

Action Register

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Date Completed Range: 28th Jul 2023 to 31st Aug 2023

Meeting Types: Ordinary Council Meeting, Special Council Meeting

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Meeting Date	Document	Item No.	Item	Status	Action Required	Due Date	Completed (Overdue)
15/11/2022	Ordinary Council Meeting - 15 November 2022	13.5	Approval to enter into a landscaping maintenance agreement - Burswood Park Board and Town of Victoria Park	Completed	<p>COUNCIL RESOLUTION (238/2022): Moved: Mayor Karen Vernon Seconded: Cr Jesse Hamer</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Approves the preparation of a maintenance agreement between the Town of Victoria Park and Burswood Park Board subject to the following objectives; <ol style="list-style-type: none"> (a) The costs of drafting any legal documentation are shared equally between the Burswood Park Board and Town of Victoria Park (b) Endorse option 2 – 50/50 Cost sharing arrangement for landscaping maintenance on Peninsula roads nominated being Bolton Avenue, Camfield Drive North and Victoria Park Drive South (c) Term of the agreement shall be 3 years with an option of 2 X 1 year extensions, effective from the 1 January 2023. Reviews by the Town will be aligned to any contract renewals or new tender submissions 2. Requests the Chief Executive Officer to present the final draft maintenance agreement to Council for approval at a future Council meeting. <p style="text-align: right;">Carried (8 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife Against: Nil</p>	28/07/2023	30/08/2023
21/02/2023	Ordinary Council Meeting - 21 February 2023	13.1	Briggs St & Harris St Compact Roundabout	Completed	<p>COUNCIL RESOLUTION (19/2023): Moved: Mayor Karen Vernon Seconded: Cr Luana Lisandro</p> <p>That Council requests the Chief Executive Officer to allocate \$40,000 from the mid-year budget review for the construction of a compact roundabout at the intersection of Briggs Street and Harris Street, subject to a surplus of funds being identified and priority against other projects.</p> <p style="text-align: right;">Carried (8 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter and Cr Wilfred</p>	28/08/2023	29/08/2023

Meeting Date	Document	Item No.	Item	Status	Action Required	Due Date	Completed (Overdue)
					Hendriks Against: Nil		
20/06/2023	Ordinary Council Meeting - 20 June 2023	12.1	Lathlain Park Management Plan Review	Completed	<p>COUNCIL RESOLUTION (126/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Vicki Potter That Council endorses advertising of the draft amended Lathlain Park Management Plan, as contained at Attachment 1, for a period of twenty-eight (28) days.</p> <p>Carried (9 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife</p> <p>Against: Nil</p>	31/07/2023	31/07/2023
20/06/2023	Ordinary Council Meeting - 20 June 2023	14.1	Adoption of Annual Budget 2023/24	Completed	<p>COUNCIL RESOLUTION (131/2023):</p> <p>Moved: Cr Jesse Hamer Seconded: Cr Vicki Potter That Council:</p> <ol style="list-style-type: none"> 1. Adopts the Annual Statutory Budget for 2023/2024 financial year pursuant to the provisions of Section 6.2 of the Local Government Act 1995 (as amended), and Part 3 of the Local Government (Financial Management) Regulations 1996, as included in attachments, for the Town of Victoria Park for the 2023/2024 financial year, which includes the following: <ol style="list-style-type: none"> (a) Statement of Comprehensive Income by Nature and Type showing a net result for that year of \$14,048,013, as tabled with a \$482,116 reduction in Rates income, and a \$482,116 reduction in Materials and Contracts. (b) Statement of Financial Activity showing an amount required to be raised from rates of \$48,993,287 and \$23,729,060 in Materials and Contracts. (c) Notes to, and forming part of, the budget, be amended as needed and applicable, to show a reduction in Rates income of \$482,116, and a reduction in Materials and Contracts of \$482,116. (d) Transfers to/from reserve accounts as detailed in the Notes. (e) The Schedule of Fees & Charges for 2023/2024. (f) Elected Members' fees and allowances. 2. Differential rates, minimum payments, service charges and instalment payment arrangements 	04/08/2023	29/08/2023

