



**City of Belmont**  
**AGENDA BRIEFING FORUM**  
**MATRIX**

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19 March 2019

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**Councillors are reminded to retain the attached Ordinary Council Meeting Agenda (inclusive of the OCM Attachments) for deliberation at the meeting scheduled for 26 March 2019**

**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 MARCH 2019 COMMENCING AT  
7.00PM**

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**AGENDA BRIEFING FORUM  
INFORMATION MATRIX**

**PRESENT**

Cr P Marks, Mayor	East Ward
Cr R Rossi, JP, Deputy Mayor	West 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 J Christie	Chief Executive Officer
Mr R Garrett	Director Corporate and Governance
Mrs J Hammah	Director Community and Statutory Services
Mr A Sheridan	Director Infrastructure Services
Mr J Olynyk, JP	Manager Governance
Ms L Bradley	Manager Marketing and Communications
Mr J Hardison ( <i>dep 7.17pm</i> )	Manager Property and Economic Development
Mr M Somers ( <i>dep 7.15pm</i> )	Coordinator Planning Services
Ms D Morton	Media and Communications Officer
Mrs J Barnes	Senior Governance Officer
Ms S D'Agnone	Governance Officer

**MEMBERS OF THE GALLERY**

There were no 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.

*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 Ryan to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Ryan 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 M Bass (Apology)

East Ward

## 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.**

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**

**7.02pm The Presiding Member opened the period allotted for Public Submission Time and drew the gallery's attention to the Rules for Public Submission Time. As there were no members of the public in the gallery the Presiding Member closed Public Submission Time.**

**6. ORDINARY COUNCIL MEETING AGENDA FOR MEETING TO BE HELD 26 MARCH 2019**

**6.1 AGENDA ITEMS FOR REVIEW**

<b>AGENDA ITEMS FOR REVIEW</b>	
<b>OCM Item No.</b>	<b>Officer Presentations / Deputation Presentations / Councillor Comment</b>
12.1	<p><b>Change of Use From Multiple Dwelling to Use Not Listed – Short Stay Accommodation at Lot 26, Strata Lot 1 (1/21) Stanley Street, Belmont</b></p> <p><b><u>Deputation Presentation</u></b></p> <p>Nil.</p> <p><b><u>Officer Presentation</u></b></p> <p>The Coordinator Planning Services provided a presentation which included the following:</p> <ul style="list-style-type: none"> <li>• Extract from Local Planning Scheme Map Showing Zoning of Subject Site and Surrounding Zonings</li> <li>• Aerial of Subject Site</li> <li>• Subject Site</li> <li>• Site Plan</li> <li>• Proposal</li> <li>• Property Management Plan</li> <li>• Background</li> <li>• Referral Area</li> <li>• Land Use Considerations</li> <li>• Amenity Impacts</li> <li>• Car Parking</li> <li>• Temporary Approval/Parliamentary Inquiry</li> <li>• Recommendation</li> </ul> <p>(Refer <a href="#">Tabled Attachment 1</a> for further information).</p> <p><b><u>Notes from Forum</u></b></p> <ul style="list-style-type: none"> <li>• The City provides the applicant with guidelines that outline matters required to be addressed in their Management Plans. Officers also work closely with the applicant to assist with finalising their plans.</li> <li>• Principally the Management Plan is a guide of what is expected of visitors to the property. If a visitor holds a party and complaints are received, then planning conditions will have been breached and the City will contact the property owner.</li> <li>• Currently, each application for Short Term Accommodation received by the City is assessed on a case by case basis.</li> </ul>

<b>AGENDA ITEMS FOR REVIEW</b>	
<b>OCM Item No.</b>	<b>Officer Presentations / Deputation Presentations / Councillor Comment</b>
<i>Item 12.1 Cont.</i>	<ul style="list-style-type: none"> <li>Industry members, including local governments, are currently grappling with Short Term Accommodation regulations, along with parliamentary concern over issues.</li> <li>Australia wide there are strong concerns from operators of the businesses, the hotel industry and local governments, who are all keeping abreast of development in this space.</li> </ul> <p><b><u>Further Information to be Provided</u></b></p> <p>Nil.</p>

