



# City of Belmont

## AGENDA BRIEFING FORUM

### MATRIX

#### TABLE OF CONTENTS

7 December 2021

ITEM	SUBJECT HEADING	PAGE
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 14 DECEMBER 2021.....	3
6.1	AGENDA ITEMS FOR REVIEW.....	3
7.	MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....	14
8.	CLOSURE .....	14

**Councillors are reminded to retain the Ordinary Council Meeting Agenda (inclusive of the OCM Attachments) for deliberation at the meeting scheduled for 14 December 2021.**

**TABLED ATTACHMENTS INDEX**

**Tabled Attachment 1 – Item 6.1 (12.2) refers**  
**Tabled Attachment 2 – Item 6.1 (12.3) refers**  
**Tabled Attachment 3 – Item 6.1 (12.6) refers**  
**Tabled Attachment 4 – Item 6.1 (13.2.1) refers**  
**Tabled Attachment 5 – Item 6.1 (13.2.2) refers**

**CONFIDENTIAL TABLED ATTACHMENTS INDEX**

**Confidential Tabled Attachment 1 – Item 6.1 (12.1) refers**  
**Confidential Tabled Attachment 2 – Item 6.1 (12.1) refers**

**MATRIX FROM THE AGENDA BRIEFING FORUM HELD IN THE COUNCIL  
CHAMBERS OF CITY OF BELMONT CIVIC CENTRE, 215 WRIGHT STREET,  
CLOVERDALE ON TUESDAY, 7 DECEMBER 2021 COMMENCING AT 7.00PM**

---

**AGENDA BRIEFING FORUM  
MATRIX**

**PRESENT**

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr R Rossi, JP, Deputy Mayor	West Ward
Cr M Bass	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 M Bell	Acting Chief Executive Officer
Ms J Gillan	Director Development and Communities
Ms M Reid	Director Infrastructure Services
Mr W Loh ( <i>dep 7.53pm</i> )	Manager Planning Services
Mr L Willcock ( <i>dep 7.54pm</i> )	Manager Economic and Community Development
Mr D Boylan ( <i>dep 7.56pm</i> )	Manager City Facilities and Property
Mr M Hayward	Manager Design, Assets and Development
Mrs M Lymon	Acting Manager Governance
Mr S Glassborow ( <i>dep 7.19pm</i> )	Acting Manager Parks, Leisure and Environment
Ms D Morton	Media and Communications Adviser
Mrs J Cherry-Murphy	Senior Governance Officer
Mr H Krsanac ( <i>dep 7.53pm</i> )	Planning Officer
Ms D Harmer ( <i>dep 7.53pm</i> )	Planning Officer - Projects
Mrs H Mark	Governance Officer

**MEMBERS OF THE GALLERY**

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

**GUESTS**

Mr T Costanzo ( <i>dep 7.19pm</i> )	Contract Manager, WALGA
-------------------------------------	-------------------------

## 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 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 Wolff to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Wolff 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 B Ryan (Apology)  
Cr G Sekulla, JP (Apology)  
Mr J Christie (Apology)

East Ward  
West Ward  
Chief Executive Officer

## 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**

**7.01pm 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.*

#### **5. PUBLIC SUBMISSION TIME**

**7.02pm 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 14 DECEMBER 2021**

##### **6.1 AGENDA ITEMS FOR REVIEW**

**Note:**

**The Presiding Member advised that in accordance with Section 5.23(2)(2)(c)(e) of the *Local Government Act 1995* , Council will need to go behind closed for the confidential presentation for Ordinary Council Meeting Agenda Item 12.1 WALGA Power Purchase Agreement.**

**7.03pm WOLFF MOVED, BASS SECONDED that in accordance with Section 5.23(2)(c)(e) of the *Local Government Act 1995*, the meeting proceed behind closed doors for the Confidential Presentation for Item 12.1. – WALGA Power Purchase Agreement.**

**CARRIED 7 VOTES TO 0**

**7.03pm All members of the public departed the meeting.**

**OCM Item 12.1**

**WALGA Power Purchase Agreement**

Refer [Confidential Tabled Attachment 1](#)

**Deputation Presentation**

Nil.

**Officer Presentation**

**Notes from Forum**

**Further Information to be Provided**

Nil.

**7.19pm** *WOLFF MOVED, ROSSI SECONDED, that the Meeting again be open to the public.*

**CARRIED 7 VOTES TO 0**

**7.19pm** Members of the public returned to the meeting.

**7.19pm** The Acting Manager Parks, Leisure and Environment and Mr Costanzo departed the meeting and did not return.

**OCM Item 12.2**

**Development Area 6 (Redcliffe Train Station Precinct) Road Naming**

**Deputation Presentation**

Nil.

