



City of Belmont

AGENDA BRIEFING FORUM

MATRIX

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21 February 2017

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CONFIDENTIAL ATTACHMENTS

Confidential Attachment 1 – Item 12.5 refers
Confidential Attachment 2 – Item 14.1 refers

CONFIDENTIAL TABLED ATTACHMENTS INDEX

Confidential Tabled Attachment 1 – Item 12.5 refers

**Councillors are reminded to retain the attached
Ordinary Council Meeting Agenda (inclusive of the OCM Attachments) for
deliberation at the meeting scheduled for 28 February 2017**

**INFORMATION MATRIX FROM THE AGENDA BRIEFING FORUM HELD IN THE
COUNCIL CHAMBERS OF CITY OF BELMONT CIVIC CENTRE, 215 WRIGHT STREET,
CLOVERDALE ON TUESDAY, 21 FEBRUARY 2017 COMMENCING AT 7.00PM**

**AGENDA BRIEFING FORUM
INFORMATION MATRIX**

PRESENT

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr R Rossi, JP, Deputy Mayor	West Ward
Cr P Hitt	West Ward
Cr M Bass (<i>arr 7.04pm</i>)	East Ward
Cr B Ryan	East Ward
Cr J Powell	South Ward
Cr S Wolff	South Ward

IN ATTENDANCE

Mr R Lutey	A/Chief Executive Officer
Mr R Garrett	Director Corporate and Governance
Mrs J Hammah	A/Director Community and Statutory Services
Mr J Olynyk, JP	Manager Governance
Mrs N Griggs (<i>dep 7.54pm & did not return</i>)	Manager Community Place Making
Mr J Hardison (<i>arr 7.06pm</i>)	Manager Property and Economic Development
Mrs M Lymon	Principal Governance and Compliance Advisor
Mrs S De La Cruz (<i>dep 7.54pm & did not return</i>)	Coordinator Community Wellbeing
Ms S D'Agnone	Governance Officer

MEMBERS OF THE GALLERY

There was one member 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.

It is important that we acknowledge the traditional owners of the land on which we are meeting today the Noongar Whadjuk people and pay respect to Elders both past and present.

The Presiding Member invited Cr Hitt to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Hitt 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 L Cayoun (Apology)
Cr P Gardner (Apology)
Mr S Cole (Apology)
Mr N Deague (Apology)

West Ward
South Ward
Chief Executive Officer
Director Community and Statutory Services

3. DECLARATIONS OF INTEREST THAT MIGHT CAUSE A CONFLICT

3.1 FINANCIAL INTERESTS

Nil.

3.2 DISCLOSURE OF INTEREST THAT MAY AFFECT IMPARTIALITY

Name	Item No and Title
Cr R Rossi	Item 12.4 Metro Central Joint Development Assessment Panel (JDAP) – Local Government Nominations

4. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

4.1 ANNOUNCEMENTS

Nil.

4.2 DISCLAIMER

7.03pm 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

7.04pm The Presiding Member opened the period allotted for Public Submission Time and drew the gallery's attention to the Rules for Public Submission Time. No Public Submissions were received.

7.04pm Cr Bass entered the meeting.

7.04pm As there were no submissions received, the Presiding Member closed Public Submission Time.

6. ORDINARY COUNCIL MEETING AGENDA FOR MEETING TO BE HELD 28 FEBRUARY 2017

6.1 AGENDA ITEMS FOR REVIEW

Item No. Officer Presentations / Deputation Presentations / Councillor Comment	
AGENDA ITEMS FOR REVIEW	
12.1	<p>City of Belmont Standing Orders Local Law 2017</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>7.06pm The Manager Property and Economic Development entered the meeting.</p> <ul style="list-style-type: none">• Part 11 – Procedural Motions 11.11 – Item be referred back to Standing Committee or Briefing When Council debates items it can decide to refer items back to a Standing Committee or Information Forum for further consideration. As these are not decision making forums, items must then be returned to Council for a final decision.• The intent of this clause is that items are required to be returned back to Council for a decision, however there may be occasions where a decision of Council is not required. In these instances, the item may not necessarily be referred back to Council.• This clause refers to any motion that is moved and carried, including foreshadowed and amended motions. No action is taken until a motion is passed by Council.• When a Notice of Motion submitted by a Councillor is referred to an Information Forum or Standing Committee, the motion is returned to Council as that particular Councillor’s Notice of Motion.• When an Officer Recommendation is referred to an Information Forum or Standing Committee, the item is returned to Council with an Officer Recommendation, however through consultation at the appropriate forum, the recommendation may have been amended.

