majority
Attachments	Attachment #1 Budget Timetable 1. Budget Timetable 2022-23 (2) [14.3.1 - 1 page]

Recommendation

That Council endorses the proposed budget strategy (as shown in diagram listed below) and budget timetable (as submitted as separate Attachment 1) for the development of the Town of Victoria Park 2022 - 2023 Annual Budget.

Purpose

To consider and endorse the budget timetable and supporting detail for the development and presentation to council of the 2022 - 2023 Annual Budget in June 2022.

In brief

- The development of the annual budget is a significant undertaking for all stakeholders over an extended period and requires high quality inputs and advice with efficient use of resources.
- Consultation has been undertaken with Elected Members and Town Staff to develop an achievable and effective timetable delivered in a logical, sequential manner.

Background

1. Feedback was sought from Elected Members and Town Staff following endorsement of the 2021 - 2022 annual budget to enable an effective review and identification of improvements for the preparation process.
2. Feedback indicated that a more structured approach should be developed and presented to Council for endorsement.

Strategic alignment

Civic Leadership	
Strategic outcome	Intended public value outcome or impact
CL03 - Well thought out and managed projects that are delivered successfully.	The endorsement of the proposed annual budget timetable for 2022 - 2023 will provide the community transparency and insight into the number and content of workshops involved in the preparation of the annual budget.
CL06 - Finances are managed appropriately, sustainably and transparently for the benefit of the community.	The proposed timetable will demonstrate to the community how and when the Elected Members gave consideration to the various elements included in the annual budget.

Engagement

Internal engagement	
Stakeholder	Comments
Elected Members	Elected members have provided feedback on the process for developing the 2021 - 2022 Annual Budget. In addition, elected members have been consulted on the proposed Budget timetable for 2022- 2023 Annual Budget.
C-suite	The Town's Senior staff provided feedback on previous budget calendars and input into the Budget timetable.
Finance	Finance team members have been consulted and developed the proposed Budget timetable.
Project Management Office	The Project Management Office is supporting the development of the Budget timing and the supporting Project Plan with the corporate templates and framework, and providing subject matter expertise to assist where required.
Stakeholder Engagement	Stakeholder Engagement have been consulted and provided input into elected member engagement on community participation. Sponsored events budget will be called for EOI's earlier to ensure alignment to the proposed timetable and indicated priorities. Communication of the budget key messages and tools will be developed with Elected Members as part of the budget development.
Governance and Strategy	Governance and Strategy reviewed the proposed process to ensure that the major review of the Corporate Business Plan, to deliver the plan for the years 2022 - 2026, could inform the 2022 - 2023 annual budget and coincide with the proposed budget process. They also assisted with identifying risks related to the process.
Town staff	Officers from across the Town have been consulted. A more structured project plan timetable will assist in their preparations for the Annual Budget.

Legal compliance

Not applicable.

Risk management consideration

Risk management consideration relates to the adoption of the proposed timeline, not the adoption of the budget.

Risk impact category	Risk event description	Consequence rating	Likelihood rating	Overall risk level score	Council's risk appetite	Risk treatment option and rationale for actions
Financial	Not applicable					
Environmental	Not applicable					
Health and safety	Poor process planning / lack of adherence could lead to personal stress	Moderate	Unlikely	Medium	Low	Endorsement of plan Adhering to timetable Elected member engagement, raising issues at relevant workshops.
Infrastructure/ ICT systems/ utilities	Not applicable					
Legislative compliance	Budget process does not allow for Annual Budget to be adopted by 31 August each year.	Moderate	Unlikely	Medium	Low	The proposed timetable will see the Council consider the draft 2022/2023 Annual Budget in June 2022.
Reputation	Budget communications does not align to the key messages of council	Moderate	Possible	Medium	Low	Develop key messages with Elected Members to ensure that the narrative and goals of council are communicated.
Service delivery	Timeline unachievable Misalignment to integrated planning & reporting framework	Moderate	Possible	Medium	Medium	Development of project plan Engage with all relevant groups