Meeting Date	Document	Item No.	Item	Status	Action Required	Due Date	Completed (Overdue)
					<ul style="list-style-type: none"> (a) Imposes the following differential rates for the 2023/2024 financial year for the purpose of yielding the deficiency disclosed by the 2023/2024 Annual Statutory Budget pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995. <ul style="list-style-type: none"> (i) Residential – GRV of 8.386 cents in the dollar of gross rental value applicable to properties used primarily as a place of residence subject to a minimum rate of \$1,256 per assessment. (ii) Non-Residential – GRV of 10.184 cents in the dollar of gross rental value applicable to properties not used primarily as a place of residence subject to a minimum rate of \$1,306 per assessment. (iii) All Vacant Land - GRV of 15.867 cents in the dollar of gross rental value applicable to properties used primarily as vacant land subject to a minimum rate of \$2,036 per assessment. (b) Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996, nominates the following due dates for rate payment in full and by instalments. <ul style="list-style-type: none"> (i) Full payment and first instalment due date 20 September 2023. (ii) Second quarterly instalment due date 22 November 2023. (iii) Third quarterly instalment due date 24 January 2024. (iv) Fourth quarterly instalment due date 27 March 2024. (c) Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$12 for each instalment after the initial instalment is paid (representing a total of \$36.00 over the second, third and fourth installments). (d) Pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 4.0% where the owner has elected to pay rates and service charges through an instalment option. (e) Pursuant to Section 6.51(1) and subject to Section 6.51(4) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 8% for rates and service charges, and costs of 		

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					<p>proceedings to recover such charges that remain unpaid after becoming due and payable.</p> <p>3. Fees and Charges.</p> <p>(a) Pursuant to Section 6.16 of the Local Government Act 1995, Section 245A (8) of the Local Government (Miscellaneous Provisions) Act 1960, Section 67 of the Waste Avoidance and Resources Recovery Act 2007, and Regulation 53(2) of the Building Regulations 2012, adopts the Schedule of Fees and Charges for 2023/2024 financial year as attached to, and forming part of, this report.</p> <p>4. Elected Members' fees and allowances.</p> <p>(a) Pursuant to Section 5.98 of the Local Government Act 1995 and Regulation 34 of the Local Government (Administration) Regulations 1996, adopts the following annual fees for payment of Elected Members in lieu of individual meeting attendance fees:</p> <p>(i) Mayor \$32,410.</p> <p>(ii) Councillors \$24,170.</p> <p>(b) Pursuant to Section 5.99A of the Local Government Act 1995 and Regulations 34A and 34AA of the Local Government (Administration) Regulations 1996, adopts the Information and Communication Technology allowance of \$3,500 for Elected Members.</p> <p>(c) Pursuant to Section 5.98(5) of the Local Government Act 1995 and Regulation 33 of the Local Government (Administration) Regulations 1996, adopts the annual local government allowance of \$65,915 to be paid to the Mayor in addition to the annual meeting allowance.</p> <p>(d) Pursuant to Section 5.98A of the Local Government Act 1995 and Regulation 33A of the Local Government (Administration) Regulations 1996, adopts the annual local government allowance of \$16,479 to be paid to the Deputy Mayor in addition to the annual meeting allowance.</p> <p>5. New loans.</p> <p>(a) Pursuant to Section 6.20 of the Local Government Act 1995 authorises the following new loans:</p> <p>(i) Edward Millen Site - \$2,200,000.</p>		

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					<p>6. Creation of Reserves. Pursuant to Section 6.11 (1) of the Local Government Act 1995, approves the creation of the following reserve accounts.</p> <p>(a) McCallum & Taylor Reserve for the purpose of:</p> <p>(i) to be used to assist in improving and/or maintain the McCallum & Taylor Reserve including the associated grounds.</p> <p>(b) Lathlain Park reserve for the purpose of:</p> <p>(i) to be used to assist in improving and/or maintain the Lathlain Park Zone 1 Reserve including the associated grounds.</p> <p>7. Material variance reporting for 2023/2024.</p> <p>(a) Pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and Australian Accountings Standard AASB 1031 Materiality, the level to be used in Statements of Financial Activity in 2023/2024 for reporting material variances to be (+) or (-) 10%, or \$50,000, whichever is the lowest, for each category of Nature or Type, for both revenue and expenditure.</p> <p style="text-align: right;">Carried (8 - 1)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife</p> <p>Against: Cr Jesse Hamer</p>		
20/06/2023	Ordinary Council Meeting - 20 June 2023	15.2	Policy evaluation - Policy 052 - Recording and Live Streaming	Completed	<p>COUNCIL RESOLUTION (121/2023):</p> <p>Moved: Cr Jesvin Karimi Seconded: Cr Vicki Potter</p> <p>That Council defer review of <i>Policy 052 – Recording and Live Streaming</i> until changes to the <i>Local Government Act 1995</i> and associated regulations are implemented.</p> <p style="text-align: right;">Carried by exception resolution (9 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife</p> <p>Against: Nil</p>	28/07/2023	28/07/2023
20/06/2023	Ordinary Council Meeting -	15.4	Policy amendment - Policy 301 -	Completed	<p>COUNCIL RESOLUTION (123/2023):</p> <p>Moved: Cr Jesvin Karimi Seconded: Cr Vicki Potter</p> <p>That Council adopts the amended Policy 301 - Purchasing as attached; subject</p>	04/08/2023	30/08/2023

