



# City of Belmont

## AGENDA BRIEFING FORUM

### MATRIX

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15 September 2020

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#### TABLED ATTACHMENTS INDEX

Tabled Attachment 1 – Item 6.1 (12.1) refers

Tabled Attachment 2 – Item 6.1 (12.2) refers

**Councillors are reminded to retain the  
Ordinary Council Meeting Agenda (inclusive of the OCM Attachments)  
for deliberation at the meeting scheduled for 22 September 2020**

**MATRIX FROM THE AGENDA BRIEFING FORUM HELD IN THE COUNCIL CHAMBERS OF CITY OF BELMONT CIVIC CENTRE, 215 WRIGHT STREET, CLOVERDALE ON TUESDAY, 15 SEPTEMBER 2020 COMMENCING AT 7.00PM**

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**AGENDA BRIEFING FORUM  
MATRIX**

**PRESENT**

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr G Sekulla, JP, Deputy Mayor	West Ward
Cr M Bass	East Ward
Cr B Ryan	East Ward
Cr J Davis	South Ward
Cr J Powell	South Ward
Cr S Wolff	South Ward
Cr L Cayoun	West Ward
Cr R Rossi, JP	West Ward

**IN ATTENDANCE**

Mr J Christie	Chief Executive Officer
Ms J Gillan ( <i>dep7.46pm</i> )	Director Development and Communities
Mr J Olynyk, JP	Acting Director Corporate and Governance
Ms AM Forte ( <i>arr7.44pm</i> )	Executive Manager People and Organisational Development
Mr M Ralph ( <i>dep7.46pm</i> )	Manager Infrastructure Development
Mr W Loh ( <i>dep 7.42pm</i> )	Manager Planning Services
Mrs M Lymon	Acting Manager Governance
Mr A Bott ( <i>dep 7.42pm</i> )	Coordinator Planning
Ms K Spalding ( <i>dep 7.46pm</i> )	Coordinator Marketing and Communications
Ms N Davey ( <i>7.42pm to 7.42pm</i> )	Coordinator Environment
Mr B Pang ( <i>dep 7.42pm</i> )	Planning Officer
Ms A Gupta ( <i>dep 7.42pm</i> )	Planning Officer
Ms D Morton ( <i>dep 7.46pm</i> )	Media and Communications Adviser
Mrs H Mark ( <i>dep 7.46pm</i> )	Governance Officer

**MEMBERS OF THE GALLERY**

There were 3 members of the public in the gallery and no press representative.

## 1. OFFICIAL OPENING

7.00pm The Presiding Member welcomed all those in attendance and declared the meeting open.

The Presiding Member read aloud the Acknowledgement of Country.

***Before I begin I would like to acknowledge the traditional owners of the land on which we are meeting today, the Noongar Whadjuk people, and pay respect to Elders past, present and future leaders.***

The Presiding Member invited Cr Rossi to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Rossi read aloud the affirmation.

**Affirmation of Civic Duty and Responsibility**  
***I make this affirmation in good faith and declare that I will duly, faithfully, honestly, and with integrity fulfil the duties of my office for all the people in the City of Belmont according to the best of my judgement and ability. I will observe the City's Code of Conduct and Standing Orders to ensure the efficient, effective and orderly decision making within this forum.***

## 2. APOLOGIES AND LEAVE OF ABSENCE

Ms M Reid

Director Infrastructure Services

## 3. DECLARATIONS OF INTEREST THAT MIGHT CAUSE A CONFLICT

### 3.1 FINANCIAL INTERESTS

<b>Name</b>	<b>Item No and Title</b>	<b>Nature of Interest (and extent, where appropriate)</b>
Mr J Christie	Item 14.1 Staff Matter – Chief Executive Officer Annual Performance Appraisal 2019-2020 (Confidential Matter in Accordance with Local Government Act 1995 Section 5.23(2)(a)(b)(e))	The annual performance appraisal includes a salary review and considers his performance over the past 12 months.

