

minutes

Future Planning Committee



Please be advised that a **Future Planning Committee Meeting** commenced at **5.30pm** on **Wednesday 19 December 2018** in meeting room 1 at the administration building, 99 Shepperton Road, Victoria Park.

A handwritten signature in black ink, appearing to read "A Vuleta".

ANTHONY VULETA
CHIEF EXECUTIVE OFFICER

21 December 2018

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1 OPENING

Cr C Anderson opened the meeting at 5.31pm.

2 ATTENDANCE

Members:

Banksia Ward:

Cr C (Claire) Anderson

Cr B (Bronwyn) Ife

Jarraah Ward:

Cr V (Vicki) Potter (Deputy Mayor)

Independent Committee

Mr S (Scott) Davies

Member:

Chief Community Planner

Ms N (Natalie) Martin Goode

Manager Development Services

Mr R (Robert) Cruickshank

Manager Place Planning

Mr D (David) Doy

Senior Place Leader

Ms C (Carly) Pidco

Place Leader

Mr P (Pierre) Quesnel

Environmental Officer

Mr B (Brendan) Nock

Governance Officer Compliance

Mr L (Liam) O'Neil

Secretary:

Mrs S (Susan) Fraser

Guests:

2.1 Apologies

Banksia Ward:

Cr R (Ronhhda) Potter (Presiding Member)

Jarraah Ward:

Cr B (Brian) Oliver

2.2 Approved Leave of Absence

3 DECLARATIONS OF INTEREST

Declaration of Financial Interests

Nil

Declaration of Proximity Interest

Nil

Declaration of Interest affecting impartiality

Nil

4 CONFIRMATION OF MINUTES

RESOLVED:

Moved: Cr V Potter

Seconded: Cr C Anderson

That the minutes of the Future Planning Committee meeting held on 21 November 2018 be confirmed.

The Motion was Put and

CARRIED (4-0)

In favour of the Motion: Cr V Potter, Cr B Ife, Cr C Anderson and Mr S Davies

5 TERMS OF REFERENCE

1 Name

Future Planning Committee

2 Purpose

The Town's *Strategic Community Plan* notes four components of the Mission Statement, namely –

- Social – To promote sustainable connected, safe and diverse places for everyone.
- Economic – To promote sustainable diverse, resilient and prosperous places for everyone.
- Environment – To promote sustainable liveable, healthy and green places for everyone.
- Civic Leadership – To show leadership by communicating with, empowering and supporting people in the community.

The primary purpose of this committee shall be the Environment component of the Town's Mission Statement, which is to promote sustainable liveable, healthy and green places for everyone.

3 Scope

The Committee will primarily focus on the following key Environment Strategic Outcomes –

- Land use planning that puts people first in urban design, allows for different housing options for people with different housing needs and enhances the Town's character.
- A safe, interconnected and well maintained transport network that makes it easy for everyone to get around.
- A place with sustainable, safe and convenient transport options for everyone.
- A clean place where everyone knows the value of waste, water and energy.
- Appropriate and sustainable facilities for everyone that are well built, well maintained and well managed.
- Appropriate, inviting and sustainable green spaces for everyone that are well maintained and well managed.
- Increased vegetation and tree canopy.

Wherever possible, the Committee will seek opportunities to address the following additional Strategic Outcomes –

- Everyone receives appropriate information in the most efficient and effective way for them.
- Appropriate devolution of decision making and service provision to an empowered community.
- People have positive exchanges with the Town that inspires confidence in the information and the timely service provided.
- A community that is authentically engaged and informed in a timely manner.

4 Deliverables

The Committee will –

- Provide strategic leadership in the development and regular review of policies and strategies that are inclusive, empowering and build capacity of the Town of Victoria Community.
- Be proactive in planning to accommodate population growth.
- Maintain and build on the existing heritage and character of the Town.
- Promote a strong identity for the Town as an inner-city urban centre.
- Ensure the Council is an advocate for the community in local and regional matters.

Specifically the Committee will ensure delivery of the following –

- Annual review of policies, strategies and plans related to the Scope of the Committee.
- Public Open Space Strategy.
- Housing Strategy.
- Local Planning Strategy.
- Local Planning Scheme Review.
- Environmental Plan.
- Integrated Movement Network Strategy.
- Urban Forest Strategy.

5 Reporting

Although any Service Area of the Town may report through this Committee on matters associated with the Primary Purpose and Scope, the following Service Areas of Council are likely to predominantly feature –

- Asset Planning
- Building Services
- Environment
- Fleet Services
- General Compliance
- Parks and Reserves
- Place Management
- Strategic Town Planning
- Street Improvement
- Street Operations
- Urban Planning
- Waste Services

6 Governance

The Committee is a Council-created Committee formed under Subdivision 2 (Committees and their meetings) of the *Local Government Act 1995* and is governed by the provisions of the *Town of Victoria Park Standing Orders Local Law 2011* and the *Local Government Act 1995* and its Regulations.

