

MINUTES

Annual Electors' Meeting

9 December 2013

To: The Mayor and Councillors

Here within are the minutes of the Annual Electors' Meeting of the City of South Perth Council held Monday 9 December 2013.



VICKI LUMMER
ACTING CHIEF EXECUTIVE OFFICER
13 DECEMBER 2013

Our Guiding Values

Trust

Honesty and integrity

Respect

Acceptance and tolerance

Understanding

Caring and empathy

Teamwork

Leadership and commitment

Disclaimer

The City of South Perth disclaims any liability for any loss arising from any person or body relying on any statement, discussion, recommendation or decision made during this meeting.

Where an application for an approval, a licence or the like is, discussed or determined during this meeting, the City warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the City.

Further Information

The following information is available on the City's website.

- **Council Meeting Schedule**

Ordinary Council Meetings are held at 7pm in the Council Chamber at the South Perth Civic Centre on the fourth Tuesday of every month between February and November. Please note that the December Ordinary Council Meeting will be held on the second Tuesday of the month, 10 December 2013.

Members of the public are encouraged to attend open meetings.

- **Minutes and Agendas**

As part of our commitment to transparent decision making, the City makes documents relating to council and its committees' meetings available to the public.

- **Meet Your Council**

The City of South Perth covers an area of around 19.9km² divided into four wards. Each ward is represented by two councillors, presided over by a popularly elected mayor. Councillor profiles provide contact details for each elected member.

www.southperth.wa.gov.au/Our-Council/

Contents

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	4
2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER	4
3.1 AUDIO RECORDING OF COUNCIL MEETING	4
3. ATTENDANCE	4
3.1 APOLOGIES	5
3.2 APPROVED LEAVE OF ABSENCE	5
4. PRESENTATION OF THE ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013	5
5. PRESENTATION OF AUDITOR'S REPORT FOR THE YEAR ENDED 30 JUNE 2013	9
6. OTHER BUSINESS	10
7. CLOSURE	15

Annual Electors' Meeting Minutes

Minutes of the Annual Electors' Meeting of the City of South Perth Council held in the Council Chambers, Sandgate Street, South Perth, Monday 9 December 2013.

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Mayor opened the meeting at 7:05pm and welcomed everyone in attendance. She then acknowledged we are meeting on the lands of the Noongar/Bibbulmun people and that we honour them as the traditional custodians of this land. She then provided information on the format of the meeting.

2. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

3.1 AUDIO RECORDING OF COUNCIL MEETING

The Mayor requested that all mobile phones be turned off. She then reported that the meeting is being audio recorded in accordance with Council Policy P673 "Audio Recording of Council Meetings" and Clause 6.16 of the Standing Orders Local Law 2007 which states: "A person is not to use any electronic, visual or vocal recording device or instrument to record the proceedings of the Council without the permission of the Presiding Member" and stated that as Presiding Member she gave permission for the Administration to record proceedings of the Council meeting.

3. ATTENDANCE

Mayor Doherty (Chair)

Councillors

G Cridland	Como Ward
S Hawkins-Zeeb	Manning Ward
C Cala	Manning Ward
C Irons	Mill Point Ward
M Huston	Mill Point Ward
F Reid	Moresby Ward
K Trent, OAM, RFD, JP	Moresby Ward

Officers

V Lummer	Acting Chief Executive Officer
M Kent	Director Financial and Information Services
M Taylor	Acting Director Infrastructure Services
P McQue	Manager Governance and Administration
D Gray	Manager Financial Services
R Woodman	Corporate Projects Officer
A Albrecht	Governance Officer

Gallery

There were 9 members of the public and 1 member of the press present.

3.1 APOLOGIES

V Lawrance, JP Como Ward
C Frewing Chief Executive Officer

3.2 APPROVED LEAVE OF ABSENCE

Nil.

4. PRESENTATION OF THE ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2013

The Mayor highlighted the year's achievements and covered the following topics:

Our City Snapshot

- Current Population (June 2013 Estimate) 46,000
- Estimated Population 2013 57,600 (+25%)
- Annual Population Growth 2013-2031 1.32 % p.a.
- Median Age 2012
 - City of South Perth - 36
 - Greater Perth - 36
 - Western Australia - 36
 - Australian - 37
- Population born in Australia 62%
- Population born Overseas 38%

Quick statistics

- 229.2 employees (FTE)
- 45,281 residents (2012)
- 54,522 calls to the Call Centre
- 633 planning approvals
- 766 building approvals
- 91% of applications processed under delegated au
- Value of building projects increased from \$135M to \$166M
- 17,000 native seedlings planted in bushland, waterways and foreshore areas
- 203 kms of sealed roads
- 1.3M square meters of asphalt
- 3.8 km of road