<b>OCM Item No.</b>	<b>Officer Presentations / Deputation Presentations / Councillor Comment</b>
<b>12.2</b>	<p><b>Dedication of Right of Ways as a Road – Lot 66 and 67 Adjacent 375 Belgravia Street, Cloverdale</b></p> <p><b><u>Deputation Presentation</u></b></p> <p>Nil.</p> <p><b><u>Officer Presentation</u></b></p> <p>Nil.</p> <p><b>7.15pm     The Coordinator Planning Services departed the meeting and did not return.</b></p> <p><b><u>Notes from Forum</u></b></p> <ul style="list-style-type: none"> <li>After considering the substantial legal costs to be incurred to buy the land, the City now considers that requesting the Minister for Lands to dedicate the land as roads is a preferable option.</li> <li>Advice from the City's lawyers is that this would be a standard, procedural process pursuant to the <i>Land Administration Act 1997</i>.</li> </ul> <p><b><u>Further Information to be Provided</u></b></p> <p>Nil.</p>

OCM Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.3	<p data-bbox="373 255 1430 320"><b>Request for Rate Exemption – Stellar Living Limited – 90A Leake Street, Belmont</b></p> <p data-bbox="373 356 715 389"><b><u>Deputation Presentation</u></b></p> <p data-bbox="373 423 416 452">Nil.</p> <p data-bbox="373 515 655 548"><b><u>Officer Presentation</u></b></p> <p data-bbox="373 582 416 611">Nil.</p> <p data-bbox="373 672 1318 732"><b>7.17pm The Manager Property and Economic Development departed the meeting and did not return.</b></p> <p data-bbox="373 792 632 826"><b><u>Notes from Forum</u></b></p> <ul data-bbox="373 860 1426 1025" style="list-style-type: none"><li>• This property is not a community home, which would require planning approval with conditions imposed. This property would be rented to a single person who is entitled to allow family to come and stay with them on a non-permanent basis. Should that change, a change of use application would be required.</li></ul> <p data-bbox="373 1093 860 1126"><b><u>Further Information to be Provided</u></b></p> <p data-bbox="373 1160 416 1189">Nil.</p>

OCM Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.4	<p data-bbox="373 1357 831 1391"><b>2018-2019 March Budget Review</b></p> <p data-bbox="373 1426 715 1460"><b><u>Deputation Presentation</u></b></p> <p data-bbox="373 1494 416 1523">Nil.</p> <p data-bbox="373 1585 655 1619"><b><u>Officer Presentation</u></b></p> <p data-bbox="373 1653 416 1682">Nil.</p> <p data-bbox="373 1753 632 1787"><b><u>Notes from Forum</u></b></p> <p data-bbox="373 1821 416 1850">Nil.</p> <p data-bbox="373 1917 860 1951"><b><u>Further Information to be Provided</u></b></p> <p data-bbox="373 1984 416 2013">Nil.</p>

OCM Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.5	<p data-bbox="373 255 1305 286"><b>Local Government Act Review – Stage 2: Community Consultation</b></p> <p data-bbox="373 322 715 353"><b><u>Deputation Presentation</u></b></p> <p data-bbox="373 389 416 421">Nil.</p> <p data-bbox="373 492 655 524"><b><u>Officer Presentation</u></b></p> <p data-bbox="373 560 416 591">Nil.</p> <p data-bbox="373 663 632 694"><b><u>Notes from Forum</u></b></p> <p data-bbox="373 730 416 761">Nil.</p> <p data-bbox="373 833 858 864"><b><u>Further Information to be Provided</u></b></p> <p data-bbox="373 900 416 931">Nil.</p>

OCM Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.6	<p data-bbox="373 1097 938 1128"><b>Statutory Compliance Audit Return 2018</b></p> <p data-bbox="373 1164 715 1196"><b><u>Deputation Presentation</u></b></p> <p data-bbox="373 1232 416 1263">Nil.</p> <p data-bbox="373 1335 655 1366"><b><u>Officer Presentation</u></b></p> <p data-bbox="373 1402 416 1433">Nil.</p> <p data-bbox="373 1505 632 1536"><b><u>Notes from Forum</u></b></p> <p data-bbox="373 1572 416 1603">Nil.</p> <p data-bbox="373 1675 858 1706"><b><u>Further Information to be Provided</u></b></p> <p data-bbox="373 1742 416 1774">Nil.</p>