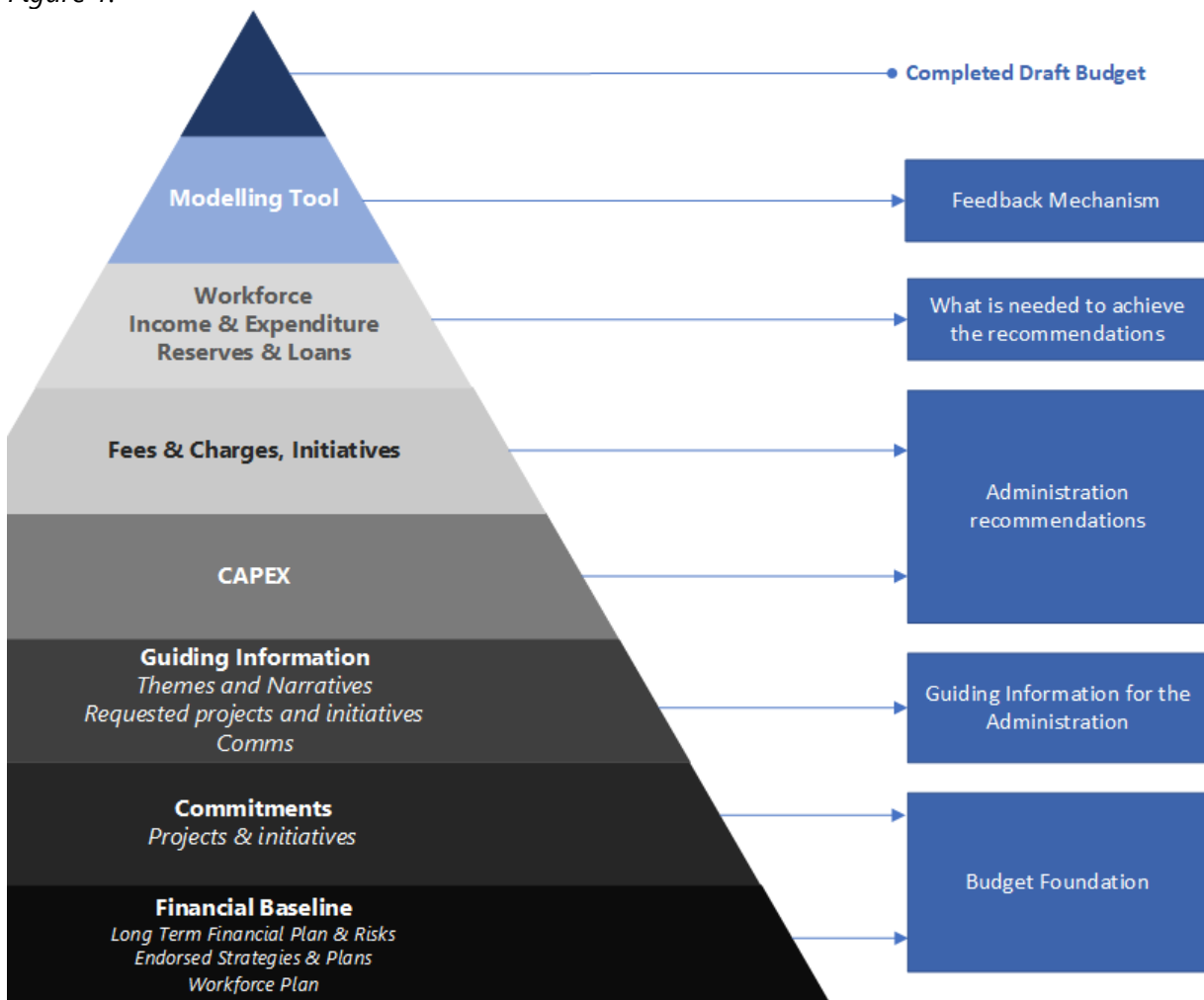
Financial implications

Current budget impact	Sufficient funds exist within the annual budget to address this recommendation.
Future budget impact	Not applicable.