**Officer Presentation**

The Planning Officer - Projects provided a presentation which included the following:

- New Road Connections
- Planning Around New Roads
- Road One
- Road Two
- Landgate's Policies and Standards
- City of Belmont Council Policy SB3.2
- Proposed Names
- Next Steps

**OCM Item 12.2**

**Development Area 6 (Redcliffe Train Station Precinct) Road Naming**

*Item 12.2 Continued*

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

**Notes from Forum**

- The Aboriginal Advisory Group were consulted with the two proposed street names and two alternative names to ensure the names would be acceptable should Council vote to endorse them for public consultation.
- There may be legibility issues if an explanation of the Aboriginal name was to be included in the street signage. It would be more appropriate to include some information on the Aboriginal wording on signage displayed in the public open space.
- The City does not have any control over mapping applications such as Google Maps and the pronunciation of names beyond contacting them and advising them of issues. Landgate would be responsible for any communication in regard to these applications.
- Landgate has a strict validation process for street naming and the City has conducted a preliminary online validation for the proposed street names to ensure they would meet Landgate's criteria before bringing to Council for endorsement to undertake public consultation.
- The two preferred names will be circulated during the public consultation with the two alternative names included.
- It is not anticipated that both alternative names would be used. If one of the preferred names was not supported by Landgate, one of the alternatives would be put forward. Given this, the similar sound of the two alternative names would not likely be an issue.
- If there are no objections raised during the 30-day public consultation period, the proposal will be put forward to Landgate for their approval. If objections are raised, the matter will be brought back to a Council meeting for consideration.
- The Schedule of Names included in the City's Policy SB3.2 can be used for local naming such as local parks or buildings. Many of these names do not meet the criteria set by Landgate for street naming.

**Further Information to be Provided**

Nil.

**OCM Item 12.3**

**Development Application – Conservation Works to Ascot Kilns – Lots 713, 236, 237, 197 (80) Grandstand Road, Ascot**

**Deputation Presentation**

Nil.

**Officer Presentation**

The Planning Officer provided a presentation which included the following:

- Location Plan
- Extract from Local Planning Scheme Map
- Subject Site
- Development Application
- Conservation Works
- Roof Canopy
- Fencing and Site Services
- Conservation Works
- 'Brick Man' Statue
- Advertising Referral Area
- Submission Comments
- Recommendation

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

**Notes from Forum**

- The underground tunnels at the Kilns site will be part of the conservation in the area and works to retain and restore these will be included.
- The land is owned freehold by West Australian Planning Commission. This proposal relates to conservation of the Kilns which is the primary concern. Public access to the Kilns site is likely to be restricted until after conservation work is completed as public access may not be appropriate until a Local Development Plan is complete.
- The 'Brick Man' statue was erected last December, which received extensive media coverage at the time. The City has not received any comments to date from the public with regard to moving the statue from its current location.

**Further Information to be Provided**

- The Manager Planning Services undertook to distribute plans of the underground tunnels at the Kilns site to provide guidance on the exact location and what impact, if any, these may have on surrounding development.



**7.53pm The Manager Planning Services, Planning Officer - Projects and Planning Officer departed the meeting and did not return.**

**Note:**

**The Presiding Member advised that in accordance with Section 5.23(2)(e)(iii) of the *Local Government Act 1995* if there was any discussion or debate on the Confidential Attachments for Item 12.4, Council would need to go behind closed doors.**

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

<b>OCM Item 12.4</b>
<b>Belmont Business and Enterprise Centre Funding Request Support for 2022 Belmont and Western Australian Small Business Awards</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.

**7.54pm The Manager Economic and Community Development departed the meeting and did not return.**

**Note:**

The Presiding Member advised that in accordance with Section 5.23(2)(c)(e) of the *Local Government Act 1995* if there was any discussion or debate on the Confidential Attachments for Item 12.5, Council would need to go behind closed doors.

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

<b>OCM Item 12.5</b>
<b>Tender 15/2021 – Removal of Asbestos Containing Material from The Glasshouse – Acceptance of Tender</b>
<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 cost for the removal and disposal of asbestos will be just under \$200,000. The total cost of The Glasshouse refurbishment is in the region of \$2.1m with the majority of the funding for this received as part of the Local Roads and Community Infrastructure Program (LRCIP).</li><li>• The Building Hazard Materials report identified asbestos in the ceiling lining. However, as asbestos cannot be disturbed, the ceiling could not be accessed until renovation works commenced at which time an extensive amount of hidden asbestos was detected.</li></ul> <p><b><u>Further Information to be Provided</u></b></p> <p>Nil.</p>

**7.56pm** The Manager City Facilities and Property departed the meeting and did not return.

**OCM Item 12.6**

**Local Government Reform – City of Belmont Responses**

**Deputation Presentation**

Ms L Hollands<sup>1</sup>, 2 Miller Avenue, Redcliffe spoke in opposition to the Officer Recommendation.

