



City of Belmont
AGENDA BRIEFING FORUM
MATRIX

TABLE OF CONTENTS

19 June 2018

| ITEM | SUBJECT HEADING | PAGE |
|--------------------------|--|-------------|
| NOTICE OF MEETING | | |
| 1. | OFFICIAL OPENING | 2 |
| 2. | APOLOGIES AND LEAVE OF ABSENCE | 2 |
| 3. | DECLARATIONS OF INTEREST THAT MIGHT CAUSE A CONFLICT | 2 |
| 3.1 | FINANCIAL INTERESTS | 2 |
| 3.2 | DISCLOSURE OF INTEREST THAT MAY AFFECT IMPARTIALITY | 2 |
| 4. | ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION) | 3 |
| 4.1 | ANNOUNCEMENTS..... | 3 |
| 4.2 | DISCLAIMER..... | 3 |
| 5. | PUBLIC SUBMISSION TIME..... | 3 |
| 6. | ORDINARY COUNCIL MEETING AGENDA FOR MEETING TO BE HELD 26 JUNE 2018 | 4 |
| 6.1 | AGENDA ITEMS FOR REVIEW..... | 4 |
| 7. | MATTERS FOR WHICH THE MEETING MAY BE CLOSED..... | 16 |
| 8. | CLOSURE | 16 |

TABLED ATTACHMENTS INDEX

Tabled Attachment 1 – Item 12.2 refers

Tabled Attachment 2 – Item 12.2 refers

Tabled Attachment 3 – Item 12.3 refers

**Councillors are reminded to retain the attached
Ordinary Council Meeting Agenda (inclusive of the OCM Attachments)
for deliberation at the meeting scheduled for 26 June 2018**

**INFORMATION MATRIX FROM THE AGENDA BRIEFING FORUM HELD IN THE
COUNCIL CHAMBERS OF CITY OF BELMONT CIVIC CENTRE, 215 WRIGHT STREET,
CLOVERDALE ON TUESDAY, 19 JUNE COMMENCING AT 7.00PM**

**AGENDA BRIEFING FORUM
INFORMATION MATRIX**

PRESENT

| | |
|---|------------|
| Cr R Rossi, JP, Deputy Mayor (Presiding Member) | 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 G Sekulla, JP | West Ward |

IN ATTENDANCE

| | |
|--|---|
| Mr R Garrett | Director Corporate and Governance |
| Mrs J Hammah | Director Community and Statutory Services |
| Mr M Ralph | A/Director Technical Services |
| Mr J Olynyk, JP | Manager Governance |
| Ms L Dobrin (<i>arr 7.01pm, dep 8.17pm & did not return</i>) | Manager Community Development |
| Mr J Hardison | Manager Property and Economic Development |
| Mr W Loh (<i>dep 8.17pm & did not return</i>) | Manager Planning Services |
| Mr D MacPherson (<i>dep 8.28pm & did not return</i>) | Coordinator – Building Operations |
| Mr G Todd (<i>dep 8.26pm & did not return</i>) | Coordinator Community Safety |
| Mrs M Lymon | Principal Governance and Compliance Advisor |
| Ms D Morton | Media and Communications Officer |
| Ms S D’Agnone | Governance Officer |

MEMBERS OF THE GALLERY

There were seven members of the public in the gallery and one press representative.

1. OFFICIAL OPENING

The Presiding Member read 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.

7.01pm The Manager Community Development entered the meeting.

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

Cr P Marks, Mayor (Apology)
Mr J Christie (Apology)
Mr R Lutey (Apology)

East Ward
Chief Executive Officer
Director Technical 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)

4.1 ANNOUNCEMENTS

Nil.

4.2 DISCLAIMER

7.02pm The Presiding Member drew the public gallery's attention to the Disclaimer.

Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity who has an application before the City must obtain, and should only rely on, written notice of the City's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the City on the operation of a written law, or the performance of a function by the City, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as legal advice or a representation by the City. Any advice on a matter of law, or anything sought to be relied upon as a representation by the City should be sought in writing and should make clear the purpose of the request.