Analysis

3. The proposed budget timetable (Attachment 1) for 2022 - 2023 has been created in consultation with elected members to address opportunities for improvement from the 2021-22 budgets with:
 - a. Information and documents to be prepared and distributed prior to Elected Member engagement points
 - b. Clearly defined Elected Member engagement topics and identified discussion points
 - c. Intended outcomes of the Elected Member engagement
4. Figure 1 provides a simple overview of the logic used to develop the proposed timetable.
5. Following endorsement of the budget timetable more specific timings, as some months show multiple workshops, will be developed.

Figure 1.



Relevant documents

Not applicable.

COUNCIL RESOLUTION (228/2021):

Moved: Mayor Karen Vernon

Seconded: Cr Vicki Potter

That Council endorses the proposed budget strategy (as shown in diagram listed below) and budget timetable (as submitted as separate Attachment 1) for the development of the Town of Victoria Park 2022 - 2023 Annual Budget.

Carried by exception resolution (9 - 0)

For: Mayor Karen Vernon, Cr Claire Anderson, Cr Vicki Potter, Cr Ronhhda Potter, Cr Brian Oliver, Cr Luana Lisandro, Cr Wilfred Hendriks, Cr Bronwyn Ife and Cr Jesvin Karimi

Against: Nil

15 Committee Reports

Nil.

16 Applications for leave of absence

Nil.

17 Motion of which previous notice has been given

Nil.

18 Questions from members without notice

18.1 Responses to questions from members without notice taken on notice at Ordinary Council Meeting held on 21 September 2021

Cr Jesvin Karimi

1. Has the Town been approached for sound testing with Basketball WA?

The Town's Environmental Health Officers have not been approached regarding this study.

Cr Vicki Potter

1. In regard to Urban Forest Strategy, what is the current canopy cover?

The first Town of Victoria Park specific canopy analysis was conducted by Arbor Carbon Pty Ltd and obtained data on 20 December 2020.

Previously State Government data was interpreted to determine the canopy coverage of the Town and this derived the 2016 figure of 10% coverage (over 5m canopy) that the Urban Forrest Strategy was based on.

The highly detailed and specific data collected by Arbor Carbon is analysed and communicated in the "Tree Canopy Cover Mapping & Urban Heat – 2020" report that was completed on 29 March 2021. The 2020 Arbor Carbon study found the overall Town Wide canopy coverage above 5m to be 9.14%.

Other data sources available use 3m as the height for canopy coverage and therefore this height currently gives a better idea of change over time.

This State Government data combined with Arbor Carbon's data above 3m (3m and 5m were collected), tell a similar trend that the Town's canopy coverage has not changed significantly since 2016 (approximately 13% for canopy over 3m 10% over 5m).

It will take another five – 10 years for the mass tree planting efforts of the last 2.5 years to begin to effect the canopy coverage analysis results.

2016	2020
Above 3m = 13%	Above 3m = 12.30%
Above 5m = 10%	Above 5m = 9.14%
Calculated using broad resolution State Government Data (Urban Monitor)	Calculated using Town specific high resolution, high accuracy data (Arbor Carbon)

It was anticipated that the increased accuracy would provide lower coverage figures as each canopy is mapped in fine detail and relatively small canopy gaps within the canopy will be removed from the overall figure. Therefore, it can be assumed that the canopy loss over the last five years has been similar to the natural rate of growth of tree canopy and no significant net change has occurred.

In November, a thorough review of the Urban Forest program’s progress against its targets, including canopy coverage, will be conducted using projected canopy figures.

18.2 Questions from members

Cr Ronhda Potter

1. When are the signs outside the recreation centre on Kent Street turned off and on each day?

The Chief Financial Officer advised that is programmed for early morning and turns off at 9pm.

2. Is the messaging just related to the centre?

The Chief Financial Officer advised that it promotes Leisurelife events and other Town events. During COVID-19 it has been used to advertise messages.