Strategic Directions

Strategic Plan 2013-2023

1. Community - Create opportunities for an inclusive, connected, active and safe community.
2. Environment - Enhance and develop public open spaces and manage impacts on the natural environment.
3. Housing and Land Uses - Accommodate the needs of a diverse and growing population.
4. Places - Develop, plan and facilitate vibrant and sustainable community and commercial places.
5. Infrastructure and Transport - Plan and facilitate efficient infrastructure and transport networks to meet the current and future needs of the community.

6. Governance, Advocacy and Corporate Management - Ensure that the City has the organisational capacity, advocacy and governance framework and systems to deliver the priorities identified in the Strategic Plan.

Community Highlights

- The City received almost \$70,000 in grant funding from the Disability Services Commission to embark on two exciting new disability projects, including a beach wheelchair ramp installed in Sir James Mitchell Park.
- The City's Events team received three awards at the annual Parks and Leisure Australia (WA) awards ceremony for the McDougall Farm Community Garden, Secret Event and the Australia Day Celebration Zone.
- Council adopted the Public Open Space Strategy in November 2012, delivered under budget
- Free Wi-Fi courtesy of the City went live in the Mends Street precinct in December 2012.
- The City received \$256,000 from the State Government to upgrade the dog pound into a state of the art Animal Care Facility.
- The City received a Bronze Award for the Annual Report 2011/2012 at the Australasian Reporting Awards in Melbourne.

Environment Highlights

- In June 2013, the City successfully completed Milestone 5 of the Water Campaign™ program and produced a report that demonstrates the City's achievement of the corporate goal to reduce water consumption by 50 per cent ahead of schedule.
- About 57 Tonnes of liquid material including gross pollutants were removed from the foreshore during 2012/2013.
- As part of its Sustainable Living Strategy, the City developed an awareness campaign, which introduces the concept of sustainable living to the community, in a practical and achievable manner.

Housing and Land Use Highlights

- Amendment No.25 to Town Planning Scheme No.6 was approved by the State Government in January 2013 and provides for an increase in commercial and multiple residential development, which in turn will promote employment opportunities.
- The final Retail Needs Assessment report has been submitted by a consultant and following review will be used to inform the next stage of the development of the draft Local Planning Strategy.

Places Highlights

- Adopted by Council in April 2013, the City's inaugural Economic Development Strategy 2013-2016 aims to facilitate economic growth and investment and build more sustainable, liveable and prosperous local communities within the City.
- In May 2013 Council resolved to adopt the business plan for the disposal of the Civic Triangle for community consultation.
- Urban Walkabout Launch

Transport and Infrastructure Highlights

- South Perth train Station business case was released for community consultation in September 2012 and then referred to the State Government for their consideration.
- Twelve road sections were reconstructed under the Roads Rehabilitation program.
- Council endorsed comments to the Department of Transport regarding the final report Canning Highway Road Reservation Corridor Study in June 2013.

Financial Statements 2012/2013

The Mayor then called on the Director Financial and Information Services to provide an overview of the Financial Statements for 2012/2013. The Director Financial and Information Services gave a presentation covering the following topics:

- Financial Snapshot 2012/2013
- Expenditure Snapshot 2012/2013
- Major Categories of Expenditure 2012/2013
- Capital Works 2012/2013
- Funding 2012/2013
- Key Performance Indicators 2012/2013

Questions relating to the Annual Report

Mr Geoff Defrenne, 24 Kennard St, Kensington

Mr Defrenne asked the following questions in relation to the Annual Report:

Question 1

On page 44 of the Annual Report, the City states that part of its Integrated Planning Framework is the 'Consult, Engage, Inform'. I am not sure that the City does this.

Page 61 refers to the Local Planning Strategy. Two years ago there was an initial meeting with the community on the Local Housing Strategy, in the next phase it was endorsed by Council at the November 2012 meeting, since then nothing else has happened. There is a lot of public concern about this Strategy, where is it up to?

Response

The Acting Chief Executive Officer advised that page 62 of the Annual Report provides more detail on what has occurred over the last financial year.

Question 2

Why has there been no further progress on the Housing Strategy – which is still in draft form?

Response

The Acting Chief Executive Officer advised that the Housing Strategy will form part of the Local Planning Strategy, and that there was still further work to do. For example, integrating the Retail Needs Assessment into a composite strategy.

