



Agenda Briefing Forum

Matrix

18 October 2022

BELMONT
CITY OF OPPORTUNITY



CITY OF BELMONT

Agenda Briefing Forum

Matrix

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18 October 2022

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Tabled Attachments Index

Attachment 5.1.1 – Item 5.1 refers

Attachment 6.1.1 – Item 6.1 (OCM Item 12.2) refers

**Councillors are reminded to retain the Ordinary Council Meeting Agenda
(inclusive of attachments and any confidential papers)
for deliberation at the next Ordinary Council Meeting.**

Matrix from the Agenda Briefing Forum held in the Council Chamber of the City of Belmont Civic Centre, 215 Wright Street, Cloverdale on 18 October 2022 commencing at 7.00pm.

Matrix

Present

| | |
|--------------------------------------|------------|
| Cr P Marks, Mayor (Presiding Member) | East Ward |
| Cr R Rossi, JP (Deputy Mayor) | West Ward |
| Cr M Bass | East Ward |
| Cr B Ryan | East Ward |
| Cr N Carter | South Ward |
| Cr J Davis | South Ward |
| Cr S Wolff | South Ward |
| Cr D Sessions | West Ward |

In attendance

| | |
|--------------------|---|
| Ms J Gillan | Director Development and Communities |
| Mr W Loh | Acting Director Corporate and Governance |
| Ms A Bird | Manager Governance, Strategy and Risk |
| Mr D Boylan | Manager City Facilities and Property |
| Mr M Hayward | Manager Design, Assets and Development |
| Ms G Carter-Nguyen | Manager Public Relations and Stakeholder Engagement |
| Ms M Lymon | Governance and Compliance Adviser |
| Ms L Chaplyn | Acting Coordinator Marketing and Communications |
| Ms M Phillips | Governance Officer |

Members of the gallery

There were two members of the public in the gallery and no press representatives.

I 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.

Acknowledgement of Country

Before I begin, I would like to acknowledge the Noongar Whadjuk people as the Traditional Owners of this land and pay my respects to Elders past, present and emerging.

I further acknowledge their cultural heritage, beliefs, connection and relationship with this land which continues today.

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 efficient, effective and orderly decision making within this forum.

2 Apologies and leave of absence

Cr G Sekulla (apology)
Mr J Christie (apology)
Ms M Reid (apology)

West Ward
Chief Executive Officer
Director Infrastructure Services

3 Declarations of interest that might cause a conflict

3.1 Financial Interests

Nil.

3.2 Disclosure of interest that may affect impartiality

Nil.

4 Announcements by the Presiding Member (without discussion) and declarations by Members

4.1 Announcements

Nil.

4.2 Disclaimer

7.01pm 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.

4.3 Declarations by Members who have not given due consideration to all matters contained in the business papers presently before the meeting

Nil.

5 Public submission time

7.02pm The Presiding Member opened the period allotted for Public Submission Time and drew the gallery's attention to the Rules for Public Submission Time. One Public Submission was received.

5.1 Ms L Hollands, Redcliffe

Ms L Hollands spoke in support of the Officer Recommendation for Item 12.3 - Local Government Reforms - Election Transition Arrangements.

(Refer Attachment 5.1.1 for further information)

CITY OF BELMONT

Date: 20 April 2021
Version No. 2Public Submission Time and
Deputation Proforma

Please ensure that your presentation complies with the Rules of Public Submission Time and Deputations as published in the Agenda Briefing Forum Programme and as printed overleaf.

| | |
|------|---------------|
| Name | Lisa Hollands |
|------|---------------|

| | |
|---------|--------------|
| Address | 2 Miller Ave |
|---------|--------------|

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| Business, Organisation or Group (if presenting on behalf of) | |
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|---|----------|--|-------------------------------------|
| Agenda Briefing Forum Date: | 18/10/22 | Report Item No. referred to: | 12.3 |
| Please tick the appropriate box below to indicate what type of presentation you wish to make. | | Submission <input checked="" type="checkbox"/> | Deputation <input type="checkbox"/> |
| Are you speaking in support or opposition to the matter? Please tick appropriate box. | | Support <input checked="" type="checkbox"/> | Oppose <input type="checkbox"/> |

Please write a brief overview of your submission / deputation as clearly and concisely as possible – Remember – there are strict time limits applicable. The Presiding Member may limit presenters to a shorter period, if time is restricted.

Local Gov. Reform

Additional space provided overleaf for Submission/Deputation – Please tick box if continued overleaf ☐

CITY OF BELMONT

Date: 20 April 2021
Version No. 2Public Submission Time and
Deputation Proforma
Continued

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DEFINITIONS

'Submission' is defined as a presentation made to an Agenda Briefing Forum by an individual member of the public, who can demonstrate that they are affected (whether adversely or favourably) by a matter on the attached Ordinary Council Meeting Agenda. A submission may be made at this time in accordance to the Rules of Public Submission Time and Deputations. With the exception of the Presiding Member, no interaction between Councillors and the presenter is permitted.