The Committee will comprise a maximum of four (4) Elected Members (being two (2) Elected Member representatives from each of the Town's two (2) wards with five (5) Elected Members being appointed in a hierarchical order as alternate deputy members) and up to two (2) other persons (that may be co-opted from time-to-time for such period, or in relation to such matters, as determined, where that person's experience, skills or qualifications would enable him or her to make a contribution to the Committee's functions).

In accordance with section 5.19 of the *Local Government Act 1995*, the quorum for a meeting of the Committee is at least 50% of the number of offices (whether vacant or not) of members of the Committee.

7 Meeting arrangements

The Committee shall convene in accordance with the annual adopted meeting schedule.

8 Authority

The Committee has no delegated power. The Committee may only make recommendations to Council for a decision.

9 Review

The Committee and Committee Terms of Reference will be reviewed from time-to-time and immediately following each local government election.

6 PRESENTATIONS

6.1 Deputations

Nil

7 METHOD OF DEALING WITH AGENDA BUSINESS

RESOLVED:

Moved: Cr B Ife

Seconded: Cr V Potter

That clause 6.10 *Speaking Twice of the Town of Victoria Park Standing Orders Local Law 2011* be suspended for the duration of this meeting.

The Motion was Put and

CARRIED (4-0)

In favour of the Motion: Cr V Potter, Cr B Ife, Cr C Anderson and Mr S Davies

8 REPORTS

8.1 Setting of 2019 Meeting Dates – Future Planning Committee

| | |
|------------------------|---------------|
| File Reference: | COR/10/0002~4 |
| Appendices: | Nil. |
| Attachments: | No. |

| | |
|-----------------------------|------------------|
| Date: | 29 November 2017 |
| Reporting Officer: | D Uniza |
| Responsible Officer: | A Vuleta |
| Voting Requirement: | Simple Majority |

Executive Summary:

Recommendation – That the Committee adopts its schedule of meeting dates and times for 2019.

- At its meeting held on 13 November 2018, Council resolved to set Committee meetings on a specific Monday each month
- The designated day for the Future Planning Committee meetings is the second Monday of each month
- At current, the Committee meetings for the rest of the Committee's term (from January to October next year) have yet to be established.

TABLED ITEMS:

Nil.

BACKGROUND:

At its meeting held on 13 November 2018, Council resolved to set committee meetings on a specific Monday each month, with the Future Planning Committee meetings being designated to be on the second Monday.

Currently, Future Planning Committee meetings have been held on the third Wednesday of each month. That being said, due to public holidays and other scheduling conflicts some meetings may be held outside of this designated day.

In order to assist with forward planning for all Elected Members, management and staff, a schedule of meeting dates has been prepared for the committee, to ensure synergy between meeting dates and the flow of information and decision-making.

It is recommended the committee sets its schedule of meeting dates and times for 2019, with each meeting being held at 5:30pm at the Town of Victoria Park administration building in the council chamber.

DETAILS:

Based on Council's recent resolution, it is proposed that the Future Planning Committee meetings for 2019 be held on the following dates:

| | |
|-------------------------|----------------------|
| Monday 11 February 2019 | commencing at 5.30pm |
| Monday 11 March 2019 | commencing at 5.30pm |
| Monday 8 April 2019 | commencing at 5.30pm |
| Monday 13 May 2019 | commencing at 5.30pm |
| Monday 10 June 2019 | commencing at 5.30pm |
| Monday 8 July 2019 | commencing at 5.30pm |
| Monday 12 August 2019 | commencing at 5.30pm |
| Monday 9 September 2019 | commencing at 5.30pm |

As Council does not typically meet in January, it is proposed that no committee meeting be held that month. Due to the Council General Election in October, it is proposed that the dates of the meetings of the committee be set following the election and appointment of the committee members for the new term.

Legal Compliance:

Local Government Act 1995

Local Government (Administration) Regulations 1996

Town of Victoria Park Standing Orders Local Law 2011

Policy Implications:

Nil.

Risk Management Considerations:

Regular structured committee meetings will enable Elected Members to focus on their strategic roles. Should forward planning of committee meetings not be identified, then there is a risk for meetings to be held on an ad-hoc basis; lacking coordination with other key meetings and corporate planning processes.

| Risk & Consequence | Consequence + Rating | Likelihood = Rating | Overall Risk Analysis | Mitigation/Actions |
|---|-----------------------------|----------------------------|------------------------------|---------------------------|
| Compliance: Non - compliance with: <i>Local Government Act 1995;</i> <i>Local Government (Administration) Regulations 1996;</i> <i>and</i> <i>Town of Victoria Park Standing Orders Local Law 2011.</i> | Minor | Unlikely | Low | Committees re-established |
| Reputational. Falling short of community expectations. | Minor | Possible | Moderate | Re-establish Committees |

Strategic Plan Implications:

CL8 - Visionary civic leadership with sound and accountable governance that reflects objective decision making.

Financial Implications:Internal Budget:

Nil.