Question 3

What progress has been made since November 2012?

Response

The Acting Chief Executive Officer noted the next steps of this project had been endorsed by the Council, and that once the Planning Officers investigations were complete the results will be included in the Local Planning Strategy.

Question 4

Will there be a public meeting, or advertising before this goes back to Council?

Response

The Acting Chief Executive advised that further consultation will take place. However, the City is not just preparing a Housing Strategy, it is incorporating this as part of the Local Planning Strategy which includes a lot of other things.

Question 5

What is happening with Berwick St? There was supposed to have been a separate study done with Victoria Park.

Response

The Acting Chief Executive Officer advised that there had been recent conversations with Victoria Park. Not only with regard to the Berwick St development, but also the total Strategy. The City proposes to amalgamate with Victoria Park, so any future Strategy will need to be a combined Strategy.

Question 6

I refer to Mal Dempsey's concerns regarding parking for the Civic Triangle (Page 70 of the Annual Report). I am also concerned about parking. The Chief Executive Officer, Cliff Frewing has said that you have not hurried the process and that it has been progressing over the last 9 years. For a developer this length of time is disastrous. You have missed the 2007 boom opportunity. Why is the process so slow? Is this timing acceptable? Why does the Annual Report not note the delays on this project?

Response

The Director Financial and Information Services advised that the City was not a developer, and that the length of time, whilst longer than the City might of liked, is a reflection of following the correct process, and allowing for proper consultation. The valuation of the site has continued to increase over this time period. The City continues to seek re-valuations. The City has tried to balance the Annual Report, and explain where projects have been delayed or taken longer.

Question 7

Why is there no mention in the Annual Report of the Freedom of Information Request that was subject to an Ombudsman ruling?

Response

The Manager Governance and Administration advised that this ruling occurred outside of the reporting period for this Annual Report.

Motion to receive Annual Report 2012/2013

The Mayor called for a 'Procedural Motion' from the public gallery to receive the Annual Report and Financial Statements which was adopted at the November 2013 Ordinary Council Meeting.

Motion to receive the Annual Report 2012/2013

Moved: Ms Shelah Perrot, Unit 35, 2 Bruce St, Como

Seconded: Mr John Stewart, 7 Keaney Place, Waterford

That the Annual Report and Financial Statements for the year ended 30 June 2013 be received.

CARRIED (6/3)

5. PRESENTATION OF AUDITOR'S REPORT FOR THE YEAR ENDED 30 JUNE 2013

The Director Financial and Information Services advised that the Audit Report from Macri Partners, was considered and approved at the November 2013 Council Meeting. The Independent Audit Report is contained in the Annual Report and was considered at Agenda Item 10.6.6 of the November 2013 Council Meeting.

Questions relating to the Auditor's Report

Mr Geoff Defrenne, 24 Kennard St, Kensington

Mr Defrenne asked the following questions in relation to the Auditor's Report:

Question 1

I asked a question of the Auditors regarding the City's breach of its 'Member Entitlements' policy, by supplying the Mayor with a mobile phone. I was advised by the Auditors to direct this question to the Council or the Department of Local Government and Communities. I have not been happy with the response I have received from the City in relation to this. The Policy clearly states that the Mayor should not be provided with a mobile phone. If the Policy was changed, I would not have a problem with this. As far as the monetary amount is concerned, this is immaterial, but from a principle of expenditure (the Auditor refers to financial management, I do not support this. I am therefore not happy with the Auditor's Report from this perspective.

Response

The Director Financial and Information Services noted Mr Defrenne's opinion. He further advised that the Auditor's had stated that it was not an audit matter.

Motion to receive the Auditor's Report 2012/2013

The Mayor called for a 'Procedural Motion' from the public gallery to receive the Auditor's Report which was adopted at the November 2013 Ordinary Council Meeting.

Motion to receive the Auditor's Report 2012/2013

Moved: Mr Barrie Drake, 2 Scenic Crescent, South Perth

Seconded: Mr John Stewart, 7 Keaney Place, Waterford

That the Auditor's Report for the year ended 30 June 2013 be received.

CARRIED (7/2)

6. OTHER BUSINESS

The Mayor opened the meeting to questions from the gallery.

The following is a summary of questions / responses:

Dr Roger Atkinson, 202 Coode St, Como

Question 1

Local Area Traffic Management Study (LATMS) – Como West Study

I was one of the six local residents on the working party for this study. I was disappointed by the draft report. I felt that it didn't give the City a soundly based action plan.