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
	<p data-bbox="357 259 600 288"><i>Item 12.1 Continued</i></p> <p data-bbox="357 322 1390 383">7.10pm The Manager Property and Economic Development departed the meeting.</p> <p data-bbox="357 416 1390 477">7.12pm The Manager Property and Economic Development returned to the meeting.</p> <ul data-bbox="357 510 1390 819" style="list-style-type: none"><li data-bbox="357 510 1390 645">• After discussion at a Standing Committee or Information Forum, an Officer report can be presented to Council with a Councillor Motion as the recommendation. The motion remains a Councillor motion despite being contained in an Officer report.<li data-bbox="357 678 1390 819">• When dealing with foreshadowed motions, the initial substantive motion has been lost and is not dealt with again. The foreshadowed motion will return to Council as an Officer Recommendation or a Councillor Motion dependent on the wording of the resolution. <p data-bbox="357 887 842 916"><u>Further Information to be Provided</u></p> <p data-bbox="357 949 400 978">Nil.</p>

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.2	<p data-bbox="357 1151 884 1180">Audio Recording of Council Meetings</p> <p data-bbox="357 1214 699 1243"><u>Deputation Presentation</u></p> <p data-bbox="357 1276 400 1305">Nil.</p> <p data-bbox="357 1384 639 1413"><u>Officer Presentation</u></p> <p data-bbox="357 1447 400 1476">Nil.</p> <p data-bbox="357 1554 612 1583"><u>Notes from Forum</u></p> <p data-bbox="357 1617 400 1646">Nil.</p> <p data-bbox="357 1724 842 1753"><u>Further Information to be Provided</u></p> <p data-bbox="357 1787 400 1816">Nil.</p>

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.3	<p data-bbox="355 230 1401 293">Request for Funding Support for 2017 Belmont and Western Australian Small Business Awards</p> <p data-bbox="355 331 699 365"><u>Deputation Presentation</u></p> <p data-bbox="355 398 400 432">Nil.</p> <p data-bbox="355 499 639 533"><u>Officer Presentation</u></p> <p data-bbox="355 566 400 600">Nil.</p> <p data-bbox="355 667 612 701"><u>Notes from Forum</u></p> <ul data-bbox="355 734 1401 1966" style="list-style-type: none"><li data-bbox="355 734 1401 835">• The City receives reports on the number of businesses located in Belmont supported by the Belmont Business Enterprise Centre (BBEC), however no information is available on businesses based outside Belmont.<li data-bbox="355 875 1401 976">• The City has previously requested information on individual businesses supported by the BBEC, however has been advised by the BBEC that privacy legislation does not permit this information being provided.<li data-bbox="355 1010 1401 1111">• In 2016 an auditor acceptable to the City and the BBEC was appointed. The auditor provided a report that indicated that the accommodation support provided is acceptable.<li data-bbox="355 1144 1401 1346">• In 2016 the Belmont Small Business Awards were changed to the Belmont and Western Australian Small Business Awards. Belmont based businesses received six out of a total of 24 awards in 2016. (Note: Research indicates that there were 8 award winners in 2016 with an address within the City of Belmont which is stated in the report to Council.)<li data-bbox="355 1379 1401 1480">• The City, Perth Airport and Belmont Forum have all stipulated a requirement that businesses be based in Belmont to be eligible for an award they sponsor.<li data-bbox="355 1514 1401 1715">• The awards are advertised state-wide and it is likely that the City requesting that a quota of businesses be based in Belmont would be problematic, however the Officer Recommendation addresses this issue. The recommendation requests that information on the sponsorship structure, contribution levels, details of award invitations, and the selection and judging processes be provided.<li data-bbox="355 1749 1401 1850">• It is difficult for the City to make recommendations, including whether it would be more worthwhile to hold the awards biennially, based on the limited information received.<li data-bbox="355 1883 1401 1966">• The City has been invited as a major sponsor of the awards. The contributions of other sponsors cannot be ascertained at present.

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
	<p data-bbox="352 259 600 288"><i>Item 12.3 Continued</i></p> <ul data-bbox="352 327 1393 1173" style="list-style-type: none"><li data-bbox="352 327 1393 389">• The City contributes \$40,000 per annum as accommodation support for the BBEC.<li data-bbox="352 427 1393 562">• The Officer Recommendation is designed to facilitate Officers approaching the BBEC requesting information that the City feels is necessary to evaluate the proposal. When this information has been received, the item will be returned to Council for a decision.<li data-bbox="352 600 1393 734">• There are two metropolitan State funded organisations that operate similarly to the BBEC. Business Station operates out of Gosnells and services Eastern and Northern suburbs. Business Foundations services Fremantle and the South West area.<li data-bbox="352 772 1393 907">• The Manager Property and Economic Development is unaware of any other metropolitan local governments that provide a direct business support role to the community similar to that currently provided through either Business Station or Business Foundations.<li data-bbox="352 945 1393 1079">• The City providing direct business support to the community would be less cost effective than the BBEC carrying out this service. The City would also be restricted legislatively and hence would not have the flexibility of the BBEC.<li data-bbox="352 1117 1393 1173">• The request for sponsorship proposal provided with the 28 February 2017 OCM Agenda is the only document the City receives. <p data-bbox="352 1240 842 1270"><u>Further Information to be Provided</u></p> <ul data-bbox="352 1308 1393 1749" style="list-style-type: none"><li data-bbox="352 1308 1393 1442">• The Manager Property and Economic Development undertook to investigate if similar award programs are run by the Business Station or Business Foundations organisations and advise Councillors of the outcome<li data-bbox="352 1480 1393 1615">• The Manager Property and Economic Development undertook to investigate the number of businesses serviced by the BBEC during the years that the City has provided sponsorship, however he also advised that these figures may not be available<li data-bbox="352 1653 1393 1749">• The Director Corporate and Governance undertook to provide Councillors with inflation figures corresponding with the years that Council has sponsored the Belmont Business Awards.