'Deputation' is defined as a presentation made to an Agenda Briefing Forum by members of the public, whether as an individual or a group of up to five people, who can demonstrate that they are directly affected (whether adversely or favourably) by a matter on the attached Ordinary Council Meeting Agenda. A deputation will cause the relevant agenda item to be reviewed by the forum, at which time a presentation can be made in accordance to the Rules of Public Submission Time and Deputations. Interaction between Councillors and the presenter(s) is allowed with the permission of the Presiding Member. The person / people requesting a deputation will need to provide the Presiding Member with prior notice of a request to make a deputation.

Rules for Agenda Briefing Forum Public Submission Time and Deputations

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| <p>a) Only those persons, who can demonstrate to the Presiding Member's satisfaction that they are affected by the matter on the agenda, will be entitled to make a submission. Those persons that can demonstrate that they are directly affected may make a deputation.</p> <p>b) Where a directly affected person has sought the prior endorsement of the Presiding Member, 'advocates' will be permitted on the condition that the directly affected person is present at the meeting.</p> <p>c) Where possible, members of the gallery are required to provide submissions/deputations in a written format to the presiding person prior to the commencement of the forum, to assist with the recording of forum notes.</p> <p>d) Only submissions/deputations that relate to a specific item of the Council agenda will be accepted.</p> <p>e) Prior to making a submission/deputation, the person is to give their name and residential address.</p> <p>f) Submissions and deputations are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a presentation.</p> <p>g) As per Council's standing orders, no debating of the issue between the gallery, Councillors or officers is permissible.</p> <p>h) Submissions/Deputations which are considered inappropriate; repetitious; lacking in decorum or adversely reflect on the integrity of any councillor or employee; offensive or otherwise not in good faith; duplicates or variations of earlier submissions; relating to the personal affairs or actions of Council members or employees; legal advice; legal proceedings or other legal processes; will be refused by the Presiding Member as 'out of order' and will not be recorded in the forum notes. The Presiding Member or Chief Executive Officer may offer comment by way of correction, to any false information presented.</p> <p>i) Submissions/Deputations from members of the public that do not comply with the Rules of Public Submission Time and Deputations; or do not abide by a ruling from the Presiding Member; or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member, Councillors or Officers; or refuse to abide by any direction from the Presiding Member; will be ruled 'out of order' and the submission/deputation will not be recorded in the forum notes.</p> | <p>j) Public Submission Time is set for a period of 30 minutes, and will terminate earlier should no further submissions be forthcoming.</p> <p>k) Submissions/Deputations to be made at the forum will be registered, and the priority for making submissions/deputations shall be in accordance with that register. To enable all members of the public a fair and equitable opportunity to participate in Public Submission Time, each person shall be provided a maximum three minute time limit in the first instance, in which to make a submission.</p> <p>l) Deputations will be made at the time the matter subject to the deputation is reviewed by Council. Unless otherwise approved by a majority of Councillors, a deputation is to consist of no more than five persons, only two of whom may address the Council (with the exception of a person responding to an instruction by the Presiding Member). The time for a deputation, including interaction from Councillors, is not to exceed 15 minutes.</p> <p>m) To enable all members of the public a fair and equitable opportunity to participate, a person who has earlier made a submission cannot make or participate in a deputation on the same subject matter.</p> <p>n) A submission / deputation may include a request for the tabling of documents where these are relevant to an issue before Council. The Presiding Member will indicate when the allotted maximum time for a submission/deputation has elapsed. The presentation will cease at that time.</p> <p>o) Should there be time remaining of the initial period for Public Submission Time after all members of the public have made their initial submission, the Presiding Member will then allow members of the public to sequentially (in accordance to the register) make a further submission (with a three minute time limit) until the initial period for Public Submission Time has expired.</p> <p>p) Any extension to the initial period for Public Submission Time is to be limited to a period that will allow sufficient time for any remaining members of the public to make their initial submission.</p> <p>q) The Presiding Member may limit presenters to a shorter period to make a submission/deputation if time is restricted, and reserves the right to limit the number of submissions/deputations that can be made in respect to any one matter.</p> |
|---|--|

7.04pm The Presiding Member closed Public Submission Time.

6 Ordinary Council Meeting Agenda for meeting to be held on 25 October 2022

6.1 Agenda items for review

As there were no questions or debate on the attachments for this item, the meeting did not proceed behind closed doors.

OCM Item 12.1

Tender 08/2022 - Provision of Cleaning Services for Council Facilities

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

Nil.