Meeting Date	Document	Item No.	Item	Status	Action Required	Due Date	Completed (Overdue)
	20 June 2023		Purchasing		<p>to the following:</p> <p>1. Amend the definition of "Local Business" to read as follows:</p> <p>"Local Business" is defined as a business that is located within the boundaries of the Town.</p> <p>2. To insert the following new clause 7 and renumber thereafter:</p> <p>7. When assessing value-for-money, the Town must consider the environmental sustainability of the proposed goods and services (such as energy efficiency, environmental impact and the use of re-usable, recycled and recyclable products).</p> <p style="text-align: right;">Carried by exception resolution (9 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife</p> <p>Against: Nil</p>		
20/06/2023	Ordinary Council Meeting - 20 June 2023	15.6	Policy amendment - Policy 112 - Visual Arts	Completed	<p>COUNCIL RESOLUTION (125/2023):</p> <p>Moved: Cr Jesvin Karimi Seconded: Cr Vicki Potter</p> <p>That Council adopts the amended Policy 112 – Visual Arts as attached; subject to inserting the following new clauses to the policy:</p> <p>5. The Town shall maintain an Art Collection register including photographic, location and acquisition records of every artwork acquired by the Town.</p> <p>6. The Town shall ensure the conservation of the Visual Art collection through:</p> <ol style="list-style-type: none"> a. appropriate display, storage, management and maintenance; b. regular valuation and insurance; c. recognition as an asset of the Town. <p>7. The Town shall promote community access to, and appreciation of, the Visual Art collection through a variety of means, including:</p>	04/08/2023	30/08/2023

Meeting Date	Document	Item No.	Item	Status	Action Required	Due Date	Completed (Overdue)
					<ul style="list-style-type: none"> a. displaying individual artwork at the Town's buildings; b. online access to a digital photographic catalogue of the collection; c. holding a public exhibition of a portion of the collection on a regular basis, at a minimum every 3 years, subject to budget approval. <p style="text-align: right;">Carried by exception resolution (9 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife</p> <p>Against: Nil</p>		
18/07/2023	Ordinary Council Meeting - 18 July 2023	11.2	Sponsorship Funding 2023/2024	Completed	<p>COUNCIL RESOLUTION (143/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Bronwyn Ife</p> <p>That Council endorses the following sponsorship funding applications:</p> <ul style="list-style-type: none"> (a) 1. Pride WA - \$45,000 2. Perth Symphony Orchestra - \$55,000 3. Rotary Club of Victoria Park – in kind fee waiver \$4,416 <p>(b) that a further report be provided to Council by November 2023 on whether any additional funds are available for future sponsorship.</p> <p style="text-align: right;">Carried (6 - 3)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Jesvin Karimi, Cr Vicki Potter and Cr Bronwyn Ife</p> <p>Against: Cr Peter Devereux, Cr Jesse Hamer and Cr Wilfred Hendriks</p>	24/11/2023	24/08/2023
18/07/2023	Ordinary Council Meeting - 18 July 2023	11.3	Advocacy Priorities 2023 - 2024	Completed	<p>COUNCIL RESOLUTION (144/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Jesvin Karimi</p> <p>That Council adopts five advocacy priorities for the 2023/24 financial year, in line with Policy 105 – Advocacy:</p> <ul style="list-style-type: none"> a. Edward Millen Parklands b. McCallum Park Active Precinct c. Kent street sand pit d. Mid – Tier Transit and Short Range Bus Transit (CAT) e. Archer Mint Street Renewal <p style="text-align: right;">Carried by exception resolution (9 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred</p>	31/08/2023	24/08/2023

Meeting Date	Document	Item No.	Item	Status	Action Required	Due Date	Completed (Overdue)
					Hendriks and Cr Bronwyn Ife Against: Nil		
18/07/2023	Ordinary Council Meeting - 18 July 2023	11.4	Adoption of the Corporate Business Plan 2022-2027	Completed	<p>ALTERNATE MOTION AND COUNCIL RESOLUTION (145/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Vicki Potter That consideration of the Corporate Business Plan be deferred until the Long Term Financial Plan is presented to Council.</p> <p>Carried (9 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife Against: Nil</p> <p>Reason: To enable the business plan to be updated with the updated financial information.</p>	31/08/2023	30/08/2023
18/07/2023	Ordinary Council Meeting - 18 July 2023	11.5	Annual Meeting of Electors 30 May 2023	Completed	<p>COUNCIL RESOLUTION (146/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Jesse Hamer That Council:</p> <ol style="list-style-type: none"> 1. Receives the Annual Meeting of Electors 2023 Minutes as contained in Attachment 1. 2. That Council considers the decisions made at the Annual Meeting of Electors held Tuesday 30 May 2023 as contained within the body of this report. 3. That Policy 053 Meeting of Electors be presented to the Policy Workshop in July 2023 for review. <p>Carried (9 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife Against: Nil</p>	11/08/2023	04/08/2023
18/07/2023	Ordinary Council Meeting -	14.1	Schedule of Accounts - May 2023	Completed	<p>COUNCIL RESOLUTION (154/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Jesvin Karimi That Council:</p>	31/08/2023	29/08/2023