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 26 JUNE 2018

6.1 AGENDA ITEMS FOR REVIEW

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|--------------------------------|--|
| AGENDA ITEMS FOR REVIEW | |
| 12.1 | Single House (Three-Storey) – Lot 283 (18) Riverina Drive, Ascot |
| | <u>Deputation Presentation</u> |
| | Nil. |
| | <u>Officer Presentation</u> |
| | Nil. |
| | <u>Notes from Forum</u> |
| | Nil. |
| | <u>Further Information to be Provided</u> |
| | Nil. |

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|---|
| 12.2 | <p data-bbox="276 255 1398 293">Two Grouped Dwellings (One Existing) – Lot 53 (207) Kooyong Road, Rivervale</p> <p data-bbox="276 322 624 360"><u>Deputation Presentation</u></p> <p data-bbox="276 389 1398 456">Mr Hunt, 207 Kooyong Road, Rivervale spoke in opposition of the Officer Recommendation for Item 12.2.</p> <p data-bbox="276 486 954 524">(Refer Tabled Attachment 1 for further information).</p> <p data-bbox="276 553 564 591"><u>Officer Presentation</u></p> <p data-bbox="276 620 1398 687">The Manager Planning Services provided a presentation which included the following:</p> <ul data-bbox="276 716 911 1046" style="list-style-type: none">• Extract from Local Planning Scheme Map• Aerial of Subject Site• Subdivision• Approved Subdivision Plan• Development Application• Higher Density Infill Standards• Side Setback• 207 Kooyong Road• Conclusion <p data-bbox="276 1075 954 1113">(Refer Tabled Attachment 2 for further information).</p> <p data-bbox="276 1164 959 1202">7.09pm The Manager Finance departed the meeting.</p> <p data-bbox="276 1232 995 1270">7.12pm The Manager Finance returned to the meeting.</p> <p data-bbox="276 1321 539 1359"><u>Notes from Forum</u></p> <ul data-bbox="276 1388 1398 1912" style="list-style-type: none">• The City is unable to approve a 2.9 metre side setback under the Residential Codes and is unaware of any side setbacks of this width in existence within the City.• Western Australian Planning Commission have issued conditional approval for the subdivision, however development approval by the City is still also required.• The City has stood firmly on the six metre side setback requirement and has not supported variations on this requirement, apart from unique applications in the past where minor variations based on merit of up to half a metre has been approved for group dwellings.• It is proposed that the single carport be converted to enclosed storage, with a carport behind the fence. The location of the carport will allow for manoeuvrability of vehicles in and out. |

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|---|
| | <p data-bbox="280 286 528 315"><i>Item 12.2 Continued</i></p> <p data-bbox="280 347 770 383"><u>Further Information to be Provided</u></p> <p data-bbox="280 416 325 448">Nil.</p> |

7.20pm The Manager Property and Economic Development departed the meeting.

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|--|
| 12.3 | <p>Belmont Men's Shed Inc. Memorandum of Understanding 2018-2019</p> <p><u>Deputation Presentation</u></p> <p>Mr B Carey, 24 Tarquin Gardens, Belmont on behalf of the Belmont Men's Shed Inc. (BMSI)</p> <p>Mr Carey spoke in opposition of the Officer Recommendation for Item 12.3.</p> <p>(Refer Tabled Attachment 3 for further information).</p> <p>7.21pm The Manager Property and Economic Development returned to the meeting.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Councillors asked a series of questions which Mr Carey answered as follows:</p> <ul style="list-style-type: none">• BMSI lease payments are \$38,800 per annum and the organisation is GST exempt.• It can be difficult to assess the social value of a service; however the Shed's efforts in this area can get better.• Little Library - BMSI are happy to continue with the program.• Mental Health Initiatives, including Suicide Prevention – BMSI are not against this initiative and have already had one meeting.• Youth Mentoring Initiative – BMSI are waiting for the City to get back to them regarding a 19-25 year old program.• Seniors Initiatives – BMSI members have been to different groups. A representative can be appointed to attend these groups.• City Focus Groups/Advisory Groups – BMSI have a different vision now that they have a shed and have spoken with these groups. BMSI would have no problem appointing a representative on these community committees.• BMSI has evolved and has a different vision to that quoted in 2013. It takes time to develop a Men's Shed. Community consultation was held at Harman Park. We found a property that met our top eight priorities. A space for meeting was the primary goal, but also woodworking, gardening and a quiet library reading area. Bike repairs came later. We had to obtain grants for equipment before we could consider running programs. |