Further Information to be Provided

Nil.

OCM Item 12.2

Petition - Epsom Avenue Shopping Precinct - Parking Issues

Deputation Presentation

Ms L Hollands spoke in support of the Officer Recommendation.

(Refer Attachment 6.1.1 for further information)

OCM Item 12.2

Petition - Epsom Avenue Shopping Precinct - Parking Issues

Officer Presentation

Nil.

Notes from Forum

- Area two is currently two-hour restricted parking. The City is moving from a tyre chalking system to the PinForce system in this area. The parking survey that was undertaken showed that most people are parking for two hours or less. The reduction to one-hour restricted parking at this location would not have a noticeable effect. In addition, it is desirable to have consistency with the parking bays and not have some car park bays restricted for one hour and others for two hours.
- The parking survey was conducted on two random weekdays, one day was wet and the other was fine weather. The training centre was operating on both survey days. Peak car park demand does occur when the training centre is operating, however there could be other reasons causing the high demand.
- All local business owners were consulted via a letter and questionnaire.
- The parking restrictions apply per bay, so people can shuffle between bays throughout the day.
- The report addresses advocacy comments on how the City will liaise with local business operators to encourage responsible parking behaviours. These options include staff parking at the rear of the properties and the promotion of alternative transport modes such as public transport.
- The parking survey was conducted between 8am and 6pm. There is the potential that some people are parking and then taking public transport to their workplaces, however the survey shows that there is a low incidence of extended duration parking.
- The parking in front of area one is private parking and may also have problems with parking during peak times as well.

Further Information to be Provided

- The Manager Design, Assets and Development undertook to confirm whether the Deli owner and the training centre replied to the questionnaire.

OCM Item 12.3

Local Government Reforms - Election Transition Arrangements

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

- The change in the way the Mayor is elected will not change the role of the Mayor, the Mayor will still have a casting vote, when required.
- The workshop with Councillors will be conducted at the end of January once community feedback has been received. The Special Council Meeting has not been confirmed though is tentatively set for 8 February 2023.
- The Local Government Advisory Board is unlikely to support deviation too far from plus or minus 10% from the average ratio of electors per Councillor between the wards.
- Physical and topographical factors need to be considered when reviewing the wards, these include road boundaries, water features, parks and reserves.

Further Information to be Provided

Nil.

7.16pm The Manager City Facilities and Property and the Manager Design, Assets and Development departed the meeting and did not return.

OCM Item 12.4

Accounts for Payment - September 2022

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

Nil.

Further Information to be Provided

- The Acting Director Corporate and Governance undertook to investigate what the \$3,372.60 for Avon Descent Photography/framing expenses on the 16 September 2022 were for.
- The Acting Director Corporate and Governance undertook to investigate why there was a delay in payment to Southern Cross Housing Ltd on the 16 September 2022 when it is for a management fee for April to June 2022.
- The Acting Director Corporate and Governance undertook to investigate why ELM (WA) Pty Ltd were paid \$17,051.10 on 16 September 2022 and 29 September 2022 for the Monthly Maintenance of Treescapes.
- The Director Development and Communities understood that the \$12,650 for Project Management Services - Belmont was for independent advice on the defects close out at Belmont Hub but would confirm with the Director Infrastructure Services.
- The Acting Director Corporate and Governance undertook to investigate why the naming conventions for training and conferences have changed to not list those who attended.
- The Acting Director Corporate and Governance undertook to investigate how regularly the Emergency Services Levy is paid.

OCM Item 12.5

Monthly Activity Statement for September 2022

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

- The comment under City projects regarding Belmont Hub defects rectification being delayed is due to the City having to work through a number of contractual issues in order to not void the warranty. These are complex issues that involve several parties and have caused the delay in the defects being rectified.

Further Information to be Provided

- The Director Development and Communities undertook on behalf of the Director Infrastructure Services to provide more information on the outstanding defects at Belmont Hub.

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| | | | |
|--|---|--|------|
| Name | LISA HOLLANDS | | |
| Address | 2 Miller Ave | | |
| Business, Organisation or Group (if presenting on behalf of) | BRRA6 | | |
| Agenda Briefing Forum Date: | 18/10/22 | Report Item No. referred to: | 12.2 |
| Please tick the appropriate box below to indicate what type of presentation you wish to make. | Submission <input type="checkbox"/> | Deputation <input checked="" type="checkbox"/> | |
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Additional space provided overleaf for Submission/Deputation – Please tick box if continued overleaf ☐

CITY OF BELMONT

Date: 20 April 2021

Version No. 2

Public Submission Time and
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Continued

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7 Matters for which the meeting may be closed

Nil.

8 Closure

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 7.35pm.

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