The LATMS for that region, should have afforded a good opportunity to review two areas that have been given little attention in previous LATMS. These are:

- Ways in which to improve street verges, to enable more orderly parking; and
- Experimenting with new technologies, such as Automatic Number Plate recognition.

This particular LATMS will not come up to Council for consideration until next year. I ask that Council give particular attention to this report and look at ways that it could have been more innovative and more forward looking.

I voiced my concerns to the LATM Committee and also emailed these to Miss Catherine Deady. There was actually a lot of research done by those on the Committee but it didn't show through in the draft report or the recommendations. The draft report was not an advance on the previous LATMS.

Response

The Acting Director Infrastructure Services advised that he would review Mr Atkinson's submission with Miss Deady and provide a response.

Question 2

Rezoning to accommodate additional dwellings

I note that the Annual Report indicates that an addition 6000 dwellings will be required over the next 20 years. Knowing this, will the City start giving people earlier advice on rezoning?

Response

The Acting Chief Executive Officer advised that the City already provides quite significant lead in times for zoning changes. For example, with the South Perth Station precinct, the process commenced in 2006, with consultation commencing in 2009. The Canning Bridge Precinct, consultation commenced in 2007-2008, and there are still two years to go.

In terms of individual sites, the proposal to rezone the Telstra Site has been progressed over a number of years.

The City is also preparing a Housing Strategy, as part of the Local Planning Strategy, and these plans are not quickly undertaken. There is a lot of time provided for consultation.

Mr John Stewart, 7 Keaney Place, Waterford

Question 1

Manning Road closure

Is it customary to procure external funding for a project, prior to consulting with stakeholders?

Response

The Acting Director Infrastructure Services advised the project will come to Council for assessment, given its controversial nature. Community consultation will take place first. There are technical reasons for its closure.

Question 2

Can you please explain these technical reasons?

Response

This question was taken on notice.

Question 3

Do you think this is an open and accountable way to go about things?

Response

The Acting Director Infrastructure Services advised that he would need to check on how the funding was procured.

Question 4

Reading from a letter received from the City of South Perth “the City has been successful in receiving black spot funding for works”.

Response

The Acting Director Infrastructure Services advised that it is not unusual for the City to receive funding of this sort. If the Council considers that the project is not appropriate, then the funding can be returned. The provision of funding does not make the project an open and shut case. The funding may also be used for an appropriate alternative.

Question 5

Is the submission made to receive this funding available for public inspection?

Response

The Director of Financial and Information Services advised that sometimes Federal and State funding is applied for a long time in advance of the actual commencement of a project. In many cases, the Community may not know that funding has been applied for, if the City is unsuccessful in obtaining it.

Submissions for funding are not generally made public. However, the report that goes to Council on this project should include the relevant extracts.

The Acting Director Infrastructure Services advised that for road projects, the provision of funding is based on the road safety statistics. Projects are given ratings (by the Metropolitan Regional Road Group) based on their impact on safety, and those with good ratings are funded. Projects are not just funded on the basis of community desire, but on the judgment of the City’s road engineers and also the Metropolitan Regional Road Group.

Question 6

Does that mean the rating you are referring to overrides the safe frequency ranking?

Response

This question was taken on notice.

Question 7

At what point were the dates for December 2013 Ordinary Council Meeting set?

Response

The Director of Financial and Information Services advised that the meeting schedule for 2013 was determined by Council at the end of 2012.

Question 8

Why are City Officer email addresses not released by the Customer Focus Team?

Response

The Director of Financial and Information Services advised that the use of direct email addresses rely on the individual for electronic capture. We prefer to encourage people to use our enquiries email address to ensure our records are maintained appropriately, and that enquiries are responded to promptly.

Question 9

The City's Customer Charter requires a response within 10 working days. Is it common for proposals out for consultation to be responded to in this period of time also?

Response

The Director of Financial and Information Services advised that generally proposals would be out for public comment for a longer period than 10 working days.

Question 10

I received a letter on the 16 November, seeking comment by 29 November. This does not seem an adequate timeframe, given that if I had any questions, my own questions may not be responded to before this timeframe was up.

Response

Mayor Doherty noted that submissions received a couple of days after the deadline would generally still be considered.

The Director of Financial and Information Services advised that 10 working days for community consultation was unusually short. He suggested that the Officer involved may have been aiming to get a report up to the December 2013 Council Meeting (which was then subsequently not included). In the future the City will ensure more realistic timeframes for public consultation are provided.

Question 11

What process is in place to ensure that stakeholders know that a report will NOT be on an agenda? (I was advised that this report would be included on the December 2013 Council Meeting Agenda. As a consequence I prepared a deputation, only to find that the report was not included).