### 3.2 DISCLOSURE OF INTEREST THAT MAY AFFECT IMPARTIALITY

Name	Item No and Title	Nature of Interest (and extent, where appropriate)
Cr P Marks	Item 12.3 2020 Community Service Awards	One of the nominees is known to him.
Cr J Powell	Item 12.3 2020 Community Service Awards	One of the nominees is known to her.
Mr J Christie	Item 12.3 2020 Community Service Awards	One of the nominees is known to him.

## 4. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

### 4.1 ANNOUNCEMENTS

### 4.2 DISCLAIMER

**7.03pm The Presiding Member drew the public gallery's attention to the Disclaimer.**

The Presiding Member advised the following:

*I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that no decisions are made at the meeting tonight. Council will formally resolve agenda items at next week's Ordinary Council Meeting.*

*Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.*

## 5. PUBLIC SUBMISSION TIME

**7.03pm The Presiding Member opened the period allotted for Public Submission Time and called for submissions from the Public Gallery. As no submissions were received, the Presiding Member closed Public Submission Time.**

**6. ORDINARY COUNCIL MEETING AGENDA FOR MEETING TO BE HELD 22 SEPTEMBER 2020**

**6.1 AGENDA ITEMS FOR REVIEW**

**OCM Item 12.1**

**Two Grouped Dwellings (One Existing) – Lot 7 (296) Keymer Street, Cloverdale**

**Deputation Presentation**

Nil.

**Officer Presentation**

The Planning Officer provided a presentation which included the following:

- Extract from Local Planning Scheme Map showing zoning of subject site and surrounding zonings
- Aerial of subject site
- Existing house as viewed from Keymer Street
- Proposal
- Key Issue
- Design Intent of Clause 5.7.3(c) of Local Planning Scheme No. 15
- Neighbourhood Amenity
- Landscaping
- Visibility of the Proposed Dwelling
- Compliance Clause 5.7.3(c) of Local Planning Scheme No. 15
- Recommendation.

(Refer [Tabled Attachment 1](#) for further information).

**Notes from Forum**

- The existing dwelling will have an open outdoor living area to the front of the property which will be fenced off from the front setback. The rear property will have a garage.
- This proposal underwent a period of advertising. Only one submission in support of the application was received. In assessing the merits of this proposal, the configuration of the lot and quality of the existing house are all taken into consideration.
- The side setback of not less than 5m in Lot 7 is sufficient to accommodate a driveway and will not have any impact on neighbouring properties. Council have previously supported variations to the scheme and in this case, the intent of the scheme has been met.
- There will be no loss of noise attenuation to neighbouring properties as fences and landscaping are not effective in noise attenuation.
- The key difference in this development compared to other developments is that complete redevelopments for two dwellings can take advantage of scheme allowances in the minimum requirement of a 2m front setback.

**OCM Item 12.1**

**Two Grouped Dwellings (One Existing) – Lot 7 (296) Keymer Street, Cloverdale**

*Item 12.1 Continued*

**Further Information to be Provided**

Nil.

7.24pm     **The Planning Officer departed the meeting.**

**OCM Item 12.2**

**Final Adoption of Local Planning Policy No. 18 ‘Container Deposit Scheme Infrastructure’ Following Public Advertising**

7.25pm     **The Manager Planning Services departed the meeting.**

**Deputation Presentation**

Nil.

**Officer Presentation**

The Planning Officer provided a presentation which included the following:

- Advertising

7.26pm     **The Manager Planning Services and Planning Officer returned to the meeting.**

- Development Exemptions
- Amenity
- Car Parking
- Signage
- Acceptable Advertising Signage
- Proposed Amendments.

(Refer [Tabled Attachment 2](#) for further information).

**Notes from Forum**

- There will be sufficient guidance within the text of the policy and the addition of pictures would not be necessary.
- The intent of this policy is to assess each proposal on the individual merits associated with locating a container, taking into consideration:
  - lot configuration;
  - context of the locality;
  - boundaries; and
  - set back.