(Refer [Tabled Attachment 3](#) for further information).

**Officer Presentation**

Nil.

**Notes from Forum**

- The Department of Local Government, Sport and Cultural Industries (DLGSCI) have announced an extension to 25 February 2022 for submissions to the Local Government Reform.
- This item could be deferred at next week's Ordinary Council Meeting (OCM) to allow the matter to be presented at an Information Forum and then the February OCM to enable Councillors more time to consider the response.
- As the DLGSCI are accepting submissions from local governments and the wider community. Councillors could also submit their own personal response if they wished.

**Further Information to be Provided**

Nil.

---

<sup>1</sup> Ms Hollands' Deputation Form was submitted on behalf of Belmont Resident and Ratepayer Action Group (BRRAG). However, following discussion Ms Hollands presented the deputation on behalf of herself.

**OCM Item 12.7**

**Council Policy Updates**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

Nil.

**Further Information to be Provided**

Nil.

**OCM Item 12.8**

**2022 Consolidated Assurance Map**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

Nil.

**Further Information to be Provided**

Nil.

**OCM Item 12.9**

**Western Australian Auditor General's Report – Performance Audit – Local Government COVID-19 Financial Hardship Support – Report 5 – 2021-22**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

Nil.

**Further Information to be Provided**

Nil.

**OCM Item 12.10**

**Terms of Reference for Internal Audit**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

Nil.

**Further Information to be Provided**

Nil.

**OCM Item 12.11**

**Accounts for Payment – November 2021**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

Nil.

**Further Information to be Provided**

Nil.

**OCM Item 12.12**

**Monthly Activity Statement as at 30 November 2021**

**Deputation Presentation**

Nil.

**Officer Presentation**

Nil.

**Notes from Forum**

Nil.

**Further Information to be Provided**

Nil.

<b>Item 13</b>	<b>REPORTS BY THE CHIEF EXECUTIVE OFFICER</b>
<b>Item 13.2</b>	<b>Notice of Motion</b>
<b>OCM Item 13.2.1</b>	
<b>Notice of Motion (Cr Davis) – Method of Election of the Mayor</b>	
<p><b><u>Deputation Presentation</u></b></p> <p>Ms L Hollands<sup>2</sup>, 2 Miller Avenue, Redcliffe spoke in opposition to the Councillor Motion.</p> <p>(Refer <a href="#">Tabled Attachment 4</a> for further information).</p> <p><b><u>Notes from Forum</u></b></p> <ul style="list-style-type: none"><li>• The Catalyse Survey conducted each year has not included questions on the method of election of the City's Mayor.</li><li>• Imposing a condition for a prospective Mayor to have had at least four years' experience as an Elected Member is not something the City could impose if it were to hold a direct election for the position of Mayor.</li><li>• If the City decided to adopt the direct Mayoral election for future local government elections, there could be several scenarios as to the configuration of the remaining Councillors and the potential costs involved.</li><li>• The current proposed reforms recommend the City would have between five and nine Councillors, including the Mayor. Having a publicly elected Mayor may result in the need for an Extraordinary Election to elect an additional Councillor, incurring additional costs.</li></ul> <p><b><u>Further Information to be Provided</u></b></p> <p>Nil.</p>	

---

<sup>2</sup> Ms Hollands' Deputation Form was submitted on behalf of BRRAG. However, following discussion Ms Hollands presented the deputation on behalf of herself.

**OCM Item 13.2.2**

**Notice of Motion (Cr Sessions) – Live Streaming of Council Meetings**

Deputation Presentation

Ms L Hollands<sup>3</sup>, 2 Miller Avenue, Redcliffe spoke in support of the Councillor Motion.

(Refer [Tabled Attachment 5](#) for further information).

**Notes from Forum**

- The Local Government Reform is proposing the live streaming of Ordinary Council Meetings.
- An item was presented to an Information Forum earlier this year, which outlined costs involved in setting up live-streaming. Costs are varied, depending on the number of cameras and how each camera will work. This is not included in the current budget.
- A live streaming policy would be required which would include information on copyright of material and any access to the recordings. Once the video is in the public domain however, Council would have no control over how it is used
- The Motion being put forward to Council is for officers to prepare a report for the February meeting to include costings of the installation of any additional equipment and the preparation of a live-streaming policy in addition to the matter being presented at an Information Forum before February's meeting.

**Further Information to be Provided**

- The Acting Manager Governance undertook to confirm the ability for allegations of defamation to be made against individuals for comments made at the meetings.
- The Acting Chief Executive Officer undertook to obtain statistics on incidents involving Councillors and staff at other local governments since introducing live streaming of meetings.

**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 8.52pm.**

---

<sup>3</sup> Ms Hollands' Deputation Form was submitted on behalf of BRRAG. However, following discussion Ms Hollands presented the deputation on behalf of herself.