Meeting Date	Document	Item No.	Item	Status	Action Required	Due Date	Completed (Overdue)
	18 July 2023				<p>1. Confirms the accounts for May 2023, as included in the attachment, pursuant to Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p>2. Confirms the direct lodgement of payroll payments to the personal bank accounts of employees, pursuant to Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>.</p> <p style="text-align: right;">Carried by exception resolution (9 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife</p> <p>Against: Nil</p>		
18/07/2023	Ordinary Council Meeting - 18 July 2023	14.2	Financial Statements - May 2023	Completed	<p>COUNCIL RESOLUTION (155/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Jesvin Karimi</p> <p>That Council accepts the Financial Activity Statement Report – 31 May 2023, as attached.</p> <p style="text-align: right;">Carried by exception resolution (9 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Luana Lisandro, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife</p> <p>Against: Nil</p>	31/08/2023	29/08/2023
15/08/2023	Ordinary Council Meeting - 15 August 2023	11.7	Policy Committee	Completed	<p>COUNCIL RESOLUTION (177/2023):</p> <p>Moved: Cr Bronwyn Ife Seconded: Cr Vicki Potter</p> <p>That Council resolves to abolish the Policy Committee, and those matters relating to policy and requiring a Council decision be referred directly to Council.</p> <p style="text-align: right;">Carried (8 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife</p> <p>Against: Nil</p>	22/09/2023	22/08/2023
15/08/2023	Ordinary Council	11.8	CBP Quarterly Progress Report	Completed	<p>COUNCIL RESOLUTION (178/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Jesse Hamer</p>	22/09/2023	22/08/2023

Meeting Date	Document	Item No.	Item	Status	Action Required	Due Date	Completed (Overdue)
	Meeting - 15 August 2023		April - June 2023 (quarter 4)		<p>That Council receives the quarterly written progress reports, for April - June 2023 relating to the:</p> <ul style="list-style-type: none"> a. Corporate Business Plan b. 2022/203 Annual Strategic Project Plan c. Five-year capital works program d. Economic Development Strategy 2018-2023 e. Urban Forest Strategy f. Reconciliation Action Plan g. Disability Access and Inclusion Plan h. Climate Emergency Plan i. Community Benefits Strategy <p style="text-align: right;">Carried by exception resolution (8 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife Against: Nil</p>		
15/08/2023	Ordinary Council Meeting - 15 August 2023	13.5	Edward Millen Park - Approval of detailed design	Completed	<p>COUNCIL RESOLUTION (185/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Jesse Hamer</p> <p>That Council endorses the revised detailed design documentation in attachment 1 and 2 of this report for the Edward Millen Park project.</p> <p style="text-align: right;">Carried by exception resolution (8 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife Against: Nil</p>	29/09/2023	18/08/2023
15/08/2023	Ordinary Council Meeting - 15 August 2023	14.1	Financial Statements - June 2023	Completed	<p>COUNCIL RESOLUTION (189/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Jesse Hamer</p> <p>That Council accepts the Financial Activity Statement Report – 30 June 2023, as attached.</p> <p style="text-align: right;">Carried by exception resolution(8 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Peter Devereux, Cr</p>	15/09/2023	29/08/2023

Meeting Date	Document	Item No.	Item	Status	Action Required	Due Date	Completed (Overdue)
					Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife Against: Nil		
15/08/2023	Ordinary Council Meeting - 15 August 2023	14.2	Schedule of Accounts - June 2023	Completed	<p>COUNCIL RESOLUTION (190/2023):</p> <p>Moved: Mayor Karen Vernon Seconded: Cr Jesse Hamer</p> <p>That Council:</p> <ol style="list-style-type: none"> Confirms the accounts for June 2023, as included in the attachment, pursuant to Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>. Confirms the direct lodgment of payroll payments to the personal bank accounts of employees, pursuant to Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>. <p>Carried by exception resolution (8 - 0)</p> <p>For: Mayor Karen Vernon, Deputy Mayor Claire Anderson, Cr Peter Devereux, Cr Jesvin Karimi, Cr Jesse Hamer, Cr Vicki Potter, Cr Wilfred Hendriks and Cr Bronwyn Ife</p> <p>Against: Nil</p>	15/09/2023	29/08/2023