Response

The Acting Director Infrastructure Services advised that as a general rule, the City should inform stakeholders as soon as possible, so that they do not waste time preparing a deputation.

Question 12

Do the operators of the Clontarf Markets require any permits, licencing or permission from the City?

Response

The Director of Financial and Information Services advised that yes they do.

Mr Barrie Drake, 2 Scenic Crescent, South Perth

Question 1

I note that 3 percent of the City's expenditure is on insurance – that seems a lot of money?

Response

The Director of Financial and Information Services advised that this percentage included utilities. Insurance was approximately ¼ of this 3 percent (approximately \$400,000 per year on workers compensation and 280K on other more general insurance – property etc).

Question 2

Has consideration been given to self-insurance?

Response

The Director of Financial and Information Services advised that yes this had been looked at by the Administration (not the Council). He noted that some Local Governments had gone down this path, but the City had chosen not too.

Question 3

Is it possible to reduce the amount of poison used by the City?

Response

The Acting Director Infrastructure Services advised that the City tries to use as little pesticide as possible. However, the City has a responsibility to preserve amenity for ratepayers, and so some level of spraying for weeds is necessary. For example, one year in Sir James Mitchell Park, the City did not spray and there was a breakout of Bindy, which caused significant problems. These sorts of issues have to be balanced with the desire to minimise pesticide use.

Question 4

Is it possible to reduce the amount of water used on the ground?

Response

The Acting Director Infrastructure Services advised that in the last 8 years the City has reduced the amount of water used considerably. Particularly scheme water initially, where major initiatives were undertaken to remove water meters to change the way the City watered its street garden beds. Nearly all the City's parks are metered now, and the City manages its water budgets in relation to use. The City is restricted, in some cases, by the design of its older reticulation systems.

In Sir James Mitchell Park, the City has reduced the amount of water used by 30-40% over the last 5 years. The Park is much drier these days. The City now allows the grass to grow longer before it is mowed, to make it more resilient on hot days. A new irrigation system would help the City to save even more water.

Mr Geoff Defrenne, 24 Kennard St, Kensington

Question 1

The Council is about to consider a development application for Gwentyfred Road. Why does the City not show plans in the reports? I know that copyright association says that you shouldn't do it, but other Councils do.

Response

The Acting Chief Executive Officer advised that the City has started a procedure of requesting that indemnity forms be submitted with development applications. The City cannot force applicants to sign these forms, but it is strongly encouraged. This allows the City to put plans on its website and include them as non-confidential attachments to our reports to Council.

Question 2

With regard to the Gwentyfred Road report. The R80 zoning was set back in 2003. At that time, the setbacks required were far greater (9m compared with 1m). Will the Council initiate amendments so that the setbacks have to comply with the R80 requirements, as required in 2003? (i.e. with the old setback conditions)

Response

The Acting Chief Executive Officer advised that there are certain things that the Council can make policies on with regards to the R-codes, but that it cannot override the R-codes by changing the scheme in that manner.

The City can make policies, and the R-codes lists things the City can make policies on. For example, the Arlington and Kensington Streetscape Policy is a policy that alters the R-codes. However, there are some things the City can do and some things the City can't do.

Question 3

Doesn't the Town Planning Scheme have precedent over the R-codes?

Response

The Acting Chief Executive Officer advised if the Council was to go down that process, it was very unlikely that it would be approved by the Minister.

Question 4

Does the City get competitive quotes for insurance? Not just go with LGIS?

Response

The Director of Financial and Information Services advised that this depends on the insurance. The City has in the past benchmarked insurance provider, and found different providers to offer much the same services. It is not administratively efficient to change insurance providers regularly.

Ms Shelah Perrot, Unit 35, 2 Bruce St, Como

Question 1

I was astounded by the proposed development on Gwentyfred Rd (contained in the December 2013 Ordinary Council Meeting Agenda). I also noted the magnificent mature trees that are in the area around Canning Road, that is to be rezoned. I ask that when the rezoning goes ahead that these trees please be considered, as it would be shame for them all to be cut down.

Response

The Acting Chief Executive Officer advised that the planning regulations don't protect these trees. That is why the City puts this as a condition on planning applications to require a mature tree to be planted on the site.

7. CLOSURE

The Mayor thanked everyone for their attendance and closed the meeting at 8.40 pm.

These Minutes were confirmed at a meeting on 25 February 2014

Signed _____
Chairperson at the meeting at which the Minutes were confirmed.