Item No. Officer Presentations / Deputation Presentations / Councillor Comment

Item 12.3 Continued

- BMSI have recently produced two brochures and a doorknocking strategy. A carers' policy has been developed to ensure they are insured. We are at the point of launching these initiatives and are receiving new enquiries each day.
- In the first week of July BMSI will be holding a planning day to look at all possible future projects.

Councillors asked a series of questions which the Manager Community Development answered as follows:

- It is difficult to measure social impact. The Centre for Social Impact at University Western Australia (UWA) is working with the Western Australian Council of Social Service, along with other agencies to assist government to determine better ways to measure social impact.
- The grant assessment process is there to ensure City's funds are used to achieve the greatest benefits to all ratepayers. BMSI originally proposed a plan to achieve \$1M in external funding. The reach and scope of BMSI to achieve this has not been met – significantly.
- It is important to be clear that the City must use ratepayer funds to provide as much benefit to as many people as possible. Officers are not debating the benefits of Men's Sheds. A more formalised partnership that assists more men across the board and generationally, is required. Men's health programs and partnership opportunities have not been progressed to the satisfaction of the City.
- The funding environment is changing and with over 600,000 not-for-profit organisations Australia-wide, state and federal government funding opportunities are continually reducing.
- The Australian Charities and Not-for-profits Commission are requiring far greater compliance and focus on effective governance from not-for-profit organisations.
- The City must consider Community Development principles in all potential funding decisions, or the risk is that local community organisations will come to view funding as a local government responsibility.
- It must be remembered that BMSI is a fully incorporated organisation with its own Board, constitution, AGM and the ability to make its own decisions, completely separate and independent from the City.
- Local governments must begin responding to funding requests in the same manner as state and federal governments, in that they support initiatives and organisations to become sustainable so that they can exist within the community in the long term. Memorandums of Understanding (MOU) and how the City provides funds to community organisations will begin to shift and performance targets and agreed outcomes will be expected moving forward.

Item No. Officer Presentations / Deputation Presentations / Councillor Comment

Item 12.3 Continued

- Sustainability is key, otherwise as state and federal government reduce funding, local governments will become relied upon to fund every community organisation and service.
- There are a variety of different funding options and ways local governments can provide support to Men's Sheds. The City of Stirling employs two Officers to manage their Council run Men's Shed, while other Men's Sheds are run in conjunction with Senior Citizens and some Men's Shed groups work together with some Council funding. Some are self-sufficient.
- The Director Corporate and Governance advised charitable organisations that meet certain criteria may be exempt from rates under the *Local Government Act 1995*, however the owner of the premises must apply for a rates exemption.
- The City's Health Department were made aware of a number of non-compliance matters, some of which took BMSI some time to address and rectify. Officers worked with BMSI on rectifying these matters, however if they had been addressed in a timely manner, it would not have been necessary for Officers to repeatedly return to the property.
- The City has proposed a number of initiatives to the BMSI in an effort to assist them in becoming more independent.
- To clarify the circumstances surrounding the Little Library, it should be noted that the City approached BMSI in the first instance with a Little Libraries initiative, however a favourable response was not received and it was not progressed by BMSI. The Belmont Community Growers Group approached BMSI independently at a later date and BMSI progressed the Little Library initiative with this group and installed a Little Library for \$990 plus GST.
- There are a number of initiatives where the City could assist BMSI to access grants, similar to how they assist other groups (Senior Citizens), and Officers could provide support to BMSI to become more sustainable, but this must be a two way partnership.
- The BMSI are an independent, incorporated organisation with their own constitution and governance, and they are completely independent from the City.
- BMSI have the ability to elicit significant funding opportunities should they progress with the initiatives such as Men's mental and physical health programs which the Men's Shed model was originally founded on.
- When suggesting BMSI does not have the capability to fundraise, it must be remembered that they have received over \$84,000 worth of funding for equipment. This clearly illustrates their fundraising ability. In fact, they currently have more equipment than they have room for.

