

# NOTES

## Council Agenda Briefing

**Meeting Date & Time:** 6.00pm, Tuesday 19 September 2023  
**Meeting Location** Council Chamber

### 1. DECLARATION OF OPENING

The Presiding Member opened the Briefing at 6.01pm and welcomed everyone in attendance.

### ITEMS FOR COUNCIL

The Presiding Member informed the meeting that Agenda Items 2, 3, 6, 7, 8.1, 8.2, 9, 11, 13 and 14 will be dealt with at the Ordinary Council Meeting to be held 26 September 2023.

### 4. ATTENDANCE

Presiding Member Mayor Greg Milner

#### Councillors

Como Ward	Councillor Glenn Cridland (Arrived at 6.03pm)
Como Ward	Councillor Nick Warland
Manning Ward	Councillor André Brender-A-Brandis (Arrived at 6.03pm)
Manning Ward	Councillor Blake D'Souza
Mill Point Ward	Councillor Ken Manolas
Mill Point Ward	Councillor Mary Choy (Arrived at 6.08pm)
Moresby Ward	Councillor Jennifer Nevard
Moresby Ward	Councillor Stephen Russell

#### Officers

Chief Executive Officer	Mr Mike Bradford
Director Corporate Services	Mr Garry Adams
Director Development and Community Services	Ms Donna Shaw
Director Infrastructure Services	Ms Anita Amprimo
Manager Finance	Mr Abrie Lacock
Manager Governance	Ms Toni Fry
Communications and Marketing Coordinator	Ms Karys Nella
Governance Coordinator	Mr Morgan Hindle
Governance Officer	Ms Jane Robinson

#### Gallery

There were approximately 3 members of the public present.

#### 4.1 Apologies

- Nil.

#### 4.2 Approved Leave of Absence

- Nil.

### 5. DECLARATIONS OF INTEREST

- Mayor Greg Milner – Impartiality Interest in Item 10.3.5 as ‘I serve on the board of Amaroo Care Services Inc. Amaroo also provides residential aged care services, albeit in a different catchment area.’
- Councillor Nick Warland – Impartiality Interest in Item 10.3.5 as ‘Emergen was a client of a former employer for part of the duration of my employment there’.

### 8. PRESENTATIONS

#### 8.3 Deputations

Nil.

## 10. DRAFT September 2023 REPORTS

The Chief Executive Officer, Mr Mike Bradford gave a brief summary of the September 2023 Agenda Items to be considered by Council, as follows.

*Councillor Glenn Cridland arrived at 6.03pm during consideration of Item 10.3.1*

### 10.3.1 eQuote 4/2023 Provision of Truck Mounted Sweeping Services

This report considers submissions received from the advertising of eQuote 4/2023 for the Provision of Truck Mounted Sweeping Services.

This report will outline the assessment process used during evaluation of the eQuotes received and recommend approval of the submission that provides the best value for money and level of service to the City.

*Councillor Mary Choy arrived at 6.06pm during consideration of Item 10.3.2*

### 10.3.2 RFT 7/2023 - Provision of Watering and Planting Services

This report considers submissions received from the advertising of Tender 7/2023 for the Provision of Tree Watering and Planting Services.

This report will outline the assessment process used during evaluation of the tenders received and recommend approval of the tender that provides the best value for money and level of service to the City.

### 10.3.3 Draft Amended Local Planning Policy P307 - Family Day Care and Child Day Care Centres (Advertising)

This report proposes to amend Local Planning Policy P307 - Family Day Care and Child Day Care Centres to reflect the requirements of the Department of Planning Lands and Heritage draft Position Statement: Child Care Premises, expand on existing Policy provisions in light of recent State Administrative Tribunal determinations and to include further provisions to guide the development and operation of Child Care Premises.

Proposed modifications to the Policy require advertising in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.

### 10.3.4 Draft Amended Local Planning Policy Policy P308 - Signs (Advertising)

This report proposes to amend Local Planning Policy P308 - Signs to provide additional provisions for the assessment of signs, and to reflect the ability of Local Planning Policies to exempt some forms of advertising signage in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.

Proposed modifications to the Policy require advertising in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015.

*Mayor Greg Milner and Councillor Nick Warland declared an impartiality Interest in Item 10.3.5.*

### **10.3.5 Proposed 11 Aged or Dependant Persons' Dwellings - Lot 3604, No.80 Henley Street, Como**

To consider an application for development approval for 11 Aged or Dependant Persons' Dwellings at Lot 3604, No. 80 Henley Street, Como.

This item is referred to Council as the proposed number of dwellings exceeds 10 and therefore falls outside of the delegation to officers.

For the reasons outlined in the report, it is recommended that the application be approved subject to conditions.

### **10.4.1 Listing of Payments August 2023**

This report presents to Council a list of accounts paid under delegated authority between 1 August 2023 to 31 August 2023 for information.

### **10.4.2 Monthly Financial Statements August 2023 and Carry Forward Budget Adjustments**

The monthly Financial Statements are provided within **Attachments (a)–(i)**, with high level analysis contained in the comments of this report. The detail of the carry forward budget adjustments are provided within **Attachments (j)–(k)**, commentary and a high level analysis are contained in this report.

### **10.5.1 Audit Register Progress Report Q4**

This report provides an update on the progress of actions included in the Audit Register. The Audit Register includes all open audit findings that have previously been accepted by the Audit, Risk and Governance Committee and Council.

### **10.5.2 2022/23 Annual Financial Statements (External) Audit Interim Report**

This report tables the Interim Audit report, referred to as a Management Letter from the Office of the Auditor General relating to the 2022/23 Annual Financial Statements. The Management letter include a single finding, risk rating, recommendation and management comment. It is recommended the finding be accepted, added to the City's Audit Register, with commentary on progress of resolution to be reported at each Committee Meeting.

## **12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

## **15. MEETING CLOSED TO THE PUBLIC**

Nil.

## **16. CLOSURE**

At 6.25pm the Presiding Member closed the Council Agenda Briefing and thanked everyone for their attendance.