3. What is the cost to purchase and erect on of these signs?

The Chief Financial Officer advised that the existing sign was retrofitted to a structure that was there before. Depending where the sign would be located it would cost between \$25,000 to \$30,000. Location would need to be taken into account.

4. Is the sign currently in use?

The Chief Financial Officer advised that currently there is a networking issue and will be resolved in the coming week.

5. Are there any restrictions on the information put on the sign?

The Chief Financial Officer advised that with exception of anything obscene or offensive there are no limitations. It would be used for community and Council related events, not for commercial use.

6. Has there ever been consideration to install another one of these signs within the town?

The Chief Financial Officer advised that there has been no proposal to date but consideration for the location is important.

Cr Jesvin Karimi

1. What is the current annual cost to operate the sign and is there a large cost reduction when the sign is not operating?

The Chief Financial Officer took the question on notice.

Cr Luana Lisandro

1. Is there a lifespan of the sign? Has it reached its life span?

The Chief Financial Officer advised that signs do have a life span. He advised that the sign is that old and he doubts that it is at the end of its life but will know more next week.

2. Can residents request road counters?

The Chief Operations Officer advised that residents can request road counters.

3. Can road counters measure speed?

The Chief Operations Officer advised that they do.

4. Were road counters placed as part of the Roberts Road trial to prohibit right hand turns?

The Chief Operations Officer took the question on notice.

5. Is this data available and does it indicate the number of cars as well as speed?

The Chief Operations Officer took the question on notice.

6. Is there a schedule for placements of road counters, and when is Millers and Roberts Road, especially the access bridge entering from Roberts Road onto Millers crossing and exiting Shepperton Road scheduled for?

The Chief Operations Officer took the question on notice.

7. Are electric scooters allowed on our road networks?

The Chief Executive Officer advised that his recollection is that they are not classified as a vehicle and so are not allowed on the road.

8. I believe the Town completes bi-annual condition of its street trees and park trees is this correct?

The Chief Operations Officer advised she does not believe it is correct.

The Manager Infrastructure Operations advised that street trees are audited yearly and park trees are audited every two years.

9. When the trees are initially audited, does the contractor estimate the age of the tree and lifespan of the tree?

The Manager Infrastructure Operations advised that the contractors do give an estimate of its age but if the Town did not plant it then a specific age cannot be given. He advised that any new street trees planted or any trees removed go straight into the Town's database.

10. How does the public access the mapping of trees?

The Manager Infrastructure Operations advised that the public can access the basic level of IntraMaps that has details of the trees but the Town access to a lot more detail.

19 New business of an urgent nature introduced by decision of the meeting

Nil.

20 Public question time

Sam Zammit

1. In regard to the wood chips being placed on Public Open Spaces, is there a calculation on how much space they take up as part of the Public Open Space assessment?

The Manager Infrastructure Operations advised that all of the park is still considered public open space.

Mayor Vernon advised that wood chips within a park are still considered a Public Open Space.

2. What can you do on woodchips?

Mayor Vernon advised that public open space is not necessarily about green space. Street corners, garden beds or lane ways are still considered Public Open Space. She advised that the type of surface does not determine whether it is public open space or not.

3. Would you regard woodchips as a fire hazard?

The Chief Operations Officer took the question on notice.

Mayor Vernon advised that the bush fire act is not directed at wood chips. She advised that the Town will investigate certain situations like large amount of wood chips on vacant land and take actions.

Allan McDougall

1. *Given the Council's decision, is it safe to assume that I should engage with the Town staff?*

Mayor Vernon advised that it is not safe to assume anything but that the Town staff will contact Mr McDougall if they need to.

21 Public statement time

Nil.

22 Meeting closed to the public

Nil.

23 Closure

There being no further business, Mayor Karen Vernon closed the meeting at 8.16pm

I confirm these minutes to be true and accurate record of the proceedings of the Council/Committee.

Signed:

Dated this: Day of: 2021