Note:

Cr Rossi declared an interest that may affect impartiality in Item 12.4 Metro Central Joint Development Assessment Panel (JDAP) – Local Government Nominations

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.4	<p>Metro Central Joint Development Assessment Panel (JDAP) – Local Government Nominations</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Nil.</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

Note:

The Presiding Member advised that in accordance with Section 5.23(2) of the *Local Government Act 1995*, the Officer Presentation for Item 12.5 was confidential, and that Council would need to go behind closed doors.

7.46pm ***POWELL MOVED, HITT SECONDED**, that the meeting be closed to the public to discuss the Presentation and Confidential Attachments for Item 12.5 Tender 22/2016 – Public Art for Belmont Community Centre*

CARRIED 7 VOTES TO 0

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.5	<p>Tender 22/2016 - Public Art for Belmont Community Centre</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>The Coordinator Community Wellbeing provided a presentation which included the following:</p> <ul style="list-style-type: none">• The Tender• Process To Date• Recommended Concept <p>(Refer Confidential Tabled Attachment 1 for further information).</p> <p><u>Notes from Forum</u></p> <p>A series of questions were asked and responded to by Officers in attendance.</p> <p>(Refer Confidential Attachment 1 for further information).</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

7.54pm ***HITT MOVED, ROSSI SECONDED**, that the Meeting again be open to the public.*

CARRIED 7 VOTES TO 0

7.54pm The Manager Community Place Making and Coordinator Community Wellbeing departed the meeting and did not return.

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.6	<p>Appointment of Western Australian Electoral Commission to Conduct City of Belmont Elections by Postal Vote Method</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Nil.</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.7	<p>Corporate Business Plan 2017–2021</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Nil.</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.8	<p>Amendment To Delegated Authority Register 2016-2017 – Addition of DA38 – Development Assessment Panel (DAP) Form 2 – Minor Amendments and Cancellations</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Nil.</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.9	<p>Annual Electors' Meeting Minutes – 14 December 2016</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Nil.</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.10	<p>Timetable: 2017-2018 Annual Budget</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Nil.</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.11	<p>Accounts for Payment – December 2016</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Nil.</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.12	<p>Accounts for Payment – January 2017</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Nil.</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.13	<p>Monthly Activity Statement as at 31 December 2016</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Nil.</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

Item No.	Officer Presentations / Deputation Presentations / Councillor Comment
12.14	<p>Monthly Activity Statement as at 31 January 2017</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>Nil.</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

7. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Note:

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

7.56pm **ROSSI MOVED, HITT SECONDED**, that the meeting be closed to the public to discuss the Confidential Item 14.1 Belmont Sports and Recreation Club Inc. Financial Arrangements.

CARRIED 7 VOTES TO 0

Note:

There were no members of the public in the gallery.

7.1 BELMONT SPORTS AND RECREATION CLUB INC. FINANCIAL ARRANGEMENTS – CONFIDENTIAL MATTER IN ACCORDANCE WITH LOCAL GOVERNMENT ACT 1995 SECTION 5.23(2)(C)

Item No. Officer Presentations / Deputation Presentations / Councillor Comment	
AGENDA ITEMS FOR REVIEW	
14.1	<p>Belmont Sports and Recreation Club Inc. Financial Arrangements – Confidential Matter in Accordance with Local Government Act 1995 Section 5.23(2)(c)</p> <p><u>Deputation Presentation</u></p> <p>Nil.</p> <p><u>Officer Presentation</u></p> <p>Nil.</p> <p><u>Notes from Forum</u></p> <p>A series of questions were asked and responded to by Officers in Attendance. (Refer Confidential Attachment 2 for further information).</p> <p><u>Further Information to be Provided</u></p> <p>Nil.</p>

8.35pm **ROSSI MOVED, HITT SECONDED, that the Meeting again be open to the public.**

CARRIED 7 VOTES TO 0

8.35pm The meeting came out from behind closed doors. No members of the public returned to the meeting.

8. CLOSURE

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 8.37pm.