**OCM Item 12.2**

**Final Adoption of Local Planning Policy No. 18 'Container Deposit Scheme Infrastructure' Following Public Advertising**

*Item 12.2 Continued*

- The circumstances of the Belmont Forum car park calculations differ from other operators within the City because of the scale of the available car parking. During peak retail times such as the Christmas period, the demand on parking at the Forum is extremely high. There are a number of other sites across the City that do not have the benefit of available space.
- During an assessment, a Management Plan can be requested outlining provision of cleaning and waste management for the bin location. The operator will then be required to operate within the Management Plan.
- The impact on landscaping would be part of the assessment. Approvals would not be granted where container deposit infrastructure unduly impacts on a designated landscaping area.
- The policy requires the provision of bins for waste or recyclable materials on site to enable un-permitted items to be discarded. There will be a requirement that these bins are maintained and serviced regularly.

**Further Information to be Provided**

Nil.

7.42pm The Manager Infrastructure Development departed the meeting. The Manager Planning Services, Coordinator Planning and Planning Officers departed the meeting and did not return.

**OCM Item 12.3**

**2020 Community Service Awards**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

Nil.

**Further Information to be Provided**

Nil.

7.43pm The Manager Infrastructure Development and the Coordinator Environment entered the meeting.

**OCM Item 12.4**

**Annual Review of City of Belmont Environment and Sustainability Strategy (2020 Version)**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

Nil.

**Further Information to be Provided**

Nil.

7.43pm The Coordinator Environment departed the meeting and did not return.

**OCM Item 12.5**

**Request for Rate Exemption – The Haven Centre Inc – 22 Wynyard Street, Belmont**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

- This application meets the requirements of the *Local Government Act 1995* to qualify for an exemption.

**Further Information to be Provided**

Nil.

7.44pm The Executive Manager People and Organisational Development entered the meeting.



**OCM Item 12.6**

**Accounts for Payment – August 2020**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

Nil.

**Further Information to be Provided**

Nil.

**OCM Item 12.7**

**Monthly Activity Statement as at 31 August 2020**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

Nil.

**Further Information to be Provided**

Nil.

**7. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

7.45pm Having declared a Direct Financial Interest in OCM Item 14.1, the Chief Executive Officer departed the meeting.

Note:

The Presiding Member advised that in accordance with Section 5.23(2) of the *Local Government Act 1995* if there were any questions on Confidential Item 14.1, then Council would need to go behind closed doors.

7.45pm ***POWELL MOVED, ROSSI SECONDED, that in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting proceed behind closed doors to discuss Confidential Item 14.1 - Staff Matter – Chief Executive Officer Annual Performance Appraisal 2019-2020 (Confidential Matter in Accordance with Local Government Act 1995 Section 5.23(2)(a)(b)(e)).***

**CARRIED 9 VOTES TO 0**

Note:

There were no members of the public in the gallery.

7.46pm The Presiding Member requested that all Officers, with the exception of the Executive Manager People and Organisational Development and the Acting Manager Governance depart the meeting.

7.46pm The Acting Director Corporate and Governance departed the meeting.

7.46pm The Director Development and Communities, Manager Infrastructure Development, Coordinator Marketing and Communications, Media and Communications Adviser and Governance Officer departed the meeting and did not return.

<b>OCM Item 14.1</b>	
<b>Staff Matter – Chief Executive Officer Annual Performance Appraisal 2019-2020 (Confidential Matter in Accordance with Local Government Act 1995 Section 5.23(2)(a)(b)(e))</b>	
	<b><u>Deputation Presentation</u></b>
	Nil.
	<b><u>Officer Presentation</u></b>
	Nil.
	<b><u>Notes from Forum</u></b>
	Nil.
	<b><u>Further Information to be Provided</u></b>
	Nil.

*Item 7 Continued*

7.59pm **DAVIS MOVED, POWELL SECONDED, that the meeting again be open to the public.**

**CARRIED 9 VOTES TO 0**

7.59 pm The meeting came out from behind closed doors. No members of the public returned to the meeting.

7.59pm The Chief Executive Officer and Acting Director Corporate and Governance returned to the meeting.

## **8. CLOSURE**

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 8.00pm.

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