OCM Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.7	<p data-bbox="373 262 1278 293"><b>Terms of Reference for the Standing Committee (Audit and Risk)</b></p> <p data-bbox="373 329 715 360"><b><u>Deputation Presentation</u></b></p> <p data-bbox="373 396 416 427">Nil.</p> <p data-bbox="373 499 655 530"><b><u>Officer Presentation</u></b></p> <p data-bbox="373 566 416 598">Nil.</p> <p data-bbox="373 669 628 701"><b><u>Notes from Forum</u></b></p> <p data-bbox="373 736 416 768">Nil.</p> <p data-bbox="373 840 858 871"><b><u>Further Information to be Provided</u></b></p> <p data-bbox="373 907 416 938">Nil.</p>

OCM Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.8	<p data-bbox="373 1095 1426 1162"><b>Tender 17/2018 – Provision of Services to Design, Develop and Implement Website for City of Belmont</b></p> <p data-bbox="373 1198 715 1229"><b><u>Deputation Presentation</u></b></p> <p data-bbox="373 1265 416 1296">Nil.</p> <p data-bbox="373 1368 655 1400"><b><u>Officer Presentation</u></b></p> <p data-bbox="373 1435 416 1467">Nil.</p> <p data-bbox="373 1538 628 1570"><b><u>Notes from Forum</u></b></p> <p data-bbox="373 1606 416 1637">Nil.</p> <p data-bbox="373 1709 858 1740"><b><u>Further Information to be Provided</u></b></p> <p data-bbox="373 1776 416 1807">Nil.</p>

OCM Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.9	<p data-bbox="373 259 912 293"><b>Accounts for Payment - February 2019</b></p> <p data-bbox="373 327 715 360"><b><u>Deputation Presentation</u></b></p> <p data-bbox="373 394 416 427">Nil.</p> <p data-bbox="373 495 655 528"><b><u>Officer Presentation</u></b></p> <p data-bbox="373 562 416 595">Nil.</p> <p data-bbox="373 663 632 696"><b><u>Notes from Forum</u></b></p> <p data-bbox="373 730 416 763">Nil.</p> <p data-bbox="373 831 860 864"><b><u>Further Information to be Provided</u></b></p> <p data-bbox="373 898 416 931">Nil.</p>

OCM Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.10	<p data-bbox="373 1102 1078 1135"><b>Monthly Activity Statement as at 28 February 2019</b></p> <p data-bbox="373 1169 715 1202"><b><u>Deputation Presentation</u></b></p> <p data-bbox="373 1236 416 1270">Nil.</p> <p data-bbox="373 1337 655 1370"><b><u>Officer Presentation</u></b></p> <p data-bbox="373 1404 416 1438">Nil.</p> <p data-bbox="373 1505 632 1538"><b><u>Notes from Forum</u></b></p> <p data-bbox="373 1572 416 1606">Nil.</p> <p data-bbox="373 1673 860 1706"><b><u>Further Information to be Provided</u></b></p> <p data-bbox="373 1740 416 1774">Nil.</p>

OCM Item No.	Officer Presentations/Deputation Presentations/Councillor Comment
13.2	<p><b>Notice of Motion (Councillor Davis) – Commonwealth Home Support Programme</b></p> <p><b><u>Deputation Presentation</u></b></p> <p>Nil.</p> <p><b><u>Officer Presentation</u></b></p> <p>Nil.</p> <p><b><u>Notes from Forum</u></b></p> <ul style="list-style-type: none"> <li>• The City’s current funding agreement with the Federal Government expires in June 2020 and to date there has been no indication that funding will not continue after that time. The City generally enters into formal correspondence with the Federal Government as this date draws closer.</li> <li>• Information is currently being gathered to present to Council in coming months. It is recommended that any targeted communication be undertaken only when accurate information can be provided.</li> <li>• Following consultation with Officers, Cr Davis amended her original Notice of Motion to state that the CEO write to both Labor and Liberal representatives in an attempt to gauge where they will stand on this matter after the election. The Notice of Motion requires Councillors to vote on whether there is a valid reason for the Chief Executive Officer to write to the Federal Government at this time.</li> <li>• In the past numerous local governments operated home and community care support and facilities like Harman Park, however the majority have now transitioned out of this area of service. The services remain, albeit now managed by specialist service providers.</li> <li>• If the City were to write to the Federal Government it is hoped a response would be received prior to all further information being presented to Councillors. The response would be included and discussed in conjunction with the significant amount of other information that will be provided at a future Information Forum.</li> <li>• The Notice of Motion, including Council’s resolution, will be included in the 26 March 2019 Ordinary Council Meeting minutes, however any response received will not.</li> </ul> <p><b><u>Further Information to be Provided</u></b></p> <p>Nil.</p>

**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 7.38pm.