Total Asset Management:

Nil.

Sustainability Assessment:External Economic Implications:

Nil.

Social Issues:

Nil.

Cultural Issues:

Nil.

Environmental Issues:

Nil.

COMMENT:

The proposed dates have been based on a monthly meeting cycle. In addition, the proposed meeting dates for the committee are cognisant of proposed meeting dates for a variety of other committees. Provision has also been made to ensure no meeting date falls on a Public Holiday.

Due to the elections in October it is proposed no meeting be held in that month and then meeting dates for the remainder of the year will be set following the election.

CONCLUSION:

It is therefore recommended that the proposed Schedule of Meeting for the committee be adopted.

RESOLVED:

Moved: Cr B Ife

Seconded: Cr V Potter

RECOMMENDATION/S:

That the Future Planning Committee adopts the following meeting dates and times for the Future Planning Committee of the Town of Victoria Park to be held at the administration building 99 Shepperton Road Victoria Park:

| Future Planning Committee | |
|----------------------------------|-----------------------------|
| Monday 11 February 2019 | commencing at 5.30pm |
| Monday 11 March 2019 | commencing at 5.30pm |
| Monday 8 April 2019 | commencing at 5.30pm |
| Monday 13 May 2019 | commencing at 5.30pm |
| Monday 10 June 2019 | commencing at 5.30pm |
| Monday 8 July 2019 | commencing at 5.30pm |
| Monday 12 August 2019 | commencing at 5.30pm |
| Monday 9 September 2019 | commencing at 5.30pm |

The Motion was Put and **CARRIED (4-0)**

In favour of the Motion: Cr V Potter, Cr B Ife, Cr C Anderson and Mr S Davies

9 MOTION FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 MEETING CLOSED TO THE PUBLIC

10.1 Matters for which the meeting may be closed

Nil

10.2 Public reading of resolution that may be made public

Nil

11 CLOSURE OF COMMITTEE MEETING

There being no further business, Cr C Anderson closed the Committee meeting at 5.34pm.

I confirm these Minutes to be true and accurate record of the proceedings of the Council.

Signed:

Cr C Anderson,
Deputy Presiding Member

Dated this: Day of

2018

12 WORKSHOP TOPICS AND PRESENTATIONS

12.1 Action Plan Recognising the State of Climate Emergency

The Environment Officer provided the committee with a progress up-date with regard to the Town's climate change adaption plan.

The committee asked questions and provided feedback.

A report will be provided to the committee in February.

The Environment Officer left the meeting at 5.50pm.

12.2 Landscaping Development Sites

The Manager Development Services provided the committee with a draft of the proposed policy for the landscaping of development sites.

Action:

The committee were requested to provide any further feedback to the Manager Development Services by Monday 7 January 2019.

A report will be provided to the committee in March 2019.

12.3 Crossover Policy

The Manager Development Services provided the committee with an overview of the draft crossover policy.

The committee asked questions and provided feedback.

A report will be provided to the committee in February.

12.4 Etwell Street Revitalisation Plan

The Place Leader for East Victoria Park presented an outline of the community engagement program and work being planned for consideration in the Etwell Street Local Centre.

Cr's V Potter and C Anderson indicated their support of the program and their wish to be involved in the process.

The Chief Community Planner left the meeting at 6.48pm.

The Chief Community Planner returned to the meeting at 6.50pm.

12.5 Burswood Station East Structure Plan - Update

The Senior Place Leader provided the committee with a progress report on the Burswood Station East Structure Plan, inclusive of the proposed Scheme Amendment, structure plan documents and supporting Local Planning Policy.

The committee asked questions and provided feedback on the more contemporary approach being taken by the Town.

13 GENERAL BUSINESS

Nil

14 REQUEST FOR REPORTS FOR FUTURE CONSIDERATION

| Forthcoming Agenda Items | |
|---|----------------|
| Reports | |
| Climate Change Adaption Plan | February 2019 |
| Local Planning Policies: 15; 16; 17; 18 and 19 | February 2019 |
| Local Planning Policies: 20; 21; 22; 24 and 33 | February 2019 |
| Crossover Policy | Feb/March 2019 |
| Local Planning Policies: 26; 27; 34; and 35 | March 2019 |
| Burswood Station East Structure Plan | March 2019 |
| Landscaping Development Sites | March 2019 |
| Local Planning Policies: 7 (H); 28 (M) and 36 (M) - | TBC 2019 |
| Local Planning Policies: 8; 9; 10; 11 and 14 | TBC 2019 |
| Review of Streetscape Policy | TBC 2019 |
| Workshop Topics | |
| Higgins Park Master Plan | February 2019 |
| Edward Millen Reserve Concept Plan | TBC 2019 |
| Old Spaces New Places (next project) | TBC 2019 |
| Parking Policy (Planning) | TBA |
| Presentations / Deputations | |
| | |

15 CLOSURE OF WORKSHOP

Cr C Anderson closed the workshop at 7.35pm