Item No. Officer Presentations / Deputation Presentations / Councillor Comment

Item 12.3 Continued

- Where the City provides funds, there is no impetus for the BMSI to seek funds to cover operational costs.
- It is not necessary for BMSI to investigate extraordinary fundraising opportunities. Simply investigating funding options through the standard streams available to Men's Sheds and applying for grants in line with their vision would be the first step in working towards financial sustainability.
- The Manager Community Development explained that the Officer recommendations are considered reasonable in relation to the amount of funding that is being provided. This was further explained as follows:

Financial Sustainability Report

The City first requested this document from BMSI in 2013 and as yet it has not been received. This is not considered an onerous request for an incorporated organisation.

Evidence of Actively Seeking Sponsorship Funds and Grants

The City is requesting that BMSI provide the names of funding bodies that they approach and applications submitted, which is a reasonable request.

Evidence of Promoting and Marketing

BMSI have new marketing and promotional material. The City has requested copies of this material, which is a reasonable request.

Partner with a Mental Health Provider/Service

Programs would be brought to BMSI for their consideration. BMSI are not required to facilitate these programs in any way, but simply promote and host them. The City would support the programs through their networks. Hosting two two-hour workshops per year is a reasonable request.

Partner with a Physical Health Provider/Service

BMSI are not required to facilitate these programs in any way, but simply promote and host them. The City would support the programs through their networks. Hosting two two-hour workshops per year is a reasonable request.

BMSI Member to attend the City's Age Friendly Focus Group

The City has requested that BMSI provide a representative to attend a two hour Age Friendly Focus Group meeting every two months, which is a reasonable request.

Further Information to be Provided

- The Manager Community Development undertook to provide Councillors with information on whether other Men's Sheds are operated similarly to the BMSI and if this is the norm.

8.17pm The Manager Community Development and the Manager Planning Services departed the meeting and did not return.

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|--|
| 12.4 | <p data-bbox="276 255 670 291">Community Safety Strategy</p> <p data-bbox="276 324 625 360"><u>Deputation Presentation</u></p> <p data-bbox="276 387 327 423">Nil.</p> <p data-bbox="276 481 566 517"><u>Officer Presentation</u></p> <p data-bbox="276 544 327 580">Nil.</p> <p data-bbox="276 638 539 674"><u>Notes from Forum</u></p> <ul data-bbox="276 707 1396 1848" style="list-style-type: none"><li data-bbox="276 707 1396 779">• The Bicycle Registration Program has been very successful with approximately 650 subscriptions. Residents who register receive a free bicycle lock.<li data-bbox="276 808 1396 943">• The Free Security Appraisal Program is still an extremely relevant program. Officers undertaking the home appraisals do not simply run through a check list, they also chat to residents about their safety concerns. Feedback received shows people feel they are being supported by the City.<li data-bbox="276 972 1396 1106">• There are over 380 CCTV cameras throughout the City which capture a vast variety of incidents. Police consider CCTV cameras to be an extremely valuable resource with 37% identification rates. This is considered an extremely good return.<li data-bbox="276 1135 1396 1243">• Two mobile CCTV camera units received through a WA Police grant some years ago are no longer used as they are technologically outdated and cumbersome to lift so do not meet OSH requirements.<li data-bbox="276 1272 1396 1341">• BeCrimeAlert is still receiving positive responses and is considered worthwhile as it assists in getting crime messages out to residents.<li data-bbox="276 1370 986 1406">• Crime data quoted relates to reported crime only.<li data-bbox="276 1435 1396 1505">• When a Community Watch Officer witnesses a crime first hand, they do report it to Police.<li data-bbox="276 1534 1396 1668">• When a Community Watch Officer attends an incident where criminal damage has occurred, they report it to Police, where the incident will be logged and closed. If the owner of the damaged property require the Police to take action, they must also report the incident.<li data-bbox="276 1697 1129 1733">• A daily record is kept of all calls made to Community Watch.<li data-bbox="276 1762 1396 1832">• Officers are continually reiterating to residents that all incidents of crime must be reported to Police. <p data-bbox="276 1890 770 1926"><u>Further Information to be Provided</u></p> <p data-bbox="276 1953 327 1989">Nil.</p> |

8.26pm The Coordinator Community Safety departed the meeting and did not return.

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|--|
| 12.5 | Adoption of Fees and Charges for 2018-2019 <u>Deputation Presentation</u> Nil. <u>Officer Presentation</u> Nil. <u>Notes from Forum</u> Nil. <u>Further Information to be Provided</u> Nil. |

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|---|
| 12.6 | Rate Setting Budget 2018-2019 <u>Deputation Presentation</u> Nil. <u>Officer Presentation</u> Nil. <u>Notes from Forum</u> Nil. <u>Further Information to be Provided</u> Nil. |

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|---|
| 12.7 | Rate Calculations 2018-2019 <u>Deputation Presentation</u> Nil. <u>Officer Presentation</u> Nil. <u>Notes from Forum</u> Nil. <u>Further Information to be Provided</u> Nil. |

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|---|
| 12.8 | Delegated Authority Register Review 2018-2019 <u>Deputation Presentation</u> Nil. <u>Officer Presentation</u> Nil. <u>Notes from Forum</u> Nil. <u>Further Information to be Provided</u> Nil. |

8.28pm The Coordinator – Building Operations departed the meeting and did not return.

Note:

The Presiding Member advised that in accordance with Section 5.23 of the *Local Government Act 1995* that if there was any discussion or debate on the Confidential Attachments for Item 12.9 Tender 08/2018 Supply and Installation of Landscape Works - Copley Park Upgrade Stage 3 or Item 12.10 Tender 10/2018 Removal of Damage (Graffiti) and Maintenance of Infrastructure, Council would need to go behind closed doors.

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

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|----------|---|
| 12.9 | <p data-bbox="280 656 1398 723">Tender 08/2018 – Supply and Installation of Landscape Works - Copley Park Upgrade Stage 3</p> <p data-bbox="280 757 624 790"><u>Deputation Presentation</u></p> <p data-bbox="280 824 325 857">Nil.</p> <p data-bbox="280 925 564 958"><u>Officer Presentation</u></p> <p data-bbox="280 992 325 1025">Nil.</p> <p data-bbox="280 1093 539 1126"><u>Notes from Forum</u></p> <p data-bbox="280 1160 325 1193">Nil.</p> <p data-bbox="280 1261 770 1294"><u>Further Information to be Provided</u></p> <p data-bbox="280 1328 325 1361">Nil.</p> |

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|---|
| 12.10 | Tender 10/2018 – Removal of Damage (Graffiti) and Maintenance of Infrastructure <u>Deputation Presentation</u> Nil. <u>Officer Presentation</u> Nil. <u>Notes from Forum</u> <ul style="list-style-type: none">• Graffiti statistics continue to trend well. The City is cleaning graffiti as quickly as it is being reported and this is discouraging it in general.• The Chief Executive Officer has contacted Main Roads WA regarding graffiti on their infrastructure and has details of their Graffiti Clean-Up Program. <u>Further Information to be Provided</u> Nil. |

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|---|
| 12.11 | Accounts for Payment – May 2018 <u>Deputation Presentation</u> Nil. <u>Officer Presentation</u> Nil. <u>Notes from Forum</u> Nil. <u>Further Information to be Provided</u> Nil. |

| Item No. | Officer Presentations / Deputation Presentations / Councillor Comment |
|-----------------|--|
| 12.12 | Monthly Activity Statement as at 31 May 2018 <u>Deputation Presentation</u> Nil. <u>Officer Presentation</u> Nil. <u>Notes from Forum</u> Nil. <u>Further Information to be Provided</u> Nil. |

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 8.30pm.